



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 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 February, 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 with removal of item 4.2 Anderson Resignation and addition of item 13.3 2025-2027 AFSCME-HHS Contract.

Consent Agenda

On motion by Noska 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 January 27th, 29th, 31st and February 4th, 2025 as presented.

To hire Kevin Valley as a Part Time Public Safety Telecommunicator. Grade 6, Step 4.

Accept the Resignation of Doug Thom, GIS Specialist effective February 28th, 2025.

To promote Cheryl Klimek to fill the open Eligibility Worker position. Grade 6 Step 4, \$24.28/hr. Start date: TBD

To hire Stacie Ilgen to fill the open Eligibility Worker position. Grade 6 Step 1, \$22.22 /hr. Start date: TBD

Approve the resignation of Administrative Services Manager Jena Peterson, effective March 13th, 2025.

To approve a one year Club On Sale & Sunday Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50, Long Prairie, MN in Little Sauk Township effective April 1, 2025 through March 31, 2026.

To approve a Seasonal On Sale and Sunday Liquor License for Birchwood Resort at the address of 22182 Birchwood Loop, Sauk Centre, MN in Birchdale Township effective April 15, 2025 through October 15, 2025.

To approve a one year Dance License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2025 through March 31, 2026.

To approve a one year On Sale and Off Sale 3.2 Malt Liquor License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2025 through March 31, 2026.

To approve a one year Setup License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2025 through March 31, 2026.

To approve a one year Wine License (including Strong Beer) for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2025 through March 31, 2026.

To approve an Off Sale, On Sale and Sunday Liquor License for T.J.'s Diamond Point Inc dba Diamond Point Supper Club/Lounge at the address of 12867 Bayview Dr, Sauk Centre, MN in Birchdale Township effective April 1, 2025 through March 31, 2026.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

To approve a Seasonal On Sale, Off Sale and Sunday Liquor License for DT Lisson Inc dba Double Eagle Golf & Grille at the address of 31886 County 3, Eagle Bend, MN in Burleene Township effective April 1st, 2025 through October 31st, 2025.

To approve a one year On Sale and Sunday Liquor License for Sauk Centre Country Club dba Greystone Golf Club at the address of 10548 Andrews Drive, Sauk Centre, MN in Kandota Township effective April 1, 2025 through March 31, 2026.

To approve a one year On Sale and Sunday Liquor License for the Long Prairie Country Club at the address of 406 6th St SE, Long Prairie, MN in Long Prairie Township effective April 1, 2025 through March 31, 2026.

To approve a Seasonal Off Sale and On Sale 3.2 Malt Liquor License for Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 15, 2025 through October 15, 2025.

To approve a Setup License for Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 1, 2025 through March 31, 2026.

To approve a Seasonal On Sale Wine License including strong beer for Donald Panitzke dba Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 15, 2025 through October 15, 2025.

To approve an Off Sale, On Sale and Sunday Liquor License for Full O Fun LLC dba Saukinac Campground at the address of 21914 Bay Loop, Sauk Centre, MN in Kandota Township effective April 1, 2025 through March 31, 2026.

To approve a one year On Sale and Sunday Liquor License for Shady's Golden Eagle at the address of 13218 County 103, Burtrum, MN in Grey Eagle Township effective April 1, 2025 through March 31, 2026.

To approve a one year Off Sale, On Sale & Sunday Liquor License for the Shadys Midway Inc at the address of 17908 US 71, Long Prairie, MN in Round Prairie Township effective April 1, 2025 through March 31, 2026.

To approve an On Sale, Off Sale and Sunday Liquor License for Michael Shattuck dba Shattuck's Hub Supper Club at the address of 30905 County 13, Burtrum, MN in Burnhamville Township effective April 1, 2025 through March 31, 2026.

To approve an Off Sale, On Sale and Sunday Liquor License for The Rock Tavern LLC at the address of 11977 County 47, Grey Eagle, MN in Grey Eagle Township effective April 1, 2025 through March 31, 2026.

To approve a one day On Sale Temporary Liquor License for the Sauk Centre Area Chamber of Commerce at the Marthaler's Shed at the address of 10098 County 11, Sauk Centre, MN in Kandota Township effective May 3rd, 2025.

GAMBLING PERMIT – SAUK CENTRE AREA CHAMBER OF COMMERCE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Centre Area Chamber of Commerce through this resolution; **NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Centre Area Chamber of Commerce to hold a raffle event at the Howard & Katherine Marthaler Shed in Kandota Township at the address 10098 County 11, Sauk Centre, MN on May 3rd, 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) 403713 through 403742 in the amount of \$59,926.46 and (Regular) 58703 through 58742 in the amount of \$62,056.84 for a total of \$121,983.30.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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) 806209 through 806254 and (Regular) 712786 through 712829 for a total of \$114,525.11.

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) 601567 through 601587 and (Regular) 518268 through 518284 for a total amount of \$89,562.09.

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

2025 PARKS AND TRAILS APPROPRIATION FUNDS TRANSFER

WHEREAS, the 2025 budget for Todd County's allocation of funds to the Todd County Parks and Trails Board has been approved at \$9,000; and

WHEREAS, a letter was received from the Todd County Parks and Trails Board requesting for the appropriation of funds from the General Fund for 2025.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$9,000 from the General Fund to the Parks and Trails Fund.

Board of Commissioners & SWCD Supervisor Joint Meeting

Chair Byers suspended the current meeting to allow for the Joint Meeting with the SWCD Supervisors to be held at 9:09 a.m.

Separate minutes of the Joint Meeting are attached.

Chair Byers resumed the regular board meeting at 9:29 a.m.

County Assessor

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To schedule the 2025 Todd County Board of Appeal and Equalization meeting for June 23rd, 2025; commencing at 6:00pm and not ending before 7:00pm.

Public Works

On motion by Noska and second by Denny, the following motion was introduced and adopted by majority vote with Becker and Neumann against: Approve the purchase of a new equipped plow truck (includes trade-in) per the attached purchase agreements for \$321,436.24.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the attached state bid tractor - mower purchase agreement from Midwest Machinery Company for the purchase of a 2025 John Deere 6M 155 Tractor and a 2025 Diamond DDR-120 Mower for \$191,068.23.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

An announcement was provided that Todd County was awarded from Region 5 Development Commission regarding a 2029 Federal Surface Transportation Block Grant Program Award for Todd County's State Aid Highway #51 Project.

MIS

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: to approve the purchase of Splunk for the County SIEM solution.

GIS

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: to adopt the change to horizontal 911 address signs effective immediately.

Planning & Zoning

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Grant the rezoning of the NE1/4 of the SE1/4, Section 2, Burleene Township from R-10 to AF-2 with no conditions.

Health & Human Services

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the two opioid settlement community requests for funding to Better Days Treatment Center and First Baptist Church for an overall total of \$13,225.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve members serving on the Todd County Public Health Advisory Committee to include: Rona Bleess, Faith Community Nurse/Community Member; Cindy Denning, Staples/Motley ISD 2170; Kristen Defoe, CentraCare Health RN; Callista Lehner, CentraCare Health; Megan Kruse, Todd Wadena Community Corrections; Amber Rasinski, Community Member; Bernice Desotell, Community Member; Dr Alex Harsha, Lakewood Health System; Tanja Levin, LPGE ISD 2753; Jason Polovick, Central Todd County Care Center; Barb Becker, County Commissioner-District 1; Randy Neumann, County Commissioner-District 5; Jackie Och, Todd County Health & Human Services Director.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Public Health Advisory policy/job description as reviewed by the committee.

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;



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

WHEREAS, the Todd County Board of Commissioners and Policies Subcommittee have had an opportunity to review the policy revisions put forth in Section 7.24 Employee Recognition Service Awards, 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 February 18, 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.

On motion by Becker and second Denny, the following motion was introduced and adopted by unanimous vote: To approve participation for the year 2025 in Sourcewell's Internship Program for the departments requesting to participate (Health and Human Services, Solid Waste, GIS, Planning and Zoning, Public Works, MIS, Sheriff and Administration).

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

Closed Session

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To enter into closed session pursuant to MN Statute §13D.05, subd. 2(b) and to enter into closed session pursuant to MN Statute 13D.05 Subd. 3(a) at 10:14 a.m.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To reopen the session at 11:23 a.m.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To terminate employee #597 for just cause effective 2/18/25.

The summary of the closed session was a satisfactory evaluation of the County Coordinator.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on attending the MACO conference, provided unofficial election results from the Swanville School special election, reminded of the upcoming March Township elections and upcoming Osakis School special election on April 8th. Also, the annual Todd County Township meeting is tentatively set for April 1st, 2025.

County Coordinator's Report

The County Coordinator shared a thank-you letter from Initiative Foundation.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
Commissioner Becker attended the Public Health, negotiation, and TWCC meetings.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Commissioner Neumann attended the Public Health, CMCOA, negotiations, Park Board, Solid Waste, and Rainbow Rider meetings.

Commissioner Noska attended regular meetings.

Commissioner Byers attended the finance, policy, dept head, public works, personnel, interviews, childcare, SWCD, and Lauderhill meetings.

Commissioner Denny attended the regular scheduled meetings including Policy, Finance, Personnel, SWCD, Interviews, Lauderhill hearing, Dept Head and Negotiations.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ARC ELECTRIC SERVICE	\$ 10,328.91
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 7,986.70
CARGILL SALT DIVISION	\$ 31,067.63
CONFITREK, INC.	\$ 2,400.00
EMERGENCY AUTOMOTIVE TECHNOLOGIES	\$ 13,392.29
LONG PRAIRIE LEADER	\$ 3,178.50
MOMENTUM TRUCK GROUP	\$ 2,725.58
SHI CORP	\$ 3,808.00
WHITMORE INC	\$ 2,370.00
WIDSETH SMITH NOLTING INC	\$ 19,644.00
60 PAYMENTS LESS THAN 2000	\$ 25,081.69
Total:	\$ 121,983.30

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS SWIFT	\$ 50,662.34
V#17455 - COST EFF HEALTH INS	\$ 2,709.11
LAKEWOOD HEALTH SYSTEM	\$ 2,552.41
RONALD MCDONALD HOUSE	\$ 2,500.00
RURAL MN CEP INC	\$ 12,800.80
SHI CORP	\$ 8,620.00
TODD COUNTY ATTORNEY'S OFFICE	\$ 2,200.00
73 PAYMENTS LESS THAN 2000	\$ 30,772.27
10 PAYMENTS LESS THAN 2000	\$ 1,708.18
Total:	\$ 114,525.11

VENDOR NAME	AMOUNT
AKSAMIT TRANSPORTATION INC	\$ 10,516.48
# 16704	\$ 7,012.20
# 17598	\$ 4,189.03
GREATER MN FAMILY SRVS INC	\$ 2,500.00
HEARTLAND GIRLS RANCH	\$ 22,278.46
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,086.70



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

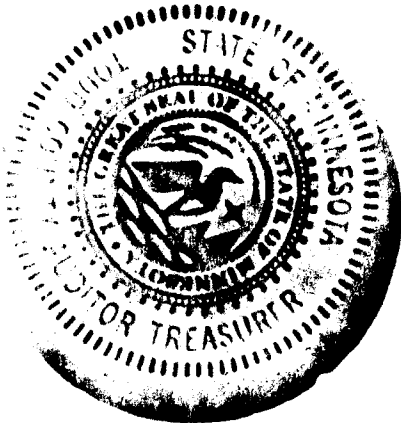
# 12198	\$	2,900.00
# 17597	\$	4,021.01
PRODUCTIVE ALTERNATIVES INC	\$	2,070.03
PSJ ACQUISITION LLC	\$	6,923.70
RESOURCE TRAINING & SOLUTIONS	\$	4,944.45
# 17734	\$	2,785.66
26 PAYMENTS LESS THAN 2000	\$	17,334.37
Total:	\$	89,562.09

On a motion by Denny and second by Becker, the preceding minutes of the County Board meeting held February 18th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on March 3rd, 2025.

Witness my hand and seal:

Bob Byers, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer





WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

***Board of Commissioners
And
SWCD Supervisors***

*Minutes of the Joint Meeting of the Todd County Board of Commissioners and Todd
County SWCD Supervisors held on February 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 February, 2025 with all Board of Commissioner members present and with all SWCD Supervisors present.

Chair Byers called the joint meeting to order for the Board of Commissioners.

Chair Wendel called the joint meeting to order for the SWCD Supervisors.

Approval of Agenda

On motion by Katterhagen and second by Williamson, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

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

SWCD Presentation

Deja Anton, District Manager presented the following information for general knowledge and discussion between the board members:

- Introduction of New Supervisor/Staff and Staff Updates
- Highlights of the draft 2024 Annual Report was provided for discussion.
- 2024 Program Highlights
- Dept 605 Goals and SWCD Contributions

SWCD

On motion by Williamson and second by James, the following motion was introduced and adopted by unanimous vote: To approve the Todd SWCD 2024 Annual Report.

On motion by James and second by Katterhagen, the following motion was introduced and adopted by unanimous vote: To adopt the Crow Wing MOA as presented.

General Discussion

An invitation was extended to attend the RD Offutt Farms Ag Water Quality Certification Tour and Luncheon on February 28, 2025.

The Todd County Annual Feedlot Meeting & Farmer Appreciation Dinner is scheduled for Thursday, March 20, 2025 at Central Lakes College starting at 10:00 AM for those interested in attending.

A summary of the MASWCD Legislative Priorities was provided for study.

Adjourn

On motion by Katterhagen and second by Williamson, the SWCD Board adjourned the joint meeting by unanimous vote.

On motion by Denny and second by Noska, the Todd County Board of Commissioners adjourned the joint meeting by unanimous vote.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

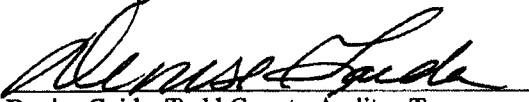
***Board of Commissioners
And
SWCD Supervisors***

On a motion by Denny and second by Becker, the preceding minutes of the Joint Meeting of the Todd County Board of Commissioners and Todd County SWCD Supervisors meeting held February 18th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on March 3rd, 2025.

Witness my hand and seal:

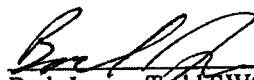


Bob Byers, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer





Barb James, Todd SWCD Secretary



Deja Anton, Todd SWCD District Manager