



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 19th, 2025*

Public Comment

Roger Plombon expressed concerns regarding the proposed CUP for a campground on County Road 47 including seasonal concerns for hunting setbacks and road safety concerns.

Gloria Plombon expressed concerns regarding the proposed CUP for a campground on County Road 47 including septic tank locations and road safety concerns.

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 19th 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.

Approval of Agenda

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with a noted correction to the August 5th, 2025 meeting minutes.

Consent Agenda

On motion by Denny and second by Neumann, 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 31st, 2025 and August 5th, 2025 as presented.

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

Approve the resignation of Eligibility Worker Cynthia Wardien, effective August 15th, 2025.

Accept the resignation of FT Jailer Connie Spanswick effective 8/9/2025.

Auditor-Treasurer

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404024 through 404042 in the amount of \$13,727.22 and (Regular) 59139 through 59170 in the amount of \$133,783.83 for a total of \$147,511.05.

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) 806737 through 806794 and (Regular) 713296 through 713338 for a total of \$38,969.78.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601757 through 601776 and (Regular) 518552 through 518576 for a total amount of \$155,542.83.

Public Works

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



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**FINAL PAYMENT AUTHORIZATION – 2025 DUST CONTROL CONSTRUCTION
CONTRACT**

WHEREAS, the contract with Knife River Corporation for a 2025 Dust Control Construction Contract known as CP 77-25-08 located on various county roads in Todd County in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2025 with the value of the total work certified being \$117,975.69, and;

WHEREAS, partial payments amounting to \$112,076.91 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$5,898.78 still remains to be paid to Knife River Corporation.

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 authorizes final payment as specified.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the attached Cooperative Construction Agreement with Ward Township for the replacement of Bridge R0405.

Facilities

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote with Noska abstaining: To approve Chad Twardowski Excavating for a cost of \$7,400 for the annex 2 excavation of the sewer line.

County Ditch/Ag Inspector

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the CAI pursuing the County Agricultural Inspector Grant by submitting an application.

Initiative Foundation

Carl Newbanks presented an update to the County Board of projects and initiatives happening in Todd County supported by this foundation.

Great River Regional Library

Karen Pundsack, Executive Director and Amy Anderson, Assoc. Director-Accounting presented information regarding GRRL's proposed 2026 budget for the board's consideration and discussion.

County Sheriff

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Purchase the radio package that includes 2 portable and 2 in squad radios from Motorola for a price of approximately \$23,320.38.



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Planning & Zoning

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the rezoning of the identified parcels 21-0018900, 21-0018909 and a portion of 21-0018908 from R-2 to AF-1 with the following conditions.

1. Establishment of a feedlot shall require registering with the County Feedlot Program.
2. Livestock fencing shall be constructed to NRCS practice standards and kept in proper working order at all times.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Approval of the attached Local Cooperative Agreement expiring on June 30, 2026.

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP to establish a 17 site seasonal campground with a 40'x40' office building on parcel 11-0027400 with the conditions below.

1. All campsites shall be provided with connection to a compliant septic system.
2. Installation of an approved septic system prior to the start of operation.
3. Establishment of a 911 address number and placement of a physical sign for emergency services.
4. Applicant shall obtain a Construction Stormwater Permit prior to the start of any construction on the campground.
5. Grading of the land and construction of the central office facility must be conducted in a fashion that directs stormwater away from the public roadway.
6. The campground shall be limited to seasonal operation. The campground is restricted to opening no earlier than May 15th and closing for the season no later than September 30th.
7. Campground shall maintain no less than 50% common open space.
8. Applicant shall work with the Soil and Water Conservation District to establish a storm water management plan for the entire site.
9. No RV unit or Park Model shall exceed a total of 400 square feet measured at its largest horizontal projection.
10. Installation of a traffic warning sign to the south of the campground entrance. Signage shall be installed by Todd County and reimbursed to the County by the land owner.
11. Applicant shall abide by all other applicable standards including but not limited to the Minnesota Department of Health.

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 to establish an indoor horse riding arena with 4 camping sites on parcel 12-0030200 with the conditions below.

1. Total campsites shall be limited to 4. Additional campsites shall require the review of the Planning Commission.
2. There shall be no parking within the road right of way.
3. There shall be no loading or unloading of animals or supplies within the road right of way.
4. Bathroom facilities and storm shelter shall be provided for all campsite attendees.
5. Garbage disposal shall be provided on the site.
6. No recreational vehicle (including any RV, UTV, ATV, livestock trailer, towing vehicle, or similar items not titled to the CUP applicant), whether occupied or unoccupied, may be situated on any property permitted under this CUP for more than 16 nights out of any calendar month. (A night is defined as being on-site anytime between 11 pm and 5 am.)
7. Applicant shall obtain a SWPPP for 1 acre or more of disturbance on the site.
8. Establishment of driveways shall be approved by the local township board.



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9. Upon sale of either property identified in the CUP, the County shall conduct a review to verify compliance.
10. Applicant shall abide by all other applicable federal, state, and local standards.
11. A review shall be conducted of the CUP after 2 years of operation.

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 to rebuild an existing electric transmission line and substation on parcels 07-0039200 and 07-0039201 with the condition below.

1. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP to establish a salvage yard on parcel 03-0004000 with the conditions below.

1. Business shall be limited to no greater than 40 salvage vehicles on site at any time.
2. Off street parking shall be provided for all business traffic.
3. All business signage shall be placed outside of the road right of way.
4. All waste/automotive fluids must be disposed of in a manner that complies with all applicable federal, state, and local standards.
5. Vegetative screening shall always be maintained on the north, east, and south sides of the salvage yard to provide screening from the roadway and neighboring properties.
6. Open business hours shall be limited to 8 AM to 7 PM Monday through Saturday.
7. Applicant abide by all other applicable Federal, State, and local standards.

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 to establish a woodworking business on parcel 20-0001700 with the conditions below.

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. Adequate space shall be provided for off-street parking of all business traffic.
4. Applicant shall abide by all other applicable federal, state, and local standards.

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 to establish temporary family housing on parcel 05-0022500 with the condition below.

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

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 to establish a schoolhouse on parcel 20-0036500 with the conditions below.

1. Submittal of an approved plan for septic compliance on this site.
2. All new driveway accesses must be approved by the road authority prior to installation.
3. School signage shall be installed with location recommended by Todd County Public Works. Signs shall be installed by the County and reimbursed to the County by the land owner.

Health & Human Services

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve Administrative Assistant II - Bilingual job description revision.



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On motion by Becker, the agenda item 13.2 Revise Health & Human Services Organizational Structure, Administrative Assistant II Position was tabled.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the Finance Committee, Dept Head and County Picnic. Mobile Home taxes due on September 2nd. Notification of special election happening on November 4th for Upsala school district. Preparation of fall reporting and truth in taxation notices has begun.

County Coordinator's Report

The County Coordinator reported attending Finance Committee, Interviews, TWCC, MACA, Paycom and the County Picnic. Extended thanks to Todd County businesses for their donations to the picnic event.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Noska attended the TWCC and County Picnic.

Commissioner Denny attended the County Picnic, Finance Committee and Personnel Committee meetings.

Commissioner Becker attended the County Picnic, Rainbow Rider groundbreaking & regular and TWCC meetings.

Commissioner Neumann attended Get to Know your Rep, Rainbow Rider groundbreaking & regular, Long Prairie Airport, PH Advisory, County Picnic, and Veteran Recognition banquet meetings. Extended thanks to Finance Committee for their continued hard work. Called to attention County Policy regarding Office Hours for county business.

Commissioner Byers attended the Planning Commission, TCDC, Long Prairie Airport, Personnel, Dept Head, Facilities, Finance and Park Board meetings.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
A.W. RESEARCH LABORATORIES, INC.	\$ 4,980.00
ALEX GLASS & GLAZING INC	\$ 4,076.20
CENTRAL APPLICATORS INC	\$ 3,269.00
CROSBY AND SONS CONSTRUCTION	\$ 12,431.04
DAKOTA WHOLESALE TIRE	\$ 6,336.00
LONG PRAIRIE PLUMBING & HTG INC	\$ 3,500.00
MORRIS ELECTRONICS INC	\$ 10,210.20
STREICHER'S	\$ 4,775.43
TODD SOIL & WATER CONS DIST	\$ 75,691.50
TRISTAR POWER SOLUTIONS	\$ 7,719.00
41 PAYMENTS LESS THAN 2000	\$ 14,522.68
Total:	\$ 147,511.05

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
MCIT	\$ 2,500.00



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PETERSON/JENA	\$	3,300.00
88 PAYMENTS LESS THAN 2000	\$	29,601.71
11 PAYMENTS LESS THAN 2000	\$	3,568.07
Total:	\$	38,969.78

VENDOR NAME	AMOUNT
# 17598	\$ 4,836.00
CENTRAL MN MENTAL HEALTH CTR	\$ 3,000.00
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 5,844.00
GERARD TREATMENT PROGRAMS	\$ 9,367.89
HEARTLAND GIRLS RANCH	\$ 19,763.15
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 3,844.62
MERIDIAN SERVICES INC	\$ 2,204.54
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 33,582.60
PINE MANORS INC	\$ 2,400.00
PORT OF CROW WING BOYS HOME	\$ 11,062.92
STEP	\$ 6,617.28
# 16359	\$ 2,242.54
TRI-COUNTY COMMUNITY CORRECTIONS	\$ 3,072.80
VALLEY LAKE BOYS HOME INC	\$ 21,648.00
WEST CENTRAL REG JUVENILE CTR	\$ 7,884.90
30 PAYMENTS LESS THAN 2000	\$ 18,171.59
Total:	\$ 155,542.83

On a motion by Becker and second by Denny, the preceding minutes of the County Board meeting held August 19th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 2nd, 2025.

Witness my hand and seal:

Bob Byers, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer

