



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
August 5<sup>th</sup>, 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 5<sup>th</sup> day of August, 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 with Commissioner Denny and Commissioner Noska absent.

**Approval of Agenda**

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

To approve the Todd County Board of Commissioner's Meeting Minutes for July 15<sup>th</sup>, 2025 as presented.

**GAMBLING PERMIT – EAGLE BEND AREA COMMUNITY DEVELOPMENT CORPORATION (EBFD AUXILIARY)**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Eagle Bend Area Community Development Corporation (EBFD Auxiliary) through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Eagle Bend Area Community Development Corporation (EBFD Auxiliary) to hold a bingo & raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on September 28<sup>th</sup>, 2025.

**GAMBLING PERMIT – MIDWEST OUTDOORS UNLIMITED – PRAIRIE PARTNERS CHAPTER**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners Chapter through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners Chapter to hold a bingo event at Shady's Golden Eagle in Grey Eagle Township at the address 13218 County 103, Grey Eagle, MN on August 17<sup>th</sup>, 2025.

To approve a one day On Sale Temporary Liquor License for the Long Prairie Lions Club at the address of 24257 Riverside Drive (Long Drive In), Long Prairie, MN in Long Prairie Township effective August 23<sup>rd</sup>, 2025.

To approve the hire of Darlene Fah to fill the open Eligibility Worker position. Grade F/6, Step A, \$25.46. Start date: TBD

To approve the promotion of Darichel Ramirez Cruz to fill the open Eligibility Worker position. Grade F/6, Step A, \$25.46. Start date: TBD

To approve the promotion of Elizabeth Rodriguez Partida to fill the open Resource Navigator/Interpreter position. Grade 5/E, Step B, \$24.24. Start date: TBD

Approve the resignation of Social Worker - Aubrey Brezina, effective July 11<sup>th</sup>, 2025.

Approve the resignation of Seasonal Office Support Specialist II - Kathleen Martin, effective July 21<sup>st</sup>, 2025.

Approve the resignation of Social Worker - Alyssa Etzler, effective August 22<sup>nd</sup>, 2025.



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## Auditor-Treasurer

On motion by Becker and second by Byers, the following motion was introduced and adopted by unanimous rollcall vote: To approve the July 2025 Auditor Warrants number (ACH) 905213 through 905268 in the amount of \$534,070.89 (Manual) 1100 through 1112 in the amount of \$41,511.23 and (Regular) 244748 through 244893 in the amount of \$482,045.39 for a total of \$1,057,627.51.

On motion by Neumann and second by Byers, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403996 through 404023 in the amount of \$63,576.32 and (Regular) 59092 through 59138 in the amount of \$71,593.70 for a total of \$135,170.02.

On motion by Becker and second by Neumann, the following motion as introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 806683 through 806736 and (Regular) 713242 through 713295 for a total of \$67,838.23.

On motion by Byers 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) 601738 through 601756 and (Regular) 518529 through 518551 for a total amount of \$134,926.71.

## County Ditch/Ag Inspector

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, approves a Brush Spraying project to treat approximately 3 miles of brush on County Ditch 8. Central Applicators of Foley will do the project at an estimated cost of \$2,521.95.

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

### **HOLD HARMLESS AGREEMENT – REPLACE PRIVATE CROSSING – COUNTY DITCH 18**

**WHEREAS**, David Gould is requesting permission to replace a private bridge crossing on CD18 that is located on his property. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

**WHEREAS**, an onsite inspection has been done, and;

**WHEREAS**, applicant is allowed to replace the existing, failing bridge crossing. This crossing will be replaced with a culvert that matches or exceeds the hydraulic capacity of the 24" culvert on County Road 14. The culvert will be placed at original ditch bottom elevation.

**NOW, THEREFORE BE IT RESOLVED**, the Todd County Ditch Authority gives permission to David Gould to replace a private crossing on CD18 that is located on parcel 13-0014801, Iona Twp section 15. This project will be done on his property and at his own expense.

## MIS

On motion by Byers and second by Neumann, the following motion was introduced and adopted by majority vote with Becker against: To authorize the posting and hiring of a MIS Specialist.



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## **Solid Waste**

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: Authorize hiring Mr. Ryan Reimer as solid waste driver at \$24.93/hr, start date TBD.

## **Health & Human Services**

On motion by Byers and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the elimination of one Child Services Social Worker position and one Adult Services Social Worker position from the organizational chart.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approve FFY2026 Low Income Home Energy Assistance Program Grant Contract & Internal Controls Documentation.

Discussion held regarding a proposal for revision to the Administrative Assistant II job description to create a bilingual required version. This was a discussion item only due to agenda scheduling needs. This proposal was directed to be brought forward to the next board meeting for potential adoption.

## **County Auditor-Treasurer's Report**

The County Auditor-Treasurer reported that the Finance Committee has met multiple times with the plan to present the preliminary budget at the 8/19/25 work session.

## **County Coordinator's Report**

The County Coordinator reported attending MACA training, employee interviews, safety training, finance meetings, planning for the employee picnic, TWCC executive meeting and union mediation meetings.

## **County Commissioner's Report**

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the West Central Juvenile Board, Facilities, TWCC and union mediation meetings.

Commissioner Neumann attended the SRWD, Central MN COA, JD2, and union mediation meetings.

Encouraged persons to attend the Meet your Rep event at the Osakis Community Center.

Commissioner Byers attended the union mediation, Facilities, Personnel and Finance meetings.

## **MCIT**

Joe Cieminski, MCIT Risk Management Consultant provided a report to the County Board for information purposes and discussion regarding the County's rates and membership within this Insurance Trust.

## **Recess**

Chair Byers recessed the meeting until August 19<sup>th</sup>, 2025.

### **AUDITOR WARRANTS**

| <b>VENDOR NAME</b>       |    | <b>AMOUNT</b> |
|--------------------------|----|---------------|
| CARD SERVICES COBORNS    | \$ | 3,669.89      |
| CLIFTON LARSONALLEN, LLP | \$ | 20,895.00     |
| GOVERNMENTJOBS.COM, INC  | \$ | 5,428.29      |



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|                                          |                 |
|------------------------------------------|-----------------|
| PETERS LAW OFFICE, P.A.                  | \$ 6,150.00     |
| POPE DOUGLAS SOLID WASTE MANAGEMENT      | \$ 14,275.27    |
| PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH | \$ 93,473.61    |
| REDSTONE CONSTRUCTION                    | \$ 87,250.74    |
| STEP                                     | \$ 11,640.33    |
| TODD COUNTY MIS DEPT                     | \$ 2,500.00     |
| VERIZON                                  | \$ 6,983.79     |
| VOYANT COMMUNICATIONS, LLC               | \$ 3,364.25     |
| 42 PAYMENTS LESS THAN 2000               | \$ 21,414.97    |
| AMERICAN SOLUTIONS FOR BUSINESS          | \$ 12,298.19    |
| CENTRA CARE                              | \$ 12,714.58    |
| COUNTIES PROVIDING TECHNOLOGY            | \$ 7,240.00     |
| ELECTION SYSTEMS & SOFTWARE INC          | \$ 15,467.85    |
| FLEET SERVICES/WEX BANK                  | \$ 8,182.35     |
| LAKES AREA BLASTING                      | \$ 24,000.00    |
| LOVELACE/ARLISS                          | \$ 10,000.00    |
| MN DEPT OF FINANCE                       | \$ 8,218.00     |
| MORRISON COUNTY                          | \$ 38,478.16    |
| STAPLES ADVANTAGE                        | \$ 2,967.93     |
| TOEWS/ROBERT                             | \$ 8,755.00     |
| VARNER/JOE                               | \$ 44,216.15    |
| WIDSETH SMITH NOLTING INC                | \$ 3,189.80     |
| WONDERLICH/SCOTT A                       | \$ 8,500.00     |
| 52 PAYMENTS LESS THAN 2000               | \$ 24,747.08    |
| ARVIDSON/JEREMY                          | \$ 17,437.50    |
| CENTRAL APPLICATORS INC                  | \$ 9,858.32     |
| DAVID STERNITZKE & EDNA PAMPY            | \$ 4,884.00     |
| FORUM COMMUNICATIONS PRINTING            | \$ 8,523.76     |
| MINNESOTA POWER                          | \$ 17,657.56    |
| NORTHERN STAR COOP                       | \$ 2,630.20     |
| VILLARD IMPLEMENT COMPANY                | \$ 9,459.64     |
| WATERGUARDS LLC                          | \$ 29,270.63    |
| 40 PAYMENTS LESS THAN 2000               | \$ 21,981.08    |
| ARC ELECTRIC SERVICE                     | \$ 2,528.15     |
| DOHERTY STAFFING SOLUTIONS               | \$ 3,854.82     |
| EBSO INC                                 | \$ 317,491.00   |
| GALLAGHER BENEFIT SERVICES INC           | \$ 2,000.00     |
| LAKES AREA BLASTING                      | \$ 24,000.00    |
| MORRISON SWCD                            | \$ 3,550.53     |
| TODD CO AUD-TREAS                        | \$ 8,778.00     |
| WEST CENTRAL REG JUVENILE CTR            | \$ 14,054.00    |
| 27 PAYMENTS LESS THAN 2000               | \$ 12,135.86    |
| US BANK-CC                               | \$ 8,980.82     |
| MN DEPT OF REVENUE                       | \$ 25,232.84    |
| MN DEPT OF REVENUE                       | \$ 3,238.00     |
| 11 PAYMENTS LESS THAN 2000               | \$ 4,059.57     |
| TOTAL:                                   | \$ 1,057,627.51 |



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**COMMISSIONER WARRANTS**

| VENDOR NAME                       | AMOUNT        |
|-----------------------------------|---------------|
| AMAZON CAPITAL SERVICES           | \$ 2,162.32   |
| APEX EQUIPMENT LLC                | \$ 3,160.90   |
| CELLEBRITE INC                    | \$ 7,350.00   |
| CENTRAL APPLICATORS INC           | \$ 15,716.88  |
| COMMISSIONER OF TRANSPORTATION    | \$ 2,333.37   |
| DIAMOND MOWERS LLC                | \$ 2,690.68   |
| HERDERING INC                     | \$ 15,858.30  |
| INNOVATIVE OFFICE SOLUTIONS, LLC  | \$ 7,594.24   |
| LONG PRAIRIE LEADER               | \$ 2,229.00   |
| LONG PRAIRIE LUMBER, LLC          | \$ 3,843.75   |
| METAL CULVERTS INC.               | \$ 29,220.50  |
| MORRIS ELECTRONICS INC            | \$ 2,138.73   |
| NYHUS CHEVROLET INC               | \$ 3,464.89   |
| OTTER TAIL CO SOLID WASTE DEPT    | \$ 2,991.00   |
| STANTEC CONSULTING SERVICES INC   | \$ 8,462.02   |
| VEOLIA ENVIRONMENTAL SERVICES LLC | \$ 2,776.41   |
| 59 PAYMENTS LESS THAN 2000        | \$ 23,177.03  |
| Total:                            | \$ 135,170.02 |

**HEALTH & HUMAN SERVICES WARRANTS**

| VENDOR NAME                             | AMOUNT        |
|-----------------------------------------|---------------|
| GERARD TREATMENT PROGRAMS               | \$ 9,065.70   |
| GREATER MN FAMILY SRVS INC              | \$ 13,374.35  |
| HEARTLAND GIRLS RANCH                   | \$ 21,559.80  |
| LUTHERAN SOCIAL SERVICE OF MN - ST PAUL | \$ 3,615.90   |
| MENDED INC                              | \$ 2,352.88   |
| NORTHERN PINES MENTAL HLTH CTR INC      | \$ 13,008.42  |
| NORTHWOOD CHILDRENS SERVICES            | \$ 8,593.20   |
| STAPLES MOTLEY ISD 2170                 | \$ 5,045.50   |
| VALLEY LAKE BOYS HOME INC               | \$ 17,430.00  |
| VILLAGE RANCH INC                       | \$ 28,313.89  |
| 32 PAYMENTS LESS THAN 2000              | \$ 12,567.07  |
| Total:                                  | \$ 134,926.71 |

| VENDOR NAME                | AMOUNT       |
|----------------------------|--------------|
| DHS - SWIFT                | \$ 13,626.03 |
| V#4106 - H&D INSURANCE     | \$ 2,474.50  |
| TODD COUNTY MIS DEPT       | \$ 5,817.35  |
| TODD COUNTY SHERIFF        | \$ 4,725.03  |
| 12 PAYMENTS LESS THAN 2000 | \$ 3,060.89  |
| 32 PAYMENTS LESS THAN 2000 | \$ 38,134.43 |
| Total:                     | \$ 67,838.23 |



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On a motion by Denny and second by Neumann, the preceding minutes of the County Board meeting held August 5<sup>th</sup>, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on August 19<sup>th</sup>, 2025.

Witness my hand and seal:

Bob Byers, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer

