



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 21st, 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 21st 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 Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for October 7th, 2025 as presented.

GAMBLING PERMIT – LONG PRAIRIE HOCKEY ASSOCIATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Long Prairie Hockey Association through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Long Prairie Hockey Association to hold gambling activities at Oscar Jacobson American Legion 417 in Little Sauk Township at the address 16268 County 50, Long Prairie, MN effective October 21, 2025 until revoked or otherwise cancelled as provided by law.

Accept the resignation of Administrative Assistant Mari VanHeel effective 10/2/2025.

Hire Dulce Villeda-Gonzalez for the PT Jailer position start date TBD at a starting wage of \$25.46 Grade 6/F step A.

To approve the hire of Marissa Gonzalez to fill the open Social Worker position. Grade I/9, Step A at \$32.08/hr. Start date: TBD

Commissioners

The County Board of Commissioners recognized the County employees that reached milestones in their years of service to Todd County and its citizens during the 3rd quarter of 2025.

Auditor-Treasurer

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404131 through 404155 in the amount of \$35,398.19 and (Regular) 59282 through 59318 in the amount of \$100,236.20 for a total of \$135,634.39.

On motion by Denny 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) 806946 through 806991 and (Regular) 713483 through 713532 for a total of \$61,832.33.



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On motion by Becker 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) 601820 through 601842 and (Regular) 518646 through 518673 for a total amount of \$303,109.08.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the 2026 County Fee Schedule to be effective January 1, 2026 per the attached document removing the Todd County Parks and Trails section and remove line C.5. Cannabis Business Land Use Permit Fee from PZ Schedule with the right to reopen the Cannabis Permit Fee for future discussion.

Facilities

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve Arnzen Construction for bridge repair cost of \$5,585.33.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the addition of water to be added from Wheels Water Service for a cost of \$7,232.76.

Public Works

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve abatement request for taxes payable in 2024 & 2025 in the amount of \$672.

Planning & Zoning

The County Board reviewed the Planning Commission draft minutes and staff report for October 2025.

On motion by Noska 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 for parcel 07-0007200 to establish a retail greenhouse operation with the addition of 4 greenhouses and 2 canopies with the conditions below.

1. The greenhouse operator must provide adequate off-street parking for all greenhouse traffic. No parking will be allowed within the road right of way.
2. No loading or unloading of materials will be allowed within the road right of way.
3. The driveway access shall be widened to allow for two-way traffic prior to the start of operation.
4. The business is restricted to construction of 4 additional greenhouses and 2 canopies as identified in the application. Construction of additional greenhouses will require review by the Planning Commission.
5. Applicant must obtain additional permitting and/or licensing from additional government agencies as necessary.

On motion by Neumann and second Noska, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP for parcel 17-0003100 to establish a machining and repair business with the conditions below.

1. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
2. There shall be no loading or unloading of materials within the road right of way.
3. Applicant shall abide by all other applicable federal, state, and local standards.



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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 amendment for #2020-021 for parcel 07-0023500 to eliminate conditions #3, to add an additional 30'x100' greenhouse and a 12'x20' storage space, to eliminate the sheet metal business and to construct poly furniture in the existing structure as requested.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP review #2023-024 on parcel 13-0016902 to add one additional 34'x148' greenhouse as requested.

Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the 2026-2027 MFIP Biennial Service Agreement for program administration by Todd County.

Administration

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

ADOPTION OF CHANGES TO THE TODD COUNTY PERSONNEL POLICY

WHEREAS, the Todd County Board of Commissioners has recognized a need for a strong, up to date personnel policy, and;

WHEREAS, the Todd County Board of Commissioners and Policies Subcommittee have had an opportunity to review the policy revisions put forth in Section 7.25 Safety Committee with an effective date of October 21, 2025, of the Personnel Policy and find the implementation to be in the best interest of the sound administration of the County.

NOW, THEREFORE BE IT RESOLVED, that Todd County Board of Commissioners adopts the attached changes to the Todd County Personnel Policy and directs the County Coordinator to begin administration of said policy as of October 21, 2025, and;

BE IT FURTHER RESOLVED, that it is understood that this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.

The Commissioners held discussion regarding the agenda item 11.2 Deferred Compensation Vendor Options. On motion by Noska, the Deferred Compensation Vendor Options agenda item was tabled to a future meeting.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the October real estate tax deadline has passed and the totals are being put together to provide to the board. Also reminded of the special elections coming up on November 4th for Upsala & Wadena Deer Creek school districts.

County Coordinator's Report



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The County Coordinator reported attending Paycom, Soil & Water luncheon, court security, childcare group with Long Prairie, TWCC, mediation, solar project and leadership cohort meetings.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the TWCC, Rainbow Rider, and West Central Regional Juvenile meetings.

Commissioner Denny has attended the Solid Waste, Personnel, Hilltop Kitchen, and Hands of Hope meetings.

Commissioner Noska has attended the TCDC and TWCC meetings where both are currently in process of hiring new directors.

Commissioner Byers attended Soil & Water, TCDC, and Parks & Trails meetings.

Commissioner Neumann attended the Solid Waste, Rainbow Rider, SRWD this evening and AMC District meeting next week.

Thanks was extended to the Sheriff's Office for their service over the past weekend of multiple cases.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
A.W. RESEARCH LABORATORIES, INC.	\$ 2,105.00
CENTRAL APPLICATORS INC	\$ 7,838.71
FORTE	\$ 6,050.00
FRIEDRICH'S TIRE & OIL CO INC	\$ 17,686.44
JOE RILEY CONSTRUCTION INC	\$ 14,344.32
KNOW INK	\$ 8,125.00
KRIS ENGINEERING INC	\$ 14,228.12
LONG PRAIRIE LEADER	\$ 3,397.50
NUSS TRUCK & EQUIPMENT	\$ 2,125.44
RTVISION INC	\$ 2,765.38
SUMMIT COMPANIES	\$ 3,672.00
TODD CO PUBLIC WORKS	\$ 25,988.95
WIDSETH SMITH NOLTING INC	\$ 10,823.39
49 PAYMENTS LESS THAN 2000	\$ 16,484.14
Total:	\$ 135,634.39

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
CS NELSON PROPERTIES LLC	\$ 2,700.00
MCCC, MI33	\$ 6,724.35
13 PAYMENTS LESS THAN 2000	\$ 6,688.36
Children Youth & Families Dept	\$ 2,828.00
Rural MN CEP Inc	\$ 16,708.63
79 PAYMENTS LESS THAN 2000	\$ 26,182.99
Total:	\$ 61,832.33



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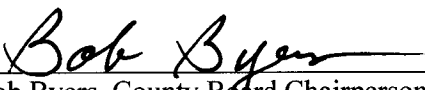
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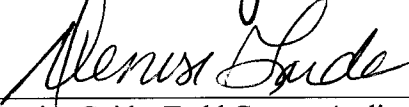
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VENDOR NAME	AMOUNT
# 17598	\$ 4,680.00
CARLSON/BARBARA	\$ 3,800.00
# 17950	\$ 3,419.70
HEARTLAND GIRLS RANCH	\$ 10,779.90
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 3,720.60
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 111,658.19
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,889.00
# 15442	\$ 2,289.60
PRAIRIE LAKES YOUTH PROGRAMS	\$ 22,573.07
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 17,785.33
STEP	\$ 11,955.36
# 16359	\$ 2,170.20
VALLEY LAKE BOYS HOME INC	\$ 28,864.00
VILLAGE RANCH INC	\$ 33,789.51
WEST CENTRAL REG JUVENILE CTR	\$ 17,498.00
36 PAYMENTS LESS THAN 2000	\$ 25,236.62
Total:	\$ 303,109.08

On a motion by Noska and second by Denny, the preceding minutes of the County Board meeting held October 21st, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on November 4th, 2025.

Witness my hand and seal:


Bob Byers, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

