



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
July 15th, 2025*

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 15th day of July, 2025 at 9:00 AM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for July 1st, 2025 as presented.

Hire Doug Rakow for the Investigator position start date TBD at a pay rate of \$32.98 Grade 11 step 4.

Hire Megan Sovich for the Administrative Assistant position start date TBD at a pay rate of \$22.22 Grade 6 step 1.

Hire Kyle Cossentine for the PT Jailer position start date TBD at a pay rate of \$22.55 Grade 6 step 1.

Hire Aidan Gulbranson for the PT Jailer position start date TBD at a pay rate of \$22.55 Grade 6 step 1.

Authorize hiring Mr. David Geisenhof as Solid Waste Equipment Operator at \$24.40/ HR.

Auditor-Treasurer

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the June 2025 Auditor Warrants number (ACH) 905154 through 905212 in the amount of \$2,631,157.56 (Manual) 1089 through 1099 in the amount of \$187,842.83 and (Regular) 244573 through 244747 in the amount of \$2,510,678.16 for a total of \$5,329,678.55.

Discussion was held regarding a specific payment to Evans Console Incorporated in the amount of \$7,876.60 for two dispatch chairs with directive that the Finance Committee review policy and procedures with the submitting department.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403969 through 403995 in the amount of \$19,781.01 and (Regular) 59061 through 59091 in the amount of \$42,215.26 for a total of \$61,996.27.

On motion by Neumann and second by Noska, the following motion as introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 806621 through 806682 and (Regular) 713203 through 713241 for a total of \$144,962.11.

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) 601723 through 601737 and (Regular) 518507 through 518528 for a total amount of \$75,296.47.



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On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: Approve annual contribution of \$ 7,500 for the Initiative Foundation for the 2026 budget year.

County Attorney

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To eliminate Assistant County Attorney 1 & 3 Job Descriptions and update job titles for the following employees to standardize the title of Assistant County Attorney: Jane Gustafson from Assistant County Attorney III to Assistant County Attorney, Christopher Brigman from Assistant County Attorney III to Assistant County Attorney, Alexandra Meyer from Assistant County Attorney III to Assistant County Attorney.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To hire Christopher Mathews, FT Assistant Todd County Attorney. Approximate start date of August 11, 2025.

Facilities

On motion by Neumann and second by Noska, the following motion was introduced and adopted by majority vote with Byers against: To approve the low bid of the Historic trim project from HYTEC construction for a total cost of \$364,000.

County Sheriff

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To correct the motion adopted via BA #20250701-19 to hire Christopher Manders for the FT Jailer position, start date TBD, at Grade 6, Step 1, \$22.55/hr in accordance with County Policy.

Planning & Zoning

On motion by Neumann, the following motion was introduced and tabled: Smieja & Wiener request for rezoning to request input from the Long Prairie Airport Commission.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP for parcel 09-0025700 for Temporary Family Housing with the following condition:

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcel 26-0034300 to expand an existing greenhouse operation with the following conditions.

1. The conditions of CUP#2022-009 shall be applied to granting of the proposed expansion of 4 additional greenhouses.
2. The applicant shall be limited to 4 additional greenhouse structures. Additional greenhouses shall require the review of the Planning Commission.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcel 07-0008801 to expand an existing feedlot with the conditions below.



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1. Issuance of the NPDES Feedlot permit and verification supplied to the County prior to issuance of any land use permits for expansion to the feedlot operation.
2. Expansion to the existing liquid manure storage area shall be conducted in compliance with Section 9.11 of the Todd County Planning and Zoning Ordinance.
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. Applicant must abide by all other applicable federal, state, and local standards.

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on 21-0007702 and 21-0007703 to establish an outdoor shooting range with the following conditions.

1. Discharge of firearms on the site shall be limited to 7 am to 10 pm.
2. Off-street parking shall be provided for all business traffic.
3. Upon closure of the operation, the site shall be closed in compliance with Minnesota Pollution Control Standards.
4. Construction Stormwater Permitting shall be obtained prior to the start of construction, if applicable.
5. Establishment of a 911 address number and placement of a physical sign for emergency services.
6. All onsite lighting shall be affixed in a downward direction and shall not cast light across any property boundary.
7. Restroom facilities shall be provided onsite.
8. Construction of shooting range baffles on the rifle and handgun ranges in compliance with the NRA Range Source Guide.
9. Shooting range shall be limited to 7 shooting lanes and one 30'x20' structure as identified in the application. Additional lanes and structures shall require the review of the Planning Commission.
10. Perimeter fencing shall be established around the entire perimeter of the shooting range. Fencing shall consist of mesh or similar style fence no less than 6' in height.
11. Applicant shall obtain all additional permitting and/or licensing from additional government agencies including the Minnesota Department of Natural Resources and the Minnesota Pollution Control Agency.

Solid Waste

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: Authorize Solid Waste Director to sign the attached five-year Waste Delivery Agreement with Waste Management of Minnesota.

Health & Human Services

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the hire of Hannah Elfering to fill the open Accounting Specialist position. Grade E/5, Step C, \$24.93/hr. Start date: TBD

Administration

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the LELS-Jailer/Dispatchers Collective Bargaining Agreement for 2025-2027.



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On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Paycom Software Agreement pending contractual adjustments and legal review.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the Finance Committee has met multiple times, mobile home tax statements have been generated and mailed and Wadena Deer Creek school has notified of an upcoming special election for an operating referendum this November.

County Attorney's Report

The County Attorney extended appreciation and gratitude that this office is now fully staffed during current tenure.

County Coordinator's Report

The County Coordinator reported attending employee interviews, media day for the new transfer station building, Finance Committee, assisting Grey Eagle City and West Union grant opportunities and childcare solutions meetings.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
Commissioner Becker attended the Rainbow Rider and media day at Solid Waste meetings.
Commissioner Neumann attended the JD2 Miller Bay, Solid Waste and Rainbow Rider meetings.
Commissioner Noska attended the regular meetings with mention of TWCC Director Langer's retirement announcement and TCDC meetings.
Commissioner Denny attended the regular meetings with mention of Finance and extended thanks for support during recent family loss.
Commissioner Byers attended the Finance, TCDC, SWCD and Personnel meetings.

Adjourn

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

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
BIG SWAN LAKE IMPROVEMENT ASSOCIATION	\$ 2,610.00
HEALTH PARTNERS DENTAL	\$ 8,750.58
OSAKIS LAKE ASSOCIATION	\$ 7,500.00
PETERS LAW OFFICE, P.A.	\$ 5,725.00
TODD CO AGRICULTURAL SOC.	\$ 9,798.84
TODD SOIL & WATER CONS DIST	\$ 2,704.89
TODD TRAILS ASSOCIATION	\$ 5,976.80
VERIZON	\$ 7,050.21
WEST CENTRAL REG JUVENILE CTR	\$ 14,054.00
WEST CENTRAL TECH SERVICE AREA	\$ 8,046.32
27 PAYMENTS LESS THAN 2000	\$ 14,171.81
BOULDER CREEK, INC.	\$ 136,927.77
BRAUN INTERTEC CORPORATION INC	\$ 2,259.00



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CARD SERVICES COBORN	\$ 3,679.24
CENTRA CARE	\$ 12,714.58
CIRCLE R RANCH	\$ 87,018.00
CLIFTON LARSON ALLEN, LLP	\$ 21,813.75
FARM-RITE EQUIPMENT, INC	\$ 76,287.94
FLEET SERVICES/WEX BANK	\$ 7,473.20
LIBERTY TIRE SERVICES LLC	\$ 2,148.15
LONG PRAIRIE LEADER	\$ 3,479.50
LONG PRAIRIE SANITATION INC	\$ 6,538.56
MADDEN GALANTER HANSEN, LLP	\$ 7,877.52
METRO SALES INC	\$ 4,806.32
MN DEPT OF FINANCE	\$ 8,005.00
MN DEPT OF NATURAL RESOURCES	\$ 4,500.00
ONESCREEN	\$ 3,599.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 11,287.51
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 93,473.61
SHIRLEY'S GAS & GROCERIES INC	\$ 2,679.52
SIR LINES-A-LOT, LLC	\$ 173,770.48
STAPLES ADVANTAGE	\$ 4,752.92
STEP	\$ 11,536.63
VOYANT COMMUNICATIONS, LLC	\$ 3,397.78
WATERGUARDS LLC	\$ 23,638.88
WIDSETH SMITH NOLTING INC	\$ 3,668.00
37 PAYMENTS LESS THAN 2000	\$ 16,298.35
CEBULLA/PAUL	\$ 2,195.92
COUNTIES PROVIDING TECHNOLOGY	\$ 7,926.00
EBSO INC	\$ 310,631.00
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
HEALTH PARTNERS DENTAL	\$ 8,389.29
LONG PRAIRIE OIL COMPANY	\$ 6,228.35
MINNESOTA POWER	\$ 7,318.92
MORRISON COUNTY	\$ 35,218.72
MORRISON SWCD	\$ 3,732.47
NORTHERN STAR COOP	\$ 2,229.52
STEP	\$ 10,499.63
TODD CO AUD-TREAS	\$ 8,778.00
US BANK	\$ 17,465.00
USPS-POC	\$ 13,651.97
WAGNER/MICHAEL	\$ 2,362.50
WEST CENTRAL REG JUVENILE CTR	\$ 14,054.00
44 PAYMENTS LESS THAN 2000	\$ 18,978.90
ARNZEN CONSTRUCTION INC	\$ 19,351.30
CENTERPOINT ENERGY	\$ 2,150.69
HEALTH PARTNERS DENTAL	\$ 8,309.00
HY-TEC CONSTRUCTION	\$ 1,497,206.58
KNIFE RIVER CORP	\$ 112,076.91
MARK SAND & GRAVEL CO	\$ 1,862,407.66



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NORTH COUNTRY CHEVROLET BUICK GMC	\$	106,980.56
PEMBERTON SORLIE RUFER & KERSHNER	\$	3,364.50
REGION V DEVELOPMT COMMISSION	\$	19,250.00
SAFEASSURE CONSULTANTS, INC.	\$	12,412.53
STANTEC CONSULTING SERVICES INC	\$	9,468.38
31 PAYMENTS LESS THAN 2000	\$	12,797.85
ARNZEN CONSTRUCTION INC	\$	29,837.45
GREAT RIVER REGIONAL LIBRARY	\$	86,976.25
INNOVATIVE OFFICE SOLUTIONS, LLC	\$	4,399.00
NOW MICRO INC	\$	4,318.00
REGENTS OF THE UNIV OF MN	\$	43,750.00
28 PAYMENTS LESS THAN 2000	\$	15,099.21
MN DEPARTMENT OF REVENUE	\$	110,411.59
US BANK - CC	\$	14,933.58
MN DEPT OF REVENUE	\$	3,597.00
MN DEPT OF REVENUE	\$	53,713.82
8 PAYMENTS LESS THAN 2000	\$	5,186.84
TOTAL:	\$	5,329,678.55

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 9,631.67
COMMISSIONER OF TRANSPORTATION	\$ 7,175.38
DAKOTA WHOLESALE TIRE	\$ 4,220.00
EVANS CONSOLE INCORPORATED	\$ 7,876.60
LONG PRAIRIE LEADER	\$ 7,604.00
LONG PRAIRIE PLUMBING & HTG INC	\$ 3,250.00
WOLTERS BODY SHOP INC	\$ 2,357.58
51 PAYMENTS LESS THAN 2000	\$ 19,881.04
Total:	\$ 61,996.27

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
VENDOR-C1	\$ 3,232.00
VENDOR-C2	\$ 3,810.00
RURAL MN CEP INC	\$ 15,023.15
84 PAYMENTS LESS THAN 2000	\$ 41,619.79
AMAZON CAPITAL SERVICES	\$ 2,278.02
DANIEL FUNERAL HOME	\$ 3,500.00
KARVONEN FUNERAL HOME	\$ 3,500.00
MCCC, MI33	\$ 6,724.35
TODD COUNTY MIS DEPT	\$ 61,673.37
9 PAYMENTS LESS THAN 2000	\$ 3,601.43
Total:	\$ 144,962.11

VENDOR NAME	AMOUNT
# 17598	\$ 4,053.90



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NORTH HOMES CHILDREN & FAMILY SRVS	\$	33,266.40
STEP	\$	6,141.75
# 16359	\$	2,020.20
# 17734	\$	2,835.00
TRI-COUNTY COMMUNITY CORRECTIONS	\$	11,780.00
31 PAYMENTS LESS THAN 2000	\$	15,199.22
Total:	\$	75,296.47

On a motion by Neumann and second by Becker, the preceding minutes of the County Board meeting held July 15th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on August 5th, 2025.

Witness my hand and seal:

Bob Byers, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer

