



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

BOARD OF COMMISSIONERS Regular Board Meeting Agenda

Tuesday, July 1, 2025

9:00 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:
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Amendments to the Agenda	9:02
4	Potential Consent Items	9:03
4.1	Meeting Minutes - June 17th, 2025	
4.2	Resignation - Resource Navigator/Interpreter Kimberly Santana 06/23/2025	
4.3	Resignation - Eligibility Worker Stacie Ilgen 06/20/2025	
5	Commissioners	9:05
5.1	2025 Employee 2nd Quarter Service Awards	
6	County Auditor-Treasurer	9:10
6.1	Commissioner Warrants	
6.2	Health & Human Services Commissioner Warrants	
6.3	Health & Human Services SSIS Warrants	
7	Emergency Management	9:15
7.1	Resolution for Declaration of State of Emergency: June 20th, 2025	
8	Public Works	9:20
8.1	Final Payment Authorization - 2024 Bridge Construction Contract	
9	Ditch/Ag Inspector	9:25
9.1	Acknowledge Receipt - County Ditch 18 - Hold Harmless Agreement - Private Crossing	
10	Todd County 4-H, Extension Office	9:30
10.1	Extension Office Reports	
11	Planning & Zoning	9:50
11.1	Smieja & Wiener request for rezoning	
11.2	Tomsche Request for CUP	
11.3	Yoder Request for CUP	
12	Solid Waste	9:55
12.1	CAP Grant Change Order CO-3	
13	Health & Human Services	10:00
13.1	Opioid Settlement Funding Request: Staples Police Department	
13.2	Opioid Settlement Funding Request: Fairy-Lily-Long Lake Association	
14	Closed Session	10:10
14.1	Closed Session - Department Head Performance Evaluations	
	<i>The Commissioners will hold a closed session pursuant to Minnesota Statute §13D.05 Subd. 3(a) for the purpose of evaluating the performance of an individual subject to the Board's authority.</i>	

Lisa Parteka, MIS Director

over



BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Recess



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Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-01
Agenda Topic Title for Publication:		Meeting Minutes Approval - June 17th, 2025
Date of Meeting: July 1 st , 2025		Agenda Time Requested: ☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Minutes for the following meetings are attached: June 17 th , 2025		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Todd County Board of Commissioner's Meeting Minutes for June 17 th , 2025 as presented.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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



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Minutes of the Meeting of the Todd County Board of Commissioners held on June 17th, 2025

Moment of Silence

The Todd County Board of Commissioners observed a moment of silence due to the tragic events of the past weekend in the Twin Cities affecting our elected officials and specifically the State Representative and Spouse that lost their lives.

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 17th day of June, 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 Neumann and second by Becker, 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 June 3rd, 2025 as presented.

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 22nd, 2025.

Hire Camden Terwey for the full time Deputy position on a rate of pay of Grade 10 step 1 \$28.48 per hour start date TBD.

Approve the resignation of Eligibility Worker Carrie Wiechmann, effective June 20th, 2025.

Auditor-Treasurer

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403929 through 403950 in the amount of \$48,941.87 and (Regular) 58988 through 59020 in the amount of \$44,822.43 for a total of \$93,764.30.

On motion by Noska 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) 806533 through 806587 and (Regular) 713118 through 713168 for a total of \$145,661.80.

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) 601698 through 601714 and (Regular) 518454 through 518478 for a total amount of \$110,253.89.

Public Works



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

**LOCAL BRIDGE REPLACEMENT PROGRAM GRANT AGREEMENT 1057245
GRANT TERMS AND CONDITIONS SAP 077-599-065**

WHEREAS, Todd County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge #77J93, 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 \$185,010.25 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.

Sheriff's Office

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the purchase of 2-2025 Chevy Tahoe's from North Country GM of Hibbing for the total cost of \$106,980.56.

Planning & Zoning

On motion by Neumann and second by Becker, the following items were tabled to the July 1, 2025 meeting: 1) Smieja & Wiener request for rezoning 2) Tomsche Request for CUP 3) Yoder Request for CUP.

Solid Waste

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

**2025 TODD COUNTY INTERIM FINANCING FOR CAP GRANT PROJECT
AND TRANSFER OF FUNDS AUTHORIZATION**

WHEREAS, Todd County 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 19, 2024 the Todd County Board of Commissioners approved financing for the project whereby the total project budget was established at \$10,197,156.43. Local match (Todd County,

including solid waste department) funding was set at \$3,402,156.43. This includes funding from ARP and Solid Waste Department with a loan from the General Fund.

WHEREAS, Todd County awarded the majority of the work (less equipment, engineering, etc.) in the Project to Hy-Tec Construction on March 19, 2024. The work awarded to Hy-Tec has a substantial completion date of September 20, 2025.

WHEREAS, The State of Minnesota entered into an Agreement with Todd County effective December 31, 2021 for the \$4,000,000 CAP Grant. These funds have all been reimbursed to Todd County for work completed.

WHEREAS, The MPCA and State of Minnesota have not prepared a grant agreement for the additional \$2,795,000 committed by the State Legislature. State of Minnesota staff have indicated that the money can remain encumbered without an agreement until December 31, 2027.

WHEREAS, The Solid Waste Department does not expect it can pay for the remaining cost of the project without the aforementioned state funding. Recently, pay requests were received from the general contractor (Hy-Tec) that have not been paid in the amount of approximately \$1,497,206. The Solid Waste Department desires to find an interim funding source in case the State of Minnesota continues to be delayed in its obligations.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners does hereby authorize interim financing from the General Fund for the Project to be called upon for up to 18 (eighteen) months for an amount not to exceed \$2,795,000 (Two million, seven hundred ninety-five thousand and 00/100 dollars) at an interest rate of zero (0) percent. Repayment of this advance to coincide with the State of Minnesota's delivery of funding per the CAP Grant Agreements.

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners does hereby authorize the County Auditor-Treasurer to transfer the requested funds, as necessary to coincide with vendor payment withdrawals for CAP Grant project expenses, in an amount not to exceed \$2,795,000 in total from Fund 01-General Revenue to Fund 51-Solid Waste based on the monthly cash balance of the Fund 51-Solid Waste.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Authorize solid waste director to sign attached proposals from Widseth for \$12,500.00 for Stormwater Permitting.

On motion by Denny and second by Becker, the following item was tabled: CAP Grant Change Order.

Health & Human Services

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the agreement between Todd County Health & Human Services and Lakes Country Associates.

County Attorney

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the Assistant County Attorney job description.

Administration

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the Annual Service Agreement with Safe Assure in the amount of \$12,412.53 with funding from the Safety Account and Public Works.

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

A Resolution Rejecting the U.S. Department of Homeland Security's "Sanctuary Jurisdiction" Designation for Todd County

WHEREAS, the U.S. Department of Homeland Security (DHS) recently released a public list designating 20 Minnesota counties, including Todd County, as so-called "sanctuary jurisdictions;" and

WHEREAS, DHS has not promulgated an **official definition** of "sanctuary jurisdiction;" and

WHEREAS, this "sanctuary jurisdiction" designation was made **without consultation, clearly defined criteria, or notice to Todd County** in advance of the public release; and

WHEREAS, this lack of communication placed local officials in the difficult position of responding to media inquiries and constituent concerns without any explanation or context for this "sanctuary jurisdiction" designation; and

WHEREAS, Minnesota state law **prohibits the detention of individuals for more than 48 hours without formal charges**, thereby limiting the ability of counties to comply with certain ICE requests; and

WHEREAS, this "sanctuary jurisdiction" designation could lead to **serious and unfair consequences**, including potential loss of critical federal funding that supports public safety and essential community services; and

WHEREAS, national organizations such as the National Sheriffs' Association and the National Association of Counties have expressed similar concerns regarding the **lack of clarity, transparency, and due process** in the DHS designation process.

NOW, THEREFORE, BE IT RESOLVED, that the Todd County Board of Commissioners **formally rejects** to the designation of Todd County as a "sanctuary jurisdiction" and expresses **deep concern** about the lack of communication and transparency demonstrated by DHS in this matter.

BE IT FURTHER RESOLVED, that the Board requests that our Minnesota Congressional Delegation to advocate for:

1. **Immediate clarification** from DHS regarding the criteria and methodology used in making "sanctuary jurisdiction" designations;
2. A **transparent and accountable process** that includes notice, input, and the opportunity for so-called "sanctuary jurisdictions" **to appeal** this designation;

3. **Assurances** that Minnesota counties, including Todd County, will **not be unfairly penalized**, especially in terms of federal funding vital to public safety and community well-being.

BE IT FINALLY RESOLVED, that a copy of this resolution be forwarded to the U.S. Department of Homeland Security, the Association of Minnesota Counties, and our Minnesota Congressional Delegation, as a formal statement of Todd County's position that DHS's arbitrary "sanctuary jurisdiction" designation for Todd County is unfounded and inaccurate.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported the 2026 budget preparations are well underway.

County Coordinator's Report

The County Coordinator reported attending the solid waste, soil & water, personnel, finance committee, interviews and has received a grant for our wellness program from Sourcewell.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the Extension, AMC District 4, TWCC, Rainbow Rider and Soil & Water Conservation Tour meetings.

Commissioner Neumann attended the Rainbow Rider and Solid Waste meetings.

Commissioner Noska attended the regular meetings with mention of the upcoming wellness program employee event.

Commissioner Denny attended the Finance Committee and regular meetings. Encouraged public to attend our local community summer events.

Commissioner Byers extended thanks and gratitude to County Staff and the Todd County Community during his family's recent loss.

Closed Session

Chair Byers closed the session pursuant to MN Statute §13D.05 Subd. 3(a) at 10:01 a.m.

Chair Byers provided a summary of the closed session that Department Head Evaluations were held for the following persons and all were deemed satisfactory standing:

Jackie Och, HHS Director	Mitch Johnson, Facilities Manager
Adam Ossefoort, PZ/SWCD Director	Chris McConn, Solid Waste Director
Chris Odden, County Assessor	Mike Eberle, Solid Waste Supervisor
Loren Fellbaum, County Engineer	Peter Berscheit, Veterans Service Officer

Chair Byers reopened the session at 12:34 p.m.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CHAMBERLAIN OIL COMPANY	\$ 2,735.26
EMERGENCY AUTOMOTIVE TECHNOLOGIES	\$ 2,557.22
LAKES AREA BLASTING	\$ 15,760.00
LONG PRAIRIE LEADER	\$ 3,015.00
LONG PRAIRIE OIL COMPANY	\$ 5,306.58



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MENCH/JAMES	\$	4,375.00
METAL CULVERTS INC.	\$	28,265.60
NOW MICRO INC	\$	9,936.00
SALAM INTERNATIONAL, INC	\$	2,242.20
46 PAYMENTS LESS THAN 2000	\$	19,571.44
Total:	\$	93,764.30

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
V#15231-COST EFF HEALTH INS	\$ 2,493.84
V#16675-COST EFF HEALTH INS	\$ 4,346.28
AMAZON CAPITAL SERVICES	\$ 2,750.68
RURAL MN CEP INC	\$ 20,284.93
MORRIES ELECTRONICS INC	\$ 3,112.84
USPS-POC	\$ 5,820.00
90 PAYMENTS LESS THAN 2000	\$ 44,628.60
AMAZON CAPITAL SERVICES	\$ 2,167.17
DHS - SWIFT	\$ 51,405.97
NOW MICRO INC	\$ 2,484.00
PETERSON/JENA	\$ 3,810.00
6 PAYMENTS LESS THAN 2000	\$ 2,357.49
Total:	\$ 145,661.80

VENDOR NAME	AMOUNT
180 DEGREES INC	\$ 9,059.68
# 17598	\$ 4,189.03
GERARD TREATMENT PROGRAMS	\$ 9,475.46
HEARTLAND GIRLS RANCH	\$ 22,278.46
LUTHERAN SOCIAL SERVICE OF MN	\$ 3,059.15
RESOURCE TRAINING AND SOLUTIONS	\$ 2,470.00
STEP	\$ 10,217.59
# 16359	\$ 2,087.54
# 17734	\$ 2,929.50
VALLEY LAKE BOYS HOME INC	\$ 10,168.00
WEST CENTRAL REG JUVENILE CTR	\$ 18,298.00
31 PAYMENTS LESS THAN 2000	\$ 16,021.48
Total:	\$ 110,253.89



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-02
Agenda Topic Title for Publication:		Resignation - Resource Navigator/Interpreter Kimberly Santana
Date of Meeting: 7/1/2025	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Kimberly Santana has resigned from her position as Resource Navigator/Interpreter in the Community Health Unit, effective June 23 rd , 2025.		
Options:		
1. Approve the resignation of Resource Navigator/Interpreter Kimberly Santana, effective June 23 rd , 2025.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Resource Navigator/Interpreter Kimberly Santana, effective June 23 rd , 2025.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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



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Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-03
Agenda Topic Title for Publication:		Resignation - Eligibility Worker Stacie Ilgen
Date of Meeting: 7/1/2025	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Stacie Ilgen has resigned from her position as Eligibility Worker in the Financial Support Services Unit, effective June 20 th , 2025.		
Options:		
1. Approve the resignation of Eligibility Worker Stacie Ilgen, effective June 20 th , 2025.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Eligibility Worker Stacie Ilgen, effective June 20 th , 2025.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

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Seal



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Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion	☐ Report	20250701-04
☐ Discussion	☐ Resolution	
☒ Information Item	☐ Other	
Agenda Topic Title for Publication:		1st Quarter Service Awards
Date of Meeting: July 1, 2025		Agenda Time Requested: 10 Minutes ☐ Consent Agenda
Organization / Department Requesting Action: Commissioners		
Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator		
Background: Supporting Documentation enclosed ☐		
The Todd County Board of Commissioners recognizes that County employees are our most valuable asset and would like to recognize staff for their years of service. 2nd Quarter 2025 Service Awards will be presented.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	☐ Yes ☐ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
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☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

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COUNTY OF TODD}

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Seal



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Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-05
Agenda Topic Title for Publication:		Approve Commissioner Warrants
Date of Meeting: July 1st, 2025	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printout has been sent to the Commissioners and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Commissioner Warrants number (ACH) 403951 through 403968 in the amount of \$11,673.29 and (Regular) 59021 through 59060 in the amount of \$229,625.61 for a total of \$241,298.90.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

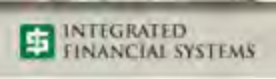
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COUNTY OF TODD}

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Seal

**** Todd County ****
WARRANTS FOR PUBLICATION



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 7/01/2025 For Payment 7/03/2025

<u>Vendor Name</u>	<u>Amount</u>
EAGLE BEND WELDING	8,114.23
HERDERING INC	29,871.50
NELSON'S SERVICE CENTER	3,955.68
NORTHERN STAR COOP	3,528.79
NYHUS CHEVROLET INC	2,520.88
OTTER TAIL CO SOLID WASTE DEPT	2,000.00
TODD SOIL & WATER CONS DIST	164,413.29
TOTAL RESPONSE	3,235.55
50 Payments less than 2000	23,658.98
Final Total:	241,298.90



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Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-06
Agenda Topic Title for Publication:	Health & Human Services Commissioner Warrants	
Date of Meeting: July 1 st , 2025	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services Commissioner Warrants number (ACH) 806588 through 806620 and (Regular) 713169 through 713202 for a total of \$82,283.13.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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

ADRIANA

6/25/25 12:59PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 7/01/2025 For Payment 7/03/2025

<u>Vendor Name</u>	<u>Amount</u>
BRENNY FUNERAL CHAPEL	3,500.00
DHS - SWIFT	13,936.54
QUALITY LOGO PRODUCTS	3,603.17
14 Payments less than 2000	2,265.43
Final Total:	23,305.14

KAITLINP

6/25/25 8:56AM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 7/01/2025 For Payment 7/03/2025

<u>Vendor Name</u>	<u>Amount</u>
DHS - SWIFT	43,804.43
49 Payments less than 2000	15,173.56
Final Total:	58,977.99



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-07
Agenda Topic Title for Publication:	Health & Human Services SSIS Warrants	
Date of Meeting: July 1 st , 2025	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services SSIS Warrants number (ACH) 601715 through 601722 and (Regular) 518479 through 518506 for a total amount of \$114,896.05.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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

Warrants for Publication

Payment Date:

7/3/2025

Approval Date:

7/1/2025

Vendor name or #

Amount

DHS - MSOP - MN SEX OFFENDER PROG - 462	17921.60
GREATER MN FAMILY SRVS INC	13804.42
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	3132.35
GUARDIANSHIP OPTIONS	
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	4683.53
NORTHWOOD CHILDRENS SERVICES	9041.46
PRAIRIE LAKES YOUTH PROGRAMS	6750.00
PRODUCTIVE ALTERNATIVES INC - FERGUS FALLS	2577.52
RESOURCE TRAINING AND SOLUTIONS	2470.00
VILLAGE RANCH INC	34025.71
WEST CENTRAL REG JUVENILE CTR	7798.00

\$12,691.46

25 Pymts less than \$2000

Final Total

\$114,896.05



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion	☐ Report	20250701-08
☐ Discussion	☒ Resolution	
☐ Information Item	☐ Other	
Agenda Topic Title for Publication:		Declaration State of Emergency June 20th
Date of Meeting: July 1, 2025		Agenda Time Requested: 5 ☐ Consent Agenda
Organization / Department Requesting Action: Emergency Management		
Person Presenting Topic at Meeting: Mike Wisniewski		
Background: Supporting Documentation enclosed ☒		
The attached Resolution Declaring a State of Emergency for Todd County related to the storm event that occurred on June 20, 2025.		
During this event, Stearns Electric Cooperative reported 22 broken utility poles in the West Union area of Todd County. At an estimated replacement cost of \$3,000 per pole, the total damage is approximately \$66,000.		
As a nonprofit utility provider, Stearns Electric qualifies for public disaster assistance under Minnesota Statute Chapter 12B. Their reported damage amount exceeds Todd County's state public infrastructure disaster assistance threshold of \$59,618.32, making them eligible to receive up to 75% of the damages in reimbursement from the State of Minnesota.		
Options:		
To approve the declaration of emergency		
Not approve the declaration of emergency		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To adopt the attached Resolution Declaring a State of Emergency.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 0	☐ Yes ☒ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE 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



Resolution Declaring a State of Emergency

WHEREAS the high winds have impacted the population of Todd County; and

WHEREAS the high winds 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 20 event of 2025;

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 high winds event of June 20, 2025 (date).



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	20250701-09
Agenda Topic Title for Publication:		Final Payment Authorization - 2024 Bridge Construction Contract
Date of Meeting: 07/01/2025	Agenda Time Requested: 5 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Public Works		
Person Presenting Topic at Meeting: Loren Fellbaum, County Engineer		
Background: Supporting Documentation enclosed ☒		
See attached resolution for background information.		
Options:		
#1 Approve attached resolution.		
#2 Do not approve attached resolution.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the attached resolution for Final Payment Authorization - 2024 Bridge Construction Contract.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 87,250.74 Funding Source(s): State Bridge Bond Funds & State Aid Construction Funds	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE 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



Final Payment Authorization – 2024 Bridge Construction Contract

WHEREAS, the contract with Redstone Construction LLC. for a 2024 Bridge Construction Contract known as SAP 077-614-022 located on County State Aid Highway 14 over the Long Prairie River, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2024 and 2025 with the value of the total work certified being \$1,728,627.35, and;

WHEREAS, partial payments amounting to \$1,641,376.61, have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$87,250.74 still remains to be paid to Redstone Construction LLC.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorize final payment as specified.

Todd County, MN
44 Riverside Dr, Long Prairie, MN
56347

Contract Number: 202405
Final Pay Request Number: 5

Project Number	Project Description
SAP 077-614-022	CSAH 14 Bridge Replacement Project over Long Prairie River

Contractor: Redstone Construction PO Box 218 Mora, MN 55051	Vendor Number: 0000 Up To Date: 06/12/2025
---	---

Contract Amount		Funds Encumbered	
Original Contract	\$1,757,748.75	Original	\$1,757,748.75
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$1,757,748.75	Total	\$1,757,748.75

Work Certified To Date	
Base Bid Items	\$1,728,627.35
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$1,728,627.35

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SAP 077-614-022	\$862.50	\$1,728,627.35	\$0.00	\$1,641,376.61	\$87,250.74	\$1,728,627.35

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$862.50	\$1,728,627.35	\$0.00	\$1,641,376.61	\$87,250.74	\$1,728,627.35
Percent: Retained: 0%			Percent Complete: 98.34 %		
Amount Paid this Final Pay Request: \$87,250.74					

Todd County, MN
44 Riverside Dr, Long Prairie, MN
56347

Page 2 of 11

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By:

Loren Fellbaum
Todd County Engineer

Date: _____

Approved By:

Math R. Larson
Redstone Construction, LLC
Contractor

Date: 6/20/2025

Project No. : SAP 077-614-022
Final Pay Request No. : 5
Contract No.: 202405

Certificate of Final Contract Acceptance
Final Voucher Number: 5

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated _____ Signature _____ Todd County Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$1,728,627.35 and agrees to the amount of \$87,250.74 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Redstone Construction

By

Nate R. Larson

And _____ And _____ State of ,

On This 20 Day Jun, 25, Before me appeared _____ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as _____ free to act and deed

(Corporate Acknowledgment)

Nate R. Larson And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the President and _____ of the

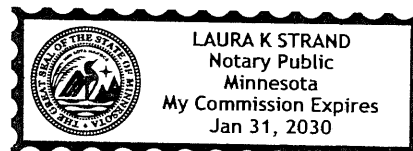
Redstone Const. LLC Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

articles and said Nate R. Larson and _____

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in Kanabec County

Seal Expires 11/31/30 Signature [Signature]



Todd County, MN
44 Riverside Dr, Long Prairie, MN
56347

Todd County, MN
44 Riverside Dr, Long Prairie, MN 56347
Contract No: 202405
Final Pay Request No. 5

Todd County, MN
Certificate of Final Acceptance
Board Acknowledgment

Contract Number: 202405
Contractor: Redstone Construction
Date Certified: 6/12/2025
Payment Number: 5

Whereas; Contract No. 202405 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Todd County, MN and authorize final payment as specified herein.

State of

I, _____, agency_name within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20____

At _____,

Signed By _____

Todd County, MN

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-09-03	\$148,511.50	\$7,425.58	\$141,085.92
2	2024-10-01	\$433,197.50	\$21,659.87	\$411,537.63
3	2024-10-29	\$857,165.00	\$42,858.25	\$814,306.75
4	2024-11-26	\$288,890.85	\$14,444.54	\$274,446.31
5	2025-06-12	\$862.50	(\$86,388.24)	\$87,250.74

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
State Aid Rural	1	\$971,523.17	\$0.00	\$922,127.63	\$49,395.54	\$971,523.17
State Bridge Funds	4	\$757,104.18	\$0.00	\$719,248.98	\$37,855.20	\$757,104.18

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Regular (CSAH)	\$49,395.54	\$993,305.12	\$993,305.12	\$971,523.17
4	State Bridge Funds	\$37,855.20	\$764,443.63	\$764,443.63	\$757,104.18

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 077-614-022	1	2024-09-03	\$148,511.50	\$7,425.58	\$141,085.92
SAP 077-614-022	2	2024-10-01	\$433,197.50	\$21,659.87	\$411,537.63
SAP 077-614-022	3	2024-10-29	\$857,165.00	\$42,858.25	\$814,306.75
SAP 077-614-022	4	2024-11-26	\$288,890.85	\$14,444.54	\$274,446.31
SAP 077-614-022	5	2025-06-12	\$862.50	(\$86,388.24)	\$87,250.74

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 077-614-022	State Aid Rural	\$971,523.17	\$0.00	\$922,127.63	\$49,395.54	\$971,523.17
SAP 077-614-022	State Bridge Funds	\$757,104.18	\$0.00	\$719,248.98	\$37,855.20	\$757,104.18

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 077-614-022	1	\$49,395.54	\$993,305.12	\$993,305.12	\$971,523.17
SAP 077-614-022	4	\$37,855.20	\$764,443.63	\$764,443.63	\$757,104.18

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 077-614-022	1	2021.501	MOBILIZATION	LS	\$187,000.00	1	0	\$0.00	1	\$187,000.00
SAP 077-614-022	2	2104.502	SALVAGE MARKER	EACH	\$25.00	4	0	\$0.00	4	\$100.00
SAP 077-614-022	3	2104.502	SALVAGE SIGN	EACH	\$40.00	1	0	\$0.00	1	\$40.00
SAP 077-614-022	4	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	\$20.00	1	0	\$0.00	1	\$20.00
SAP 077-614-022	5	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$9.00	82	0	\$0.00	41	\$369.00
SAP 077-614-022	6	2104.503	REMOVE GUARDRAIL	L F	\$8.00	237	0	\$0.00	237	\$1,896.00
SAP 077-614-022	7	2104.604	SALVAGE BITUMINOUS PAVEMENT	S Y	\$15.00	1289	0	\$0.00	1289	\$19,335.00
SAP 077-614-022	8	2123.510	3.0 CU YD SHOVEL	HOUR	\$150.00	8	0	\$0.00	0	\$0.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 077-614-022	9	2123.510	DOZER	HOUR	\$150.00	8	5	\$750.00	5.5	\$825.00
SAP 077-614-022	10	2215.504	FULL DEPTH RECLAMATION	S Y	\$3.50	1289	0	\$0.00	1289	\$4,511.50
SAP 077-614-022	11	2221.509	SHOULDER BASE AGGREGATE CLASS 1	TON	\$100.00	27	0	\$0.00	0	\$0.00
SAP 077-614-022	12	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$120.00	470	0	\$0.00	436.15	\$52,338.00
SAP 077-614-022	13	2401.503	TYPE S (TL-4) BARRIER CONC (3S52) (P)	L F	\$98.00	321	0	\$0.00	321	\$31,458.00
SAP 077-614-022	14	2401.507	STRUCTURAL CONCRETE (3B52) (P)	C Y	\$1,275.00	132	0	\$0.00	132	\$168,300.00
SAP 077-614-022	15	2401.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	\$1.40	105740	0	\$0.00	105740	\$148,036.00
SAP 077-614-022	16	2401.508	REINFORCEMENT BARS (STAINLESS-75KSI) (P)	LB	\$4.25	1060	0	\$0.00	1060	\$4,505.00
SAP 077-614-022	17	2401.518	BRIDGE SLAB CONCRETE (3YHPC-M) (P)	SF	\$67.00	6235	0	\$0.00	6235	\$417,745.00
SAP 077-614-022	18	2401.601	STRUCTURE EXCAVATION	LS	\$45,000.00	1	0	\$0.00	1	\$45,000.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 077-614-022	19	2401.601	APPROACH GRADING	LS	\$25,000.00	1	0	\$0.00	1	\$25,000.00
SAP 077-614-022	20	2401.601	SLOPE PREPARATION	LS	\$47,000.00	1	0	\$0.00	1	\$47,000.00
SAP 077-614-022	21	2402.502	FLOOR DRAIN TYPE B702	EACH	\$1,600.00	2	0	\$0.00	2	\$3,200.00
SAP 077-614-022	22	2406.504	BRIDGE APPROACH PANELS (P)	S Y	\$310.00	390	0	\$0.00	390	\$120,900.00
SAP 077-614-022	23	2442.501	REMOVE EXISTING BRIDGE	LS	\$88,000.00	1	0	\$0.00	1	\$88,000.00
SAP 077-614-022	24	2451.607	STRUCTURAL BACKFILL (CV) (P)	CY	\$75.00	795	0	\$0.00	795	\$59,625.00
SAP 077-614-022	25	2452.502	C-I-P CONC TEST PILE 85 FT LONG 12"	EACH	\$14,000.00	2	0	\$0.00	2	\$28,000.00
SAP 077-614-022	26	2452.502	C-I-P CONC TEST PILE 85 FT LONG 16"	EACH	\$20,000.00	2	0	\$0.00	2	\$40,000.00
SAP 077-614-022	27	2452.502	PILE POINTS 12"	EACH	\$282.00	12	0	\$0.00	12	\$3,384.00
SAP 077-614-022	28	2452.502	PILE POINTS 16"	EACH	\$438.00	16	0	\$0.00	16	\$7,008.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 077-614-022	29	2452.503	C-I-P CONCRETE PILING 12"	LF	\$42.00	750	0	\$0.00	723	\$30,366.00
SAP 077-614-022	30	2452.503	C-I-P CONCRETE PILING 16"	LF	\$75.00	1050	0	\$0.00	1073	\$80,475.00
SAP 077-614-022	31	2502.501	DRAINAGE SYSTEM TYPE (B910)	LS	\$3,600.00	1	0	\$0.00	1	\$3,600.00
SAP 077-614-022	32	2511.504	GEOTEXTILE FILTER TYPE 7	S Y	\$5.25	805	0	\$0.00	340	\$1,785.00
SAP 077-614-022	33	2511.507	RANDOM RIPRAP CLASS III	CU YD	\$115.00	385	0	\$0.00	269.89	\$31,037.35
SAP 077-614-022	34	2554.502	ANCHORAGE ASSEMBLY - TYPE 31	EACH	\$4,000.00	2	0	\$0.00	2	\$8,000.00
SAP 077-614-022	35	2554.502	END TREATMENT-FLARED TERMINAL	EACH	\$4,400.00	2	0	\$0.00	2	\$8,800.00
SAP 077-614-022	36	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	L F	\$62.00	125	0	\$0.00	125	\$7,750.00
SAP 077-614-022	37	2554.503	TRAFFIC BARRIER DESIGN TRANS TYPE 31	L F	\$169.00	150	0	\$0.00	150	\$25,350.00
SAP 077-614-022	38	2563.601	TRAFFIC CONTROL	LS	\$4,000.00	1	0	\$0.00	1	\$4,000.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 077-614-022	39	2573.501	EROSION CONTROL SUPERVISOR	LS	\$750.00	1	0.15	\$112.50	1	\$750.00
SAP 077-614-022	40	2573.503	SILT FENCE, TYPE MS	L F	\$5.00	719	0	\$0.00	550	\$2,750.00
SAP 077-614-022	41	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$20.00	300	0	\$0.00	350	\$7,000.00
SAP 077-614-022	42	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.00	310	0	\$0.00	0	\$0.00
SAP 077-614-022	43	2575.501	TURF ESTABLISHMENT	LS	\$7,600.00	1	0	\$0.00	1	\$7,600.00
SAP 077-614-022	44	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SY	\$1.50	1504	0	\$0.00	1279	\$1,918.50
SAP 077-614-022	45	2575.504	ROLLED EROSION PREVENTION CATEGORY 74	SY	\$12.50	118	0	\$0.00	106	\$1,325.00
SAP 077-614-022	46	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$175.00	21	0	\$0.00	0	\$0.00
SAP 077-614-022	47	2582.503	6" SOLID LINE PAINT	L F	\$2.50	850	0	\$0.00	938	\$2,345.00
SAP 077-614-022	48	2582.503	4" BROKEN LINE PAINT	L F	\$2.00	85	0	\$0.00	90	\$180.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid Totals:								\$862.50		\$1,728,627.35

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 077-614-022	PARTICIPATING	\$0.00	\$1,513,649.35
SAP 077-614-022	NON-PARTICIPATING	\$862.50	\$214,978.00

Contract Total	\$1,728,627.35
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WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-10
Agenda Topic Title for Publication:		Acknowledge Receipt - County Ditch 18 - Hold Harmless Agreement - Private Crossing
Date of Meeting: July 1, 2025	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Ditch/Ag Inspector		
Person Presenting Topic at Meeting: Nancy Uhlenkamp CDI		
Background: Supporting Documentation enclosed ☒		
Attachment 1 - Hold Harmless Agreement		
Attachment 2 - Aerial Photo		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement application to install a private crossing in Lateral 6 on CD18 in section 15, Iona Twp.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

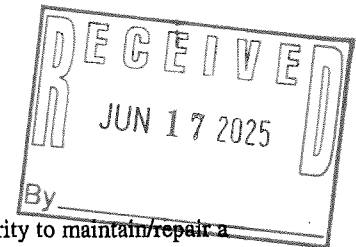
COUNTY OF TODD}

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

HOLD HARMLESS AGREEMENT

For County Ditch Maintenance/ Repair



Whereas, David Gould requests permission of the Todd County Ditch Authority to maintain/repair a portion of County Ditch No. 18 that runs through his/her property at his/her own expense:

Legal description to read as follows: W2 NE4 EX S 30 AC + EX NW4 NW4 NE4 40 Acres Parcel number 13-0014801

See Attached print out

Section 15 Township 130 Range 34

Proposed Project Description:

☐ Ditch Maintenance -- length of ditch _____ ft

☒ Private crossing installation/replacement

Include map of project location and project plans

See attached Map
Install culvert matching county 14 size for private crossing on
LD 18.

Applicant will have one year from the date of this application approval to complete the proposed project.

Person/Contractor name doing work:

to be determined (2026)

Address:

Contact phone #'s

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. Culverts can be replaced at the existing elevation. Spoil must be side cast, leveled and seeded. This work will be done at applicant's own expense.

Whereas, APPROVAL OF THIS HOLD HARMLESS AGREEMENT ONLY APPLIES TO THE COUNTY DITCH AUTHORITY (MN Rule Chapter 103E). Permits from local, state and federal agencies may be required. Before commencing work in or near wetlands, the application form for Water/Wetland Project must be filled out and mailed to the appropriate agencies; 1. Todd Soil, Water, Conservation, Development Division, 2. Army Corps of Engineers, 3. MN DNR Division of Waters, 4. Sauk River Water Shed (if in dist.) 5. Board of Water Soil Resources.

Whereas, said applicant will not do any cleaning/repair of said ditch until approval is received from all agencies. Applicant will notify County Ditch Inspector the day work begins and the day work ends.

Whereas, the applicant and/or contractor agrees to defend, indemnify, and hold Todd County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the applicant, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the applicant or the subcontractors, partners, or independent contractors or any of their agents or employees under the agreement.

I do hereby Agree to the above terms, I agree to hold the County harmless and indemnify it and follow all the rules and regulations.

Dated:

6-17-25

Applicant Signature:

David Gould

Phone Number:

320 533-1101

Iona Township
Section 15 Twp 130 Range 34

13-0010000
PAUL C & MARTHA
KAUFFMAN

201ST AVE

COUNTY 14

20274

13-0014800
DAVID N &
TAMMY JO GOULD

30904

13-0015100
DAVID B &
AMELIA E MILLER

201ST AVE

CD 18

13-0014700
DAVID N &
TAMMY JO GOULD

13-0014801
DAVID N &
TAMMY JO GOULD

13-0015000
DAVID N & TAMMY
JO GOULD

County Ditch 18
13-0014801
David & Tammy Gould
30904 201st Ave
Browerville, MN 56438

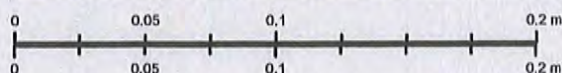
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, 2023

Todd County
MINNESOTA



Todd County GIS
215 1st Ave S, Ste 102
Long Prairie, MN 56347
(Office) 320-732-4248

LetterLayout



The Todd County GIS & Land Services Department has made every effort to provide the most accurate and up-to-date information available in this publication and cannot be held responsible for any unforeseen errors or omissions. If the recipient wishes to locate parcel corners and property lines, employ the services of a Registered Land Surveyor.

Printed on:
Tuesday, June 17, 2025



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☐ Action/Motion ☐ Discussion ☒ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-11
Agenda Topic Title for Publication:	Extension Office Reports	
Date of Meeting: 07-01-2025	Agenda Time Requested: 20 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Todd County 4-H, Extension Office		
Person Presenting Topic at Meeting: Tony Hansen, Heidi Igo & Kristin Saarela		
Background: Supporting Documentation enclosed ☐		
Heidi Igo, 4-H Youth Development Educator, will share updates about Todd County 4-H programing and enrollment. Kristin Saarela, Extension Administrative Specialist, will share updates about the Todd County Master Gardener Program.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ N/A Funding Source(s): N/A	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-12
Agenda Topic Title for Publication:		Smieja & Wiener request for rezoning
Date of Meeting: 7/1/2025		Agenda Time Requested: 3 ☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
An application for rezoning of parcels 21-0018900, 21-0018909, and a portion of 21-0018908 (SW 1/4 of the NE 1/4 & NW 1/4 of the SE 1/4, Section 18, Round Prairie TWP) was submitted on April 22, 2025. The request is to rezone this area from R-2 to AF-1. The application was reviewed by the Planning Commission during the June 5 th public hearing. The final recommendation from the Planning Commission was to grant the rezone with the condition below.		
Options:		
1. Grant the rezone 2. Deny the rezone 3. Remand back to the Planning Commission		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adopt the findings of the Planning Commission and grant the rezoning of the identified parcels from R-2 to AF-1 with the following condition. 1. Establishment of a feedlot shall require registering with the County Feedlot Program.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

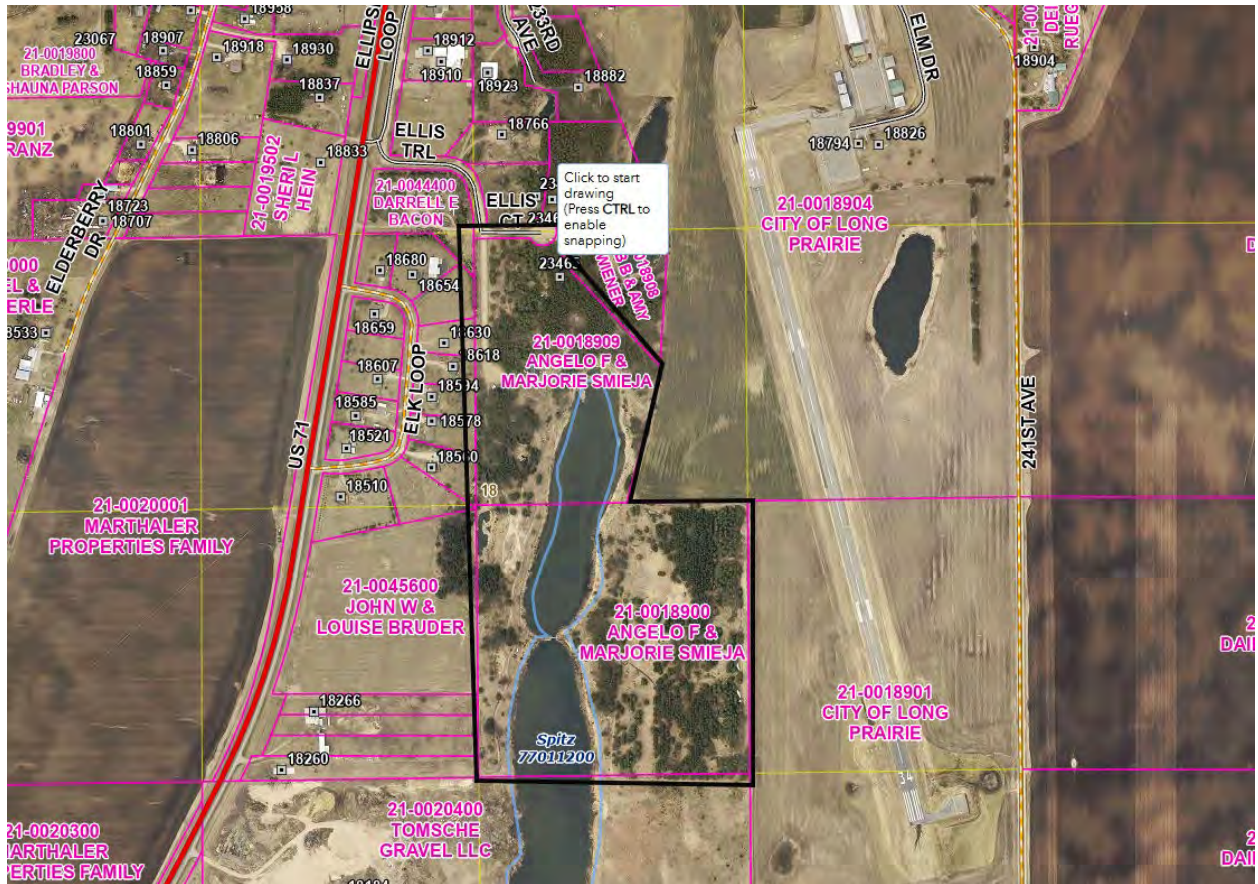
Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE 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



ZONING AMENDMENT PROCEEDINGS

(REZONE)

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Angelo and Marjorie Smieja
Mailing Address: 23465 Ellis Court
Long Prairie, MN 56347

Property Owner: Angelo F. Smieja and Marjorie A. Smieja
Site Address: 23465 Ellis Court, Long Prairie, MN 56347
Parcel Number: 21-0018900, 21-0018909

Property Owner: Jacob B. Wiener and Amy L. Wiener
Site Address: 23468 Ellis Court, Long Prairie, MN 56347
Parcel Number: 21-0018908

REQUEST: Request to amend the Zoning District of R-2 Zoning to AF-1 Zoning District for Ag use.

The above entitled matter was heard before the Todd County Planning Commission on the 5th day of June, 2025 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property/properties:

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Rezoning request # ReZone-2025-05 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Establishment of a feedlot shall require registering with the County Feedlot Program.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

**STATE OF MINNESOTA
COUNTY OF TODD**

**OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE**

I, Adam R. Ossefoort, Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN, in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

21.56 Acre Tract

That part of the Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ NE $\frac{1}{4}$) of Section 18, Township 128 North, Range 33 West, Todd County, Minnesota, described as follows:

Commencing at the east quarter corner of said Section 18;

thence South 89 degrees 06 minutes 20 seconds West, assumed bearing along the east-west quarter line of said Section 18, a distance of 1909.75 feet to the point of beginning of the land to be described;

thence North 14 degrees 51 minutes 20 seconds East 584.00 feet;

thence North 03 degrees 43 minutes 20 seconds East 98.14 feet to the southerly most corner of the plat of DISMAS ACRES, according to the recorded plat thereof;

thence North 43 degrees 04 minutes 21 seconds West, along the southerly line of said DISMAS ACRES, 672.06 feet;

thence North 15 degrees 23 minutes 24 seconds West, along said southerly line of DISMAS ACRES, 171.04 feet to a point on a 70.00 foot radius curve, which center of circle bears South 89 degrees 03 minutes 46 seconds West from said point, said curve also being said southerly line of DISMAS ACRES;

thence southwesterly, along said curve and along said southerly line of DISMAS ACRES, central angle 151 degrees 52 minutes 22 seconds, 185.55 feet;

thence South 89 degrees 03 minutes 46 seconds West, not tangent and along said southerly line of DISMAS ACRES, 273.31 feet to the west line of aforesaid Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ NE $\frac{1}{4}$);

thence South 00 degrees 30 minutes 31 seconds East, along said west line of the Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ NE $\frac{1}{4}$), a distance of 1290.25 feet to the center of aforesaid Section 18;

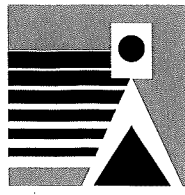
thence North 89 degrees 06 minutes 20 seconds East, along aforesaid east-west quarter line of Section 18, a distance of 741.34 feet to the point of beginning.

The tract contains 21.56 acres more or less, subject to any easements of record.

40.27 Acre Tract

The Northwest Quarter of the Southeast Quarter (NW $\frac{1}{4}$ SE $\frac{1}{4}$) of Section 18, Township 128 North, Range 33 West, Todd County, Minnesota.

The tract contains 40.27 acres more or less, subject to any easements of record.



Nyberg
SURVEYING

That part of Lot 4, Block one,
DISMAS ACRES lying within
the SW¹/₄ NE¹/₄ of Section 18,
Township 128 North, Range 33 West,
Todd County, Minnesota

320-762-4111

www.nybergsurveying.com



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20250701-13
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Tomsche Request for CUP
--	--------------------------------

Date of Meeting: 7-1-2025	Agenda Time Requested: 5	☐ Consent Agenda
---------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP to expand an existing feedlot on parcels 03-0018600 and 03-0018602 (Birchdale TWP) from 960 animal units to 992 animal units was submitted on May 5th, 2025. The application was reviewed by the Planning Commission during the June 5th public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions identified below.

Options:

1. Grant the CUP with the proposed conditions.
2. Develop findings and deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP with the conditions below.

1. Issuance of an Interim Permit from the County Feedlot Program and correction of non-compliances shall be completed prior to stocking of additional animal units.
2. Expansion to the existing liquid manure storage area shall consist of no less than 12 months storage.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. 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.
5. Open lots north of component 3 will remain in nonuse until further permitting is acquired.
6. Permits for construction will be issued following a receipt of acknowledgement by the DNR that the Livestock Appropriations Permit has been updated or covers the proposed numbers.
7. Applicant must abide by all other applicable federal, state, and local standards.

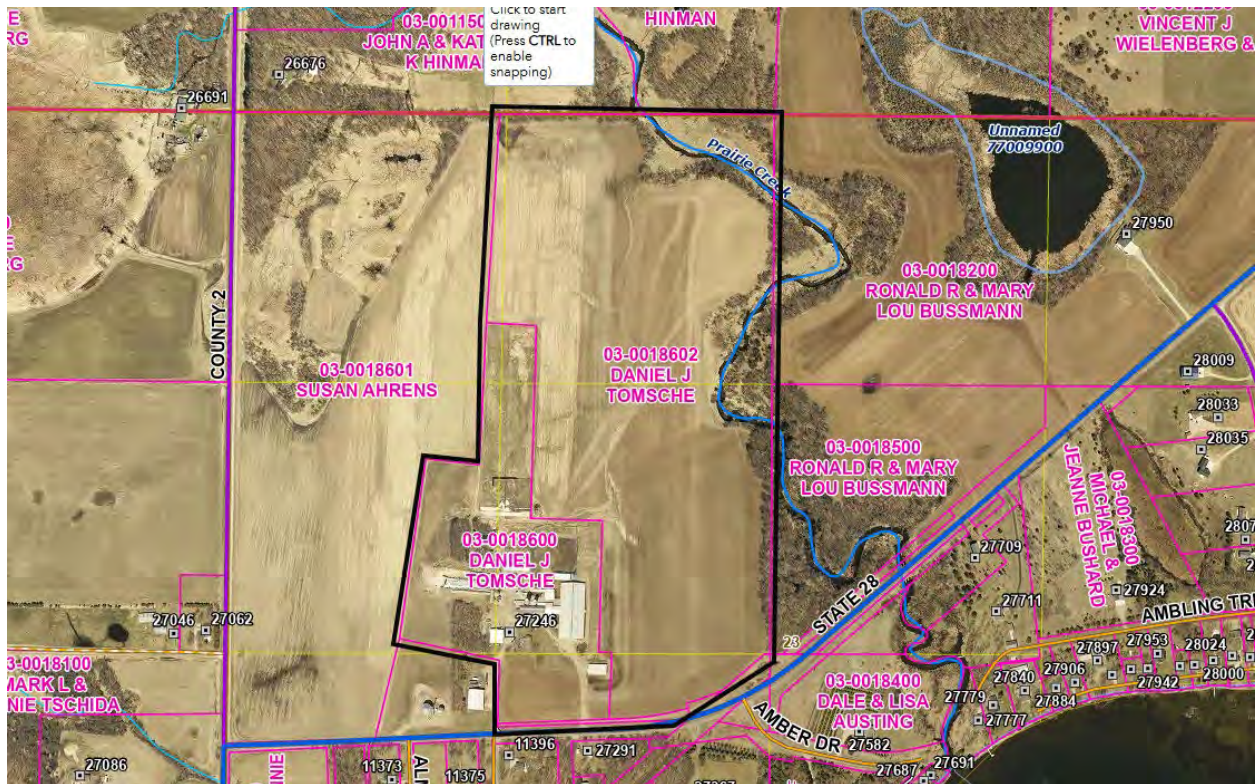
Additional Information:	Budgeted:	Comments
Financial Implications: \$	☐ Yes ☐ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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:



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Daniel J.Tomsche, Trustee of the Daniel J. Tomsche Revocable Trust
under agreement dated October 13, 2017

Mailing Address: 304 Golf View Drive
Albany, MN 56307

Property Owner: Ronald R. Bussmann and Mary Lou Bussmann

Mailing Address: 27950 State Hwy 28, Grey Eagle, MN 56336
Osakis, MN 56360

Site Address: 27246 State 28, Grey Eagle, MN 56336

Parcel Number: 03-0018600 & 03-0018602

REQUEST: Request for CUP to construct a 276' X 128' total confinement barn for 350 head of dairy cows >1000 lbs. and add a 5.2M gallon, HDPE lined earthen basin for manure storage. Animal Units will increase from 960 AU to 992 AU in AF-1 and RT Zoning Districts

The above entitled matter was heard before the Todd County Planning Commission on the 5th day of June, 2025 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

See Exhibit "A"

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2025-010 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Issuance of an Interim Permit from the County Feedlot Program and correction of non-compliances shall be completed prior to stocking of additional animal units.
2. Expansion to the existing liquid manure storage area shall consist of no less than 12 months storage.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.

4. 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.
5. Open lots north of component 3 will remain in nonuse until further permitting is acquired.
6. Permits for construction will be issued following a receipt of acknowledgement by the DNR that the Livestock Appropriations Permit has been updated or covers the proposed numbers.
7. Applicant must abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

EXHIBIT "A"
Legal Description

That part of the NW1/4 and that part of the SW1/4 of Section 23, Township 127 North, Range 33 West, Todd County, Minnesota, lying northerly and easterly of a line described as follows:

Commencing at the northwest corner of said Section 23; thence South 89° 45' 16" East, assumed bearing, along the north line of said NW1/4, a distance of 1,309.45 feet to the point of beginning of said line to be described; thence South 03° 35' 49" West, 1,026.42 feet; thence South 86° 45' 56" East, 247.15 feet; thence South 01° 41' 46" West, 943.39 feet; thence South 88° 22' 02" East, 352.28 feet; thence South 01° 20' 25" West, 644.84 feet; thence South 87° 54' 04" East, 62.28 feet; thence South 02° 05' 56" West, 324.75 feet to the northerly line of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23, according to the recorded plat thereof on file and of record in the office of the County Recorder, Todd County, Minnesota; thence North 87° 42' 38" East along said northerly line, 63.50 feet to the beginning of a curve tangent to said line; thence easterly a distance of 330.44 feet to the west line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23 and along said northerly line and along said curve concave to the north, having a radius of 1,382.39 feet and a central angle of 13° 41' 44"; thence North 15° 59' 07" West along said west line, 25.00 feet to the beginning of a curve concave to the north having a radius of 1,357.39 feet and a central angle of 7° 57' 31" and to the northwesterly line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23; thence easterly and northeasterly along said curve and along said northwesterly line, 188.55 feet; thence North 49° 14' 48" East along said northwesterly line, 269.85 feet to the north line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23; thence South 89° 56' 53" East along said north line, 27.82 feet to the southeast corner of said NW1/4, as monumented and said line there terminating.
Parcel No. 03-0018602

AND

That part of the NW1/4 and that part of the SW1/4 of Section 23, Township 127 North, Range 33 West, Todd County, Minnesota described as follows: Commencing at the northwest corner of said Section 23; thence South 89° 45' 16" East, assumed bearing, along the north line of said NW1/4, a distance of 1,309.45 feet; thence South 03° 35' 49" West, 1,026.42 feet to the point of beginning of the land to be described;
thence South 86° 45' 56" East, 247.15 feet;
thence South 01° 41' 46" West, 943.39 feet;
thence South 88° 22' 02" East, 352.28 feet;
thence South 01° 20' 25" West, 644.84 feet;
thence South 87° 54' 04" East, 62.28 feet;
thence South 02° 05' 56" West, 324.75 feet to the northerly line of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23, according to the recorded plat thereof on file and of record in the office of the County Recorder, Todd County, Minnesota;
thence South 87° 42' 38" West along said northerly line, 548.92 feet to the northwesterly corner of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 77-23;

thence North 01° 33' 09" East, 310.32 feet;
thence North 77° 52' 54" West, 502.64 feet;
thence North 08° 21' 01" East, 888.67 feet;
thence South 83° 47' 22" East, 265.05 feet;
thence North 02° 42' 00" East, 694.87 feet to the point of beginning.
Parcel No. 03-0018600

Abstract property.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20250701-14
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Yoder Request for CUP
--	------------------------------

Date of Meeting: 7/1/2025	Agenda Time Requested: 3	☐ Consent Agenda
---------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP to establish a wood working business on parcel 01-0011100 (Bartlett TWP) was submitted on May 7th, 2025. The application was reviewed by the Planning Commission during the June 5th public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions below.

Options:

1. Grant the CUP with the proposed conditions.
2. Develop findings and deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP 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

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Emanuel Yoder and Ella Yoder
Mailing Address: 20835 Co Rd 24
Bertha, MN 56434

Property Owner: Ervin Krosch and Bernice Krosch
Mailing Address: 509 E 9th Street
Morris, MN 56267

Site Address: 49475 Thorn Apple Road, Aldrich, MN 56434
Parcel Number: 01-0011100

REQUEST: Request to Operate a Wood Working Business in AF-2 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the 5th day of June, 2025 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

The Southwest Quarter of the Northwest (SW ¼ NW ¼) of Section Eleven (11), Township One Hundred Thirty-three (133) North, Range Thirty-four (34) West of the Fifth Principal Meridian, Todd County, Minnesota;

Together with all hereditaments and appurtenances belonging thereto (the Property).

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2025-011 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

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

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20250701-15
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	CAP Grant Change Order CO-3
--	------------------------------------

Date of Meeting: July 1, 2025	Agenda Time Requested: 5 minutes	☐ Consent Agenda
-------------------------------	----------------------------------	---

Organization / Department Requesting Action: Solid Waste
--

Person Presenting Topic at Meeting: Mike Eberle

Background: Supporting Documentation enclosed ☒
--

There are three changes to the project that have been identified. Department has prepared the attached memo summarizing each item. This was previously presented at the June 17 Board meeting, but tabled due to missing information. The previous memo has been updated (attached). It includes \$11,822 in consultant's participation in payment contingent or signing release form. If approved, 84% of contingency will be used. As of June 1, project is 90% complete (based on spend).

Options:

1. Authorize signature of Change Order CO-3 to Hy-Tec in the Amount of \$51,119.14; and sign associated release form for acceptance of consultant's participating cost.
2. Do not approve Change Order CO-3

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Authorize staff to sign change order CO-3 in the amount of \$51,119.14 and consultant release form for participating cost.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): Project Budget	☒ Yes ☐ No	Funds available in Contingency Funding
Attorney Legal Review: ☒ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☒ No ☐ N/A	Finance Committee Review: ☐ Yes ☒ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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



MEMORANDUM

DATE: June 25, 2025

TO: Todd County Board of Commissioners

FROM: Chris McConn P.E., Solid Waste Director

CC: John Lindemann, Todd County Attorney
Mike Eberle, Landfill and Transfer Station Supervisor

RE: CAP GRANT PROJECT PROPOSED CHANGE ORDER CO-3

I. BACKGROUND

There are three Proposal Requests (PRs) the General Contractor has submitted for the Transfer Station Project (Project) that the Department of Solid Waste (Department) recommends formalizing two by change order. A summary of the changes is provided in Table 1, below, with the intent to consolidate approved changes into one change order, CO-3:

Table 1: Proposed Hy-Tec Change Orders

Description	Consultant Cost	County Cost	CO-3
A. Electrical to Loading Ramp (PR-6)	\$5,237	\$1,981.16	\$7,218.16
B. Plumbing Plan Review (PR-7)	\$6,585	\$37,315.98	\$43,900.98
C. Exterior Concrete Flatwork Changes (PR-8)	Note Recommended		
Total	\$11,822	\$39,297.14	\$51,119.14

PR-6 and PR-7 are mandatory for proper function of the facility, and compliance with state law. We have reviewed them with Stantec. Stantec has offered to pay part of the costs as shown in the table. For the consultant to participate in payment, they require the County sign a release form (attached).

II. SUPPORTING INFORMATION

Attached is a summary of Contingency Action costs and remaining balance. Following is a brief description of each change:

A. Electrical to Loading Ramp

Design team inadvertently did not include wiring to power the overhead door to the loadout ramp. Had it been included in the design, the actual cost of the project would be higher. Adding by change order adds additional cost because it is a non-competitive pricing process.



B. Plumbing Plan Review

In April 2025, approximately 10 months after furnishing a plumbing permit, the Department of Labor and Industry (DLI) decided that run-off collected in the loadout bay could not be pumped to the ground. Stantec has prepared a design and received approval from DLI.

C. Exterior Concrete Flatwork

The bidding documents show the roll-offs stored on a gravel surface. We want them on a concrete surface. At the request of county staff, contractor poured concrete in this area and reduced by equal area the concrete used to access the loadout bay. Our understanding is that the pricing for this work should be calculated based on the unit prices furnished during the bidding process. We do not recommend an increase in payment for this change.

CONTINGENCY FUNDS

The project was set up with a contingency fund. Below is a summary of uses and remaining balance of the contingency fund:

Table 2 - Contingency Fund Balance and Approved Expenses

Description	Expense	Balance
Original Fund Amount	--	\$577,197.53
Browerville Water Main Design	\$14,813.50	\$562,384.03
Forklift and Grapple Attachment	\$70,390.13	\$491,993.90
Special Structural Testing	\$72,185.00	\$419,808.90
Browerville CQA (Bolton & Menk)	\$8,172.50	\$411,636.40
Other Equipment Increases (Trailer and Newer Semi)	129,197.57	\$282,438.83
Minnesota Power Relocation (CO-1)	\$34,491.00	\$247,947.83
Plumbing Plan Review (CO-1)	\$48,575.69	\$199,372.14
Pre-Engineered Building & Foundation (CO-1)	\$37,115.91	\$162,256.23
Finished Floor Elevation Changes (CO-1)	\$0.00	\$162,256.23
Interior Liner Panels (\$66,745.64 paid by Enterprise Fund)	--	\$162,256.23
Loading Ramp Retaining Wall (PR-5, no charge)	--	\$162,256.23
WasteWorks Pedestals and Card Readers	\$32,592.29	\$130,663.94
Electrical to Loading Ramp Overhead Door (PR-6 = \$7,218.16)	\$1,981.16	\$128,682.78
Additional (April '25) DLI Requirements (PR-7 = \$43,900.98)	\$37,315.98	\$91,366.80
Concrete Flat Work (PR-8 ~\$6,400)	--	\$91,366.80

RECOMMENDATION

The Department respectfully recommends a change order to Hy-Tec for additional payment for “A. Electrical to Loading Ramp (PR-6)” and “B. Plumbing Plan Review (PR-7)” and; acceptance of consultants participation in payment with associated release pending review of the County Attorney.

FULL AND FINAL RELEASE

IN CONSIDERATION of the sum of \$11,822 to be paid by check the sufficiency and receipt of which is acknowledged, **Todd County, Minnesota** (the "Releasor") hereby remises, releases and forever discharges **Stantec Consulting Services Inc.** (the "Releasee"), of and from any and all manner of actions, causes of action, claims and demands, whether at law or in equity, of every nature and kind which the Releasor had, now has or hereafter may have, whether known or unknown, and whether existing now or arising in the future, from or relating to the claims, issues and matters that were made or raised or properly could have been made or raised as of the date hereof, that are in any way connected with the Releasee and the Releasee's professional services to the Releasor in relation to the change proposals PR#6 and PR#7 to the Contract for Construction with Hitec Construction of Brainard, Inc. in the Todd County Solid Waste Transfer Station – Browerville, Minnesota (the "Project").

AND FOR THE SAID CONSIDERATION, the Releasor hereby agrees not to make any claim or take any proceedings against any other person or corporation who might claim contribution or indemnity from the person, persons or corporation discharged by this Release.

IT IS UNDERSTOOD AND AGREED that this Release and settlement represents the compromise of doubtful and disputed claims for the purpose of making a full and final compromise, adjustment or settlement of all claims resulting from the matters referred to herein and that the settlement does not constitute any admission of liability on the part of the Releasee and that such liability is specifically denied.

WHENEVER the words "Releasee" or "Releasor" are used, they shall include the heirs, executors, administrators, successors, predecessors, officers, directors, employees, agents and assigns, and this Release shall bind them or enure to their benefit, whichever the case may be.

THE RELEASOR and RELEASEE hereby acknowledge having had an opportunity to review this Release. The Releasor and Releasee understand all of the terms contained in the Release and acknowledges that the only consideration for this Release is as referred to above, and understands its effect.

THIS RELEASE contains the entire agreement between the parties mentioned herein in connection with the matters set forth above, and the terms of this Release are contractual and not a mere recital.

THIS RELEASE may be executed in counterparts, each of which shall constitute an original instrument and which counterparts together shall constitute the same instrument. The use of electronic signatures and delivery by any party to the other of a facsimile or other electronic copy of a signed counterpart shall have the same legally binding effect as the delivery of an original signed counterpart.

IN WITNESS WHEREOF, the Releasor, by the hands of its proper officers, HAS SIGNED AND SEALED THIS RELEASE in Long Prairie, MN, on the date set forth below.

STANTEC CONSULTING SERVICES INC.

TODD COUNTY, MINNESOTA

PER: _____

PER: _____

Dated: _____

Dated: _____

From: [Paulson, Bruce](#)
To: [Chris McConn](#)
Cc: [Oehrlein, Chuck](#); [Rocheleau, Jon](#)
Subject: Todd County Solid Waste Transfer Station Expansion - PR 6 and PR 7 Proposal
Date: Monday, June 23, 2025 2:14:42 PM
Attachments: [2025 06 23- Todd County WTF - Release-DRAFT.docx](#)
[Todd County PR#7, 5-19-25.pdf](#)
[Todd County Transfer Station PR#6, 5-16-25.pdf](#)

WITHOUT PREJUDICE

Hi Chris.

As discussed, Stantec is willing to participate in discussions to resolve the issues surrounding the attached Proposal Requests: PR#6 and PR#7 on a without prejudice basis.

We have reviewed HYTEC's proposals, and we find the costs to be reasonable. To move forward and reach resolution, Stantec is proposing to cover a portion of each Proposal as described below:

PR6 – PR6 covers labor and materials to install an overhead door opener and controls that were not included in the bid documents. This PR has materials and labor that would not have been required if the overhead door opener and controls had been included in the bid set. An example is that new conduit has to be installed to serve the opener, whereas if the opener had been included in the bid set, then the opener wires could have been combined into conduit that served the other overhead doors in the west wall. Stantec is calling these items “sunk” costs and proposes to pay for these items 100%.

PR6 also includes items that are needed regardless of whether the items were included in the bid set. The overhead door opener is an example. The County needs the door opener. It is generally accepted that when an item is omitted from bid documents, the designer's portion of the cost is meant to cover the additional cost (premium) that is charged by the contractor for installing the equipment through a change order, rather than included in the bid price which would have been subject to competitive pressure (the “betterment” principle). Determining the premium amount is not an exact science, and Stantec is proposing a 15% premium above bid pricing.

PR6 – Overhead Door Cost Breakdown

- From the electrical quotation - \$6,931.58 Total for electrical work
 - Sunk Electrical Labor
 - Labor - 46 hrs, \$5,037 – Sunk electrical 32 hrs (conduit install, 2 people, 2 days, \$109.50/hr) = \$3,504 (Stantec contribution)
 - Sunk Electrical Materials Conduit and related work - \$1,372.12 (Stantec contribution)
 - Electrical Materials and non-sunk labor (15% premium) – $(\$522.46 \$1,533) \times 0.15 = \$308.32$ (Stantec contribution)
- CG Mark-up – $346.58 \times 0.15 = \$51.99$ (Stantec contribution)
- Total - \$5,236.43

PR7 – PR7 covers material and labor for a stormwater collection sump, manhole, sump pump, and piping to capture stormwater accumulating in the installed trench drains at the Load Out door and Load Out Lane. All of this work is required regardless of whether it was included on the drawings and so the “betterment” principle applies to all costs.

PR7 – Pump and manhole (all subject to betterment)

- From the Quotation - $\$43,900 \times 0.15 = \$6,585.15$

Total for two PRs = \$11,822 (rounded)

Stantec is open to discussion. We hope to come to a resolution and move forward. Any settlement will require a written release (please see attached draft).

After reviewing this, please provide some days and times you would be available for a teams meeting to discuss.

Respectfully yours,

Bruce P. Paulson

Senior Project Manager/Architect

Direct: 612 712-2108

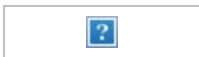
Mobile: 651 492-9089

Bruce.Paulson@stantec.com

Stantec

733 Marquette Avenue Suite 1000

Minneapolis MN 55402-2309



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WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-16
Agenda Topic Title for Publication:		Opioid Settlement Funding Request: Staples Police Department
Date of Meeting: 7/1/2025	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och/Katherine Mackedanz		
Background: Supporting Documentation enclosed ☒		
The Todd County Opioid Settlement Advisory Committee at their June 18 th meeting approved the funding request from the Staples Police Department. This request is to pay for their drug disposal costs.		
Options:		
1. To approve the funding request from the Staples Police Department.		
2. Not approved.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the funding request from the Staples Police Department.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 789.75 Funding Source(s): Opioid Settlement	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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
• MINNESOTA • EST. 1855 •

HEALTH AND HUMAN SERVICES

Courthouse Annex
212 Second Ave South
Long Prairie, MN 56347
Phone: 320-732-4500
Fax: 320-732-4540

Branch Office
200 1st Street NE #1
Staples, MN 56479
Phone: 218-894-6300
Fax: 218-894-2878

Opioid Settlement Funding Request Form

Project Name:	
Agency Requesting:	<i>Staples Police</i>
Main Project Contact:	<i>Melissa Larson</i>
Memorandum of Agreement Justification¹:	
Amount Requested:	<i>\$189.75</i>
Project Timeline:	<i>present</i>
Project's Target Population (check all that apply): <i>ALL</i>	American Indian, Asian, Black or African American, Children & Youth, Hispanic, Homeless/Unhoused, Individuals with Disabilities, Justice Involved, LGBTQ, Low-income individuals, Native Hawaiian, Other Pacific Islander, Pregnant Individuals, Recent Immigrants, White, Other- specify

Project Description:

Describe the project's major activities, goals and anticipated outcomes and how it will assist in the abatement of the opioid epidemic.

SD provides a drug disposal box for the public to dispose of unwanted or unneeded prescription drugs, including opiates. Once per year we dispose of the collection at Pipe Douglas Solid Waste and it is destroyed

Budget Description:

Describe how the funds will be used to reach the anticipated outcomes.

Pay invoice to dispose of unused prescription drugs.

Requestor Signature:

Melissa Larson #4201

Action Taken:

Opioid Advisory Council: (Date Reviewed)	County Board: (Date of BAF)
Approved	Approved
Denied	Denied
Other	Other

¹ All projects must fall within the list of approved uses in Exhibit A of the Minnesota Opioids State-Subdivision Memorandum of Agreement, https://www.ag.state.mn.us/opioids/docs/MN_MoA.pdf



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250701-17
Agenda Topic Title for Publication:		Opioid Settlement Funding Request: Fairy-Lily-Long Lake Association
Date of Meeting: 7/1/2025	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och/Katherine Mackedanz		
Background: Supporting Documentation enclosed ☒		
The Todd County Opioid Settlement Advisory Committee at their June 18 th meeting approved the funding request from the Fairy-Lily-Long Lake Association. This request is to install two AED stations at the Fairy Lake park and boat launch.		
Options:		
1. To approve the funding request from the Fairy-Lily-Long Lake Association.		
2. Not Approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the funding request from the Fairy-Lily-Long Lake Association.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 15,000 Funding Source(s): Opioid Settlement	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

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COUNTY OF TODD}

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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

HEALTH AND HUMAN SERVICES

Courthouse Annex
212 Second Ave South
Long Prairie, MN 56347
Phone: 320-732-4500
Fax: 320-732-4540

Branch Office
200 1st Street NE #1
Staples, MN 56479
Phone: 218-894-6300
Fax: 218-894-2878

Opioid Settlement Funding Request Form

Project Name:	FAIRY LAKE AED STATIONS
Agency Requesting:	FAIRY-LILY-LONG LAKE ASSOCIATION (F3LA)
Main Project Contact:	JEFF WELDON (320-551-8006) jtwelldone@gmail.com
Memorandum of Agreement Justification ¹ :	EXHIBIT A; ITEM (I)
Amount Requested:	\$15,000
Project Timeline:	INSTALLATION COMPLETION: 11-2025

Project's Target Population (mark all that apply):

- ☒ American Indian
- ☒ Asian
- ☒ Black or African American
- ☒ Children & Youth
- ☒ Hispanic

- ☒ Homeless/Unhoused
- ☒ Individuals with Disabilities
- ☒ Justice Involved
- ☒ LGBTQ
- ☒ Low-income individuals
- ☒ Native Hawaiian

- ☒ Other Pacific Islander
- ☒ Pregnant Individuals
- ☒ Recent Immigrants
- ☒ White
- ☐ Other: _____

Project Description:

Describe the project's major activities, goals and anticipated outcomes and how it will assist in the abatement of the opioid epidemic.

THE PROJECT WOULD BE TO INSTALL TWO (2) AED STATIONS IN PUBLIC AREAS ON FAIRY LAKE. THIS GRANT WOULD SUPPLEMENT LOCAL MATCH FUND RAISING FOR INITIAL AND ON-GOING EXPENSES. NO STATIONS CURRENTLY EXIST IN THE AREA.

Budget Description:

Describe how the funds will be used to reach the anticipated outcomes.

THE STATIONS WILL GREATLY REDUCE RESPONSE TIME AS THEY WILL SERVE USERS OF THE PARK, SWIMMING BEACH, BOAT LANDING AND PASSING MOTORISTS, BIKERS, AND HIKERS. IT WOULD ALSO BE ACCESSIBLE TO ICE FISHING ANGLERS.

Requestor Signature: Jeff Weldon F3LA VICE-PRESIDENT

Action Taken:

Opioid Advisory Council	County Board
Date Review:	Date of BAF:
Approved:	Approved:
Denied:	Denied:
Other:	Other:

¹ All projects must fall within the list of approved uses in Exhibit A of the Minnesota Opioids State-Subdivision Memorandum of Agreement, https://www.ag.state.mn.us/opioids/docs/MN_MoA.pdf



Fairy Lily Long Lake Association is partnering with Advocates for Health, a non-profit organization that sells, installs and maintains AED's (Automated External Defibrillator). Our goal is to raise funds to put some of these stations around the lake association area. Fairy Lake has a large public beach area and the lakes are used summer and winter for fishing. The association feels these life saving devices will be valuable assets to beach visitors/swimmers, boaters, ice fishermen and area citizens. We hope to be a leader in placing these devices at heavily visited area attractions.

Each unit has a cost of approximately \$10,000 when fully installed with electric, GPS, lighted, heated and ventilated and on a cement pad.

All donations (big or small) are appreciated. Donations of \$3000 or above would give you or your organization a sign on a AED station. We have room for 2-3 major sponsors on a station.

F3LA is a non-profit 501c3 organization so your donation would be tax deductible.

Why an AED Station:

- ♦ Sudden Cardiac Arrest (SCA) is the leading cause of death in the US claiming an estimated **350,000 lives per year**.
- ♦ It's estimated that **95% of victims of SCA die** before they reach the hospital or other source of emergency help.
- ♦ SCA kills **1.000 people per day** or one person every 2 minutes.



Front and back of the AED Station. The sponsorship plaque with art and log could be placed on front and back.

Road Signs would be placed on major roads and giving directions to the AED



To donate to this project please contact Suss Kluver, F3LA Sec/Treas at 320-250-6392 for more information or mail your donation to: F3LA, 18406 Ada Dr, Sauk Centre, MN 56378.

Advocates for Health

LIFESAVING SOLUTIONS

A certified 501(c)(3) non-profit

350,000

Sudden Cardiac Arrest (SCA) is the leading cause of death in the US claiming an estimated **350,000** lives per year.

95%

It is estimated that **95%** of victims of SCA die before they reach the hospital or other source of emergency help.

1,000

SCA kills **1,000** people per day or one person every 2 minutes.

The key mission of Advocates for Health is to provide increased access to AEDs (Automated External Defibrillator)

AED Smart Monitored Cabinet Features include:



- AED (Automated External Defibrillator)
- Smart Monitored System Mounted on Stainless Steel Cabinet
- 2 Directional Signs
- Hands Only CPR/AED Instructional Training
- AED/CPR Instructional Poster
- Vinyl Graphics
- Apple Air Tag is attached to AED for GPS tracking
- Installation/coordination with civic organizations, contractors, & municipalities
- Fundraising Guidance
- Planning, Mapping and Site Selection
- Registration AED with State/ National Registries
- Inclusion in 911 County Mapping system (if available)

-Package price does not include electrical hookup, concrete pad/base, sales tax, (if applicable) and annual subscription cost

-Prices guaranteed for 30 days after presentation



AED



Cabinet



Directional



Training



Poster



GPS Tracking

**AED Smart
Monitoring**

70 of 74

Monitoring

AED Smart Monitoring

Why do I need AED Smart Monitoring?

National statistics show 35% of AEDs have expired pads or batteries

♥ **Tracks** functionality of the AED components and sends alerts when attention is needed.

An AED in an outdoor cabinet is exposed to high/low temperatures

♥ **Monitors** temperature changes to keep the AED functional

Minutes matter during a Sudden Cardiac Arrest (SCA)

♥ **Alerts** a call center, triggers a siren and sends text messages during an emergency

The AED Smart Monitoring Annual Subscription includes:

Full Service Tracking, Monitoring and Maintenance for AED and Cabinet

- Tracks functionality of the AED components
- Sends alerts when attention is needed via multi carrier SIM cell network
- Monitors temperature changes to keep the AED functional
- Alerts an emergency call center, triggers a siren, sends text messages (on request) and takes photos
- Annual cleaning of interior and exterior of cabinet
- Maintenance of GPS tracking
- Replacement of pads according to manufacturer specifications
- Replacement of batteries according to manufacturer specifications
- 4 year full warranty for labor and material replacement on all electrical components
- 4 year software and firmware updates



* Annual monitoring subscription to be billed after installation

Placing AEDs in outdoor Smart Cabinets is a great way to ensure AEDs are always available day or night.

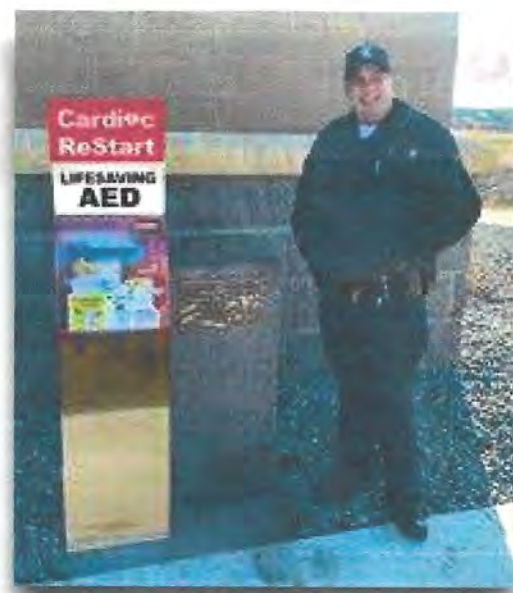
An AED (Automated External Defibrillator) is used to help those experiencing SCA (Sudden Cardiac Arrest)

Cardiac ReStart
AED SMART CABINET

Distributed by: Advocates  for Health
LIFESAVING SOLUTIONS



Double sided install



**Single sided install
against a building/structure**

Smart Cabinet Specifications:

Dimensions

15" W x 69" H x 9"D

Type 304 Stainless Steel Housing Structure

Treated to withstand the elements
(heat, cold, wet, saline)

LED Illuminated 15" x 16" Panels

Provides visibility and readability at all hours

Regulated Heating and Ventilation

Ventilator fan and convector heating device work to
maintain temperature of the AED

Monitoring of AED Presence and Readiness

Alerts if AED device signals maintenance is required

Integrated Light Sensor

Illuminates the AED in dim conditions

Powered through 24V DC Converter

Hardwired in with the use of safety extra-low voltage

Rechargeable Backup battery

Powers essential functions

Daily Connectivity & Reporting

Through cellular communication and text alerts

Impact-Resistant Transparent Polycarbonate Cover

Surface treated to minimize greenhouse effects

Compatible with all public access AEDs

774-0111



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☐ Action/Motion	☐ Report	20250701-18
☐ Discussion	☐ Resolution	
☐ Information Item	☒ Other Closed Session	
Agenda Topic Title for Publication:		Closed Session - Department Head Performance Evaluations
Date of Meeting: July 1, 2025		Agenda Time Requested: 30 Minutes ☐ Consent Agenda
Organization / Department Requesting Action: Commissioners		
Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator		
Background: Supporting Documentation enclosed ☐		
The Todd County Board of Commissioners will hold a closed session pursuant to Minnesota Statute 13D.05 Subd. 3(a) for the purpose of evaluating the performance of an individual subject to the Board's authority.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Enter into closed session pursuant to MN Statute 13D.05 Subd. 3(a) at 10:10 a.m.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ 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
• MINNESOTA • EST. 1855 •

Official Public Notice

Announcement of a Closed Meeting

This notice is to advise the public that the Todd County Board of Commissioners will be meeting in a closed session commencing at approximately 10:10 am on Tuesday, July 1st, 2025 in the Commissioner's Board Room.

The purpose of this closed portion of the meeting is for the purposes of evaluating the performance of an individual subject to the Board's authority pursuant to MN Statute 13D.05 Subd. 3(a).

Respectfully submitted,

Denise Gaida
Todd County Auditor-Treasurer Clerk to the Board

Posted: June 27th, 2025