



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
October 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 October, 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 Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with addition of item 4.8 Hire Seasonal Office Support Specialist II – Cynthia Wardien and 13.2 Separation Agreement for Employee #3145.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for September 16th, 2025 as presented.

To hire Angela Johnson as a full-time Deputy Auditor-Treasurer at Grade F/6, Step A \$25.46 per hour with a start date to be determined.

To approve the hire of Maria Vazquez Botello to fill the open Administrative Assistant II - Bilingual position. Grade D/4, Step A at \$21.83/hr. Start date: TBD

To approve the hire of Laura Dalland to fill the open Social Worker position. Grade I/9, Step E at \$35.85/hr. Start date: TBD

To hire Danielle Johnson to fill the open Payroll and Benefits Specialist Position, Grade H/8 Step K, \$39.22/hr. Start Date TBD

GAMBLING PERMIT – BROWERVILLE SPORTSMAN CLUB

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Browerville Sportsman Club through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Browerville Sportsman Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 1st, 2026.

GAMBLING PERMIT – SWAVILLE INNOVATIVE SCHOOLS PROJECT

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Swanville Innovative Schools Project through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Swanville Innovative Schools Project to hold a raffle event at the Shattuck's Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on November 30th, 2025.

To approve the hire of Cynthia Wardien to fill the open Seasonal Office Support Specialist II position at \$20.97/hr. Start date: TBD

Auditor-Treasurer

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the September 2025 Auditor Warrants number (ACH) 905348 through 905405 in the amount of \$736,328.64 (Manual) 1124 through 1132 in the amount of \$97,052.27 and (Regular) 245032 through 245226 in the amount of \$1,107,678.86 for a total of \$1,941,059.77.



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On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404097 through 404130 in the amount of \$102,315.52 and (Regular) 59233 through 59281 in the amount of \$45,822.88 for a total of \$148,138.40.

On motion by Neumann 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) 806875 through 806945 and (Regular) 713418 through 713482 for a total of \$91,033.92.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601810 through 601819 and (Regular) 518625 through 518645 for a total amount of \$80,896.82.

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

ASSESSMENT PAYMENT TERMS FOR COUNTY DITCH 42 TILE REPAIR PROJECT

WHEREAS, the Todd County Board of Commissioners have approved and authorized a repair project on County Ditch 42 as a result of public meetings held on May 22nd, 2023, January 16th, 2024, May 7th, 2024 and May 21st, 2024 with BA#20240521-16 adopted to commence the project, and;

WHEREAS, the Todd County Board of Commissioners has the authority to set unique payment terms by Resolution due to the size and scope of the repair project in place of the standing policy approved via board resolution #20130806-13, and;

WHEREAS, the Todd County Board of Commissioners desires to ensure that ditch assessments are as minimal of a hardship to landowners as possible while defining a clear expectation of terms for the landowners, and;

WHEREAS, the County Ditch 42 tile repair project is completed and all contracted expenses have been accounted for, and;

WHEREAS, Minnesota Statute 103E.611 depicts the processes necessary to place these assessments onto the tax rolls and application of any penalty/interest payments received.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners acting as the Todd County Ditch Authority does hereby approve the County Ditch 42 tile repair project Assessment collection of \$74,417.63 as a lump sum assessment and directs that any assessments not paid in full within the 60-day window set forth by the Todd County Auditor-Treasurer be placed onto the tax rolls beginning with Taxes Payable 2026 granting a **10 year repayment** term with 2% interest added.

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

COUNTY DITCH MAINTENANCE ASSESSMENTS FOR TAXES PAYABLE 2026



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WHEREAS, the Auditor-Treasurer's office along with the County Ditch Inspector have been proactively working on improving the cash flow balances within Fund-40 County Ditches on an annual basis to maintain positive cash flow, and;

WHEREAS, recommendations for the July 2024 through June 2025 assessment cycle were discussed at the County Board Worksession on September 16, 2025, and;

WHEREAS, Minnesota Statute allows for the Ditch Authority to approve maintenance fund assessments on a yearly basis without incurring the expense of a public hearing if statute requirement criteria have been met, and;

WHEREAS, it is the goal of the County Board to transition from the past practice of *collecting after spending* to maintaining a *revolving collection* comparative to expense trends and to keep assessments occurring as close to real time as possible for the potential property owners affected.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners in their capacity as the Todd County Ditch Authority hereby approves the Maintenance Fund/Ditch Assessments for the 2026 Tax Payable Year as a one-year repayment period without interest applied per the attached list.

Hands of Hope Resource Center

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

October 2025 Domestic Violence Awareness Month Proclamation

WHEREAS, domestic violence is a pervasive issue that affects individuals across all communities, regardless of age, gender, race, religion, or socioeconomic status, and;

WHEREAS, the devastating consequences of domestic violence extend beyond the immediate victims, impacting families, children, workplaces, and entire communities, and;

WHEREAS, every person deserves to live free from fear and abuse, and it out collective responsibility to support survivors, hold perpetrators accountable, and prevent future violence through education and advocacy, and;

WHEREAS, Domestic Violence Awareness Month provides an opportunity to raise public awareness, honor survivors, remember those lost to violence, and recommit to ending abuse in all its forms, and;

WHEREAS, domestic violence impacts millions of people each year, but it can be prevented. It requires the unified voice and strength of local organizations, advocates, law enforcement, healthcare providers, and community leaders working to build a culture where violence has no place, and;

NOW, THEREFORE BE IT RESOLVED, that communities stand together against abuse, support survivors, and promote healthy, respectful relationships so that every individual has the opportunity to live free from violence, and;

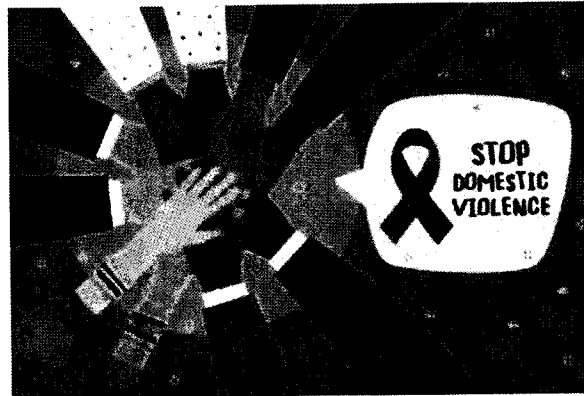
BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners does hereby proclaim October 2025 as Domestic Violence Awareness Month, knowing that each of us has a role in supporting survivors, fostering healing, and preventing domestic violence in Todd County.



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County Fee Schedule – Public Hearing

Todd County is in the process of building the County Fee Schedule to be implemented for 2026 and is required by MN Statute to hold a public hearing to gather any public input on the proposed fees. Notice of this public hearing has been published in the Todd County Newspapers the weeks of September 22 & 29, 2025 and also posted on the County Website. Public hearing and discussion was held with no public input received in oral or written comment.

Public Works

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

Final Payment Authorization – 2025 Pavement Marking Maintenance Contract

WHEREAS, the contract with Sir Lines-A-Lot, LLC for the 2025 Pavement Marking Maintenance Contract known as CP 77-25-03 located on various routes in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2025 with the value of the total work certified being \$183,431.22, and;

WHEREAS, partial payments amounting to \$173,770.48 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$9,660.74 still remains to be paid to Sir Lines-A-Lot, LLC.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorize final payment as specified.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the attached Engineering Services Agreement from Widseth for the Bridge R0405 Replacement Project.

Ditch/Ag Inspector



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On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, approves the County Ditch Inspector signing a contract with Todd Carry - Lakes Area Blasting, for services detailed in his Quote for Maintenance of Lateral 7 and Branch of Lateral 7, Branches 1, 2, 3, & 4 of Lateral 9 on County Ditch 41.

County Sheriff

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To appoint Kyle Drum as an alternate representing Todd County on the Central Minnesota Emergency Services Board Regional Advisory Committee, Owners and Operators Committee and User Committee.

Solid Waste

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To award the bid to Oberg Fence in the amount of \$35,196.00.

Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the funding request for the 2025 Criminal Justice Mental Health Summit.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the funding request for the Sheriff's Office purchase of LPR cameras.

Administration

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Separation Agreement for Employee #3119 to be signed by the Board Chair and County Coordinator.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the Separation Agreement for Employee #3145 to be signed by the Board Chair and County Coordinator.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported attending committee meetings and reminded of the upcoming real estate tax payment deadline on October 15, 2025.

County Coordinator's Report

The County Coordinator reported attending interviews, UofMn research project preparation, energy audit walkthrough, Facilities, Safety, MACA, Paycom, Personnel, Policy and Initiative Foundation meetings. Reminded of the Comprehensive Plan meeting this evening at 6pm. Extended thanks for Verna Toenyan for her years of service to Todd County.

County Commissioner's Report

The Commissioners reported on meetings and events attended.



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Commissioner Becker attended the Extension and MRC Annual meeting with discussion on legislative priorities and our delegates to this committee group.

Commissioner Denny has attended regular meetings including extension and personnel.

Commissioner Noska has attended regular meetings including HRA.

Commissioner Byers attended regular meetings including Opioid, Personnel, Facilities, Safety, Personnel, and Policy meetings.

Commissioner Neumann attended the Sauk River Watershed, Rainbow Rider, Planning Commission, MRC. Discussion was also held regarding a violation concern within his district and awareness for repair.

Recess

On motion by Denny and second by Becker, the meeting was recessed until October 21, 2025.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CAROLINA SOFTWARE	\$ 31,592.29
CENTRA CARE	\$ 12,714.58
LAKES AREA BLASTING	\$ 20,000.00
LIBERTY TIRE SERVICES LLC	\$ 2,456.05
LINDQUIST/AARON AND AMY	\$ 23,120.21
LONG PRAIRIE SANITATION INC	\$ 4,673.25
SHI CORP	\$ 74,200.05
STANTEC CONSULTING SERVICES INC	\$ 38,740.61
STEARNS ELECTRIC ASSOCIATION	\$ 3,370.50
VERIZON	\$ 6,151.05
WIDSETH SMITH NOLTING INC	\$ 5,387.50
23 PAYMENTS LESS THAN 2000	\$ 10,105.42
CARD SERVICES COBORNS	\$ 3,047.60
FLEET SERVICES/WEX BANK	\$ 8,344.15
HEALTH PARTNERS DENTAL	\$ 8,469.54
LENK/WAYNE AND JOANN	\$ 11,522.60
METRO SALES INC	\$ 3,122.47
PETERS LAW OFFICE, P.A.	\$ 5,575.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 32,049.95
SCR CENTRAL DIVISION	\$ 2,739.32
STEP	\$ 11,640.33
TODD CO AUD-TREAS	\$ 9,509.50
32 PAYMENTS LESS THAN 2000	\$ 16,612.37
AULDS COMMUNICATIONS	\$ 2,995.58
AULDS COMMUNICATIONS	\$ 13,568.11
BLOMBECK CONSTRUCTION CO INC	\$ 7,100.00
CENTRA CARE	\$ 12,714.58
COUNTIES PROVIDING TECHNOLOGY	\$ 7,240.00
EBSO INC	\$ 316,408.00
FOOD EQUIPMENT SUPER STORE	\$ 3,066.00
FOOD EQUIPMENT SUPERSTORE, INC	\$ 3,236.00
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
MINNESOTA POWER	\$ 16,626.06



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MINNESOTA UI	\$ 6,233.22
MN DEPT OF FINANCE	\$ 8,534.50
MORRIS ELECTRONICS INC	\$ 15,660.00
MORRISON COUNTY	\$ 25,372.36
NORTHERN STAR COOP	\$ 2,805.45
OLDCASTLE INFRASTRUCTURE INC.	\$ 24,734.44
PETERSON BROTHERS FUNERAL HOME	\$ 3,500.00
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 93,473.61
SWENSON AGGREGATE & CONSTRUCTION	\$ 278,901.90
TRANSWEST TRUCKS	\$ 168,619.55
WARNER LAW, LLC	\$ 4,485.00
WONDERLICH/SCOTT A	\$ 9,022.50
68 PAYMENTS LESS THAN 2000	\$ 33,343.20
AULDS COMMUNICATIONS	\$ 3,705.15
BIG SWAN LAKE IMPROVEMENT ASSOCIATION	\$ 8,280.00
BIG SWAN LAKE IMPROVEMENT DIST.	\$ 18,536.25
BRUNN/STEPHEN AND CARLA	\$ 16,954.85
CENTRAL APPLICATORS INC	\$ 20,041.09
G S EQUIPMENT INC	\$ 6,100.00
GOVERNMENT MANAGEMENT GROUP	\$ 5,500.00
JOE RILEY CONSTRUCTION INC	\$ 52,276.60
LAKES AREA BLASTING	\$ 14,000.00
MN DEPT OF TRANSPORTATION	\$ 4,773.32
MOTOROLA	\$ 22,439.52
STAPLES ADVANTAGE	\$ 5,761.42
THE WEBSTaurant STORE, LLC	\$ 2,149.00
48 PAYMENTS LESS THAN 2000	\$ 26,316.80
ALL OCCASION RENTAL	\$ 2,905.00
ARC ELECTRIC SERVICE	\$ 3,255.76
BOULDER CREEK, INC.	\$ 131,320.80
CENTRAL APPLICATORS INC	\$ 3,427.41
CITY OF BROWERVILLE	\$ 70,848.52
QUINLIVAN & HUGHES, PA	\$ 6,036.60
WEX BANK-SINCLAIR	\$ 2,570.60
19 PAYMENTS LESS THAN 2000	\$ 12,024.41
US BANK - CC	\$ 12,508.97
MN DEPT OF REVENUE	\$ 74,937.92
MN DEPT OF REVENUE	\$ 2,982.00
WEX BANK-SINCLAIR	\$ 2,381.71
6 PAYMENTS LESS THAN 2000	\$ 4,241.67
TOTAL:	\$ 1,941,059.77

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 13,862.27
FASTENAL	\$ 2,350.09
FRIEDRICH'S TIRE & OIL CO INC	\$ 13,569.90



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HILLYARD	\$	3,319.11
JMD MANUFACTURING INC	\$	3,790.05
JOE RILEY CONSTRUCTION INC	\$	2,754.00
LITTLE FALLS MACHINE INC	\$	8,938.14
LONG PRAIRIE LEADER	\$	2,916.00
METAL CULVERTS INC.	\$	43,651.56
NUSS TRUCK & EQUIPMENT	\$	8,203.42
ROSSCO EQUIPMENT INC	\$	4,000.00
SIR LINES-A-LOT, LLC	\$	4,150.00
STANTEC CONSULTING SERVICES INC	\$	3,032.28
SUMMIT COMPANIES	\$	5,030.70
69 PAYMENTS LESS THAN 2000	\$	28,570.88
Total:	\$	148,138.40

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
V#18008	\$ 3,000.00
V#18029	\$ 2,000.00
KARVONEN FUNERAL HOME	\$ 3,500.00
V#18005	\$ 2,700.00
USPS-POC	\$ 5,351.62
9 PAYMENTS LESS THAN 2000	\$ 5,565.57
V# 4106 - Cost Eff Health Ins	\$ 2,121.00
Rural MN CEP Inc	\$ 14,175.93
Todd County Attorney's Office	\$ 2,150.00
119 Payments less than 2000	\$ 50,469.80
Total:	\$ 91,033.92

VENDOR NAME	AMOUNT
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 6,572.00
GERARD TREATMENT PROGRAMS	\$ 3,021.90
GREATER MN FAMILY SRVS INC	\$ 3,278.73
HEARTLAND GIRLS RANCH	\$ 11,139.23
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,818.20
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 4,514.85
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,225.00
NORTHWOOD CHILDRENS SERVICES	\$ 7,447.44
PINE MANORS INC	\$ 3,200.00
VILLAGE RANCH INC	\$ 29,600.59
27 PAYMENTS LESS THAN 2000	\$ 7,078.88
Total:	\$ 80,896.82

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



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Witness my hand and seal:

Bob Byers
Bob Byers, County Board Chairperson

Denise Gaida
Denise Gaida, Todd County Auditor-Treasurer

