



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
March 18th, 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 18th day of March, 2025 at 9:00 AM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

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

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for March 4th, 2025 as presented.

GAMBLING PERMIT – THE CURCH OF ST. JOSEPH OF GREY EAGLE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for The Church of St. Joseph of Grey Eagle through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for The Church of St. Joseph of Grey Eagle to hold a raffle event at the Shattuck's Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on June 13th, 2025.

Approve the resignation of Social Worker Camryn Schaber, effective March 20th, 2025.

Approve the resignation of Administrative Assistant Victoria Hayes, effective February 18, 2025.

Auditor-Treasurer

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403763 through 403795 in the amount of \$41,066.44 and (Regular) 58775 through 58807 in the amount of \$45,127.72 for a total of \$86,194.16.

On motion by Noska and second by Neumann, the following motion as introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 806274 through 806328 and (Regular) 712866 through 712910 for a total of \$65,827.96.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601598 through 601616 and (Regular) 518306 through 518327 for a total amount of \$90,460.90.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR 2025 GRAVEL SURFACING PROJECTS



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WHEREAS, sealed bids were received on March 11th, 2025 by the Todd County Public Works Director for CP 25:71, CP 25:85 and CP 25:86, said projects for gravel surfacing located on County Road 71, County Road 85 & County Road 86, and;

WHEREAS, the following sealed bids were received:

Swenson Aggregate Construction, LLC	Pine River, Minnesota	\$290,587.00
DLL Excavating, Inc.	Little Falls, Minnesota	\$311,270.00
Central Specialties, Inc.	Alexandria, Minnesota	\$318,165.00
Sanders Construction, Inc.	Randall, Minnesota	\$365,012.00
Mark Sand & Gravel	Fergus Falls, Minnesota	\$461,540.00

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Swenson Aggregate Construction, LLC of Pine River, Minnesota based on their low bid of \$290,587.00.

On motion by Denny and second by Neumann, the following resolution as introduced and adopted by unanimous vote:

AWARD OF CONSTRUCTION CONTRACT FOR 2025 DUST CONTROL PROJECT

WHEREAS, sealed bids were received on March 11th, 2025 by the Todd County Public Works Director for CP 77-25-08, said project for dust control located on various highways in Todd County, and;

WHEREAS, the following sealed bids were received:

Knife River Corporation	Sauk Rapids, Minnesota	\$118,565.29
All States Pavement Recycling & Stabilization	Rogers, Minnesota	\$126,266.14
EnviroTech Services	Greeley, Colorado	\$131,816.30
Northern Salt, Inc.	Saint Paul, Minnesota	\$133,203.84

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Knife River Corporation of Sauk Rapids, Minnesota based on their low bid of \$118,565.29.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2025 PAVEMENT MARKING PROJECT



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WHEREAS, sealed bids were received on March 11th, 2025 by the Todd County Public Works Director for CP 77-25-03, said project for pavement markings located on various highways in Todd County, and;

WHEREAS, the following sealed bids were received:

Sir Lines-A-Lot, LLC	Edina, Minnesota	\$167,555.04
Fahrner Asphalt Sealers, LLC	Eau Claire, Minnesota	\$184,474.98
KAMCO Inc.	Dassel, Minnesota	\$185,674.87

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Sir Lines-A-Lot, LLC of Edina, Minnesota based on their low bid of \$167,555.04.

Ditch/Ag Inspector

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

HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 27

WHEREAS, Bruce Zeidler is requesting to maintain approximately 3,826 feet of the Main Ditch of County Ditch 27 that is located on his parcels 28-0014100 & 28-0014400 and on Charles Dickey's parcel 28-0014601. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, applicant is allowed to maintain the drainage ditch to the original width, depth and grade. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Bruce Zeidler to maintain approximately 3,826 feet of the Main Ditch of CD27 that is located on parcels 28-0014100, 28-0014400 & 28-0014601, Wykeham Twp section 16. This maintenance will be done at his own expense.

Facilities

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve to go out for bid on the Parking Lot project.

County Sheriff

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Open a FT temp Jailer position until the position is no longer needed.



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Planning & Zoning

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

Final Plat Approval – “Taylors Woods Third Addition” Subdivision

WHEREAS, Applicant and property owners Dennis V. Taylor, Ronald W. Taylor, and Curtis A. Taylor applied to subdivide a property that is described as part of Section 30 of Grey Eagle Township with the plat to be known as “Taylors Woods Third Addition”,

WHEREAS, Taylors Woods Third Addition consists of two lots and an outlot; Block One, Lot 1, 117,991 square feet; Block One, Lot 2, 440,797 square feet; Block One, Outlot A, 55,044 square feet, located in Shoreland Recreational Development Zoning District in Grey Eagle Township,

WHEREAS, On September 5th, 2024, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

Lot 2, Block 1, TAYLOR’S WOODS, according to the plat thereof on file and of record in the office of the Todd County Recorder.

WHEREAS, On September 17th, 2024, the Todd County Board of Commissioners considered the Preliminary Plat for the above-described property and approved the Taylors Woods Third Addition preliminary plat with three conditions:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. New access locations shall be approved by Todd County wetland staff to verify there are no impacts to wetlands.
3. Applicants abide by all other applicable federal, state, and local standards.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Taylors Woods Third Addition” be approved as presented.

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

Final Plat Approval – “Hinrichs Acres” Subdivision

WHEREAS, Applicant Thomas R. Hinrichs applied to subdivide a property owned by Thomas R. Hinrichs and Valerie J Hoeschen that is described as part of Section 36 of Leslie Township with the plat to be known as “Hinrichs Acres”,

WHEREAS, Hinrichs Acres consists of six lots; Block One, Lot 1, 2.00 acres; Block One, Lot 2, 2.00 acres; Block One, Lot 3, 2.00 acres; Block One, Lot 4, 2.00 acres; Block One, Lot 5, 2.00 acres; and Block One, Lot 6, 2.00 acres located in Agriculture/Forestry - 2 Zoning District in Leslie Township,



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WHEREAS, On November 7, 2024, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

The North 448.87 feet of the East Half of the Northwest Quarter of Section 36, Township 129 North, Range 35 West, Todd County, Minnesota.

AND

That part of the West Half of the Northeast Quarter of Section 36, Township 129 North, Range 35 West, Todd County, Minnesota, described as follows:

Beginning at the northwest corner of said West Half of the Northeast Quarter;

thence on an assumed bearing of South 0 degrees 35 minutes 16 seconds East along the west line of said West Half of the Northeast Quarter, a distance of 448.91 feet;

thence South 89 degrees 46 minutes 38 seconds East 25.95 feet to the centerline of 161st Avenue;

thence North 0 degrees 11 minutes 57 seconds West along said centerline, 448.81 feet to the north line of said West Half of the Northeast Quarter;

thence North 89 degrees 38 minutes 52 seconds West along said north line, 29.00 feet to the point of beginning.

WHEREAS, On November 19, 2024, the Todd County Board of Commissioners considered the Preliminary Plat for the above-described property and approved the Hinrichs Acres preliminary plat with three conditions:

1. All new driveway accesses shall be approved by the local road authority prior to installation.
2. There shall be no dwelling sites allowed within the development area. Development shall be limited to accessory structures.
3. Abide by all other applicable Federal, State, and Local standards.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of "Hinrichs Acres" be approved as presented.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP to replace the existing CUP #2024-008 on parcel 07-0037500 with the following conditions:

1. Hours of operation for the sawmill operation shall be restricted to 6:30 AM to 7:00 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. Heavy-duty truck traffic shall access the site via County 84 from the south. North bound traffic from the site shall not be allowed for protection of the roadway.
5. Operation site shall meet all the setback requirements for the zoning district in which it's located.
6. There shall be no loading or unloading of materials within the road right of way.



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7. Applicant shall establish a truck routes and signage with Eagle Valley Township.
8. Establishment of an exhaust system directed through the roof of the structure with inclusion of a muffler.
9. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP on parcel 15-0012301 for temporary family housing with the following conditions:

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

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP on parcel 09-0009500 for installation of a ground mounted solar energy system in excess of 120% of the annual energy consumption with the following conditions:

1. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Administration

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the rescinding of Board Action Tracking Number 20250218-48.

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the AFSCME – HHS Collective Bargaining Agreement for 2025-2027.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the AFSCME – Public Works Collective Bargaining Agreement for 2025-2027.

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

2025 Non-Union Employees and Appointed Officials Salaries

WHEREAS, the Todd County Board of Commissioners are responsible for setting the compensation of county employees and appointed officials, and;

WHEREAS, the Todd County Board of Commissioners desire to follow the same pattern bargained with unions for the non-union regular full-time employees and appointed officials, and;

WHEREAS, the implementation of the new 11-step salary schedule will take effect on the first day of the first full pay period in January 2025, pay date February 5, 2025 for regular full-time employees. Employees will be placed at the step within their respective grade that provides a salary increase, plus one additional step. Regular step increases will be granted starting the first day of the first full pay period worked in July, pay date August 6, 2025. Employees actively employed at the time this resolution is fully executed will receive retroactive wage increases dating back to the first full pay period in January 2025. Additionally, a 2.5% general wage increase will take effect on the first day of the first full pay period in January 2025, applicable to all regular full-time employees whose salaries do not exceed the maximum of the salary schedule. Employees whose positions were changed as a result of a successful appeal due the



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performance of higher-level duties associated with a higher grade shall be placed on their step within the new higher grade under the 2024 Springsted salary grade before being placed on the 2025 Gallagher Classification Compensation salary grade as detailed above.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorize the implementation of the new 11-step salary schedule will take effect on the first day of the first full pay period in January 2025, pay date February 5, 2025 for regular full-time employees. Employees will be placed at the step within their respective grade that provides a salary increase plus one additional step. Regular step increases will be granted starting the first day of the first full pay period worked in July, pay date August 6, 2025. Employees actively employed at the time this resolution is fully executed will receive retroactive wage increases dating back to the first full pay period in January 2025. Additionally, a 2.5% general wage increase will take effect on the first day of the first full pay period in January 2025, applicable to all regular full-time employees whose salaries do not exceed the maximum of the salary schedule. Employees whose positions were changed as a result of a successful appeal due the performance of higher-level duties associated with a higher grade shall be placed on their step within the new higher grade under the 2024 Springsted salary grade before being placed on the 2025 Gallagher Classification Compensation salary grade as detailed above.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the March Township elections were held and absentee for upcoming Osakis School special election on April 8th is now open. Also, CLA is on site to commence their annual audit visit and fieldwork. The 2025 Property Tax Statements are scheduled to begin releasing to mailboxes by the end of the week.

County Attorney's Report

The County Attorney had nothing to report.

County Coordinator's Report

The County Coordinator attended the wellness committee, lunch and learn prep, dept head and training on our new website.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the Facilities, TWCC, Moran Twp annual meeting, and Rainbow Rider meetings.

Commissioner Neumann attended the CPT, Park Board, Solid Waste and Rainbow Rider meetings.

Commissioner Noska attended regular meetings with notation of TWCC position now filled.

Commissioner Byers attended the Facilities, TCDC, Interviews for Road Deputy, Park Board, Personnel, Dept Head, Joint TWCC and SWCD Interview meetings.

Commissioner Denny attended the regular scheduled meetings including meeting with dept heads and extended thanks to Commissioner Noska for his efforts with the Fair Board

Adjourn

On motion by Denny and second by Neumann, the meeting was adjourned for the month of March 2025.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CARGILL SALT DIVISION	\$ 19,172.95



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CENTRAL STATES WIRE PROD INC	\$	2,820.00
CITY OF ST CLOUD	\$	8,400.36
CUMMINS NPOWER LCC	\$	2,062.10
HENNEN FLOOR COVERING INC	\$	3,856.99
HILLYARD	\$	3,447.18
LONG PRAIRIE LEADER	\$	5,539.50
MIDWEST LOCK & DOOR, INC	\$	2,783.00
NORTHERN STAR COOP	\$	6,579.12
VIKING GARAGE DOOR CO	\$	2,144.00
ZIEGLER INC	\$	2,710.00
55 PAYMENTS LESS THAN 2000	\$	26,678.96
Total:	\$	86,194.16

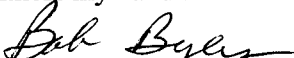
HEALTH & HUMAN SERVICES WARRANTS

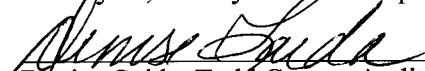
VENDOR NAME	AMOUNT
RURAL MN CEP INC	\$ 11,490.86
V#17772 - COST EFF HEALTH INS	\$ 2,682.92
USPS-POC	\$ 5,755.00
WILLIAMS DINGMAN FAMILY FUNERAL	\$ 3,500.00
82 PAYMENTS LESS THAN 2000	\$ 37,489.75
14 PAYMENTS LESS THAN 2000	\$ 4,909.43
Total:	\$ 65,827.96

VENDOR NAME	AMOUNT
# 16704	\$ 6,333.60
# 17598	\$ 3,783.64
GREATER MN FAMILY SRVS INC	\$ 3,215.41
HEARTLAND GIRLS RANCH	\$ 20,122.48
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,090.00
NORTHWOOD CHILDRENS SERVICES	\$ 3,500.00
STEP	\$ 8,938.08
# 17734	\$ 2,516.08
VILLAGE RANCH INC	\$ 10,372.98
WEST CENTRAL REG JUVENILE CTR	\$ 9,100.00
31 PAYMENTS LESS THAN 2000	\$ 20,488.63
Total:	\$ 90,460.90

On a motion by Neumann and second by Noska, the preceding minutes of the County Board meeting held December 16th, 2024 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 30th, 2024.

Witness my hand and seal:


Bob Byers, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

