



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

BOARD OF COMMISSIONERS Regular Board Meeting Agenda

Tuesday, June 16, 2026

9:00 AM

*Meeting to be held in the County Board Room
at the Historic Courthouse, 215 1st Ave S, Long Prairie, MN.*

MEETING WILL BE LIVE-STREAMED AT: [HTTPS://WWW.TODDCOUNTYMN.GOV](https://www.toddcountymn.gov)

Public Comment Period: 8:45 a.m.

Agenda Item #		Agenda Time:
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Amendments to the Agenda	9:02
4	Potential Consent Items	9:03
4.1	Meeting Minutes Approval - June 2, 2026	
4.2	Resignation of Public Works Heavy Equipment Operator Casey Poepping 06/25/2026	
4.3	Hire FT Emergency Management Director - Mike Wisniewski Start date: TBD	
4.4	Hire Kyle Cossentine FT Deputy Start date: TBD	
4.5	Hire Isaiah Anderson Law Enforcement Intern Start date: TBD	
4.6	Hire Registered Sanitarian - Angela Schleicher Start date: TBD	
4.7	Resignation - Seasonal Office Support Specialist II Mary Kay Hinnenkamp 06/01/2026	
4.8	Resignation - Social Worker Halle Dahlen 07/10/2026	
4.9	Resignation - Social Worker Intern Tina Chock 05/29/2026	
5	County Auditor-Treasurer	9:05
5.1	Auditor Warrants - May 2026	
5.2	Commissioner Warrants	
5.3	Health & Human Services Commissioner Warrants	
5.4	Health & Human Services SSIS Warrants	
6	County Ditch/Ag Inspector	9:10
6.1	Acknowledge Receipt County Ditch 27 - Hold Harmless Agreement - Ditch Maintenance	
6.2	County Ditch 19 - Brush Spraying Project	
6.3	County Ditch 18 - Brush Spraying Project	
7	County Sheriff	9:15
7.1	Accept the retirement of K9 Ranger	
8	Facilities	9:20
8.1	Data Room A/C	
9	Planning & Zoning	9:25
9.1	June Planning Commission Information	
9.2	Prairie Country Estates Preliminary Plat	
9.3	Sandgren Request for Rezoning	
9.4	Lakeside Bluffs Preliminary Plat	
10	Soil and Water	9:30
10.1	Feedlot Program Annual Report	
11	Administration	9:35
11.1	Approve Addendum To Lease for Long Prairie Hockey Association	



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BOARD OF COMMISSIONERS *Regular Board Meeting Agenda*

11 Administration (cont.)

Adopt Updated Data Practices Policy for Todd County following the Minnesota Department of

- 11.2 Administration Model Policy for the Public per Minnesota Statutes, Chapter 13 by attached resolution

Update Todd County Public Data Request Website to include Pre-Payment for Staff

- 11.3 Time/Copying Costs

12 Closed Session

9:45

- 12.1 Closed Session: Property Consideration

The Commissioners will hold a closed session pursuant to Minnesota Statute 13D.05, Subd 3 (c) 3, to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Adjourn



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-01
Agenda Topic Title for Publication:	Meeting Minutes Approval - June 2nd, 2026	
Date of Meeting: June 16 th , 2026	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Minutes for the following meetings are attached: June 2 nd , 2026		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Todd County Board of Commissioner's Meeting Minutes for June 2 nd , 2026 as presented.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal

*Minutes of the Meeting of the Todd County Board of Commissioners held on
June 2nd, 2026*

Public Comment

Mr. Kevin Winkler addressed the County Board regarding due process of recent legal matters.

Tina Monson, US Solar provided a summary of reasonings in support the passage of the proposed CUP agenda item.

Dave Harren provided a statement of concern regarding concerns about damage to ground field quality if the proposed US Solar CUP is approved.

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 2nd day of June, 2026 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 Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with removal of item 4.6 Accept resignation of Tyler Schwartz, FT Deputy and removal of item 4.7 Hire Tyler Schwartz, PT Deputy.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for May 5th & 19th, 2026 as presented.

Hire Marshall Carlson for the Seasonal Recreational Assistant position start date TBD at a wage of \$20.93 Grade 3/C step A.

Accept the resignation of Correctional Officer Ross Bollin effective June 7, 2026.

Accept the resignation of Deputy Brittney Hendricks effective June 30, 2026.

Hire Trevor Larson for the PT Deputy position start date TBD at a rate of pay of grade 9/I grade A \$33.21 per hour.

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) 404525 through 404541 in the amount of \$22,306.50 and (Regular) 59846 through 59868 in the amount of \$36,164.42 for a total of \$58,470.92.

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 807569 through 807591 and (Regular) 714150 through 714183 for a total of \$30,595.77.

On motion by Becker 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) 602011 through 602017 and (Regular) 518965 through 518977 for a total amount of \$51,951.24.

CliftonLarsonAllen

Doug Host, Principal presented the final report of the findings/statuses to the County Board from the completion of the Audit of Financial Year Ending December 31, 2025 for discussion.

Planning & Zoning

On motion by Denny and second by Noska, the following motion was introduced and adopted by majority rollcall vote with Neumann against: To adopt the findings of the Planning Commission and deny the CUP to establish a 10 MW solar farm on parcel 28-0001100 based on the findings below:

1. The County's vision under its 2030 Comprehensive Plan to create "opportunities for growth through the support of economic development while enhancing the use of [the County's] cultural, natural, commercial and agricultural resources."
In talking about "economic development," the 2030 Comprehensive Plan identifies the need for good paying jobs, the desire to create good opportunities and professions to allow the youth to remain, and searching for methods to help develop agricultural business and business which benefit from being in an agricultural production area.
The County Board finds converting farm land to a commercial use – a solar farm does not support this policy because it is not providing economic growth as identified in the 2030 Comprehensive Plan.
2. Surrounding property is farm land and the proposed use would impede the ability of nearby farm land users from expanding onto this parcel. The proposed use, however, would not impede the ability to orderly develop the property for residential since it is approximately one mile from the closest city.
3. The applicant has not met its burden of showing there is a need for this proposed use in Todd County. The applicant indicated the energy would be "locally – generated and distributed energy" however it did not note the need locally for the energy. No evidence was provided showing the local energy grid did not have the current capacity or ability to serve its users.
4. Section 1.02 (B) of the County Planning and Zoning Ordinance states one of the purposes of the Ordinance is to protect, preserve and develop economically viable agricultural land.
Additionally, the Ordinance states the purpose of the AF-1 "district is to provide for and protect areas of the county where commercial crop and livestock agriculture, forestry, large tract recreational activities (i.e. hunting, snowmobiling, horseback riding, etc...) and wildlife habitat/natural areas are the primary uses."
The Board finds converting agricultural land to a solar farm does not support these purposes and is actually inconsistent with the purposes.
5. The record developed during the public hearings and before this Board contained insufficient and inconsistent evidence by the applicant to support the granting of the CUP including negative economic benefits to the area.

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Sauk River Fiscal Agent Agreement as presented and authorize the Board Chair to sign it.

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

Final Plat Approval – "Sacred Heart Addition" Subdivision

WHEREAS, Applicant Sisters of the Society Saint Pius X, Inc. applied to subdivide a property owned by David L. and Joanne Benning that is described as part of the East Half of Section 7 of Hartford Township with the plat to be known as “Sacred Heart Addition”,

WHEREAS, Sacred Heart Addition consists of one lot; Block One, Lot 1, 2.00 Acres± located in Residential - 2 Zoning District in Hartford Township,

WHEREAS, On February 2, 2026, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

That part of the Northeast Quarter of the Northeast Quarter (NE¼ NE¼) of Section 7, Township 130 North, Range 33 West, Todd County, Minnesota, described as follows:

Commencing at the northeast corner of said Section 7;

thence South 00 degrees 22 minutes 28 seconds East, assumed bearing along the east line of the said Section 7, a distance of 660.00 feet to the south line of the North 660.00 feet of said Northeast Quarter of the Northeast Quarter (NE¼ NE¼), said point also being the point of beginning of the land to be described;

thence continuing South 00 degrees 22 minutes 28 seconds East, along said east line of Section 7, a distance of 388.28 feet to a point that is 275.00 feet north of the southeast corner of said Northeast Quarter of the Northeast Quarter (NE¼ NE¼);

thence South 89 degrees 41 minutes 13 seconds West, parallel with the south line of said Northeast Quarter of the Northeast Quarter (NE¼ NE¼), a distance of 197.00 feet;

thence North 08 degrees 21 minutes 20 seconds West 392.61 feet to aforesaid south line of the North 660.00 feet of the Northeast Quarter of the Northeast Quarter (NE¼ NE¼);

thence North 89 degrees 47 minutes 39 seconds East, along said south line of the North 660.00 feet of the Northeast Quarter of the Northeast Quarter (NE¼ NE¼), a distance of 251.51 feet to the point of beginning.

WHEREAS, On February 17, 2026, the Todd County Board of Commissioners considered the Preliminary Plat for the above-described property and approved the Sacred Heart Addition preliminary plat with four conditions:

1. Applicant shall remain compliant with applicable local, state or federal regulations related to operation of the cemetery.
2. Declare a cemetery official and an alternate that will be responsible for following state rules and provide contact information to the County to be recorded with the final plat.
3. Maintain a list of individuals buried and exact location within the cemetery.
4. Cemetery plot must be completely fenced off with boundaries clearly identified. All burial sites must remain inside of the fenced area.

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 “Sacred Heart Addition” be approved as presented.

SWCD

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the purchase of a 2026 Chevy Colorado in the amount of \$34,504.45 from Saxon Fleet Services via the State bid.

Todd County Extension Office

Heidi Igo and Kristin Saarela provided an update of the Todd County 4H Program with special guest Cody Meacham, Youth Leader for the County Board.

Todd County Fair Board

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant the Todd County Fair Board additional access to the Todd County Fairgrounds for fair preparations beginning June 3, 2026 with waiving of the rental fees. Utilities reimbursement will be provided by the Todd County Fair Board for this additional timeframe.

County Sheriff

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve contracts for the cities of Burtrum, Grey Eagle, Browerville, Clarissa, Eagle Bend, Hewitt and Bertha.

County Ditch/Ag Inspector

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

Hold Harmless Agreement – Ditch Maintenance – County Ditch 44

WHEREAS, Dale Lyon is requesting to maintain approximately 4,300 feet of CD44 on parcel 21-0036200 Lyon Family Farm located in Round Prairie Township, section 34, and parcels 03-0002200 & 03-0002700 Steve Berscheit, and 03-0002300 Dale Lyon in Birchdale Twp, section 3. 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 and depth. 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 may be side cast and leveled, staying within 16 ½ feet of the ditch, or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Dale Lyon to maintain a portion of CD44 located on parcels 21-0036200, 03-0002200, 03-0002700 & 03-0002300. The maintenance will be done at his own expense.

Solid Waste

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

RESOLUTION APPROVING TRANSFER OF FUNDS FOR TEMPORARY LOAN REPAYMENT FOR CAP GRANT PROJECT

WHEREAS, in 2025, funding from the Minnesota Pollution Control Agency (MPCA) was delayed for the CAP Grant Project which placed an unforeseen financial burden on Fund 51-Solid Waste to continue funding of the Transfer Station Building Project, and;

WHEREAS, the Todd County Board of Commissioners authorized the interim financing from the General Fund for the CAP Grant Project to be called upon for up to 12 (twelve) months for an amount not to exceed \$3,418,686 at an interest rate of zero (0) percent via Resolution #20250520-24 with repayment of this advance to coincide with the State of Minnesota's delivery of funding per the CAP Grant Agreements, and;

WHEREAS, the Todd County Board of Commissioners also authorized the County Auditor-Treasurer to transfer the requested funds, as necessary, to coincide with vendor payment withdrawals for CAP Grant project expenses based on the monthly cash balance of the Fund 51-Solid Waste, and;

WHEREAS, the Todd County Auditor-Treasurer has completed transfer from Fund 01-General Fund to Fund 51-Solid Waste according to Resolution #20250520-24 for a total of \$1,000,000.00 to date, and;

WHEREAS, the Transfer Station Building Project is near completion and the State of Minnesota has since delivered their financial obligations outlined in the CAP Grant Agreements, and;

WHEREAS, the Solid Waste and Auditor-Treasurer departments have studied the financial status of Fund 51 and recommend the full repayment of the temporary loan originally authorized via Resolution #20250520-24 as sufficient fund balance exists to do so.

NOW, THEREFORE, BE IT RESOLVED, that the Todd County Board of Commissioners does hereby authorize the County Auditor-Treasurer to transfer \$1,000,000.00 from Fund 51-Solid Waste to Fund 01-General Revenue in full repayment of the temporary interim loan and finalize this loan agreement as satisfied for all financial reporting purposes effective the date of adoption.

Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the correction to Board Action 20260519-03 with effective date of May 22nd, 2026.

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approve the correction to Board Action 20260519-02 with effective date of May 22nd, 2026.

Administration

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the Panic Button System Upgrade for County in the amount of \$14,180.00



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paid through budgeted MIS Funds, and approve the Door Badging System Upgrade to Avigilon System for the Justice Center using budgeted funds in the amount of \$58,456.41 from the Safe & Secure Courthouse Grant and \$36,323.59 from Sheriff's Department Public Safety Aid Fund. Work to be completed by All State Communications, a state contract vendor.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that tax settlement is now complete. Upcoming is the MACATFO conference next week.

County Coordinator's Report

The County Coordinator reported attending meetings including via phone meeting with Morrison County Solid Waste, policy meeting, Paycom, Initiative Foundation on child care, Central Bi Products Community meeting and Wellness biometrics event.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended meetings including the Facilities, Region V, and Regional EMS.

Commissioner Denny has attended meetings including GRRL, Finance, Hands of Hope, Prairie Lakes, and Personnel.

Commissioner Noska has attended meetings as usual including HRA and Wellness Biometrics event.

Commissioner Byers attended meetings including Facilities, Central Bi Products Community Meeting, and TCDC.

Commissioner Neumann attended meetings including SRWD, Sauk River 1W1P, Policies, and District 4.

Recessed

On motion by Denny and second by Noska, the meeting was recessed until June 16th, 2026.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
DIAMOND BUICK GMC	\$ 2,466.69
ESRI	\$ 17,254.00
LONG PRAIRIE LEADER	\$ 2,715.00
MENCH/JAMES	\$ 8,660.00
MN DEPT OF TRANSPORTATION	\$ 5,206.28
ROLLIES SALES & SERVICE	\$ 4,436.06
VEOLIA ENVIRONMENTAL SERVICES LLC	\$ 2,274.15
33 PAYMENTS LESS THAN 2000	\$ 15,458.74
Total:	\$ 58,470.92

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
TODD COUNTY SHERIFF'S OFFICE	\$ 3,476.63
46 PAYMENTS LESS THAN 2000	\$ 16,948.74
DW JONES PROPERTY MANAGEMENT	\$ 3,333.00
TOWLER/ROGER	\$ 4,200.00
10 PAYMENTS LESS THAN 2000	\$ 2,637.40
Total:	\$ 30,595.77

VENDOR NAME	AMOUNT
DHS - MOOSE LAKE RTC - 462	\$ 2,752.50
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 4,770.00
GREATER MN FAMILY SRVS INC	\$ 5,694.41
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 3,657.30
MAIN STREET FAMILY SERVICES	\$ 3,971.55
NEXUS-KINDRED FAMILY HEALING	\$ 8,766.06
TRI-COUNTY COMMUNITY CORRECTIONS	\$ 3,332.29
VOLUNTEERS OF AMERICA	\$ 16,424.40
12 PAYMENTS LESS THAN 2000	\$ 2,582.73
Total:	\$ 51,951.24



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Board Action Form**Requestor to Complete:**

Type of Action Requested (Check one):		Board Action Tracking Number :
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260616-02
Agenda Topic Title for Publication:		Resignation of Public Works Heavy Equipment Operator Casey Poepping
Date of Meeting: 06/16/2026	Agenda Time Requested: 5 Minutes	☒ Consent Agenda
Organization / Department Requesting Action: Public Works		
Person Presenting Topic at Meeting: Loren Fellbaum, Todd County Engineer		
Background: Supporting Documentation enclosed ☐		
Casey Poepping has resigned from his position as Heavy Equipment Operator, effective June 25th, 2026.		
Options:		
#1 Approve the resignation of Public Works Equipment Operator Casey Poepping, effective June 25th, 2026.		
#2 Do not approve the resignation.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Public Works Equipment Operator Casey Poepping, effective June 25th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 0.00 Funding Source(s): Fund 3 - Road and Bridge Fund	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260616-03
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Hire FT Emergency Management Director - Mike Wisniewski
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Date of Meeting: June 16, 2026	Agenda Time Requested:	☒ Consent Agenda
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Organization / Department Requesting Action: Administration

Person Presenting Topic at Meeting: Consent Agenda
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Background: Supporting Documentation enclosed ☐

Following Board approval to convert the Emergency Management Director position from part-time to full-time, it is recommended that Mike Wisniewski be hired to fill the vacant full-time Emergency Management Director position at Grade 10/J, Step G, with a starting wage of \$42.37 per hour. In addition, the position will be reassigned to report to the County Coordinator.

Options:

1. To hire Michael Wisniewski to fill the open Emergency Management Director Position and reassigned to report to the County Coordinator.

2. Not Approve.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
To hire Michael Wisniewski to fill the open Emergency Management Director Position and reassigned to report to the County Coordinator, start date TBD.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ \$42.37 Grade 10/J, Step G Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



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Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-04
Agenda Topic Title for Publication:		Hire Kyle Cossentine FT Deputy
Date of Meeting: 6/16/2026	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Todd County Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
Hire Kyle Cossentine for the FT Deputy position start date TBD. An interview process was completed and Kyle Cossentine was selected as the best candidate for the FT Deputy position.		
Options:		
1- Hire Kyle Cossentine FT Deputy		
2- Do not hire Kyle Cossentine for the FT Deputy Position		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Kyle Cossentine for the FT Deputy Position start date TBD at a wage of \$33.21 per hour Grade 9/I step A.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



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Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-05
Agenda Topic Title for Publication:		Hire Isaiah Anderson Law Enforcement Intern
Date of Meeting: 6/16/2026		Agenda Time Requested: ☒ Consent Agenda
Organization / Department Requesting Action: Todd County Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
Hire Isaiah Anderson for the LE Enforcement Intern position start date TBD. An interview process was completed and Isaiah Anderson was selected as the best candidate for the LE Intern position.		
Options:		
1- Hire Isaiah Anderson LE Intern		
2- Do not hire Isaiah Anderson LE Intern		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Isaiah Anderson for the Law Enforcement Intern position start date TBD at a wage of \$15.00 per hour.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-06
Agenda Topic Title for Publication:		Hire Registered Sanitarian - Angela Schleicher
Date of Meeting: 6/16/2026	Agenda Time Requested: 5 mins	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och		
Background: Supporting Documentation enclosed ☐		
An open Registered Sanitarian position exists within the Community Health Unit. Interviews were conducted and it is recommended to hire applicant Angela Schleicher to fill the open position. Start date: TBD		
Options:		
1. To approve the hire of Angela Schleicher to fill the open Registered Sanitarian position. Grade H/8, Step K, \$43.85. Start date: TBD		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the hire of Angela Schleicher to fill the open Registered Sanitarian position. Grade H/8, Step K, \$43.85. Start date: TBD		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 43.85/hr Grade H/8, Step K Funding Source(s): 21-Public Health	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260616-07
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Resignation - Seasonal Office Support Specialist II Mary Kay Hinnenkamp
--	--

Date of Meeting: 6/16/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
----------------------------	------------------------------	--

Organization / Department Requesting Action: Health & Human Services
--

Person Presenting Topic at Meeting: Jackie Och (consent item)

Background: Supporting Documentation enclosed ☐

Mary Kay Hinnenkamp has resigned from her position as Seasonal Office Support Specialist II in the Financial Services Unit, effective June 1st, 2026.

Options:

1. Approve the resignation of Seasonal Office Support Specialist II Mary Kay Hinnenkamp, effective June 1st, 2026.

2. Not approve.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:

Approve the resignation of Seasonal Office Support Specialist II Mary Kay Hinnenkamp, effective June 1st, 2026.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}
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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-08
Agenda Topic Title for Publication:		Resignation - Social Worker Halle Dahlen
Date of Meeting: 6/16/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Halle Dahlen has resigned from her position as Social Worker in the Child Services Unit, effective July 10 th , 2026.		
Options:		
1. Approve the resignation of Social Worker Halle Dahlen, effective July 10 th , 2026.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Social Worker Halle Dahlen, effective July 10th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-09
Agenda Topic Title for Publication:		Resignation - Social Worker Intern Tina Chock
Date of Meeting: 6/16/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Tina Chock has resigned from her position as Social Worker Intern in the Adult Services Unit, effective May 29 th , 2026.		
Options:		
1. Approve the resignation of Social Worker Intern Tina Chock, effective May 29 th , 2026.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Social Worker Intern Tina Chock, effective May 29th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-10
Agenda Topic Title for Publication:	Auditor Warrants - May 2026	
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printout has been sent to the Commissioners and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the May 2026 Auditor Warrants number (ACH) 906005 through 906107 in the amount of \$11,789,398.98 (Manual) 1327 through 1365 in the amount of \$2,858,530.46 and (Regular) 246331 through 246509 in the amount of \$1,223,982.42 for a total of \$15,871,911.86.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

Auditor Warrants for Publication
May 2026

Vendor Name	Amount
DOUGLAS SWCD	\$ 13,505.44
LONG PRAIRIE SANITATION INC	\$ 4,673.25
METROPOLITAN LIFE INSURANCE COMPANY	\$ 15,191.62
PACIFIC LIFE INSURANCE CO	\$ 2,325.00
PETERS LAW OFFICE, P.A.	\$ 6,342.80
VERIZON	\$ 6,291.98
41 PAYMENTS LESS THAN 2000	\$ 14,758.78
CENTRA CARE	\$ 13,350.31
FLEET SERVICES/WEX BANK	\$ 9,378.30
KANATI LAND MANAGEMENT	\$ 2,000.00
KEYL KXDL HOTROD RADIO	\$ 3,500.00
MN DEPT OF FINANCE	\$ 7,480.50
MORRISON COUNTY	\$ 29,469.96
MORRISON SWCD	\$ 7,402.07
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 30,420.54
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 98,136.20
SCHUMACHER'S NURSERY & BERRY FARM INC	\$ 31,442.20
STEP	\$ 13,052.50
TODD TRAILS ASSOCIATION	\$ 29,550.75
VOYANT COMMUNICATIONS, LLC	\$ 3,277.40
WEST CENTRAL REG JUVENILE CTR	\$ 27,599.00
WEST CENTRAL TECH SERVICE AREA	\$ 17,090.55
WIDSETH SMITH NOLTING INC	\$ 10,380.00
WONDERLICH/SCOTT A	\$ 6,637.50
39 PAYMENTS LESS THAN 2000	\$ 17,315.87
BIG SWAN LAKE IMPROVEMENT ASSOCIATION	\$ 2,610.00
CENTRAL SPECIALTIES INC	\$ 2,090,332.90
CLIFTON LARSONALLEN, LLP	\$ 28,350.00
COUNTIES PROVIDING TECHNOLOGY	\$ 7,448.00
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
GIZA PLUMBING & HEATING INC	\$ 4,757.00
LAKES COMMUNITY COOPERATIVE	\$ 3,348.09
LONG PRAIRIE OIL COMPANY	\$ 6,598.87
MINNESOTA POWER	\$ 15,226.68
PACIFIC LIFE INSURANCE CO	\$ 2,325.00
SAFEASSURE CONSULTANTS, INC.	\$ 13,157.28
47 PAYMENTS LESS THAN 2000	\$ 23,962.35
CENTERPOINT ENERGY	\$ 3,358.61
HY-TEC CONSTRUCTION	\$ 201,918.14
JOHN DEERE FINANCIAL	\$ 2,002.02
LONG PRAIRIE LEADER	\$ 12,547.85
MADDEN GALANTER HANSEN, LLP	\$ 4,170.22
MID MINNESOTA HEATING &	\$ 13,500.00
NOSKA CONSTRUCTION LLC	\$ 33,634.00
NOSKA HOME & ENERGY SERVICES INC	\$ 6,375.00
PETERS LAW OFFICE, P.A.	\$ 2,096.25
STAPLES ADVANTAGE	\$ 6,028.42
WEX BANK-SINCLAIR	\$ 2,396.25
53 PAYMENTS LESS THAN 2000	\$ 15,846.32
BETTER HEALTH COLLECTIVE	\$ 30,860.00
WEX - CIRCLE K	\$ 2,873.39
PAYCOM PAYROLL, LLC	\$ 42,465.81
PAYCOM PAYROLL, LLC	\$ 564,734.34
PAYCOM PAYROLL, LLC	\$ 3,467.10
WEX HEALTH INC - HSA	\$ 4,368.70
COUNTY OF TODD	\$ 3,140.80
WEX HEALTH INC - HSA	\$ 43,421.81
PERA	\$ 97,026.72
VOYA (MSRS)	\$ 8,292.22
BETTER HEALTH COLLECTIVE	\$ 335,234.00
MN DEPT OF REVENUE	\$ 80,965.12
MN DEPT OF REVENUE	\$ 3,337.00
US BANK-CC	\$ 9,808.63
PAYCOM PAYROLL, LLC	\$ 571,797.19
PAYCOM PAYROLL, LLC	\$ 41,044.14
PAYCOM PAYROLL, LLC	\$ 3,467.11
COUNTY OF TODD	\$ 2,757.46
WEX HEALTH INC - HSA	\$ 16,244.93
PERA	\$ 98,304.11
VOYA (MSRS)	\$ 5,589.69
HUMANA INSURANCE COMPANY	\$ 8,092.53

Auditor Warrants for Publication
May 2026

Vendor Name	Amount
MN DEPT OF REVENUE	\$ 867,226.06
17 PAYMENTS LESS THAN 2000	\$ 14,011.60
BIG SWAN LAKE IMPROVEMENT DIST.	\$ 7,891.27
CITY OF BERTHA	\$ 123,267.87
CITY OF BROWERVILLE	\$ 151,453.07
CITY OF BURTRUM	\$ 10,146.45
CITY OF CLARISSA	\$ 76,164.43
CITY OF EAGLE BEND	\$ 159,355.19
CITY OF GREY EAGLE	\$ 75,380.15
CITY OF HEWITT	\$ 41,984.76
CITY OF LONG PRAIRIE	\$ 864,996.62
CITY OF OSAKIS	\$ 113,633.88
CITY OF STAPLES	\$ 545,247.23
CITY OF WEST UNION	\$ 5,415.19
REGION V DEVELOPMT COMMISSION	\$ 15,975.45
SAUK RIVER WATER SHED DISTRICT	\$ 49,201.94
SCHOOL DISTRICT 213	\$ 478,902.06
SCHOOL DISTRICT 2155	\$ 3,046.68
SCHOOL DISTRICT 2170	\$ 945,662.67
SCHOOL DISTRICT 2753	\$ 1,516,184.23
SCHOOL DISTRICT 486	\$ 515,958.22
SCHOOL DISTRICT 487	\$ 4,512.03
SCHOOL DISTRICT 740	\$ 51,710.13
SCHOOL DISTRICT 743	\$ 707,879.73
SCHOOL DISTRICT 786	\$ 331,063.28
SCHOOL DISTRICT 787	\$ 894,461.17
SCHOOL DISTRICT 818	\$ 39,734.95
TOWN OF BARTLETT	\$ 48,512.32
TOWN OF BERTHA	\$ 40,679.11
TOWN OF BIRCHDALE	\$ 227,193.34
TOWN OF BRUCE	\$ 112,123.96
TOWN OF BURLEENE	\$ 42,228.15
TOWN OF BURNHAMVILLE	\$ 92,772.72
TOWN OF EAGLE VALLEY	\$ 61,571.12
TOWN OF FAWN LAKE	\$ 103,504.81
TOWN OF GERMANIA	\$ 43,291.92
TOWN OF GORDON	\$ 107,953.80
TOWN OF GREY EAGLE	\$ 120,905.25
TOWN OF HARTFORD	\$ 119,935.81
TOWN OF IONA	\$ 61,275.02
TOWN OF KANDOTA	\$ 60,403.64
TOWN OF LESLIE	\$ 107,372.08
TOWN OF LITTLE ELK	\$ 43,479.64
TOWN OF LITTLE SAUK	\$ 88,621.70
TOWN OF LONG PRAIRIE	\$ 105,414.05
TOWN OF MORAN	\$ 56,503.54
TOWN OF REYNOLDS	\$ 69,029.25
TOWN OF ROUND PRAIRIE	\$ 121,272.33
TOWN OF STAPLES	\$ 95,386.44
TOWN OF STOWE PRAIRIE	\$ 60,553.37
TOWN OF TURTLE CREEK	\$ 40,130.65
TOWN OF VILLARD	\$ 120,407.44
TOWN OF WARD	\$ 88,035.83
TOWN OF WEST UNION	\$ 54,941.04
TOWN OF WYKEHAM	\$ 63,409.38
4 PAYMENTS LESS THAN 2000	\$ 2,683.27
TOTAL:	\$ 15,871,911.86



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-11
Agenda Topic Title for Publication:		Approve Commissioner Warrants
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printout has been sent to the Commissioners and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Commissioner Warrants number (ACH) 404542 through 404563 in the amount of \$8,541.44 and (Regular) 59869 through 59901 in the amount of \$157,681.98 for a total of \$166,223.42.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

KAYLA_D

6/11/26 1:42PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 6/16/2026 For Payment 6/18/2026

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN TRUCKBOXES, LLC	2,380.75
GARAGE DOOR STORE	3,088.00
HILLYARD	2,182.17
LIBERTY TIRE SERVICES LLC	2,858.20
MORRIS ELECTRONICS INC	5,204.38
NORTHERN STAR COOP	3,526.71
POPE DOUGLAS SOLID WASTE MANAGEME	5,236.09
TODD SOIL & WATER CONS DIST	115,701.04
WIDSETH SMITH NOLTING INC	4,085.76
46 Payments less than 2000	21,960.32
Final Total:	166,223.42



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-12
Agenda Topic Title for Publication:	Health & Human Services Commissioner Warrants	
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services Commissioner Warrants number (ACH) 807592 through 807640 and (Regular) 714184 through 714239 for a total of \$127,422.34.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

**** Todd County ****
WARRANTS FOR PUBLICATION



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 6/16/2026 For Payment 6/18/2026

<u>Vendor Name</u>	<u>Amount</u>
MR.COOPER	4,053.56
Timberlake Hotel	3,764.00
US BANK	4,989.91
6 Payments less than 2000	4,061.89
Final Total:	16,869.36

Warrants for Publication

Approval Date

6/16/2026

Payment Date

6/18/2026

Vendor name or #

Amount

CHILDREN YOUTH & FAMILIES DEPT	\$ 2,537.37
FRESHWATER EDUCATION DISTRICT 6004	\$ 21,046.00
VENDOR# 16199	\$ 2,376.06
RURAL MN CEP INC	\$ 15,191.50
VENDOR# 17858	\$ 2,659.20
TODD COUNTY AUDITOR TREASURER	\$ 15,096.10
TODD COUNTY SHERIFF'S OFFICE	\$ 2,312.47
USPS-POC	\$ 5,208.26
88 PAYMENTS LESS THAN 2000	44126.02
Final Total	\$110,552.98



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-13
Agenda Topic Title for Publication:		Health & Human Services SSIS Warrants
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services SSIS Warrants number (ACH) 602018 through 602040 and (Regular) 518978 through 518999 for a total amount of \$150,638.96.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

Warrants for Publication

Payment Date:

6/18/2026

Approval Date:

6/16/2026

Vendor name or #

Amount

COMMUNITY AND FAMILY SRVS LLC	5348.94
FREEDOM RANCH/THE	8948.94
GENESIS GROUP HOMES INC	2244.36
HEARTLAND GIRLS RANCH	8398.00
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	2687.05
GUARDIANSHIP OPTIONS	
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	3472.31
MERIDIAN SERVICES INC	2481.84
NEXUS - MILLE LACS FAMILY HEALING	11632.44
PORT GROUP HOMES	2494.92
PRESBYTERIAN FAMILY FOUNDATION INC	16740.50
STEP	16219.04
VILLAGE RANCH INC	35363.28
WEST CENTRAL REG JUVENILE CTR	15661.00

\$18,946.34

32 Pymts less than \$2000

Final Total

\$150,638.96



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

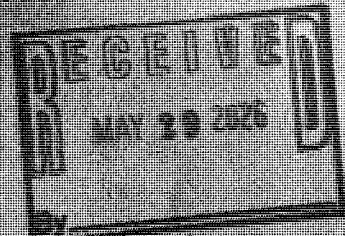
Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-14
Agenda Topic Title for Publication:		Acknowledge Receipt County Ditch 27 - Hold Harmless Agreement - Ditch Maintenance
Date of Meeting: June 16, 2026	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Ditch/Ag Inspector		
Person Presenting Topic at Meeting: Nancy Uhlenkamp CDI		
Background: Supporting Documentation enclosed ☒		
Attachment 1 - Hold Harmless Agreement Application		
Attachment 2 - Aerial Photo		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Acting as the Todd County Ditch Authority acknowledge receipt of a Hold Harmless Agreement application from Scott Irlbeck to clean a portion of County Ditch 27 in section 10 Wykeham Township.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal

HOLD HARMLESS AGREEMENT

For County Ditch Maintenance/Repair



Whereas Scott Lilbeck requests permission of the Todd County Ditch Authority to maintain/repair a section of County Ditch No. 27 that runs through his/her property at his/her own expense.

Legal description to read as follows:

Parcel number 28-0007900

The East half of the Northeast Quarter, E4 NE4

Section 10 Township WYKHAM Range 131-35

Proposed Project Description:

☒ Ditch Maintenance - length of ditch 2728 ft

☐ Private crossing installation/replacement

Include map of project location and project plans

Applicant will have one year from the date of this application approval to complete the proposed project

Person/Contractor name doing work:

Nicholas Harren

Address:

36444 145th Ave Eagle Bend, MN 56446

Contact phone #'s

218-639-6103

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. Culverts can be replaced at the existing elevation. Spoil must be side cast and leveled. This work will be done at applicant's own expense.

Whereas, APPROVAL OF THIS HOLD HARMLESS AGREEMENT ONLY APPLIES TO THE COUNTY DITCH AUTHORITY (MN Rule Chapter 103E). Permits from local, state and federal agencies may be required. Before commencing work in or near wetlands, the application form for Water/Wetland Project must be filled out and mailed to the appropriate agencies: 1. Todd Soil, Water, Conservation, Development Division, 2. Army Corps of Engineers, 3. MN DNR Division of Waters, 4. Sauk River Water Shed District (if in dist.) 5. Board of Water Soil Resources.

Whereas, said applicant will not do any cleaning/repair of said ditch until approval is received from all agencies. Applicant will notify County Ditch Inspector the day work begins and the day work ends.

Whereas, the applicant and/or contractor agrees to defend, indemnify, and hold Todd County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the applicant, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the applicant or the subcontractors, partners, or independent contractors or any of their agents or employees under the agreement.

I do hereby agree to the above terms, I agree to hold the County harmless and indemnify it and follow all the rules and regulations.

Dated:

5-28-26

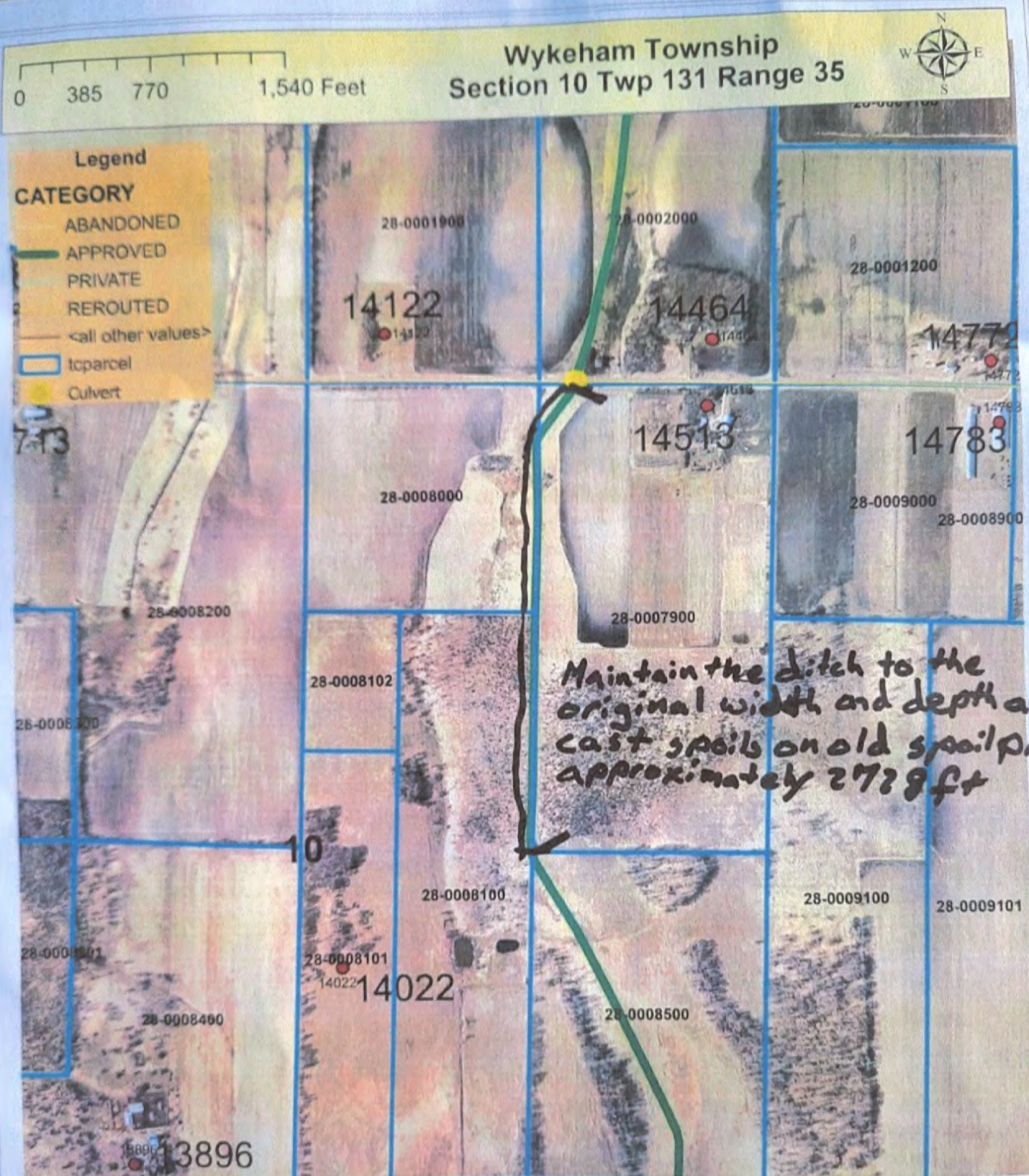
Applicant Signature:

Scott Lilbeck

Phone Number:

218 831 3392

Updated 10/04/2023



County Ditch 27
28-0007900
Scott Irlbeck
14513 380th St
Eagle Bend, MN 56446

Todd County Ditch & Ag Inspector
44 Riverside Drive
Long Prairie, MN 56347
Office (320)533-4651
nancy.uhlenkamp@co.todd.mn.us
May 27, 2026

The Todd County GIS Department
and Todd CDI has made every effort
to provide the most accurate, up-to-date
information available in this publication
and cannot be held responsible for any
unforeseen errors or omissions.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form**Requestor to Complete:**

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260616-15
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	County Ditch 19 - Brush Spraying Project
--	---

Date of Meeting: June 16, 2026	Agenda Time Requested: 5 min	☐ Consent Agenda
--------------------------------	------------------------------	---

Organization / Department Requesting Action: Ditch/Ag Inspector

Person Presenting Topic at Meeting: Nancy Uhlenkamp CDI

Background: Supporting Documentation enclosed ☒
--

Attachment 1: General Reference Map Attachment 2: Project Pictures Attachment 3: Contractor Estimate
--

County Ditch 19 was last sprayed for brush June 2017. The cost of that project was \$8,050.00. It is time to spray brush again. An estimate was submitted by Central Applicators from Foley in the amount of \$11,562.92. Landowners that have the ditch on their property were sent letters February 24th letting them know of the project and giving them the option to opt out of spraying if they desire. After removing the No Spray areas, there is approximately 8.7 miles of ditch to be sprayed.

Options:**Approve Project****Do Not Approve Project****Recommendation:**

The Todd County Board of Commissioners approves the following by Motion:
Acting as the Todd County Ditch Authority, approve a brush spraying project on County Ditch 19 to be done by Central Applicators, Foley MN at an estimated cost of \$11,562.92.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 11,562.92 Funding Source(s): CD19 Maintenance Fund	☐ Yes ☐ No	The current cash balance in the Maintenance Fund is \$16,945.21
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}
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Seal



TODD COUNTY PUBLIC DITCHES

COUNTY DITCH 19

Map is to be used as a reference for the general locations of public ditches in Todd County. Not to be used as a legal document.

Legend

asBuilt

- APPROVED
- VACATED or ELIMINATED
- PRIVATE
- REROUTED

Design

- APPROVED
- VACATED
- Major Highways
- County Roads
- Township Roads
- Municipal
- Private
- Minimum Maintenance
- Section Line

- Lakes / Wetlands
- Rivers / Streams

Boundaries

- City
- Township

1:50,000
0 0.25 0.5 0.75 Miles

This map represents the approximate location of the Todd County Public Ditches based on interpretation of the original ditch maps and aerial photos from various years.

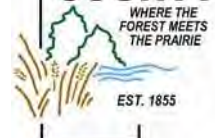
Ditches as built: Based on aerial photos from 1939, 1992, and 2008. Drawn by the Todd County GIS & Land Services Department.

Ditches from design: Constructed from the original county ditch maps by the Todd County GIS & Land Services Department.

Map is to be used as a reference for the general locations of public ditches in Todd County.

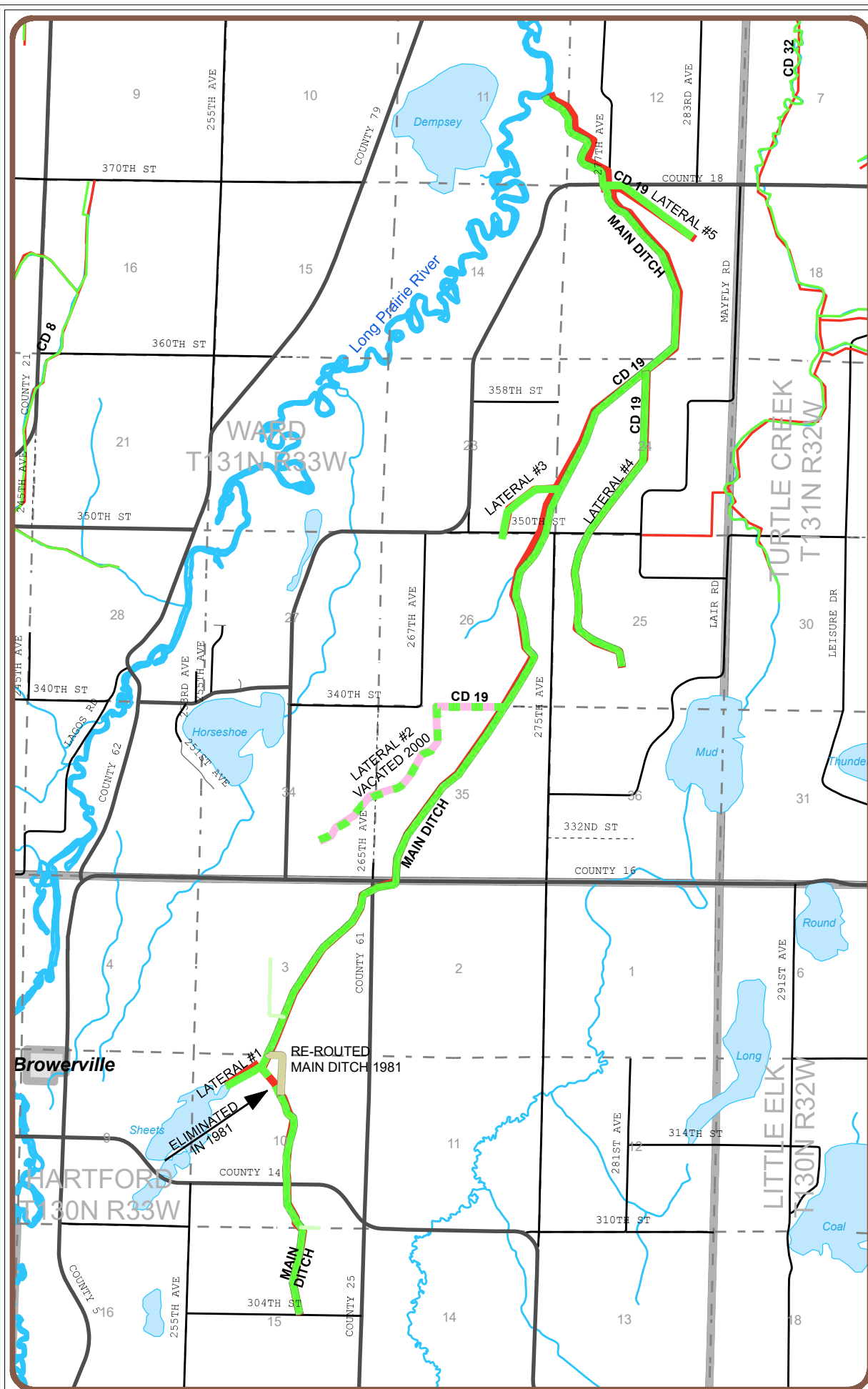
Not to be used as a legal document.

TODD COUNTY
WHERE THE FOREST MEETS THE PRAIRIE



The Todd County GIS & Land Services Department has made every effort to provide the most up-to-date information available in this publication and cannot be held responsible for any unforeseen errors or omissions.

January 2011



Commissioner's Board Meeting - June 16, 2026
County Ditch 19 Brush Spraying Project

Main Ditch - north of County Road 18



Lateral 3 – North of 350th Street



Lateral 4 – south of 350th Street



Main Ditch – north of County Road 16



Central Applicators, Inc.

PO Box 279
Foley, MN 56329

Estimate

Date	Estimate #
5/18/2026	2452

Name / Address
Todd County Ditch Ag Inspector Nancy Uhlenkamp 44 Riverside Drive Long Prairie Minn 56347

			Project
Description	Qty	Cost	Total
Estimate for County Ditch 19.			
ATV and Operators, per hours 100	100	59.00	5,900.00T
DMA 4, per gallon	20	49.75	995.00T
Trycera, per gallon	20	142.39	2,847.80T
Defoamer per ounce	70	2.35	164.50T
Tordon K, per gallon	8	132.39	1,059.12T
Imazapyr, per ounce	70	2.95	206.50T
Escort, per ounce	30	13.00	390.00T
Sales Tax		0.00%	0.00
Thank you for your business.		Total	\$11,562.92

Customer Signature _____



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form**Requestor to Complete:**

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260616-16
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	
Agenda Topic Title for Publication:		County Ditch 18 - Brush Spraying Project
Date of Meeting: June 16, 2026	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Ditch/Ag Inspector		
Person Presenting Topic at Meeting: Nancy Uhlenkamp CDI		
Background: Supporting Documentation enclosed ☒		
Attachment 1: General Reference Map Attachment 2: Project Pictures Attachment 3: Contractor Estimate		
County Ditch 18 was last sprayed for brush July 2020. The cost of that project was \$6,757.32. It is time to spray for brush again. An estimate was submitted by Central Applicators from Foley in the amount of \$18,355.52. Landowners that have the ditch on their property were sent letters February 23 rd letting them know of the project and giving them the option to opt out of spraying if they desire. After removing the No Spray areas, there is approximately 13.42 miles of ditch to be sprayed.		
Options:		
Approve project		
Do not approve project		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Acting as the Todd County Ditch Authority, approve a brush spraying project on County Ditch 18 to be done by Central Applicators, Foley MN at an estimated cost of \$18,355.52.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 18,355.52 Funding Source(s): CD18 assessment roll	☐ Yes ☐ No	There is \$6,400 in the CD18 account that has been pre-assessed in anticipation of this project.
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

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Seal

EAGLE VALLEY
T131N R34W



TODD COUNTY PUBLIC DITCHES

COUNTY DITCH 18

*Map is to be used as a
reference for the general
locations of public ditches
in Todd County. Not to be
used as a legal document.*

Legend

asBuilt

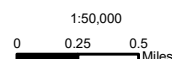
- APPROVED
- VACATED or ELIMINATED
- REROUTED
- PRIVATE

Design

- APPROVED
- VACATED
- Major Highways
- County Roads
- Township Roads
- Municipal
- Private
- Minimum Maintenance
- Section Line
- Lakes / Wetlands
- Rivers / Streams

Boundaries

- City
- Township



This map represents the approximate location of the Todd County Public Ditches based on interpretation of the original ditch maps and aerial photos from various years.

Ditches as built: Based on aerial photos from 1939, 1992, and 2008. Drawn by the Todd County GIS & Land Services Department.

Ditches from design: Based on original county ditch documentation. Drawn by the Todd County GIS & Land Services Department.

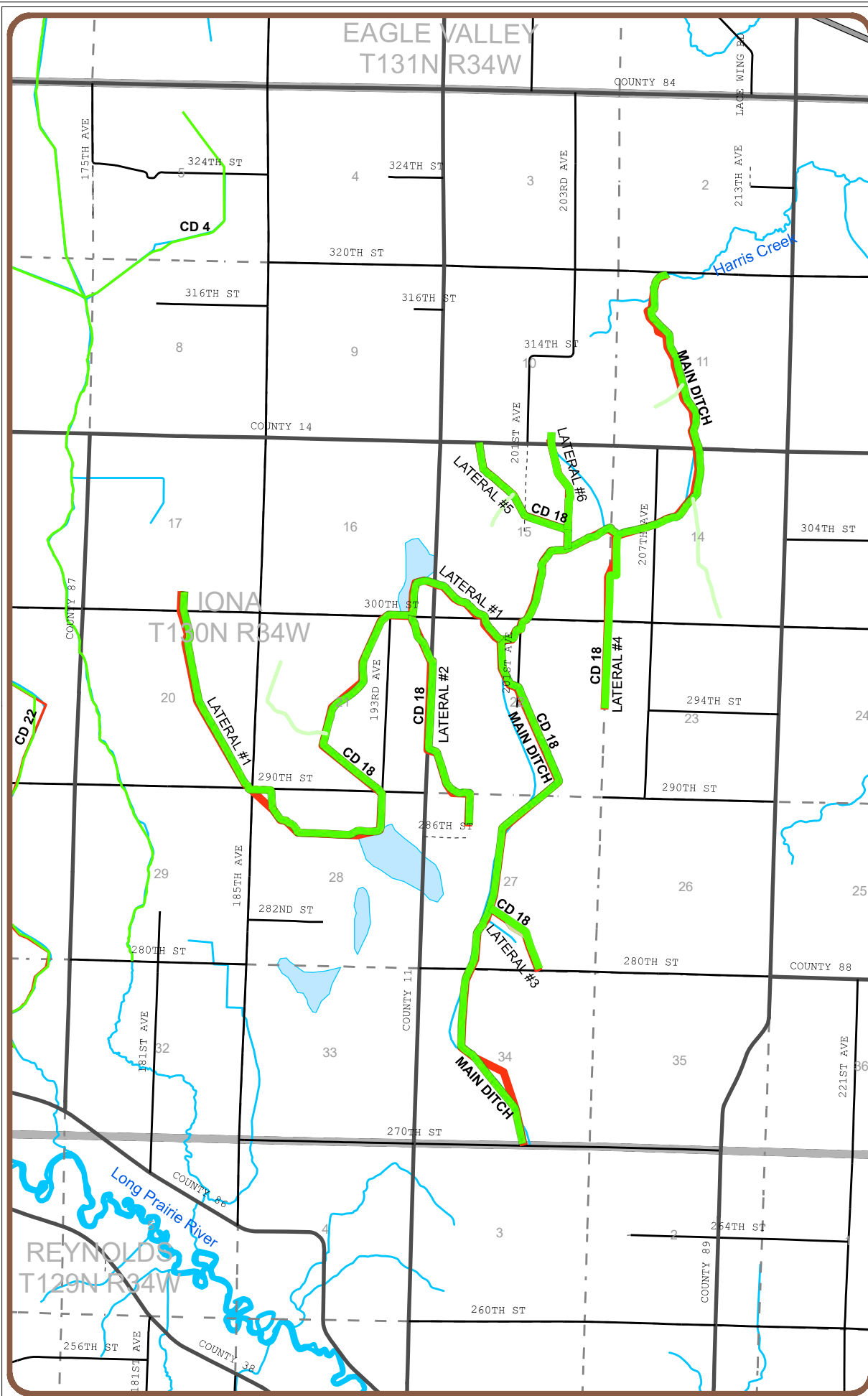
Map is to be used as a reference for the general locations of public ditches in Todd County.

Not to be used as a legal document.



The Todd County GIS & Land Services Department has made every effort to provide the most up-to-date information available in this publication and cannot be held responsible for any unforeseen errors or omissions.

November 2011



Commissioner's Board Meeting - June 16, 2026
County Ditch 18 Brush Spraying Project

Main Ditch - south of County Road 14



Lateral 1 – south of 290th Street



Lateral 6 – south of County Road 14



Lateral 1 – West of County Road 11



Central Applicators, Inc.

PO Box 279
Foley, MN 56329

Estimate

Date	Estimate #
5/18/2026	2451

Name / Address
Todd County Ditch Ag Inspector Nancy Uhlenkamp 44 Riverside Drive Long Prairie Minn 56347

			Project
Description	Qty	Cost	Total
Estimate for County Ditch 18.			
ATV and Operators, per hours	112	59.00	6,608.00T
DMA 4, per gallon	42	49.75	2,089.50T
Trycera, per gallon	42	142.39	5,980.38T
Defoamer per ounce	168	2.35	394.80T
Tordon K, per gallon	11	132.39	1,456.29T
Imazapyr, per ounce	249	2.95	734.55T
Escort, per ounce	84	13.00	1,092.00T
Sales Tax		0.00%	0.00
Thank you for your business.		Total	\$18,355.52

Customer Signature _____



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-17
Agenda Topic Title for Publication:		Accept the retirement of K9 Ranger
Date of Meeting: 6/16/2026		Agenda Time Requested: ☒ Consent Agenda
Organization / Department Requesting Action: Todd County Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
Accept the retirement of K9 Ranger. After a recommendation from his veterinary clinic K9 Ranger will retire on 6/30/2026.		
Options:		
Accept the retirement of K9 Ranger		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Accept the retirement of K9 Ranger effective 6/30/2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

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Seal

Todd County Veterinary Clinic
Po Box 66
505 Hwy 71 W.
Clarissa, Mn 56440
218-756-2226
todd.vet@hotmail.com

To Whom it May Concern,

"Ranger" is showing signs of aging that make it more difficult for him to do his job. These would include: decreased muscle mass in the rear that is usually associated with hip dysplasia and/or arthritis, as well as his teeth having fractures and wear enough to them that they potentially could not help him adequately with his job. I think it is in the best interest for Ranger to lighten the load and/or retire him from his career as a police dog in the year 2026. If you have any questions or concerns, please feel free to contact us at the clinic.

Rochelle Hulinsky, DVM license #16319

A handwritten signature in black ink, appearing to read "Rochelle Hulinsky", with a long, sweeping horizontal line extending to the right.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-18
Agenda Topic Title for Publication:	Data Room A/C	
Date of Meeting: 6/16/2026	Agenda Time Requested: 5 mins	☐ Consent Agenda
Organization / Department Requesting Action: Facilities Department		
Person Presenting Topic at Meeting: Mitch Johnson		
Background: Supporting Documentation enclosed ☐		
The Data room cooling unit is in need of replacement. Bids were submitted with J Brothers Mechincal being the low bid of \$6,495.		
Options:		
1) Approve the low bid from J Brothers for a total cost of \$6,495.		
2) Do not approve request		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the low bid from J Brothers to replace the data room cooling unit for a total cost of \$6,495.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 6,495 Funding Source(s): 111-6601	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☒ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

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COUNTY OF TODD}

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Seal

[illegible]

May 05, 2026

\$6,495.00

Total	\$6,495.00
--------------	-------------------

45 of 118

ESTIMATE

Northstar Plumbing, Heating, &
A/C
24711 Goshawk Dr
Long Prairie, MN 56347-5495

northstarplumbingllc@yahoo.com
+1 (320) 808-0143
www.northstarplumbingmn.com



Bill to
Todd County Courthouse

Estimate details

Estimate no.: 1130

Estimate date: 04/28/2026

Date	Description	Qty	Amount
	Est to replace ductless A/C unit for the data room by the sheriffs conference room.		
	Option #1 GE Ductless.-Unit is able to cool down to -40 degrees outside temp. Est is for a new outside unit, inside unit, lineset, control wire, Misc fittings, Labor \$ 7439.41		
	Option #2 Gree Ductless- Unit is able to cool down to -20. No lockout after -20 just loses efficiency. Est is for a new outside unit, inside unit, lineset, control wire, Misc fittings, Labor \$6911.85		
	Total		\$0.00

Accepted date

Accepted by



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion	☐ Report	20260616-19
☐ Discussion	☐ Resolution	
☒ Information Item	☐ Other	
Agenda Topic Title for Publication:		June Planning Commission Information
Date of Meeting: 6/16/2026		Agenda Time Requested: 0 ☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
Attached here is the June 2026 Planning Commission minutes in draft form along with the June staff report. Information is provided for review of the following Board Actions.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	☐ Yes ☐ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

Planning Commission Meeting Minutes

June 4, 2026

Completed by: Sue Bertrand, P&Z Staff

Site visit completed by Adam Ossefoort and Roger Hendrickson on 5/28/2026

Meeting attended by board members: Chairman Jim Pratt, Vice Chair Ken Hovet, Lloyd Graves, Roger Hendrickson, Andy Watland, and Commissioner Tim Denny.

Staff members: Adam Ossefoort and Sue Bertrand

Other members of the public: Sign-in Sheet is available for viewing upon request.

Jim called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited as a collective group.

Introduction of the staff and board members by Jim.

Ken motioned to have the agenda approved as amended to discuss Data Centers at the end of the meeting, Roger seconded, voice vote, no dissent heard. Motion carried.

Andy motioned to have May 7, 2026, meeting minutes approved. Lloyd seconded, voice vote, no dissent heard. Motion carried.

AGENDA ITEM 1: Prairie Country Estates, Randy Mechels: Section 16, Long Prairie Township, Site Address: County 5, Long Prairie, MN 56347 **PID:** 18-0015300

1. Request to create a five-lot Plat in Residential-2 Zoning District.

Randy was present as the applicant.

Staff Findings: Adam read through the staff report. This report is available for viewing upon request in the Planning & Zoning Office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the County road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Correspondence received: None

Public comment:

Wally Zastro, Long Prairie Township stated they are in support from about six weeks ago when it was presented to the township. He added the County said they can put driveways in along the road and it was all good. He stated the township does not want to put a road in but if the County wants to, they have no problems.

Board discussion:

On Site Visit Report by Roger when he was out there on May 28th, 2026, this report may be viewed in full upon request at the Planning and Zoning office.

Ken had concerns with five access driveways, as the road is busy.

Randy stated he had talked with Loren Fellbaum at public works and he didn't have a problem with it.

Adam added he had reached out to Loren, as well, and was told it's nice to have less driveways for different access points but they have also seen conflicts with shared driveways, and in either case having multiple driveways with the line of site clear along there, he is comfortable with it.

Jim, Roger and Ken all agreed the visibility was great along there.

Ken asked if Randy had any intentions of making this a part of City limits?

Randy, the city has not reached out to him or said anything about that. He likes the R-2 zoning district he grew up in.

Wally stated the township would not want this to be annexed into the city and will fight tooth and nail not to. They have lost too much already from the tax base and want to keep this in the township.

Adam, no comment from the city when he reached out to them, and they never mentioned annex plans. He knows they do not have services that go that far out and pointed out the one additional property between proposed plat and city limits.

Jim stated it looks like a good place for more houses, close to town and not much for farming.

Roger motioned to approve, Ken seconded with the conditions as presented.

Proposed Conditions:

1. New accesses from the township road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Jim Pratt	Yes

Motion carried. Jim noted the application will be presented to the County Board of Commissioners on June 16th, 2026.

AGENDA ITEM 2: Gaylen Sandgren -Section 32, Long Prairie Township, Site Address: 23570 210th St., Long Prairie, MN 56347 PID: 18-0040001

1. Request to Rezone from Commercial to Natural Environment Shoreland Zoning District.

Gaylen was present as the applicant.

Staff Findings: Adam read through the staff report. This report is available for viewing upon request in the Planning & Zoning Office.

Additional Notes:

Section 5.06 Zoning Amendments.

A. The County Board may adopt amendments to the zoning ordinance and zoning map in relation both to land uses within a particular district or to the location of the district lines. Such amendments shall not be issued indiscriminately but shall only be used as a means to reflect changes in the goals and policies of the County as reflected in the Comprehensive Plan or changes in conditions in the county.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. No conditions

Correspondence received: None

Public comment:

Wally from Long Prairie township stated they were in support of Gaylen's application.

Board discussion:

On Site Visit Report was reviewed by Roger: This report may be viewed in full, upon request, at the Planning and Zoning Office. Roger stated it was a very nice, neat, well-kept property.

Adam reminded the board we were only looking at the rezone part of this application for a decision tonight. When he goes to do the split, he will have to come back to the board for a public hearing at that time.

Andy confirmed the entire parcel will be rezoned to Natural Environment Shoreland.

Adam, correct. Everything is outlined in black.

Andy also asked if there were any setback considerations with the property to the North as far as next to shoreland?

Adam stated setback distances in commercial are greater anyway, it would be able to be closer but leaves little room for any type of addition.

Jim, just rezone, will have to come back with the split application.

Ken motioned to approve with no conditions, Lloyd seconded.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Jim Pratt	Yes

Motion carried. Ken noted the application will be presented to the County Board of Commissioners on June 16th, 2026.

AGENDA ITEM 3: Lakeside Bluffs Addition, Eric Valencia and Kurt & Barb Johnson -Section 21, Burnhamville Township, Site Address: Dunlin Road, Burtrum, MN 56318 PID: 06-0031100

1. Request to create a two-lot Plat in Recreational Development Shoreland Zoning District.

Eric Valencia & Barb Johnson were present as the applicants.

Staff Findings: Adam read through the staff report. This report is available for viewing upon request in the Planning & Zoning Office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Establishment of a 50' drainage easement to protect the flow area across lot 2. Drainage easement shall remain in deep rooted, native vegetation for protection of Long Lake.
3. Applicant must abide by all other applicable federal, state, and local standards.

Correspondence received: None

Public comment:

Yes, Percy Wunderlich, lives across the road and was concerned with the drainage. He has a history of living there and mowed the lawn since he was fourteen years old, now owns it. 1988 he had worked for the department of defense overseas for 37 years. While in Europe, he and the kids stayed there for eight weeks and had been around this property a long time. He grew up one and a half miles from here. His father lived and died there. He is concerned about the water table and the drainage that takes place there. A long time ago, there was a farm about halfway up the hill as you would go toward Burtrum. He blew out a swamp, which changed the water table. Not sure the board was aware, but Dunlin Road used to run on the edge of Galligan's yard then took a 90-degree turn, then another 90-degree turn then joined where Dunlin road is now. Previous owner wanted to create lots and offered to change the road. Township approved the road change as the

school busses had gone off the road on those “S” curves in the winter. Again, changes to the wetlands taking place. On the way to the meeting he stopped at the gully and stated he is not good with distances but the gully is 50’ deep and 150’ across. Where his driveway is it’s only three feet away from the bluff, but if more erosion takes place, he will lose his driveway and he will be back here asking to dig out the bluff. It is only three feet away from his ten-foot asphalt driveway. There is no leeway there for any more water to be dumped in through the culvert or more erosion. He was glad he had stopped as he was shocked at how much more erosion has been taking place since with more trees and roots in there. He had taken pictures that are available if the board was interested to see how much erosion had taken place. He just asked the board to do everything in their power to prevent any additional erosion occur. Once structures go up more water flow is going to change and it is not going to be able to soak in the ground. He mentioned 102 acres from three directions drain into that area of the culvert and not just his property but the neighbor to the North and what is it doing to the lake? Felt a lot of this information was not available as it is not recorded.

Board discussion:

On Site Visit Report was reviewed by Roger: This report may be viewed in full, upon request, at the Planning and Zoning Office. He stated the road seemed a little too close, other than that, looked like a good place. As far as erosion. By farming it there will be more erosion and silt going to the lake and putting grass in as two lots would help, however added structures would displace more water. Kind of a catch all, either way.

Ken asked if he’d been to the township and they were okay with putting driveways in?

Eric stated, yes he’d been to the township and they didn’t oppose.

Ken added he was okay with it.

Jim asked only two lots?

Adam, correct.

Andy asked about the drainage easement, if it meant a 50-foot wide, 25-feet on each side of it, easement along that drainage line that you see?

Adam explained you can see that blue line in the image (showed on overhead). The surveyor would locate the center line and twenty-five-feet on either side would remain permanent vegetation to slow that water down and hopefully take a little bit of it in.

Andy that means there cannot be any building on there or make it a lawn. It must be native vegetation.

Adam, we generally encourage to clip it once a year to encourage regrowth for the sole purpose of conveying water and slowing it down.

Andy stated when soils are left native like that for long periods of time, they actually become more pervious.

Jim asked if it was all on one lot?

Adam only impacts lot 2, and it leaves plenty of buildable area outside of the easement area.

Ken, that condition will stay with the property?

Adam, forever, and it will be on the final plat and would take a whole court process to be removed from the plat.

Percy asked if there is any way when during construction water be directed away from the drainage ditch.

Andy stated they could route water away, but it would eventually make it way back again as it is the natural flow.

Adam relayed you are looking more of retention rather than direction.

Andy and Jim, with that easement it will probably be a lot better than having it agricultural, with washouts and gullies, while this can prevent that.

Andy asked if it will need any special vegetation?

Adam, just deep rooted, native vegetation. One thing they have done in the past, especially on these larger lots, they have set standards to reduce impervious surface coverage. Instead of allowing up to 25% they could cap at 15%, or something like that, just specific to these two lots. Something to consider.

Andy, since it is such a large lot, 15% is still a substantial amount. Asked Eric if that would seem problematic in any way for any future plans?

Eric, didn't think so.

Ken your biggest headache is East of there, and there is nothing we can do about that.

Adam showed the area.

Andy, asked if the conditions come from Soil & Water?

Adam, we received nothing on this one from Soil & Water, however, it is a significant drainage area so just to protect that area, felt this was a straight forward way to secure the soil and slow some water down.

Roger, on that 50-foot drainage easement, can that grass be mowed?

Adam, not like lawn grass. We like to see people maintain it to some extent to keep weeds down and typically, we encourage no mow, other than a couple times a year to encourage regrowth for plants to take up extra nutrients.

Jim, what's growing in there now in the ravine?

Eric, pasture mix, oats and grass, with the intent to plant trees, red dogwood.

Jim stated he did not think they needed to reduce the impervious as they are not cramming a bunch of lots in there. When you have big lots and with the drainage easement, that is going to reduce the run-off quite a bit.

Andy thought it is sufficient the way we have it.

Roger motioned to approve, Andy seconded with the conditions as stated.

Proposed Conditions:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Establishment of a 50' drainage easement to protect the flow area across lot 2. Drainage easement shall remain in deep rooted, native vegetation for protection of Long Lake.
3. Applicant must abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Jim Pratt	Yes

Motion carried. Ken noted the application will be presented to the County Board of Commissioners on June 16th, 2026.

6:46 Jim called for a short recess before the Data Center discussion and 6:48 reconvened.

Data centers discussion:

Ken if you listen to the news at all Data Centers are a big topic and felt we should have an ordinance in place to get ahead of the game. There are a lot of concerns from the public.

Jim agreed it would be easier to deal with it sooner rather than after and asked Adam if he knew of any neighboring counties that have passed an ordinance on it?

Adam, Jackie Bauer mentioned she knew of one that has passed an ordinance and other counties are working on it. What most are doing and what he thinks we should do is get this to an upcoming work session, get it back to this board and establish a moratorium for a year to establish an ordinance. We would not allow any during that time, so we can get something in place. He is sure commissioners would be on board, then notice it for public hearing and grab any legal help we need along the way. It makes the most sense is to establish the moratorium for a year, to give us some time to get something in place.

Jim and Andy agreed, give us time to organize.

Adam stated the work session would be on the 16th, that meeting is after “our” public notice needs to go out. We could always anticipate it moving forward and put it on the agenda right away and we could always remove it if not agreed upon.

Andy asked if there was any talk about an IUP?

Adam, we do not even have a definition of an IUP in our ordinance, so it would be a significant overhaul of our ordinance to add it. Agreed there are many uses that would make sense for them to be IUP’s instead of CUP’s.

Andy, mentioned putting a moratorium on our solar, being there are no current applications, to close any loopholes for solar farms, since we have learned more.

Adam, same process as with Data Centers

Adam will move it to commissioners for a work session.

Percy asks for the board to consider not to sign any non-disclosure statement, that is what is happening to others where the commissioners sign a non-disclosure statement and the people or public are not included to talk about it. It is all closed doors.

Adam invited Percy to attend or submit comments for the board to hear and consider during this process.

Tim agreed, he’d like that. Send it up the chain.

Jim agreed, give us a little time to gather information, hearing what’s true or...

Roger motioned to adjourn the June 4th Planning Commission Meeting, Ken seconded, voice vote, no dissention heard, motion carried and meeting adjourned at 6:56 PM.

Planning Commission Staff Report

June 4th, 2026

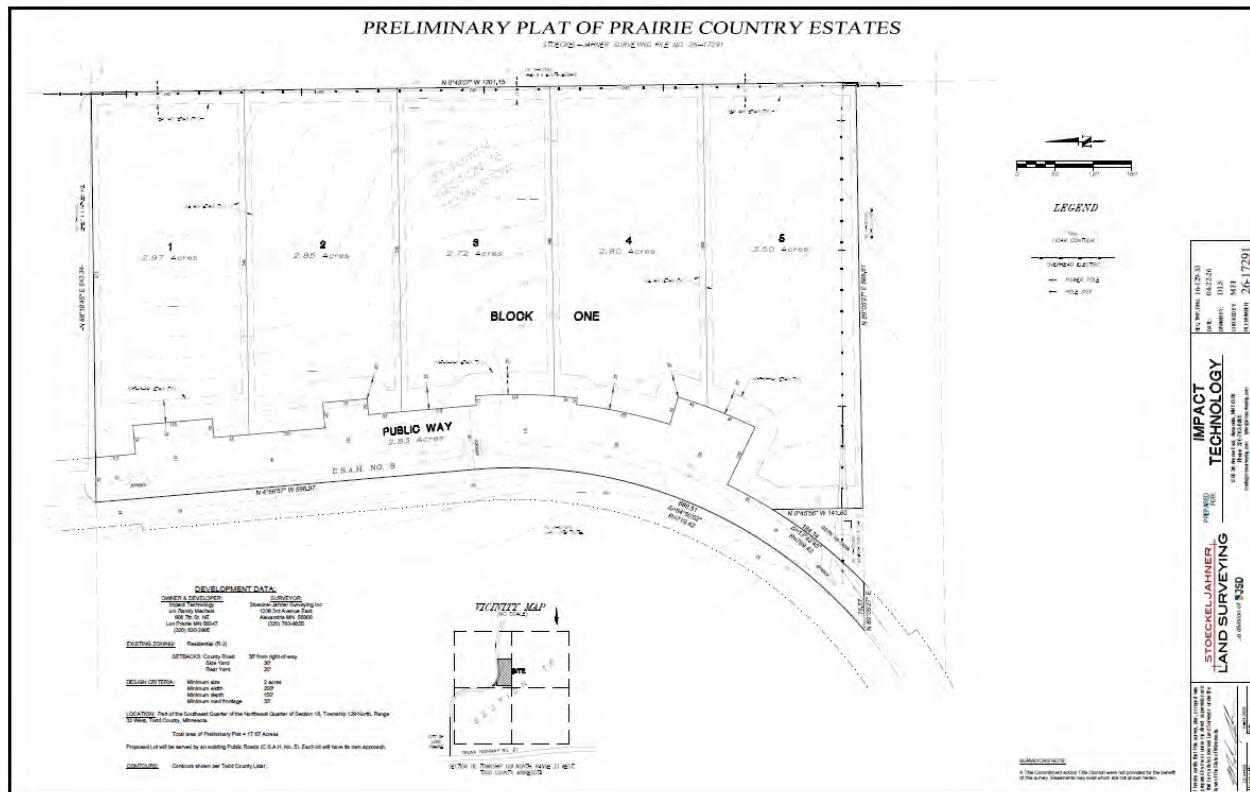
Completed by: Adam Ossefoort

Site visit completed by Adam Ossefoort and Roger Hendrickson on 5/28/2026

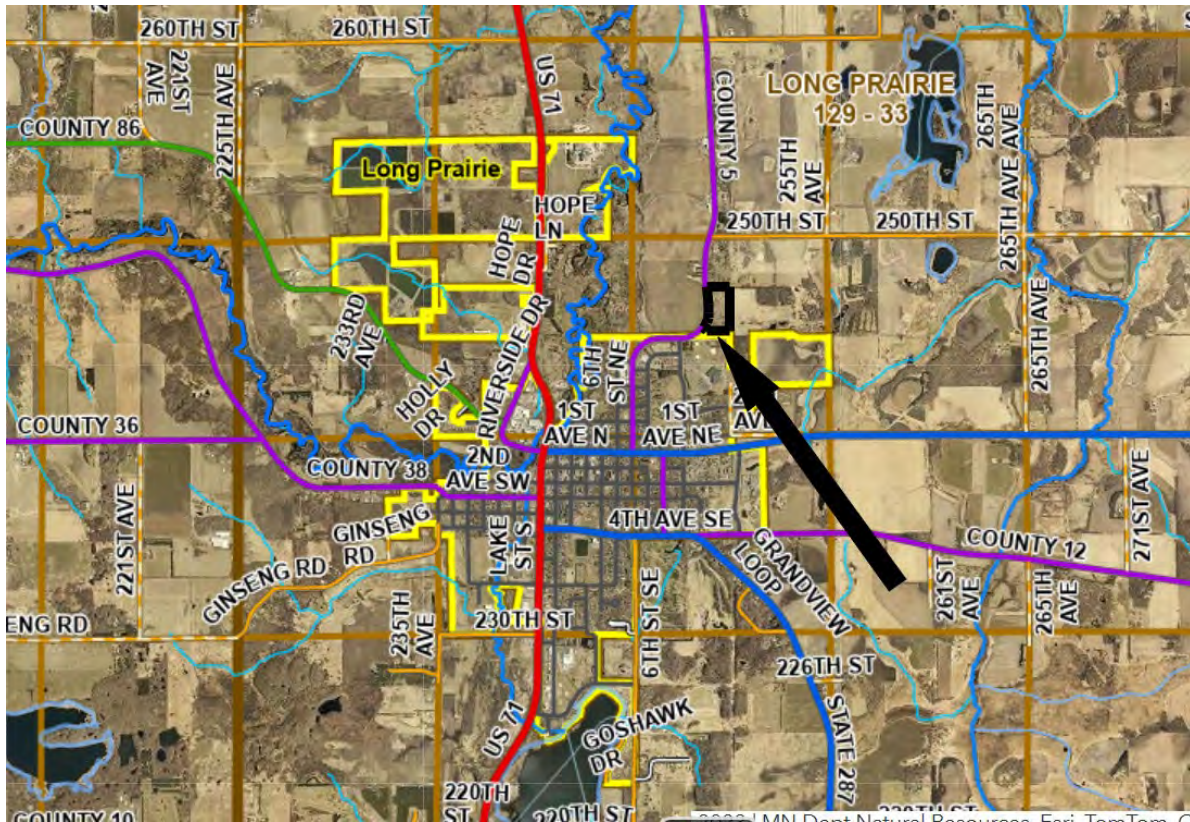
AGENDA ITEM 1:

Applicant	Prairie Country Estates – Randy Mechels
PIN	18-0015300
Site Address	XXXXXX County 5
Zoning District	RESIDENTIAL-2

Applicant Request: Request to create a five-lot plat in R-2 Zoning



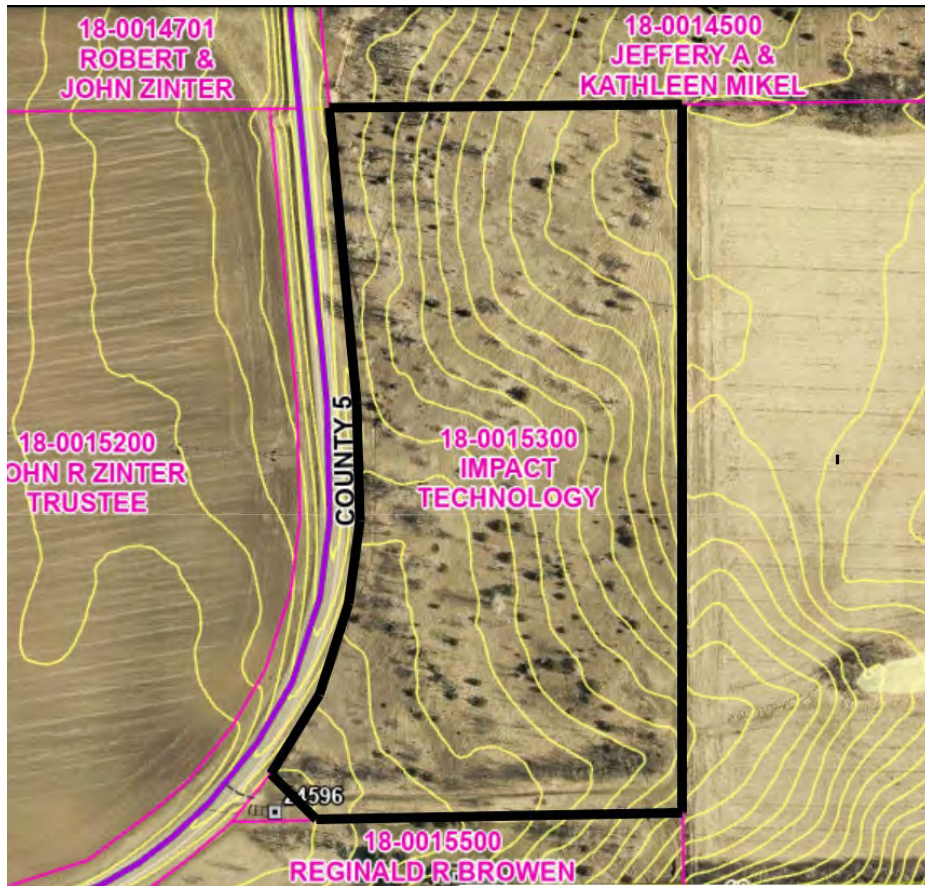
Preliminary Plat



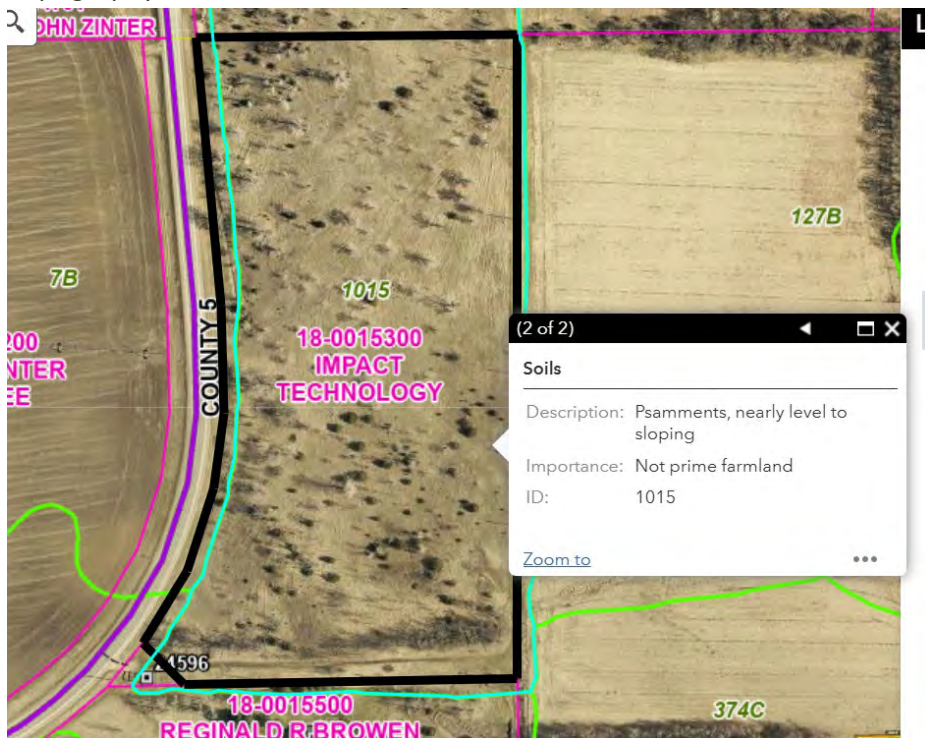
Site Location



Zoning



Topography and wetlands



Soils



Looking southeast from the corner of lot 1



Looking north down County 5



Looking south



Looking east into the area of lots 2 and 3.



Looking east at lots 4 and 5.



Looking north down County 5



Looking south

Dimensional Features of the Preliminary Plat

<i>Feature</i>	<i>Requirement/Minimum</i>	<i>Conforming?</i>
TOTAL LOT AREA	2 acres	Yes, smallest lot is 2.72 acres
BUILDABLE AREA	N/A	N/A
LOT WIDTH	200 feet	Yes, each lot is 240' wide
LOT DEPTH	150 feet	Yes, the most shallow lot is 486'.
ROAD FRONTAGE	33' or 33' of legal access	Yes, road frontage is equal to the width
SEWERABLE SITES	2 Sites	Yes, report provided by licensed designer

Physical Features of the Preliminary Plat

<i>Feature</i>	<i>Comments</i>
BLUFF IMPACT ZONE	N/A
SEVERE STEEP SLOPES (30%/50ft)	N/A
SOILS	Psamments, nearly level to sloping. This soil type consists of loamy sands or coarser materials. These soils have low water holding

<i>Feature</i>	<i>Comments</i>
	capacity and are fast draining. Soils are identified as not prime farmland.
WETLANDS	N/A
STREAMS	N/A
FLOODPLAINS	N/A
VEGETATION	Agricultural field

Additional Notes:

Comprehensive Plan references:

Housing Guiding Principle #1 – Promote and maintain an adequate supply of affordable and life-cycle housing throughout the County.

Housing Guiding Principle #2 – Promote safe, decent housing in a suitable living environment at a reasonable cost for all families and individuals.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

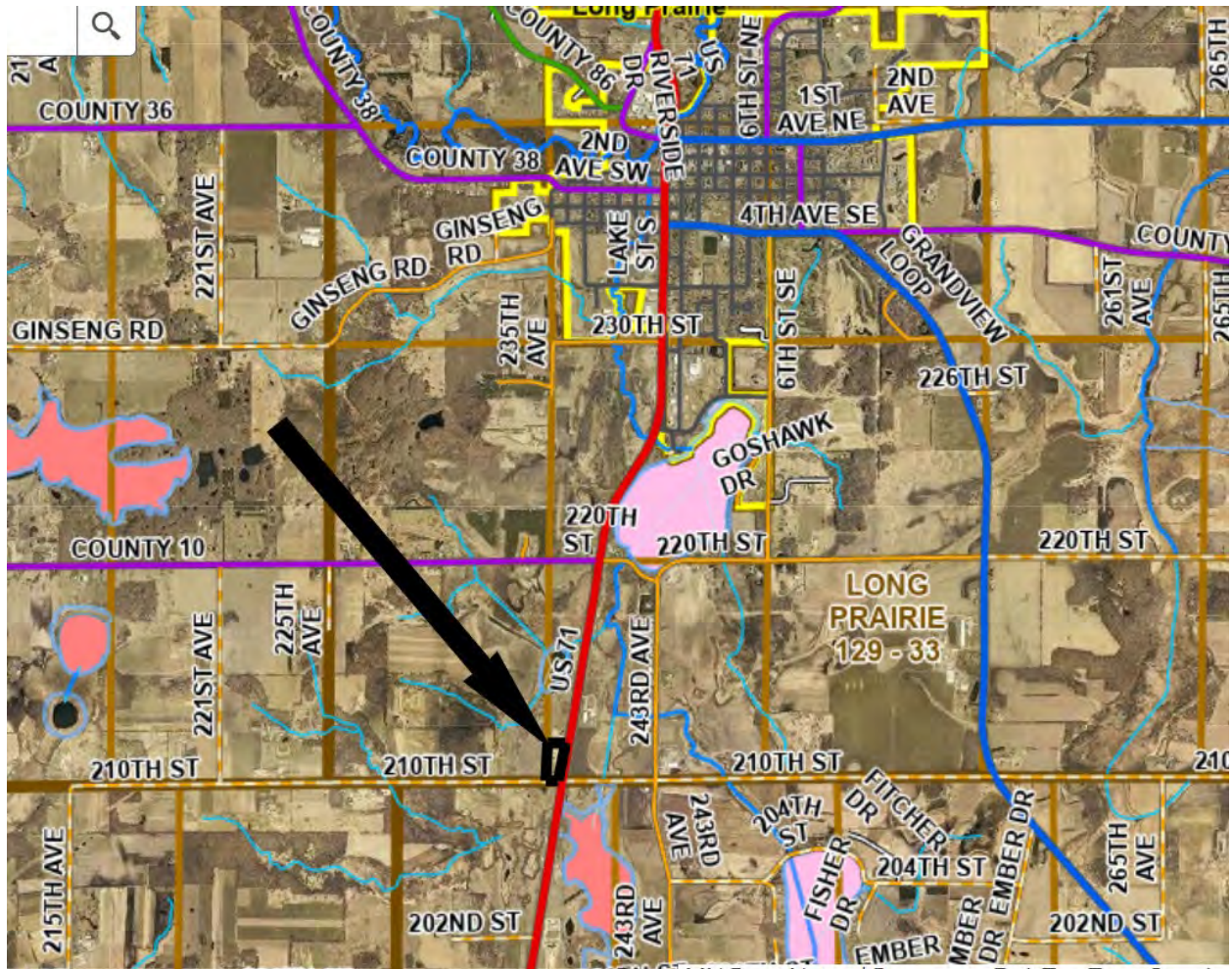
Proposed Conditions:

1. New accesses from the County road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

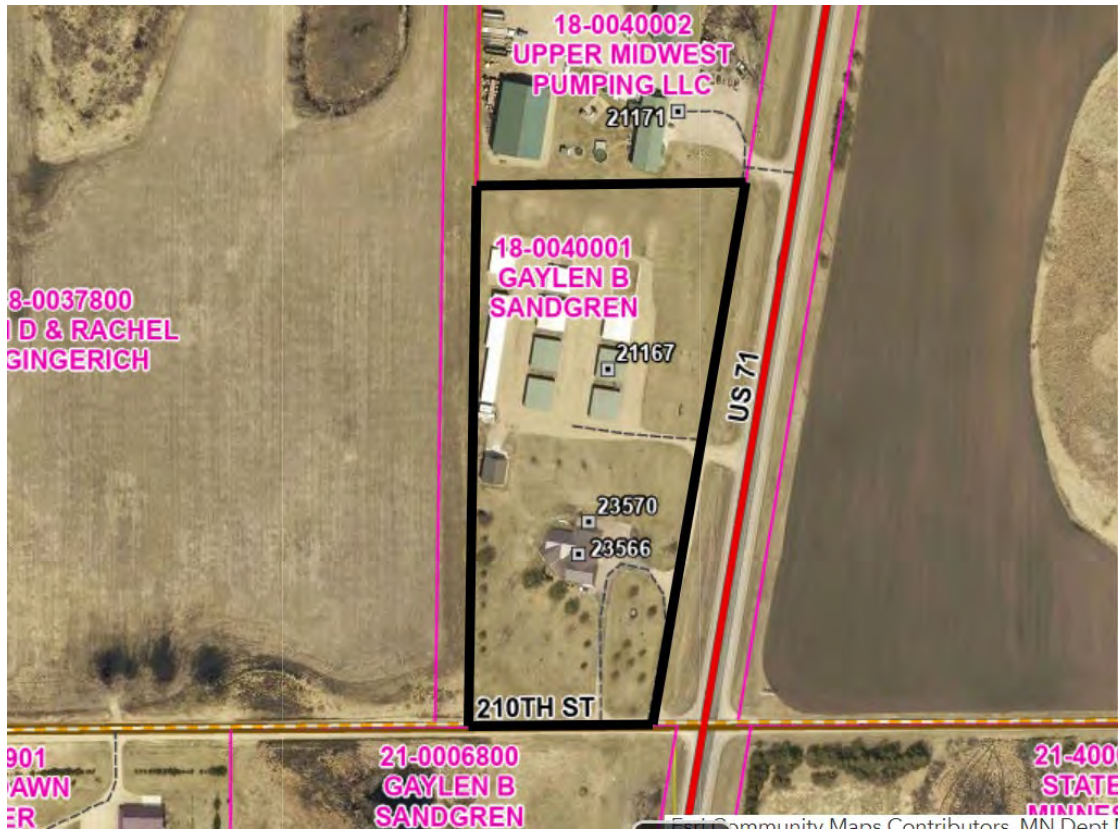
AGENDA ITEM 2:

Applicant	Gaylen Sandgren
PIN	18-0040001
Site Address	23570 210th St
Zoning District	SHORELAND - NE

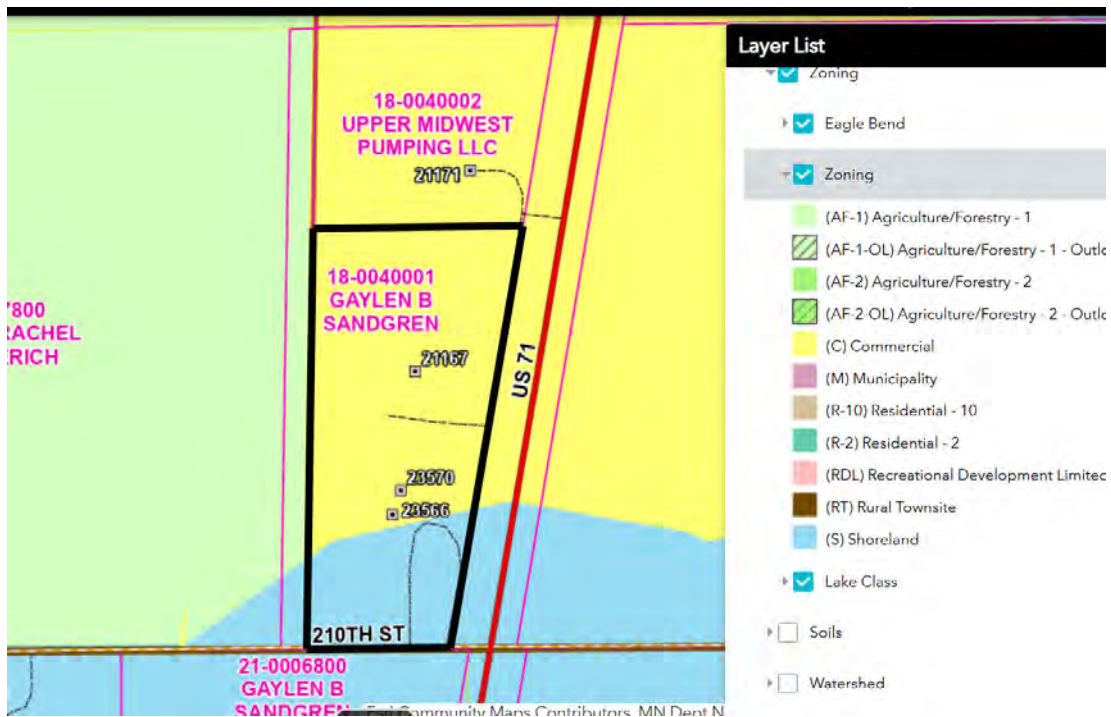
Applicant Request: Request to rezone from Commercial to Natural Environment Shoreland.



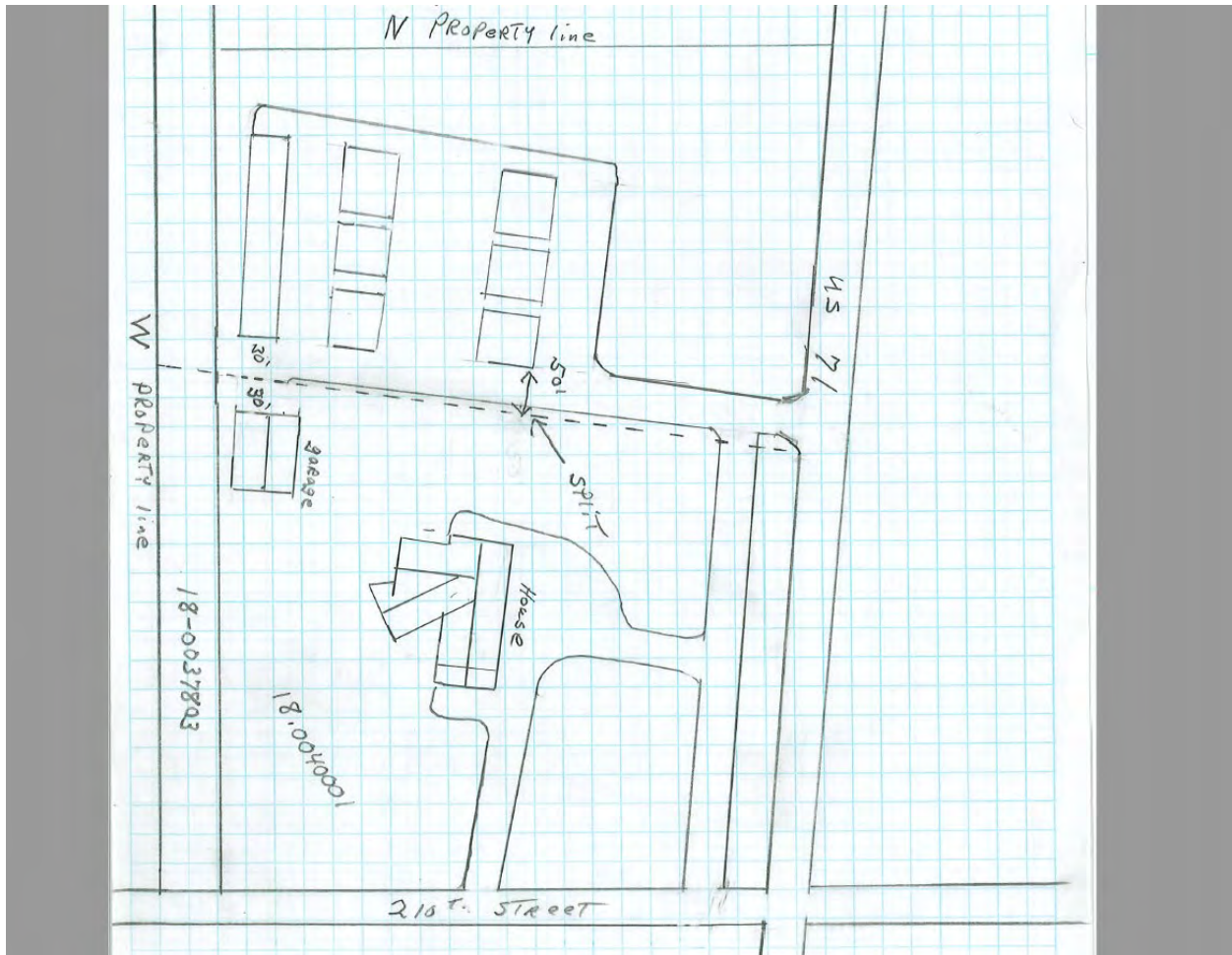
Site location



Site Image



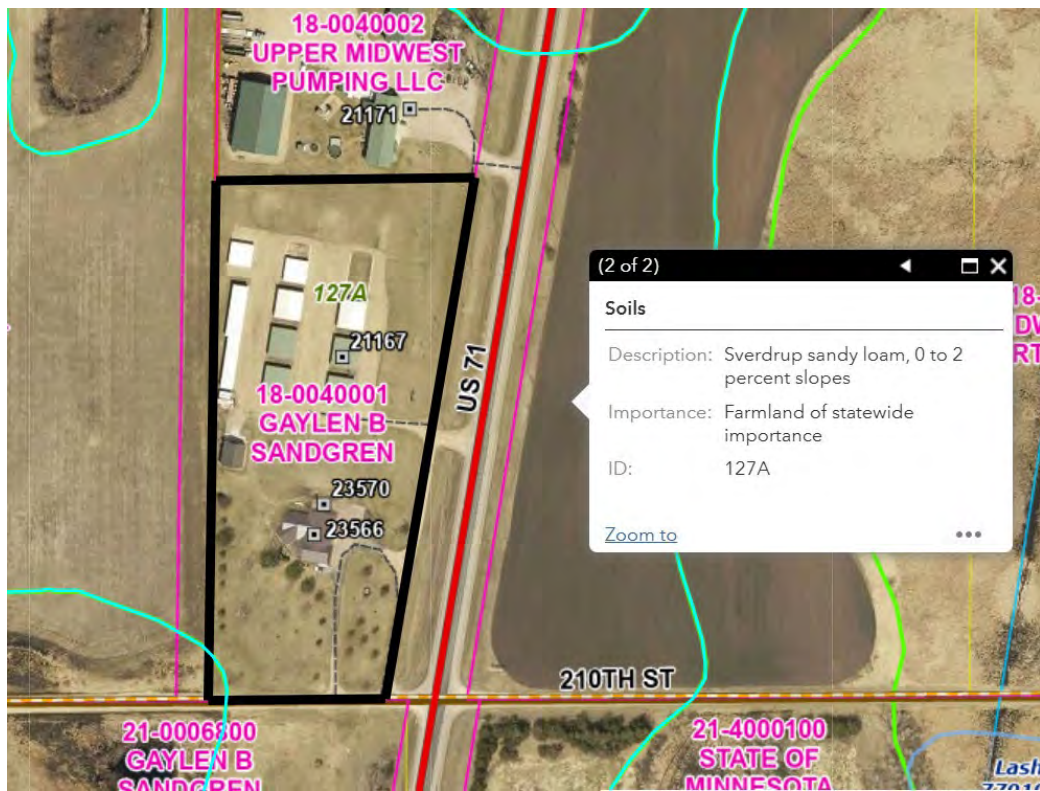
Current Zoning



Site sketch



Additional site image



Soils



Topography and wetlands



Looking west from US 71



Looking south down US 71



Looking north



Looking southwest



Looking northwest



View at the proposed property line area.

Additional Notes:

Section 5.06 Zoning Amendments.

A. The County Board may adopt amendments to the zoning ordinance and zoning map in relation both to land uses within a particular district or to the location of the district lines. Such amendments shall not be issued indiscriminately but shall only be used as a means to reflect changes in the goals and policies of the County as reflected in the Comprehensive Plan or changes in conditions in the county.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

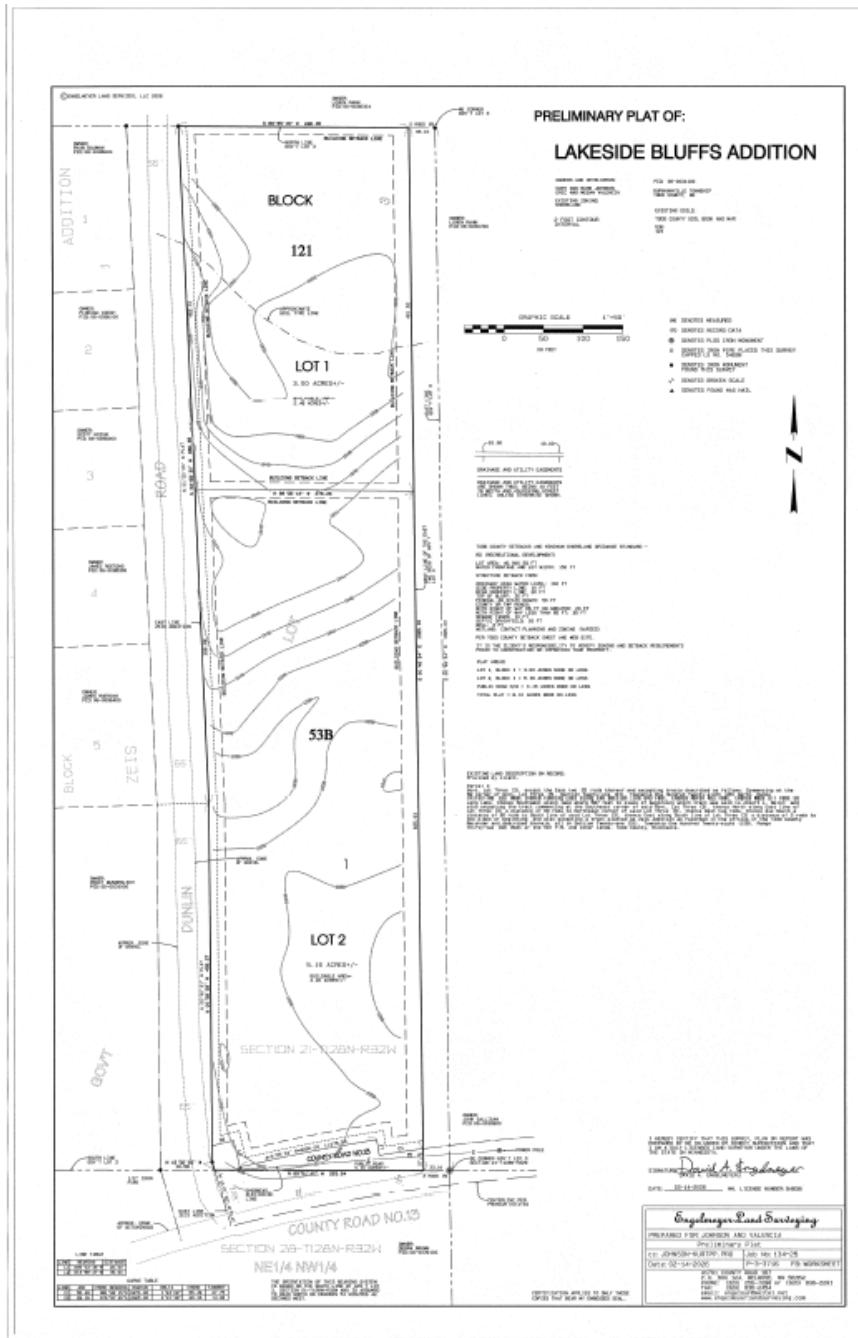
Proposed Conditions:

1. No conditions

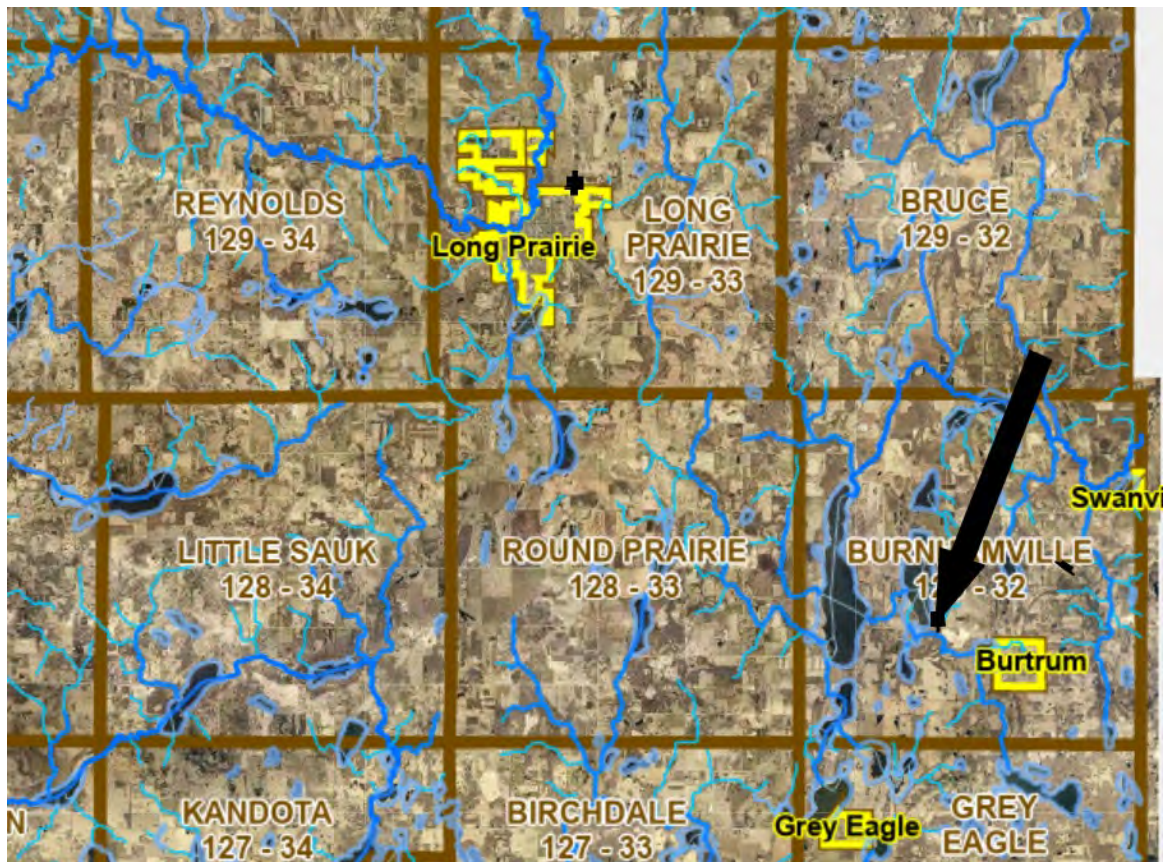
AGENDA ITEM 3:

Applicant	Lakeside Bluffs Addition – Eric Valencia and Kurt and Barb Johnson
PIN	06-0031100
Site Address	XXXXX Dunlin Road
Zoning District	SHORELAND – RD – LONG LAKE

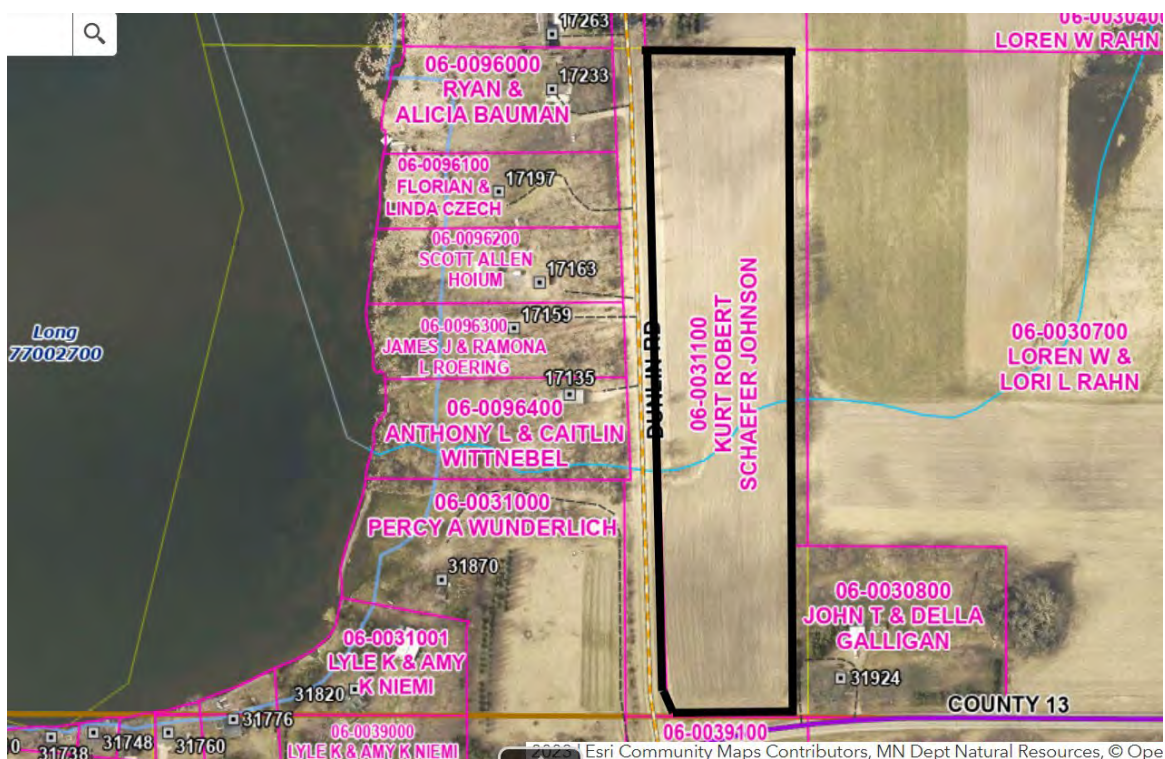
Applicant Request: Request to create a two-lot plat in Recreation Develop Shoreland Zoning



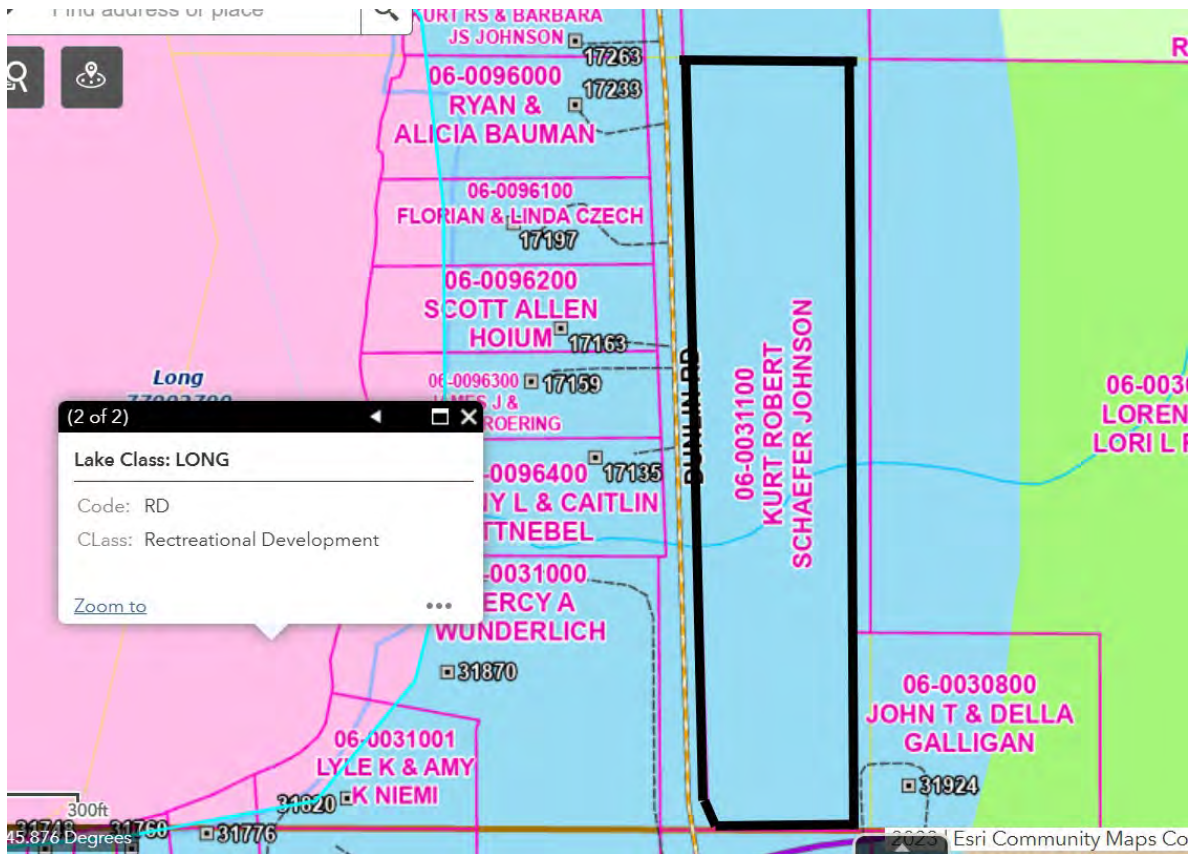
Preliminary Plat



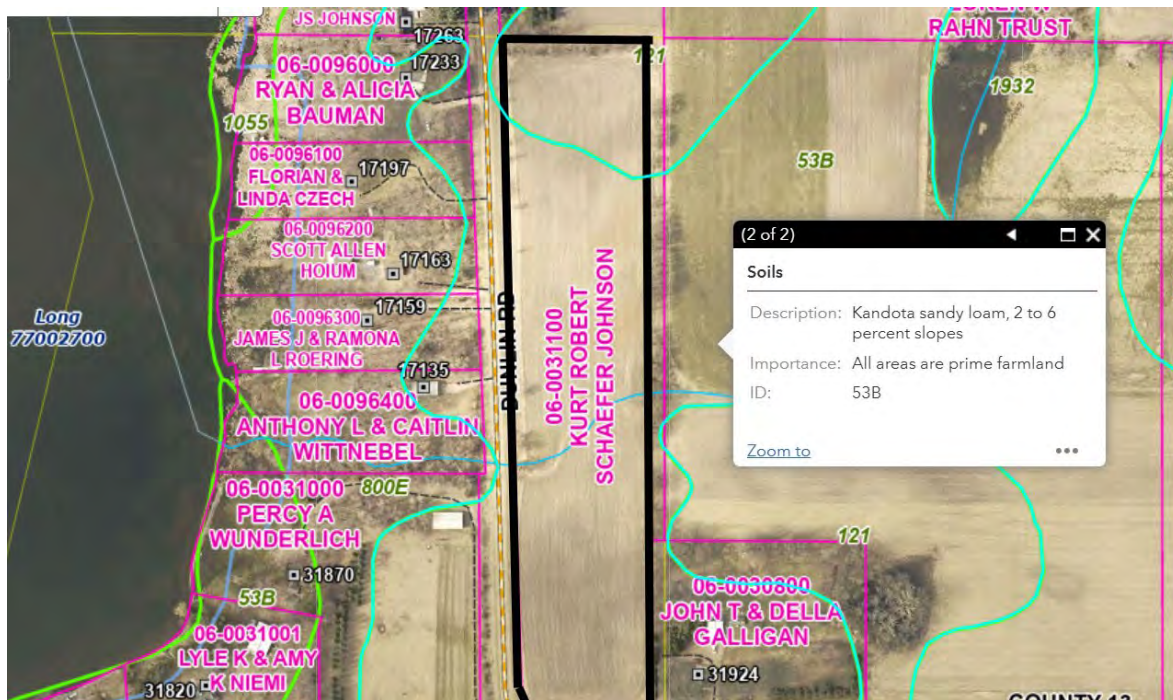
Site location



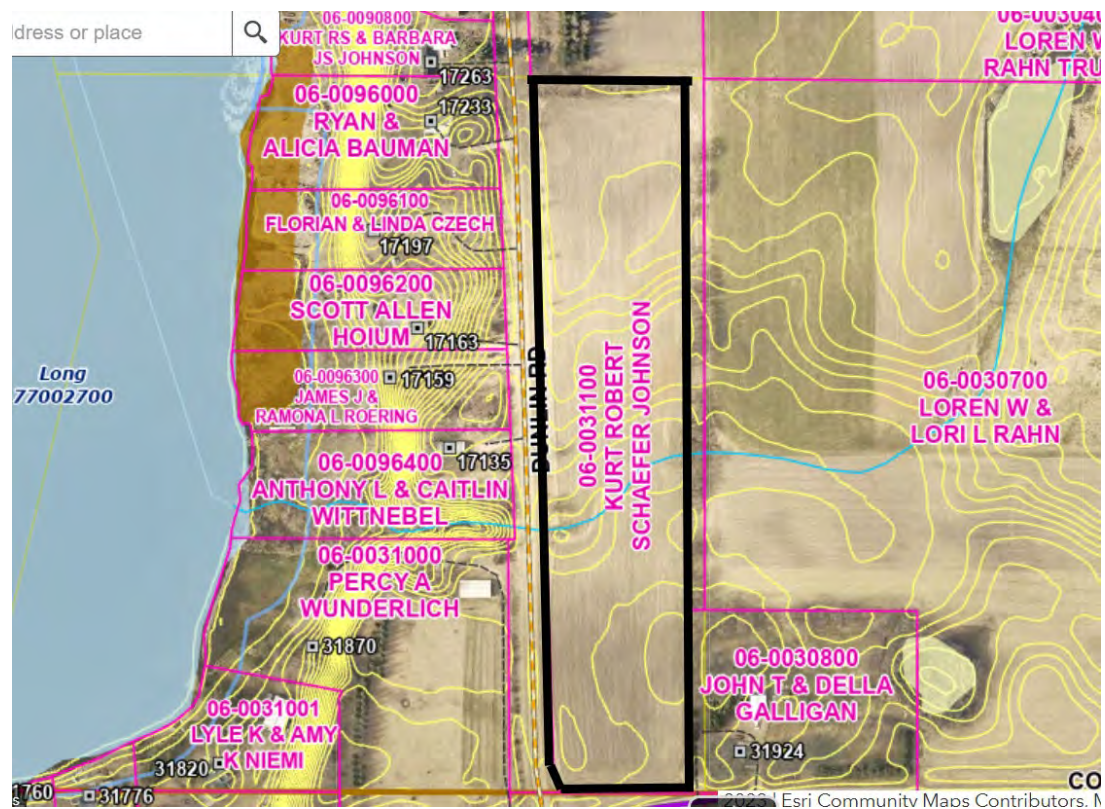
Site Image



Zoning



Soils



Topography and wetlands



Looking west from the intersection of Dunlin Road and County 13



Looking east



Looking north down Dunlin Road from County 13



Looking north from Lot 2



Looking south across lot 2



Property Line of lots 1 and 2



Drainage area leading to the culvert under Dunlin Road.



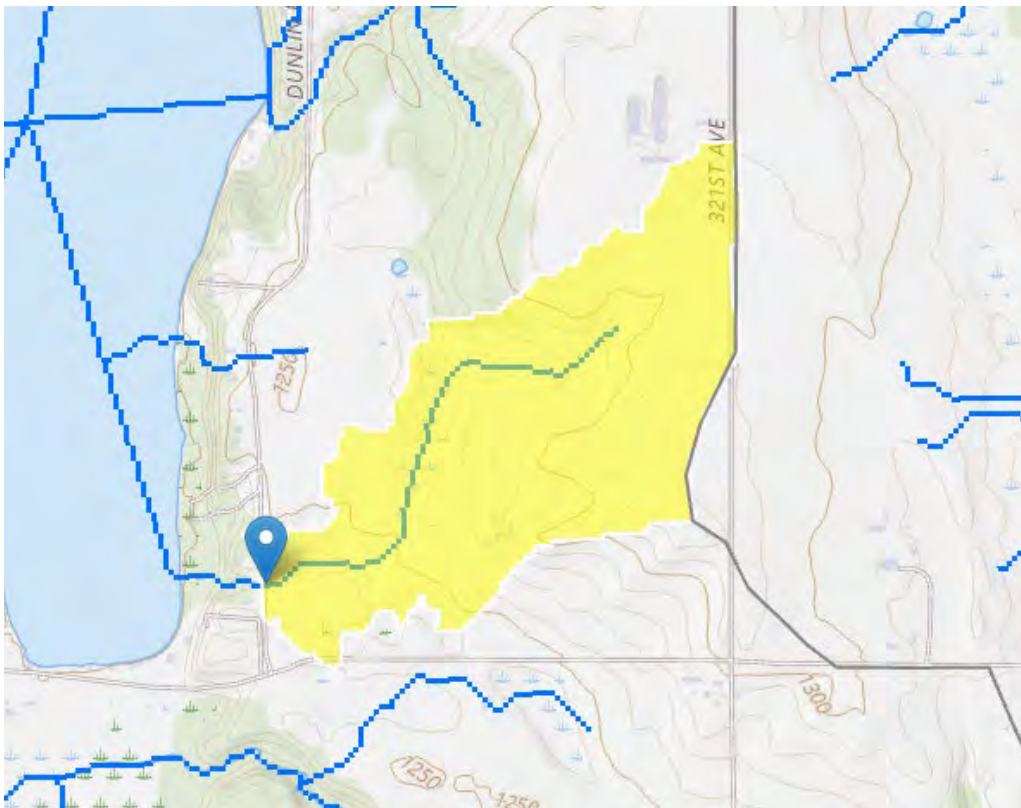
Culvert inlet on the east side of Dunlin Road



Culvert outlet on the west side of Dunlin Road



Ravine area leading to Long Lake.



Drainage area is estimated at 109 acres

Dimensional Features of the Preliminary Plat

<i>Feature</i>	<i>Requirement/Minimum</i>	<i>Conforming?</i>
TOTAL LOT AREA	40,000 square feet	Yes, smaller lot is 3 acres
BUILDABLE AREA	18,000 square feet	Yes
LOT WIDTH	150 feet	Yes, smaller lot has a width of 460'+
LOT DEPTH	100 feet	Yes, shallowest portion of any lot is 260'+
ROAD FRONTAGE	150' or 50' when platted	Yes, equal to the lot width
SEWERABLE SITES	2 Sites	Yes, report provided by licensed designer.

Physical Features of the Preliminary Plat

<i>Feature</i>	<i>Comments</i>
BLUFF IMPACT ZONE	N/A
SEVERE STEEP SLOPES (30%/50ft)	None
SOILS	Kandota Sandy Loam – all areas are identified as prime farmland
WETLANDS	N/A
STREAMS	N/A
FLOODPLAINS	N/A
VEGETATION	Agricultural field

Additional Notes:**Recommendation:**

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Establishment of a 50' drainage easement to protect the flow area across lot 2. Drainage easement shall remain in deep rooted, native vegetation for protection of Long Lake.
3. Applicant must abide by all other applicable federal, state, and local standards.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-20
Agenda Topic Title for Publication:		Prairie Country Estates Preliminary Plat
Date of Meeting: 6/16/2026	Agenda Time Requested: 3	☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
An application for subdivision to create a 5 lot plat consisting of 17.67 acres on parcel 18-0015300 (Long Prairie TWP) was submitted on May 8, 2026. The preliminary plat was reviewed by the Planning Commission during the June public hearing. The final recommendation from the Planning Commission was to approve the preliminary plat with the conditions identified below.		
Options:		
1. Approve the preliminary plat with conditions. 2. Develop findings and deny the preliminary plat. 3. Remand back to the Planning Commission for further consideration.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adopt the findings of the Planning Commission and approve the preliminary plat with the following conditions. 1. New accesses from the County road shall be approved by the road authority prior to installation. 2. Applicant must abide by all other applicable federal, state, and local standards.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

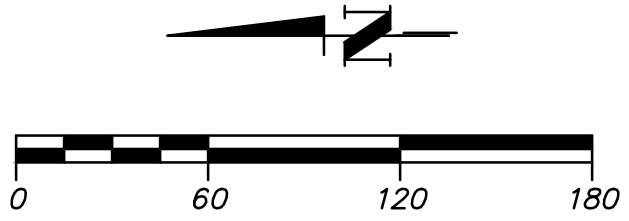
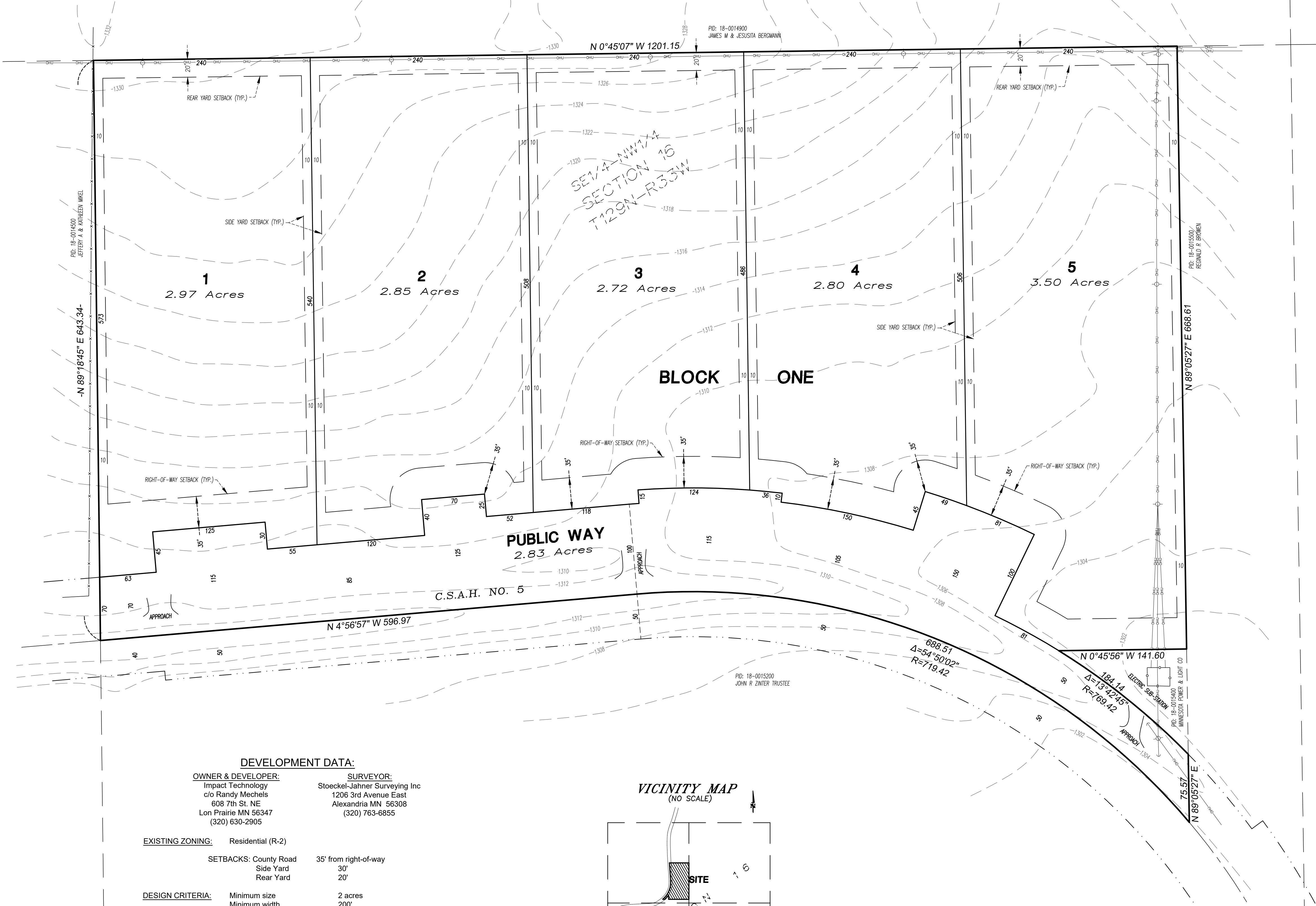
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



PRELIMINARY PLAT OF PRAIRIE COUNTRY ESTATES

STOECKEL-JAHNER SURVEYING FILE NO. 26-17291



LEGEND

- LIDAR CONTOUR
- OVERHEAD ELECTRIC
- POWER POLE
- POLE GUY

DEVELOPMENT DATA:

OWNER & DEVELOPER:
Impact Technology
c/o Randy Mechels
608 7th St. NE
Lon Prairie MN 56347
(320) 630-2905

SURVEYOR:
Stoeckel-Jahner Surveying Inc
1206 3rd Avenue East
Alexandria MN 56308
(320) 763-6855

EXISTING ZONING: Residential (R-2)

SETBACKS: County Road 35' from right-of-way
Side Yard 30'
Rear Yard 20'

DESIGN CRITERIA: Minimum size 2 acres
Minimum width 200'
Minimum depth 150'
Minimum road frontage 33'

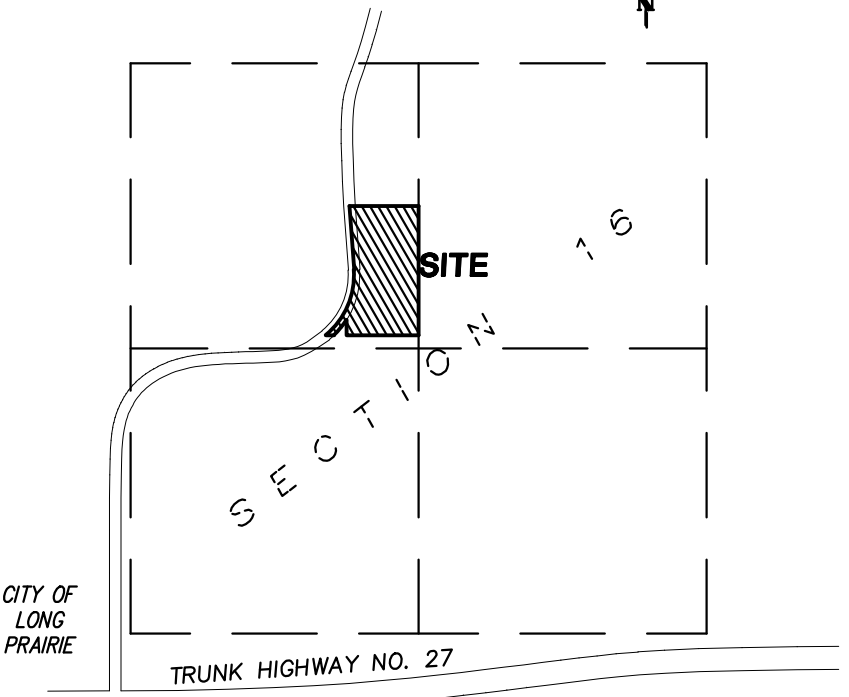
LOCATION: Part of the Southeast Quarter of the Northwest Quarter of Section 16, Township 129 North, Range 33 West, Todd County, Minnesota.

Total area of Preliminary Plat = 17.67 Acres±

Proposed Lot will be served by an existing Public Roads (C.S.A.H. No. 5). Each lot will have its own approach.

CONTOURS: Contours shown per Todd County Lidar.

VICINITY MAP
(NO SCALE)



SECTION 16, TOWNSHIP 129 NORTH, RANGE 33 WEST,
TODD COUNTY, MINNESOTA

IMPACT
TECHNOLOGY

PREPARED
FOR:

STOECKELJAHNER
LAND SURVEYING
...a division of **JSJSD**

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

LS 44483
Date

SEC. TWP. RANG: 16-129-33
DATE: 04-22-26
DRAWN BY: DLS
CHECKED BY: MEJ
FILE NUMBER: 26-17291

1206 3rd Avenue East, Alexandria, MN 56308
Phone: 320-763-6855
mark@stmsurveying.com jyle@stmsurveying.com

SURVEYORS NOTE:

A Title Commitment and/or Title Opinion were not provided for the benefit of this survey. Easements may exist which are not shown herein.

SUBDIVISION PROCEEDINGS

STATE OF MINNESOTA
COUNTY OF TODD

In The Matter of: “Prairie Country Estates”
Impact Technology, Randy Mechels
Mailing Address: 608 7th Street NE
Long Prairie, MN 56347

Property Owner: Impact Technology, Randy Mechels
Mailing Address: 608 7th Street NE
Long Prairie, MN 56347

Site Address: County 5, Long Prairie, MN 56347

Parcel Number: 18-0015300

REQUEST: Request to create a five-lot plat, “Prairie Country Estates” in R-2 Zoning

1. **The above entitled matter was heard before the Todd County Planning Commission on the 4th day of June, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:**

SEE EXHIBIT “A”

Record this document in: __X__ abstract records ___ torrens records

IT IS ORDERED that the Subdivision Request, CUP# Subdiv-2026-02 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. New accesses from the County road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN, in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

EXHIBIT "A"

The Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4), Section Sixteen (16), Township One Hundred Twenty-nine (129), Range Thirty-three (33), Todd County, Minnesota, less and except the South 126.00 feet thereof; also less and except the following described tract: beginning at the point of intersection of the North line of the South (126.00) feet of said Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4) and the Easterly right-of-way line of County State Aid Highway #27; thence 89 degrees 36 minutes 20 seconds East, assumed bearing, 116.68 feet along said North line of the South 126.00 feet; thence North 00 degrees 23 minutes 40 seconds West 142.38 feet more or less to the Westerly right-of-way line of said Highway #27; thence Southwesterly along said right-of-way line to the point of beginning and there terminating.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260616-21
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Sandgren Request for Rezoning
--	--------------------------------------

Date of Meeting: 6/16/2026	Agenda Time Requested: 3	☐ Consent Agenda
----------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for rezoning of parcel 18-004001 (Long Prairie TWP) was submitted on May 11th, 2026. The request was to rezone the property from a mix of Shoreland-NE and Commercial to entirely Shoreland - NE zoning. The application was reviewed by the Planning Commission during the June public hearing. The final recommendation from the Planning Commission was to grant the rezone with no conditions.

Options:

1. Grant the rezone
2. Deny the rezone
3. Remand back to the Planning Commission

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the rezoning of the identified parcel from Shoreland - NE and Commercial to entirely Shoreland - NE with no conditions.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



ZONING AMENDMENT PROCEEDINGS

(REZONE)

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Gaylen Sandgren
Mailing Address: 23570 210th St.
Long Prairie, MN 56378

Property Owner: Gaylen B. Sandgren
Mailing Address: 23570 210th St.
Long Prairie, MN 56378

Site Address: 23570 210th St., Long Prairie, MN 56378 **PID:** 18-0040001

REQUEST: Request to amend the Zoning District of Commercial to NES Shoreland Zoning District to meet all setbacks for proposed subdivision.

The above entitled matter was heard before the Todd County Planning Commission on the 4th day of June, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property/properties:

SW ¼ SW ¼ Lying West of Hwy #71 Ex N 430 feet, Section 32, Township 129, Range 33, Long Prairie Township, Todd County, Minnesota.

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Rezoning request # ReZone-2026-01 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. No conditions.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

**STATE OF MINNESOTA
COUNTY OF TODD**

**OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE**

I, Adam R. Ossefoort, Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN, in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion	☐ Report	20260616-22
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Lakeside Bluffs Preliminary Plat
Date of Meeting: 6/16/2026	Agenda Time Requested: 3 ☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning	
Person Presenting Topic at Meeting: Adam Ossefoort	
Background: Supporting Documentation enclosed ☒	

An application for subdivision to create a 2 lot plat consisting of 8.3 acres on parcel 06-0031100 (Burnhamville TWP) was submitted on May 11th, 2026. The preliminary plat was reviewed by the Planning Commission during the June public hearing. The final recommendation from the Planning Commission was to approve the preliminary plat with the conditions identified below.

Options:

1. Approve the preliminary plat with conditions.
2. Develop findings and deny the preliminary plat.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and approve the preliminary plat with the following conditions.

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Establishment of a 50' drainage easement to protect the flow area across lot 2. Drainage easement shall remain in deep rooted, native vegetation for protection of Long Lake.
3. Applicant must abide by all other applicable federal, state, and local standards.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

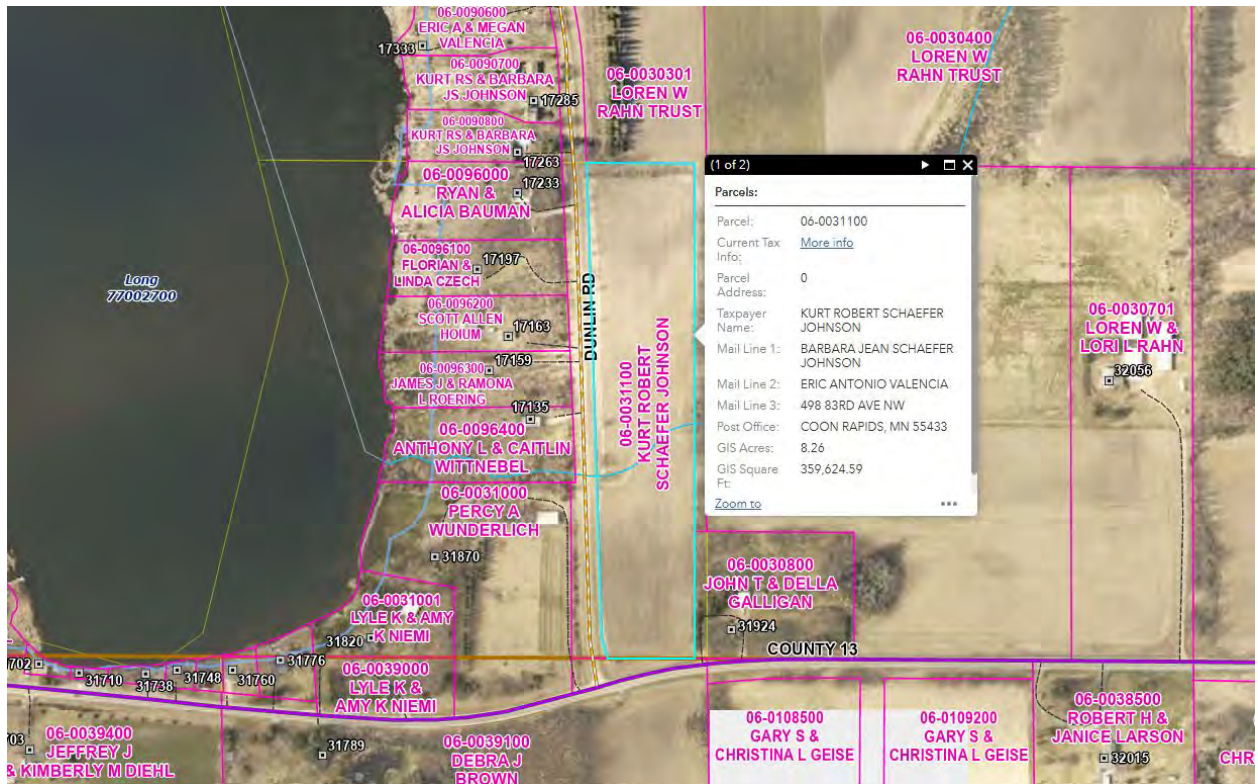
Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



OWNER:
LOREN RAHN
PID: 06-0030301

PRELIMINARY PLAT OF:

LAKESIDE BLUFFS ADDITION

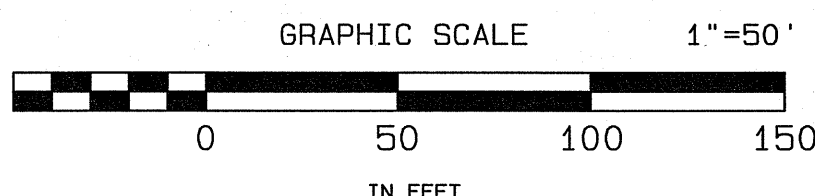
OWNERS AND DEVELOPERS:
KURT AND BARB JOHNSON
ERIC AND MEGAN VALENCIA
EXISTING ZONING:
SHORELAND

PID: 06-0031100
BURNHAMVILLE TOWNSHIP
TODD COUNTY, MN

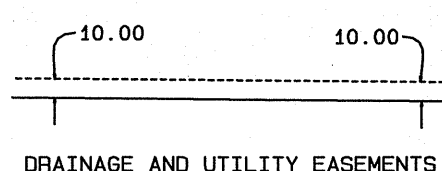
EXISTING SOILS:
TODD COUNTY SOIL BOOK AND MAP:
53B
121

2 FOOT CONTOUR
INTERVAL

OWNER:
LOREN RAHN
PID: 06-0030700



- (M) DENOTES MEASURED
- (R) DENOTES RECORD DATA
- ⊙ DENOTES PLSS IRON MONUMENT
- ⊙ DENOTES IRON PIPE PLACED THIS SURVEY
CAPPED LS NO. 54838
- DENOTES IRON MONUMENT
FOUND THIS SURVEY
- ✓ DENOTES BROKEN SCALE
- ▲ DENOTES FOUND MAG NAIL



DRAINAGE AND UTILITY EASEMENTS
ARE SHOWN THUS: BEING 10 FEET
IN WIDTH AND ADJOINING STREET
LINES, UNLESS OTHERWISE SHOWN.

TODD COUNTY SETBACKS AND MINIMUM SHORELAND ORIDANCE STANDARD -
RD (RECREATIONAL DEVELOPMENT)

LOT AREA: 40,000 SQ FT
WATER FRONTAGE AND LOT WIDTH: 150 FT

STRUCTURE SETBACK FROM:

ORDINARY HIGH WATER LEVEL: 100 FT
SIDE PROPERTY LINE: 10 FT
REAR PROPERTY LINE: 20 FT
TOP OF BLUFF: 30 FT
FEDERAL OR STATE ROADS: 50 FT
COUNTY OR TWP ROADS:
WITH RIGHT OF WAY 66 FT OR GREATER: 20 FT
WITH RIGHT OF WAY LESS THAN 66 FT: 35 FT
SEWAGE TANKS: 10 FT
SEPTIC DRAINFIELD: 20 FT
WELL: 3 FT
WETLAND: CONTACT PLANNING AND ZONING (VARIES)

PER TODD COUNTY SETBACK SHEET AND WEB SITE.

IT IS THE CLIENT'S RESPONSIBILITY TO VERIFY ZONING AND SETBACK REQUIREMENTS
PRIOR TO CONSTRUCTION OR IMPROVING YOUR PROPERTY.

PLAT AREAS:

LOT 1, BLOCK 1 = 3.00 ACRES MORE OR LESS
LOT 2, BLOCK 1 = 5.16 ACRES MORE OR LESS
PUBLIC ROAD R/W = 0.15 ACRES MORE OR LESS
TOTAL PLAT = 8.31 ACRES MORE OR LESS

EXISTING LAND DESCRIPTION ON RECORD:
Provided by client.

Parcel 1:
Govt. Lot Three (3), except the East two (2) rods thereof and excepting tracts described as follows: Commencing at the
SW corner of Govt. Lot Three (3), Section Twenty-one (21), Township One Hundred Twenty-eight (28) North, Range
Thirty-two (32) West, thence running East along the section line 640 feet, thence North 462 feet, thence West 577 feet to
Long Lake, thence Southwest along lake shore 587 feet to place of beginning which tract was sold to Albert L. Melin; and
also excepting the tract commencing at the Southeast corner of said Govt. Lot Three (3), thence North along East line of
Lot Three (3) a distance of 80 rods to Northeast corner of said Lot Three (3), thence West two rods, thence due South a
distance of 80 rods to South line of said Lot Three (3), thence East along South line of Lot Three (3) a distance of 2 rods to
the place of beginning; and also excepting a tract placed as Zeis Addition as recorded in the offices of the Todd County
Recorder and described therein, all in Section Twenty-one (21), Township One Hundred Twenty-eight (28), Range
Thirty-two (32) West of the 5th P.M. and other lands, Todd County, Minnesota.

OWNER:
JOHN GALLIGAN
PID: 06-0030800

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT
I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF
THE STATE OF MINNESOTA.

SIGNATURE: *David A. Engelmeyer*
DAVID A. ENGELMEYER

DATE: 02-14-2026 MN. LICENSE NUMBER: 54838

Engelmeyer Land Surveying

PREPARED FOR: JOHNSON AND VALENCIA

Preliminary Plat

cc: JOHNSON-KURTPP.PRO Job No: 134-25

Date: 02-14-2026 P-3-3716 FB: WORKSHEET

41701 COUNTY ROAD 167
P.O. BOX 124, MELROSE, MN 56352
PHONE: (320) 256-7298 or (320) 836-2291
FAX: (320) 836-2454
email: engelsur@meitel.net
www.engelmeyerslandsurveying.com

CERTIFICATION APPLIES TO ONLY THOSE
COPIES THAT BEAR MY EMBOSSED SEAL.

ADDITION

BLOCK

121

LOT 1

3.00 ACRES+/-

BUILDABLE AREA=

2.46 ACRES+/-

53B

LOT 2

5.16 ACRES+/-

BUILDABLE AREA=

4.22 ACRES+/-

SECTION 21-T128N-R32W

SECTION 28-T128N-R32W

NE1/4 NW1/4

THE ORIENTATION OF THIS BEARING SYSTEM
IS BASED ON THE SOUTH LINE OF GOV'T LOT
3, SECTION 21-T128N-R32W AND IS ASSUMED
TO BEAR NORTH 89 DEGREES 51 MINUTES 42
SECONDS WEST.

OWNER:
DEBRA BROWN
PID: 06-0039100

Gov't

ZEIS

DUNN

1/2" IRON
PIPE

APPROX. EDGE
OF BITUMINOUS

EAST LINE
ZEIS ADDITION

APPROX. EDGE
OF GRAVEL

OVERHEAD
ELECTRICAL
LINE

PUBLIC ROAD
0.15 ACRES+/-

CENTERLINE PER
PREMIUM ESTATES

LINE TABLE

LINE	BEARING	DISTANCE
L1	N03°13'46"W	20.00
L2	N13°38'47"W	35.00

CURVE TABLE

LINE	ARC	CHORD BEARING	RADIUS	DELTA	CHORD	TANGENT
C1	55.49	N81°28'15"E	2270.00	1°24'02"	55.49	27.75
C2	28.16	N76°00'30"E	2325.00	0°41'38"	28.16	14.08

SUBDIVISION PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: “Lakeside Bluffs Addition” from
Eric Valencia

Mailing Address: 17347 Dunlin Road
Burtrum, MN 55433
and

Mailing Address: Kurt & Barb Johnson
498 83rd Ave. NW
Coon Rapids, MN 55433

Property Owner: Eric Valencia
Mailing Address: 17347 Dunlin Road
Burtrum, MN 55433
and

Property Owner: Kurt & Barb Johnson
Mailing Address: 498 83rd Ave. NW
Coon Rapids, MN 55433

Site Address: Dunlin Road, Burtrum, MN

Parcel Number: 06-0031100

1. **REQUEST:** Request to create “Lakeside Bluffs Addition”, a two-lot Plat in Recreational Development Shoreland Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the 5th day of February, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SEE ATTACHED LEGAL

Record this document in: X abstract records torrens records

IT IS ORDERED that the Subdivision Request, CUP# Subdiv-2026-03 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Establishment of a 50' drainage easement to protect the flow area across lot 2. Drainage easement shall remain in deep rooted, native vegetation for protection of Long Lake.
3. Applicant must abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN, in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

EXISTING LAND DESCRIPTION ON RECORD:
Provided by client.

Parcel 1:
Govt. Lot Three (3), except the East two (2) rods thereof and excepting tracts described as follows: Commencing at the SW corner of Govt. Lot Three (3), Section Twenty-one (21), Township One Hundred Twenty-eight (28) North, Range Thirty-Two (32) West thence running East along the section line 840 feet, thence North 462 feet, thence West 577 feet to Long Lake, thence Southwest along lake shore 587 feet to place of beginning which tract was sold to Albert L. Melin; and also excepting the tract commencing at the Southeast corner of said Govt. Lot Three (3), thence North along East line of Lot Three (3) a distance of 80 rods to Northeast corner of said Lot Three (3), thence West two rods, thence due South a distance of 80 rods to South line of said Lot Three (3), thence East along South line of Lot Three (3) a distance of 2 rods to the place of beginning; and also excepting a tract platted as Zeis Addition as recorded in the offices of the Todd County Recorder and described therein, all in Section Twenty-one (21), Township One Hundred Twenty-eight (28), Range Thirty-two (32) West of the 5th P.M. and other lands, Todd County, Minnesota.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-23
Agenda Topic Title for Publication:	Feedlot Program Annual Report	
Date of Meeting: 6/16/2026	Agenda Time Requested: 3	☐ Consent Agenda
Organization / Department Requesting Action: Soil and Water		
Person Presenting Topic at Meeting: Adam Ossefoort/Deja Anton		
Background: Supporting Documentation enclosed ☒		
The Minnesota Pollution Control Agency requires annual reporting from counties to be reviewed and accepted by the Board of Commissioners. The attached report includes activities and accomplishments for 2025.		
Options:		
1. Approve the MPCA Feedlot Program Annual Report		
2. Do not approve the MPCA Feedlot Program		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approval of the MPCA Feedlot Program Annual Report for 2025.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

2025 County Feedlot Officer (CFO) Annual Report

Last revised: 12/22/25

Reporting period: January 1, 2025 - December 31, 2025

County: Todd
Phone: 320-732-2644

Contact: Deja Anton
Email: deja.anton@co.todd.mn.us

Signature: _____ (Signature of County Board Commissioner) _____ (Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

Except where identified, this report only addresses **non-CAFO/NPDES/SDS sites** required by 7020 to be registered.

STAFFING LEVEL		FTE = Full Time Equivalent; the percentage (in decimal format) of employee(s) time dedicated to the feedlot program.				
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	1.2				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0.1				
3	FTEs supplied through contract with other local government units:	0.3				
4	Total Number of FTE positions that supported county program:	1.6				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	79	80			
6	Feedlots with 50 - 299 AU:	548	508			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	50	47			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	3	4			
9	Feedlots with NPDES or SDS permits:	21	21			
10	Total - Feedlots required to be registered:	701	660			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)	701				
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%):			49.5	
12	Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)	54				
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)		10 - 49 AU (in shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
Only count first instance of each type of inspection per feedlot						
13	Compliance inspections	2	48	4		
	13.1) How many with a 3 or 6-yr P records inspection (see guidance)			0		
14	Construction inspections	0	0	0		
	14.1) How many received a 2nd construction inspection	0	0	0		
15	Desktop N & 3 or 6-yr P records inspection (see guidance) (P review as part of a compliance inspection should be reported in 13.1)			100+ AU & in DWSMA	0	
16	In-field land application inspection	0	0	0		
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	0	0	0		
18	Routine or follow-up stockpile only inspection	0	0	0		
Other Inspection Related Info						
19	CAFO/NPDES/SDS sites inspected at the MPCA's request	2				
20	Number of feedlots inspected within shoreland or a DWSMA	5				
21	Number of feedlots inspected within the County's priority areas as designated in the work plan	54				
22	Number of sites inspected found to be non-compliant with water quality discharge standards	5				
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements	6				
INSPECTION Performance Credits (Summarized from entries above)		Total	Not PC eligible	PC eligible	PC	PC Total
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible						
24	Compliance inspections <i>min. # of compliance inspections: 25</i>	54	49.5	4.5	3	13.5
25	Construction inspections	0	0	0	2	0
26	Desktop N & 3 or 6-yr P records inspections (see guidance)	0	0	0	3	0
27	In-field land application inspections	0	0	0	1	0
28	Compliance inspections that include optional P review			0	1	0
29	Number of facilities that received 2 or more construction inspections			0	1	0
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			2	1	2
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot)			0	1	0
32	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.5	0

Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

The Todd County feedlot program met its goals for the 2025 Feedlot Program season despite being short a feedlot officer for nearly six months. Sadly, we lost a great member of the feedlot program, Tim Ebnet, in early January 2025, but gained strong experience in the hiring of Jessica Moore in June of 2025. Much of the inspection credit goes directly to CFO Dylan Pratt who conducted 43 of the 54 feedlot inspections. Our primary/high priority focus areas were in the Long Prairie, Sauk, Mississippi- Brainerd, and Crow Wing Watersheds where we knew the SWCD would have funding to support farmers in addressing these issues. 27 sites were inspected in the Long Prairie watershed, our largest watershed. Eight feedlot sites were inspected in the Sauk River watershed. Six feedlots were inspected in the Mississippi- Brainerd watershed and six feedlots were inspected in the Crow Wing watershed. Not to exclude opportunities for farmers across all watersheds, we also inspected five feedlots in the Red Eye watershed and one in the Mississippi- Sartell watershed in the very SE portion of the county. 49 feedlots inspected had open lots without runoff controls. As you can see, the majority of those feedlots were still compliant even without runoff controls. Last, it was important to our Commissioners that we continue to inspect feedlots that may have never been inspected previously. While the majority of state registered feedlots have been inspected, we were able to locate and inspect 19 smaller sites with less than 200 animal units this year that had never been inspected. Of those only one was found to be non-compliant for failure to produce land application records. Thank you.

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	1	---	---
34	Interim Permits Issued or Modified:	4	6	24
35	Construction Short-Form Permits Issued or Modified at Sites $\geq$ 300 AU:	1	4	4
36	Public meetings held for construction or expansion to $\geq$ 500 AU:	1	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	8	0
EMERGENCY RESPONSE		Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	0	4	0
ENFORCEMENT ACTIONS		Number	PC	PC Total
40	Letters of Warning (LOW) issued:	0	---	---
41	Notices of Violation (NOV) issued:	0	---	---
42	Court actions commenced:	0	---	---
FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
43	Feedlots where a partial environmental upgrade was achieved:	2	---	---
44	Feedlots where a complete environmental upgrade was achieved:	1	12	12
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
45	Land application <u>record keeping</u> returned to compliance at Feedlots 100 - 299 AU :	0	1	0
46	Land application <u>record keeping</u> returned to compliance at Feedlots 300+ AU (or 100+ DWSMA):	0	2	0
47	Nitrogen application <u>rate</u> returned to compliance (any size facility):	0	1	0
LMSA CLOSURE (Achieved in current reporting year)		Number	PC	PC Total
48	Sites where a LMSA was closed (verified by field inspection or producer notification):	4	6	24

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
49	Sites visited to provide assistance	80	---	---
50	Workshops/trainings hosted/sponsored by the CFO:	6	6	10
	50.1) Total number of feedlot owners attending these events	639	---	---
51	CFO presentations at informational or producer group events: (per event)	3	3	9
52	Number of mailings to feedlot owners:	3	---	---
53	Feedlot articles placed in newspapers and/or social media:	2	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
March	Annual Feedlot Meeting and Producer Appreciation Meeting: Phosphorus, Mortality Mgmt, Feedlot Updates (150)			
April	Contractor Meeting: Pit closure requirements (30)			
6-May	Commisioners Meeting (20)			
16-May	B. Swan Lake Phosphorus Reduction presentation on feedlot contributions and compliance (50)			
June	Bus Tour: pit closures, roofs over lots to reduce runoff, manure storage, feedlot conditons on streams (60)			
September	Feedlot Tour to 320 sixth graders			
CFO TRAINING AND MENTORING		Number	PC	PC Total
54	CFO - training CEUs: (Enter total training hours earned & list events below - see guidance for > 18 hr)	44.25	0.5	6
55	Hours mentoring New CFOs in another county (describe on a separate sheet):	0	0.5	0
List the training events attended.				
Date	Description	Hours		
1/3/2025	Data Practices Training x2	1.5		
3/19/2025	Feedlot Rule Revision x2	1.5		
7/16/2025	Feedlot well setback & digestors	1		
8/20/2025	Registration, DAWP, and grant agreement updates	1		
12/17/2025	CFO Annual reporting x2	1.5		
3/25 & 3/27	MACFO conference- 2days	6.75		
6/11/2026	Waite Park Regional Meeting x2	4		
11/5/2026	St. Cloud Regional Meetingx2	4		
6/9/2025	MinnFarm- Little Falls x2	5		
6/25/2025	Manure 101 - St. Cloudx2	7		
11/19/2025	Manure 201- St Cloudx2	5		
	MPCA- New CFO online Training Course	6		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
56	Feedlots where a MinnFARM was conducted (list sites below):	6	2	12
57	Notifications received claiming air quality exemptions:	5	---	---
58	Meetings with other local government and producer groups:	9	---	---
59	Feedlot ordinance revisions likely, in progress, or completed? ☐ Yes ☒ No	If Yes describe below		
MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.		
registration no.	Site Name	A Crossman MinnFARM was also done per assistance request from the NRCS office to ensure a watering site in pasture was not going to lead to stream pollution. Also note, Becker's site is a registered feedlot (county) not required to register with MN 7020 feedlot rules. The MinnFARM was done as a significant proposal to expand was being considered. At this time, it has been determined that the expansion will not take place as proposed due to the MinnFARM findings.		
153-128176	Lancaster			
153-125923	Greenwaldt			
153-81352	Middendorf			
153-80781	Lehman			
153-81320	Gray			
153-80827	Becker			
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
60	Reviewed registration files have ALL docs uploaded to TEMPO (if applicable)	8	0	
61	All four inspection files have ALL documentation uploaded to TEMPO	8	0	
62	Both permit files have ALL documentation uploaded to TEMPO	16	0	
63	90% of inspection data entered within 60 days of inspection	4	0	
64	All applicable inspection files for sites >100 AU contain land application records	4	4	

2025 MPCA County Feedlot Program Financial Report					Last revised: 12/22/25	
County: Todd			Contact: Deja Anton			
Phone: 320-732-2644			Email: deja.anton@co.todd.mn.us			
County Awards					Note: PC's earned in 2024	
County	Feedlots	Base Award	MPR Award	Total Award	PCs Earned	PC Award
Todd	701	\$92,209.20	\$39,249.53	\$131,458.72	169.5	\$29,852.17
		\$131.54/feedlot	\$55.99/feedlot		\$133.69/PC + \$7191.89 addt'l	
County personnel costs (Choose one accounting method)					Note: include insurance/benefits in personnel costs	
Method: Employee salary						
Work Activity		County expenditure		Description of other work activity expenses		
Complaint Response		\$ -				
Inspections & Compliance		\$ -				
Owner Assistance		\$ -				
Permitting		\$ -				
Registration/Inventories		\$ -				
Training/Conferences		\$ -				
Administration		\$ -				
Other (explain in the box provided)		\$ -				
TOTAL:		\$ -				
Employee Name		Role (CFO, field tech, admin, etc.)		Salary (for program activities)		
Deja Anton		Program Manager/CFO		\$ 33,318.05		
Sarah Katterhagen		Admin Staff		\$ 16,129.92		
Dylan Pratt		CFO/Field Tech		\$ 87,803.14		
Jessica Pratt		CFO/Field Tech		\$ 38,553.20		
Tim Ebnet- Jan. 2025 only		CFO/Field Tech		\$ -		
				\$ -		
TOTAL:		\$		175,804.31		
Overhead costs (choose one accounting method)						
Method: Broken down						
Overhead expenses breakdown		County expenditure		Description of other overhead expenses		
Office (lease, utilities, furniture, etc.)		\$ -		MACFO Dues/Conference- MN Assoc. of County Feedlot Officers		
Vehicle (lease, fuel, etc.)		\$ -				
Supplies (computer, phone, postage, etc.)		\$ 1,593.56				
Other (explain in the box provided)		\$675				
TOTAL:		\$ 2,268.56				
County Balance Sheet						
Counties must match the Base Award.					Counties may show expenditures beyond the required match.	
Funds				Expenditures		
2024 Funds leftover		\$ 45,869.87		Personnel	\$ 175,804.31	
2025 Grant Award		\$ 131,458.72		Overhead	\$ 2,268.56	
2025 Required Match		\$ 92,209.20		TOTAL: \$ 178,072.87		
TOTAL:		\$ 223,667.92		BALANCE: \$ 45,595.05		



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-24
Agenda Topic Title for Publication:		Approve Addendum To Lease for Long Prairie Hockey Association
Date of Meeting: June 16, 2026		Total Topic Time Requested: 5 minutes
Organization / Department Requesting Action: Long Prairie Hockey Association		
Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator		
Background: Supporting Documentation enclosed ☒		
The Long Prairie Hockey Association (LPHA) has requested to rent Locker Rooms 3, 4, and 5 in the Expo Building, totaling 964 square feet. The County Attorney has prepared an Addendum to the existing Long Prairie Hockey Association Expo Building Rental Agreement to reflect this additional space. The rental rate is \$ per square foot, resulting in a monthly fee of \$. The total lump sum cost for 5 months is \$. The Addendum term will run from April 1, 2026, through September 14, 2026, with no automatic renewal provision. A schematic drawing of the building is attached.		
Options:		
Approve the LPHA Lease Agreement Addendum with the presented terms and conditions. Do not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Becker	☐ Becker
Second:	☐ Neumann	☐ Neumann
☐ Passed	☐ Denny	☐ Denny
☐ Failed	☐ Noska	☐ Noska
☐ Tabled	☐ Byers	☐ Byers
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal

LEASE AGREEMENT ADDENDUM I

This Lease Agreement Addendum I (“Addendum I”) is made and entered into this 1st day of April, 2026 between the Board of Commissioners of Todd County, Minnesota (hereinafter the Lessor) and Long Prairie Hockey Association (hereinafter the Lessee), as an addendum to the Lease Agreement Between Lessor and Lessee, dated September 15, 2024.

For good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. Premises: Lessor hereby leases to Lessee, and Lessee rents and takes from Lessor the following described Premises (“the Premises”): meeting rooms described as Room 1, Room 2, and Room 3 and depicted in Attachment A, at Expo Building located at the Todd County Fairgrounds, Long Prairie, MN.
2. Attachments: A schematic drawing of the building is attached to this lease agreement and is hereby incorporated by reference as Attachment A.
3. Term: The term of this Lease shall be from April 1, 2026 through September 14, 2026. At the expiration of the base term of this Lease, the term may be extended at the option of the Lessee in writing signed by both parties. It is agreed that unless the parties arrive at a new lease on or before July 31st, this lease shall continue under the same terms of the current lease, at the option of the Lessor until a new agreement is agreed upon.
4. Rent: The Lessee agrees to pay to the Lessor \$ as rent for the Premises starting April 1, 2026, which rent shall be paid in one non-refundable lump sum.
5. Possession: Under the terms of this lease, the lessee shall have possession of the Premises as outlined in Section 1 for the Term as outlined in Section 3, and for the sole purpose of off-season storage. The Lessor reserves the right to enter the premises at any time to inspect and maintain the premises. The Lessor further reserves the right to require Lessee to submit a list of contents and to decline items deemed to be harmful or to cause damage to the Premises. The Lessee shall request access to the Premises through Facilities Supervisor, Auditor/Treasurer, or designated authority. The Lessee shall not have keys to the Premises.
6. Insurance: The Lessor agrees to insure the leased Premises with an appropriate insurance limit and on a replacement cost basis. Lessee is responsible for insuring or self-insuring Lessee’s own contents. Lessee shall provide liability insurance.
7. Hold Harmless Agreement: The Lessee agrees to defend, indemnify, and hold Todd County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney’s fees and expenses arising out of act or omission on the part of the Lessee, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of any activities on the lease Premises for the contract period.
8. Applicable Law: This Lease shall be interpreted and governed according to the laws of the State of Minnesota, without regard to its choice of law provisions. Minnesota shall be the forum for

any lawsuits or claims arising under this Lease.

9. Termination: The Lessee or Lessor shall have the right to terminate this lease with 90 days written notice, without cause.
10. Assignment: This Lease may be assigned, transferred or conveyed by the Lessee with the written consent of the Lessor.
11. Non-discrimination: Lessor shall not discriminate and shall comply with applicable laws prohibiting discrimination on the basis of race, color, religion, sex, sexual orientation, including transgender status or gender expression, national origin or citizenship status, age, disability, or veteran status. Lessor warrants that the Premises are physically accessible to individuals with disabilities. The Lessee encourages the Lessor in the employment of individuals with disabilities.
12. Non-waiver: The failure of either party to exercise any of its rights under this Lease for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from this Lease shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Lease unless specifically agreed to in writing.
13. Severability: In the event one or more clauses of this Lease are declared invalid, void, unenforceable or illegal, that shall not affect the validity of the remaining portions of this Lease.
14. Entire Agreement: This Lease sets forth the entire agreement of the parties on the subject, and replaces and supersedes any previous agreement between the parties on the subject, whether oral or written, express or implied. This Lease contains all of the agreements and conditions made between the parties concerning the Premises. There are no collateral agreements, stipulations, promises, understandings or undertakings whatsoever of the respective parties concerning the subject matter of this Lease. This Lease may be amended or modified only by a writing signed by both parties.
15. Destruction: If at any time during the term of this Lease, or any extension thereof, the Premises shall be totally or partially destroyed by fire, earthquake, or other calamity, Lessee shall have the option within 30 days after assessing the amount of damage and amount of usable space, to either continue with the Lease, or choose to terminate the Lease without further obligation. In case, however, Lessee chooses to remain in the Premises but Lessor elects not to rebuild or repair said Premises, Lessor shall so notify Lessee by written notice within the period of 30 days after the damaging event, and thereupon this Lease shall terminate without further obligation by Lessee or Lessor. In any event, Lessee's rent shall be abated to the extent its use is prevented or reduced by such destruction or failure.
16. Condemnation: In the event the Premises, or any part thereof, are taken, damaged consequentially or otherwise, or condemned by public authority, this Lease shall terminate as to the part so taken, and Lessee shall have the option within 30 days after assessing the amount of damage and amount of usable space, to either continue with the Lease, or choose to terminate the Lease without further obligation. In any event, Lessee's rent shall be abated to the extent its use

is prevented or reduced by such condemnation, damage or taking.

17. Holdover: If Lessee remains in possession of the Premises after expiration or termination of this Lease, such possession will be on a month to month basis. During this holdover period, all of the other provisions of this Lease shall be applicable.
18. Binding Effect: This Lease shall both benefit and bind the parties hereto and their respective successors, personal representatives and permitted assigns.
19. Taxes: The Lessor shall be solely responsible for any and all taxes assessed against the Premises, including, but not limited to, real estate taxes.
20. Surrender: At the expiration or earlier termination of this Lease, Lessee will yield up the Premises to the Lessor in as good order and condition as when the same were entered upon by the Lessee, loss by fire or inevitable accident, damage by the elements, and reasonable use and wear accepted.
21. Notice: Any notice to either party under this Lease must be in writing signed by the party giving it, and shall be served either personally or by registered or certified mail addressed as follows:

To Lessor: Todd County Auditor/Treasurer
 215 1st Avenue South Suite 201
 Long Prairie, MN 56347

To Lessee: Long Prairie Hockey Association President
 Long Prairie Hockey Association
 PO Box 103
 Long Prairie, MN 56347

or to such other address as may be hereafter designated by written notice provided in accordance with this section. All such notices shall be effective only when received by the addressee.

22. Lessor's Authority: Lessor covenants and warrants that it has the full authority and right to lease the Premises to the Lessee in accordance with the terms of this Lease.
23. Quiet Enjoyment: On payment of rent and performance of the covenants and agreements on the part of the Lessee to be paid and performed hereunder, the Lessee shall peaceably have and enjoy the Premises and all of the rights, privileges and appurtenances granted by this Lease free from any interference by Lessor or any other person.
24. Force Majeure: Neither party to this Lease shall be liable for non-performance of any obligation under this Lease if such non-performance is caused by a Force Majeure. "Force Majeure" means an unforeseeable cause beyond the control of and without the negligence of the party claiming Force Majeure, including, but not limited to, fire, flood, other severe weather, acts of God, labor strikes, interruption of utility services, war, acts of terrorism, and other unforeseeable accidents.

25. Utilities: The Lessor and Lessee mutually agree the lease is for storage purposes, and use of utilities is not needed for storage purposes.
26. Default: Lessor shall, on default with respect to any of the provisions of this Lease by Lessee, provide Lessee with a written notice of any breach of the Lease terms or conditions and Lessee shall then have 30 days either to correct the condition, or commence corrective action if the condition cannot be corrected in 30 days. If the condition cannot be corrected in 30 days, Lessee shall have a reasonable time to complete the correction.
27. Lessor's Covenants: Lessor agrees to maintain the Premises in a condition fit for their intended use, make all necessary repairs of which Lessor is or becomes aware, including adequate heat and water, and a sound physical structure, and to maintain the grounds.
28. Access: Lessee shall have non-exclusive access to rooms described in Section 1 and depicted in Attachment A. Lessee shall gain access through coordination with Facilities Supervisor or Auditor/Treasurer or authorized designee.
29. Documentation: Lessor shall provide to Lessee at the time of signature of this Lease a completed and signed IRS Form W-9, if applicable, and any other documentation required by the Lessee to process payments to the Lessor under this Lease.
30. Alterations: Any alterations that the Lessee desires to make to Premises shall be made at the Lessee's own expense, after having first obtained written approval and consent of the Lessor, and all such alterations, additions and changes, which shall include erection of any states, electric writing or lighting systems, are to immediately merge and become a permanent part of realty, and all interest of Lessee therein shall become immediately vested in Lessor.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Lease Agreement on this ____ day of _____.

COUNTY OF TODD

LONG PRAIRIE HOCKEY ASSOCIATION

By: _____
County Board Chair

By: _____
President

By: _____
County Auditor-Treasurer

By: _____

APPROVED AS TO FORM AND EXECUTION:

By: _____
County Attorney



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	20260616-25
Agenda Topic Title for Publication:		Adopt Updated Data Practices Policy for Todd County following the Minnesota Department of Administration Model Policy for the Public per Minnesota Statutes, Chapter 13 by attached resolution.
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 5 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Administration/Policy Committee		
Person Presenting Topic at Meeting: Jackie Bauer and John Lindemann		
Background: Supporting Documentation enclosed ☐		
Administration is presenting an updated Todd County Data Practices Policy that follows the Minnesota Department of Administration's Model Policy for the Public pursuant to Minnesota Statutes, Chapter 13. The updated policy is intended to replace the County's existing Data Practices Policy adopted on August 7, 2012. The Policy Committee has reviewed and approved the proposed policy, and County Attorney Lindemann has also reviewed and approved the updated policy. Approval is recommended to ensure compliance with current statutory requirements and best practices for public access to government data. See attached Resolution.		
Options:		
1. Through resolution, adopt Updated Data Practices Policy for Todd County per Minnesota Statutes, Chapter 13.		
2. Do not adopt.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☒ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☒ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



ADOPTION OF UPDATED TODD COUNTY DATA PRACTICES POLICY

WHEREAS, the Todd County Board of Commissioners recognizes the importance of maintaining current policies that ensure compliance with Minnesota Statutes, Chapter 13, the Minnesota Government Data Practices Act, and;

WHEREAS, the Minnesota Department of Administration has developed a Model Policy for the Public to assist government entities in complying with Minnesota Statutes, Chapter 13, and;

WHEREAS, Todd County's current Data Practices Policy was adopted on August 7, 2012, and is in need of updating to reflect current statutory requirements and best practices, and;

WHEREAS, the Todd County Policy Committee has reviewed the proposed updated Data Practices Policy and recommends its adoption, and;

WHEREAS, County Attorney Lindemann has reviewed and approved the proposed updated Data Practices Policy;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners adopts the attached Todd County Data Practices Policy, based upon the Minnesota Department of Administration's Model Policy for the Public, effective June __, 2026, and;

BE IT FURTHER RESOLVED, that this Resolution replaces and supersedes the Todd County Data Practices Policy adopted on August 7, 2012, and any prior County Board actions, oral or written, relating to the subject matter hereof.

TODD COUNTY DATA PRACTICES POLICY

A guide for members of the public requesting information, per Minn. Stat. § 13.03, Subd. 2(b).

RIGHT TO ACCESS PUBLIC DATA

The Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes, Chapter 13, presumes that all government data are public unless a state or federal law classifies the data otherwise. Government data means all recorded information maintained by Todd County, regardless of physical form, storage media, or conditions of use, including paper records, emails, photographs, videos, electronic files, and other recorded information.

MGDPA also provides that Todd County must keep government data in a way that makes it accessible for convenient public use. You have the right to inspect public data, free of charge, that Todd County maintains. You also have the right to obtain copies of public data. Todd County may charge for copies as authorized by Minnesota law. You have the right to inspect data before deciding whether to request copies.

HOW TO MAKE A DATA REQUEST

To inspect data or request copies of data maintained by Todd County, submit a written request to the appropriate department or data practices designee. Written requests may be submitted by mail, email, or fax using the Todd County data request form attached to this document and through the online request portal.

Requests for small amounts of public data may not require a written request at the discretion of the responsible authority or department designee.

If you choose not to use the data request form, your written request should include:

- a statement that you are making a request under the MGDPA;
- whether you wish to inspect the data, obtain copies, or both; and
- a clear description of the data you are requesting.

Todd County generally cannot require you to identify yourself or explain the reason for your request for public data. However, depending on how you wish to receive the information, Todd County may require limited contact information to process your request. For example, if copies are to be mailed or emailed, an address or email address may be necessary.

If Todd County does not understand your request and has no way to contact you for clarification, processing of the request may be delayed or unable to proceed.

HOW TODD COUNTY RESPONDS TO A DATA REQUEST

Upon receiving your written request, Todd County will process the request as promptly and reasonably as possible.

If Todd County does not maintain the requested data, you will be notified in writing as soon as reasonably possible. If the requested data are not public, Todd County will notify you in writing and identify the specific legal authority classifying the data as nonpublic.

If the requested data are public, Todd County will:

- arrange a date, time, and place for you to inspect the data at no charge; or
- provide copies of the data as soon as reasonably possible.

You may choose to pick up copies or request delivery by mail or electronic means. Electronic copies will be provided if Todd County maintains the data electronically and the format is reasonably available.

Prepayment for copies is required unless other arrangements are approved by the department head or data practices compliance official.

If requested data contains technical terminology, abbreviations, or acronyms, Todd County will provide explanations upon request.

MGDPA does not require Todd County to:

- create new data in response to a request;
- collect information not already maintained; or
- convert data into a format not already used by the county.

MGDPA also does not require Todd County to answer questions that are not requests for existing government data.

REQUESTS FOR SUMMARY DATA

Summary data are statistical records or reports prepared by removing all identifiers from private or confidential data on individuals. Todd County will prepare summary data upon written request if the requester prepays the cost of creating the data. Todd County will respond within ten business days with either:

- the requested summary data; or
- information regarding when the data will be available and the estimated cost.

TODD COUNTY MGDPA CONTACTS

TODD COUNTY ADMINISTRATION

Todd County Government Center
215 1st Avenue South, Suite 201
Long Prairie, MN 56347
Phone: (320) 732-6447

AUDITOR-TREASURER

Responsible Authority: Auditor-Treasurer
215 1st Avenue South, Suite 201
Long Prairie, MN 56347
Phone: (320) 732-4469

SHERIFF'S OFFICE

Responsible Authority: Sheriff
115 3rd Street South
Long Prairie, MN 56347
Phone: (320) 732-2157

HEALTH & HUMAN SERVICES (HHS)

Responsible Authority: HHS Director
212 2nd Avenue South
Long Prairie, MN 56347
Phone: (320) 732-4500

COUNTY ATTORNEY

Responsible Authority: County Attorney
221 1st Avenue South
Long Prairie, MN 56347
Phone: (320) 732-6039

RECORDER'S OFFICE

Responsible Authority: County Recorder
215 1st Avenue South, Suite 201
Long Prairie, MN 56347
Phone: (320) 732-4428

COPY COSTS – MEMBERS OF THE PUBLIC

Todd County charges members of the public for copies of government data as authorized under Minn. Stat. § 13.03, Subd. 3(c).

You must pay for copies before the copies will be provided unless other arrangements are approved by the department head or data practices compliance official.

- For 100 or fewer paper copies – \$0.25 per page
- For 100 or fewer pages of black-and-white, letter or legal-size paper copies:
 - one-sided copies: \$0.25 per page
 - two-sided copies: \$0.50 per page
 - most other types of copies – actual cost

For copies not otherwise covered by statute or policy, Todd County may charge the actual cost of:

- searching for and retrieving data;
- employee time;
- copying materials;
- electronically transmitting data; and
- mailing costs.

If Todd County must use an outside vendor to reproduce records, the actual vendor cost will be charged. Employee time associated with searching for, retrieving, preparing, and copying data is charged at:

\$21.00-\$75.00 per hour after the first one-half hour per day

Todd County accepts cash, check, money order, or other approved forms of payment.

TODD COUNTY DATA REQUEST FORM – MEMBERS OF THE PUBLIC

DATE OF REQUEST: _____

DEPARTMENT: _____

I AM REQUESTING ACCESS TO DATA IN THE FOLLOWING MANNER:

☐ INSPECTION

☐ COPIES

☐ BOTH INSPECTION AND COPIES

INSPECTION IS FREE. COPY CHARGES MAY APPLY ACCORDING TO THE TODD COUNTY COPY COST POLICY.

DESCRIPTION OF DATA REQUESTED

(DESCRIBE THE REQUESTED DATA AS SPECIFICALLY AS POSSIBLE. ATTACH ADDITIONAL PAGES IF NECESSARY.)

CONTACT INFORMATION

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

YOU ARE NOT REQUIRED TO PROVIDE CONTACT INFORMATION UNLESS NECESSARY TO PROCESS YOUR REQUEST. HOWEVER, WITHOUT SUFFICIENT CONTACT INFORMATION, TODD COUNTY MAY BE UNABLE TO CLARIFY OR RESPOND TO YOUR REQUEST.

TODD COUNTY WILL RESPOND TO YOUR REQUEST AS SOON AS REASONABLY POSSIBLE.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260616-26
Agenda Topic Title for Publication:		Update Todd County Public Data Request Website to include Pre-Payment for Staff Time/Copying Costs
Date of Meeting: June 16 th , 2026	Agenda Time Requested: 5 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Administration/Policy Committee		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: Supporting Documentation enclosed ☐		
Administration is requesting approval to update the Todd County Public Data Request website to require pre-payment of estimated staff time and copying costs for applicable data requests, as authorized under the Todd County Data Practices Policy and Minnesota Statutes, Chapter 13. This update will align website practices with County policy and ensure recovery of allowable costs associated with fulfilling public data requests.		
Options:		
1. Approve updating the Todd County Public Data Request website to require pre-payment of estimated staff time and copying costs for data requests as authorized under the Todd County Data Practices Policy and Minnesota Statutes, Chapter 13.		
2. Not Approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☒ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion	☐ Report	20260616-27
☒ Discussion	☐ Resolution	
☐ Information Item	☒ Other Closed Session	
Agenda Topic Title for Publication:		Closed Session: Property Consideration
Date of Meeting: 06/16/2026		Agenda Time Requested: 15 Minutes ☐ Consent Agenda
Organization / Department Requesting Action: Public Works		
Person Presenting Topic at Meeting: Loren Fellbaum, Todd County Engineer		
Background: Supporting Documentation enclosed ☐		
The Commissioners will hold a closed session at approximately 9:45 a.m. pursuant to 13D.05, subd 3(c) 3 to develop or consider offers or counteroffers for the purchase or sale of real or personal property. The property for discussion is identified as Parcel 21-0008200.		
Options:		
N/A		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To enter into closed session pursuant to Minnesota Statute Section 13D.05 Subd 3(c) 3 to develop or consider offers or counteroffers at _____ a.m.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): Fund 3	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Official Public Notice

Announcement of Closed Meeting

This notice is to advise the public that the Todd County Board of Commissioners will be meeting in a closed session commencing at approximately 9:45 a.m. on Tuesday, June 16th, 2026 in the Commissioners Board Room.

The Commissioners will hold a closed session pursuant to Minnesota Statutes, section 13D.05 Subd 3(c) 3 to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Respectfully submitted,

Denise Gaida

Todd County Auditor-Treasurer

Posted: June 12, 2026