



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

*Minutes of the Meeting of the Todd County Board of Commissioners held on
September 1st, 2026*

Public Comment

Dean Schultes expressed concerns regarding the after-the-fact permitting process that occurred on a parcel near Lake Latimer despite concerns being raised.

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 1st day of September, 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 except Commissioner Denny.

Approval of Agenda

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

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for August 18th, 2026 as presented.

To approve a one day Dance License for Saukinac Campground at the address of 21914 Bay Loop, Sauk Centre, MN in Kandota Township effective September 6th, 2026.

GAMBLING PERMIT – SWANVILLE INNOVATIVE SCHOOLS PROJECT

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Swanville Innovative Schools Project to hold a raffle event at the Shattuck's Hub Supper Club in Burnhamville Township at the address 30905 Co Rd 13 Burtrum, MN on October 31st, 2026.

Approve the resignation of Eli Johnson as Clerical/Records Intern effective August 21, 2026.

Accept the resignation of Reilly Jones PT Jailer effective 9/01/2026.

Accept the resignation of Marshall Carlson Seasonal Rec Position 8/02/2026.

Hire Carter Lenk for the FT Correctional Officer Position effective 9/06/2026.

Hire Boe Garthus for the Investigator Position effective 9/06/2026.

Accept Brandon Cline resignation effective 08/20/2026.

Accept Chet Hudalla resignation effective 08/19/2026.

Approve the hiring of Mr. Jason Biel to fill the vacant Public Work mechanic position at Grade G, Step H (\$34.59/hour).

Auditor-Treasurer

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404654 through 404668 in the amount of \$18,190.37 and (Regular) 60036 through 60068 in the amount of \$19,176.39 for a total of \$37,366.76.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 807794 through 807835 and (Regular) 714433 through 714473 for a total of \$98,007.35.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 602087 through 602095 and (Regular) 519077 through 519100 for a total amount of \$118,622.34.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To set the County Fee Schedule Public Hearing for October 6, 2026 to being at 9:15 a.m. in the County Commissioners Board Room and instruct all appropriate legal notices be generated and published accordingly.

Great River Regional Library

Brandi Canter and Addie Carlson provided an update to the County Board regarding Great River Regional Library's 2027 Budget for discussion.

MIS

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the purchase of Veeam data cloud for Microsoft 365.

Public Works

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

Final Payment Authorization – 2026 Pavement Marking Maintenance Contract

WHEREAS, the contract with Sir Lines-A-Lot, LLC for the 2026 Pavement Marking Maintenance Contract known as CP 77-26-03 located on various routes in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2026 with the value of the total work certified being \$215,395.10, and;

WHEREAS, partial payments amounting to \$181,803.51 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$33,591.59 still remains to be paid to Sir Lines-A-Lot, LLC.

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

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: To set the 2026 Fall Road Meeting for November 5, 2026 at 8:30 AM at the Long Prairie Shop.

Facilities

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Accept the low bid from Busker Concrete for a total replacement cost of \$17,485.

Ditch/Ag Inspector

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

Hold Harmless Agreement – Ditch Maintenance – County Ditch 33

WHEREAS, Wally & Lorie Miller, parcel 20-0031200 and Triple M Dairy Inc, parcel 20-0031700 are requesting to maintain approximately 4,041 feet of the Main Ditch, on County Ditch 33 in Reynolds Twp, section 29. 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.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Wally & Lorie Miller (parcel 20-0031200) & Triple M Dairy Inc (parcel 20-0031700) to maintain a portion of the Main Ditch of CD33 located in Reynolds Twp section 29. The maintenance will be done on their own properties at their own expense.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approves the CAI pursuing the County Agricultural Inspector Grant by submitting an application.

Planning & Zoning

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the Agreement of Services and authorize the Chair to sign for the Leaf, Wing, Red Eye Watershed Agreement.

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

Final Plat Approval – “Halves” Subdivision

WHEREAS, Applicant Jeffrey A. Halverson applied to subdivide a property owned by Jeffrey A. & Karen J. Halverson, Trustees of the Jeffrey A. Halverson and Karen J. Halverson Revocable Trust that is described as part of Section 18 of Villard Township with the plat to be known as “Halves”,

WHEREAS, Halves consists of two (2) lots; Block 1, Lot 1, 2.47± acres and Lot 2, 13.69± acres located in Shoreland Natural Environment and Residential-2 Zoning Districts,

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

The South 300.00 feet of the South half of the Southwest Quarter (S1/2 of SW1/4) of Section 18, Township 133 North, Range 32 West, subject to reservations, restrictions, and easements of record.

WHEREAS, On July 21st, 2026, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Halves preliminary plat with two (2) conditions,

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

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

NOW, THEREFORE BE IT RESOLVED, the final plat of “Halves” be approved as presented.

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

Final Plat Approval – “Prairie Country Estates” Subdivision

WHEREAS, Applicant and property owners Impact Technology, represented by Randy Mechels, applied to subdivide a property that is described as part of Section 16 of Long Prairie Township with the plat to be known as “Prairie Country Estates”,

WHEREAS, consisting of five (5) lots; Block 1, Lot 1, 2.97± acres, Lot 2, 2.85± acres, Lot 3, 2.72± acres, Lot 4, 2.80± acres, and Lot 5, 3.50± acres located in Residential-2 Zoning.

WHEREAS, On June 4th, 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 Southeast Quarter of the Northwest Quarter of Section 16, Township 129 North, Range 33 West, described as follows:

Commencing at the southeast corner of said Southeast Quarter of the Northwest Quarter;

thence on an assumed bearing of North 0 degrees 45 minutes 07 seconds West along the east line of said Southeast Quarter of the Northwest Quarter, a distance of 126.00 feet to the intersection with the north line of the south 126.00 feet of said Southeast Quarter of the Northwest Quarter, said intersection to be the point of beginning of the land to be described;

thence South 89 degrees 05 minutes 27 seconds West along said north line of the south 126.00 feet of the Southeast Quarter of the Northwest Quarter, a distance of 668.61 feet to a point that is distant 116.68 feet from the easterly right-of-way line of C.S.A.H. No. 5, as measured along said north line of the south 126.00 feet of the Southeast Quarter of the Northwest Quarter;

thence North 0 degrees 54 minutes 33 seconds West 141.05 feet to said easterly right-of-way line;

thence southwesterly along said easterly right-of-way line and along a non-tangential curve concave to the northwest, radius 769.42 feet, central angle 13 degrees 39 minutes 49 seconds, 183.49 feet, the



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chord of said curve bears South 38 degrees 41 minutes 17 seconds West, 183.05 feet to said north line of the south 126.00 feet of the Southeast Quarter of the Northwest Quarter;

thence South 89 degrees 05 minutes 27 seconds West along said north line of the south 126.00 feet of the Southeast Quarter of the Northwest Quarter, a distance of 75.57 feet to the centerline of said C.S.A.H. No. 5;

thence northeasterly along said centerline and along a non-tangential curve concave to the northwest, radius 719.42 feet, central angle 54 degrees 50 minutes 02 seconds, 668.51 feet, the chord of said curve bears North 22 degrees 28 minutes 04 seconds East, 662.53 feet;

thence North 4 degrees 56 minutes 57 seconds West along tangent and along said centerline, 596.97 feet to the north line of said Southeast Quarter of the Northwest Quarter;

thence North 89 degrees 18 minutes 45 seconds East along said north line of the Southeast Quarter of the Northwest Quarter, a distance of 643.34 feet to the northeast corner of said Southeast Quarter of the Northwest Quarter;

thence South 0 degrees 45 minutes 07 seconds East along said east line of said Southeast Quarter of the Northwest Quarter, a distance of 1201.15 feet to the point of beginning.

WHEREAS, On June 16th, 2026, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Prairie Country Estates preliminary plat with two (2) 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.

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 “Prairie Country Estates” be approved as presented.

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

**THE SAUK RIVER WATERSHED COLLABORATIVE WATERSHED BASED
IMPLEMENTATION FUND (WBIF) FISCAL YEAR (FY) 24 GRANT PERIOD EXTENSION
AND GRANT AGREEMENT AMENDMENT**

WHEREAS, Todd County adopted the Sauk River Comprehensive Watershed Management Plan (CWMP) for the area of the county identified within the Sauk River Watershed.

WHEREAS, the Sauk River CWMP called for the development and adoption of biennial work plans, to be completed by a Policy Committee established via the execution of a joint powers collaborative agreement amongst partnering entities implementing the Sauk River CWMP.



WHEREAS, Todd County entered into a joint powers collaborative agreement with partnering entities to implement the Sauk River CWMP, and under this agreement a Policy Committee was established to, amongst other duties, review and recommend approval of any modifications or additions to the grant agreement to collaborative partner's governing boards.

WHEREAS, Todd County has received notice from said Policy Committee that: 1) The FY2024 WBIF Grant Period Extension and Grant Agreement Amendment Request has been reviewed on August 20, 2026 and 2) the Policy Committee recommends approval of the same by each collaborative member's governing board.

NOW, THEREFORE, BE IT RESOLVED, Todd County hereby approves the submission of the Sauk River Watershed Collaborative's FY2024 WBIF Grant Period Extension and Grant Agreement Amendment Request to the Minnesota Board of Water and Soil Resources.

ALSO, BE IT RESOLVED, Todd County adopts the FY2024 WBIF Grant Period Extension and Grant Agreement Amendment upon approval of the Minnesota Board of Water and Soil Resources and the Sauk River Watershed Collaborative Fiscal Agent.

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

ADOPTION OF THE 2026 TODD COUNTY COMPREHNSIVE PLAN

WHEREAS, Minnesota Statutes 394.21 gives authority to Counties to carry out Planning and Zoning, and;

WHEREAS, Minnesota Statutes 394.23 gives authority to County Boards to prepare and adopt a comprehensive plan, and;

WHEREAS, the Todd County Board of Commissioners authorized hiring Region 5 Development Commission to serve as the plan writer for a comprehensive plan update, and;

WHEREAS, the Todd County Planning Commission has held a public hearing and reviewed the proposed Comprehensive Plan on July 2nd, 2026.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners has had the opportunity to review the draft Comprehensive Plan, and;

BE IT FURTHER RESOLVED, the Todd County Board of Commissioners hereby adopts the Todd County 2026 Comprehensive Plan and directs its implementation.

Administration

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

**A RESOLUTION ESTABLISHING SUPPORT FOR SEEKING FUNDING FROM
SOURCEWELL FOR IMPACT GRANT FUNDS FOR LOCAL GOVERNMENT**

WHEREAS, Sourcewell is providing Impact Grant Funds for Cities and Counties in Region Five, and;

NOW, THEREFORE BE IT RESOLVED, that Todd County Board of Commissioners approves the Sourcewell Impact Grant Funding application submitted by Todd County Administration and;

BE IT FURTHER RESOLVED, That Todd County Board of Commissioners fully supports Todd County Administration in submitting an Impact Grant for Local Governments Funding application to Sourcewell to request financial support for in the amount of \$50,000.00 for county projects.

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

**TODD COUNTY BOARD OF COMMISSIONERS
RESOLUTION INSTITUTING A HIRING FREEZE**

WHEREAS, the Todd County Board of Commissioners recognizes the need to maintain fiscal responsibility and carefully manage County expenditures; and

WHEREAS, the Todd County Board of Commissioners desires to evaluate staffing levels, departmental workloads, operational efficiencies, and the financial impact of additional personnel before authorizing the addition of new positions; and

WHEREAS, current economic and budgetary considerations require the County to exercise additional diligence and restraint in the creation and filling of positions; and

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby institutes a hiring freeze, effective September 1, 2026, on all newly created positions within Todd County, effective immediately and continuing for an indefinite period; and

BE IT FURTHER RESOLVED, no new position shall be created, posted, or recruited for without prior approval of the Todd County Board of Commissioners; and

BE IT FURTHER RESOLVED, the County Board may authorize an exception to the hiring freeze when it determines that filling a position is necessary to maintain essential County services, address public safety or legal requirements, or otherwise serves the best interests of Todd County; and

BE IT FURTHER RESOLVED, the hiring freeze shall remain in effect until such time as the Todd County Board of Commissioners takes further formal action to modify, suspend, or terminate the hiring freeze.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the Primary Election processing is being finalized and the General Election preparations are well underway. Finance Committee has been working diligently to finalize the Preliminary Levy. A reminder that mobile home taxes were due on August 31st.

County Coordinator's Report

The County Coordinator reported attending meetings including Personnel, Finance, AMC legislative update, met with TWCC, Facilities, Court Admin and Paycom.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
 Commissioner Becker attended meetings including Facilities and Region V.
 Commissioner Noska has attended meetings business as usual and provided input regarding PZ regulation and next appropriate steps.
 Commissioner Byers attended meetings including Extension, Opioid, Finance, Personnel, and Facilities.
 Commissioner Neumann attended meetings including Sauk River Millers Bay, SRWD, Sauk River 1W1P, Christie House Museum, and also expressed concerns regarding PZ regulation of violations.

Recess

On motion by Neumann and second by Becker, the meeting was recessed until September 15th, 2026.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 13,443.18
KRIS ENGINEERING INC	\$ 5,027.00
LONG PRAIRIE LEADER	\$ 3,125.00
STEPP MANUFACTURING	\$ 2,155.33
44 PAYMENTS LESS THAN 2000	\$ 13,616.25
Total:	\$ 37,366.76

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
CHILDREN YOUTH & FAMILIES DEPT	\$ 2,983.90
DHS - SWIFT	\$ 15,449.61
FRESHWATER EDUCATION DISTRICT 6004	\$ 21,096.00
RURAL MN CEP INC	\$ 18,430.55
66 PAYMENTS LESS THAN 2000	\$ 27,812.46
US BANK	\$ 7,991.08
12 PAYMENTS LESS THAN 2000	\$ 4,243.75
Total:	\$ 98,007.35

VENDOR NAME	AMOUNT
CENTRACARE - ST CLOUD HOSPITAL	\$ 10,686.90
CHILDREN'S HOME & LSS LLC	\$ 3,534.62
DHS - MOOSE LAKE RTC - 462	\$ 2,844.25
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 4,929.00
FREEDOM RANCH/THE	\$ 12,358.06
GREATER MN FAMILY SRVS INC	\$ 4,988.36
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,192.95
MAIN STREET FAMILY SERVICES	\$ 2,861.02
NEXUS - MILLE LACS FAMILY HEALING	\$ 11,109.78
PRAIRIE LAKES YOUTH PROGRAMS	\$ 8,800.00
TRI-COUNTY COMMUNITY CORRECTIONS	\$ 3,320.00
VILLAGE RANCH INC	\$ 42,379.24
21 PAYMENTS LESS THAN 2000	\$ 8,618.16
Total:	\$ 118,622.34



On a motion by Denny and second by Neumann, the preceding minutes of the County Board meeting held September 1st, 2026 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 15th, 2026.

Witness my hand and seal:

/s/ on file

Bob Byers, County Board Chairperson

/s/ on file

Denise Gaida, Todd County Auditor-Treasurer