



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Tuesday, September 16, 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 - August 28th & September 2nd, 2025	
4.2	Accept Resignation of Nathan Benning - Intern 07/30/2025	
4.3	Accept the Resignation of Deputy Camden Terwey 08/28/2025	
4.4	Hire Chad Lenk FT Deputy Start Date: 09/21/2025	
4.5	Saukinac Campground - One Day Dance License 09/27/2025	
5	County Auditor-Treasurer	9:05
5.1	Commissioner Warrants	
5.2	Health & Human Services Commissioner Warrants	
5.3	Health & Human Services SSIS Warrants	
6	Long Prairie Hockey Association	9:10
6.1	Reaffirm Lease for Long Prairie Hockey Association	
7	MIS	9:15
7.1	MIS Specialist Position	
8	County Sheriff	9:20
8.1	Request Resolution for Sourcewell Grant	
8.2	Purchase the 4 camera Flock Safety package	
8.3	Purchase 5 radar systems from Stalker	
9	Solid Waste	9:25
9.1	West Drainage Improvement	
9.2	MSW Market Price for 2025	
9.3	Tarp System	
10	Planning & Zoning	9:30
10.1	Brown Bear North Preliminary Plat	
10.2	Rudy Miller Request for CUP	
11	Health & Human Services	9:35
11.1	Amendment to Board Action 20250902-05	
12	Administration	9:40
12.1	2025 - 2027 LELS Records Coordinators/Administrative Specialists	
12.2	Authorization to submit Sourcewell Community Impact Grant Application	
12.3	Authorization to submit Sourcewell Match Funds Grant	
12.4	Compensation Bank Pay-Out for Employee #951	
12.5	MOA - Paid Family Medical Leave (PFML)	
12.6	Paid Family Medical Leave (PFML) Vendor	

*Commissioners may be in the Commissioner's Board Room prior to the board meeting proceedings.
The County Board will open the meeting at the posted time and reserves the right to alter the agenda schedule for business needs.*



BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Adjourn



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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	20250916-01
Agenda Topic Title for Publication:		Meeting Minutes Approval - August 28th & September 2nd, 2025
Date of Meeting: September 16 th , 2025	Agenda Time Requested:	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: <i>Supporting Documentation enclosed</i> ☒		
Minutes for the following meetings are attached: August 28 th & September 2 nd 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 August 28 th & September 2 nd , 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



Minutes of the Special Board Meeting of the Todd County Board of Commissioners held on August 28th, 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 28th day of August, 2025 at 1:00 PM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Agenda

On motion by Becker and second by Denny, the agenda was acknowledged as presented.

Administration

The County Commissioners held discussion regarding factors influencing the potential salary adopted for the County Commissioner position in 2026.

On motion by Neumann and second by Denny, the following resolution was introduced and adopted by majority vote with Noska against:

2026 COUNTY COMMISSIONER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Commissioners salary at \$ 36,312 (3.5% increase from 2025) plus \$ 2,500 supplemental pay for Board Chair and \$ 2,000 supplemental pay for the Board Vice-Chair in 2026.

The County Attorney held discussion with the County Board regarding factors influencing the salary requested for the County Attorney position in 2026.

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

2026 COUNTY ATTORNEY SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and



WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Attorney salary at \$ 155,492 in 2026.

The County Auditor-Treasurer held discussion with the County Board regarding factors influencing the salary requested for the County Auditor-Treasurer position in 2026.

On a motion by Noska and second by Denny the following resolution was introduced and adopted by majority vote with Becker and Neumann against:

2026 COUNTY AUDITOR/TREASURER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Auditor/Treasurer salary at \$ 117,087 in 2026.

The County Recorder held discussion with the County Board regarding factors influencing the salary requested for the County Recorder position in 2026.

On a motion by Becker and second by Neumann the following resolution was introduced and adopted by unanimous vote:

2026 COUNTY RECORDER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Recorder salary at \$ 84,000 in 2026.

The County Sheriff held discussion with the County Board regarding factors influencing the salary requested for the County Sheriff position in 2026.



On a motion by Noska and second by Byers the following resolution was introduced and adopted by unanimous vote:

2026 COUNTY SHERIFF SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Sheriff salary at \$ 134,599 in 2026.

Adjourn

On motion by Denny and second by Noska, the meeting was adjourned by unanimous vote at 1:34 p.m.



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*Minutes of the Meeting of the Todd County Board of Commissioners held on
September 2nd, 2025*

Public Comment

Greg Hansen expressed his support for the value of law enforcement's service to the citizens of Todd County and throughout the state.

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 2nd day of September, 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 Neumann absent.

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 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 August 19th, 2025 as presented.

Accept Brandon Cline resignation effective 08/20/2025.

Accept Chet Hudalla resignation effective 08/20/2025.

Approve the resignation of Eligibility Worker Ryan Rhodes, effective August 22nd, 2025.

Approve the resignation of Resource Navigator/Interpreter Elizabeth Rodriguez Partida, effective September 5th, 2025.

To approve the hire of Nicholas Katehis to fill the open Eligibility Worker position. Grade F/6, Step B, \$26.18. Start date: TBD

To approve the hire of Ryan Rhodes to fill the open Social Worker Intern position.

GAMBLING PERMIT – NWTF STRUTTIN BLACKBEARDS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the NWTF Struttin Blackbeards through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the NWTF Struttin Blackbeards to hold a raffle event at the Little Sauk Legion in Little Sauk Township at the address of 16268 County 50, Long Prairie, MN on November 1st, 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 August 2025 Auditor Warrants number (ACH) 905269 through 905347 in the amount of \$560,964.43 (Manual) 1113 through 1123 in the amount of \$114,136.11 and (Regular) 244894 through 245031 in the amount of \$1,373,327.02 for a total of \$2,048,427.56.

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) 404043 through 404064 in the amount of \$39,634.45 and (Regular) 59171 through 59201 in the amount of \$19,584.28 for a total of \$59,218.73.

On motion by Denny and second by Becker, the following motion as introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 806795 through 806822 and (Regular) 713339 through 713374 for a total of \$73,539.84.

On motion by Noska 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) 601777 through 601790 and (Regular) 518577 through 518599 for a total amount of \$118,815.87.

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

TRANSFER OF FUNDS FROM COUNTY DITCH FUND TO GENERAL REVENUE FUND

WHEREAS, The County Ditch Authority has approved to have the hours worked by the County Ditch Inspector charged back to that ditch, and;

WHEREAS, the calculations have been made for the County Ditch Inspector's time for the period of July 1, 2024 through June 30, 2025 per attached copy;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the transfer of \$5,005.00 from the Fund 40-County Ditch Fund to the Fund 01-General Revenue Fund per the attached list.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To set the County Fee Schedule Public Hearing for October 7, 2025 to begin at 9:15 a.m. in the County Commissioners Board Room and instruct all appropriate legal notices be generated and published accordingly.

Public Works

On motion by Becker and second by Byers, the following motion was introduced and adopted by unanimous vote: Set the 2025 Fall Road Meeting for November 6th, 2025 at 9:00 AM at the Long Prairie Shop.

Long Prairie Hockey Association

Agenda item 7.1 Long Prairie Hockey Association – Expo Building Access was tabled due to lack of representation present from the requesting organization.

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 submit comments to the MPCA.

Health & Human Services

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the elimination of one PERA Phased Retirement Eligibility Worker position from the organizational chart.

Administration

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the elimination of the Coordinator On Aging Position, effective September 30, 2025.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the discontinuation of Rep Payee Services effective December 31, 2025.

Finance Committee

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

FISCAL YEAR 2026 FUNDING REDUCTION TO THE NEW LONG PRAIRIE SHOP SAVINGS ACCOUNT

WHEREAS, on July 1st, 2014, the Todd County Board of Commissioners approved a resolution that created a dedicated savings account for the sole purpose of the construction of a new Long Prairie Public Works Shop with annual deposits funded at no less than a minimum of \$200,000 annually until the construction of the new Long Prairie Shop is completed, and;

WHEREAS, the Todd County Board of Commissioners adopted funding reductions for FY2015 via BA #20141202-11, FY2016 via BA #20151103-18 and FY2018 via BA #20170919-04 which reduced the annual funding for the Long Prairie Shop Savings Account for these years, and;

WHEREAS, on September 19th, 2017, the Todd County Board of Commissioners adopted a restructuring of the funding plan for the future construction of a new Public Works Long Prairie Shop to include the resolve that future annual deposits be sourced from and remain within Fund 01-General Revenue at no less than a minimum of \$219,000 annually until the construction of the new Long Prairie Public Works Shop is completed or other direction is passed by the County Board, and;

WHEREAS, during the preparation of the County's Fiscal Year 2024 Budget it was approved that a reduction of the required annual savings deposit to \$0 would be in the best interest of the county via BA #20231207-12, and;

WHEREAS, during the preparation of the County's Fiscal Year 2025 Budget it was approved that a reduction of the required annual savings deposit to \$0 would be in the best interest of the county via BA #20240903-17, and;

WHEREAS, during the preparation of the County's Fiscal Year 2026 Budget it was determined that reduction of the required annual savings deposit to \$0 would be in the best interest of the county to reduce the overall financial impact to the County's local levy.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby reduce the required annual \$219,000 deposit to the New Long Prairie Shop Savings Account to \$0 for Fiscal Year 2026 only.

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

A RESOLUTION ADOPTING THE 2026 PRELIMINARY LEVY

WHEREAS, the Laws of the State of Minnesota direct that the Todd County Board of Commissioners are required to approve by resolution a preliminary levy no later than September 30th annually, and;

WHEREAS, The Todd County Board of Commissioners have considered the financial situation of the County and had an opportunity to deliberate the levying of property taxes upon property owners within the County.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the 2026 Preliminary Levy for Todd County, for property taxes payable in 2026 per table below, with the authority to reduce this levy before the final levy deadline of December 30th 2025.

	Certified Levy	Program Aid	Local Levy
General Revenue	14,219,896.00	2,018,099.00	12,201,797.00
Road & Bridge	2,262,357.00		2,262,357.00
Human Services	4,137,488.00		4,137,488.00
Public Health	282,945.00		282,945.00
Comp Water	5,360.00		5,360.00
Regional Library	362,537.00		362,537.00
Bonded Indebtedness	419,984.00		419,984.00
County Fair	20,000.00		20,000.00
Parks & Trails	25,000.00		25,000.00
Total	21,735,567.00	2,018,099.00	19,717,468.00

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: to set the Truth in Taxation Hearing for December 2nd, 2025 to begin at 6:00 p.m. in the Todd County Commissioner's Boardroom.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the fall reporting season and truth in taxation calculation processes are in full swing.

County Coordinator's Report

The County Coordinator reported that work has been focused on interviews and onboarding.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the RTCC, Facilities, Solid Waste, Region V, Special Board meeting and upcoming AMC District Conference meetings.



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Commissioner Denny has attended regular meetings and encouraged participation on the discussion of the Cannabis Ordinance proposals

Commissioner Noska has attended regular meetings and also encouraged community participation on the discussion of the Cannabis Ordinance proposals.

Commissioner Byers attended Opioid, Facilities. Sourcewell training, Personnel, Tri-Cap and Special Board meetings.

Recess

On motion by Becker and second by Denny, the meeting was recessed until September 16th, 2025.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
ANOKA CO GOVERNMENT CENTER	\$ 8,375.00
LONG PRAIRIE OIL COMPANY	\$ 5,079.64
PAYCOM PAYROLL, LLC	\$ 5,209.17
PETERS LAW OFFICE, P.A.	\$ 6,405.75
VERIZON	\$ 5,376.87
38 PAYMENTS LESS THAN 2000	\$ 20,714.09
BARR ENGINEERING COMPANY	\$ 2,371.00
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 4,851.31
CARD SERVICES COBORNS	\$ 3,944.43
CENTRA CARE	\$ 12,714.58
COUNTIES PROVIDING TECHNOLOGY	\$ 8,006.00
FLEET SERVICES/WEX BANK	\$ 8,202.99
HEALTH PARTNERS DENTAL	\$ 8,389.24
HY-TEC CONSTRUCTION	\$ 676,744.18
LAKES AREA BLASTING	\$ 52,000.00
LITTLE BIRCH LAKE ASSOCIATION	\$ 2,139.55
LONG PRAIRIE SANITATION INC	\$ 11,144.34
MADDEN GALANTER HANSEN, LLP	\$ 4,655.85
MN DEPT OF FINANCE	\$ 9,265.00
MORRISON COUNTY	\$ 38,031.34
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 23,501.22
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 93,473.61
SHIRLEY'S GAS & GROCERIES INC	\$ 3,943.62
STEP	\$ 12,314.38
TODD CO AUD-TREAS	\$ 9,509.50
VOYANT COMMUNICATIONS, LLC	\$ 3,380.08
WEST CENTRAL TECH SERVICE AREA	\$ 7,702.62
33 PAYMENTS LESS THAN 2000	\$ 15,876.80
AITKIN COUNTY	\$ 4,757.41
CARDMEMBER SERVICE	\$ 2,502.92
CTC	\$ 5,300.90
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
IDEAL CONSTRUCTION LLC	\$ 6,550.00
JS EVENT RENTAL	\$ 2,242.50
MINNESOTA POWER	\$ 16,605.70
PRO-TAINER INC	\$ 37,365.00



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THIELEN/MARK AND LOU ANN	\$	14,228.79
WATERGUARDS LLC	\$	29,516.25
47 PAYMENTS LESS THAN 2000	\$	19,721.56
EBSO INC	\$	308,577.00
FRANKLIN OUTDOOR ADVERTISING COMPANY	\$	5,717.00
JENKINS IRON & STEEL INC	\$	35,680.00
KNIFE RIVER CORP	\$	5,898.78
LAKES AREA BLASTING	\$	20,000.00
NORTH AMERICAN TRAILER	\$	250,484.00
TOWER GARDEN LLC	\$	2,770.00
TWARDOWSKI EXCAVATING INC	\$	7,400.00
WEST CENTRAL REG JUVENILE CTR	\$	26,954.00
WEX BANK-SINCLAIR	\$	2,381.71
25 PAYMENTS LESS THAN 2000	\$	13,752.20
SCHOOL DISTRICT 213	\$	7,644.86
SCHOOL DISTRICT 2170	\$	4,575.53
SCHOOL DISTRICT 2753	\$	4,653.80
SCHOOL DISTRICT 787	\$	11,801.62
TOWN OF BIRCHDALE	\$	2,654.65
TOWN OF GORDON	\$	3,676.49
TOWN OF WARD	\$	2,747.16
TOWN OF WEST UNION	\$	2,539.96
20 PAYMENTS LESS THAN 2000	\$	10,269.50
US BANK	\$	7,108.64
MN DEPT OF REVENUE	\$	3,069.00
MN DEPT OF REVENUE	\$	97,309.32
MN DEPT OF REVENUE	\$	3,058.00
8 PAYMENTS LESS THAN 2000	\$	3,591.15
TOTAL:	\$	2,048,427.56

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
LONG PRAIRIE LEADER	\$ 2,448.00
METAL CULVERTS INC.	\$ 26,795.20
OLSON'S TRUCK & TRACTOR SER	\$ 3,607.50
SUMMIT COMPANIES	\$ 2,386.00
ZIEGLER INC	\$ 4,147.61
48 PAYMENTS LESS THAN 2000	\$ 19,834.42
Total:	\$ 59,218.73

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
GREATER MN FAMILY SRVS INC	\$ 2,928.80
MCIT	\$ 10,000.00
RURAL MN CEP INC	\$ 15,755.57
TODD COUNTY AUDITOR TREASURER	\$ 15,096.10
51 PAYMENTS LESS THAN 2000	\$ 17,294.89



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TODD COUNTY MONEY MANAGEMENT	\$	8,000.00
8 PAYMENTS LESS THAN 2000	\$	4,464.48
Total:	\$	73,539.84

VENDOR NAME		AMOUNT
180 DEGREES INC	\$	2,264.92
GREATER MN FAMILY SRVS INC	\$	5,248.50
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$	6,772.22
MERIDIAN SERVICES INC	\$	2,156.01
NORTH HOMES CHILDRENS & FAMILY SERVICES	\$	34,702.02
NORTHWOD CHILDRENS SERVICES	\$	8,879.64
RESOURCE TRAINING & SOLUTIONS	\$	4,446.00
VILLAGE RANCH INC	\$	30,117.13
WEST CENTRAL REG JUVENILE CTR	\$	8,098.00
WILSON/KATHLEEN	\$	2,068.65
27 PAYMENTS LESS THAN 2000	\$	14,062.78
Total:	\$	118,815.87



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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	20250916-02
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Accept the resignation of Nathan Benning - Intern	
Date of Meeting: 09/16/2025	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: <i>Supporting Documentation enclosed</i> ☐		
Intern Nathan Benning has completed his internship with the Sheriff's Office.		
Options:		
Accept the resignation of Intern Nathan Benning, Sheriff's Office Intern		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Accept the resignation of Intern Nathan Benning effective 7/30/2025.		

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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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	20250916-03
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Accept the resignation of Deputy Camden Terwey	
Date of Meeting: 09/16/2025	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: <i>Supporting Documentation enclosed</i> ☐		
Deputy Camden Terwey has submitted his resignation effective 8/28/2025		
Options:		
Accept the resignation of Deputy Camden Terwey.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Accept the resignation of Deputy Camden Terwey effective 8/28/2025.		

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



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	20250916-04
Agenda Topic Title for Publication:		Hire Chad Lenk FT Deputy
Date of Meeting: 09/16/2025	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: <i>Supporting Documentation enclosed</i> ☐		
Hire Chad Lenk FT Deputy, an interview process was completed and Chad Lenk was selected as the best candidate for the FT Deputy position.		
Options:		
1- Hire Chad Lenk for the FT Deputy position		
2- Do not hire Chad Lenk for the FT Deputy position		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Chad Lenk for the FT Deputy position start date 9/21/2025 at a rate of pay of \$28.48 Grade 10 Step 1.		

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}

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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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250916-05
Agenda Topic Title for Publication:		Saukinac Campground - One Day Dance License
Date of Meeting: September 16 th , 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 ☐		
Application has been filed in the Auditor-Treasurer's Office.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve a one day Dance License for Saukinac Campground at the address of 21914 Bay Loop, Sauk Centre, MN in Kandota Township effective September 27th, 2025.		

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}

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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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250916-06
Agenda Topic Title for Publication:		Approve Commissioner Warrants
Date of Meeting: September 16th, 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) 404065 through 404096 in the amount of \$17,369.04 and (Regular) 59202 through 59232 in the amount of \$106,380.79 for a total of \$123,749.83.		

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



WARRANTS FOR PUBLICATION
Warrants Approved On 9/16/2025 For Payment 9/19/2025

<u>Vendor Name</u>	<u>Amount</u>
A.W. RESEARCH LABORATORIES, INC.	3,995.00
ARC ELECTRIC SERVICE	6,600.13
FARM-RITE EQUIPMENT, INC	6,758.12
FRIEDRICH'S TIRE & OIL CO INC	4,058.40
KRIS ENGINEERING INC	45,561.29
LONG PRAIRIE OIL COMPANY	25,172.99
TODD SOIL & WATER CONS DIST	7,191.89
56 Payments less than 2000	24,412.01
Final Total:	123,749.83



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	20250916-07
Agenda Topic Title for Publication:		Health & Human Services Commissioner Warrants
Date of Meeting: September 16 th , 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: <i>Supporting Documentation enclosed</i> ☒		
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) 806823 through 806874 and (Regular) 713375 through 713417 for a total of \$101,811.91		

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}

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Seal

Warrants for Publication

Approval Date

9/16/2025

Payment Date

9/19/2025

Vendor name or #

Amount

V# 17992 - Cost Eff Health Ins	\$ 4,101.65
V# 16675 - Cost Eff Health Ins	\$ 4,346.28
DHS - SWIFT	\$ 23,109.22
FRESHWATER EDUCATION DISTRICT 6004	\$ 23,429.00
INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 2,270.50
79 Payments less than 2000	\$ 42,561.82

Final Total

\$99,818.47

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



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 9/16/2025 For Payment 9/19/2025

<u>Vendor Name</u>		<u>Amount</u>
11	Payments less than 2000	1,993.44
	Final Total:	1,993.44



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	20250916-08
Agenda Topic Title for Publication:		Health & Human Services SSIS Warrants
Date of Meeting: September 16 th , 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: <i>Supporting Documentation enclosed</i> ☒		
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) 601791 through 601809 and (Regular) 518600 through 518624 for a total amount of \$118,418.09.		

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:

9/19/2025

Approval Date:

9/16/2025

Vendor name or #

Amount

# 17598	4836.00	Foster care provider
BUNDY/BETH	2520.00	
DHS - MSOP - MN SEX OFFENDER PROG - 462	6038.80	
# 17950	2076.13	Foster care provider
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	3844.62	
NORTH HOMES CHILDREN & FAMILY SRVS	38077.90	
# 15442	2485.32	Foster care provider
# 16359	2242.54	Foster care provider
VALLEY LAKE BOYS HOME INC	30504.00	

\$25,787.78	35 Pymts less than \$2000
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Final Total

\$118,413.09



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	20250916-09
Agenda Topic Title for Publication:	Reaffirm Lease for Long Prairie Hockey Association	
Date of Meeting: September 16, 2025		Total Topic Time Requested: 2 minutes
Organization / Department Requesting Action: Long Prairie Hockey Association		
Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator		
Background: <i>Supporting Documentation enclosed</i> ☒		
The Long Prairie Hockey Association (LPHA) has expressed an interest in reaffirming the Lease Agreement with Todd County for use of the Expo Building for the 2025-2026 hockey season. The prior lease agreement included language that the rent may be redetermined to include annual incremental increase. Todd County has implemented a 2% annual increase to lease agreements for Region 5, Hands of Hope and LPHA. The Finance Committee recommends to continue this annual increase for the LPHA lease agreement.		
Options:		
Reaffirm the LPHA Lease Agreement with the presented terms and conditions.		
Do not reaffirm.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	

Auditor/Treasurer Archival Purposes Only:

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

LEASE AGREEMENT
Between Todd County and the Long Prairie Hockey Association

This Lease Agreement, is made and entered into this 15th day of September, 2024 between the Board of Commissioners of Todd County, Minnesota (hereinafter the Lessor) and the Long Prairie Hockey Association (hereinafter the Lessee).

For good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. **Premises:** Lessor hereby leases to Lessee, and Lessee rents and takes from Lessor the following described Premises ("the Premises"). The building and adjacent parking lot located on the south side of the Todd County Fair Grounds commonly known as the Expo Building.
2. **Term:** The term of this Lease shall be for three years, commencing on September 15, 2024 until March 31, 2027, and extending with the stated time period of each consecutive year. Lease shall be reviewed and approved annually at the expiration of the base term of this Lease, the term may be extended at the option of the Lessee in writing signed by both parties.
3. **Rent:** The Lessee agrees to annually pay to the Lessor \$26,000 as rent for the Premises, which rent shall be paid monthly with first payment of \$4,500.00 due at start of annual possession period, and \$3848.57 due each 1st of month thereafter through term of annual lease. After first year of 3-year term, rent amount shall include an annual incremental increase of 2% as indicated in the below table. If cost of utilities listed within agreement exceeds total lease amount for the lease year, LPHA agrees to pay the additional costs associated.

Year	Initial Payment	Monthly Payment, Due 1 st of Each Month	Total Amount
2024	\$4,500.00	\$3848.57	\$27591.41
2025	\$4,500.00	\$3940.54	\$28143.24
2026	\$4,500.00	\$4034.35	\$28706.10

4. **Scope of Lease:** Payment of rent will cover the following items:
Use of Expo Building including office area, with the exception of sharpening skates in this area
Use of Parking Lot
Utilities, including water, sewer, gas and electricity
Refuse removal
Telephone
Internet
Maintenance of real property, excluding snow removal
Property Insurance
Real estate taxes due on subject property
Initial keys as provided

Payment of rent will not cover the following items:

Insurance applicable to lessee personal property or personal liability

Required netting for ceiling protection, to be installed and removed by LPHA at start and end of each lease period

Water Heater(s) – (to remain on Premises)

Future modifications requested

Property damage incurred by lessee during lease period

5. Possession: Under the terms of this lease, the Lessee shall have possession of the Premises in its entirety with the exception of the portion of the building designated for use by the Agriculture Society of Todd County, including milk room, for the period of September 15 until March 31 of each year this lease is in effect, of the three-year term. The Lessee shall not be considered to have sole or exclusive possession of the premises. The Lessee will be responsible for snow removal in the adjacent parking lot during the time Lessee is in possession of the Premises. The Lessor reserves the right to enter on the premises at reasonable times to inspect them, perform required maintenance and repairs, or make additions, alterations or modifications to any part of the building in which the premises are located. Other tenants by permission of Lessor shall be allowed reasonable access and ingress and egress to the Premises.
6. Use of Premises: The Lessee may use the Premises for the purposes of playing the game of hockey and engaging in recreational ice skating. Lessee shall not allow or permit any alcoholic beverages on the Premises.
7. Condition of Premises Upon Relinquishing Possession: The Lessee agrees to ensure that the Premises is in usable condition, with all debris and items removed at end of each lease term when possession is relinquished. Lessee shall remove all items including signage and netting placed on premises by Lessee and restore the portion of the premises on which they are placed in the same condition as when received. A walkthrough will be conducted with Lessee each September and March. Any property damage noted during the walk through which is related to the Lessee activities and beyond ordinary wear and tear shall be repaired at the expense of the Lessee as a condition of continuation of this Lease. The Lessee agrees not to make any permanent structural or other permanent changes without written consent from Todd County's authorized representative. All other changes and alterations made to the Premises shall meet the following conditions:
 - a. Changes and alterations do not interfere with access to the Agriculture Society storage and office spaces
 - b. Changes and alterations must be temporary in nature and made in such a way that when removed, there is no effect on other users of the building or the Premises.
8. Insurance: The Lessor agrees to insure the leased Premises with an appropriate insurance limit and on a replacement cost basis. Lessee is responsible for insuring or self-insuring Lessee's own contents. Lessee shall provide liability insurance for the player participants of the Long Prairie Hockey Association and individuals in attendance at Long Prairie Hockey Association Events.
9. Hold Harmless Agreement: The Lessee 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 act or omission on the part of the Lessee, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of any activities on the lease Premises for the contract period.
10. Applicable Law: This Lease shall be interpreted and governed according to the laws of the State of Minnesota, without regard to its choice of law provisions. Minnesota shall be the forum for any lawsuits or claims arising under this Lease.

11. Termination: The Lessee shall have the right to terminate this Lease by giving at least 30 days written notice to the Lessor and setting forth in such notice the effective date of termination. In the event that Lessee is not appropriated funds for the next fiscal year to continue this Lease, then Lessee shall have the right to immediately terminate this Lease and shall not, in that event, be obligated to make any payment to Lessor beyond the end of the current fiscal year. If in a year the Lessee has taken possession during the annual possession period of the Premises, rents will not be returned to the Lessee. If the Lessee has not taken annual possession of the Premises, rents will not be due. At any time, due to unforeseen events or emergencies, Lessor shall have the right to terminate this Lease by giving at least 30 days written notice to the Lessee and setting forth in such notice the effective date of termination. In the event Lessor requires termination of lease, Lessee is not obligated to make any additional payments to Lessor on remaining lease.
12. Assignment: This Lease may not be assigned, transferred or conveyed by the Lessee to any other party.
13. Non-discrimination: Lessor shall not discriminate and shall comply with applicable laws prohibiting discrimination on the basis of race, color, religion, sex, sexual orientation, including transgender status or gender expression, national origin or citizenship status, age, disability, or veteran status. Lessor warrants that the Premises are physically accessible to individuals with disabilities. The Lessee encourages the Lessor in the employment of individuals with disabilities.
14. Non-waiver: The failure of either party to exercise any of its rights under this Lease for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from this Lease shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Lease unless specifically agreed to in writing.
15. Severability: In the event one or more clauses of this Lease are declared invalid, void, unenforceable or illegal, that shall not affect the validity of the remaining portions of this Lease.
16. Entire Agreement: This Lease sets forth the entire agreement of the parties on the subject, and replaces and supersedes any previous agreement between the parties on the subject, whether oral or written, express or implied. This Lease contains all of the agreements and conditions made between the parties concerning the Premises. There are no collateral agreements, stipulations, promises, understandings or undertakings whatsoever of the respective parties concerning the subject matter of this Lease. This Lease may be amended or modified only by a writing signed by both parties.
17. Destruction: If at any time during the term of this Lease, or any extension thereof, the Premises shall be totally or partially destroyed by fire, earthquake, or other calamity, Lessee shall have the option within 30 days after assessing the amount of damage and amount of usable space, to either continue with the Lease, or choose to terminate the Lease without further obligation. In case, however, Lessee chooses to remain in the Premises but Lessor elects not to rebuild or repair said Premises, Lessor shall so notify Lessee by written notice within the period of 30 days after the damaging event, and thereupon this Lease shall terminate without further obligation by Lessee or Lessor. In any event, Lessee's rent shall be abated to the extent its use is prevented or reduced by such destruction or failure.

18. Condemnation: In the event the Premises, or any part thereof, are taken, damaged consequentially or otherwise, or condemned by public authority, this Lease shall terminate as to the part so taken, and Lessee shall have the option within 30 days after assessing the amount of damage and amount of usable space, to either continue with the Lease, or choose to terminate the Lease without further obligation. In any event, Lessee's rent shall be abated to the extent its use is prevented or reduced by such condemnation, damage or taking.
19. Holdover: If Lessee remains in possession of the Premises after expiration or termination of this Lease, such possession will be on a month to month basis. During this holdover period, all of the other provisions of this Lease shall be applicable, and rent will be based on actual utilities cost? to continue Lessee activities on the premise.
20. Binding Effect: This Lease shall both benefit and bind the parties hereto and their respective successors, personal representatives and permitted assigns.
21. Taxes: The Lessor shall be solely responsible for any and all taxes assessed against the Premises, including, but not limited to, real estate taxes.
22. Breach by Lessor: Lessee shall have the right to terminate this Lease without further obligation in the event Lessor breaches any term or covenant of this Lease and Lessor fails to correct such breach within thirty (30) days after written notice to Lessor.
23. Surrender: At the expiration or earlier termination of this Lease, Lessee will yield up the Premises to the Lessor in as good order and condition as when the same were entered upon by the Lessee, loss by fire or inevitable accident, damage by the elements, and reasonable use and wear accepted.
24. Notice: Any notice to either party under this Lease must be in writing signed by the party giving it, and shall be served either personally or by registered or certified mail addressed as follows:
- To Lessor: Todd County
 215 1st Ave South, Suite 201
 Long Prairie, MN 56438
- To Lessee: Long Prairie Hockey Association President
 Long Prairie Hockey Association
 PO Box 103
 Long Prairie, MN 56347
- or to such other address as may be hereafter designated by written notice provided in accordance with this section. All such notices shall be effective only when received by the addressee.
25. Lessor's Authority: Lessor covenants and warrants that it has the full authority and right to lease the Premises to the Lessee in accordance with the terms of this Lease.
26. Quiet Enjoyment: On payment of rent and performance of the covenants and agreements on the part of the Lessee to be paid and performed hereunder, the Lessee shall peaceably have and enjoy the Premises and all of the rights, privileges and appurtenances granted by this Lease free from any interference by Lessor or any other person.

27. Force Majeure: Neither party to this Lease shall be liable for non-performance of any obligation under this Lease if such non-performance is caused by a Force Majeure. "Force Majeure" means an unforeseeable cause beyond the control of and without the negligence of the party claiming Force Majeure, including, but not limited to, fire, flood, other severe weather, acts of God, labor strikes, interruption of utility services, war, acts of terrorism, and other unforeseeable accidents.
28. Default: Lessor shall, on default with respect to any of the provisions of this Lease by Lessee, provide Lessee with a written notice of any breach of the Lease terms or conditions and Lessee shall then have 30 days either to correct the condition, or commence corrective action if the condition cannot be corrected in 30 days. If the condition cannot be corrected in 30 days, Lessee shall have a reasonable time to complete the correction.
29. Lessor's Covenants: Lessor agrees to maintain the Premises in a condition fit for their intended use, make all necessary repairs of which Lessor is or becomes aware, including adequate heat and water, and a sound physical structure, and to maintain the grounds. (Lessee is responsible for snow removal,
30. Access:
- a. Lessee has the right of reasonable ingress and egress to the leased Premises during the annual possession period. Lessee shall be issued up to 15 keys (how many keys needed) to the Premises. Lessor will retain ownership of all keys to the Premises. Lessee agrees that in the event all keys are not returned within fifteen (15) days of the annual possession period that the Lessee will pay for the full cost of re-keying and putting new locks on the Premises. Lessee agrees that the Lessee or its agents will not make unauthorized copies of any key to the Premises.
31. Documentation: Lessor shall provide to Lessee at the time of signature of this Lease a completed and signed IRS Form W-9, if applicable, and any other documentation required by the Lessee to process payments to the Lessor under this Lease.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Lease Agreement on this 20 day of August, 2024

COUNTY OF TODD

LONG PRAIRIE HOCKEY ASSOCIATION

By: Barb Becker
County Board Chair

By: [Signature]

By: [Signature]
County Auditor Treasurer

By: _____

APPROVED AS TO FORM AND EXECUTION:

By: [Signature]
County Attorney



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	20250916-10
Agenda Topic Title for Publication:		MIS Specialist Position
Date of Meeting: 9/16/25	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: MIS		
Person Presenting Topic at Meeting: Lisa Parteka		
Background: <i>Supporting Documentation enclosed</i> ☐		
At the August 5 th 2025 Board Meeting, it was approved to post and hire for the MIS Specialist position. Interviews were done and it was decided that Deb Warner was the best candidate for this position. Applying our standard methodology, her placement would be Grade H, Step C at \$31.40. I am asking for this position to start at a grade H, step D at \$32.28. This position will act as my backup when I am not available and due to the candidate's extensive prior experience and demonstrated competencies, it is appropriate to place them at a higher step. Their background brings immediate value to the position and reduces the need for extensive training		
Options:		
1. To Approve hiring Deb Warner for the MIS Specialist position starting at grade H, step D at \$32.28. 2. To Approve hiring Deb Warner for the MIS Specialist position starting at grade H, step C at \$31.40. 3. To not approve hiring Deb Warner for the MIS Specialist position.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: The recommendation is to approve hiring Deb Warner for the MIS Specialist position starting at grade H, step D at \$32.28 starting 09/17/2025.		

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



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	20250916-11
Agenda Topic Title for Publication:	Request resolution for Sourcewell grant	
Date of Meeting: 09/16/2025	Agenda Time Requested: 5	☐ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
The Sheriff's Office requests a resolution for board approval to apply for a Sourewell Impact Funding grant		
Options:		
1- Board approves the resolution		
2- Board does not approve the resolution		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approves the resolution supporting the application for the Sourcewell Impact Fund grant for the amount of \$50,000.		

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:	

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Seal



**A RESOLUTION ESTABLISHING SUPPORT FOR THE TODD COUNTY SHERIFF’S OFFICE
TO SEEK FUNDING FROM SOURCEWELL FOR IMPACT FUNDING**

WHEREAS, Sourcewell is providing Impact Funding for Public Safety; and

WHEREAS, the Todd County Sheriff’s Office is in need of new portable radios, in the interest of public safety.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves the Sourcewell Impact Fund Application submitted by the Todd County Sheriff’s Office; and

BE IT FURTHER RESOLVED, that Todd County Board of Commissioners fully supports the Todd County Sheriff’s Office in submitting a Impact Funding application to Sourcewell to request financial support in the amount of \$50,000 for portable radios from Motorola.

Billing Address:
TODD COUNTY SHERIFF'S
OFFICE
115 S THIRD ST
LONG PRAIRIE, MN 56347
US

Quote Date:09/04/2025
Expiration Date:11/03/2025
Quote Created By:
Dan McCoy
dmccoy@dsccommunications.com

End Customer:
TODD COUNTY SHERIFF'S OFFICE
Kyle Drum

Contract: 20927 - MN DOT 209493

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	APX™ N50	APX N50					
1	H25UCF9PW6AN	PORTABLE RADIO APX N50 7/800 MODEL 2	10		\$6,970.77	\$4,704.31	\$47,043.10
1a	QA02756AB	SOFTWARE LICENSE ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	10				
1b	QA08715AA	ADD:BASIC VOICE CONTROL	10				
1c	H869DB	SOFTWARE LICENSE ENH: MULTIKEY	10				
1d	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	10				
1e	QA08684AA	ALT:2.5" BELT CLIP	10				
1f	QA09113AA	ADD: BASELINE RELEASE SW	10				
1g	QA08853AA	ADD: CPS ENABLEMENT*	10				
1h	QA09006AA	ADD: ADAPTIVE NOISE SUPPRESSION	10				
2	LSV01S03084A	APX N50/30 DMS ESSENTIAL	10	3 YEARS	\$158.40	\$158.40	\$1,584.00
3	PSV01S03059A	APX NEXT PROVISIONING WITH CPS*	1		\$0.00	\$0.00	\$0.00

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
4	PMPN4820A	CHARGER, DESKTOP SINGLE UNIT IMPRES 2 RAPID, US	10		\$91.71	\$61.71	\$617.10
5	PMMN4142A	PORTABLE RSM XVP730, UL, IP68, 3.5MM JACK, NO KNOB	10		\$520.00	\$374.40	\$3,744.00

Grand Total

\$52,988.20(USD)

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Additional information is required for one or more items on the quote for an order.

Motorola's quote (Quote Number: _____ Dated: _____) is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then the following Motorola's Standard Terms of use and Purchase Terms and Conditions govern the purchase of the Products which is found at <http://www.motorolasolutions.com/product-terms>.

The Parties hereby enter into this Agreement as of the Effective Date.

Motorola Solutions, Inc.

Customer

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



Line #	Item Number	Parametric Data
1g	QA08853AA	Incomplete
3	PSV01S03059A	Incomplete



535 31st Ave N
St. Cloud, MN 56303
DSCcommunications.com
20-252-1887



Services

Description	Price	Qty	Ext. Price
Code Plug Creation & Programming of First Radio	\$350.00	1	\$350.00
Cloning of Each Additional ARMER Radio	\$35.00	9	\$315.00
Activation of Radio on ARMER Network (Done in conjunction with Radio Programming)	\$15.00	9	\$135.00

Subtotal: **\$800.00**

535 31st Ave N
St. Cloud, MN 56303
DSCcommunications.com
20-252-1887



Radio Codeplug Build & Programming

Prepared by:

2 - St. Cloud

Dan McCoy

(320) 252-1887

Fax 320-259-5997

dmccoy@dsccommunications.com

Prepared for:

Todd County Sheriffs Office

115 3rd St S

Long Prairie, MN 56347

Kyle Drum

(320) 732-7718

kyle.drum@co.todd.mn.us

Quote Information:

Quote #: DM009268

Version: 1

Delivery Date: 09/04/2025

Expiration Date: 10/02/2025

Quote Summary

Description	Amount
Services	\$800.00

Total: \$800.00

Taxes, shipping, handling and other fees may apply. 3% Processing Fee will be accessed on all credit card transactions. Any price quoted for a product is subject to market change, supply disruption, adjustments to foreign exchange rates, and tax reforms, among other causes. We reserve the right to cancel orders arising from pricing or other errors.

RETURN POLICY. Any Motorola Sale Equipment returned is subject to a 20% restocking fee. Return requests for Motorola Sale Equipment must be made within 30 days of invoice date for radio equipment, parts and accessories. Non-Motorola Sale Equipment may be subject to a 20% restocking fee or may not be returnable. If any Equipment is inoperable upon delivery, Customer must notify DSC Communications within 14 days of delivery to be eligible for credit or exchange; inoperable Equipment returned after 14 days will be processed as warranty repairs. Only equipment purchased from DSC Communications is accepted for return and must be in new condition. Customized or custom-made equipment, including by way of illustration, custom cabinets, tuned duplexers, computer equipment, software, BDAs and built-to-order repeaters, are not eligible for return. Materials that have been determined to be outside the return policy requirements will be returned to the Customer or disposed of at Customer's expense. Cellular products, including boosters and cellular accessories are subject to the manufacturer's terms.



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	20250916-12
Agenda Topic Title for Publication:		Purchase the 4 camera Flock Safety package
Date of Meeting: 09/16/2025		Agenda Time Requested: 5 ☐ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
The Sheriff's Office is requesting to purchase the 4 camera Flock Safety package for license plate reading cameras.		
Options:		
1- Approve the purchase of the camera system.		
2- Do not approve the purchase of the camera system		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the purchase of the Flock Safety LPR camera system includes 4 mounted cameras for the price of \$12,000.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☒ No	Public Safety fund and/or Opioid 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}

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Seal

Flock Safety + MN - Todd County SO

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Zach Hollingsworth
zach.hollingsworth@flocksafety.com
+18584422845



EXHIBIT A
ORDER FORM

Customer: MN - Todd County SO
Legal Entity Name: MN - Todd County SO
Accounts Payable Email: michael.allen@co.todd.mn.us
Address: 115 3Rd St S Long Prairie, Minnesota 56347

Initial Term: 12 Months
Renewal Term: 24 Months
Payment Terms: Net 30
Billing Frequency: Annual Plan - First Year Invoiced at Signing.
Retention Period: 30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$12,000.00
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	4	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$1,250.00	4	\$0.00
Subtotal Year 1:			\$12,000.00
Annual Recurring Subtotal:			\$12,000.00
Estimated Tax:			\$0.00
Contract Total:			\$12,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$12,000.00
Annual Recurring after Year 1	\$12,000.00
Contract Total	\$12,000.00

*Tax not included

Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety Platform - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>.

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: MN - Todd County SO

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

PO Number: _____

Flock Safety LPR®



PROBLEM

Without key evidence, like a license plate or vehicle description, many cases go unsolved.

SOLUTION

Flock Safety LPR cameras provide vehicle data, real-time alerts, searchable evidence, and analytics to improve police response and investigations 24/7.

Eliminate crime on every roadway with hassle-free LPR. Solve more cases faster with Flock’s effective and trusted LPR technology.



IMPROVE EFFICIENCY AND MAXIMIZE INVESTMENT WITH A ONE-STOP-SHOP

With one annual subscription fee, Flock Safety® covers hardware procurement, permitting, deployment planning, policy creation, installation, maintenance, user training, customer support, and software upgrades.



CUT COSTS WITH PUBLIC-PRIVATE PARTNERSHIPS

Flock Safety® brings LPR to neighborhoods and businesses, providing law enforcement privately-funded **access to actionable evidence**.



GAIN TRUST WITH BUILT-IN DATA GUARDRAILS

Our LPR is designed for secure, responsible use with customized user permissions, usage audits, and limited data retention. Devices only capture vehicle data, not people, to mitigate bias and accelerate case clearance. **Your agency owns 100% of the data.**



Trusted by Thousands of Law Enforcement Agencies

Key Features & Functionality

SEARCH

Search full, partial, and temporary plates by time and location.

VEHICLE FINGERPRINT®

Filter by Flock’s patented Vehicle Fingerprint® attributes:
Vehicle make | Body type | Color | State Registration
Decals | Bumper stickers | Back racks | Top racks

AUDIT TRAIL

- Capture required reason for search field capture.
- Report on user behavior for audits and positive outcomes for proof of ROI.

CONVOY ANALYSIS

Identify associate suspect vehicles with convoy analysis.

ACCESS EXTERNAL ALPR DATA

Access external ALPR databases:
FBI NCIC | NCMEC Amber Alert | REJIS | CCIC & more

CUSTOM ALERTS

Automate email, text, and in-app alerts from custom and shared Hot Lists (i.e. NCIC).

HOT LIST SHARING

Create and share hot lists.

CJIS COMPLIANT

Meet CJIS security policy compliance.

LOCATION-BASED SEARCH

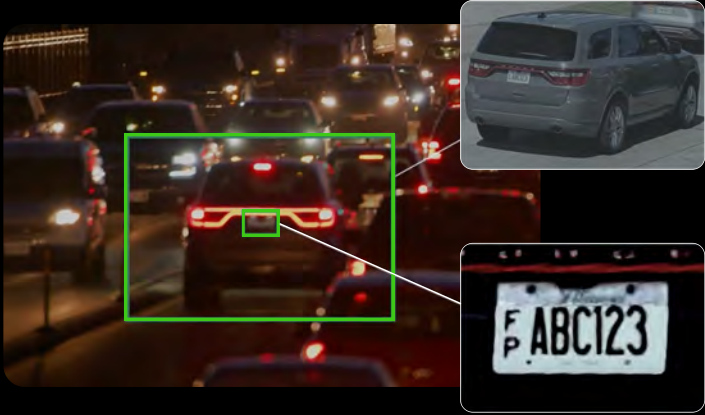
Perform single and multi-location-based searches to link a suspect vehicle to one, or multiple crime scenes.

REAL-TIME ROUTING

Determine possible vehicle path of travel with Real-Time Routing Analysis.

MOBILE APP

Access the FlockOS mobile companion app.



NIGHTVISION™ FOR CLEAR IMAGES AFTER DARK

Crime doesn’t stop at sundown. Identify unique VehicleFingerprint™ characteristics with your LPR, ensuring no vehicle lead is missed, plate visible or not."



2200+

Crimes Solved Weekly
With The Help of Flock
Safety Technology

Explore the LPR Camera Suite

Improve incident response and accelerate investigations with fixed and location-flexible devices that cover every roadway and use case.

STANDARD



Fixed, infrastructure-free LPR for standard two-lane roadways with moderate traffic.

- 75 MPH / 65' Distance
- Solar Power + LTE Connectivity

LONG-RANGE LPR



Fixed, long-range LPR for off-shoulder or high-speed, multi-lane highways with heavy traffic.

- 100 MPH / 150' Distance
- AC Power + LTE Connectivity

LONG-RANGE LPR WITH SOLAR



First of its kind infrastructure-free LPR for highspeed, high-volume roadways

- 100 MPH / 150' Distance
- Solar + LTE Connectivity

SHORT-RANGE LPR



Fixed, short-range LPR for parking lots and tight entries and exits.

- 25 MPH / Wide FoV
- Solar + LTE Connectivity

LPR VIDEO INTEGRATION



Embrace existing infrastructure - integrate third-party IP or LPR cameras into FlockOS®

FLEX LPR CAMERA



Location-flexible LPR for temporary coverage with easy, self-serve relocation and installation

- 75 MPH / 65' Distance
- Rechargeable Battery + LTE





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	20250916-13
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Purchase 5 radar systems from Stalker	
Date of Meeting: 09/16/2025	Agenda Time Requested: 5	☐ Consent Agenda
Organization / Department Requesting Action: Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: <i>Supporting Documentation enclosed</i> ☐		
The Sheriff's Office is requesting to purchase 5 radar systems from Stalker for a cost of \$12,884.50 paid for by Forfeiture funds.		
Options:		
1- Approve the purchase of the radars		
2- Do not approve the purchase of the radars		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the purchase of 5 radars from Stalker for the price of \$12,884.50 paid for by our Forfeiture Fund.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	Forfeiture funds
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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COUNTY OF TODD}

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Seal



Quote
2109745

855 E. Collins Blvd.
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER
Inside Sales Partner: Christopher Lear
+1-972-801-4852
chris.Lear@stalkerradar.com

Page 2 of 2
Date: 08/13/2025
Reg Sales Mgr: Peter Bauer
+1-972-398-3780
peter@stalkerradar.com

Effective From: 08/13/2025

Valid Through: 10/20/2025

Lead Time: 45 working days

Bill To: Todd Co Sheriffs Office 115 3rd St S Long Prairie, MN 56347-1332	Customer ID: 102017 Accounts Payable	Ship To: Todd County Sheriffs Office 115 3rd St S Long Prairie, MN 56347-1332	FedEx Ground Deputy Kyle Drum
---	---	---	--

Ln	Qty	Part Number	Description	Price	Ext Price
26	1	200-0243-00	Counting/Display Tall Mount		\$0.00
27	1	200-0244-00	Antenna Dash Mount		\$0.00
28	1	200-0245-00	Antenna Tall Deck Mount		\$0.00
29	1	200-0648-00	Display Sun Shield		\$0.00
30	1	155-2591-08	8 Foot Antenna Cable, IP67		\$0.00
31	1	155-2591-20	20 Foot Antenna Cable, IP67		\$0.00
32	1	200-0622-00	VSS Cable Kit		\$0.00
33	1	200-0821-00	DSR Documentation Kit		\$0.00
34	1	006-0095-00	Fan Noise Suppression Addendum - DSR		\$0.00
35	1	035-0361-00	Shipping Container, Dash Mounted Radar		\$0.00
36	1	060-1000-36	36 Month Warranty		\$0.00
37	1	006-0147-00	Certificate of Accuracy, Stalker Dual/DSR/SII/2X		\$0.00
38	1	005-8038-00	2024 Promo Pricing - Buy 4 DSR get 1 Free		\$0.00
Group Total					\$0.00

Product	\$12,772.00	Sub-Total:	\$12,772.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Trade-in	0	Shipping & Handling:	\$112.50
Payment Terms: Net 30 days		Total: USD	\$12,884.50

Vehicle Information:
2025 Chevrolet Tahoe SUV

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these terms and Conditions carefully before proceeding.

855 E. Collins Blvd.
Richardson, TX75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner: Christopher Lear
+1-972-801-4852
chris.Lear@stalkerradar.com

Quote
2109745

Page 1 of 2
Date: 08/13/2025

Reg Sales Mgr: Peter Bauer
+1-972-398-3780
peter@stalkerradar.com

Effective From:08/13/2025

Valid Through: 10/20/2025

Lead Time: 45 working days

Bill To: Todd Co Sheriffs Office 115 3rd St S Long Prairie, MN 56347-1332	Customer ID: 102017 Accounts Payable	Ship To: Todd County Sheriffs Office 115 3rd St S Long Prairie, MN 56347-1332	FedEx Ground Deputy Kyle Drum
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	4	806-0036-00	PROMOTION - DSR 2 Antenna Radar	36	\$3,193.00	\$12,772.00
Ln	Qty	Part Number	Description		Price	Ext Price
1	4	200-0999-50	DSR Counting Unit, 1.5 PCB, ARM Processor			\$0.00
2	4	200-1572-00	DSR Modular OSC Display			\$0.00
3	8	200-1468-00*	Dual DSR Ka Antenna			\$0.00
4	4	200-0921-00	DSR Ergonomic Remote Control w/Screw Latch			\$0.00
5	4	200-0769-00	25 MPH/40 KPH KA Tuning Fork			\$0.00
6	4	200-0770-00	40 MPH/64 KPH KA Tuning Fork			\$0.00
7	4	200-0243-00	Counting/Display Tall Mount			\$0.00
8	4	200-0244-00	Antenna Dash Mount			\$0.00
9	4	200-0245-00	Antenna Tall Deck Mount			\$0.00
10	4	200-0648-00	Display Sun Shield			\$0.00
11	4	155-2591-08	8 Foot Antenna Cable, IP67			\$0.00
12	4	155-2591-20	20 Foot Antenna Cable, IP67			\$0.00
13	4	200-0622-01	2015-Present Tahoe VSS Cable Kit			\$0.00
14	4	200-0821-00	DSR Documentation Kit			\$0.00
15	4	006-0095-00	Fan Noise Suppression Addendum - DSR			\$0.00
16	4	035-0361-00	Shipping Container, Dash Mounted Radar			\$0.00
17	4	060-1000-36	36 Month Warranty			\$0.00
18	4	006-0147-00	Certificate of Accuracy, Stalker Dual/DSR/SII/2X			\$0.00
19	4	005-8038-00	2024 Promo Pricing - Buy 4 DSR get 1 Free			\$0.00
Group Total						\$12,772.00

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
2	1	806-0036-00	PROMOTION - DSR 2 Antenna Radar	36	\$0.00	\$0.00
Ln	Qty	Part Number	Description		Price	Ext Price
20	1	200-0999-50	DSR Counting Unit, 1.5 PCB, ARM Processor			\$0.00
21	1	200-1572-00	DSR Modular OSC Display			\$0.00
22	2	200-1468-00*	Dual DSR Ka Antenna			\$0.00
23	1	200-0921-00	DSR Ergonomic Remote Control w/Screw Latch			\$0.00
24	1	200-0769-00	25 MPH/40 KPH KA Tuning Fork			\$0.00
25	1	200-0770-00	40 MPH/64 KPH KA Tuning Fork			\$0.00



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	20250916-14
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	West Drainage Improvement
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Date of Meeting: 9-16-2025	Agenda Time Requested: 5 min	☐ Consent Agenda
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Organization / Department Requesting Action: Solid Waste
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Person Presenting Topic at Meeting: Mike Eberle

Background: <i>Supporting Documentation enclosed</i> ☒

May of 2024, construction commenced with the new transfer station facility. The access road to the west compost site was regraded to enhance safety and use existing materials for fill to the new transfer station. The storm water runoff from this area flows into our loading dock at our recycle facility and has no drainage system in place. December 2024 Stantec submitted a bid of \$30,925.00 for this drainage improvement. The new facility is now 95% complete. We re-assessed the design with Diversified Foundations, made cost saving adjustments and a bid of \$20,607.00 was submitted. This improvement has been discussed at our committee level.

Options:

1) Award the bid to Diversified Foundations for \$20,607.00.

2) Do Not award the bid to Diversified Foundations.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:

To award the bid for the west drainage improvement to Diversified Foundation for \$20,607.00.

Additional Information:	Budgeted:	Comments
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Financial Implications: \$ \$20,607.00	☒ Yes ☐ No	
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Funding Source(s): Fund 51		
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Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A
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Auditor/Treasurer Archival Purposes Only:

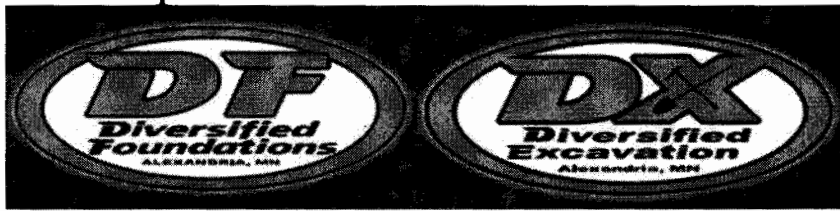
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

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

Proposal



Diversified Foundations, LLC
 (DBA) Diversified Excavation
 10530 State Hwy 29 North
 Alexandria, MN 56308
 Office Phone: 320-852-6933
 Office Fax: 320-852-6927
 Office Email: df@gctel.net
 Website:
www.diversifiedfoundations.com

PROPOSAL SUBMITTED TO: Mike with Todd County		PHONE:	DATE: 7/14/25
STREET:		JOB NAME: Todd County Waste	
CITY, STATE AND ZIP CODE:		JOB LOCATION: Browerville MN	
ARCHITECT:	DATE OF PLANS:	COPY #:	JOB PHONE:

We hereby submit specification and estimates for:

40 Feet of hdpe 12" concrete encased with One Apron Installed	\$1,600.00
One 48" Diameter STMH <4' Build Height with MH Casting Installed	\$5,998.00
Provide 36" Diameter NDS Basin with provisions for pump installation. Includes Cast Iron Grated Casting. Installed	\$4,600.00
4" Schedule 40 Piping from MH to Loading Dock. Installed	\$2,150.00
Concrete and Asphalt removals as required for basin and piping. Includes saw cutting.	\$1,189.00
Earthwork and Grading for installation of drainage way and replacement of gravel paving.	\$4,100.00
Provide and Install Liberty 1/2hp Sewage Ejector Pump	\$970.00
Total:	\$20,607.00
Assumed work to be performed outside of grant funding, prevailing wage not included.	
Assumed use of owner provided gravel if necessary.	
Wiring for pump installation by others.	

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: _____

Payment to be made as follows: _____

All material is guaranteed to be as specified. All work to be completed in a Substantial workmanlike



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	20250916-15
☐ Discussion	☒ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication: **MSW Market Price for 2025**

Date of Meeting: September 16, 2025

Total Topic Time Requested: 5 minutes

Organization / Department Requesting Action: Solid Waste

Person Presenting Topic at Meeting: Mike Eberle

Background: Supporting Documentation enclosed ☒

Minnesota statute 297H requires that political subdivisions declare by resolution the market price for services related to solid waste management each year. If the tip fee is less than the market price and the political subdivision subsidizes the cost of service at the facility, the subdivision is responsible for the tax. Todd County does not have a tip fee below the market price, and therefore does not have this tax responsibility. Attached is a table illustrating the calculations.

Options:**1.) Authorize chair to sign resolution establishing Market Price at \$82.00.****2.) Do not authorize chair to sign resolution.****Recommendation:**

The Todd County Board of Commissioners approves the following by Motion:

Authorize the chair to sign the resolution establishing the Market price at \$82.00

Additional Information:	Budgeted:	Comments
Financial Implications: \$ No change.	☒ Yes ☐ No	
Funding Source(s):		

Auditor/Treasurer Archival Purposes Only:

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



A RESOLUTION ESTABLISHING Market Price for the Solid Waste Management Tax

WHEREAS, the solid waste management tax requires political subdivisions to identify by resolution a market price if the political subdivision: and subsidizes the cost of service at a facility. and;

WHEREAS, the political subdivision will be liable for the solid waste management tax based only on the market price amount identified through this resolution, and;

WHEREAS, the market price is identified in the state statutes as the “lowest price available in the area” and;

WHEREAS. Todd County has performed research to identify the lowest price available in the area;

NOW, THEREFORE BE IT RESOLVED, the County of Todd declares a market price of \$82.00 per ton at the Morrison County Landfill.

Direct Haul Market Price Worksheet 2025

A	B	C	D	F	G	H	I	J
Line #	Status Quo & Market Price	Name and Location of Facility	Taxable Tip Fee/Ton	MMSW Subsidy/Ton (1)	Round Trip Miles (2)	Cost/Ton Mile	Transportation Cost/Mile/Ton (Column G x H)	Total Cost/Ton (3) (Add Columns D, F and I)
1	Current Recovery or Disposal	Perham Resource Recovery Facility Perham MN	\$139.50	\$10.00				\$149.50
2	Market Price	Morrison County Landfill, Little Falls MN	\$82.00				\$	\$82.00

1. If the cost/ton for a facility is subsidized in addition to the tip fee charged, enter the subsidy amount and type.
2. Assume the location of the county seat is the departure site for purposes of calculating round trip mileage
3. Total cost/ton includes the tip fee plus the local subsidy (if any) plus the cost of transportation.

Note: If Line 2J is less than Line 1J, you would use this as your market price. If Line 2J is more than Line 1D, you owe SWM tax on the difference. If you use your own landfill for the market price, tax is due on the subsidy per ton. Calculate the ratio for the residential and commercial SWM tax using your SCORE percentages.



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	20250916-16
Agenda Topic Title for Publication:		Tarp System
Date of Meeting: 9-16-2025	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Solid Waste		
Person Presenting Topic at Meeting: Mike Eberle		
Background: <i>Supporting Documentation enclosed</i> ☐		
In support of our demolition and recycle roll-off transportation operations. A tarp securement system is required for meeting D.O.T. requirements along with enhancing driver safety. This system will be installed on our 2021 hook truck now that we are processing MSW with our walking floor trailers. We received 2 verbal bids: Olympic Truck of Fargo bid was \$14,500.00 and MN Tarp and Liner of Waite Park bid was \$8,000.00. Both bids were estimates due to modifications costs required during installation.		
Options:		
1) Award Bid to MN Tarp and Liner for Bid amount of \$8,000.00.		
2) Do Not award bid.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Award the bid to MN Tarp and Liner for tarp system in the amount of \$8,000.00.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ \$8,000.00 Funding Source(s): Fund 51	☒ 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



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	20250916-17
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Brown Bear North Preliminary Plat
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Date of Meeting: 9/16/2025	Agenda Time Requested: 3	☐ Consent Agenda
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Organization / Department Requesting Action: Planning and Zoning
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Person Presenting Topic at Meeting: Adam Ossefoort
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Background: <i>Supporting Documentation enclosed</i> ☒

An application for subdivision to create a 2.23 acre single lot plat on parcel 24-0062200 (Turtle Creek TWP) was submitted on August 11, 2025. The application was reviewed by the Planning Commission during the September 4th public hearing. The final recommendation from the Planning Commission was to approve the preliminary plat with no conditions.

Options:

1. Approve the preliminary plat with no conditions.
2. Develop findings and deny the preliminary plat.
3. Remand back to the Planning Commission with a 60 day extension to the decision period.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and approve the preliminary plat with no conditions.

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

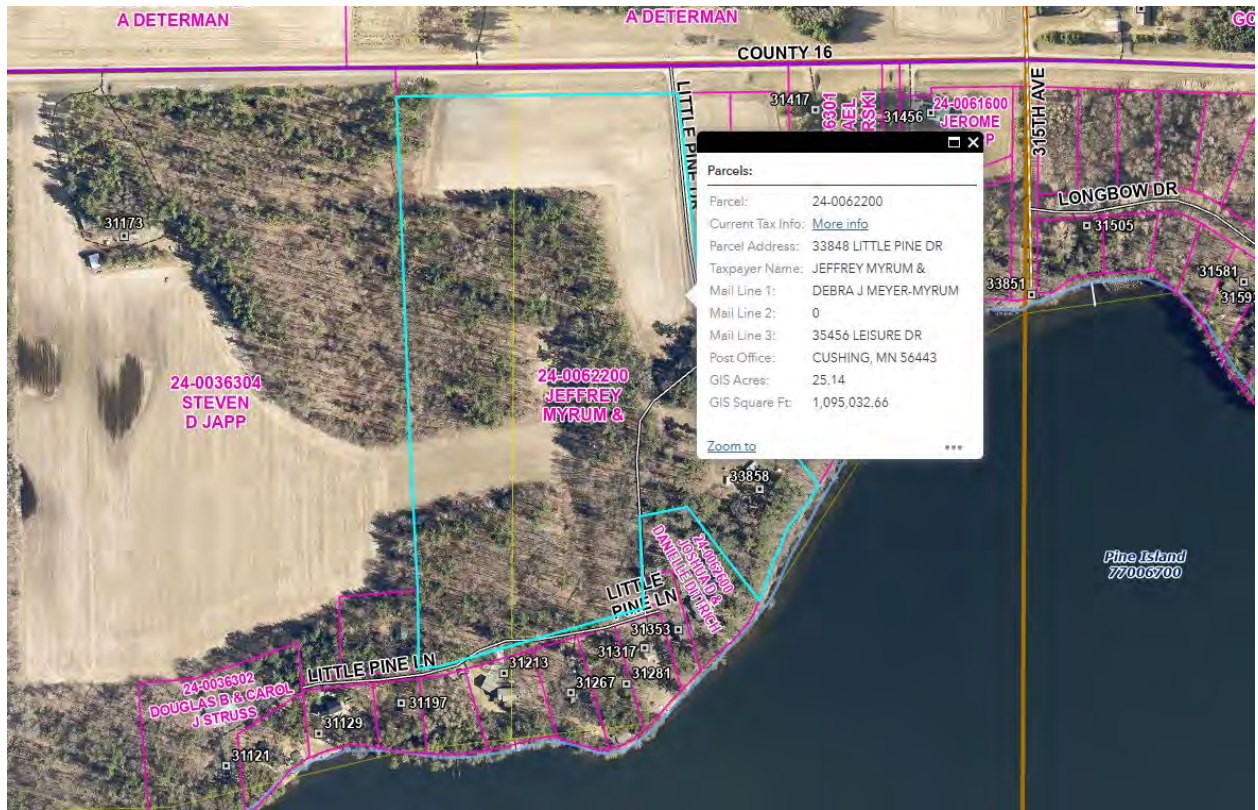
Auditor/Treasurer Archival Purposes Only:

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



SUBDIVISION PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: “Brown Bear North” from Barry & Debra Brown
Mailing Address: 31213 Little Pine Lane
Cushing, MN 56443

Property Owner: Jeffrey Myrum and Debra J. Meyer-Myrum
35456 Leisure Dr.
Cushing, MN 56443

Site Address: 33848 Little Pine Drive, Cushing, MN 56443
Parcel Number: 24-0062200

1. **REQUEST:** Request to create a 2.23-acre, one lot Plat in Recreational Development Shoreland Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the 4th day of September, 2025 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

LOT 3, BLOCK ONE, JOHN JAPP ESTATES FIRST ADDITION
LESS

LOT 1, BLOCK ONE, DITTRICH ACRES, TODD COUNTY, MN

Record this document in: X abstract records torrens records

IT IS ORDERED that the Subdivision Request, CUP# Subdiv-2025-02, be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. No conditions

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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion	☐ Report	20250916-18
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Rudy Miller Request for CUP
--	------------------------------------

Date of Meeting: 9/16/2025	Agenda Time Requested: 5	☐ Consent Agenda
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Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: <i>Supporting Documentation enclosed</i> ☒

An application for CUP to establish a sawmill operation on parcel 13-0032601 (Iona TWP) was submitted on August 11, 2025. The application was reviewed by the Planning Commission during the September 4th 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 conditions below.
2. Developing findings to 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. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. 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.
4. There shall be no loading or unloading of materials within the road right of way.
5. The engine powering the sawmill shall include the use of a muffler.
6. Applicant shall 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

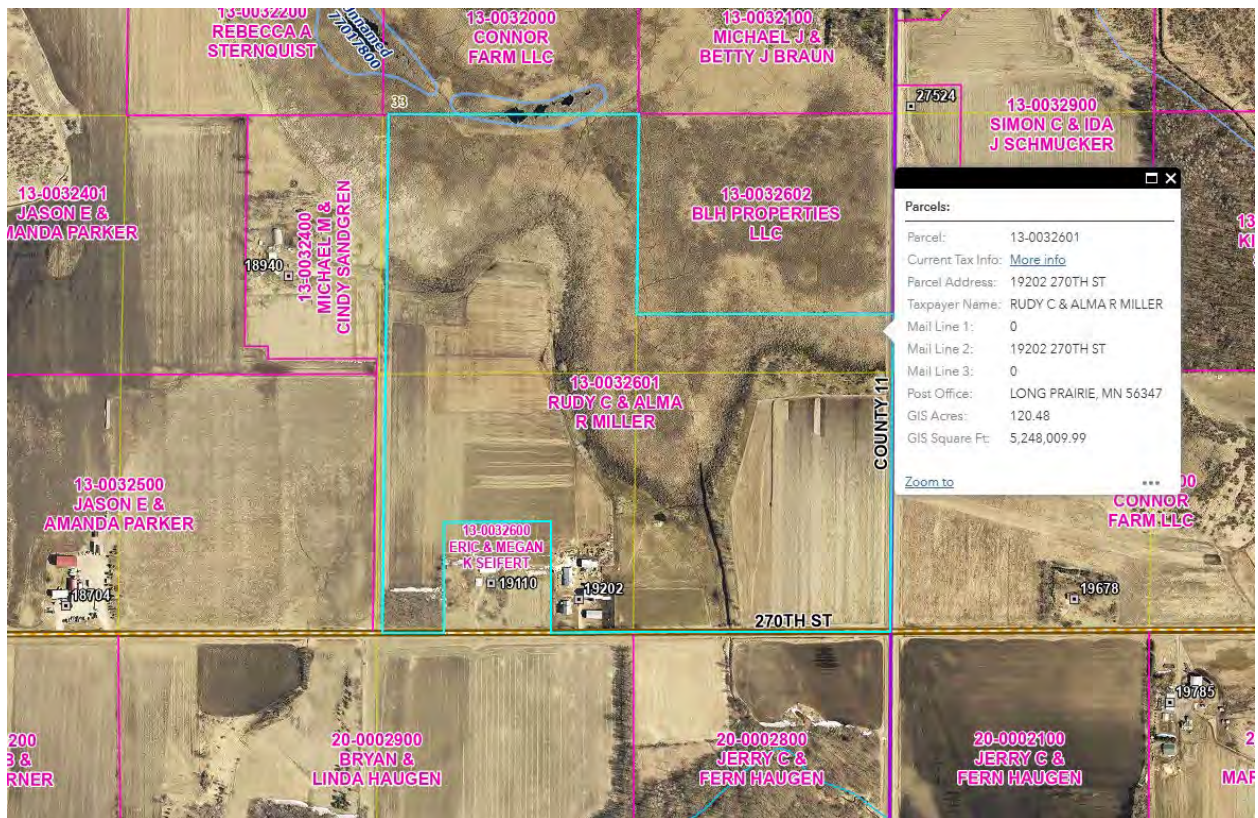
Auditor/Treasurer Archival Purposes Only:

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:

Seal



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Rudy C. Miller
Mailing Address: 19202 270th Street
Long Prairie, MN 56347

Property Owner: Rudy C. Miller and Alma R. Miller
Mailing Address: 19202 270th Street
Long Prairie, MN 56347

Site Address: 19202 270th Street, Long Prairie, MN 56347
Parcel Number: 13-0032601

REQUEST:

1. Request a CUP to operate a small-scale sawmill in AF-2 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the 4th day of September, 2025 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

See attached

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2025-022 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. 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.
4. There shall be no loading or unloading of materials within the road right of way.
5. The engine powering the sawmill shall include the use of a muffler.
6. 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.

All those parts of the Southeast Quarter (SE 1/4), Section Thirty-three (33), Township One Hundred Thirty (130) North, Range Thirty-four (34) West of the Fifth Principal Meridian, described as follows:

The Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4); and

The South 300 feet of the Northeast Quarter of the Southeast Quarter (NE 1/4 SE 1/4); and

The Northwest Quarter of the Southeast Quarter (NW 1/4 SE 1/4) EXCEPT the West 2 rods thereof; and

The Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) EXCEPT the West 2 rods thereof and EXCEPT that part of the Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) Section 33, Township 130 North, Range 34 West of the 5th P.M. described as follows:

To find the point of beginning commence at the southwest corner of the Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) of Section 33, thence easterly along the south line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) a distance of 350 feet to the point of beginning of the tract of land to be described, thence North parallel with the westerly line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) a distance of 566.34 feet, thence easterly parallel with the south line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) a distance of 550 feet, thence southerly parallel with the westerly line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) a distance of 566.34 feet to the south line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4), thence westerly along the south line of said Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) a distance of 550 feet to the point of beginning, all in Section 33, Township 130, Range 34.

Seifert to Miller



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	20250916-19
Agenda Topic Title for Publication:		Amendment to Board Action 20250902-05
Date of Meeting: 9/16/2025	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och		
Background: <i>Supporting Documentation enclosed</i> ☐		
BAF 20250902-05 was previously approved with a resignation date of 9/5/2025. This amendment is to reflect the employee's last day worked of 8/28/2025.		
Options:		
1. Approve the amendment of BAF 20250902-05 to the corret resignation date of 8/28/2025.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the amendment of BAF 20250902-05 to the corret resignation date of 8/28/2025.		

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 •

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	20250916-20
Agenda Topic Title for Publication:		2025-2027 LELS Records Coordinators/Administrative Specialists
Date of Meeting: 09/16/2025	Agenda Time Requested: 5 Min	☐ Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: <i>Supporting Documentation enclosed</i> ☐		
The Todd County negotiations team recently met with Law Enforcement Labor Services Inc. (LELS) - Records Coordinators/Administrative Specialists and successfully reached a tentative agreement. Key highlights of the agreement include: • The cost of the Minnesota Paid Family and Medical Leave premiums will be shared equally between the Employer and employees, with the employee portion deducted through payroll. • Employer contributions for dependent coverage will continue to increase in line with previous trends. • In 2025, single insurance will remain fully covered for employees. Starting in 2026 and 2027, employees who choose the high-cost single plan will contribute \$25 per month. • A new 11-step salary schedule will take effect on the first full pay period in January 2025, with employees placed on the step in their grade that provides an increase plus one additional step. • Cost of Living Adjustments (COLA) are set as follows: 2.5% in 2025, 3.5% in 2026, and 3.0% in 2027. • A cap on sick severance will be implemented for employees hired on or after January 1, 2025.		
Options:		
1. Adopt the tentative agreement with LELS-Records Coordinators/Administrative Specialists		
2. Do not adopt the tentative agreement with LELS-Records Coordinators/Administrative Specialists		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners authorize the adoption of the LELS-Records Coordinators/Administrative Specialists Collective Bargaining Agreement for 2025-2027.		

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



CONTRACT
BETWEEN
THE BOARD OF COUNTY COMMISSIONERS
TODD COUNTY MINNESOTA

AND
LAW ENFORCEMENT LABOR SERVICES, INC.
LOCAL No. 595

JANUARY 1, 2025 through DECEMBER 31, 2027

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PREAMBLE

This Agreement is made and entered into by and between the COUNTY OF TODD, hereinafter referred to as the Employer, and LAW ENFORCEMENT LABOR SERVICES, INC., hereinafter referred to as the Union.

ARTICLE 1 - RECOGNITION

- 1.1 The Employer recognizes Law Enforcement Labor Services, Inc., as the representative for collective bargaining purposes of the employees of the Todd County Sheriff's Department, Todd County, Minnesota, in the unit composed of:

All Records Coordinators and Administrative Specialists employed by the Todd County Sheriff's Department, Long Prairie, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding supervisory and confidential employees within the meaning of Minn. Stat. 179A.03, subds 17 and 4.

- 1.2 In the event that the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 2 - DEFINITIONS

- 2.1 Union: Law Enforcement Labor Services, Inc.
2.2 Union Member: A member of Law Enforcement Labor Services, Inc.
2.3 Employee: A member of the exclusively recognized bargaining unit.
2.4 Probationary Employee: An employee who has not completed a 12-month probationary period.
2.5 Regular Part-Time Employee: An employee who has successfully completed the probationary period and whose service does not exceed the lesser of 14 hours per week or 35 percent of the normal work week in the employee's appropriate unit.
2.6 Department: The Todd County Sheriff's Department.
2.7 Employer: Todd County.

ARTICLE 3 - EMPLOYER AUTHORITY

- 3.1 It is recognized by both parties that except as expressly stated herein, the Employer shall retain whatever rights and authority necessary to operate and direct the affairs of the Todd County Sheriff's Department in all of its various aspects, including, but not limited to, the right to direct the working forces; to plan, direct, and control all the operations and services of the Department; to determine the methods, means, organization, and number of personnel by which such operations and services are to be conducted; to assign and transfer employees; to schedule working hours and to assign overtime; to determine whether goods or services should be made or purchased; to hire, promote, demote, suspend, discipline, discharge, or relieve employees due to lack of work or other legitimate reasons; to make and enforce rules and regulations; and to change or eliminate existing methods, equipment, or facilities.
- 3.2 It is also recognized by both parties that the Employer shall retain the authority and prerogative to operate and manage affairs in all respects in accordance with existing and future laws and regulations of appropriate authorities, which do not conflict with this

Agreement, maintain the efficiency of government operations, and take whatever actions may be necessary to carry out the missions of the Employer in emergencies:

- 3.3 Employer Rules: The parties recognize that all employees covered by this Agreement shall perform the services and duties prescribed by the Employer and shall be governed by Employer rules, policies, regulations, directives and orders, provided that such rules, regulations and orders are not inconsistent with the provisions of the Agreement or state or Federal laws.

ARTICLE 4 - UNION SECURITY

- 4.1 The Employer shall deduct an amount sufficient to provide the payment of regular dues established by the Union from the wages of all employees authorizing, in writing, such deduction in a form mutually agreed upon by the Employer and the Union.
- 4.2 The Employer shall remit such deductions to the appropriate designated officer of the Union with a list of the names of the employees from whose wages deductions were made and at times mutually agreed upon by the Employer and the Union.
- 4.3 The Union will certify to the Employer, in writing, the current amount of regular dues to be withheld.
- 4.4 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments, including attorney's fees brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.
- 4.5 The Union may designate one member to act as Steward and shall inform the Employer within 14 days of such choice and of any changes in Steward in writing.
- 4.6 The Union shall be permitted to use the Sheriff's bulletin board for posting matters of interest to the members of the Union. However, no matters pertaining to grievances, political items, inflammatory material, or any criticism of county policies and county practices shall be allowed.

ARTICLE 5 - HOURS OF WORK

- 5.1 The basic work schedule for all personnel shall be 40 hours every work week. Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign employees.
- 5.2 All hours worked in excess of 40 hours per week shall be compensated for at a rate of time and one-half (1-1/2). All overtime must have prior approval of the Sheriff or designee. In unusual circumstances where service to the public requires continuation of work tasks and prevents the employee from seeking prior approval, the employee may notify the Sheriff or designee as soon as possible to obtain approval.

Employees shall have the option of taking overtime hours as paid time at time and one-half (1½) or as compensatory time off at time and one-half (1½). Compensatory time off must be approved by the Sheriff or designee.

Employees may accrue up to a maximum of 120 hours compensatory time; however, the compensatory time accumulation maximum shall be reduced to 80 hours by the last-pay check of December of each calendar year (December 13 in 2025; December 12 in 2026 and December 11 in 2027). Anything over the annual maximum will be paid in cash.

- 5.3 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked. Overtime shall be calculated to the nearest 15 minutes.

ARTICLE 6 - HOLIDAY PROVISIONS

- 6.1 All full-time employees shall receive the following holidays off with pay:

New Year's Day	January 1st
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Juneteenth	June 19 th
Independence Day	July 4th
Labor Day	First Monday in September
Veterans Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday
Christmas Day	December 25th
*One half day (4 hours) Christmas Eve (unless Christmas falls on Saturday, Sunday, or Monday)	
*One half day (4 hours) New Year's Eve (unless New Year's falls on Saturday, Sunday, or Monday)	
*One half (½) day (4 hours) as a floater when Christmas Eve falls on a weekend at the employee's discretion in that calendar year.	

- 6.2 Holidays and Weekends: When any of the above holidays fall on a Saturday, the preceding day shall be a holiday, and when any of the above holidays falls on a Sunday, the following day shall be a holiday.
- 6.3 When a paid holiday falls on an employee's scheduled day off, they shall be paid for that holiday. When a paid holiday falls during a vacation period, the employee shall receive pay for that holiday and not be required to use vacation hours for that day.
- 6.4 If employees are called out to work on any of the above holidays at the request of their supervisor, the employee shall be paid for a two (2) hour minimum at the rate of time and one-half (1½), plus holiday pay.
- 6.5 In order for an employee to qualify for the holiday pay provided in this Article, they must be on pay status on the last scheduled work day immediately preceding the holiday, and the first scheduled work day immediately following the holiday.
- 6.6 Holidays that occur during paid sick leave periods will be paid as a holiday and not charged as a sick leave day.

ARTICLE 7 - VACATION

- 7.1 Regular full-time employees shall earn vacation on the following basis:

<u>Years of Service</u>	<u>Hours earned Per Year</u>	<u>Hours Earned Per Pay Period</u>
1 thru 3	96.20	3.70
4 thru 5	120.12	4.62
6 thru 10	144.04	5.54
11 thru 15	168.22	6.47
16 thru 20	204.10	7.85
21 thru 24	216.06	8.31
25 and over	228.02	8.77

The maximum carryover of vacation time as of the end date of pay period 26 shall be twenty-four (24) days or (192 hours).

- 7.3 Vacation requests must be in writing and approved by the County Sheriff or designee before being taken. Vacation then will be approved on a first come first served basis.

- 7.4 Employees may elect to cash out vacation hours accrued in excess of 16 hours per month, which shall be paid in the first pay period in December.

<u>Years of Service</u>	<u>Hours Earned per Month</u>	<u>Cash out Rate</u>	<u>Annual Cash Out Maximum</u>
16 – 20	17	1 hour/month	up to 12 hours
21 – 24	18	2 hours/month	up to 24 hours
25 and over	19	3 hours/month	up to 36 hours

- 7.5 No vacation leave shall be accrued or granted during the first six (6) months of employment. Upon completion of six (6) full months of satisfactory service with the Employer, vacation time shall accrue to the employee for the time served at 3.7 hours per pay period worked for the time served.

- 7.6 Vacation leave shall not accumulate to an employee while in the non-pay status, except to employees on military leave.

ARTICLE 8 - SICK LEAVE

- 8.1 Employees shall earn sick leave at the rate of 3.7 hours per pay period. Sick leave shall accrue per pay period as it is earned. The maximum carry over of sick leave as of the end date of pay period 26 shall be 1040 hours.

Employees who have accrued over 1,040 hours of sick leave will have 50 percent of hours over the maximum converted to cash and deposited into their HCSP. The conversion will take place once a year on the last pay check in December (December 13 in 2025; December 12 in 2026 and December 11 in 2027).

- 8.2 Utilization: An employee shall be granted sick leave with pay to the extent of the employee's accumulation or absences necessitated by illness, injury or death of employee or the employee's child (biological, stepchild(ren), adopted or foster), spouse, siblings, parent, mother-in-law, father-in-law, grandparent, grandchild of either the employee or his/her spouse, son-in-law, daughter-in-law or stepparents, domestic partner, and their children for such reasonable periods as the employee's attendance may be necessary in accordance with Minnesota Statute §181.9413, as amended.

8.3 Medical Certificate: Verification of illness may be required if illness or injury extends beyond three (3) days. Effective January 1, 2025, the documentation provisions referenced in the Earned Sick and Safe Time Act, Minn. Stat. 181.9447, subd. 3, shall not apply to paid leave available to an employee for absences from work in excess of the minimum amount required by ESST.

8.4 An employee may use their sick leave to attend the funeral of a County employee.

8.5 Severance Pay: An employee who leaves the employ of the Employer shall receive accumulated unused sick leave as severance pay as follows:

0 + years provided not eligible for PERA retirement benefits	40%
Eligible for PERA retirement benefits	100%

An employee's severance pay will be deposited into the HCSP (MSRS) at the time of termination of employment, or retirement.

Upon employee's death, the severance shall be paid to the employee's estate.

The following severance caps shall be applicable to employees hired on or after January 1, 2025:

0-14 years	\$5,000
15-19 years	\$10,000
20-24 years	\$15,000
25-29 years	\$20,000
30 + years	\$25,000

8.6 An employee who is drawing workers' compensation shall be allowed to use any accumulated leave as necessary to insure a full monthly paycheck. In no event may employees use any accrued sick leave, vacation, or compensatory time off in order to receive an amount greater than their pay immediately prior to the injury.

8.7 While an employee is using earned sick leave, vacation time, he/she shall be considered to be working for the purpose of accumulating sick leave or vacation time.

8.8 In order to be eligible for sick leave pay, an employee must report promptly to the employee's supervisor the reason for the employee's absence.

8.9 Claiming sick leave for reasons other than illness or injury, except as permitted in this Article, will be cause for disciplinary action.

8.10 Holidays that occur during paid sick leave periods will be paid as a holiday and not charged as a sick leave day.

8.11 Sick leave shall not accumulate to an employee while in a non-pay status, except employees on military leave.

ARTICLE 9 - OTHER LEAVES

9.1 Funeral leave will be granted to a full-time employee when a death in the family occurs according to the following schedule:

Up to five (5) regularly scheduled shifts not to exceed 40 hours of paid funeral leave: spouse/domestic partner, parent, child, son/daughter-in-law, or legal ward.

Up to three (3) regularly scheduled shifts of paid funeral leave not to exceed 24 hours: siblings brother/sister-in-law, parent-in-law, grandparent, or grandchild of either the employee or his/her spouse/domestic partner.

Up to one (1) regularly scheduled shift of paid funeral leave not to exceed 8 hours: aunt, uncle, niece, nephew of the employee or spouse/domestic partner, or other relative living in the employee's home.

In the event that the employee needs additional time off, the employee shall have the option of using sick leave, compensatory time, and vacation time or time without pay.

- 9.2 In the event the Employer participates in the Minnesota Paid Family Medical Leave program (PFML) or an alternative private plan, effective January 1, 2026, the Employer and employee will split the premiums for the Minnesota Paid Family and Medical Leave on a 50/50 basis with the employee share payable through payroll deductions pursuant to Minn. Stat. 266B.14.

Employees may utilize accrued paid sick leave to supplement PFML not to exceed 100% of the regular wage of the employee. In the event sick leave is exhausted, employees may utilize other accrued paid leave to supplement PFML not to exceed 100% of the regular wage of the employee.

- 9.3 Family Medical Leave Act (FMLA): Employees who are on FMLA leave shall have the option to retain up to five (5) days of their accrued sick time.

ARTICLE 10 - SENIORITY

- 10.1 Seniority shall be defined as an employee's length of continuous service with the County. Upon completion of the 12 month probationary period, the seniority date of the employee shall relate back to their initial date of employment.

- 10.2 The seniority list on the date of this Agreement, shall show the name, job title and employment date that seniority is based on for all employees in the department. The Employer shall keep the seniority list up to date and will provide the Union with an up to date copy when requested, in addition to posting the list on the employee's bulletin board on the first of each year for a period of fourteen (14) days.

Employees shall have thirty (30) calendar days from the date of posting to supply written documentation, proof and a written request for seniority change to their department head.

- 10.3 An employee shall lose seniority for the following reasons only:
- (a) They resign.
 - (b) They are discharged in accordance with the procedures in this Agreement.
 - (c) They are absent from work for three consecutive working days without notifying the employer; in proper case, exceptions may be made. After such absence, the Employer will send written notification to the employee at his/her last known address that he/she has lost his/her seniority.

- (d) Return from unauthorized sick leave shall be treated as in "c" above.
- (e) If an employee does not return to work when recalled from layoff as set forth in the recall section below.

Any ruling regarding loss of seniority under Article 10.2 shall not be a matter of grievance.

10.4 The word layoff shall mean a reduction in working force. The following layoff procedure will be followed: Probationary or seasonal employees in the job classification will be laid off first; regular employees will be laid off according to seniority within the job classification. Employees laid off in one classification may not bump into a previously held job classification. The employee with the least seniority will be laid off first. Employees to be laid off for an indefinite period of time will have at least 15 working days' notice of the layoff.

10.5 A laid off employee shall have recall rights for 2 years. When the working force is increased after a layoff, employees will be recalled according to seniority. Notice of recall will be sent to the employees at their last known address by certified mail. If the employee fails to report to the Employer within five calendar days from the date of receipt of the certified mail notice of recall and report to work within ten days of receipt of the certified mail notice, the employee shall be considered as having resigned. No new employees shall be hired into a job classification previously reduced through a layoff until the recall list has been exhausted for that classification. If an employee has not been recalled from layoff within two calendar years of the date of layoff, his/her name shall be removed from the recall list, and he/she shall be deemed to have resigned.

10.6 Notice of all vacancies and newly-created positions shall be posted for five (5) working days on all employees bulletin boards. Seniority will prevail on all full-time job vacancies, new jobs or promotions for any employee regarding positions governed by this Agreement providing the employee qualifications are equal.

A promoted or reassigned employee shall serve a six-month trial period and may be returned to his/her former position at the sole discretion of the Employer during such period. If the position the employee reverts to has been filled by a new employee on trial, such trial period employee can be discharged; and if the position has been filled by a non-probationary employee, the bumped employee will revert to his/her former position until a probationary employee is released.

10.7 All new employees engaged by the Employer shall be deemed probationary employees as provided in Article 10.1. Such new employees may be laid off or dismissed during said probationary period with or without cause at the sole discretion of the Employer and said decision may not be appealed through the grievance procedure. After successfully completing the probationary period, new employees shall be deemed to be regular employees. For the purpose of this Agreement, after said probationary period, a new employee's seniority right shall commence from the date of hiring.

10.8 The Employer may place new employees at a higher step in grade based on comparable experience and education.

ARTICLE 11 - DISCIPLINE

11.1 Employees shall be disciplined for just cause only. Discipline will be in one of the following forms:

1. Oral Reprimand,
2. Written Reprimand,
3. Suspension,
4. Demotion, or
5. Discharge.

- 11.2 An employee shall have the right to request Union representation when the employee is questioned in an investigative hearing about a matter that reasonably could lead to disciplinary action.
- 11.3 Written reprimands, notices of suspension and notices of discharge which are to become part of an employee's personnel file shall be read and acknowledged by signature of the employee. Employee and the Union will receive a copy of such reprimands and/or notices.
- 12.4 Grievances relating to suspension, demotion, or discharge under the provisions of this Article may be initiated by the Union in Step 2 of the Grievance Procedure.

ARTICLE 12 - GRIEVANCES

- 12.1 Definition of a Grievance: A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.
- 12.2 Union Representative: The Employer will recognize a representative designated by the Union as the grievance representative of the bargaining unit having the duties and responsibilities established by this Article. The Union will notify the Employer in writing of the name of such Union Representatives and of their successors.
- 12.3 Processing of a Grievance: It is recognized and accepted by the Union and the Employer that the processing of grievances is limited by the job duties and responsibilities of the employees and will therefore be accomplished during normal working hours when consistent with such employee's duties and responsibilities. The aggrieved employee and the Union Representative will be released from work, without loss in pay, to investigate a grievance and to attend meetings or hearings pursuant to this Article, provided the employee and the Union Representative have notified and received the approval of the Employer who has determined such absence is reasonable and would not be detrimental to the work programs of the Employer.
- 12.4 Procedure: Grievances, as defined by Article 12.1, will be resolved in conformance with the following procedure:

Step 1. An employee claiming a violation concerning the interpretation or application of this Agreement will, within 10 calendar days after such alleged violation has occurred, present such grievance to the employee's immediate supervisor. The supervisor will discuss and give an answer to such Step 1 grievance within ten calendar days after receipt.

A grievance not resolved in Step 1 and appealed to Step 2 will be placed in writing, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested and will be appealed to Step 2 within ten calendar days after the supervisor's final

answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten calendar days will be considered waived.

Step 2. If appealed, the written grievance will be presented by the Union and discussed with the Sheriff. The Sheriff will give an answer to the Step 2 grievance in writing within ten calendar days after receipt.

A grievance not resolved in Step 2 may be appealed to Step 3 within ten calendar days following the Sheriff's Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten calendar days will be considered waived.

Step 3. If appealed, the written grievance shall be presented by the Union and discussed with the Employer or its designee. The Employer or its designee will give answer to such Step 3 grievance in writing within ten calendar days after receipt of such Step 3 grievance.

A grievance not resolved in Step 3 may be appealed to Step 4 within ten calendar days following the Human Resource Department's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the Union within ten calendar days shall be considered waived.

Step 3A A grievance unresolved in Step 3 may, by mutual agreement of the parties, be submitted to mediation through the Bureau of Mediation Services. A submission to mediation preserves the timelines for filing Step 4.

Step 4. A grievance unresolved in Step 3 and appealed to Step 4 will be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971 as amended. The selection of an arbitrator will be made in accordance with the "Rules governing the Arbitration of Grievances" as established by the Bureau of Mediation Services.

12.5 Arbitrator's Authority:

1. The arbitrator will have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union and will have no authority to make a decision on any other issue not so submitted.
2. The arbitrator will be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision will be submitted in writing within 30 days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision will be binding on both the Employer and the Union and will be based solely on the arbitrator's interpretation or application of the express terms of this contract and to the facts of the grievance presented.
3. The fees and expenses for the arbitrator's services and proceedings will be borne equally by the Employer and the Union, provided that each party will be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost will be shared equally.

- 12.6 Waiver: If a grievance is not presented within the time limits set forth above, it will be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it will be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the Employer and the Union.
- 12.7 Choice of Remedy: If, as a result of the written Employer response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 4, or a procedure such as: Veterans Preference. If appealed to any procedure other than Step 4, the grievance is not subject to the arbitration procedure as provided in Step 4. The aggrieved employee shall indicate in writing which procedure is to be utilized Step 4, or another appeal procedure and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal through Step 4.

An employee pursuing a remedy pursuant to a statute under the jurisdiction of the United States Equal Employment Opportunity Commission is not precluded from also pursuing an appeal under the grievance procedure of this Agreement. If a court of competent jurisdiction rules contrary to the ruling in EEOC v. Board of Governors of State Colleges and Universities, 957 F.2d 424 (7th Cir.), cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992), or if Board of Governors is judicially or legislatively overruled, this paragraph shall be immediately null and void and shall be deleted from this Agreement.

ARTICLE 13 - SAVINGS CLAUSE

- 13.1 This Agreement is subject to the laws of the United States, the State of Minnesota and the County of Todd. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provisions may be renegotiated at the written request of either party.

ARTICLE 14 - INSURANCE AND RETIREMENT

- 14.1 Selection of Carrier: The selection of the insurance carrier shall be made by the Employer as provided by law.
- 14.2 Health and Hospitalization Insurance:

Eligibility: All employees working an average of 30 or more hours per week in accordance with the Affordable Care Act are eligible for benefits in this Article.

Single Coverage

For 2025, the Employer shall pay the cost of the insurance plan for employees electing single coverage. For 2026 and 2027, the Employer shall pay the cost of the insurance plan for employees electing single coverage however employees who elect the high-cost single

plan shall contribute \$25 per month toward the cost of the high-cost premium. The Employer shall not pay more than the actual premium cost of the plan.

The Employer shall contribute \$125.00 per month to the HSA plan for eligible employees electing single coverage on HSA eligible plans with deductibles less than \$3,650, and \$165.00 for eligible employees electing single coverage on HSA eligible plans with deductibles of \$3,650 or greater.

Family/Dependent Insurance Coverage

The Employer shall contribute each month towards dependent coverage based upon the scheduled below. The County shall not pay above the actual cost of the plan.

All Plans, not to exceed total premium	2025 Employer	2026 Employer	2027 Employer
Employee + Spouse	\$1600/month	\$1700/month	\$1800/month
Employee + Child(ren)	\$1300/month	\$1375/month	\$1450/month
Family	\$1775/month	\$1900/month	\$2025/month

The Employer shall contribute \$125 per month to the county sponsored H.S.A plan on behalf of eligible employees electing family/dependent coverage on HSA eligible plans.

- 14.3 Life Insurance: All full-time employees shall be covered by a term life insurance policy in the amount of \$20,000.00 at the Employer's expense.
- 14.4 Claims against the Employer: It is understood that the Employer's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein, and no claim shall be made against the Employer as a result of denial of insurance benefits by an insurance carrier.
- 14.5 Affordable Care Act: In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid and/or minimize any penalties, taxes or fines for the Employer.
- 14.6 Post-retirement:
 - A. Only employees hired on or before January 1, 2007 are eligible for this benefit. Upon early retirement, the Employer will pay an amount not to exceed \$731.50 per month towards the cost of single health insurance up to three years, not to exceed the employee's 65th birthday with the condition the employee is eligible for PERA and has twenty (20) or more years of service.
 - B. Only employees hired after January 1, 2007 and before January 1, 2022, or those who are eligible for the benefit found in Section 14.6.A. who voluntarily and irrevocably waive in writing any right to the benefit found in Section 14.6.A., are eligible for a \$250.00 annual contribution into their MSRS HCSP on January 2 of each year of employment with Todd County. Employees hired on or after January 1, 2022 are

eligible for a contribution into their MSRS HCSP if actively employed on January 2 of the following calendar year as set forth below:

After 10 years of continuous employment with the Employer	\$2500
After 15 years of continuous employment with the Employer	\$1250
After 20 years of continuous employment with the Employer	\$1250
After 25 years of continuous employment with the Employer	\$1250
After 30 years of continuous employment with the Employer	\$1250

- C. **One-time contribution.** Only employees hired between January 1, 2007 and March 1, 2014, or those who are eligible for the benefit found in Section 14.6.A. above who voluntarily and irrevocably waive in writing any right to the benefit found in Section 14.6.A above, are eligible for a one-time contribution to their MSRS HCSP on the following schedule:

Years of employment	Contribution into MSRS HCSP
1	\$1,000
2	\$1,250
3	\$1,500
4	\$1,750
5	\$2,000
6	\$2,250
7	\$2,500

Eligible employees with more than 7 years of employment will receive the maximum contribution of \$2,500. In the year that eligible employees receive this one-time contribution the employee is not also eligible for the \$250.00 annual HCSP contribution found in Section 14.6.B. for that year.

ARTICLE 15 - ADDITIONAL FRINGE BENEFITS

- 15.1 Todd County will provide reimbursement for meal expenses when such expenses are necessarily incurred while conducting county business and traveling outside of the County for work. The Department Head must approve all requests prior to incurring reimbursable expenses. The actual cost of meals: not to exceed \$11.00 for breakfast, \$13.00 for lunch, and \$19.00 for dinner, while traveling outside of the county will be reimbursed upon presentation of a receipt.

ARTICLE 16 - CLOTHING ALLOWANCE

- 16.1 All full-time employees shall receive a clothing allowance credit of \$200.00 per year for the purchase of logoed clothing from an approved Sheriff's Office vendor. Such amount to be dispersed by the Sheriff's Office to the vendor when needed to purchase clothing items.

ARTICLE 17 - SALARY SCHEDULE

- 17.1 A salary schedule has been established for calendar years 2025-2027. The schedule is attached as Appendix A. The salary for each covered employee is determined by this schedule. In the event that there is a rounding difference between the attached wage schedules and payroll, payroll shall govern.

Adoption of the new 11 step salary schedule effective the first day of the first full pay period in January 2025. Employees will be placed on the step in the applicable grade that provides an increase plus one step.

2025 2.5% general wage increase effective the first day of the first full pay period worked in January 2025. The general increase shall apply to all employees not above the maximum salary schedule.

Step increases shall be implemented effective the first day of the first full pay period worked in July 2025. No employee shall be eligible for a step increase that exceeds the maximum of the salary schedule.

2026 3.5% general wage increase effective the first day of the first full pay period worked in January 2026. The general increase shall apply to all employees not above the maximum salary schedule.

Step increases shall be implemented effective the first day of the first full pay period worked in July 2026. No employee shall be eligible for a step increase that exceeds the maximum of the salary schedule.

2027 3.0% general wage increase effective the first day of the first full pay period worked in January 2027. The general increase shall apply to all employees not above the maximum salary schedule.

Step increases shall be implemented effective the first day of the first full pay period worked in July 2027. No employee shall be eligible for a step increase that exceeds the maximum of the salary schedule.

17.2 An employee promoted to a classification in a higher salary range shall be paid a salary in the new pay range and placed within the new pay range. Placement will be based on experience, qualifications, length of service, and other relevant factors permitted by law. No salary increase shall be granted which would place the employee's rate of pay above the maximum of the authorized salary range for the new (promoted) classification. An additional pay increase may be granted to the promoted employee if such additional increase is recommended by the department head, the promotion involves more than one range change, and the recommendation is approved by the County Board. The employee's eligibility date for step increases will not change upon promotion.

17.3 For a voluntary or disciplinary demotion, the employee's pay shall be reduced to a point within the salary range for the classification of the new (demoted) position as determined by the County Board. Employees demoted for disciplinary reasons shall, at a minimum, receive a reduction in salary in an amount equal to at least four percent (4%) of the applicable grade for the position. In no event, shall a demoted employee's rate of pay remain above the maximum of the authorized salary range of the classification to which the employee was demoted. The employee's eligibility for step increases will not change upon the demotion.

- 17.4 An employee whose position is reclassified to a higher grade shall receive a pay adjustment that is the minimum of the new salary range or an amount equal to four percent (4%) higher than the current salary and placement onto the next highest step, whichever is greater. No salary increase shall be granted which would place the employee's rate of pay above the maximum of the authorized salary range for the new (reclassified) position. The employee's eligibility for step increases will not change upon the reclassification.
- 17.5 An employee whose position is reclassified to a lower grade shall be placed in that new salary range at the employee's existing pay rate: An employee whose rate of pay is above the maximum of the salary grade, due to a reclassification to a lower grade, shall receive one-half (½) of the uniform cost of living adjustment granted by the County Board to other employees who salaries fall within their assigned grades. The employee's eligibility for step increases will not change upon the reclassification.
- 17.6 In the event an Agreement is not reached between the parties by the last day of the collective bargaining agreement, no additional salary increases shall be granted until a successor agreement is ratified by both parties.

ARTICLE 18 - COMPLETE AGREEMENT AND WAIVER OF BARGAINING

- 18.1 This Agreement shall represent the complete Agreement between the Employer and the Union.
- 18.2 The parties acknowledge that during the negotiations which resulted in this Agreement, each had the right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that complete understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement or with respect to any subject or matter not specifically referred to or covered by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

ARTICLE 19 - DURATION

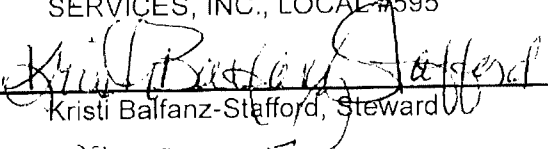
Except as herein provided, this Agreement shall be effective January 1, 2025 and shall continue in full force and effect until December 31, 2027, and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend or modify this Agreement shall notify the other in writing by September 1 of the year in which modifications are desired, so as to comply with the provisions of the Public Employment Labor Relations Act of 1971, as amended.

FOR TODD COUNTY

Board Chair

Date:

FOR LAW ENFORCEMENT LABOR
SERVICES, INC., LOCAL #595



Kristi Balfanz-Stafford, Steward

08.29.2025

Date

Rick Mathwig

Jackie Bauer, County Coordinator

Rick Mathwig, Business Agent

8/28/25

Date:

Date

APPENDIX A

COLA 0.00%		Step 2.82%		Grade 8.00%		2025					
Pay Grade	A	B	C	D	E	F	G	H	I	J	K
1/A	\$16.91	\$17.39	\$17.88	\$18.38	\$18.90	\$19.43	\$19.98	\$20.54	\$21.12	\$21.72	\$22.33
2/B	\$18.26	\$18.78	\$19.31	\$19.85	\$20.41	\$20.99	\$21.58	\$22.19	\$22.81	\$23.46	\$24.12
3/C	\$19.72	\$20.28	\$20.85	\$21.44	\$22.04	\$22.67	\$23.31	\$23.96	\$24.64	\$25.33	\$26.05
4/D	\$21.30	\$21.90	\$22.52	\$23.16	\$23.81	\$24.48	\$25.17	\$25.88	\$26.61	\$27.36	\$28.13
5/E	\$23.01	\$23.65	\$24.32	\$25.01	\$25.71	\$26.44	\$27.18	\$27.95	\$28.74	\$29.55	\$30.38
6/F	\$24.85	\$25.55	\$26.27	\$27.01	\$27.77	\$28.55	\$29.36	\$30.19	\$31.04	\$31.91	\$32.81
7/G	\$26.83	\$27.59	\$28.37	\$29.17	\$29.99	\$30.84	\$31.71	\$32.60	\$33.52	\$34.47	\$35.44
8/H	\$28.98	\$29.80	\$30.64	\$31.50	\$32.39	\$33.30	\$34.24	\$35.21	\$36.20	\$37.22	\$38.27
9/I	\$31.30	\$32.18	\$33.09	\$34.02	\$34.98	\$35.97	\$36.98	\$38.03	\$39.10	\$40.20	\$41.33
10/J	\$33.80	\$34.76	\$35.74	\$36.74	\$37.78	\$38.85	\$39.94	\$41.07	\$42.23	\$43.42	\$44.64
11/K	\$36.51	\$37.54	\$38.60	\$39.68	\$40.80	\$41.95	\$43.14	\$44.35	\$45.60	\$46.89	\$48.21
12/L	\$39.43	\$40.54	\$41.68	\$42.86	\$44.07	\$45.31	\$46.59	\$47.90	\$49.25	\$50.64	\$52.07
13/M	\$42.58	\$43.78	\$45.02	\$46.29	\$47.59	\$48.93	\$50.31	\$51.73	\$53.19	\$54.69	\$56.23
14/N	\$45.99	\$47.29	\$48.62	\$49.99	\$51.40	\$52.85	\$54.34	\$55.87	\$57.45	\$59.07	\$60.73
15/O	\$49.67	\$51.07	\$52.51	\$53.99	\$55.51	\$57.08	\$58.69	\$60.34	\$62.04	\$63.79	\$65.59
16/P	\$53.64	\$55.15	\$56.71	\$58.31	\$59.95	\$61.64	\$63.38	\$65.17	\$67.01	\$68.90	\$70.84
17/Q	\$57.93	\$59.57	\$61.25	\$62.97	\$64.75	\$66.58	\$68.45	\$70.38	\$72.37	\$74.41	\$76.51

	COLA	2.50%		Step	2.82%		Grade	8.00%	2025		
Pay Grade	A	B	C	D	E	F	G	H	I	J	K
1/A	\$17.33	\$17.82	\$18.32	\$18.84	\$19.37	\$19.92	\$20.48	\$21.05	\$21.65	\$22.26	\$22.89
2/B	\$18.72	\$19.24	\$19.79	\$20.34	\$20.92	\$21.51	\$22.12	\$22.74	\$23.38	\$24.04	\$24.72
3/C	\$20.21	\$20.78	\$21.37	\$21.97	\$22.59	\$23.23	\$23.88	\$24.56	\$25.25	\$25.96	\$26.69
4/D	\$21.83	\$22.45	\$23.08	\$23.73	\$24.40	\$25.09	\$25.79	\$26.52	\$27.27	\$28.04	\$28.83
5/E	\$23.58	\$24.24	\$24.93	\$25.63	\$26.35	\$27.09	\$27.86	\$28.64	\$29.45	\$30.28	\$31.14
6/F	\$25.46	\$26.18	\$26.92	\$27.68	\$28.46	\$29.26	\$30.09	\$30.94	\$31.81	\$32.71	\$33.63
7/G	\$27.50	\$28.28	\$29.07	\$29.89	\$30.74	\$31.60	\$32.49	\$33.41	\$34.35	\$35.32	\$36.32
8/H	\$29.70	\$30.54	\$31.40	\$32.28	\$33.20	\$34.13	\$35.09	\$36.08	\$37.10	\$38.15	\$39.22
9/I	\$32.08	\$32.98	\$33.91	\$34.87	\$35.85	\$36.86	\$37.90	\$38.97	\$40.07	\$41.20	\$42.36
10/J	\$34.64	\$35.62	\$36.62	\$37.66	\$38.72	\$39.81	\$40.93	\$42.09	\$43.27	\$44.49	\$45.75
11/K	\$37.41	\$38.47	\$39.55	\$40.67	\$41.82	\$43.00	\$44.21	\$45.45	\$46.74	\$48.05	\$49.41
12/L	\$40.41	\$41.55	\$42.72	\$43.92	\$45.16	\$46.44	\$47.74	\$49.09	\$50.48	\$51.90	\$53.36
13/M	\$43.64	\$44.87	\$46.14	\$47.44	\$48.77	\$50.15	\$51.56	\$53.02	\$54.51	\$56.05	\$57.63
14/N	\$47.13	\$48.46	\$49.83	\$51.23	\$52.68	\$54.16	\$55.69	\$57.26	\$58.87	\$60.53	\$62.24
15/O	\$50.90	\$52.34	\$53.81	\$55.33	\$56.89	\$58.50	\$60.14	\$61.84	\$63.58	\$65.38	\$67.22
16/P	\$54.97	\$56.52	\$58.12	\$59.76	\$61.44	\$63.17	\$64.96	\$66.79	\$68.67	\$70.61	\$72.60
17/Q	\$59.37	\$61.05	\$62.77	\$64.54	\$66.36	\$68.23	\$70.15	\$72.13	\$74.17	\$76.26	\$78.41

	COLA 3.50%		Step 2.82%		Grade 8.00%		2026				
Pay Grade	A	B	C	D	E	F	G	H	I	J	K
1/A	\$17.94	\$18.45	\$18.97	\$19.50	\$20.05	\$20.62	\$21.20	\$21.80	\$22.41	\$23.04	\$23.69
2/B	\$19.38	\$19.92	\$20.48	\$21.06	\$21.65	\$22.27	\$22.89	\$23.54	\$24.20	\$24.89	\$25.59
3/C	\$20.93	\$21.52	\$22.12	\$22.75	\$23.39	\$24.05	\$24.72	\$25.42	\$26.14	\$26.88	\$27.63
4/D	\$22.60	\$23.24	\$23.89	\$24.57	\$25.26	\$25.97	\$26.70	\$27.46	\$28.23	\$29.03	\$29.84
5/E	\$24.41	\$25.10	\$25.80	\$26.53	\$27.28	\$28.05	\$28.84	\$29.65	\$30.49	\$31.35	\$32.23
6/F	\$26.36	\$27.10	\$27.87	\$28.65	\$29.46	\$30.29	\$31.15	\$32.02	\$32.93	\$33.86	\$34.81
7/G	\$28.47	\$29.27	\$30.10	\$30.95	\$31.82	\$32.72	\$33.64	\$34.59	\$35.56	\$36.56	\$37.60
8/H	\$30.75	\$31.61	\$32.50	\$33.42	\$34.36	\$35.33	\$36.33	\$37.35	\$38.41	\$39.49	\$40.60
9/I	\$33.21	\$34.14	\$35.10	\$36.09	\$37.11	\$38.16	\$39.24	\$40.34	\$41.48	\$42.65	\$43.85
10/J	\$35.86	\$36.87	\$37.91	\$38.98	\$40.08	\$41.21	\$42.37	\$43.57	\$44.80	\$46.06	\$47.36
11/K	\$38.73	\$39.82	\$40.95	\$42.10	\$43.29	\$44.51	\$45.76	\$47.05	\$48.38	\$49.75	\$51.15
12/L	\$41.83	\$43.01	\$44.22	\$45.47	\$46.75	\$48.07	\$49.43	\$50.82	\$52.25	\$53.73	\$55.24
13/M	\$45.18	\$46.45	\$47.76	\$49.11	\$50.49	\$51.92	\$53.38	\$54.88	\$56.43	\$58.02	\$59.66
14/N	\$48.79	\$50.17	\$51.58	\$53.04	\$54.53	\$56.07	\$57.65	\$59.28	\$60.95	\$62.67	\$64.43
15/O	\$52.69	\$54.18	\$55.71	\$57.28	\$58.89	\$60.55	\$62.26	\$64.02	\$65.82	\$67.68	\$69.59
16/P	\$56.91	\$58.51	\$60.16	\$61.86	\$63.60	\$65.40	\$67.24	\$69.14	\$71.09	\$73.09	\$75.15
17/Q	\$61.46	\$63.19	\$64.98	\$66.81	\$68.69	\$70.63	\$72.62	\$74.67	\$76.78	\$78.94	\$81.17

	COLA	3.00%		Step	2.82%		Grade	8.00%		2027	
Pay Grade	A	B	C	D	E	F	G	H	I	J	K
1/A	\$18.48	\$19.00	\$19.54	\$20.09	\$20.65	\$21.24	\$21.84	\$22.45	\$23.08	\$23.74	\$24.40
2/B	\$19.96	\$20.52	\$21.10	\$21.69	\$22.31	\$22.94	\$23.58	\$24.25	\$24.95	\$25.63	\$26.36
3/C	\$21.56	\$22.16	\$22.79	\$23.43	\$24.09	\$24.77	\$25.47	\$26.19	\$26.93	\$27.69	\$28.47
4/D	\$23.28	\$23.94	\$24.61	\$25.30	\$26.02	\$26.75	\$27.51	\$28.28	\$29.08	\$29.90	\$30.74
5/E	\$25.14	\$25.85	\$26.58	\$27.33	\$28.10	\$28.89	\$29.71	\$30.55	\$31.41	\$32.29	\$33.20
6/F	\$27.15	\$27.92	\$28.71	\$29.52	\$30.35	\$31.20	\$32.08	\$32.99	\$33.92	\$34.88	\$35.86
7/G	\$29.33	\$30.15	\$31.00	\$31.88	\$32.78	\$33.70	\$34.65	\$35.63	\$36.63	\$37.67	\$38.73
8/H	\$31.67	\$32.56	\$33.48	\$34.43	\$35.40	\$36.40	\$37.42	\$38.48	\$39.56	\$40.68	\$41.83
9/I	\$34.21	\$35.17	\$36.16	\$37.18	\$38.23	\$39.31	\$40.42	\$41.56	\$42.73	\$43.93	\$45.17
10/J	\$36.94	\$37.98	\$39.05	\$40.16	\$41.29	\$42.45	\$43.65	\$44.88	\$46.15	\$47.45	\$48.79
11/K	\$39.90	\$41.02	\$42.18	\$43.37	\$44.59	\$45.85	\$47.14	\$48.47	\$49.84	\$51.24	\$52.69
12/L	\$43.09	\$44.30	\$45.55	\$46.84	\$48.16	\$49.52	\$50.91	\$52.35	\$53.83	\$55.34	\$56.90
13/M	\$46.54	\$47.85	\$49.20	\$50.58	\$52.01	\$53.48	\$54.99	\$56.54	\$58.13	\$59.77	\$61.46
14/N	\$50.26	\$51.68	\$53.13	\$54.63	\$56.17	\$57.76	\$59.38	\$61.06	\$62.78	\$64.55	\$66.37
15/O	\$54.28	\$55.81	\$57.38	\$59.00	\$60.67	\$62.38	\$64.14	\$65.94	\$67.80	\$69.72	\$71.68
16/P	\$58.62	\$60.27	\$61.97	\$63.72	\$65.52	\$67.37	\$69.27	\$71.22	\$73.23	\$75.29	\$77.42
17/Q	\$63.31	\$65.10	\$66.93	\$68.82	\$70.76	\$72.76	\$74.81	\$76.92	\$79.09	\$81.32	\$83.61



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	20250916-21
Agenda Topic Title for Publication:		Authorization to submit Sourcewell Community Impact Grant Application
Date of Meeting: 9/16/2025	Agenda Time Requested: 3 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: <i>Supporting Documentation enclosed</i> ☒		
The Sourcewell Community Impact Grant Application is nearing completion and will be ready to be submitted. This grant requires the County Board of Commissioner to pass a resolution to authorize the submission and authorize the Auditor/Treasurer's Office to act as fiscal agent.		
Options:		
1. Adopt the attached resolution.		
2. Do not adopt the resolution.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adoption of the attached resolution to authorize the Sourcewell Community Impact Funds Grant to be submitted and to authorize the Auditor/Treasurer's Office to act as fiscal agent.		

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



**A RESOLUTION ESTABLISHING SUPPORT FOR SEEKING FUNDING FROM SOURCEWELL
FOR COMMUNITY IMPACT GRANT FUNDS**

WHEREAS, Sourcewell is providing Community Impact Grant Funds for Cities and Counties in Region Five, and;

NOW, THEREFORE BE IT RESOLVED, that Todd County Board of Commissioners approves the Sourcewell Community Impact Grant Funding application submitted by Todd County Administration and;

BE IT FURTHER RESOLVED, That Todd County Board of Commissioners fully supports Todd County Administration in submitting a Community Impact Grant Funding application to Sourcewell to request financial support for in the amount of \$50,000.00 for county projects.



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	20250916-22
Agenda Topic Title for Publication:		Authorization to submit Sourcewell Match Funds Grant
Date of Meeting: 9/16/2025	Agenda Time Requested: 3 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: Supporting Documentation enclosed ☒		
The Sourcewell Match Funds Grant Application is nearing completion and will be ready to be submitted. This grant requires the County Board of Commissioners to pass a resolution to authorize the submission and authorize the Auditor/Treasurer's Office to act as fiscal agent.		
Options:		
1. Adopt the attached resolution.		
2. Do not adopt the resolution.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adoption of the attached resolution to authorize the Sourcewell Match Funds Grant to be submitted and to authorize the Auditor/Treasurer's Office to act as fiscal agent.		

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



**A RESOLUTION ESTABLISHING SUPPORT FOR SEEKING FUNDING FROM SOURCEWELL
FOR COMMUNITY MATCH FUNDING**

WHEREAS, Sourcewell is providing Community Match Funds for Cities and Counties in Region Five, and;

NOW, THEREFORE BE IT RESOLVED, that Todd County Board of Commissioners approves the Sourcewell Community Match Funding application submitted by Todd County Administration and;

BE IT FURTHER RESOLVED, That Todd County Board of Commissioners fully supports Todd County Administration in submitting a Community Match Funding application to Sourcewell to request financial support for in the amount of \$40,000.00 for county projects.



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	20250916-23
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Compensation Bank Pay-out for Employee # 951
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Date of Meeting: 09/16/2025	Agenda Time Requested: 5 Minutes	☐ Consent Agenda
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Organization / Department Requesting Action: Administration

Person Presenting Topic at Meeting: Jackie Bauer
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Background: Supporting Documentation enclosed ☒
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Due to the current staffing shortage and the ongoing workload demands, we are requesting that employee #951 accumulated comp time be paid out upon approval of the County Coordinator, until the department is fully staffed. During this period, employee #951 may still have the opportunity to use some comp time or potentially accrue additional hours, depending on office needs. This request is being made on a temporary basis until full staffing levels are restored. Per Personnel Policy Section 5.02:

•(j) Exempt employees are not eligible for overtime under the Fair Labor Standards Act. The County's policy is that exempt employees who work beyond their normal schedule may take compensatory time off on a 1:1 basis, provided their responsibilities are met and with supervisor approval. Exempt employees are not entitled to severance or payout for unused comp time.

•(k) Exceptions to this policy may be granted if submitted in writing and approved by the County Board.

Options:

1. Approve requested compensation bank pay-out for Employee #951.
2. Do not approve requested compensation bank pay-out.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Approve requested compensation bank pay-out for Employee #951.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): Wages & Salaries, Administration	☒ 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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20250916-24
Agenda Topic Title for Publication:		MOA - Paid Family Medical Leave (PFML)
Date of Meeting: September 16, 2025	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Nellie Johnson and Jackie Bauer		
Background: <i>Supporting Documentation enclosed</i> ☐		
Since the County is evaluating an alternative private plan option for Paid Family and Medical Leave (PFML), which provides premium cost savings for both employees and the Employer, the County is considering MetLife as the provider. MetLife's premium rate for 2026 is 0.79%, compared to the State of Minnesota's 0.88% rate. In addition to the reduced cost, the County anticipates benefits such as faster processing, improved responsiveness, and enhanced customer service. Attached are the MOA's to clarify the clause in the contracts that outlines the 50/50 split of the PFML premium to include an alternative private plan.		
Options:		
Option 1: Approve the MOAs regarding Paid Family and Medical Leave (PFML) for the corresponding bargaining agreements.		
Option 2: Do not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the MOAs regarding Paid Family and Medical Leave (PFML) for the corresponding bargaining agreements.		

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}

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Seal

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement sets forth a mutual agreement between Todd County (hereafter “County”) and Law Enforcement Labor Services, Inc. (hereafter “Union”).

WHEREAS, the County and the Union are subject to a Labor Agreement in effect January 1, 2025 until December 31, 2027 (hereafter “Labor Agreement”) covering Jailer/Dispatchers; and

WHEREAS, new laws have been passed in Minnesota relative to Paid Family Medical Leave during the duration of the contract; and

WHEREAS, the County is contemplating using an alternative private plan that offers lower premiums than the State of Minnesota Paid Family and Medical Leave program; and

WHEREAS, the County and Union have agreed to the following clarifying language to Article 11 “OTHER LEAVES” relative to the alternative private plan.

NOW THEREFORE, the parties agree to the following:

1. The following changes shall be made to Article 11 -OTHER LEAVES:

11.6 ~~In the event the Employer participates in the Minnesota Paid Family and Medical Leave program versus an alternative private plan, effective January 1, 2026, the Employer and employee will split the premiums for the Minnesota Paid Family and Medical Leave on a 50/50 basis with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.~~

In the event the Employer participates in the Minnesota Paid Family and Medical Leave program or an alternative plan, effective January 1, 2026, the Employer and employee will split the premiums associated with Paid Family and Medical Leave (PFML) on a 50/50 basis, with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.

Employees may utilize accrued paid sick leave to supplement PFML not to exceed 100% of the regular wage of the employee. In the event sick leave is exhausted, employees may utilize other accrued paid leave to supplement PFML not to exceed 100% of the regular wage of the employee.

2. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2025

TODD COUNTY

_____ Date

**LAW ENFORCEMENT LABOR
SERVICES, INC.**

_____ Date

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement sets forth a mutual agreement between Todd County (hereafter “County”) and American Federation of State County and Municipal Employees, AFL-CIO, Local Union #3168 (hereafter “Union”).

WHEREAS, the County and the Union are subject to a Labor Agreement in effect January 1, 2025 until December 31, 2027 (hereafter “Labor Agreement”) covering the Health and Human Services Employees; and

WHEREAS, new laws have been passed in Minnesota relative to Paid Family Medical Leave during the duration of the contract; and

WHEREAS, the County is contemplating using an alternative private plan that offers lower premiums than the State of Minnesota Paid Family and Medical Leave program; and

WHEREAS, the County and Union have agreed to the following clarifying language to Article XI “LEAVE OF ABSENCE” relative to the alternative private plan.

NOW THEREFORE, the parties agree to the following:

1. The following changes shall be made to Article XI -LEAVE OF ABSENCE:

Section 4. MN Paid Family Medical Leave

~~In the event the Employer participates in the Minnesota Paid Family and Medical Leave program versus an alternative private plan, effective January 1, 2026, the Employer and employee will split the premiums for the Minnesota Paid Family and Medical Leave on a 50/50 basis with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.~~

In the event the Employer participates in the Minnesota Paid Family and Medical Leave program or an alternative plan, effective January 1, 2026, the Employer and employee will split the premiums associated with Paid Family and Medical Leave (PFML) on a 50/50 basis, with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.

Employees may utilize accrued paid sick leave to supplement PFML not to exceed 100% of the regular wage of the employee. In the event sick leave is exhausted, employees may utilize other accrued paid leave to supplement PFML not to exceed 100% of the regular wage of the employee.

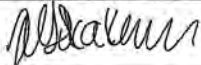
2. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

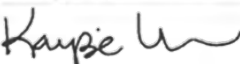
IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2025

TODD COUNTY

Date

AMERICAN FEDERATION OF
STATE COUNTY AND
MUNICIPAL EMPLOYEES,
AFL-CIO, LOCAL UNION #3168.

 9/11/2025
Date


Labor Representative, 09/11/2025
AFSCME Council-65

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement sets forth a mutual agreement between Todd County (hereafter “County”) and American Federation of State County and Municipal Employees, AFL-CIO, Local Union 3525 (hereafter “Union”).

WHEREAS, the County and the Union are subject to a Labor Agreement in effect January 1, 2025 until December 31, 2027 (hereafter “Labor Agreement”) covering the Public Works Unit; and

WHEREAS, new laws have been passed in Minnesota relative to Paid Family Medical Leave during the duration of the contract; and

WHEREAS, the County is contemplating using an alternative private plan that offers lower premiums than the State of Minnesota Paid Family and Medical Leave program; and

WHEREAS, the County and Union have agreed to the following clarifying language to Article XI “LEAVES OF ABSENCE” relative to the alternative private plan.

NOW THEREFORE, the parties agree to the following:

1. The following changes shall be made to Article XI -LEAVE OF ABSENCE:

Section 4. MN Paid Family Medical Leave

~~In the event the Employer participates in the Minnesota Paid Family and Medical Leave program versus an alternative private plan, effective January 1, 2026, the Employer and employee will split the premiums for the Minnesota Paid Family and Medical Leave on a 50/50 basis with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.~~

In the event the Employer participates in the Minnesota Paid Family and Medical Leave program or an alternative plan, effective January 1, 2026, the Employer and employee will split the premiums associated with Paid Family and Medical Leave (PFML) on a 50/50 basis, with the employee share payable through payroll deductions pursuant to Minn. Stat. 268B.14.

Employees may utilize accrued paid sick leave to supplement PFML not to exceed 100% of the regular wage of the employee. In the event sick leave is exhausted, employees may utilize other accrued paid leave to supplement PFML not to exceed 100% of the regular wage of the employee.

2. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2025

TODD COUNTY

Date

AMERICAN FEDERATION OF
STATE COUNTY AND
MUNICIPAL EMPLOYEES,
AFL-CIO, LOCAL UNION 3525.

Max Smith 9/11/2025

Kayzie W 09/11/25

Labor Representative,
AFSCME Council-65

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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion	☐ Report	20250916-25
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Paid Family Medical Leave (PFML) Vendor
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Date of Meeting: September 16, 2025	Agenda Time Requested: 5 min	☐ Consent Agenda
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Organization / Department Requesting Action: Administration

Person Presenting Topic at Meeting: Nellie Johnson and Jackie Bauer

Background: <i>Supporting Documentation enclosed</i> ☐
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Following feedback and discussion during the August 19th work session, it was requested that the topic of Paid Family Medical Leave (PFML) be placed on the regular board agenda for a decision on whether to participate in the State program or contract privately with MetLife.

The Personnel Committee recommends selecting MetLife as the PFML vendor. The committee believes this option not only provides cost savings for both employees and the employer, but also offers the potential for improved customer service and quicker claims processing.

Options:

Option 1: Approve MetLife as the PFML vendor with a two-year rate guarantee (2026 and 2027).

Option 2: Approve participation in the State-administered PFML program beginning in 2026.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:

Approve MetLife as the PFML vendor with a two-year rate guarantee (2026 and 2027).

Additional Information:	Budgeted:	Comments
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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
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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