



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 7th, 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 7th day of January, 2025 at 9:00 AM. The meeting was called to order by Chairperson Becker. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Oaths of Office

An Oath of Office was completed for the following candidates to begin their new term of service to the citizens of Todd County:

Barbara Becker, Todd County Commissioner District 1
Bob Byers, Todd County Commissioner District 3
Randy Neumann, Todd County Commissioner District 5

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 with the addition of item 8.8 for a Transportation Grant Opportunity.

Board Organization

On nomination by Neumann and second by Denny with no other nominations, the following was introduced and adopted by unanimous vote: To appoint Commissioner Byers as the Chairperson of the Todd County Board of Commissioners for 2025 proceedings.

On nomination by Becker and second by Neumann with no other nominations, the following was introduced and adopted by unanimous vote: To appoint Commissioner Denny as the Vice-Chairperson of the Todd County Board of Commissioners for 2025 proceedings.

Consent Agenda

On motion by Noska and second by Denny, the following motions were introduced and adopted by unanimous vote:

To approve the Todd County Board of Commissioner's Meeting Minutes for December 30th, 2024 as presented.

To hire Ashlynn Leskey to fill the open Social Worker position. Grade 10 Step 1, \$28.06/hr. Start date: TBD

To hire Christine Lorentzen to fill the open Social Worker position. Grade 10 Step 1, \$28.06 /hr. Start date: TBD

Todd Wadena Community Corrections

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

**RESOLUTION APPOINTING MEMBERSHIP
TODD WADENA COMMUNITY CORRECTIONS
2025**

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

WHEREAS, In accordance with MN Statutes Chapter 401, in 1976 Todd and Wadena Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

WHEREAS, Memberships of the Todd-Wadena Community Corrections Executive Committee and Advisory Board need to be appointed by the Boards of Commissioners in Todd and Wadena Counties, and

THEREFORE, IT IS RESOLVED that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

1. Barbara Becker, Todd County Commissioner
2. Lew Noska, Todd County Commissioner
3. _____, Wadena County Commissioner
4. _____, Wadena County Commissioner
5. Kyra Ladd, Wadena County Attorney
6. Jane Gustafson, Assistant Todd County Attorney

BE IT FURTHER RESOLVED that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Barbara Becker, Todd County Commissioner
2. Lew Noska, Todd County Commissioner
3. _____, Wadena County Commissioner
4. _____, Wadena County Commissioner
5. Jessen Alexander, Wadena County Public Defender
6. Mike Allen, Todd County Sheriff
7. Donald Asmus, Todd County Citizen Member
8. Honorable Daniel A. Benson, District Court Judge
9. Melissa Birkholtz, Police Chief
10. Michael D. Carr, Wadena County Sheriff
11. Honorable Douglas Clark, District Court Judge
12. Johanna Bolter, Victims Services Representative
13. Jane Gustafson, Assistant Todd County Attorney
14. Kyra Ladd, Wadena County Attorney
15. Katherine Langer, Todd-Wadena Community Corrections Director
16. Jim Miller, Career Corrections Agent
17. Sheldon Monson, Wadena County Citizen Member
18. Sarah Ness, Wadena County Public Health Director
19. Jackie Och, Todd County Health and Human Services Director
20. Jason Sellnow, Todd County Public Defender
21. Josiah Tonder, Todd County Citizen Member
22. Sarah Urbach, Todd-Wadena Community Corrections Supervisor
23. Lane Waldahl, Wadena County Citizen Member

Auditor-Treasurer

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the December 2024 Auditor Warrants number (ACH) 904651 through 904718 in the amount of \$1,653,507.77 (Manual) 1024 through 1033 in the amount of \$65,008.17 and (Regular) 243651 through 243817 in the amount of \$2,129,571.43 for a total of \$3,848,087.37.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2025

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the official newspaper for Todd County on January 7, 2025.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader, with a bid of \$18.00 per column inch to be the Official Newspaper for the year 2025 and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2025

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the extra publication newspaper for Todd County on January 7, 2025.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader with a bid of \$13.00 per column inch to be the Extra Publication Newspaper for the year 2025.

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

A RESOLUTION ESTABLISHING THE 2025 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL (Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksession designated by the Board Chairperson or three members of the County Board as deemed necessary. The County Board also approves that the year-end board meeting be scheduled for December 30th, 2025.

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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

A RESOLUTION ESTABLISHING THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2025

WHEREAS, The County Commissioners have wide ranging and diverse responsibilities, and;

WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

NOW, THEREFORE BE IT RESOLVED, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Assignments for 2025 and will remain on file in the Auditor-Treasurer's Office.

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

DESIGNATION OF DEPOSITORIES, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS

WHEREAS, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

WHEREAS, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

WHEREAS, in accordance to Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to Minnesota Statute § 118A.01 through § 118A.08 where the following financial institutions are currently in place:

- American Heritage National Bank
- CETERA Investments managed through American Heritage National Bank
- Minnesota National Bank
- Gold Sweep Investments managed through Minnesota National Bank
- Moreton Capital Markets, LLC
- US Bank
- MAGIC Fund
- Unity Bank

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

A RESOLUTION ESTABLISHING TODD COUNTY'S SUPPORT FOR SEEKING FUNDING FROM MINNESOTA STATE ACTIVE TRANSPORTATION (AT) INFRASTRUCTURE PROGRAM

WHEREAS, up to \$12.502 million in Active Transportation funding is available, with a minimum of \$50,000 and cap of \$1,000,000 for each project, and;

WHEREAS, Acknowledgement that AT funds can be used to reimburse construction costs on AT eligible items, and that construction costs above the AT infrastructure grant amount will need to have alternate funding sources, and;

WHEREAS, the project will enhance safety for pedestrians and cyclists by installing lighting, constructing a sidewalk along the parking lot, and creating a safe crosswalk leading to the county offices. Additionally, a new hillside sidewalk will ensure visitors and employees no longer need to walk in the roadway. These improvements will also benefit children attending Long Prairie Elementary School and neighborhood residents, who frequently use the sidewalk and crosswalk. The project components are outlined and supported by the 2018 Long Prairie Safe Routes to School Plan, and;

WHEREAS, the project will benefit a wide range of stakeholders, including visitors accessing county services, county employees utilizing the parking lot with over 60 vehicle spaces, and children traveling to and from Long Prairie Elementary School via the sidewalk and crosswalk. Additionally, neighborhood residents will enjoy improved infrastructure for walking and biking, enhancing safety and accessibility throughout the area. By serving these diverse groups, the project fosters a safer, more connected community for all users, and;

WHEREAS, the estimated construction cost for the project is \$237,045.90, with construction planned for 2025. Funding is being requested in the amount of \$56,168.00 to cover 50% of mobilization costs (\$25,000.00), lighting expenses (\$16,654.25), and sidewalk construction costs (\$14,514.00). The remaining project funding will be sourced from the Todd County Facilities Capital Improvement Fund.

NOW, THEREFORE BE IT RESOLVED that the Todd County Board of Commissioners does hereby support Todd County seeking grant funding from the Minnesota State Active Transportation (AT) Infrastructure Program for the construction of a parking lot with adjacent sidewalk, crosswalk and paved hillside walkway at the intersection of 2nd Street South and 2nd Avenue South located in Long Prairie, MN and agrees to maintain such improvements; the Todd County Board of Commissioners supports submittal of the AT infrastructure application; and the Todd County Board of Commissioners assures that the county will pay all costs associated with the project beyond the AT infrastructure grant amount schedule.

Facilities Department

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To make the Facilities Manager the Point Person of the Battle Point Park with the attached list of parameters.

County Auditor-Treasurer's Report



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

The County Auditor-Treasurer reported that year end reporting is busy along with audit preparations.

County Attorney's Report

The County Attorney had nothing to report.

County Coordinator's Report

The County Coordinator extended thanks to Commissioner Becker and Commissioner Neumann for their service during the 2024 year.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker extended thanks to the County staff and County Board for their service in 2024.

Commissioner Neumann attended the union negotiations and extended thanks to the board for their service in 2024.

Commissioner Noska attended usual meetings and looking forward to the New Year.

Commissioner Byers was unable to attend recent meetings due to illness.

Commissioner Denny has attended meetings as usual and union negotiations.

Recess

On motion by Denny and second by Noska, the meeting was recessed until January 21, 2025.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
BOULDER CREEK, INC.	\$ 99,365.25
CARGILL SALT DIVISION	\$ 21,459.36
CITY OF BROWERVILLE	\$ 100,717.96
CITY OF LONG PRAIRIE	\$ 307,931.39
COLBY/JACOB	\$ 3,284.06
LONG PRAIRIE OIL COMPANY	\$ 4,733.95
MIDWEST MACHINERY CO	\$ 182,446.51
REDSTONE CONSTRUCTION	\$ 274,446.31
STANTEC CONSULTING SERVICES INC	\$ 8,671.00
VERIZON	\$ 6,298.79
WIDSETH SMITH NOLTING INC	\$ 3,025.00
29 PAYMENTS LESS THAN 2000	\$ 16,909.05
CARD SERVICES COBORNS	\$ 3,326.17
CENTRA CARE	\$ 12,109.12
CLIFTON LARSONALLEN, LLP	\$ 2,152.50
EBSO INC	\$ 308,200.49
FLEET SERVICES/WEX BANK	\$ 6,821.27
HEALTH PARTNERS DENTAL	\$ 7,952.20
HY-TEC CONSTRUCTION	\$ 838,375.00
LONG PRAIRIE SANITATION INC	\$ 6,396.76
MORRIS ELECTRONICS INC	\$ 2,444.75
PETERS LAW OFFICE, P.A.	\$ 6,886.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 2,274.75
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 90,689.03



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

STANTEC CONSULTING SERVICES INC	\$	10,042.80
STAPLES ADVANTAGE	\$	3,323.44
STEP	\$	9,981.13
SYTEK	\$	5,000.00
TANGEN/NEIL R	\$	3,079.00
TODD CO AUD-TREAS	\$	8,690.77
20 PAYMENTS LESS THAN 2000	\$	10,397.28
ARC ELECTRIC SERVICE	\$	4,891.12
BOYER FORD TRUCKS INC	\$	157,246.32
CHRISTENSEN/ROBERT AND MCKENZIE	\$	4,691.25
COUNTIES PROVIDING TECHNOLOGY	\$	7,041.00
EGAN/THOMAS AND KIMBERLY	\$	7,537.50
FARM-RITE EQUIPMENT, INC	\$	3,126.28
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
GIESKE/GABRIEL AND BARBARA	\$	4,000.00
GOVERNMENT MANAGEMENT GROUP	\$	5,500.00
HOLLERMANN FAMILY DAIRY	\$	10,989.28
KRAEMER/KEN	\$	3,126.38
MADDEN GALANTER HANSEN, LLP	\$	2,769.45
METRO SALES INC	\$	3,852.70
MINNESOTA POWER	\$	15,249.04
MN DEPT OF FINANCE	\$	5,613.00
MORRISON COUNTY	\$	30,662.94
NORTHERN STAR COOP	\$	2,009.67
REGENTS OF THE UNIV OF MN	\$	36,865.44
SHIRLEY'S GAS & GROCERIES INC	\$	3,269.74
THE TRADESMEN CONSTRUCTION INC	\$	45,229.39
USPS-POC	\$	14,750.00
WIDSETH SMITH NOLTING INC	\$	17,101.85
54 PAYMENTS LESS THAN 2000	\$	27,345.95
CENTERPOINT ENERGY	\$	3,786.10
CITY OF BROWERVILLE	\$	593,607.50
DIAMOND BUICK GMC	\$	3,061.87
GOERTZ/STEVEN & TAMMY	\$	23,600.00
GOLDEN SHOVEL AGENCY	\$	6,460.00
MINNESOTA POWER	\$	4,817.07
MOTOROLA	\$	16,000.00
STOECKEL JAHNER INC	\$	8,450.00
TODD CO PLANNING & ZONING	\$	20,038.75
TODD CO PUBLIC WORKS	\$	15,300.00
ULINE	\$	7,317.36
30 PAYMENTS LESS THAN 2000	\$	15,576.50
AMAZON CAPITAL SERVICES	\$	2,891.12
CARDMEMBER SERVICE	\$	4,434.99
CLIFTON LARSONALLEN, LLP	\$	8,935.50
COMMISSIONER OF TRANSPORTATION	\$	9,451.44
DOUGLAS SWCD	\$	20,880.85



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

LONG PRAIRIE LEADER	\$	23,188.50
LONG PRAIRIE OIL COMPANY	\$	19,840.27
MOTOROLA	\$	7,105.71
TODD CO AGRICULTURAL SOC.	\$	9,640.08
TODD SOIL & WATER CONS DIST	\$	161,570.62
30 PAYMENTS LESS THAN 2000	\$	14,825.58
MN DEPT OF REVENUE	\$	2,309.00
MN DEPT OF REVENUE	\$	48,137.48
US BANK -CC	\$	5,301.90
CARDMEMBER SERVICES	\$	6,216.84
7 PAYMENTS LESS THAN 2000	\$	3,042.95
TOTAL:	\$	3,848,087.37

On a motion by Becker and second by Denny, the preceding minutes of the County Board meeting held January 7th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 21st, 2025.

Witness my hand and seal:

Bob Byers, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer

