



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

BOARD OF COMMISSIONERS Regular Board Meeting Agenda

Tuesday, October 6, 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 - September 15, 2026	
4.2	Hire Ethan Wise, FT Road Deputy Start date: TBD	
4.3	Hire Callie Blaeser, PT Correctional Officer Start date: TBD	
4.4	Hire Yulani Dominguez, PT Dispatch Start date: TBD	
4.5	Hire Care Coordinator - Mary Dvorak Start date: TBD	
4.6	Promote Child Services Supervisor - Autumn Pundsack-Nelson Start date: TBD	
4.7	Gambling Permit - Browerville Sportsman Club 03/07/2027	
5	County Auditor-Treasurer	9:05
5.1	Commissioner Warrants	
5.2	Health & Human Services Commissioner Warrants	
5.3	Health & Human Services SSIS Warrants	
5.4	County Ditch Maintenance Assessments for Taxes Payable 2027	
6	Hands of Hope Resource Center	9:10
6.1	October 2026 Domestic Violence Awareness Month Proclamation	
7	County Fee Schedule - Public Hearing	9:15
7.1	2027 County Fee Schedule - Public Hearing	
8	County Ditch/Ag Inspector	9:25
8.1	County Ditch 41 - Fish Trap Creek Loop - Spot Cleaning	
8.2	County Ditch 32 - Dam Removal	
9	County Sheriff	9:30
9.1	Approve resolution for TZD Grant	
10	Planning & Zoning	9:35
10.1	Authorize removal of hazardous property	
11	Solid Waste	9:40
11.1	MPCA Grant Application - Video Cameras	
12	Health & Human Services	9:50
12.1	Data Sharing Agreement between LPGE Schools and Todd County HHS	
13	Administration	9:55
13.1	Renewal of Madden Galanter Hansen, PLLC, Attorneys At Law Consulting Services Contract	



BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Recess



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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	20261006-01
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	
Agenda Topic Title for Publication:		Meeting Minutes Approval - September 15th, 2026
Date of Meeting: October 6 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: September 15 th , 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 September 15 th , 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



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

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 15th 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 Noska.

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 with addition of item 5.6 CMCOA Update.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for September 1st, 2026 as presented.

Accept resignation of Elizabeth Perish, seasonal worker at Todd County Transfer Station effective 8-14-2026.

Hire Laura Bunde for the Administrative Specialist position start date TBD at a pay rate of \$24.41 an hour Grade 5/E Step A

To approve the hire of Jessica Scherping to fill an open Eligibility Worker position. Grade F/6, Step A, \$26.36. Start date: TBD

To approve the hire of Kimberly Orozco to fill an open Eligibility Worker position. Grade F/6, Step A, \$26.36. Start date: TBD

Auditor-Treasurer

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the August 2026 Auditor Warrants number (ACH) 906244 through 906325 in the amount of \$660,097.74 (Manual) 1449 through 1492 in the amount of \$3,002,375.98 and (Regular) 246842 through 246992 in the amount of \$869,517.56 for a total of \$4,531,991.28.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404669 through 404695 in the amount of \$18,658.23 and (Regular) 60069 through 60110 in the amount of \$127,809.57 for a total of \$146,467.80.

On motion by Denny 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) 807836 through 807874 and (Regular) 714474 through 714510 for a total of \$71,055.78.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 602096 through 602111 and (Regular) 519101 through 519113 for a total amount of \$64,741.64.

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

**RESOLUTION FOR A PUBLIC LAND AUCTION OF
TAX-FORFEITED PARCELS IN TODD COUNTY**

WHEREAS: Tax-Forfeited Parcels in Todd County have been reappraised and classified as provided by M.S. 282.01, and will be offered for sale by the Todd County Auditor/Treasurer at a public auction.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners do hereby approve said land auction to be held online with bid4assets starting on Monday, October 19th, 2026, starting at. The Todd County Auditor/Treasurer is hereby directed to publish a notice of the upcoming land auction as provided by law.

BE IT FURTHER RESOLVED, that the terms of sale are as follows:

All properties that are sold with bid4assets will need to follow their payment schedule, no payment plans will be offered, and full payment are due per bid4assets parameters.

A charge of \$25.00 will be made for each State Deed issued.

A charge of \$46.00 will be made to record the State Deed.

State Deed Tax on the amount of purchase will be collected. (0.0033 x purchase price of more than 3k or minimum of \$1.65)

A \$50.00 fee for well certificate, if applicable, will be collected.

A Tax Forfeiture Administration fee of \$250.00 will be collected.

A 3% Assurance Fund charge will be made (as per M. S. 284.28, Subd. 8).

BE IT FURTHER RESOLVED, that Tax-Forfeited Parcels will be offered for sale subject to liens, existing roads, easements and leases, if any, and any special assessments canceled at forfeiture may be reassessed by the municipalities after the sale.

BE IT FURTHER RESOLVED, that all Tax-Forfeited Parcels are sold as is.

BE IT FURTHER RESOLVED, that the right is reserved by Todd County, in the interest of the public, to cancel this sale at any time prior to its sale.

Central Minnesota Council On Aging

Lori Vrolson provided an update to the board regarding the Central Minnesota Council On Aging's roles, responsibilities and programs offered to senior citizens.

County Sheriff

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the change in the Organization Chart from 2 Court Security positions to Road Deputy positions.

Solid Waste

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approve the bid by Oberg Fence in the amount of \$18,388.00.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the bid by Two Rivers Enterprises in the amount of \$10,840.00.

Planning & Zoning

The September 2026 Planning Commission minutes and staff report were provided for review.

On motion by Neumann and seconded by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the rezoning of the identified parcel from Shoreland- NE to Shoreland - NE and Commercial with no conditions.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and allow the continuation of CUP-2024-015 and allow for the construction of one additional 30'x40' greenhouse structure.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP with the following conditions:

1. Operation is restricted to wholesale production of products as identified in the application.
2. Operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP with the following conditions:

1. Site is limited to the construction of a single structure as proposed in the application. Additional storage structures shall require the review of the Planning Commission.
2. New accesses from the public roadway shall be approved by the road authority prior to installation.
3. Vegetative screening shall always be maintained to provide sufficient screening to Turtle Lake.
4. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP with the following condition.

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

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

Resolution to Amend Section 9.04-Prohibited Structures of the Todd County Planning and Zoning Ordinance

WHEREAS, on July 7th, 2026, the Todd County Board of Commissioners discussed an amendment to Section 9.04 of the Planning and Zoning Ordinance and recommended the Planning Commission review this section;

WHEREAS, on August 6th and September 3rd, 2026, the Todd County Planning Commission held a public hearing and reviewed an amendment to Section 9.04;

WHEREAS, following a full review and discussion by the Planning Commission, a recommendation was made to adopt an amendment to Section 9.04;

NOW, THEREFORE, BE IT RESOLVED, at the Todd County Board of Commissioners now has adopted an amendment to Section 9.04 which shall take effect on September 15th, 2026.

Health & Human Services

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

A RESOLUTION ESTABLISHING SUPPORT FOR ARROWS FAMILY SERVICES

WHEREAS, Arrows Family Services is a charitable 501(c)(3) nonprofit organization providing services to the residents of Todd County, and;

WHEREAS, Arrows Family Services is seeking funding through Sourcewell's Impact Funding to develop and operate a Mobile Community Resource Center designed to bring information, resources, referrals and community-based services directly to communities within Todd County, and;

WHEREAS, a mobile Community Resource Center can increase access to resources and supports, therefore removing potential barriers and to improve overall community functioning, and;

WHEREAS, Sourcewell's Impact Funding requires eligible projects to be a collaborative effort between a non-profit organization and a local unit of government, and;

WHEREAS, Todd County recognizes the value of collaboration among local government and community partners to improve access to services to enhance the quality of life for the residents of Todd County, and;

WHEREAS, Todd County will collaborate with Arrows Family Services by helping to identify communities and populations to serve, coordinate referrals to Arrows Family Services, and provide information for, or participate in, mobile-site events;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby expresses its formal support for Arrows Family Services to apply for Sourcewell Impact Funds for the development and operation of a mobile Community Resource Center to serve and support the residents of Todd County.

Administration

Discussion was held regarding potentially changing the terms of the current Lease of the Todd County Expo Building with Long Prairie Hockey Association.

Commissioner Becker made a motion to continue the LPHA Lease Agreement as-is with 2% annual rent increase which was later rescinded.

The current Lease of the Todd County Expo Building with Long Prairie Hockey Association remains as originally signed and valid through March 31, 2027.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the tentative agreement with Teamsters-Sheriff's Supervisors.

Finance Committee

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

DISCONTINUE ANNUAL FUNDING TO THE NEW LONG PRAIRIE SHOP SAVINGS ACCOUNT

WHEREAS, on July 1st, 2014, the Todd County Board of Commissioners approved a resolution that created a dedicated savings account for the sole purpose of the construction of a new Long Prairie Public Works Shop with annual deposits funded at no less than a minimum of \$200,000 annually until the construction of the new Long Prairie Shop is completed, and;

WHEREAS, the Todd County Board of Commissioners adopted funding reductions for FY2015 via BA #20141202-11, FY2016 via BA #20151103-18 and FY2018 via BA #20170919-04 which reduced the annual funding for the Long Prairie Shop Savings Account for these years, and;

WHEREAS, on September 19th, 2017, the Todd County Board of Commissioners adopted a restructuring of the funding plan for the future construction of a new Public Works Long Prairie Shop to include the resolve that future annual deposits be sourced from and remain within Fund 01-General Revenue at no less than a minimum of \$219,000 annually until the construction of the new Long Prairie Public Works Shop is completed or other direction is passed by the County Board, and;

WHEREAS, during the preparation of the County's Fiscal Year 2024, 2025 and 2026 Budgets its was approved a reduction of the required annual savings deposit to \$0 would be in the best interest of the county, and;

WHEREAS, during the preparation of the County's Fiscal Year 2027 Budget it was determined that reduction of the required annual savings deposit to \$0 and discontinuing this annual commitment would be in the best interest of the county to reduce the overall financial impact to the County's local levy.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby reduce the required annual \$219,000 deposit to the New Long Prairie Shop Savings Account to \$0 for Fiscal Year 2027 and discontinue this annual deposit indefinitely or until the Todd County Board of Commissioners passes a resolution for providing other direction.

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

A RESOLUTION ADOPTING THE 2027 PRELIMINARY LEVY

WHEREAS, the Laws of the State of Minnesota direct that the Todd County Board of Commissioners are required to approve by resolution a preliminary levy no later than September 30th annually, and;



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WHEREAS, The Todd County Board of Commissioners have considered the financial situation of the County and had an opportunity to deliberate the levying of property taxes upon property owners within the County.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the 2027 Preliminary Levy for Todd County, for property taxes payable in 2027 per table below, with the authority to reduce this levy before the final levy deadline of December 28th 2026.

	Certified Levy	Program Aid	Local Levy
General Revenue	14,576,001.00	1,945,705.00	12,630,296.00
Road & Bridge	2,425,720.00		2,425,720.00
Human Services	4,717,014.00		4,717,014.00
Public Health	441,851.00		441,851.00
Comp Water	5,360.00		5,360.00
Regional Library	369,108.00		369,108.00
Bonded Indebtedness	379,385.00		379,385.00
County Fair	25,000.00		25,000.00
Parks & Trails	25,000.00		25,000.00
Total	22,964,439.00	1,945,705.00	21,018,734.00

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To set the Truth in Taxation Hearing for Monday, November 30, 2026 to begin at 6:00 p.m. in the Todd County Commissioner's Boardroom.

Closed Session

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To enter into closed session pursuant to MN Statute 13D.05, Subdivision 3© at 10:58 a.m.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To reopen the session at 11:16 a.m.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that absentee voting for the State General Election opens Friday, September 18th and any interested persons can reach out to the office or utilize the mnvotes.gov website for more information.

County Coordinator's Report

The County Coordinator reported attending meetings including Policies, Emergency Management, County Attorney, PZ, AMC, Park Board, Solid Waste, Insurance, and TWCC.

County Commissioner's Report

The Commissioners reported on meetings and events attended.



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Commissioner Denny attended meetings including Personnel, Dept Head, SWCD, Solid Waste, and Finance.

Commissioner Becker attended meetings including Policies, Rainbow Rider and TWCC.

Commissioner Byers attended meetings including Dept Head, Rep Fischbach Visit, TCDC and TWCC.

Commissioner Neumann attended meetings including Sauk River 1W1P, CMCOA, Park Board, Solid Waste and Rainbow Rider.

Adjourn

On motion by Becker and second by Denny, the meeting was adjourned for the month of September 2026.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
ELECTION SYSTEMS & SOFTWARE INC	\$ 2,415.25
GOVERNMENTJOBS.COM, INC	\$ 5,781.13
HAZARD CONSULTANTS INC	\$ 3,681.20
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 98,136.20
SCHOMMER/MICHAEL	\$ 2,788.49
SEACHANGE PRINT INNOVATIONS	\$ 10,317.88
WEST CENTRAL REG JUVENILE CTR	\$ 6,554.00
20 PAYMENTS LESS THAN 2000	\$ 6,734.93
CENTRA CARE	\$ 13,350.31
CENTRAL APPLICATORS INC	\$ 7,947.22
CHARM-TEX	\$ 4,859.90
CITY OF LONG PRAIRIE	\$ 104,934.14
COUNTIES PROVIDING TECHNOLOGY	\$ 8,235.00
FLEET SERVICES/WEX BANK	\$ 11,904.88
MN DEPT OF FINANCE	\$ 9,419.50
PACIFIC LIFE INSURANCE CO	\$ 2,325.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 27,555.04
VERIZON	\$ 6,863.86
VOYANT COMMUNICATIONS, LLC	\$ 3,278.60
WORMS LUMBER & READY-MIX INC	\$ 4,188.00
34 PAYMENTS LESS THAN 2000	\$ 19,716.06
BRAUN INTERTEC CORPORATION INC	\$ 3,700.00
CENTRAL APPLICATORS INC	\$ 14,908.32
CITY OF STAPLES	\$ 250,910.52
FRANKLIN OUTDOOR ADVERTISING COMPANY	\$ 5,395.00
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
HOST CONSTRUCTION CO LLC	\$ 2,917.50
HOST/RON AND STACY	\$ 15,285.19
KEYL KXDL HOTROD RADIO	\$ 2,415.00
KUNKEL/MARK AND GWEN	\$ 21,879.00
LANDWEHR CONSTRUCTION INC	\$ 110,189.31
LONG PRAIRIE OIL COMPANY	\$ 5,637.71
LUTZ/EZRA	\$ 5,850.00
MADDEN GALANTER HANSEN, LLP	\$ 11,230.75



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MINNESOTA POWER	\$	20,603.85
PETERS/MARC AND SHARON	\$	16,245.00
RAHN'S OIL & PROPANE	\$	31,173.21
THIESCHAFER/JUSTIN AND SARA	\$	15,750.00
39 PAYMENTS LESS THAN 2000	\$	18,508.83
AFSCME COUNCIL 65	\$	4,764.44
CENTURY TRAFFIC, LLC	\$	136,744.23
D & D AUTO REPAIR	\$	2,190.71
DOUCETTE'S LANDSCAPING & CONTRACTIN	\$	10,650.00
DS SOLUTIONS, INC	\$	2,620.00
GRIFF'S PIZZA	\$	2,221.72
JERRY'S AUTO BODY	\$	2,251.71
LAW ENFORCEMENT LABOR SERV INC	\$	2,387.82
LIBERTY TIRE SERVICES LLC	\$	4,612.20
LINCOLN FINANCIAL GROUP	\$	7,245.82
METROPOLITAN LIFE INSURANCE COMPANY	\$	14,691.16
MINNESOTA ENERGY RESOURCES CORP	\$	23,304.79
MN TEAMSTERS NO 320	\$	2,991.24
MOTOROLA	\$	2,973.06
NORTHSTAR PLUMBING, HEATING, & AIR LLC	\$	2,770.04
PACIFIC LIFE INSURANCE CO	\$	2,325.00
PETERS LAW OFFICE, P.A.	\$	9,621.25
QUALITY AUTO BODY & GLASS LLC	\$	16,510.58
SHI CORP	\$	73,375.45
STEP	\$	13,253.75
WATERGUARDS LLC	\$	14,023.50
30 PAYMENTS LESS THAN 2000	\$	14,706.42
ARNZEN CONSTRUCTION INC	\$	58,843.97
DECISION POINTS AUTHORS LLC	\$	3,000.00
GOODWIN/EILEEN AND STEVE	\$	94,272.12
L&K RENTALS LLC	\$	5,000.00
LONG PRAIRIE OIL COMPANY	\$	19,144.78
MOTOROLA	\$	2,973.06
SCHOOL DISTRICT 213	\$	7,368.82
SCHOOL DISTRICT 2170	\$	4,404.23
SCHOOL DISTRICT 2753	\$	4,498.79
SCHOOL DISTRICT 787	\$	11,675.02
TOWN OF BIRCHDALE	\$	3,110.32
TOWN OF GORDON	\$	3,724.41
TOWN OF WARD	\$	2,862.14
TOWN OF WEST UNION	\$	2,637.94
WEX BANK-SINCLAIR	\$	2,400.98
38 PAYMENTS LESS THAN 2000	\$	21,878.05
BETTER HEALTH COLLECTIVE	\$	30,160.00
PAYCOM PAYROLL, LLC	\$	40,027.88
PAYCOM PAYROLL, LLC	\$	3,467.11
PUBLIC EMPLOYEE RETIREMENT	\$	6,310.75



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WEX HEALTH INC - HSA	\$	4,268.70
CASEY'S BUSINESS CARD	\$	3,733.84
PUBLIC EMPLOYEE RETIREMENT	\$	165,820.63
WEX HEALTH INC - HSA	\$	41,597.25
VOYA (MSRS)	\$	7,316.48
COUNTY OF TODD	\$	2,694.96
BETTER HEALTH COLLECTIVE	\$	327,450.00
PAYCOM PAYROLL, LLC	\$	795,387.57
MN DEPT OF REVENUE	\$	109,488.90
US BANK-CC	\$	9,186.44
PAYCOM PAYROLL, LLC	\$	3,467.10
PAYCOM PAYROLL, LLC	\$	40,237.17
PUBLIC EMPLOYEE RETIREMENT	\$	6,193.45
COUNTY OF TODD	\$	2,532.46
WEX HEALTH INC - HSA	\$	16,737.30
VOYA (MSRS)	\$	16,488.73
HUMANA INSURANCE COMPANY	\$	7,855.25
MN DEPT OF REVENUE	\$	4,681.00
PUBLIC EMPLOYEE RETIREMENT	\$	101,187.44
PAYCOM PAYROLL, LLC	\$	608,246.55
PAYCOM PAYROLL, LLC	\$	3,467.11
PAYCOM PAYROLL, LLC	\$	39,285.03
PAYCOM PAYROLL, LLC	\$	588,128.62
17 PAYMENTS LESS THAN 2000	\$	16,958.26
TOTAL:	\$	4,531,991.28

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 11,379.28
CROSBY AND SONS CONSTRUCTION	\$ 38,373.12
FARM-RITE EQUIPMENT, INC	\$ 30,218.02
GALLS LLC	\$ 3,784.26
JENKINS IRON & STEEL INC	\$ 3,400.00
JERRY'S AUTO BODY	\$ 7,388.99
LONG PRAIRIE LEADER	\$ 3,455.00
LONG PRAIRIE OIL COMPANY	\$ 3,346.10
NORTHERN STAR COOP	\$ 2,609.52
SHI CORP	\$ 8,226.90
SUMMIT COMPANIES	\$ 9,661.50
VILLARD IMPLEMENT COMPANY	\$ 2,703.43
57 PAYMENTS LESS THAN 2000	\$ 21,921.68
Total:	\$ 146,467.80

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
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RURAL MN CEP INC	\$	11,430.25
TODD COUNTY AUDITOR TREASURER	\$	15,096.10
USPS-POC	\$	4,774.81
61 PAYMENTS LESS THAN 2000	\$	29,487.69
TRAFERA LLC	\$	2,848.00
11 PAYMENTS LESS THAN 2000	\$	7,418.93
Total:		\$ 71,055.78

VENDOR NAME	AMOUNT
AUTO OWNERS INSURANCE	\$ 2,000.00
V # 18360	\$ 3,113.99
V # 18340	\$ 5,311.83
LITTLE SAND GROUP HOME	\$ 12,398.14
PORT GROUP HOMES	\$ 9,979.68
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 12,249.39
STEP	\$ 6,416.24
22 PAYMENTS LESS THAN 2000	\$ 13,272.37
Total:	\$ 64,741.64



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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	20261006-02
Agenda Topic Title for Publication:		Hire Ethan Wise FT Road Deputy
Date of Meeting: 10/06/2026	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 ☐		
An interview process was completed and Ethan Wise was selected as the best candidate for the FT Deputy position.		
Options:		
1- Hire Ethan Wise FT Deputy		
2- Do not hire Ethan Wise FT Deputy		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Ethan Wise for the FT Deputy position start date TBD at a pay rate of \$36.09 an hour Grade 9/I Step D		

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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20261006-03
Agenda Topic Title for Publication:		Hire Callie Blaeser PT Correctional Officer
Date of Meeting: 10/06/2026	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 ☐		
An interview process was completed and Callie Blaeser was selected as the best candidate for the PT Correctional Officer position.		
Options:		
1- Hire Callie Blaeser PT Correctional Officer		
2- Do not hire Callie Blaeser PT Correctional Officer		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Callie Blaeser for the PT Correctional Officer position start date TBD at a pay rate of \$26.36 an hour Grade 6/F 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}

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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 ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20261006-04
Agenda Topic Title for Publication:		Hire Yulani Dominguez PT Dispatch
Date of Meeting: 10/06/2026	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 ☐		
An interview process was completed and Yulani Dominguez was selected as the best candidate for the PT Dispatch position.		
Options:		
1- Hire Yulani Dominguez		
2- Do not hire Yulani Dominuez		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Yulani Dominguez for the PT Dispatch position start date TBD at a pay rate of \$26.36 an hour Grade 6/F 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}

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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	20261006-05
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Hire Care Coordinator - Mary Dvorak
--	--

Date of Meeting: 10/6/2026	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 Care Coordinator position exists within the Adult Services Unit. Interviews were conducted and it is recommended to hire applicant Mary Dvorak to fill the open position. Start date: TBD.

Options:

1. To approve the hire of Mary Dvorak to fill the open Care Coordinator position. Grade I/9, Step C, \$35.10. Start date: TBD

2. Not approve.

Recommendation:

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

Approve the hire of Mary Dvorak to fill the open Care Coordinator position. Grade I/9, Step C, \$35.10. Start date: TBD.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 35.10/hr Grade I/9, Step C 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 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 : <i>(Issued by Auditor/Treasurer Office)</i>
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20261006-06
Agenda Topic Title for Publication:		Promote Child Services Supervisor - Autumn Pundsack-Nelson
Date of Meeting: 10/6/2026	Agenda Time Requested: 5 mins	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
An open Child Services supervisor position exists within the Child Services Unit. Interviews were conducted and it is recommended to promote applicant Autumn Pundsack-Nelson to fill the position. Start date: TBD		
Options:		
1. To approve the promotion of Autumn Pundsack-Nelson to fill the open Child Services Supervisor position.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the promotion of Autumn Pundsack-Nelson to fill the open Child Services Supervisor position. Grade K/11, Step D at \$42.10/hr. Start Date: TBD.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 42.10/hr Grade K/11, Step D. 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 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 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion	☐ Report	20261006-07
☐ Discussion	☒ Resolution	
☐ Information Item	☐ Other	
Agenda Topic Title for Publication:		Gambling Permit - Browerville Sportsman Club
Date of Meeting: October 6 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 ☐		
Application has been filed in the Auditor-Treasurer's Office.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve a gambling permit for the Browerville Sportsman Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address of 19281 Kotter Road, Clarissa, MN on March 7 th , 2027.		
Additional Information:		Budgeted:
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 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



GAMBLING PERMIT – BROWERVILLE SPORTSMAN CLUB

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Browerville Sportsman Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 7th, 2027.



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	20261006-08
Agenda Topic Title for Publication:		Approve Commissioner Warrants
Date of Meeting: October 6th, 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) 404696 through 404721 in the amount of \$30,209.14 and (Regular) 60111 through 60154 in the amount of \$120,835.36 for a total of \$151,044.50.		

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

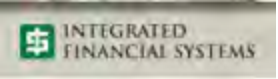
STATE OF MINNESOTA}

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

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



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION

Warrants Approved On 10/06/2026 For Payment 10/09/2026

<u>Vendor Name</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	3,141.26
CENTRAL APPLICATORS INC	4,895.86
DIAMOND MOWERS LLC	11,786.97
ELECTION SYSTEMS & SOFTWARE INC	20,253.30
FORTE	6,655.00
JMD MANUFACTURING INC	4,128.16
KNOW iNK	8,125.00
KRIS ENGINEERING INC	43,793.75
LONG PRAIRIE LEADER	4,890.00
NORTHSTAR PLUMBING, HEATING, & AIR	3,920.80
PRAIRIE VIEW DIESEL REPAIR	10,884.50
TODD-WADENA COMMUNITY CORRECTIC	5,043.90
ZIEGLER INC	3,180.55
57 Payments less than 2000	20,345.45
Final Total:	151,044.50



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	20261006-09
Agenda Topic Title for Publication:		Health & Human Services Commissioner Warrants
Date of Meeting: October 6 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) 807875 through 807939 and (Regular) 714511 through 714579 for a total of \$266,677.65.		

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

Approval Date

10/6/2026

Payment Date

10/9/2026

Vendor name or #

Amount

BRENNY FUNERAL CHAPEL

\$ 3,500.00

VENDOR# 14810

\$ 2,198.23

VENDOR# 17406

\$ 2,257.65

DHS - SWIFT

\$ 208,261.20

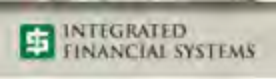
123 PAYMENTS LESS THAN 2000

\$ 48,625.02

Final Total

\$264,842.10

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



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 10/06/2026 For Payment 10/09/2026

<u>Vendor Name</u>	<u>Amount</u>
7 Payments less than 2000	1,835.55
Final Total:	1,835.55



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	20261006-10
Agenda Topic Title for Publication:	Health & Human Services SSIS Warrants	
Date of Meeting: October 6 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) 602112 through 602127 and (Regular) 519114 through 519137 for a total amount of \$118,201.38.		

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}

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Seal

Warrants for Publication

Payment Date:

10/9/2026

Approval Date:

10/6/2026

Vendor name or #

Amount

CHILDREN'S HOME & LSS LLC	3534.62	
GREATER MN FAMILY SRVS INC	4831.46	
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	2192.95	
NEXUS - MILLE LACS FAMILY HEALING	11109.78	
NEXUS - KINDRED FAMILY HEALING	14438.31	
NORTH HOMES CHILDREN & FAMILY SERVICES	4391.31	
PRAIRIE LAKES YOUTH PROGRAMS	17050.00	
RESOURCE TRAINING AND SOLUTIONS	3570.00	
VILLAGE RANCH INC	39187.17	
WEST CENTRAL REG JUVENILE CTR	6781.00	
	\$11,114.78	30 Pymts less than \$2000

Final Total

\$118,201.38



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	20261006-11
Agenda Topic Title for Publication:		County Ditch Maintenance Assessments for Taxes Payable 2027
Date of Meeting: October 6 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 ☒		
The Auditor-Treasurer's Office along with the County Ditch Inspector have been proactively working on improving the cash flow balances within Fund 40-County Ditches on an annual basis and presented assessment recommendations at the County Board Worksession on September 15, 2026. Attached are the maintenance fund assessments recommended for collection during the 2027 Tax Payable Year.		
Options:		
1. Approve the list of Ditch Maintenance Assessments for Taxes Payable 2027.		
2. Do not approve the list of Ditch Maintenance Assessments for Taxes Payable 2027.		
3. Propose alternative Assessment amounts for Taxes Payable 2027.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: That the Todd County Ditch Authority approves the attached resolution for County Ditch Maintenance Assessments for Taxes Payable 2027.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 36,510.09 Funding Source(s): Spec. Asmts	☒ 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



COUNTY DITCH MAINTENANCE ASSESSMENTS FOR TAXES PAYABLE 2027

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

WHEREAS, recommendations for the July 2025 through June 2026 assessment cycle were discussed at the County Board Worksession on September 15, 2026, and;

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

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners in their capacity as the Todd County Ditch Authority hereby approves the Maintenance Fund/Ditch Assessments for the 2027 Tax Payable Year as a one year repayment period without interest applied per the attached list.

Assessment Year: July 2025 - June 2026

Taxes Payable 2027

*****Maintenance Fund / Ditch Assessments*****

Ditch #	Assessment Total	Includes Prior Expenses	Includes Anticipated Expenses
CD 04	\$ 7,000.00	no	yes
CD 16	\$ 500.00	yes	no
CD 18	\$ 6,000.00	no	yes
CD 19	\$ 4,410.09	no	yes
CD 20	\$ 3,000.00	no	yes
CD 21	\$ 1,000.00	no	yes
CD 25	\$ 1,000.00	no	yes
CD 28	\$ 500.00	no	yes
CD 30	\$ 1,000.00	yes	yes
CD 32	\$ 6,000.00	no	yes
CD 33	\$ 1,500.00	no	yes
CD 34	\$ 600.00	no	yes
CD 35	\$ 500.00	no	yes
CD 36	\$ 500.00	no	yes
CD 40	\$ 1,000.00	yes	yes
CD43	\$ 700.00	no	yes
CD 46	\$ 500.00	yes	yes
JD 2	\$ 200.00	yes	no
JD 5	\$ 300.00	no	yes
JD 8	\$ 300.00	no	yes



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	20261006-12
Agenda Topic Title for Publication:		october 2026 Domestic Violence Awareness Month Proclamation
Date of Meeting: 10/6/2026		Agenda Time Requested: 5 Minutes ☐ Consent Agenda
Organization / Department Requesting Action: Hands of Hope Resource Center		
Person Presenting Topic at Meeting: Barb Dinkel Goodrich		
Background: Supporting Documentation enclosed ☒		
See attached resolution and letter for background informatioin		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To adopt the attached resolution to proclaim October 2026 as Domestic Violence Awareness Month.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ 0 Funding Source(s): 0	☐ 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



October 2026 Domestic Violence Awareness Month Proclamation

WHEREAS, every resident, student, and community member deserves to live free from violence and abuse; and

WHEREAS, domestic violence affects people of all ages, backgrounds, and identities, and can have devastating physical, emotional, and economic impacts on survivors, families, and communities; and

WHEREAS, children growing up in violent homes are at higher risk of abuse and neglect; and

WHEREAS, survivors deserve safety, support, solidarity, and action to address the root causes of domestic violence; and

WHEREAS, October is designated as Domestic Violence Awareness Month to raise awareness, promote prevention, and honor the courage of survivors; and

WHEREAS, the 2026 theme “With Survivors, Always” calls for a sustained partnership with survivors toward safety, support, and justice; and

NOW, THEREFORE BE IT RESOLVED, that local organizations, advocates, law enforcement, schools, healthcare providers, and community members play a vital role in preventing domestic violence and supporting survivors;

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners does hereby proclaim October 2026 as Domestic Violence Awareness Month, in recognition of the ongoing need to prevent domestic violence, support survivors, and commit to action in the face of minimized services, increased barriers, and persistent violence. This proclamation affirms Todd County’s commitment to “With Survivors, Always” – standing with survivors, supporting their safety, and taking meaningful action to end domestic violence.



October 6, 2026

To the Todd County Board of Commissioners:

October marks Domestic Violence Awareness Month, a time to remember survivors, honor those we've lost, and reaffirm our commitment to ending abuse in all its forms.

Our community needs to take action. Learn the warning signs: controlling behavior, isolation from friends and family, financial manipulation, and verbal or physical threats. Offer support without judgement, because judgement can close the door to trust; and most importantly, speak up when you see abuse – your voice could be the one that changes or even saves a life.

This October, let's ignite hope in the hearts of survivors, inspire action in our neighbors, and build a future where love is safe, respect is mutual, and violence has no home.

Should you have any questions and/or concerns, please feel free to contact me at 320-732-2319, Ext. 301.

Sincerely,

Barb Dinkel Goodrich
Lead Advocate – Crime Victim Services
Hands of Hope Resource Center



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 Public Hearing	20261006-13
Agenda Topic Title for Publication:		2027 County Fee Schedule - Public Hearing
Date of Meeting: October 6 th , 2026	Agenda Time Requested: 10 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Todd County is in the process of building the County Fee Schedule to be implemented for 2027 and is required by MN Statute to hold a public hearing to gather any public input on the proposed fees. Notice of this public hearing has been published in the Todd County Newspapers the weeks of September 21 & 28, 2026 and also posted on the County Website. A copy of the proposed 2027 County Fee Schedule document is attached for review.		
Options:		
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

Todd County Fee Schedule

(NOTE: some county offices have separate fee schedules)

GENERAL COUNTY	
Copies or print screens (per side, up to 8 ½" x 14"):	\$0.25/page up to 100 pages; actual cost* when > 100 pages
CD's	\$5 per CD
Computer Printouts (reports/labels)	\$5 setup fee + \$.50/page
Fax or Email Service	Actual cost*
NSF Fee	\$30
Research Fee	Actual cost*
ADMINISTRATION/HUMAN RESOURCE OFFICE	
Rental Fee-Conference Rooms:	
Forest Conference Room-Historic Courthouse	\$50 half day - \$100 full day
Prairie Conference Room-Historic Courthouse	\$50 half day - \$100 full day
Lakes Conference Room-Historic Courthouse	\$50 half day - \$100 full day
ATTORNEY'S OFFICE	
CD/DVD of Documents	\$15
Blu Ray of Documents	\$20
Flashdrive 16 gb of Documents	\$15
Flashdrive 32 gb of Documents	\$20
Flashdrive 64 gb of Documents	\$25
Flashdrive 128 gb of Documents	\$30
Email copies	\$5
Copies	\$.25 per page
Child Support Services-TCHHS, Attorney	\$115/hr-attorney
Child Support Services-TCHHS, Legal Assistant	\$40/hr
Fraud Services - TCHHS	\$130/hr
Probate Services-TCHHS	\$1,500 per case
ASSESSOR'S OFFICE	
Assessor Certification	Actual cost*
Assessor Tax Estimate	Actual cost*
Copy of Field Card, CAMA sheet, print screens, etc.	\$.25 per page
AUDITOR-TREASURER'S OFFICE	
(Minimum of returned overage in fees - \$10.01)	
Licenses and Permits:	
<i>Alcohol Licenses (M.S. 340.A)</i>	
On & Off Sale 3.2 Beer License (12 month)	\$100
On Sale 3.2 Beer License (12 month)	\$85
Off Sale 3.2 Beer License (12 month)	\$15
On & Off Sale 3.2 Beer License (6 month)	\$50
Temporary On Sale 3.2 Beer License (1 day; per permit)	\$15
On Sale Liquor License (12 month) (w/out Sunday)	\$2,000
Off Sale Liquor License (12 month)	\$300
Sunday On Sale Liquor License (12 month)	\$150
Bottle Club On Sale Liquor License (12 month)	\$330
Wine License (12 month)	\$150
Temporary On Sale Liquor License (1-4 day; per permit)	\$50
Setups	\$50
Auctioneer License (M.S. 330.01)	\$20
<i>Dance License</i>	
Dance (12 month)	\$50
Dance (1 day)	\$5
<i>Dangerous Dog License (M.S. 347.51)</i>	
Registration of a Dangerous Dog (one time)	\$50
Renewal Fee for a Dangerous Dog (annual renewal)	\$10
Dangerous Dog Sign	\$14 each
Dangerous Dog Tag	\$6 each
Fireworks Permit (M.S. 640.20)	\$25
Transient Merchant License (M.S. 329.11)	\$150
Fairgrounds Storage and Rental:	
Use of Grounds - w/o restrooms	\$150/day + \$300 deposit
Use of Grounds - with restrooms S of Prairie Motors	\$300/1st day, \$75/each add'l + \$500 deposit
Rental Expo Building	\$450/1st day, \$125/each add'l + \$1,000 deposit
Grandstand (Seating and Arena)	\$250/1st day, \$100/each add'l + \$500 deposit
Entertainment Pavilion	Contact Ag Society
Prairie Motors Building	Contact Ag Society
Winter Storage (Oct - May)	\$100 per item
Service Charges:	
Auditor Cert Bond	\$150
Certified Copy of Voter Registration	\$5
Confession of Judgment Program Fee	\$200 1 st parcel; \$50 each add'l
Ditch Lien Search	\$5 per parcel
Ditch Lien Release Prep Fee	\$5 per parcel
Duplicate Tax Statement	\$1

*Actual costs can include cost of media, employee time to prepare, etc.
Postage expense borne by requestor.

Todd County Fee Schedule

(NOTE: some county offices have separate fee schedules)

Service Charges:	
Duplicate Bill Fee	\$5 per parcel
Election Roster/Master List (non-Co. Elec.)	\$0.25 per page
Election/Admin Setup Fee (non-Co. Elec.)	\$250
Escrow Refund Execution Fee	\$50
Forfeited Land List	No Fee
Mobile Home Clearance Sheet	\$5
Publication Cost	\$50
Repurchase Fee	\$250
Research Fee	Actual cost*
Special Assessment Setup Fee (less than 5 parcels)	\$5
Special Assessment Setup Fee (more than 5 parcels)	\$25
Special Assessment Service Fee	\$1/parcel
Special Assessment Search	\$5 per parcel
Standard Data Report Generation Fee	\$50 per request; If >1 hour then Research Fee applies
Tax Forfeiture – Admin Fee	\$250
Tax Search	\$5 per parcel
TIF Setup Fee	\$100
GIS/MIS OFFICE	
Maps:	
Minimum 24" or 36" paper roll	\$3.00/sq foot
Custom Map Setup	Hourly rate plus printing cost
Research Fee: Tax Mailing List/Data Research	Hourly rate plus printing cost
Mailing Costs: Map Tube	\$5 plus shipping
Labels: SetUp / Per Page	\$5 and \$.50 per page
Highway Map	\$3
Plat Book	\$40 plus shipping
RECORDER'S OFFICE	
(Minimum of returned overage in fees - \$10.01)	
Research Fee	\$50/hr
Uncertified Copy	\$1/page
Certified Copy	\$10
Copy of Plat (Certified or Non-Certified)	\$10
State or Federal Tax Lien Search	\$20
Certified Birth Certificate - 1st copy	\$26
Additional copies	\$19
Non-Certified Birth Certificate	\$13
Certified Death Certificate - 1st copy	\$13
Additional copies	\$6
Non-Certified Death Certificate	\$13
Marriage License - regular	\$125
Marriage License - reduced (Educators Statement required)	\$50
Marriage Certificate - each certified copy	\$9
Marriage: Consent for Minor to Marry	\$20
Marriage: Amendment to Application or License	\$20
Ordination Filing Fee	\$40
Notary Commission Filing Fee	\$20
Verification of Vital Record	\$9
Credit Card Charge (VitalCheck for vitals stat orders only)	\$7
Certified Copy of Coroner's Certificate	\$9
Certified Copy of Notary Commission	\$9
LandShark Fees: Initial set-up	\$50
Level 1 (up to 200 images)	\$50/month
Level 2 (up to 950 images)	\$100/month
Daily Access: (Credit Card usage only)	\$2.00 per image viewed
Recording Fee - except plats (abstract or torrens division)	\$46
Multiple Document cited - per # cited after first 4	\$10
Recording Fee for plats (abstract & torrens division)	\$56
Well Disclosure Certificate	\$54
State Deed Tax (discounted price submit DT1 form)	.0033 x sales price
Mortgage Registration Tax (discounted price submit MRT1 form)	.0023 x mortgage amount
Attested Copy of recording fee	\$2
Residue Certificate of Titles (Torrens division)	\$40
Cancelling a Certificate of Titles (Torrens division)	\$20
Exchange Certificate of Tiles (Torrens division) - per new Certificate	\$20
Entry of Memorial onto add'l Certificate - per certificate	\$20
Certificate of Possessory Title (CPT)	(Contact Registrar of Titles)
Judicial Real Property Notice	\$75
Torrens Directive (contact Torrens Examiner)	(Not a county fee)

*Actual costs can include cost of media, employee time to prepare, etc.
Postage expense borne by requestor.

Todd County Planning & Zoning – 2027 Fee Schedule

A. Residential Construction	
1. Dwelling structure (<i>includes all floors</i>) (\$50.00 minimum)	\$15.00 Per 100 sq. ft.
2. Decks (a) 0 – 250 sq ft	\$50.00
(b) 251 sq ft and over	\$75.00
B. Accessory & Agricultural structures	
1. Non-residential structure (<i>cap of \$500 per structure</i>) (\$50 minimum)	\$10.00 Per 100 sq. ft.
2. Semi-trailers, Cargo Containers (two per parcel allowed in Cmm1 & AF1, AF2)	\$25.00 each
3. Grain Bin (flat fee)	\$50.00 each
C. Commercial & Industrial	
1. Per 100 sq ft of structure (<i>cap of \$500 per structure</i>) (Minimum \$50 fee)	\$10.00 Per 100 sq. ft.
2. Commercial Towers over 100 ft (plus C.U.P)	\$500.00
3. Mining or Gravel Pits (with or without C.U.P.) – valid for four years	\$300.00
4. Adult Use Business Land Use Permit Fee	\$750.00
D. Structural Alteration to Existing Conforming Structure or Dwelling	\$50.00
Note: If making an outward expansion in any direction, use A, B or C above for fee. Structural alterations are those that affect supporting structural elements of the building and <u>do</u> require a permit – i.e roof rafters, foundation, outside walls, etc... Non-structural “normal maintenance” – shingles, doors, windows, siding, etc ... <u>do not</u> require a permit.	
E. Nonconforming Structure Replacement (a building permit will also need to be purchased)	
1. Major Construction (>50% rebuild of houses, sheds, boathouses)	\$300.00 + permit fee
2. Minor Construction (decks, roof or foundation modification within ordinance)	\$150.00 + permit fee
F. Shoreland Alteration Permits	\$250.00
G. Shoreland Access Permits	\$150.00
H. Recreational Vehicle Unit Permit	\$50.00
I. Sewage Treatment Systems	
1. SSTS Permit with site inspection and soils verification (Type I, III, and privies)	\$300.00
2. Holding tank and tank replacement fee (single site visit)	\$150.00
3. Soil verification/additional inspection (per visit for 3 or more visits to the site)	\$150.00
4. Advanced SSTS with inspection (fee increases or decreases per actual cost)	\$1,500.00
5. Cluster system (3+ homes)	\$200 + \$50 per tank installed
J. Cannabis	
1. Initial Adult Use Cannabis Retail Registration Fee	\$500.00
2. Annual Adult Use Cannabis Retail Registration Fee	\$1000.00
3. LPHE Retail Registration Fee	\$125.00
4. Temporary Cannabis Event	\$150.00
K. Applications	
1. Conditional Use Permit (includes recording fee)	\$600.00 ATF=\$1200.00
2. Variance Application (includes recording fee)	\$600.00 ATF= \$1200.00
3. Administrative SSTS Variance (including recording fee)	\$150.00
4. Administrative Acreage Cluster Application	\$150.00
5. Rezoning Application (includes recording fee)	\$600.00
6. Application to Plat: 1 – 4 lots (includes recording fee)	\$600 plus \$200 per lot
5 lots & over (includes recording fee)	\$1,000 plus \$200 per lot
7. Administrative Split, Property Line Adjustment, or Combining Parcels	\$100.00
8. Planned Unit Development Review	\$250.00
9. Environmental Assessment Worksheet Review	\$600.00
10. Application to Amend Zoning Ordinance	\$800.00
11. Appeal of Land Use Decision to Board of Adjustment	\$200.00
L. Other Fees	
1. After-the fact charges	Up to 3 times the fee
2. Special hearing fees	actual cost + application fee
3. County Ordinance Copy	\$35.00
4. Special Requests	staff hourly rates apply
5. Permit renewal	\$25.00
6. Permits to replace structures destroyed by “An act of God”	No Charge
7. Administrative Penalty Order (only for Buffers Section 9.22)	\$50 to \$200/mo. Initial Violation
	\$50 to \$200/day Repeat Violation
8. Noncompliance Fee (1X First year, 2X Second year, 3X Third year)	\$1,000.00
<u>(All Fees are non-refundable)</u>	

SHERIFF'S OFFICE FEE SCHEDULE

	<u>FEES</u>
• PERSONAL or ABODE service	50.00
• MILEAGE (computed on a round trip basis)	Current IRS Mileage Rate (\$0.655)
• FLAT FEE MILEAGE FOR CITY OF LONG PRAIRIE	5.00 Flat Fee
• WRIT OF EXECUTION (based on the amount collected or stipulated to by the parties as a result of a Sheriff's Levy + service fees and mileage)	5%
• WRITS OF EXECUTION returned unsatisfied	50.00
• POSTING NOTICE	50.00
• SECURING PROPERTIES seizure under Writ of Attachment, Writ of Restitution, etc. (for each Deputy involved)	50.00
• NOTIFICATION TO JUDGEMENT DEBTOR	10.00
• LEVY FEE on Writ of Execution	10.00
• SHERIFF'S SALES	
• JUDGEMENT & DECREE	100.00
• EXECUTION	100.00
• MORTGAGE FORECLOSURE	65.00
• OUTSIDE BIDDER CERTIFICATE	100.00
• MECHANIC LEIN	60.00
• LEIN	100.00
• UNIFORM COMMERCIAL CODE	60.00
• ABANDONED PROPERTY	60.00
• REDEMPTIONS:	
• FEE OWNER	200.00
• CREDITOR	200.00
• FILING REDEMPTION WITH SHERIFF'S OFFICE	50.00
Per Diem/Room and Board/Booking Fees	
• BOARD OF PRISONERS (for other counties)	\$100.00/day
• ROOM AND BOARD (Todd County)	\$25.00/day
• BOOKING FEE	\$25.00
Reports/Tapes	
• Accident and Police Reports	\$ 0.25 per page (up to 100 pages)
• Photo Reproduction	\$5.00 per CD
• Video, Audio and Voice Logger Tapes and CD's	\$5.00 each.
Drug Testing/Fingerprinting	
• Drug Tests	\$30.00
• PBT's	\$10.00
• Alcohol Tests for DOT	\$10.00
• Civilian Fingerprinting (ie. Employment, passport, adoption, etc.)	\$15.00
Impound/Evidence Storage	
Impound Storage – Outdoor	\$20.00 per day after the 3 rd day
Impound Storage – Indoor	\$20.00 per day after the 3 rd day.
Evidence Storage	\$ 5.00 per day after two weeks of case closing.
Escorts/Private Security	
Deputy Time	\$70.00 per hour (Two Hour Minimum)

Updated: 09-10-2026

2027 Todd County Public Works Fee Schedule		
Item	Unit	Unit Cost
Materials		
Winter Road Salt	Ton	Cost + 15%
Winter Road Sand	Ton	Cost + 15%
Winter Road Salt/Sand Mix	Ton	Cost + 15%
Bituminous Patch Mix	Ton	Cost + 15%
Bituminous Patch Mix	Pail	\$ 10.00
Winter Road Salt/Sand Mix	Pail	\$ 5.00
Winter Road Salt	Pail	\$ 25.00
Winter Road Sand	Pail	\$ 2.00
Supplies		
Metal Culverts, Metal Bands, and Metal Aprons	Each	Cost + 30%
Metal Culvert Delivery (Todd County Only)	Lump Sum	\$ 400.00
Road Signs (Government Sales Only)	Each	Cost + 15%
Sign Posts (Government Sales Only)	Each	Cost + 15%
Mailbox Supports	Each	Cost + 15%
Used Sign Posts and Signs	Each	\$ 3.00
Used Cutting Edges	Each	\$ 15.00
Used Culverts (Conditions Varies)	Each	Case by Case Basis
Permits		
Entrance Permit	Each	\$ 300.00
Moving Permit	Each	No Charge
Right of Way Permit	Each	No Charge
Special Event Permit	Each	No Charge
Utility Permit	Each	No Charge
Labor and Equipment Rates		
Heavy Equipment Rate	Hour	Cost + 10%
Employee Labor Rate	Hour	Cost + 10%
Beaver Trapping	Each	\$ 100.00

FEE POLICIES AND PROCEDURES

I. TODD COUNTY HEALTH & HUMAN SERVICES FEE POLICY

POLICY STATEMENT

Todd County Health & Human Services is a county-operated and State supervised organization established to provide therapeutic, educational, supportive and consultative services for persons experiencing financial, health, or social problems.

In order to support the variety of services this Agency provides to Todd County residents, the Todd County Board must supplement Federal and State funds with local tax dollars. Fees charged to service recipients by this Agency are primarily used to offset the amount of local taxes required. The collection of fees is either mandated or permitted by State Statute/Rule (Minnesota Statute 256M.60, subd. 6; Chapter 402; Chapter 393; Minnesota Statutes 252.27, Chapter 119B; 260B.331; 260C.331; 373.41; 245A.10; 245.481, 254B, 256M) or Health & Human Services Board authorization.

Sliding fee scales are typically based upon the annual gross income and household size of the service recipient(s). People who are fee-eligible are billed on a monthly basis for services provided. At no time does a charged fee exceed the total cost of the services provided. Fee scales will be adjusted annually to the Federal Poverty Level or if necessary to comply with any Federal or State Statute or Regulation. All fees are subject to change with State statute changes.

II. SERVICES ELIGIBLE FOR FEE

The following services (provided or purchased) are eligible for a fee/charge:

- A. Child Care Licensing/Renewal
- B. Substance Use Disorder (SUD) Comprehensive Assessments
- C. Corporate Adult Foster Care Licensing/Renewal
- D. Detoxification Services
- E. Food, Pools & Lodging Licenses
- F. Out-of-Home Placements (including Emergency Shelter)
- G. Public Health Services
- H. Release of Records
- I. Step Parent Adoption Background Studies / Post Placement Assessments
- J. Representative Payee Program
- K. Other Purchased Services

III. DEFINITIONS AND DESCRIPTIONS

Definition: Income includes, but is not limited to, income received from wages or salaries, net income (excluding depreciation) from self-employment, net farm income (excluding depreciation), Social Security payments, dividends, interest, rent received, royalties, pensions, annuities, Unemployment Compensation, Workmen's Compensation, alimony, child support, Veteran's pensions, or any combination of these sources of income.

Definition: Adjusted Gross Household Income shall mean total annualized cash receipts before tax deductions from all sources of income for all members of a household.

Definition: Household Size shall mean all persons who occupy a housing unit, whether they are related to each other or not.

Definition: Federal Poverty Level is the annual income level based upon household size and adjusted gross household income as defined in the annually updated poverty guidelines of the Federal Register under the authority of the Federal Health and Human Services Department.

DESCRIPTIONS:

A. CHILD CARE LICENSING/RENEWAL

1. Licensing/Renewal Applications

Applicants requesting an initial child care license are assessed a fee of \$50.00 for a one-year license. Applicants renewing a child care license are assessed a \$50.00 fee for a one-year license or \$100 for a two-year license. No fee will be charged for an additional licensing inspection for a change of premises (See Appendix A).

2. Background Study

Applicants requesting a child care license are responsible for completing required criminal background checks, including costs associated with obtaining a background study.

B. SUBSTANCE USE DISORDER (SUD) COMPREHENSIVE ASSESSMENTS

A client may be charged a fee up to \$200.00 for a Substance Use Disorder Comprehensive Assessment based on gross income, using the Social Services Agency Sliding Fee Scale. Those persons whose income is below 100% of Federal Poverty Level will not be assessed a fee (See Appendix D).

C. CORPORATE ADULT FOSTER CARE LICENSING/RENEWAL

1. Background

Minnesota Statute 245A.10, Subd. 2(e), indicates that a county agency may charge a fee to an adult or child Foster Care corporate applicant or corporate license holder to recover the actual cost of licensing inspections, not to exceed \$500.00 annually. This law was effective August 1, 2008.

2. Policy

Todd County Health & Human Services charges \$500.00 for an initial two-year license and bi-annual renewals, to recover the costs of the licensing inspection at the time of initial application and renewal application for each corporate foster care application.

3. Procedure

Payment of \$500.00 for licensing inspection per foster home must be received by Todd County Health & Human Services along with a signed application for a corporation foster care license, before licensing inspections will take place for new licensing or renewal. In no case will fees be returned for licensing inspections if the corporate foster home is not licensed.

D. DETOXIFICATION SERVICES

Fees for chemical abuse detoxification services are charged to persons whose household income is above the Federal Poverty Level. The fee will be based on the total cost incurred by Todd County for the service. The fee is charged using the Social Services Agency Sliding Fee Scale. Those persons whose income is below 100% of Federal Poverty Level will not be assessed a fee (See Appendix D).

E. FOOD, POOLS & LODGING LICENSES

The purpose of Food, Pools & Lodging licenses are to provide standard fees for establishments including food and beverage establishments, lodging establishments, manufactured home parks, recreational camping areas, special events, youth camps and public swimming pools and spas to protect the health, safety and general welfare of the citizens and visitors of Todd County. Applications may be obtained on the Todd County website (Environmental Health Fee Schedule-see Appendix F).

F. OUT-OF-HOME PLACEMENTS – Parental Fee Policy

The purpose of a parental fee assessment is to determine the ability of the parents to continue to provide financial support for their child/children while in out of home placement. The parental fee assessment focuses on the parent(s) who had physical custody when the child left the family home and non-custodial parents who do not pay child support. Parental fees will apply to the parents of a child taken

into custody either voluntarily or involuntarily by Todd County Health and Human Services.

Any child support due on behalf of the child will be redirected to Todd County, where allowed by State statute or State policy. The child support program will continue to manage child support from the non-custodial parent. No parental fee will be assessed to a non-custodial parent who is currently paying child support.

No fee will apply to parents who are currently on cash and food assistance or that will become eligible for cash and /or food support assistance as soon as the child returns home. If the child is IV-E eligible, no parental fee will be assessed.

Placement costs for children placed out of the home less than 14 days will be the responsibility of the parent, regardless of parental income. No reduction will be made to the total placement cost.

Some children that enter foster care have unearned income. A child's unearned income is defined as income and resources attributable to the child including but not limited to social security, SSI, veteran's benefits, railroad retirement benefits, adoption subsidies, child support, trust and conservatorships. All of the child's income must be remitted to Todd County for the cost of the child's care. See MN Statute 260B and 260C (See Appendix B-C).

G. PUBLIC HEALTH SERVICES

Public Health Services include public health nurse home visiting, public health nursing clinics, dental varnishing, lead screening, immunizations, and other health related and family-based services. Fees are assessed when no third-party payment or grants are available (See Appendix E).

H. RELEASE OF RECORDS

It is the policy of Todd County Health and Human Services to follow State Statute 144.292 for patient access to health records, notice of patient rights, release of information, copies of health records, allowable costs and situations when health records may be withheld from a patient (See Appendix G).

Todd County Health & Human Services will charge fees to provide non-health related records according to the Todd County Fee Schedule / General County fees in place on the date of the request. Requests for data are directed to: Todd County Health & Human Services, Attn: Data Request. Appropriate signed releases, verification of identity, and payment are required prior to the release of any agency records.

I. STEP PARENT ADOPTION

- **Background Studies**

Changes to Minnesota Statutes 245A and 260 effective July 2007 require step-parents to submit fingerprints to the Federal Bureau of Investigation and Department of Human Services prior to a finalization of the adoption. Payment of \$15.00 for the background study is due when step parent returns completed fingerprint card(s), receipt from Sheriff's department, Authorization & Release of Information forms, and Consent and Request for Law Enforcement and Agency Records form to Todd County Health and Human Services. Payment may be made by personal check or money order to Todd County Health and Human Services

- **Post Placement Assessments**

Court ordered Post Placement Assessments for step parent adoptions are provided by a Social Worker in the Health & Human Services department. Cost for the assessment is \$250.00 for an assessment that does not exceed two hours. Assessments requiring longer time may be charged an additional hourly rate of \$125.00. The maximum charge for a post placement assessment is \$500.00

J. REPRESENTATIVE PAYEE PROGRAM

Social Security's Representative Payment Program (Rep Payee) provides financial management for

the Social Security (SS), Supplemental Security Income (SSI) and Retirement, Survivors, and Disability Insurance (RSDI) payment of beneficiaries, who are incapable of managing their SS, SSI or RSDI payments. When friends and family are not able to serve as a payee, Social Security Administration (SSA) looks for qualified organizations to be a representative payee.

Todd County administers this program under MN Statute 524.5-502 – Compensation and Expenses. If there is a fee charged for this service, it will be no more than the maximum allowed by SSA, unless specific criteria are met. The charge may increase each year due to an annual Cost of Living Adjustment (COLA) and with notice to the client.

K. OTHER SERVICES

Third party payment will be sought by a Provider prior to the County paying for the cost of a service. The County is the payor of last resort. If the County pays any of the cost of services, including but not limited to: psychological evaluations, 72 hour holds, pre-commitment costs, commitment costs or child day treatment, etc. reimbursement may be sought from the client, or the client's parent(s) if the client is a minor, based on their ability to pay using the Agency Sliding Fee Scale. The fee is based on the full cost of the service, less any third-party payments. (See Appendix D)

IV. REVENUE RECAPTURE

Todd County Health & Human Services (TCHHS) files revenue recapture on debts with a balance owing, according to guidelines outlined in MN Statute 270A.03. The client is notified by mail of this action within the timeline requirements of the Statute.

This policy includes client accounts that have been charged the full cost of service due to non-cooperation with the fee process, the debt has not been reduced to judgment, and all appeal rights have expired. Also included are debts incurred on a sliding fee scale. Outstanding debts may be filed for revenue recapture at any time as deemed necessary.

When money is received from a Department of Revenue intercept and the intercept pays the full balance of the client account, TCHHS will release the debt and consider the claim paid in full.

When money is received from a Department of Revenue intercept and the intercept pays only a portion of the client's account, the payment will be applied to the client account to reduce the balance owing.

1. If the fee owed to TCHHS is less than the intercepted amount the account will be reduced to zero and Minnesota Department of Revenue will be contacted for refund instructions on the overpayment amount.
2. If the fee owed to TCHHS is more than the intercepted amount, the account will be reduced to the remaining balance owed.

V. CO-PAYMENTS, DEDUCTIBLES, SPENDDOWNS

Todd County Health & Human Services (TCHHS) will not be financially responsible for co-payments or deductibles due a provider on behalf of a client.

TCHHS remains the payor of last resort. Providers must bill for any available third-party financial coverage prior to billing TCHHS for any remaining balance. Providers will be required to include an Explanation of Benefits and/or denial notice from any third-party carrier when sending TCHHS billings for any balance owed.

TCHHS will bill clients directly for any spenddown or deductible assessed by DHS. Failure to pay a spenddown or deductible may result in further collection action, which may include revenue recapture, collection charge(s), garnishment, and/or legal action.

If a client receives payment directly from an insurance company for services rendered, that client is responsible to turn over all payments to the provider/billing agent within seven (7) days of receipt. Failure to turn over payments may result in further collection action, which may include billing for the full cost of the service, revenue recapture, collection charge(s), garnishment, and/or legal action.

Only in a hardship situation will TCHHS consider payment of a client's co-payment or deductible. A hardship situation may include a provider refusing services to a client without payment of co-payment or deductible by TCHHS. Any hardship requests will be forwarded to the Unit Manager/Supervisor to make recommendation to the Agency Director.

If contract language states that TCHHS must provide or pay in advance for services, any co-payments, deductibles or spenddown owing will be billed to the responsible party. For payments made to a provider, the provider needs to submit copies of the Explanation of Benefits and/or denial of services in order to receive payment.

VI. APPEAL PROCEDURES

A client may appeal to the Agency, if he/she feels that a fee should be waived or varied for special and unusual circumstances.

Appeal procedures are as follows:

1. A client who appeals must do so in writing, stating the reasons a fee should be waived.
2. An appeal must be filed within thirty (30) days of the first billing of a fee. The appeal shall be directed to the Collections Officer.
3. When a fee variance request concerns an account with a total balance less than \$250, that request will be approved/denied by the Agency Director.
4. When a fee variance is requested for an account with a balance exceeding \$250, a panel of three (3) Health & Human Services Supervisors review the request and determine if the waiver request will be recommended and for what length of time. The requestor may be asked for further information beyond what is initially submitted. The Collections Officer will notify the requestor with the date and time of the review hearing.
5. If the request for waiver or variance is denied, the results of internal appeal hearings are presented to the Health & Human Services Director for approval. The requestor will be informed if any further appeal is available (i.e., County Health & Human Services Board, or Minnesota Department of Human Services).
6. If the fee is Court Ordered, the fee payor may request the Court to modify the fee.

VII. BAD DEBT WRITE OFF POLICY

A debt owed to Todd County Health & Human Services may be written off if it meets the following criteria:

1. When a debt has reached the Statute of Limitations (6 years non-judgment, 10 years judgment) without payment, the debt may be decertified for revenue recapture and written off.
 - Exception: if payment is made on the claim, the date of the last payment is used to establish the beginning date for the Statute of Limitations.
 - Exception: If the debtor is known to own real property and the debt is in judgment, then the judgment should continue to be renewed.
2. Bankruptcy – if the debt is discharged by the federal bankruptcy court within Chapters 7 or 13, the debt may be decertified for revenue recapture and written off.
3. Death – when debtor is deceased and all collection efforts have been exercised, the debt may be written off.
4. Minimum balance accounts - when the debt is \$15 or under with no response or payment after 90 days, the debt may be written off.

5. Spenddowns and fees charged directly to a client for Public Health services may be written off when a client is closed to services, no payment has been made on account and after further collection attempts (revenue recapture) have been exhausted. Clients open to current Public Health Services may not receive a write off for money owed to the Agency. In the case of death, fees owing for Public Health Services are subject to VII.3, above.

A debt may include all fees identified by policy, fees related to court actions, personal service fees, in home fees, reimbursement of child's income or any other miscellaneous fees. This bad-debt write off policy does not apply to Medical Assistance estate recovery or county paid burial debt.

VIII. APPENDICES – POLICIES, FEE SCHEDULES

Appendix A – Child Care Licensing Policy

Appendix B – Out of Home Placement – Parental Fee Definitions

Appendix C – Out of Home Placement – Parental Fee Schedule

Appendix D – Social Services Agency Sliding Fee Scale

Appendix E – Public Health Fee Schedule

Appendix F – Environmental Health Fee Schedule

Appendix G – Minnesota Statute 144.292 Patient Rights

Appendix A

Child Care Licensing Policy

1. A signed application and a money order or cashier's check for \$50.00 must be made out to Todd County Health & Human Services and received by Todd County Health & Human Services before any licensing processing will begin. Cash or personal checks will not be accepted. At renewal, providers may choose to purchase a one-year license for \$50.00, or a two-year license for \$100.00.
2. In no case will fees be returned for background studies that result in the family child care home not being licensed.
3. Fees will not be returned for licensing inspections that result in the family child care home not being licensed. Homes choosing not to complete the license process due to results of the fire inspection and not wanting to make necessary changes or for their own personal reasons will not be reimbursed their application fee.
4. If notified your home will require a State Fire Marshal inspection, applicant is responsible for the additional fees required for that inspection. There is a \$50.00 fee for each home inspection by the Fire Marshal. (MN Statute 245A.151). This requires a cashier's check or money order made out to "State Fire Marshal."
5. All fees are subject to change with State statute changes.
6. Detailed information to begin the child care licensing process may be found on the Todd County website.

Appendix B

Out of Home Placements - Parental Fee Definitions

Household Size: Parents and their dependent children under age 18, whether or not they are temporarily absent from the household, are considered household members. Adult children (no longer in high school and 18 years old) living with their parents are considered a separate household.

Household Income: Household income includes but not limited to gross wages, social security, veteran's benefits, pensions, worker's compensation, re-employment insurance, insurance benefits or payments, union or strike benefits, maintenance, loans, grants or scholarships, income from trusts, stock dividends, interest, lump sum payments, contract for deed income or rental income. Step parent income is not considered as income for the purposes of establishing a parental fee.

There is **no maximum fee**; however, the fee will never exceed the cost of care. Any payments received from a third party, such as an insurance company, will be deducted from the cost of care. The combination of the child's unearned income, third party recovery and the parental fee will not exceed the child's cost of care. A parent must remit to Todd County Health and Human Services, any health insurance benefits received on behalf of the child.

Parents who refuse to provide income information or household size shall be considered financially responsible for the full cost of out of home placement. Parental non-cooperation will also be reported to the County Attorney and the Courts.

Revenue Recapture: Unpaid parental fees will be submitted to the Minnesota Department of Revenue for recoupment.

Federal Poverty Level: No parental fee will be assessed for families earning less than the federal poverty level for family size including the child/children in out of home placement.

Appendix C

Todd County Health and Human Services Out of Home Placement – Parental Fee Schedule

				Children in Household			
<u>Gross Hourly Earnings</u>		<u>Gross Monthly Earnings</u>		<u>1 Child</u>	<u>2 Children</u>	<u>3 Children</u>	<u>4 or More Children</u>
\$ -	to \$ 11.99	\$ -	to \$ 2,078.23	0	0	0	0
\$ 12.00	to \$ 16.99	\$ 2,079.96	to \$ 2,944.88	1%	2%	3%	4%
\$ 17.00	to \$ 21.99	\$ 2,946.61	to \$ 3,811.53	2%	3%	4%	5%
\$ 22.00	to \$ 26.99	\$ 3,813.26	to \$ 4,678.18	3%	4%	5%	6%
\$ 27.00	to \$ 31.99	\$ 4,679.91	to \$ 5,544.83	4%	5%	6%	7%
\$ 32.00	to \$ 36.99	\$ 5,546.56	to \$ 6,411.48	5%	6%	7%	8%
\$ 37.00	to \$ 41.99	\$ 6,413.21	to \$ 7,278.13	6%	7%	8%	9%
\$ 42.00	and over	\$ 7,279.86	and over	7%	8%	9%	10%

Appendix D

Todd County Health & Human Services Social Services Agency Sliding Fee Scale

Annual Household Income as a % of Federal Poverty	Client share of cost based on % of Poverty
0-100%	-
100-200%	10%
201-250%	20%
251-300%	30%
301-350%	40%
351-400%	50%
401-450%	60%
451-500%	70%
501-550%	80%
551-600%	90%
over 600%	100%

% of Poverty based on Household size
Federal Poverty Level Adjusted Annually

[Minnesota Statutes, section 256M.60](#), subdivision 6 specifies that county boards must not charge social services fees to persons or families whose adjusted gross household income is below the poverty level established by Federal Poverty Guidelines. The statute is cited below:

Subdivision 6. Fees for services. The county board may establish a schedule of fees based upon clients' ability to pay to be charged to recipients of children and community services. Payment, in whole or in part, for services may be accepted from any person except that no fee may be charged to persons or families whose adjusted gross household income is below the federal poverty level. When services are provided to any person, including a recipient of aids administered by the Federal, State, or County government, payment of any charges due may be billed to and accepted from a public assistance agency or from any public or private corporation.

Appendix E

**TODD COUNTY HEALTH & HUMAN SERVICES
PUBLIC HEALTH FEE SCHEDULE**

• Dental Varnishing	\$20.00
• Hemoglobin	\$20.00
• Infant/Child Car Seat Donation	\$20.00
• Lead Screening	\$20.00
• Influenza Vaccination	Cost of vaccine plus admin fee
• MnVFC/UUAV/Vaccine Admin Fee as set by MDH	\$21.22 per vaccine Maximum \$65.00/person
• Public Health Nursing Home Visit	\$180.00
• Public Health Nursing Office Visit	\$130.00

TCHHS accepts Medical Assistance; inquire at time of service - no one will be denied services due to an inability to pay

TODD COUNTY HEALTH & HUMAN SERVICES 2027 ENVIRONMENTAL HEALTH FEE SCHEDULE

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2025 Minnesota Statutes

144.292 PATIENT RIGHTS.

Subdivision 1. **Scope.** Patients have the rights specified in this section regarding the treatment the patient receives and the patient's health record.

Subd. 2. **Patient access.** Upon request, a provider shall supply to a patient within 30 calendar days of receiving a written request for medical records complete and current information possessed by that provider concerning any diagnosis, treatment, and prognosis of the patient in terms and language the patient can reasonably be expected to understand.

Subd. 3. **Additional patient rights.** A patient's right specified in this section and sections 144.293 to 144.298 are in addition to the rights specified in sections 144.651 and 144.652 and any other provision of law relating to the access of a patient to the patient's health records.

Subd. 4. **Notice of rights; information on release.** A provider shall provide to patients, in a clear and conspicuous manner, a written notice concerning practices and rights with respect to access to health records. The notice must include an explanation of:

(1) disclosures of health records that may be made without the written consent of the patient, including the type of records and to whom the records may be disclosed; and

(2) the right of the patient to have access to and obtain copies of the patient's health records and other information about the patient that is maintained by the provider.

The notice requirements of this subdivision are satisfied if the notice is included with the notice and copy of the patient and resident bill of rights under section 144.652 or if it is displayed prominently in the provider's place of business. The commissioner of health shall develop the notice required in this subdivision and publish it in the State Register.

Subd. 5. **Copies of health records to patients.** Except as provided in section 144.296, upon a patient's written request, a provider, at a reasonable cost to the patient, shall furnish to the patient within 30 calendar days of receiving a written request for medical records:

(1) copies of the patient's health record, including but not limited to laboratory reports, x-rays, prescriptions, and other technical information used in assessing the patient's health conditions; or

(2) the pertinent portion of the record relating to a condition specified by the patient.

With the consent of the patient, the provider may instead furnish only a summary of the record. The provider may exclude from the health record written speculations about the patient's health condition, except that all information necessary for the patient's informed consent must be provided.

Subd. 6. **Cost.** (a) When a patient requests a copy of the patient's record for purposes of reviewing current medical care, the provider must not charge a fee.

(b) When a provider or its representative makes copies of patient records upon a patient's request under this section, the provider or its representative may charge the patient or the patient's representative no more than the following amount, unless other law or a rule or contract provide for a lower maximum charge:

(1) for paper copies, \$1 per page, plus \$10 for time spent retrieving and copying the records;

(2) for x-rays, a total of \$30 for retrieving and reproducing x-rays; and

(3) for electronic copies, a total of \$20 for retrieving the records.

(c) For any copies of paper records provided under paragraph (b), clause (1), a provider or the provider's representative may not charge more than a total of:

- (1) \$10 if there are no records available;
- (2) \$30 for copies of records of up to 25 pages;
- (3) \$50 for copies of records of up to 100 pages;
- (4) \$50, plus an additional 20 cents per page for pages 101 and above; or
- (5) \$500 for any request.

(d) A provider or its representative may charge a \$10 retrieval fee, but must not charge a per page fee or x-ray fee to provide copies of records requested by a patient or the patient's authorized representative if the request for copies of records is for purposes of appealing a denial of Social Security disability income or Social Security disability benefits under title II or title XVI of the Social Security Act. Notwithstanding the foregoing, a provider or its representative must not charge a fee, including a retrieval fee, to provide copies of records requested by a patient or the patient's authorized representative if the request for copies of records is for purposes of appealing a denial of Social Security disability income or Social Security disability benefits under title II or title XVI of the Social Security Act when the patient is receiving public assistance, represented by an attorney on behalf of a civil legal services program, or represented by a volunteer attorney program based on indigency. The patient or the patient's representative must submit one of the following to show that they are entitled to receive records without charge under this paragraph:

- (1) a public assistance statement from the county or state administering assistance;
- (2) a request for records on the letterhead of the civil legal services program or volunteer attorney program based on indigency; or
- (3) a benefits statement from the Social Security Administration.

For the purpose of further appeals, a patient may receive no more than two medical record updates without charge, but only for medical record information previously not provided.

For purposes of this paragraph, a patient's authorized representative does not include units of state government engaged in the adjudication of Social Security disability claims.

Subd. 7. Withholding health records from patient. (a) If a provider, as defined in section 144.291, subdivision 2, paragraph (i), clause (1), reasonably determines that the information is detrimental to the physical or mental health of the patient, or is likely to cause the patient to inflict self harm, or to harm another, the provider may withhold the information from the patient and may supply the information to an appropriate third party or to another provider, as defined in section 144.291, subdivision 2, paragraph (i), clause (1). The other provider or third party may release the information to the patient. (b) A provider, as defined in section 144.291, subdivision 2, paragraph (i), clause (3), shall release information upon written request unless, prior to the request, a provider, as defined in section 144.291, subdivision 2, paragraph (i), clause (1), has designated and described a specific basis for withholding the information as authorized by paragraph (a).

Subd. 8. Form. By January 1, 2008, the Department of Health must develop a form that may be used by a patient to request access to health records under this section. A form developed by the commissioner must be accepted by a provider as a legally enforceable request under this section.

History: 2007 c 147 art 10 s 3; 2012 c 247 art 2 s 4; 2020 c 83 art 2 s 3; 2020 c 115 art 1 s 10,11; 2022 c 98 art 1 s 7; 2024 c 127 art 66 s 6

Todd County

MINNESOTA



Todd County Solid Waste

30433 US Highway 71
Browerville, MN 56438
Phone: 320-594-2210
Fax: 320-594-3022

Hours: Open Monday -Friday 8:00 a.m. to 4:30 p.m. Saturday 8:00 a.m. to 12:00 p.m.

WINTER SATURDAY HOURS: ONLY 3rd Saturday of Month November - March

		2026	(Proposed 2027)
Garbage	(Assorted material that is not specifically identified on this list)*		
	ALL GARBAGE MUST BE WEIGHED - Minimum Charge	\$4.00	\$5.00
	Price Per Pound for self-haulers (\$160/ton)	\$0.08	\$0.08
	For Licensed Haulers (per ton)	\$160.00	\$167.40
	Discount for Contracted Haulers (per ton)	\$10.00	\$10.00
	Unsorted Load Fee (per ton)	\$270.00	\$280.00
Furniture	(couches, chairs, dressers, etc.)	\$10.00	\$10.00
Mattresses, Box springs and Hide-a-bed		\$15.00	\$15.00
Electronics	VCRs, Stereos, printers, satellite boxes, etc.	\$5.00	\$5.00
	Computer monitors/TV's	\$10.00	\$10.00
	Commercial Copiers	\$20.00	\$20.00
Bulbs			
	Flourescent bulb ballast	\$5.00	\$5.00
	Flourescent bulb 4' and 8'	\$1.00	\$1.00
	Mercury Vapor	\$5.00	\$5.00
APPLIANCES			
	Freon Appliances (refrigerators, freezers, A/C units, etc.)	\$15.00	\$15.00
	Non Freon Appliances (stoves, dishwashers, washers, dryers, etc.)	\$5.00	\$5.00
Propane Tanks	(20 pounds and larger)	\$5.00	\$5.00
Tires			
	Passenger vehicle (each)	\$10.00	\$10.00
	Semi Tire (each, withouth rim)	\$15.00	\$30.00
	Semi Tire (each, with rim)	\$30.00	\$45.00
	Large tractor Tires (per ton)	\$400.00	\$400.00
	Tires (per ton)	\$305.00	\$325.00
Construction and Demolition Waste (per State Statute)			
	Large Quantity to Landfill (10 CY or more) price per cubic yard	\$18.00	\$18.00
	Demolition (Transfer Station) price per yard	\$20.00	\$20.00
	Sort Fee Per Cubic Yard	\$10.00	\$10.00
	Clean Shingles (Transfer Station) per cubic yard	\$9.00	\$9.00
	Clean Concrete (Transfer Station) per cubic yard	\$9.00	\$9.00
	Clean Concrete (Landfill) per cubic yard	\$5.00	\$5.00
	Demolition Landfill Gate Fee	\$10.00	\$10.00
Brush and logs (4" diameter & smaller)			
	Residential loads of logs & brush	No Charge	No Charge
	Commercial loads of Logs per cubic yard	\$3.00	\$3.00
	Commercial loads of brush per cubic yard	\$5.00	\$5.00

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WINTER SATURDAY HOURS: ONLY 3rd Saturday of Month November - March

		2026	(Proposed 2027)
Compost & Woodchips Loading Fee			
	Loaded with skidsteer (per scoop)	\$5.00	\$5.00
	Loaded with Front End Loader (per scoop)	\$15.00	\$15.00
No Charge Items			
	(Clean Recyclables, Leaves, Grass clippings, Auto batteries, Compost and Scrap iron)		
HHW			
	Household Hazardous Waste - Paints, Automobile products, Pesticides, acids, bases, solvents, flammables	No Charge	No Charge
	No Charge - Open May to September		
Scale Fee			
	(for personal use)	\$3.00	\$3.00
FINANCIAL PROCESSING FEES			
	Credit Card minimum fee (per transaction)	\$1.50	\$1.50
	Credit Card fee for charges over \$60 (per transaction)	2.50%	2.50%
	Late Fee on Credit Accounts (per month)	1.50%	1.50%
PARCEL FEE			
	Residential Dwelling	\$58.00	\$58.00
	Commercial Business, Minimum Amount	\$58.00	\$58.00
	Commercial Business, per ton after first ton	\$48.00	\$48.00
RECYCLABLES			
	In County Recyclables Processing per ton	No Charge	No Charge
	Out of County Recyclables Processing per ton	\$130.00	\$130.00
	Subsidy per month per household for curbside collection	\$0.75	\$0.75
	Film Plastic Collection Fee	\$35.00	\$50.00
LOAD SECUREMENT			
	Unsecured load Fee	\$25.00	\$25.00
SOLID WASTE COLLECTION AND TRANSPORTATION LICENSE			
	Annual License Fee (include one vehicle)	\$100.00	\$100.00
	Additional Vehicle (per year each additional vehicle)	\$10.00	\$10.00
	Non-cancellable surety bond	\$5,000.00	\$5,000.00
	Auto Liability Combined Single Limit	\$1,000,000.00	\$1,000,000.00
	Commercial General Liability		
	Each Occurrence	\$1,000,000.00	\$1,000,000.00
	General Aggregate	\$2,000,000.00	\$2,000,000.00
	Products and Completed Operations Aggregate	\$2,000,000.00	\$2,000,000.00
	Personal Injury and Advertising Injury	\$1,000,000.00	\$1,000,000.00
	Fire Damage	\$100,000.00	\$100,000.00

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WINTER SATURDAY HOURS: ONLY 3rd Saturday of Month November - March

2026 **(Proposed 2027)**

NOTES

1. FEES AS SHOWN INCLUDE STATE SOLID WASTE MANAGEMENT TAX (17% FOR MSW AND \$0.60/CY FOR CONSTRUCTION & DEMOLITION WASTE) EXCEPT FOR MSW RATE FOR LICENSED HAULERS.
2. SCALEHOUSE HAS FINAL SAY ON RATES TO BE CHARGED
3. OUT OF COUNTY WASTE IS CHARGE TWICE THE LISTED RATE.



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	20261006-14
Agenda Topic Title for Publication:		County Ditch 41 - Fish Trap Creek Loop - Spot Cleaning
Date of Meeting: October 6, 2026		Agenda Time Requested: 5 min ☐ Consent Agenda
Organization / Department Requesting Action: Ditch/Ag Inspector		
Person Presenting Topic at Meeting: Nancy Uhlenkamp CDI		
Background: <i>Supporting Documentation enclosed</i> ☒		
Attachment 1: CD41/Fish Trap Creek Aerial Photo - Attachment 2: Quote - Todd Carry - Lakes Area Blasting The County Ditch 41 Maintenance Project is complete. There is approximately \$42,600.00 left in the Maintenance Fund. As has been previously mentioned, Laterals 5, 6, 7 & Branch of Lateral 7 all connect to Fish Trap Creek. The section of Fish Trap Creek that runs north of Quiken Rd and then east to where it connects to the Main Ditch in the SW 1/4 of NE 1/4 of section 16 in Fawn Lake Twp has chronic beaver issues and many old dams that are causing decreased to no water flow. The CDI had a discussion with the DNR and SWCDD and has gotten permission to do spot cleaning of the dams in this section. Because of the 541 Rifle muck soils and remote area an amphibian excavator will be needed. The CDI has obtained a Quote from Todd Carry - Lakes Area Blasting to spot clean this section of Fish Trap Creek. The Quote is for \$250.00 per hour for spot cleaning 1.8 miles of Fish Trap Creek loop and cleaning the vegetation from the inlet and outlet of the culvert on Quiken Rd. This is estimated to take 10 hours.		
Options:		
Approve Spot Cleaning Do Not Approve Spot Cleaning		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Acting as the Todd County Ditch Authority approves the Quote from Todd Carry - Lakes Area Blasting, in the amount of \$2,500.00 to spot clean the Fish Trap Creek Loop north of Quiken Rd that is the outlet for multiple laterals of County Ditch 41, and to clean the vegetation from the inlet and outlet of the culvert on Quiken Rd.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 2,500.00 Funding Source(s): CD41 Maintenance 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

Quote

Lakes Area Blasting, LLC
41527 311th Ave
Browerville, MN 56438
Phone: (320) 412-0532

QUOTE # 1
DATE: 09/20/2026

BILL TO:
Nancy Uhlenkamp
Todd Co. Ditch Inspector
44 Riverside Dr
Long Prairie, MN 56347-1389
Phone: (320) 533-4651

QUANTITY	DESCRIPTION	RATE	AMOUNT
10 hours	Spot cleaning 1.8 miles of the Fish Trap Creek loop and cleaning vegetation from the inlet and outlet of the culvert on Quiken Road.	\$250/1 hour	2,500.00
	Pricing includes levelling spoil banks where possible.		
	Any lateral add-ons would be priced at \$4,000 per day.		
Contractor Signature: <i>Todd Curry</i>		Date: <i>9/20/26</i>	
	TOTAL DUE		2,500.00



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	20261006-15
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	County Ditch 32 - Dam Removal
--	--------------------------------------

Date of Meeting: October 6, 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: Aerial Photo Attachment 2: Photos of Dam Attachment 3: Statema Backhoe Service - Estimate The Ditch Inspector is able to spend \$1,000 for beaver dam removal. If the amount exceeds that the Ditch Inspector needs Ditch Authority approval. Parcel 24-0010900 has a man-made USFW dam on it that was installed in 2003 as a USFW Wetland Restoration project. Beaver have built a very large dam approximately 40 feet upstream of the man-made dam. The beaver dam is approximately 4 to 5 feet higher than the manmade dam and is holding water against the Northstar Dr roadbed. Because of the large amount of water, and the risk of washing culverts out on private land and one culvert on Northern Dr, the water needs to be let out very slowly. Explosives would not be precise enough so a backhoe will be used. The dam will be breached, and the water will be let out throughout the day. This can hopefully be done in one day but may need two days.

Options:

Approve dam removal. Do not approve dam removal
--

Recommendation:

The Todd County Board of Commissioners approves the following by Motion: Acting as the Todd County Ditch Authority approve the dam removal Estimate of \$2,400.00 from Statema Backhoe Service to remove the beaver dam on the ditch line on 24-0010900 and lower the water level on the pond. If a second day is needed, there will be an additional \$1,750.00 charge.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 2,400.00 Funding Source(s): CD32 fund	☒ Yes ☐ No	This project was anticipated so was included in the 2027 tax payable assessment amount.
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

0 162.5 325 650 Feet

Turtle Creek Township Section 11 Twp 131 Range 32



- APPROVED
- PRIVATE
- REROUTED
- <all other values>
- tcparcel
- Culvert

24-0011000

24-0011900 GOV LOT 1

NORTHSTAR DR

24-0010900

24-0012000

Beaver Dam

24-0011800

24-0012100

County Ditch 32
Dam Removal
JJT Properties LLC
24-0010900

Todd County Ditch & Ag Inspector
44 Riverside Drive
Long Prairie, MN 56347
Office (320)533-4651
nancy.uhlenkamp@co.todd.mn.us
September 29, 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.

Commissioner's Board Meeting
October 6, 2026
JJT Properties LLC - 24-0010900
Dam Removal

Looking east off the USFW dam towards the beaver dam.
Bottom of beaver dam marked with red line.



Looking west off culvert on Northstar Drive.
Red line is the dam.



Statema Backhoe Service LLC.

29165 County 18

Browerville, MN 56438

320-760-6212

statemabackhoe@gmail.com



Estimate

Date	Estimate #
9/29/2026	#2737

Name / Address
Todd County Ditch Authority Nancy Uhlenkamp 44 Riverside Drive Long Prairie MN 56347

Item	Description	Total
Cleaning Mobilization	BEAVER DAM DITCH #CD32 - TURTLE CREEK TWP	
	Clean Beaver Dam on Ditch #CD32	2,000.00
	Truck & Trailer to Mobilize Equipment	400.00
	**** If Cleaning takes Extra Days its \$1,750 per Day Extra****	

Thanks for Considering "Statema Backhoe"!

Total

\$2,400.00

E-mail

statemabackhoe@gmail.com



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	20261006-16
Agenda Topic Title for Publication:		Approve resolution for TZD grant
Date of Meeting: 10/06/2026	Agenda Time Requested: 5	☐ Consent Agenda
Organization / Department Requesting Action: Todd County Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed ☐		
The State of Minnesota has changed its TZD Grant and now each county has to run the TZD program on their own.		
Options:		
1- Approve the TZD Resolution		
2- Do not approve the TZD Resolution		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the TZD project grant with the Todd County Sheriff's Office being the fiscal agent through September 2027.		

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



A RESOLUTION ESTABLISHING A RESOLUTION FORMAT

WHEREAS, the Minnesota Department of Safety has a Towards Zero Death (TZD) program, and;

WHEREAS, the Minnesota Department of Public Safety requires a fiscal agent and Administer of the grant , and;

WHEREAS, Sheriff Mike Allen is the Chief Law Enforcement Officer in Todd County and is authorized to execute such agreements and amendments as are necessary to the project on behalf of Todd County and to be the fiscal agent and administer of the grant.

NOW, THEREFORE BE IT RESOLVED, that The Todd County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, for the enforcement projects during the period of October 1, 2026, through September 30, 2027.



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	20261006-17

Agenda Topic Title for Publication:	Authorize removal of hazardous property
--	--

Date of Meeting: 10/6/2026	Agenda Time Requested: 3	☐ Consent Agenda
----------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

On May 19th, 2026, the Board of Commissioners adopted a resolution to order the repair or removal of a hazardous structure on parcel 06-0054800 (Burnhamville TWP). The resolution authorized the Todd County Attorney's Office to seek enforcement in the District Court unless corrective action was taken or an answer was filed within 20 days from the date of service of the Order. At this time, no repairs have commenced nor has the hazardous structure been removed from the property.

Removal of the structure by the County will require authorization by the Board of Commissioners. The cost will be paid by the County and assessed back to subject property. Two bids have been received for the demolition of the hazardous structure. Bids are attached to this Board Action Form.

Options:

1. Authorize removal of the hazardous structure.

2. Allow additional time for corrective action before removal.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Authorize the Chairman of the Board to sign the Order of Removal of the hazardous structure located on parcel 06-0054800.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 14,500 Funding Source(s):	☐ Yes ☒ No	County will need to fund the structure removal and assess the cost back to the property owner.
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



PLANNING & ZONING
215 1st Avenue South, Suite 103
Long Prairie, MN 56347
Phone: 320-732-4420 Fax: 320-732-4803
Email: ToddPlan.Zone@co.todd.mn.us

Project Bid Form

Project Description: Removal of the house located at 30957 County Road 104. Removal shall consist of the entire house and foundation. The structure must be disposed of in a manner that is in compliance with all federal, state, and local regulations.

Contractor selected for this project must be able to provide proof of license, bonding, and insurance prior to the start of demolition.

Bids must be submitted no later than end of day on August 31, 2026. Bid may be submitted to the Planning and Zoning Office located in the Todd County Historic Courthouse located at 215 1st Ave South in Long Prairie.

Business name: Chad Twardowski Exc Inc

Address: 26808 city 30

City, State, Zip: Long Prairie MN

Phone Number: 320-760-1127

Project bid amount: \$ 14,500

Anticipated start date: 3 weeks

Anticipated completion timeline: _____ days

Do you charge a cancellation fee: YES or NO

If yes, what is your cancellation fee: \$ 500

Sign: Chad Twardowski

Date: 8-31-26



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

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PLANNING & ZONING

215 1st Avenue South, Suite 103

Long Prairie, MN 56347

Phone: 320-732-4420 Fax: 320-732-4803

Email: ToddPlan.Zone@co.todd.mn.us

Project Bid Form

Project Description: Removal of the house located at 30957 County Road 104. Removal shall consist of the entire house and foundation. The structure must be disposed of in a manner that is in compliance with all federal, state, and local regulations.

Contractor selected for this project must be able to provide proof of license, bonding, and insurance prior to the start of demolition.

Bids must be submitted no later than end of day on August 31, 2026. Bid may be submitted to the Planning and Zoning Office located in the Todd County Historic Courthouse located at 215 1st Ave South in Long Prairie.

Business name: Doug's Excavating Inc.

Address: 15961 Cty 65

City, State, Zip: Long Prairie mn 56347

Phone Number: 320-630-8661

Project bid amount: \$ 35,000.00

Anticipated start date: 4-12-27

Anticipated completion timeline: 5 days

Do you charge a cancellation fee: YES or NO

If yes, what is your cancellation fee: \$ _____

Sign: Doug's

Date: 8-31-2026



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

On a motion by Noska and second by Neumann the following was adopted by unanimous vote:

AMENDED RESOLUTION ABATEMENT ORDER FOR REPAIR OR REMOVAL OF HAZARDOUS STRUCTURE

WHEREAS, Laurie Lee Reed, a.k.a. Laurie Lee Smith, (“the Landowner” herein) owns real property located at 30957 County Road 104, Burtrum, Todd County, Minnesota, 56318; and

WHEREAS, the Todd County Board of Commissioners (“the Board” herein) considered the motion to authorize the Chairman to sign this resolution (“Order” herein); and

WHEREAS, the Board considered the information presented by Adam Ossefoort, Division Director of Planning and Zoning; and

WHEREAS, the Board finds that, pursuant to Minn. Stat. §463.15, there is substantial evidence that the home located at 30957 County Road 104, Burtrum, Todd County, Minnesota is hazardous and in a dilapidated state due to the following facts:

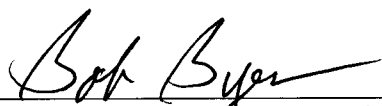
- The home had a fire in 2022, burning away its roof;
- The roof has not been replaced, and continues to have a reduced framing capacity;
- The home is resting on temporary cribbing which is settling, causing the structure to lean;
- The wood beams and concrete blocks on which the home is resting are breaking or deteriorating;
- The home has no utilities connected, including a functioning septic system.

NOW, THEREFORE BE IT RESOLVED, the Landowner shall have 45 days from the receipt or lawful service of this Order to complete the following: (1) to have the home placed on a permanent frost-protected foundation sized and detailed to support the two-story structure and resist frost heave; (2) to remove and replace the fire-damaged roof framing and coverings and all charred or compromised members per engineered details to restore the required strength and continuity of the roof diaphragm; (3) to complete an engineered assessment of the structure once it is placed on a permanent foundation to ensure stability and that the building is supported by the foundation; (4) to connect utilities to the home and install a septic system; (5) that the work ordered herein be performed by licensed professionals and the appropriate permits be issued to complete the work. To show that the work ordered herein is completed, a written statement must be provided to the Todd County Planning and Zoning office by the appropriate tradesman or contractor who completed the work.

In the alternative to repairing the home, the Landowner may have the structure removed. If the Landowner fails to comply with either repair or removal, the County will act to remove the structure at the Landowner’s expense pursuant to Minn. Stat. §463.21.

BE IT FURTHER RESOLVED, that the Todd County Attorney’s Office is hereby authorized to seek enforcement of this Order in Todd County District Court by way of a motion for summary enforcement of this Order unless corrective action is taken or an Answer is filed within 20 days of the date of service of this Order; at which time the proceeding will be handled by the District Court in accordance with Minnesota Statute §463.20 for contested cases.

6-16-2026
Date


Chairman, Todd County Board of Commissioners



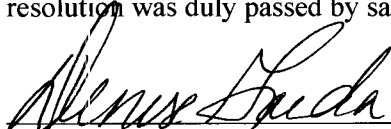
WHERE THE FOREST MEETS THE PRAIRIE

Todd County

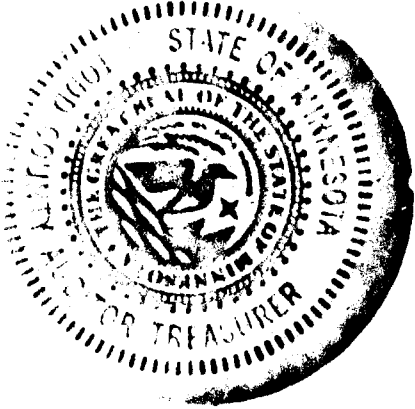
• MINNESOTA • EST. 1855 •

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Denise Gaida, Todd County Auditor/Treasurer, hereby certify that I have compared the foregoing copy of the resolution 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 at a meeting duly held on June 16th, 2026, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting. Witness my hand and seal this 16th day of June, 2026.



Denise Gaida, County Auditor/Treasurer





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	20261006-18
Agenda Topic Title for Publication:		MPCA Grant Application - Video Cameras
Date of Meeting: October 6, 2026	Agenda Time Requested: 10 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Solid Waste Department		
Person Presenting Topic at Meeting: Mike Eberle or Chris McConn		
Background: Supporting Documentation enclosed ☒		
Wadena County is preparing an MPCA grant application to purchase and install video cameras at remote locations (mostly remote recycling bin sites) to help prevent illegal dumping and contamination of recycling materials. The grant is a 75% maximum state match for a minimum local match of 25%. Estimated cost of each camera, installed, is \$10,000-\$12,000 (maximum \$3,000 local match per camera). Wadena County has invited Todd County to participate in the project as a partner. Wadena would be the grant applicant. Todd County staff have shared this idea at committee level and recommended submitting a letter of commitment and support (attached).		
Options:		
1. Authorize Board Chair to sign attached letter. 2. Do not authorize Board Chair to sign attached letter.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Authorize Board Chair to sign attached letter, supporting Wadena County's grant application and committing to spending up to \$18,000 for up to six cameras at Todd County locations.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ \$18,000 Funding Source(s): Enterprise Fund	☐ Yes ☒ No	Enterprise fund has cash available for the expense.
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 ●

TODD COUNTY SOLID WASTE

30433 US 71
Browerville, MN 56438
Phone: 320-594-2210
Fax: 320-594-3022

October 10, 2026

Minnesota Pollution Control Agency
Director of Planning and Assistance
525 Lake Avenue North
Suite 400
Duluth, MN 55804

RE: Greater Minnesota Waste Reduction, Reuse, Recycling and Composting Grant Application

Dear MPCA Planning and Assistance Director,

On behalf of Todd County, I am writing to express our support for the Wadena County application for the fall 2026 Greater Minnesota Waste Reduction, Reuse, Recycling Grant.

Contamination of recycling and illegal dumping are high-priority issues in our solid waste program. Adding video cameras at strategic remote locations is an innovative way to solve this problem. Todd County believes Wadena's application will be an educational opportunity for many other rural counties to learn from.

Todd County has committed to spending up to \$18,000 for up to 6 video camera systems as a partner in Wadena's application.

If you have any questions, please contact our Solid Waste Department staff, Chris McConn (218-998-8904) or Mike Eberle (320-594-2210).

Sincerely,

Bob Byers,
Chair



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	20261006-19
Agenda Topic Title for Publication:		Data Sharing Agreement between LPGE Schools and Todd County HHS
Date of Meeting: 10/6/2026	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 ☒		
The Long Prairie Grey Eagle school district has requested a data sharing agreement. TCHHS will provide consultation related to improving health outcomes and to provide direct support related to; disease outbreak, education, and immunizations.		
Options:		
1. To approve the provided Data Sharing Agreement for School Health Services between Independent School District No. 2753 and Todd County HHS.		
2. To not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the provided Data Sharing Agreement for School Health Services between Independent School District No. 2753 and Todd County HHS.		

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

SCHOOL HEALTH SERVICES AND DATA SHARING AGREEMENT

This School Health Services and Data Sharing Agreement (“Agreement”) is entered into by and between Independent School District No. 2753, Long Prairie-Grey Eagle Public Schools (“District”), and Todd County Health & Human Services (“Agency”).

RECITALS

WHEREAS, Minnesota Statutes Section 121A.21 requires the District to provide school health services to its students;

WHEREAS, Minnesota Statutes Section 121A.21(b)(2) permits the District to contract with a public health organization for qualified personnel to provide the required school health services;

WHEREAS, the District wishes to receive public health nursing consultation and related school health services from the Agency, and the Agency may need access to private educational data to provide those services; and

WHEREAS, the parties wish to describe their respective responsibilities and ensure that student data is shared and protected in accordance with applicable law.

NOW, THEREFORE, the parties agree as follows:

TERMS

1. **Term and Termination.** This Agreement will take effect upon full execution of this Agreement by the parties and will remain in force and effect until June 30, 2027 or until earlier terminated by either party. Either party may terminate this Agreement for any reason upon thirty (30) days’ written notice to the other party.
2. **Services.** The Agency will provide public health nursing consultation by telephone, electronic communication, or in-person visits, as reasonably requested by authorized District personnel and as Agency personnel are reasonably available. Consultation may address student health needs, medication administration, health plans, communicable diseases, immunizations, emergency planning, and other related school health matters.
3. **Personnel Qualifications.** The Agency will assign personnel who are appropriately licensed and qualified to provide the services assigned to them. The parties intend that the arrangement will satisfy the applicable requirements of Minn. Stat. § 121A.21.
4. **Access to and Use of Data.** The District may provide authorized Agency personnel with educational data reasonably necessary to provide the services contemplated by this Agreement. Agency personnel may use the data only for that purpose and will be considered school officials with legitimate educational interests under 34 C.F.R. § 99.31(a)(1)(i)(B) when providing services to the District pursuant to this Agreement. The

District will retain control over the use and maintenance of the data and may limit Agency personnel access when reasonably necessary to protect student privacy or comply with applicable law.

5. **Data Privacy Responsibilities.** Each party will comply with the Family Educational Rights and Privacy Act (“FERPA”), 34 C.F.R. Part 99, the Minnesota Government Data Practices Act (“MGDPA”), Minn. Stat. ch. 13, and other applicable privacy laws. As required by Minn. Stat. § 13.05, subd. 11, the Agency will administer government data received or created under this Agreement as if it were a government entity. The Agency will use student data only to provide the services and will limit access to personnel who reasonably need the data. If the Agency receives a request for District data, it will promptly notify the District before responding, unless applicable law prohibits such notice or requires an earlier response.
6. **Data Security.** Each party will use reasonable administrative, technical, and physical safeguards to protect student data against unauthorized access, use, or disclosure. The Agency will ensure that its personnel understand and follow these requirements.
7. **Unauthorized Access or Disclosure.** The Agency will promptly notify the District if it becomes aware of unauthorized access to or disclosure of student data. The parties will cooperate in investigating the incident, limiting further disclosure, and meeting any applicable legal notification requirements as provided by Minn. Stat. § 13.055 or other applicable law.
8. **Redisclosure.** The Agency and its personnel will not redisclose data obtained under this Agreement to other parties except as authorized in writing by the District and permitted by law, including but not limited to the requirements outlined in 34 C.F.R. § 99.33(a).
9. **Data Retention and Destruction.** When this Agreement ends, the Agency will stop accessing District data and will return or securely destroy student data obtained pursuant to this Agreement, unless applicable law or the Agency’s records-retention obligations require continued retention. The Agency will notify the District before destroying data to ensure the District maintains copies necessary to meet its data practices obligations. Any retained data will remain protected under this Agreement.
10. **Indemnification.** To the extent permitted by law, each party agrees to defend, indemnify, and hold harmless the other party, its governing body members, officers, employees, and agents from and against claims, damages, liabilities, costs, and expenses, including reasonable attorneys’ fees, arising out of or resulting from the indemnifying party’s negligent acts, omissions, or willful misconduct, or the negligent acts, omissions, or willful misconduct of its officers, employees, agents, or representatives in connection with this Agreement. Nothing in this Agreement shall be construed as a waiver of any immunities, defenses, or limitations of liability available to either party under Minnesota law.

11. **Insurance.** Each party will maintain insurance or self-insurance appropriate to its responsibilities under this Agreement and, upon request, will provide the other party with reasonable evidence of such coverage.
12. **Training and Coordination.** Each party will ensure that its personnel understand the privacy and security requirements applicable to their responsibilities. The parties will coordinate as reasonably necessary to support compliance with this Agreement through training or other reasonable means.
13. **Relationship of the Parties.** Nothing in this Agreement creates an employment relationship between the parties or a joint venture, partnership, or formal entity of any kind.
14. **Assignment.** Neither party may transfer its responsibilities under this Agreement without the other party's written consent.
15. **Entire Agreement.** This Agreement contains the parties' entire understanding concerning these services and related data sharing. Any change must be in writing and signed by both parties. Electronic and counterpart signatures are effective.
16. **Survival.** The provisions concerning Access to and Use of Data, Data Privacy Responsibilities, Data Security, Unauthorized Access or Disclosure, Redisclosure, Data Retention and Destruction, and Indemnification will survive the expiration or termination of this Agreement. Any other provision that, by its nature, is intended to apply after expiration or termination will also survive.

By signing this Agreement, both parties affirm, through their duly authorized representatives, that they have read, understand, and agree to the terms and conditions above.

Todd County Health & Human Services
212 2nd Ave S, Long Prairie, MN 56347

Date: _____

Jackie Och
Director

INDEPENDENT SCHOOL DISTRICT NO. 2753
LONG PRAIRIE-GREY EAGLE PUBLIC SCHOOLS

Date: _____

Daniel Ludvigson
Superintendent



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	20261006-20
Agenda Topic Title for Publication:		Renewal of Madden Galanter Hansen, PLLC, Attorneys At Law Consulting Services Contract
Date of Meeting: October 6 th , 2026		Total Topic Time Requested: 5 Minutes
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator		
Background: Supporting Documentation enclosed ☒		
The Consulting Services Contract with Labor Attorney Firm Madden Galanter Hansen, PLLC, Attorneys At Law is set to renew on June 4th, 2026. The contract outlines services including providing labor negotiation services, labor relations advice, personnel consultation, other labor relation services, travel portal-to-portal, other than arbitration, administrative hearing and litigation representation billed in tenths of an hour at a rate of \$240.00 per hour on June 4th, 2026 and increasing to \$250.00 per hour on June 4th, 2027. Arbitration and administrative hearing representation, if requested by County, shall be at the rate of \$250.00 per hour on June 4th, 2026 and increasing to \$260.00 per hour on June 4th, 2027.		
Options:		
1. Renew the Consulting Services Contract with Labor Attorney Firm Madden Galanter Hansen, PLLC, Attorneys At Law agreement as presented, for June 4th, 2026 through June 4th, 2028. 2. Do not renew the Consulting Services Contract with Labor Attorney Firm Madden Galanter Hansen, PLLC, Attorneys At Law agreement as presented.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

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

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Neumann	☐ Neumann
Second:	☐ Becker	☐ Becker
☐ Passed	☐ Denny	☐ Denny
☐ Failed	☐ Noska	☐ Noska
☐ Tabled	☐ Erickson	☐ Erickson
☐ 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

CONSULTING SERVICES CONTRACT

This Agreement, by and between County of Todd, hereinafter referred to as “County,” and Madden Galanter Hansen, PLLC, Attorneys at Law, 7760 France Avenue S. Suite 290, Bloomington, MN 55435, hereinafter referred to as “Consultant.”

RECITALS

WHEREAS, the County is required under the Minnesota Public Employment Labor Relations Act (PELRA) to undertake the negotiations of contracts with employees represented by exclusive representatives (unions); and

WHEREAS, the County has determined that retaining a consultant to assist in its negotiations with the unions best fulfills its obligations with respect to labor negotiations, labor relations and personnel matters.

NOW, THEREFORE, in consideration of the mutual undertakings and agreements contained within the Contract, the County and the Consultant agree as follows:

A. Scope of Services

1. Representation, with the labor negotiating team, in labor negotiations as chief management negotiator including:
 - a. Analysis of existing contract language and administration problems;
 - b. Preparation of management negotiations strategy;
 - c. Management spokesperson for “at the table” labor negotiations;
 - d. Preparation of management proposals and timely drafting of final labor bargaining agreement and finalization;
 - e. Pre-labor negotiation briefings, closed session discussions, settlement summaries and appropriate status reports for County Board information and action as necessary or as requested.
2. Management representation in grievance matters and counseling with management staff in initial grievance steps. Handling of grievance arbitrations.
3. Representation of the County in unit determination hearings.
4. Labor relations advice and personnel consultation with County Coordinator, Human Resources and County Board on an ongoing basis.

B. Consideration and Terms of Payment

1. Consideration for all services performed shall be as follows:

Providing of labor negotiation services, labor relations advice, personnel consultation, other labor relation services, travel portal-to-portal, other than arbitration, administrative hearing and litigation representation, billed in tenths of an hour at the rate of \$240.00 per hour on June 4, 2026, and increasing to \$250.00 per hour on June 4, 2027. Arbitration and administrative hearing representation, if requested by County, shall be at the rate of \$250.00 per hour on June 4, 2026, and increasing to \$260.00 per hour on June 4, 2027.

2. Consultant will also be reimbursed for expenses, including mileage consistent with the amount set forth by the IRS per mile, photocopying charges at \$.15 per page.
3. The Consultant will submit invoices on a periodic basis to the County for payment for services performed. Payment shall be made within thirty days after receipt of invoices for services performed.

C. Changes

The County and Consultant may, from time to time, require changes in the terms of this Contract. Any such changes that are mutually agreed to by the parties shall be incorporated as written amendments to this Agreement and attached hereto.

D. Duration

The terms of this Agreement shall be applicable for a period commencing June 4, 2026, through June 3, 2028. The contract may also be terminated by either party after giving thirty days written notice.

E. Independent Contractor

It is agreed by the parties that at all times and for all purposes hereunder, that the Consultant is an independent contractor and not an employee of the County.

F. Insurance

Consultant shall not commence work under this Contract until it has obtained at its own cost and expense the insurance required herein. Consultant states that it shall obtain and maintain for the duration of this Contract statutory workers' compensation insurance as required by the laws of the State of Minnesota. Consultant also agrees to obtain and maintain comprehensive automobile liability insurance coverage and professional malpractice insurance coverage.

G. Equal Employment and Non-Discrimination

In connection with the work under this Contract, Consultant agrees to comply with the applicable provisions of Federal and State Equal Employment Opportunity and Non-Discrimination Statutes, Regulations and Executive orders.

IN WITNESS WHEREOF, the parties have caused the Contract to be duly executed intending to be bound thereby.

Todd County

Dated: _____

By: _____
Board Chair

Dated: _____

By: _____

Madden Galanter Hansen, PLLC

Dated: 7/21/2026

By:  _____
Susan K. Hansen
Its Partner