WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

BOARD OF COMMISSIONERS
Regular Board Meeting Agenda

Tuesday, December 1, 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
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 - November 17, 2026	
	4.2	Gambling Permit - Staples Sportsmens Club 03/13/2027	
	4.3	Resignation - Social Worker Richard Mettler 12/05/2026	
	4.4	Resignation - Eligibility Worker Fernando Ramirez 11/20/2026	
5		**County Auditor-Treasurer**	9:05
	5.1	Commissioner Warrants	
	5.2	Health & Human Services Commissioner Warrants	
	5.3	Health & Human Services SSIS Warrants	
6		**Todd Area Trails Association**	9:10
	6.1	Todd Area Trails Association Sponsor & Club Agreement	
7		**County Assessor**	9:15
	7.1	Abatement - 15-0067300	
	7.2	Abatement - 36-0039100	
8		**MIS**	9:20
	8.1	Annual Server Purchase	
9		**Planning & Zoning**	9:25
	9.1	FY27 Sauk River WBIF Grant Funding Request	
10		**Solid Waste**	9:30
	10.1	CON for Morrison County Landfill Space	
	10.2	2027 Solid Waste Budget	
11		**Court Administration**	9:40
	11.1	Support for the Community Justice Reinvestment Grant to explore the possibility of a Todd County Drug Court/DWI Treatment Court	
12		**Administration**	9:50
	12.1	Establish 2027 County Commissioners Salary	
	12.2	Establish 2027 County Attorney Salary	
	12.3	Establish 2027 County Recorder Salary	
	12.4	Establish 2027 County Sheriff Salary	

over

Standing Reports

County Auditor-Treasurer's Report
County Attorney's 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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-01**

Agenda Topic Title for Publication:	**Meeting Minutes Approval - November 17th, 2026**	
Date of Meeting: December 1st, 2026	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasuer		
Background: *Supporting Documentation enclosed* ☒		
Minutes for the following meetings are attached: November 17th, 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 November 17th, 2026 as presented.		

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ 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 November 17th, 2026

Public Comment

Sherry Kutter provided concerns to the County Board regarding the discussion regarding data centers and the proposed ordinance being considered by the Planning Commission.

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 17th day of November, 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 Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for November 2nd, 2026 as presented.

GAMBLING PERMIT – SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers through this resolution;
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Valley Gobblers to hold a raffle event at Diamond Point in Birchdale Township at the address 12867 Bayview Dr, Sauk Centre, MN on February 27th, 2027.

GAMBLING PERMIT – SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers through this resolution;
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Valley Gobblers to hold a bingo and raffle event at Diamond Point in Birchdale Township at the address 12867 Bayview Dr, Sauk Centre, MN on April 17th, 2027.

To approve a One Day On Sale 3.2 Malt Liquor License for the Swanville/Sobieski Lions on the Long Lake in Burnhamville Township effective February 27th, 2027.
Accept the resignation of seasonal recreation employee Brayden Leners effective 10/9/2026.
Accept the resignation of seasonal recreation employee Eric Dahl effective 10/9/2026.
Approve the hire of Colin Wray to fill the open Social Worker position. Grade I/9, Step A, $33.21. Start date: TBD
Approve the hire of Christine Kahl to fill the open Care Coordinator position. Grade I/9, Step B, $34.14. Start date: TBD

Auditor-Treasurer

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the October 2026 Auditor Warrants number (ACH) 906377 through

906491 in the amount of $9,314,982.81 (Manual) 1531 through 1577 in the amount of $3,272,658.70 and (Regular) 247148 through 247318 in the amount of $1,574,720.22 for a total of $14,162,361.73.

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) 404778 through 404809 in the amount of $41,381.10 and (Regular) 60239 through 60280 in the amount of $94,214.57 for a total of $135,595.67.

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 Commissioner Warrants number (ACH) 808002 through 808039 and (Regular) 714658 through 714694 for a total of $147,122.95.

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 602151 through 602160 and (Regular) 519163 through 519182 for a total amount of $44,276.54.

Public Works

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

Final Payment Authorization – 2026 Highway Construction Contract

WHEREAS, the contract with Central Specialties Inc. for the 2026 Highway Construction Contract known as SP 077-602-021, SP 077-611-036, SAP 077-648-005, CP 26:98, CP 26:104, and CP 77-26-01 located on various routes in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2026 with the value of the total work certified being $5,046,022.87, and;

WHEREAS, partial payments amounting to $4,793,721.73, have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that $252,301.14 remains to be paid to Central Specialties Inc.

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

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

Final Payment Authorization – 2025 Bridge Construction Contract

WHEREAS, the contract with Landwehr Construction Inc. for the 2025 Bridge Construction Contract known as SAP 077-599-065 and SAP 077-599-067 located on various township roads in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled in 2025 and completed in 2026 with the value of the total work certified being $1,075,687.33, and;

WHEREAS, partial payments amounting to $975,024.03, have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that $100,663.30 remains to be paid to Landwehr Construction Inc.

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

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

2027 Master Bridge Priority Replacement List

WHEREAS, Todd County has determined that the bridge contained on the attached list of bridges located on County State Aid Highways, County Roads, Township Roads, and Municipal Streets are either listed as structurally deficient or are a high priority for removal and replacement within the immediate future, and;

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system, and;

WHEREAS, State support for the replacement of bridges continues to be crucial to maintaining the integrity of the local road system and is necessary funding source for the County, Townships, and Municipalities to proceed with replacements of the bridges on the attached list, and;

WHEREAS, Todd County intends to proceed with the replacement of these bridges as soon as either State Transportation Bond Funds or State Townbridge Funds become available.

NOW, THEREFORE BE IT RESOLVED, that Todd County commits that it will proceed with the replacement of these listed bridges immediately after being notified of the availability of State Transportation Bond Funds or State Townbridge Funds.

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

FINAL PAYMENT AUTHORIZATION – 2026 GRAVEL SURFACING CONTRACT

WHEREAS, the contract with Swenson Aggregate & Construction, LLC for a 2026 Gravel Surfacing Contract known as CP 26:88 and CP 26:93 located on County Road 88 and County Road 93 in all things have been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2026 with the value of the total work certified being $178,685.62, and;

WHEREAS, partial payments amounting to $169,751.34 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that $8,934.28 remains to be paid to Swenson Aggregate & Construction, LLC.

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

MIS

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

RESOLUTION ADOPTING THE INFORMATION SYSTEMS USE POLICY

WHEREAS, the Todd County Board of Commissioners recognizes the importance of maintaining policies that protect County technology resources, information systems, and data assets, and ensure the secure, appropriate, and responsible use of technology throughout County operations, and;

WHEREAS, the County relies on information systems and technology resources to support daily operations and the delivery of services to residents, making the protection of County information and technology resources essential to maintaining the confidentiality, integrity, and availability of County information, and;

WHEREAS, the County's Information Systems Use Policy establishes requirements and responsibilities for the appropriate use of County technology resources, cybersecurity, access management, protection of information, incident response, and compliance with applicable laws, regulations, and security requirements, and;

WHEREAS, the proposed Information Systems Use Policy provides updated guidance and establishes expectations for employees, elected and appointed officials, contractors, vendors, and other authorized users who access or utilize County technology resources and information, and;

WHEREAS, the Todd County Policy Committee has reviewed the proposed Information Systems Use Policy and recommends its adoption, and;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby adopts the attached Todd County Information Systems Use Policy, effective November 17, 2026, and;

BE IT FURTHER RESOLVED, that this Resolution establishes the Todd County Information Systems Use Policy as the County's governing policy for the appropriate, secure, and responsible use of County technology resources and information, superseding any prior County Board actions, policies, or directives relating to the subject matter hereof.

Planning & Zoning

The November 2026 Planning Commission minutes and staff report was provided for review and reference.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and approve the preliminary plat on parcel 14-0025200 known as Kesslers Bay as presented with the following conditions.

1. Establishment of a 50’ drainage easement across lot 1 to protect the natural drainage area.
2. There shall be no vegetative alterations within the drainage easement.
3. Driveway access from US Highway 71 shall be reconstructed in compliance with MN DOT standards prior to final platting.
4. Applicant shall abide by all other applicable federal, state, and local standards.

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 grant the CUP on parcel 25-0028300 to establish Temporary Family Housing with the following conditions:
1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.
2. Applicant shall obtain a land use permit for conversion of the existing structure along with the structure addition prior to recording of Conditional Use Permit.
3. Applicant shall abide by all other applicable federal, state, and local standards.

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 on parcel 09-0005900 for establishment of a retail greenhouse with the following conditions.
1. The greenhouse operator must provide adequate off-street parking for all greenhouse traffic. No parking will be allowed within the road right of way.
2. No loading or unloading of materials will be allowed within the road right of way.
3. The business is restricted to construction of one greenhouse as identified in the application. Construction of additional greenhouses will require review by the Planning Commission.
4. Applicant must obtain additional permitting and/or licensing from additional government agencies as necessary.

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 on parcel 13-0006100 for wholesale production of chicken coops and storage sheds with the following conditions.
1. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
2. Finished products shall be stored in a manner that meets all structural setbacks.
3. There shall be no loading or unloading of materials within the road right-of-way.
4. Off-street parking shall be provided for all business traffic.
5. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Neumann and second Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP on parcel 17-0011302 for a cabinet making business with the following conditions.
1. The operation shall be conducted within a permitted structure.
2. There shall be no loading or unloading of materials within the road right-of-way.
3. Off-street parking shall be provided for all business traffic.
4. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Neumann 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 on parcel 10-0006401 to create a single lot plat known as Eastwood Estates Plat Two with the following conditions.
1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP on parcel 17-0005500 for a retail lumber yard with the following conditions.
1. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
2. Finished products shall be stored in a manner that meets all structural setbacks.
3. There shall be no loading or unloading of materials within the road right-of-way.
4. Off-street parking shall be provided for all business traffic.
5. Applicant shall abide by all other applicable federal, state, and local standards.

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 rezoning of the identified property SW ¼ of the NW ¼ Section 25 in Wykeham Township from Residential-10 to Agricultural/Forestry 1 zoning with the following conditions.
1. Applicant shall update feedlot registration and verify compliance with MN 7020 and Todd County Feedlot standards.
2. Applicant shall abide by all other applicable Federal, State, and local standards.

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

Health & Human Services

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve the hire of Samantha Gorka-Bollin to fill the open Public Health Nurse position. Grade I/9, Step F, $38.16. Start date: TBD.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve STEP Purchase of Service and Host County contract renewal.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approve the renewal contract (1/1/2027 to 12/31/2027) for Rural MN CEP to provide MFIP & DWP Employment Services.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve Northern Pines Purchase of Service Agreements renewal.

Administration

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Renew the Northern Pines Mental Health Center lease agreement as presented, for January 1, 2027 through December 31, 2027.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the office is wrapping up the reporting from the State General Election including the PER Equipment Audit. The office is moving forward with year end reporting and preparing for CLA's upcoming pre-audit visit.

County Attorney's Report

The County Attorney reported business as usual and extended congratulations to the Upsala-Swanville Area Patriots football on their advance to the state semi-finals at US Bank Stadium.

County Coordinator's Report

The County Coordinator reported attending meetings including Sourcewell fusion, open enrollment, Paycom, Personnel, dept head and Insurance broker. It was also announced that Todd County Transfer Station was chosen as the 2026 AMC Board of Water and Soil Resources Conservation Award winner.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
Commissioner Denny attended meetings including Fall Road, Personnel, Dept Head, SWCD and Solid Waste.
Commissioner Becker attended meetings including Fall Road, Canvassing Board, Region V RTC and TWCC.
Commissioner Byers attended meetings including TCDC, SWCD, Dept Head, Personnel, Canvassing Board and Fall Road.
Commissioner Neumann attended meetings including Fall Road, CMCOA, CPT Personnel, Solid Waste, Rainbow Rider and Millers Bay.

Adjourn

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

AUDITOR WARRANTS

VENDOR NAME		AMOUNT
AFSCME COUNCIL 65	$	4,659.83
GREAT RIVER REGIONAL LIBRARY	$	90,634.25
HY-TEC CONSTRUCTION	$	155,800.00
LONG PRAIRIE SANITATION INC	$	4,673.25
METROPOLITAN LIFE INSURANCE COMPANY	$	15,299.76
REGENTS OF THE UNIV OF MN	$	45,062.50
STAPLES ADVANTAGE	$	3,590.01
VERIZON	$	6,331.56
WIDSETH SMITH NOLTING INC	$	11,998.75
37 PAYENTS LESS THAN 2000	$	18,499.68
ANOKA CO GOVERNMENT CENTER	$	8,375.00
BECKER COUNTY ENVIRONMENTAL SERVICES	$	3,610.50
CENTRA CARE	$	13,350.31
CITY OF STAPLES	$	358,592.46
COUNTIES PROVIDING TECHNOLOGY	$	7,448.00
DSC COMMUNICATIONS	$	2,106.50
FLEET SERVICES/WEX BANK	$	11,991.30
G S EQUIPMENT INC	$	4,100.00
KANATI LAND MANAGEMENT	$	2,450.00

MINNESOTA POWER	$	19,380.73
MN DEPT OF FINANCE	$	8,049.50
PETERS LAW OFFICE, P.A.	$	8,150.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	$	33,731.24
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	$	98,136.20
STEP	$	13,081.25
VOYANT COMMUNICATIONS, LLC	$	3,257.48
WATERGUARDS LLC	$	9,932.25
WEST CENTRAL REG JUVENILE CTR	$	2,660.00
WEST CENTRAL TECH SERVICE AREA	$	26,753.84
WIDSETH SMITH NOLTING INC	$	2,018.75
42 PAYMENTS LESS THAN 2000	$	17,685.15
ANOKA CO GOVERNMENT CENTER	$	8,375.00
BIG SWAN LAKE IMPROVEMENT ASSOCIATION	$	242,326.73
BJORKLUND/BRIAN	$	19,300.00
DOUGLAS SWCD	$	38,400.10
GALLAGHER BENEFIT SERVICES INC	$	2,000.00
KNEISL/JASON & KAYLA	$	3,705.00
METROPOLITAN LIFE INSURANCE COMPANY	$	14,950.60
MINNESOTA ENERGY RESOURCES CORP	$	23,304.79
MORRISON CO DEPT OF PUB WORKS	$	111,267.90
MORRISON COUNTY	$	41,742.30
RIEFFER/JOEL AND GAIL	$	28,965.90
TRAMPUSCH/KARL	$	12,758.50
TRISKO HEATING AND PLUMBING INC	$	2,514.95
WADENA COUNTY HUMAN SERVICES	$	13,640.00
WESTERBERG/CHRIS	$	37,034.82
44 PAYMENTS LESS THAN 2000	$	18,837.92
AMERICINN - SAUK CENTRE	$	4,310.54
BULLET PROOF MECHANICAL SERVICE INC.	$	3,677.93
GOVERNMENT MANAGEMENT GROUP	$	5,500.00
HOST CONSTRUCTION CO LLC	$	5,675.00
IDEAL CONSTRUCTION LLC	$	8,820.00
LAKES AREA BLASTING	$	2,500.00
LIBERTY TIRE SERVICES LLC	$	2,270.60
LONG PRAIRIE OIL COMPANY	$	10,803.51
OTTER TAIL COUNTY PROBATION	$	16,000.00
PETERS LAW OFFICE, P.A.	$	2,096.25
51 PAYMENTS LESS THAN 2000	$	19,012.28
BIG SWAN LAKE IMPROVEMENT DIST.	$	6,044.37
CITY OF BERTHA	$	121,011.80
CITY OF BROWERVILLE	$	172,613.77
CITY OF BURTRUM	$	12,345.89

CITY OF CLARISSA	$	86,713.32
CITY OF EAGLE BEND	$	166,035.24
CITY OF GREY EAGLE	$	78,181.13
CITY OF HEWITT	$	30,057.26
CITY OF LONG PRAIRIE	$	848,947.52
CITY OF OSAKIS	$	119,372.41
CITY OF STAPLES	$	472,842.23
CITY OF WEST UNION	$	6,274.36
REGION V DEVELOPMT COMMISSION	$	13,356.34
SAINT PAUL PORT AUTHORITY	$	4,368.56
SAUK RIVER WATER SHED DISTRICT	$	46,623.44
SCHOOL DISTRICT 213	$	470,631.71
SCHOOL DISTRICT 2155	$	3,023.62
SCHOOL DISTRICT 2170	$	800,010.00
SCHOOL DISTRICT 2753	$	1,411,467.09
SCHOOL DISTRICT 486	$	505,187.16
SCHOOL DISTRICT 487	$	3,432.03
SCHOOL DISTRICT 740	$	67,789.77
SCHOOL DISTRICT 743	$	716,828.75
SCHOOL DISTRICT 786	$	316,454.41
SCHOOL DISTRICT 787	$	778,260.59
SCHOOL DISTRICT 818	$	28,363.52
TOWN OF BARTLETT	$	38,190.31
TOWN OF BERTHA	$	44,431.91
TOWN OF BIRCHDALE	$	238,865.06
TOWN OF BRUCE	$	88,870.76
TOWN OF BURLEENE	$	26,139.10
TOWN OF BURNHAMVILLE	$	87,983.67
TOWN OF EAGLE VALLEY	$	41,621.04
TOWN OF FAWN LAKE	$	67,704.59
TOWN OF GERMANIA	$	30,707.70
TOWN OF GORDON	$	106,846.35
TOWN OF GREY EAGLE	$	118,990.89
TOWN OF HARTFORD	$	88,765.25
TOWN OF IONA	$	31,332.72
TOWN OF KANDOTA	$	54,499.89
TOWN OF LESLIE	$	91,536.09
TOWN OF LITTLE ELK	$	32,390.10
TOWN OF LITTLE SAUK	$	63,646.33
TOWN OF LONG PRAIRIE	$	76,772.39
TOWN OF MORAN	$	35,583.67
TOWN OF REYNOLDS	$	30,702.44
TOWN OF ROUND PRAIRIE	$	79,400.69

TOWN OF STAPLES	$	89,382.00
TOWN OF STOWE PRAIRIE	$	48,968.47
TOWN OF TURTLE CREEK	$	30,028.91
TOWN OF VILLARD	$	95,727.77
TOWN OF WARD	$	45,403.90
TOWN OF WEST UNION	$	42,322.41
TOWN OF WYKEHAM	$	62,525.58
4 PAYMENTS LESS THAN 2000	$	2,926.08
PUBLIC EMPLOYEE RETIREMENT	$	100,644.53
VOYA (MSRS)	$	4,709.00
BETTER HEALTH COLLECTIVE	$	32,113.60
PUBLIC EMPLOYEE RETIREMENT	$	6,289.17
BETTER HEALTH COLLECTIVE	$	316,846.00
BETTER HEALTH COLLECTIVE	$	308,006.00
MN DEPT OF REVENUE	$	3,247.00
PAYCOM PAYROLL, LLC	$	3,460.31
PAYCOM PAYROLL, LLC	$	40,674.81
PAYCOM PAYROLL, LLC	$	589,486.66
VOYA (MSRS)	$	4,991.46
PUBLIC EMPLOYEE RETIREMENT	$	100,726.52
WEX HEALTH INC - HSA	$	41,505.04
COUNTY OF TODD	$	2,282.46
WEX HEALTH INC - HSA	$	4,117.44
PUBLIC EMPLOYEE RETIREMENT	$	6,329.22
MN DEPT OF REVENUE	$	77,737.86
US BANK-CC	$	9,008.29
PAYCOM PAYROLL, LLC	$	3,535.07
MN DEPT OF REVENUE	$	779,024.11
VOYA (MSRS)	$	4,601.32
PUBLIC EMPLOYEE RETIREMENT	$	107,768.66
WEX HEALTH INC (HSA)	$	16,181.29
COUNTY OF TODD	$	2,494.96
PAYCOM PAYROLL, LLC	$	631,991.87
PAYCOM PAYROLL, LLC	$	40,672.29
PUBLIC EMPLOYEE RETIREMENT	$	6,183.38
HUMANA INSURANCE COMPANY	$	8,264.21
21 PAYMENTS LESS THAN 2000	$	19,766.17
TOTAL:	$	14,162,361.73

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
AMAZON CAPITAL SERVICES	$	2,392.70
ARC ELECTRIC SERVICE	$	2,407.65
CAMFIL USA, INC.	$	2,627.84

COMPASS MINERALS AMERICA	$	11,017.00
DLT SOLUTIONS INC	$	6,107.70
DOHERTY STAFFING SOLUTIONS	$	3,326.82
DS SOLUTIONS, INC	$	4,705.00
EAGLE BEND WELDING	$	12,349.44
FARM-RITE EQUIPMENT, INC	$	2,776.61
LITTLE FALLS MACHINE INC	$	5,620.71
LONG PRAIRIE LEADER	$	2,215.00
MIDSTATES EQUIPMENT & SUPPLY INC	$	19,335.54
MINNESOTA POLLUTION CONTROL AGENCY	$	25,942.25
NORTHERN STAR COOP	$	3,657.16
NORTHERN STAR COOP	$	4,293.97
POMP'S TIRE SERVICE INC	$	2,243.60
PRAIRIE VIEW DIESEL REPAIR	$	2,026.87
STREICHER'S	$	2,584.69
ULINE	$	3,169.87
WAGNER ELECTRIC LLC	$	4,553.00
54 PAYMENTS LESS THAN 2000	$	12,242.25
Total:	$	135,595.67

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
CHILDREN YOUTH & FAMILIES DEPT	$	2,082.00
V#11537	$	3,796.00
DHS - SWIFT	$	78,617.37
RURAL MN CEP INC	$	21,481.54
63 PAYMENTS LESS THAN 2000	$	27,228.97
V#16352-RENT	$	2,000.00
MORRISON COUNTY HEALTH & HUMAN SERVICES	$	5,104.03
PICKED AND PRESERVED	$	3,750.00
5 PAYMENTS LESS THAN 2000	$	3,063.04
Total:	$	147,122.95

VENDOR NAME		AMOUNT
CHILDREN'S HOME & LSS LLC	$	3,534.62
COMMUNITY AND FAMILY SRVS LLC	$	6,137.50
# 18340	$	7,783.48
MERIDIAN SERVICES INC	$	2,162.95
NEXUS - KINDRED FAMILY HEALING	$	4,851.03
PORT GROUP HOMES	$	5,405.66
# 9819	$	2,405.51
23 PAYMENTS LESS THAN 2000	$	11,995.79
Total:	$	44,276.54

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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-02**

Agenda Topic Title for Publication:	**Gambling Permit - Staples Sportsmens Club**	
Date of Meeting: December 1st, 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 Staples Sportsmens 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 13th, 2027.		

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ 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

GAMBLING PERMIT – STAPLES SPORTSMENS CLUB

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Staples Sportsmens Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 13th, 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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-03**

Agenda Topic Title for Publication:	**Resignation - Social Worker Richard Mettler**	
Date of Meeting: 12/1/2026	Agenda Time Requested: 5 min	☒ Consent Agenda

Organization / Department Requesting Action: Health & Human Services

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

Background: *Supporting Documentation enclosed* ☐

Richard Mettler has resigned from his position as Social Worker in the Adult Services Unit, effective December 5th, 2026.

Options:

1. Approve the resignation of Social Worker Richard Mettler, effective December 5th, 2026.
2. Not approve.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Approve the resignation of Social Worker Richard Mettler, effective December 5th, 2026.

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **Funding Source(s):** 11- Social Services	☐Yes ☐No	

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ 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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-04**

Agenda Topic Title for Publication:	**Resignation - Eligibility Worker Fernando Ramirez**	
Date of Meeting: 12/1/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: *Supporting Documentation enclosed* ☐		
Fernando Ramirez has resigned from his position as Eligibility Worker in the Financial Services Unit, effective November 20th, 2026.		
Options:		
1. Approve the resignation of Eligibility Worker Fernando Ramirez, effective November 20th, 2026. **2. Not approve.**		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Eligibility Worker Fernando Ramirez, effective November 20th, 2026.		

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **Funding Source(s):** 11- Social Services	☐Yes ☐No	

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ 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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-05**

Agenda Topic Title for Publication:	**Approve Commissioner Warrants**	
Date of Meeting: December 1st, 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) 404810 through 404837 in the amount of $74,786.17 and (Regular) 60281 through 60315 in the amount of $96,176.23 for a total of $170,962.40.		

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ 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 12/01/2026 For Payment 12/04/2026

Vendor Name	Amount
AMAZON CAPITAL SERVICES	2,619.72
COMPASS MINERALS AMERICA	33,000.64
DAUERS HEATING, COOLING AND HOME I	8,300.00
HERDERING INC	3,474.35
LIBERTY TIRE SERVICES LLC	5,713.10
LONG PRAIRIE LEADER	2,815.00
M-R SIGN COMPANY INC	5,875.00
MCCC, MI33	3,108.00
MOTOROLA	2,973.06
STREICHER'S	3,664.99
TOWMASTER	2,406.50
TRIMIN SYSTEMS INC	23,101.00
TRUENORTH STEEL INC	48,218.16
ULINE	2,065.79
49 Payments less than 2000	23,627.09
Final Total:	170,962.40

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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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-06**

Agenda Topic Title for Publication:	**Health & Human Services Commissioner Warrants**	
Date of Meeting: December 1st, 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) 808040 through 808069 and (Regular) 714695 through 714735 for a total of $59,002.65.

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal

Warrants for Publication

Payment Date: **12/4/2026** **Approval Date:** **12/1/2026**

Vendor name or #	**Amount**	
V#15382	3117.36	MA Insurance
DHS - SWIFT	3212.52	
Freshwater Education District 6004	17482.00	
Iten Funderal Home	3500.00	
MCIT	2257.00	
	$18,768.69	60 Pymts less than $2000
Final Total	**$48,337.57**	

**** Todd County ****

WARRANTS FOR PUBLICATION

Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****

WARRANTS FOR PUBLICATION

Warrants Approved On 12/01/2026 For Payment 12/04/2026

Vendor Name	Amount
MORRISON COUNTY HEALTH & HUMAN SERVICES	2,316.14
v#18430-RENT	4,500.00
PENNYMAC LOAN SERVICES, LLC	3,703.52
3 Payments less than 2000	145.42
Final Total:	10,665.08

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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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-07**

Agenda Topic Title for Publication:	**Health & Human Services SSIS Warrants**	
Date of Meeting: December 1st, 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) 602161 through 602172 and (Regular) 519183 through 519199 for a total amount of $138,742.71.		

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal

Warrants for Publication

Payment Date: **12/4/2026** **Approval Date:** **12/1/2026**

Vendor name or #	**Amount**	
GREATER MN FAMILY SRVS INC	2092.00	
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL GUARDIANSHIP OPTIONS	2757.20	
MINNESOTA DIRECT CARE & TREATMENT	33099.00	
NEXUS - MILLE LACS FAMILY HEALING	11109.78	
NORTHERN PINES MENTAL HLTH CTR INC	3135.00	
STEP	5801.84	
VALLEY LAKE BOYS HOME INC	10664.00	
VILLAGE RANCH INC	54635.06	
WEST CENTRAL REG JUVENILE CTR	3811.00	
	$11,637.83	20 Pymts less than $2000

Final Total **$138,742.71**

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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-08**

Agenda Topic Title for Publication:	**Todd Area Trails Association Sponsor & Club Agreement**	
Date of Meeting: December 1, 2026	Agenda Time Requested: 5 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Todd Area Trails Association		
Person Presenting Topic at Meeting: Bernie Mumm, Todd Area Trails & Denise Gaida, County Auditor-Treasurer		

Background: *Supporting Documentation enclosed* ☒

Todd Area Trails Association and Todd County have partnered for decades in a Sponsor/Club relationship for DNR program grant funding. The current board resolution solidifies Todd County's support of this relationship through FY2028. Beginning in 2027, as part of the approval processes of the DNR program via OGM, a new requirement for a Sponsor & Club Agreement between Todd Area Trails and Todd County is now mandated for program funding to be accessed.

Options:

1. To adopt the attached resolution and agreement
2. Do not adopt

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
To adopt the attached Resolution for Approving the Todd Area Trails Association Sponsor & Club Agreement.

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☒ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☒ N/A	☐ 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

RESOLUTION APPROVING THE TODD AREA TRAIL ASSOCIATION SPONSOR & CLUB AGREEMENT

WHEREAS, the Todd Area Trail Association provides snowmobile trails to meet the Todd County Area's winter recreational needs, and;

WHEREAS, the State of Minnesota offers funding of such trails through its Trails Assistance Program, and;

WHEREAS, Todd County has acted as the legal sponsor for many decades and is willing to continue to act as the legal sponsor for any future applications for the DNR Snowmobile Trails Assistance program, and;

WHEREAS, the Todd Area Trail Association is a registered nonprofit corporation that wishes to continue assisting Todd County in acquiring land permissions, constructing, grooming and maintaining said trails, and;

WHEREAS, Todd County has and is willing to continue to comply with all applicable laws and regulations as stated in all agreements presented to date, and;

WHEREAS, as part of the approval processes of the DNR program via OGM, a new requirement for a Sponsor & Club Agreement is now mandated for the program funding to be accessed

NOW, THEREFORE, BE IT RESOLVED, the Todd County Board of Commissioners do hereby approve the Todd Area Trail Association Sponsor & Club Agreement and authorizes the County Board Chairperson and/or the County Auditor/Treasurer to sign all necessary forms and agreements to participate in this program.

SPONSOR / CLUB TRAIL AGREEMENT

This Agreement is made this 25th day of November, 2026, by and between TODD COUNTY, a political subdivision of the State of Minnesota, hereinafter referred to as the "Sponsor," and TODD AREA TRAIL ASSOCIATION, a Minnesota nonprofit corporation, hereinafter referred to as the "Club."

WITNESSETH:

WHEREAS, the Sponsor desires to establish, develop, and maintain public multiuse recreational trails in furtherance of its public recreation program; and

WHEREAS, the Club is a registered nonprofit corporation in good standing and agrees to assist the Sponsor in acquiring land permissions, constructing, grooming, and maintaining said multiuse trails; and

WHEREAS, the State of Minnesota, through the Department of Natural Resources (DNR), offers financial and technical assistance to local units of government for the acquisition, construction, and maintenance of approved Grant-in-Aid trails; and

WHEREAS, the multiuse trail system covered by this Agreement shall hereinafter be referred to as the "Todd County Multiuse Trail System."

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

Section 1. State Grant Application and Compliance

The Sponsor shall apply to the State of Minnesota, Department of Natural Resources (DNR), for financial and technical assistance in accordance with the laws, rules, and program manuals governing Grant-in-Aid multiuse trails. Upon approval of such assistance, the Club shall perform all trail acquisition, construction, grooming, and maintenance work in strict accordance with the terms and conditions of the grant agreement between the State of Minnesota and the Sponsor, which is incorporated herein by reference.

Section 2. Trail Operations and Public Access

The Club shall assist in securing necessary landowner permissions or easements, construct and maintain the Todd County Multiuse Trail System in a reasonably safe condition for public use and keep the trail open to all members of the general public without regard to Club membership. The Club shall maintain accurate itemized records, invoices, and equipment/labor logs as required for DNR and Sponsor audits.

Section 3. Certification, Payment, and Cost Absorption

Upon completion of authorized work, the Club shall submit certified documentation and invoices to the Sponsor. Subject to DNR reimbursement and compliance with state program rules, the Sponsor agrees to pay the Club its agreed-upon percentage of the total grant funds for work completed by the Club on its designated portion of the trail system. The Club shall absorb all remaining costs exceeding the available grant reimbursement.

- Retained Funds: If the Sponsor intends to retain any portion of the grant funds for administrative or direct trail work, the Sponsor shall notify the State and the Club in advance, specifying the exact amount and purpose.

- Performance Penalties: In the event the State assesses a performance penalty against the Sponsor due to deficiencies on the Club's portion of the trail, such penalty shall be passed through to the Club and remain the Club's sole financial obligation until satisfied.

- Funding Depletion: Notwithstanding the financial assistance provided under the State grant contract, the Sponsor shall not be liable for any costs incurred by the Club if State grant funds are reduced, delayed, or depleted.

Section 4. Independent Contractor Status

The Club shall operate at all times as an independent contractor and not as an employee, agent, or joint venturer of the Sponsor or the State of Minnesota. Neither the Sponsor nor the State of Minnesota shall be responsible for workers' compensation insurance, unemployment insurance, or any other employee benefits for Club members, volunteers, or employees.

Section 5. Insurance Requirements

The Club shall, at its sole expense, obtain and maintain in full force and effect throughout the term of this Agreement a policy of Commercial General Liability insurance covering bodily injury, property damage, and personal injury arising out of trail acquisition, construction, grooming, and maintenance operations.

- Minimum Coverage: Limits shall meet or exceed the minimum liability requirements established by the Minnesota DNR Grant-in-Aid program and Minnesota Statutes § 466.04 (Municipal Tort Liability limits), or as otherwise required by the Sponsor.

- Additional Insureds: The policy shall name Todd County and the State of Minnesota as Additional Insureds and shall require at least thirty (30) days' prior written notice to the Sponsor before cancellation or material modification. The Club shall provide a Certificate of Insurance to the Sponsor prior to commencing any trail work.

Section 6. Indemnification and Hold Harmless

The Club agrees to defend, indemnify, and hold harmless Todd County, its elected officials, officers, employees, and agents from and against any and all third-party claims, demands, actions, damages, losses, liabilities, and expenses (including reasonable attorneys' fees) arising out of or resulting from the Club's acts, omissions, negligence, or willful misconduct in connection with trail acquisition, construction, grooming, maintenance, or performance under this Agreement.

Section 7. Term, Amendment, and Termination

This Agreement shall take effect on the date first written above and shall remain in continuous effect until amended or terminated as follows:

- Amendment: This Agreement may be amended at any time by mutual written consent executed by both the Sponsor and the Club.

- Termination for Convenience: Either party may terminate this Agreement without cause upon thirty (30) days' advance written notice to the other party.

- Immediate Termination: The Sponsor may terminate this Agreement immediately upon written notice if State Grant-in-Aid funding is terminated, if the Club fails to maintain required insurance coverage, or if the Club breaches state safety or grant compliance requirements.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

SPONSOR: TODD COUNTY

By: _____
Printed Name: Bob Byers
Title: Chair, Todd County Board of Commissioners

Date: _____

CLUB: TODD AREA TRAIL ASSOCIATION

By: Bernard Mumm

Printed Name: Bernard Mumm

Title: Trail Coordinator

Date: 11-25-2026

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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-09**

Agenda Topic Title for Publication:	**Abatement - 15-0067300**	
Date of Meeting: 12/1/26	Agenda Time Requested: 5 min.	☐ Consent Agenda

Organization / Department Requesting Action: Assessor

Person Presenting Topic at Meeting: Chris Odden

Background: *Supporting Documentation enclosed* ☐

Melissa Kushner, owner of parcel 15-0067300, has filed for an abatement due to a house fire. The fire destroyed the home and it has since been removed.

Options:

1. Approve the abatement of $1,024 for the 2026 property tax and a value reduction of the 2026 assessment of $237,500.
2. Deny abatement.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
1. Approve the abatement of $1,024 for the 2026 property tax and a value reduction of the 2026 assessment of $237,500.

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ $1,024 **Funding Source(s):** General Fund	☐Yes ☒No	

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☒ No ☐ N/A	☐ Yes ☐ No ☒ N/A	☐ 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 :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-10**

Agenda Topic Title for Publication:	**Abatement - 36-0039100**	
Date of Meeting: 12/1/26	Agenda Time Requested: 5 min.	☐ Consent Agenda
Organization / Department Requesting Action: Assessor		
Person Presenting Topic at Meeting: Chris Odden		

Background: *Supporting Documentation enclosed* ☐

Gerald Crosby, owner of parcel 36-0039100, has filed for an abatement due to a house fire. The fire destroyed the home and it will removed.

Options:

1. Approve the abatement of $393 for the 2026 property tax and a value reduction of the 2026 assessment of $57,400.
2. Deny abatement.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
1. Approve the abatement of $393 for the 2026 property tax and a value reduction of the 2026 assessment of $57,400.

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ $393 **Funding Source(s):** General Fund	☐Yes ☒No	

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☒ No ☐ N/A	☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

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Board Action Form

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Type of Action Requested *(Check one)*:		**Board Action Tracking Number :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-11**

Agenda Topic Title for Publication:	**Annual Server Purchase**	
Date of Meeting: 12/1/26	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: MIS		
Person Presenting Topic at Meeting: Lisa Parteka		

Background: *Supporting Documentation enclosed* ☐

As part of our server rotation schedule, a host server is scheduled for replacement this year. Quotes were obtained and funding sources have been secured. Contributing funding sources are Compliance, Recorder Tech, Corrections, Social Services and MIS. The total cost of the server is $37,081.00

Options:

1. To approve the purchase of a server throught Trafera for $37081.00
2. To not approve

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Approve the purchase of a server through Trafera

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ 37081.00 **Funding Source(s):** $7,318.78 Compliance Funds $1,026.60 Recorder Tech Funds $3,824.46 Corrections Funds $6,645.77 Social Service Funds $18,265.39 MIS Funds	☒Yes ☐No	

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A	☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

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Seal

Trafera, LLC
1271 Red Fox Rd
St. Paul, MN 55112
www.trafera.com
(P) 651-888-7922

Quote (Open)

Date	Expiration Date
Nov 16, 2026 08:41 AM CST	12/07/2026

Modified Date
Nov 23, 2026 09:36 AM CST

Quote #
QT10029539 - rev 1 of 1

Description
ThinkSystem SR630 V4 256GB

SalesRep
Rains, Ben
(P) 651-744-9946

Customer Contact
Parteka, Lisa
(P) 3207320977
lisa.parteka@co.todd.mn.us

Customer
Todd County (TODD001)
Parteka, Lisa
212 2ND Ave S
Long Prairie, MN 56347-1608
United States
(P) 3207320977

Bill To
Todd County
Payable, Accounts
212 2ND Ave S
Long Prairie, MN 56347-1608
United States
(P) 3207320977
lisa.parteka@co.todd.mn.us
MAIN

Ship To
Todd County
Parteka, Lisa
212 2ND Ave S
Long Prairie, MN 56347-1608
United States
(P) 3207320977
lisa.parteka@co.todd.mn.us
Ship To

Customer PO:	Terms:	Ship Via:
	Undefined	Best Way (BST)
Special Instructions:		**Carrier Account #:**

#	Image	Description	Part #	Qty	Unit Price	Total
1		Lenovo ThinkSystem SR630 V4 | Intel Xeon 6520P 24-Core CPU | 256GB DDR5 RAM | 8 x 960GB SSDs | RAID 940-8i Controller | 10GbE + 1GbE Networking | Dual 1300W Power Supplies | 4-Year Premier NBD Support with Keep Your Drive Please see spreadsheet for full configuration	LEN-SR630-256GB	1	$37,081.00	$37,081.00

Prices provided under MN State Computers Contract 286036, Contract Release: C-1046[5], MN State Servers & Storage Contract 277503, Dell/NASPO Contract MNWNC-97222, MHEC, and Dell Enterprise equipment via Dell Contract C-871 [236465] withTrafera and/or Now Micro as a reseller. Contracts provide for computers, servers, software, professional and non-professional services. See contract for terms and conditions

Subtotal:	**$37,081.00**
Tax (.0000%):	$0.00
Shipping:	$0.00
Misc:	$0.00
Total:	**$37,081.00**

Terms and Conditions

This quote is confidential and is to be viewed solely by individuals within the organization to whom it is addressed. Unauthorized distribution or disclosure of the contents of this quote is prohibited. If you are not from the organization addressed, please notify us immediately so we can prepare a quote specific to you. Prices and availability may change without notice prior to the quote expiration date.

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
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Board Action Form

Requestor to Complete:

Type of Action Requested *(Check one)*:		**Board Action Tracking Number :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-12**

Agenda Topic Title for Publication:	**FY27 Sauk River WBIF Grant Funding Request**	
Date of Meeting: 12/1/2026	Agenda Time Requested: 3	☐ Consent Agenda

Organization / Department Requesting Action: Planning and Zoning

Person Presenting Topic at Meeting: Adam Ossefoort

Background: *Supporting Documentation enclosed* ☒

The Sauk River Watershed Policy Committee has recommended adoption of the attached resolution to support submitting the grant funding request, workplan, budget, and sign the grant agreement upon approval.

Adoption by each individual board is required prior to submittal in compliance with the collabortiave agreement.

Options:

1. Adopt the attached resolution
2. Do not adopt

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adoption of the attached resolution to approve the Sauk River Collaborative FY2027 WBIF Grant work plan, budget, and grant agreement.

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☐ No ☐ N/A	☐ Yes ☐ No ☐ N/A	☐ 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

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WHERE THE FOREST MEETS THE PRAIRIE
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APPROVAL OF THE SAUK RIER WATERSHED COLLABORATIVE FY2027 WATERSHED-BASED MPLEMENTATION FUND (WBIF) GRANT FUNDING REQUEST, WORK PLAN, BUDGET, AND GRANT AGREEMENT

WHEREAS, Todd County adopted the Sauk River Comprehensive Watershed Management Plan (CWMP) for the portion of its jurisdiction located within the Sauk River Watershed;

WHEREAS, the Sauk River CWMP provides for the development and adoption of biennial work plans by a Policy Committee established through a Joint Powers Agreement among the partnering entities implementing the Sauk River CWMP;

WHEREAS, Todd County entered into a joint powers collaborative agreement with partnering entities to implement the Sauk River CWMP, and under this agreement a Policy Committee was established to, among other duties, review and recommend approval of grant applications, work plans, budgets, grant agreements, and any subsequent modifications to the governing boards of the collaborative partners;

WHEREAS, Todd County has received notice from the Policy Committee that:
a. The FY2027 WBIF Grant Funding Request, Work Plan, and Budget were reviewed by the Policy Committee on November 19, 2026;
b. The Policy Committee recommends approval of these documents by each collaborative member's governing board; and
c. The Policy Committee recommends authorization for the Fiscal Agent to finalize grant work plan language as necessary to satisfy Minnesota Board of Water and Soil Resources requirements;

NOW, THEREFORE, BE IT RESOLVED, that Todd County approves the submission of the Sauk River Watershed Collaborative FY2027 Watershed-Based Implementation Fund (WBIF) Grant Funding Request to the Minnesota Board of Water and Soil Resources (BWSR);

BE IT FURTHER RESOLVED, that Todd County approves the FY2027 WBIF Grant Work Plan, Budget, and Grant Agreement, and authorizes the appropriate representative(s) to execute all documents necessary to implement the grant upon approval by the Minnesota Board of Water and Soil Resources.

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Goal: Secure FY27 WBIF grant for SRWC by February 1, 2027 with an executed grant agreement.

Summary:
The SRWC has been allocated $1,220,674.00 in FY27 WBIF by BWSR. The Implementation Team (IT) over the past 4 months has reviewed each collaborative member's funding requests to develop a draft funding request, grant work plan, and budget for Policy Committee consideration.

Through the implementation activities estimated pollutant reductions to be achieved are: Total Nitrogen – 5,000 lbs/yr, Total Phosphorus – 200 lbs/yr, Sediment – 40 tons/yr. These pollutant reductions will be achieved through implementing: 10 promotions/events, 100 landowners engaged, 14 best management projects, 3 planning and assessment studies, 1 piece of equipment, and 1000 acres of best management practices. This will make measurable progress toward water quality goals using eligible projects, practices, and programs as described in the Sauk River CWMP 2021-2031.

The IT recommends the following grant work plan and budget.

Alternative solutions considered, but not recommended:

- Continue review and discussion of the grant work plan and budget and aim for a 4/30/2027 Funding Request and 6/1/2027 Grant Agreement execution deadlines.
- Do not pursue FY27 WBIF.

Consider the motion:

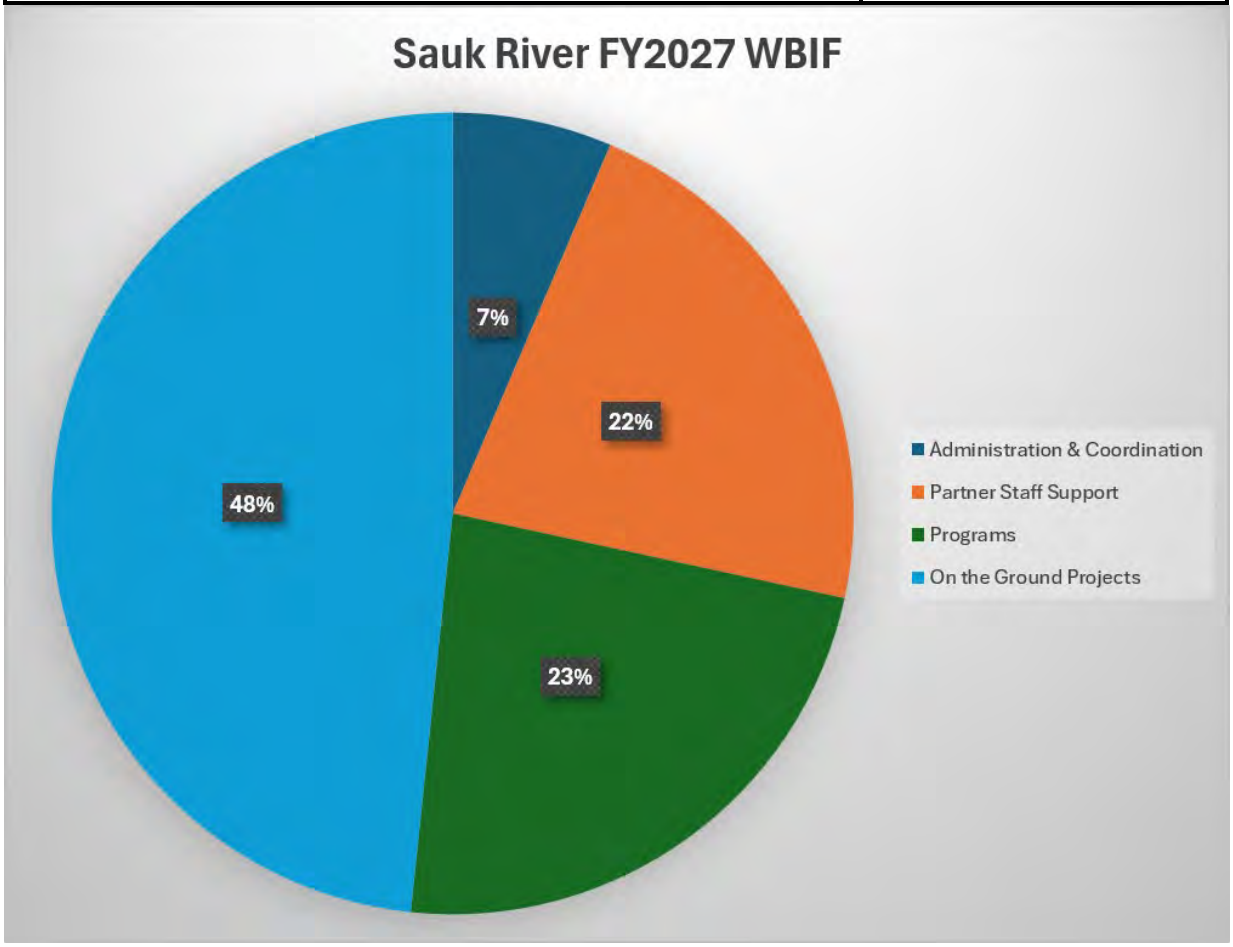
- Move to recommend the resolution of support presented and the associated FY27 WBIF funding request, grant work plan, and budget to the collaborative member boards.

Next Steps & Timeline

- 11/19/2026 – Policy Committee Meeting
  - Considers motion for FY27 WBIF grant resolution
- 11/20/2026 - 12/18/2026
  - SRWC Boards consider resolution and return if approved
- 12/18/2026 – Goal date to receive supporting resolutions
- 12/21/2026 – 1/5/2027
  - Fiscal Agent submits funding request and works with BWSR to finalize the grant work plan to meet BWSR's requirements
- 1/12/2027 – Fiscal Agent - SCD Board Meeting
  - SCD Chair signature on grant agreement or authorize to SCD staff leadership to sign
- 2/1/2027 – Grant Agreement Execution Goal

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Objectives	Total by Objective
Objective 1 (Admin/Coordination)	$78,574.00
Objective 2 (Project Development)	$68,000.00
Objective 3 (Supplies/Equipment)	$4,100.00
Objective 4 (Planning & Assessment)	$200,000.00
Objective 5 (Education & Information)	$80,000.00
Objective 6 (TEA)	$200,000.00
Objective 7 (Ag Practices)	$175,000.00
Objective 8 (Conservation Drainage)	$-
Objective 9 (Livestock Management)	$175,000.00
Objective 10 (Non-Structural Practices)	$100,000.00
Objective 11 (Stream/Shoreline Protection)	$100,000.00
Objective 12 (Wetland Restoration)	$30,000.00
Objective 13 (Stormwater)	$10,000.00
Total Request	$1,220,674.00
FY27 WBIF Grant Amount	$1,220,674.00



FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

TEMPLATE

Objective # - Activity Category

Funding Request:

Staff Time:

Match:

Activity Description:

Funding will…

Work will be targeted….

Proposed measurable outcomes…

Internal Details:

- *These details are for the internal financial tracking spreadsheet. They will NOT be included in the grant work plan.*

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Objective 01: Administration & Coordination

Funding Request: $78,574.00

Staff Time: Yes

Match: $0

Activity Description

Funding will support administration and coordinator duties performed by the Plan Coordinator and the Fiscal Agent for the Sauk River Watershed Collaborative (SRWC).

The Sauk River Watershed District will serve as Plan Coordinator, managing internal coordination; organizing work group and policy committee meetings; preparing agendas; maintaining meeting notes and minutes; completing required reporting; facilitating communication through notetaking, file sharing, and public website updates; and supporting overall grant implementation.

Stearns County Soil and Water Conservation District will serve as Fiscal Agent, tracking grant expenditures, processing partner payments, supporting financial reporting, and maintaining the implementation tracking tool, including the annual software subscription.

Responsibilities for both roles are defined in the Joint Powers Agreement and Fiscal Agent Agreement. Match will be provided through staff and board participation in SRWC meetings. All SRWC member LGUs will assist in the planning and implementation of watershed activities. Tracking of completed projects and goal progress will be completed by all partners through the use of the adopted tracking system.

Grant coordination activities may be completed by any of the collaborative members to ensure continued progress toward watershed goals and objectives. All collaborative members will support the planning, coordination, and implementation of watershed activities. Project tracking and progress toward plan goals will be monitored collaboratively by all members using the adopted watershed tracking system. Funds will be used by Todd Soil and Water Conservation District to cover internal staff costs associated with watershed tracking, project and file reviews, and required administrative coordination and correspondence with plan coordinators and the fiscal agent.

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Internal Details:

- *$76,574.00 split evenly between SRWD and SCD*
- *$2,000 Todd SWCD*

Objective 02: Project Development

Funding Request: $68,000.00

Staff Time: Yes

Match: $0

Activity Description

Funding will support project development and landowner outreach. Work will be targeted within the priority areas and priority water resources described on page 5-5 of the CWMP first, followed by watershed wide.

Project development will include staff time to design targeted water quality programs and carry out projects in the Sauk River Comprehensive Watershed Management Plan (CWMP). This work may involve landowner outreach, site visits, investigations, contracting, and other tasks that help move projects forward and support CWMP goals.

Funding will support outreach and education for landowners in priority areas to encourage them to adopt best management practices (BMPs). Activities may include initial contacts, field days, BMP tours, and creating outreach materials in different formats. Funds may also be used for staff time to plan and run events; develop and share promotional materials; pay for event costs such as locations, meals, speakers, and supplies; and conduct direct outreach, including mailings to targeted landowners and stakeholders. Topics may include soil health, private well nitrate screening, shoreline restoration, and erosion control.

The deliverable is 100 landowners engaged.

Internal Details:

- *Douglas SWCD - $15,000*
- *Pope SWCD - $20,000*
- *Todd SWCD - $13,000*
- *SCD - $20,000*

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Objective 03: Supplies & Equipment

Funding Request: $4,100

Staff Time: No
Match: $0

Activity Description

Funding will be used to acquire equipment, hardware, software, or supplies, including but not limited to monitoring equipment. All activities will be targeted within the priority areas and priority water resources identified on page 5-5 of the CWMP and in the implementation schedule on pages 6-2 – 6-7.

Funds will not be used for any water quality monitoring costs, including routine, baseline, diagnostic, or effectiveness of monitoring for either surface water or groundwater.

The deliverable is one piece of equipment.

Internal Details:

- *Funds for SRWD*

Objective 04: Planning & Assessment

Funding Request: $200,000

Staff Time: Yes
Match: $28,500

Activity Description

Funding will be used for planning, assessment, targeted analysis, and feasibility work, including but not limited to comprehensive nutrient management plans, comprehensive stormwater management plans, forest stewardship plans, landscape stewardship plan, and feasibility studies. These efforts will help identify future projects, support capital improvement planning, develop decision-making tools, and highlight cost-effective or high-impact areas for future outreach or project implementation. Activities will be targeted within the priority areas and priority

water resources identified on page 5-5 of the CWMP or implementation tables in CWMP section 6.

The deliverable is three planning or study efforts.

Internal Details:

- *Funds for SRWD*
  - *Osakis Lake feasibility study ($60,000)*
  - *Pearl Lake sub-watershed assessment ($100,000)*
  - *Freeport stormwater management plan update ($40,000)*
- *CNMPs, FSPs, LSP, and feedlot inventories*

Objective 05: Education and Outreach

Funding Request: $80,000

Staff Time: No
Match: $0

Activity Description

Funding will be used to conduct outreach and/or education activities with landowners that directly support or supplement the goals and outcomes of the CWMP, including but not limited to expanding Adopt-a-Drain program across the watershed, develop watershed-wide messaging to promote watershed stewardship, and purchase signs. Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP and identified in the implementation schedule on page 6-12.

Deliverable is 10 promotions.

Internal Details:

- *Todd SWCD - $1,000*
- *SRWD - $40,000*
- *E&O Committee - $39,000*

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Objective 06: Technical & Engineering Assistance

Funding Request: $200,000

Staff Time: Yes
Match: $0

Activity Description

Funding will support technical and engineering assistance for projects and programs. Work will be targeted within the priority areas and priority water resources described on page 5-5 of the CWMP or implementation tables in CWMP section 5.

Technical and engineering assistance may include site assessments, surveys, analysis, design, construction supervision, installation, inspection, and project completion by a licensed engineer or staff with appropriate NRCS Job Approval Authority. Funds may be used to hire or supplement staff or consultants for survey and design work. All practices will be designed according to NRCS FOTG, the MN Stormwater Manual, the Blue Thumb Guide, or other accepted professional engineering standards.

Deliverable is 10 project designs.

Internal Details:

- *Douglas SWCD - $33,000*
- *Pope SWCD - $33,000*
- *Todd SWCD - $55,500*
- *SCD - $55,500*
- *SRWD - $23,000*

Objective 07: Agricultural Practices

Funding Request: $175,000

Staff Time: No
Match: $25,500

Activity Description

Funding will be used to provide cost-share for construction-related costs of agricultural practices, including but not limited to WASCOBs, grassed waterways, grade stabilizations, and prescribed grazing structural and non-structural components. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116.

Deliverable is five projects. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management district.

Internal Details: *first come, first serve*

Objective 09: Livestock Waste Management

Funding Request: $175,000

Staff Time: No
Match: $25,500

Activity Description

Funding will be used to provide cost-share for constructed practices to improve water quality associated with feedlots, livestock wastewater, and runoff from such places. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and best professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on

pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116.

Deliverable is two projects. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management district.

Internal Details: first come, first serve

Objective 10: Non-structural Management Practices

Funding Request: $100,000

Staff Time: No

Match: $0

Activity Description

Funding will be used to enroll acres in ecological or other practice types that are non-structural in nature including, but not limited to, cover crops, conservation tillage (reduced tillage, no till), residue management, nutrient management, prescribed grazing, ecological plantings, perennial plantings, etc. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116.

Deliverable is 1,000 acres enrolled in a nonstructural BMP. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management district.

Internal Details: first come, first serve

FY27 WBIF SRWC Grant Funding Request and Work Plan Development Timeline

Objective 11: Streambank or Shoreland Practices

Funding Request: $100,000

Staff Time: No
Match: $30,000

Activity Description

Funding will be used as cost-share for practices using vegetation or structures to stabilize and protect banks and beds of streams, lakes, or excavated channels against scour, erosion, or stream crossing as well as provide filtering of runoff into waterbodies. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116, or the priority lakes listed on pages 4-28, 4-29, and 4-34.

Deliverable is five projects. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management zone.

Internal Details: *first come, first serve*

Objective 12: Wetland Practices

Funding Request: $30,000

Staff Time: No
Match: $10,000

Activity Description

Funding will be used for the construction of wetland restoration, wetland enhancements, or the creation of water storage projects. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and

professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116.

Deliverable is one wetland restoration. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management district.

Internal Details:

- *Funds for SCD – Althoff*
- *Back up use: Todd SWCD projects in collaboration with USFWS or TNC*

Objective 13: Urban Stormwater Practices

Funding Request: $10,000

Staff Time: No
Match: $95,000

Activity Description

Funding will be used to provide cost-share and/or grant match for municipalities & LGU's for practices primarily associated with capturing, treating, maintaining, or improving stormwater runoff and associated facilities. Actions will occur in both urban/developed and rural areas. Practices will include but are not limited to bioretention, biofiltration, tree trenches, permeable surfaces, amended soils specifically for stormwater management, water reuse, sediment basins, grade stabilization, and diversions. Practices will be selected using modeling, pollutant reduction estimates, landowner willingness, and professional judgement. The entities completing projects will complete a project screening form as an evaluation tool of practice eligibility.

Activities will be targeted within the identified priority areas and along priority water resources on page 5-5 of the CWMP or identified in the implementation schedule on

pages 5-14 – 5-15, 5-25 – 5-30, 5-39 – 5-42, 5-50 – 5-51, 5-59 – 5-63, 5-70 – 5-72, 5-84 – 5-88, 5-94, 5-104 – 5-106, and 5-114 – 5-116.

Funding for the Stormwater Stewardship Program, as written in CWMP ch 6-5 (the implementation tables) will be available watershed wide.

Deliverable is one stormwater project. Final estimated pollutant reductions for completed projects will depend on location within the selected priority area within the selected management district.

Internal Details:

- *Funds for SRWD*
- *Back up use: Todd SWCD landowner or city partners who participate in the urban EARTH program*

Match Summary

Required match is 10% of the total grant award = $122,067.40

Total Proposed Match = $122,500

By Objective:

Obj. 4 (Planning and Assessment) Match: $28,500

Obj. 7 (Agriculture Structural) Match: $25,500

Obj. 9 (Livestock Waste Management) Match: $25,500

Obj. 11 (Streambank and Shoreline) Match: $30,000

Obj. 12 (Wetland Restoration) Match: $10,000

Obj. 13 (Stormwater Practices) Match: $3,000

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
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Board Action Form

Requestor to Complete:

Type of Action Requested *(Check one)*:		**Board Action Tracking Number :**
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-13**

Agenda Topic Title for Publication:	**CON for Morrison County Landfill Space**	
Date of Meeting: December 1, 2026	Agenda Time Requested: 10	☐ Consent Agenda
Organization / Department Requesting Action: Solid Waste		
Person Presenting Topic at Meeting: Mike Eberle		

Background: *Supporting Documentation enclosed* ☒

Morrison County is currently preparing a request for certificate of need (CON) for its municipal landfill. In order for Todd County to continue using Morrison County for disposal of some of its waste, Morrison County has requested a statement from the Todd County Board of Commissioners (see attached letter). The attached resolution has been prepared, requesting 44,991 tons of waste disposal (for the next 10 years).

Options:

1. Sign the resolution
2. Do not sign the resolution

Recommendation:

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

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☒ No ☐ N/A	☐ Yes ☒ No ☐ N/A	☐ 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
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Certificate of Need Request

LANDFILL DISPOSAL CAPACITY AT MORRISON COUNTY SANITARY LANDFILL

WHEREAS, Todd County supports the policy and goals of the Waste Management Act. It supports the solid waste management hierarchy. Todd County developed its 2020 Solid Waste Management Plan to make progress toward the goals in state statute 115A.551 for 35% recycling of total solid waste generation by December 31, 2030, and;

WHEREAS, Todd County generates approximately 12,000 to 14,000 tons of Municipal Solid Waste (MSW) each year that is not recycled or reused, and;

WHEREAS, Todd County is a member county of the Prairie Lakes Municipal Solid Waste Authority, with 14% ownership. Todd County processes approximately 7,400 tons of MSW at PLMSWA's resource recovery facility each year. The remaining MSW received by Todd County is currently sent to the Morrison County Municipal Landfill. Todd County does not have a contract with Morrison County, and pays the out-of-county rate for disposal, and;

WHEREAS, Morrison County is preparing a Certificate of Need request (CON) for submittal to the Minnesota Pollution Control Agency. To complete its application, Morrison County has requested from Todd County's Board of Commissioners a statement of need of landfill space.

NOW, THEREFORE BE IT RESOLVED, only for the purpose of Morrison County's CON, that the Board of Commissioners does hereby agree to the following tonnage estimates and request 44,991 tons of future disposal capacity from Morrison County. This estimate does not constitute obligation for delivery or payment:

Year	MMSW Generated	Resource Recovery at PRRF	Resource Recovery at Pope/Douglas	Tons Available for Landfill	Requested CON tons at Morrison County LF
2021	13,184	7,039	--	6,145	--
2022	13,766	7,105	--	6,661	--
2023	13,552	7,189	--	6,363	--
2024	12,900	7,155	--	5,745	--
2025	12,963	6,863	1,745	4,355	--
2026	13,157	7,200	1,500	4,457	--
2027	13,355	7,200	1,500	4,655	4,399
2028	13,555	7,200	1,500	4,855	4,421
2029	13,758	7,200	1,500	5,058	4,443
2030	13,965	7,200	1,500	5,265	4,465
2031	14,174	7,200	1,500	5,474	4,487
2032	14,387	7,200	1,500	5,687	4,510
2033	14,603	7,200	1,500	5,903	4,532
2034	14,822	7,200	1,500	6,122	4,555
2035	15,044	7,200	1,500	6,344	4,578
2036	15,270	7,200	1,500	6,570	4,601
TOTAL CON REQUESTED (tons)					**44,991**

Public Works Department
Drew Hatzenbihler

213 1st Avenue SE
Little Falls, Minnesota 56345
320-632-0121
drew.hatzenbihler@morrisoncountymn.gov

October 28, 2026

Chris McConn
Solid Waste Director
Prairie Lakes Municipal Solid Waste Authority
201 6th Ave NE
Perham, MN 56573, MN 56386

Subject: Confirmation of disposal estimates - Morrison County Landfill Certificate of Need

Dear Mr. McConn,

The Morrison County Sanitary Landfill is preparing a Certificate of Need (CON) request to the Minnesota Pollution Control Agency (MPCA) for continued operations and disposal capacity through 2036. In conjunction with this request, Morrison County Is submitting a revised ten year solid waste management plan pursuant to Minnesota Statutes § 115A.917.

Minnesota Rules 9215.0900, subpart 3, addresses the documentation required to identify the origin and estimated quantities of waste included in a CON request. When an approved solid waste management plan does not identify the proposed facility as a destination for waste from a particular county or district, the CON request must include a letter from that county or district board indicating its best estimate of the amount of waste available for management at the facility.

As a jurisdiction that utilizes the Morrison County Sanitary Landfill for waste disposal, we are requesting confirmation from your County Board regarding the estimated historical and projected waste volumes attributable to your jurisdiction.

Foth, Morrison County's hired consultant for this project, has prepared the accompanying data summarizing the previous five year historical use and projected ten year usage by your jurisdiction. Included in the table are current volume estimates, if any, from your jurisdiction's current solid waste management plan.

	MSW Actually Received by Morrison County Landfill from Todd County (Tons)	Requested Projected CON Tonnage	Requested Projected CON Volume (CY)	Todd Co SWMP GVT to Morrison Co LF (CY)
2021	6,145			
2022	6,661			
2023	6,363			
2024	5,745			
2025	4,355			
2026		4,377	6,081	1,494
2027		4,399	6,111	1,294
2028		4,421	6,142	1,273
2029		4,443	6,173	1,223
2030		4,465	6,204	1,204
2031		4,487	6,235	---
2032		4,510	6,266	---
2033		4,532	6,297	---
2034		4,555	6,329	---
2035		4,578	6,360	---
2036		4,601	6,392	---
	Total CON Amount	**44,990**	**62,507**	

Based on these historical and projected volumes, we request that your County Board provide a letter affirming that the projected quantities. 44,990 tons and 62,507 cubic yards, represent your jurisdiction's best estimate of the waste expected to be available for management at the Morrison County Sanitary Landfill over the next ten years. This confirmation will help Morrison County document anticipated regional disposal needs and support its CON request.

These estimates do not constitute a contractual obligation for the delivery of the specified quantity of waste. They represent our best estimates of future disposal needs to help ensure adequate capacity is available to serve your jurisdiction. Please review the accompanying table and let us know if you have any questions, concerns, or proposed revisions to the historical or projected volumes. For assistance or additional information, please contact Drew Hatzenbihler at drew.hatzenbihler@morrisoncountymn.gov or (320) 631-2862.

If your County Board agrees with the estimates, we respectfully request a written confirmation from your County or District Board for inclusion in Morrison County's CON application. We would be happy to assist by providing a draft letter for your Board's consideration.

Thank you for your time and cooperation. We appreciate our continued partnership in providing reliable solid waste management services to the residents of your jurisdiction.

Sincerely,

Drew Hatzenbihler

Drew Hatzenbihler
Environmental Manager
Morrison County Public Works Department

CC: Tony Hennen, Morrison County Public Works Director
Todd County Board of Commissioners

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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-14**

Agenda Topic Title for Publication:	**2027 Solid Waste Budget**	
Date of Meeting: December 1, 2026	Agenda Time Requested: 5 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Solid Waste Department		
Person Presenting Topic at Meeting: Chris McConn		

Background: *Supporting Documentation enclosed* ☒

The proposed 2027 solid waste budget is for $3,470,400 in projected revenue and $3,654,402 in projected expenses. This budget has been reviewed by the Solid Waste Committee and the Finance Committee. It is based on revenue generated from our approved fee schedule and does not include a change in the service fee. See also the attached proposed resolution.

Options:

1. Approve the 2027 Solid Waste Department Budget with the attached resolution.
2. Do not approve the 2027 proposed Budget

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Approve the 2027 Solid Waste Department Budget with the attached resolution.

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

Attorney Legal Review:	Facilities Committee Review:	Finance Committee Review:
☐ Yes ☒ No ☐ N/A	☐ Yes ☒ No ☐ N/A	☒ 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

A RESOLUTION TO APPROVE 2027 SOLID WASTE ENTERPRISE FUND BUDGET

WHEREAS, The Todd County Board of Commissioners is required to adopt an annual budget and certify it to the County Auditor.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approves the following as the 2027 Budget for the Solid Waste Enterprise Fund of the County of Todd, Minnesota and directs that it be forwarded to the County Auditor.

SOLID WASTE ENTERPRISE FUND 2027 BUDGET

Description of Revenue Source	2027 Proposed Budget
Property Taxes and Penalties	$956,600
Licenses and Permits	$800
HHW Reimbursement & Stipend	$25,000
SCORE Grant	$88,000
Charges for Service	$2,150,000
Recyclables	$250,000
Equipment Disposal and Transfers In	$0
Revenue Total	**$3,470,400**

Description of Expense	2027 Proposed Budget
Personnel Services	$811,502
Services and Charges	$392,750
Supplies and Materials	$205,150
Capital Expenditures	$200,000
Tipping Fees	$1,875,000
Other Expenditures	$120,000
Expense Total	**$3,654,402**

BALANCE (REVENUE - EXPENSE) **$-184,002**

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
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Board Action Form

Requestor to Complete:

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

Agenda Topic Title for Publication:	**Support for the Community Justice Reinvestment Grant to explore the possibility of a Todd County Drug Court/DWI Treatment Court.**	
Date of Meeting: December 1st, 2026	Agenda Time Requested: 10 minutes	☐ Consent Agenda

Organization / Department Requesting Action: Court Administration

Person Presenting Topic at Meeting: Judge Hovis, Kristal Kadrie (Seventh and Eighth District Treatment Court Supervisor-Becker County Drug/Vet Treatment Court Coordinator

Background: *Supporting Documentation enclosed* ☒

Court Administration is requesting the Board's support to pursue Community Justice Reinvestment Grant funding through the Minnesota Office of Justice Programs to explore the feasibility of establishing or participating in a Drug Court/DWI Treatment Court initiative in Todd County. The grant would potentially provide funding for an initial assessment, planning, and identification of community needs and resources. This request is for exploration purposes only and does not commit Todd County to establishing or operating a treatment court.

Options:

1. Support Court Administration in pursuing Community Justice Reinvestment Grant (CJRG) funding to explore the feasibility of a Drug Court/DWI Treatment Court initiative in Todd County.
2. Do not support pursuing the grant funding at this time.

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:	Facilities Committee Review:	Finance Committee Review:
☒ Yes ☐ No ☐ N/A	☒ Yes ☐ No ☐ N/A	☐ 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

Program Guidelines

Community Justice Reinvestment (CJR)

Minnesota Department of Public Safety (DPS) Office of Justice Programs (OJP)

SFY 2027-2028

The Office of Justice Programs will require each grantee to abide by the following requirements in addition to those contained in the Terms and Conditions.

Financial Requirements

1. The grantee's eligible expenditures under this grant contract must be incurred by the grantee by the expiration date of the grant agreement. The grantee will report on all expenditures pertaining to this grant contract in the Department of Public Safety's online grant management system. Final expenditure report must be received no later than 20 days after the expiration date of this grant contract.
2. The grantee shall submit a written budget revision request to their grant manager before any expenditure may be made based on the revised budget. After grant manager approval, the revision must be entered into e-grants, the Office of Justice's online grant management system. Submission of a budget revision is necessary if a) a line item will deviate by $200 or 10%, whichever is higher, from the approved budget, or b) a new line item that was not part of the approved budget will be created.
3. The grantee shall submit source documentation on grant expenditures in a timely manner, as requested by OJP staff for a financial reconciliation.
4. The grantee shall retain all financial records for a minimum of six (6) years after the date of submission of the final financial status report, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been resolved between the grantee and OJP, whichever is later.
5. The grantee shall comply with all provisions of the Minnesota OJP Grant Manual.

Reporting Requirements

1. *Financial Reporting:* The grantee shall submit a financial report to OJP using the Department of Public Safety's online grant management system at least quarterly within 20 days after the end of the reporting period.
2. *Quarterly Progress Reporting:* The grantee shall use the Department of Public Safety's online grant management system to submit a quarterly "Narrative" of the progress achieved towards the the goals and objectives of the grant within 20 days after the end of each reporting period.
3. *Quarterly Statistical Reporting:* Included as a section of the overall Quarterly Progress Report, the grantee shall also submit a Demographic and Statistical Report. This report provides numerical data identifying participant involvement in activities and services provided to participants during the quarter.
4. *Financial Reconciliations*: MN Office of Grants Management requires that all grants complete a Financial Reconciliation to cross-reference the source documentation (invoices, receipts, payroll records, etc.) with a Financial Status Report (FSR) to ensure claimed expenses are allowable and supported with adequate source documentation. A minimum of one financial reconciliation will be conducted. Increased financial monitoring and reconciliations could be triggered by: untimely submission of FSRs; expenditures in unauthorized budget categories; extensive findings in past financial reconciliations, etc. Refer to OJP Grant Manual for further information about reconciliations.

Project Requirements

1. *Commitment to Accessibility, Diversity, Equity, and Inclusion:* This commitment to cultural competency should be described and demonstrated how it is promoted and maintained across the organization. Activities must be conducted in a culturally sensitive and respectful way that honors and values diverse life experiences for those seeking services, and for program staff, leadership, and advisory boards. OJP asks organizations to make efforts to ensure their leadership and staff are representative of the diversity of Minnesotans and the communities served.
2. *Commitment to Using a Trauma-informed Approach:* Activities conducted under this grant must be provided in a way that recognizes, understands, and responds to the effects of trauma experienced by survivors. A trauma-informed approach emphasizes physical, mental, and emotional health and safety, and helps survivors rebuild a sense of control and empowerment. Services need to be flexible to respond to the impact of different types of traumas and on meeting survivors' self-defined needs toward recovery and healing.
3. *Confidentiality:* Grantees are prohibited from disclosing, revealing, or releasing personally identifying information or information collection in connection with services utilized, requested, or denied unless: (1) the service participant has signed a release of information, (2) a law mandates disclosure, or (3) a court has ordered disclosure. Releases must be unique to the individual receiving services and circumstances, be voluntary, and cannot be presented as routine practice.
4. *Reporting Requirement Changes:* OJP may modify or change any or all reporting forms at their discretion during the grant period.

Other Provisions

1. *Grant Monitoring:* OJP shall have the authority, during this grant period, to conduct an evaluation of the performance of the grantee. This review will incorporate either a telephone, virtual or in-person site visit or a review of programming activity progress and/or budget expenditure review. Visits/reviews will likely consist of a 2 – 3 hr. Comprehensive Site Visit, an hour Monitoring visit, or both if deemed necessary.
2. *Additional Requirements:* The grantee shall submit such other reports and attend meetings and training as OJP shall reasonably request.
3. *Administrative/Special Requirements:* OJP reserves the right to include in the grant, at any time during the term of the grant, special administrative requirements deemed necessary to assure the grantee's successful implementation of the program. OJP will notify the Grantee in writing of any special administrative requirements.

Policy 511.5(a) Checklist

Overview

Pursuant to Policy 511.5 Treatment Court Funding, and in addition to Judicial Council Policy 511.1, Treatment Court Standards, this policy ensures that all treatment courts employ an approval process before becoming operational and officially recognized by the Judicial Branch as required by Policy 511 and before revising the scope of current treatment court operations. This policy is applicable to all Minnesota Judicial Branch DWI, adult drug, mental health, hybrid, juvenile, family dependency treatment courts, and veterans treatment courts.

If there are questions, contact the Treatment Court Program Specialist at StatewideTreatmentCourtProgram@courts.state.mn.us.

1. Information Gathering Stage

☐ Meet with key stakeholders or form an exploratory committee

☐ Notify Judicial District Office and invite them to be part of stakeholder discussions

☐ District office notifies Treatment Court Program Specialist when in the Information Gathering Stage

☐ Conduct a Needs Assessment, please see Resource Guide for Needs Assessment for assistance

☐ Gather and review basic information about treatment courts, substance use disorders, collaboration, community resources, etc.

☐ Visit an operational treatment court

☐ Explore the option of collaborating with neighboring counties to create a multi-county treatment court

☐ Determine appropriate model of treatment court to pursue

☐ Develop a Treatment Court Proposal

☐ Complete the Funding Disclosure document

☐ Notify the county board of any plans to expand a treatment court

2. Application Stage

☐ Determine implementation funding to pursue

☐ Submit Grant Pre-Approval Form to the Statewide Grants Reporting Coordinator if applicable, Needs Assessment, Treatment Court Proposal, and signed Funding Disclosure document to Chief Judge of the District, Judicial District Administrator, and Treatment Court Program Specialist based on the identified implementation funding source outlined in Policy 511.5(a)

This document is written and published by the Minnesota State Court Administrator's Office.

☐ Treatment Court Program Specialist presents Treatment Court Proposal and accompanying documents to TCI for preliminary approval or denial to proceed in the planning process and apply for grant (if applicable)

3. Planning and Formal Approval Stage

☐ Treatment Court Team must attend specific training identified by the Treatment Court Program Specialist

☐ Complete the Treatment Court Implementation Packet and submit to Chief Judge of the District, Judicial District Administrator, and Treatment Court Program Specialist for review and approval

☐ Treatment Court Program Specialist submits the Treatment Court Implementation Packet to TCI

☐ TCI reviews and makes formal recommendation to Judicial Council to move forward from planning to operational

☐ Judicial Council approves or denies request

Treatment Courts – Todd County Informational Overview and Exploration of a Potential Hybrid Drug/DWI Treatment Court

Why Todd County Should Consider a Treatment Court

Todd County has an opportunity to take a proactive approach to addressing substance use and its impact on individuals, families, and community safety. A Hybrid Drug/DWI Treatment Court would provide an alternative, highly structured approach for individuals who are at the highest risk and highest need and whose criminal behavior is connected to substance use. Rather than relying solely on traditional criminal justice responses, the program brings together the Judge, prosecution, defense, probation, treatment providers, law enforcement, and other community partners to provide consistent supervision, accountability, treatment, and support.

Treatment Courts are designed to address the underlying issues contributing to repeated criminal behavior while holding participants accountable for their choices. Through frequent judicial oversight, random drug and alcohol testing, individualized treatment plans, and coordinated team support, participants are given an opportunity to achieve sustained recovery, maintain employment, rebuild family relationships, and become productive members of the community. The ultimate goal is not simply to complete a program, but to reduce repeat offenses and improve long-term public safety.

Establishing a Treatment Court is an investment in Todd County's future. It provides an opportunity to address the ongoing impact of substance use, reduce the cycle of repeated criminal justice involvement, and create a more coordinated response among local justice and community partners. Most importantly, it gives individuals who are willing to make meaningful changes an opportunity to become healthy, accountable, and productive members of the Todd County community while contributing to safer communities for everyone.

How Is a Treatment Court Different?

Traditional criminal court processes primarily address the offense and determine the appropriate legal consequences. Treatment Courts take a more comprehensive approach by addressing both the criminal behavior and the underlying substance use issues contributing to it.

Traditional Court Process	Treatment Court Approach
Primarily offense-focused	Focuses on behavior and underlying needs
Addresses the individual criminal case	Provides an ongoing, structured process
Judge primarily oversees court proceedings	Judge actively engages with participants
Supervision focuses on compliance and enforcement	Supervision reinforces treatment and accountability
Consequences primarily address the offense	Accountability includes opportunities for behavioral change and restoration
Multiple justice partners perform their individual roles	A coordinated team works toward shared outcomes

Treatment Courts do not replace accountability or eliminate consequences. They provide a more intensive and coordinated approach for individuals who need more than traditional supervision and sentencing alone.

Understanding Treatment Court Outcomes

Treatment Courts serve a challenging population. Participants are generally individuals with significant substance use disorders, criminal justice involvement, and other barriers to long-term stability. As a result, not every individual who enters a Treatment Court will successfully graduate.

Graduation rates for Drug Courts commonly fall within the 50–60% range, while DWI Courts have historically reported higher graduation rates, often around 70–75% or higher. Minnesota's reported statewide graduation rates are approximately 54.9% for Drug Courts and 74.6% for DWI Courts. Within the 7th and 8th Districts, reported graduation rates are approximately 48% for Drug Courts and 67% for DWI Courts. However, there are some exceptions to this when a new Court starts making the numbers slightly skewed for a few years.

Recovery is not always a straight path. Some participants relapse, disengage, receive new charges, or are discharged before completing the program. This does not mean every unsuccessful discharge represents a successful outcome. However, it is important to understand that graduation rates alone do not tell the entire story.

Recidivism rates also vary depending on how they are measured, the population being studied, and the length of time participants are followed. A new arrest, a new conviction, and a return to incarceration are different measures. Minnesota Treatment Court data currently reflects approximately 16% recidivism for Drug Courts, compared with a statewide reported rate of approximately 12.6%. These figures should be considered in the context of the populations served and the measurement periods used.

The effectiveness of a Treatment Court should be evaluated by looking at the full picture, including graduation, retention, sobriety, new criminal offenses, incarceration, and improvements in participants' ability to become stable and productive members of the community.

The goal is not to suggest that every individual who enters Treatment Court will graduate or remain free of future criminal justice involvement. The goal is to provide a more intensive, coordinated, and accountable intervention for individuals at the highest risk and highest need, with the intent of improving outcomes for participants and creating safer communities.

Treatment Courts Throughout Minnesota

Treatment Courts are an established part of Minnesota's criminal justice system.

- Minnesota currently has approximately 72 Treatment Courts serving 68 of the state's 87 counties.
- Approximately 2,500 individuals participate in Minnesota Treatment Courts annually.
- Approximately 500 participants graduate each year.
- Programs include Drug Courts, DWI Courts, Veterans Treatment Courts, and other specialized Treatment Court models.

Treatment Courts operate throughout Minnesota with varying structures and funding arrangements. Some receive state or grant funding, while others have county contributions through probation services, staffing, surveillance, or other in-kind support.

Examples of nearby programs include:

County/Program	Treatment Court
Clay/Becker	Drug and Veterans Treatment Courts
Becker	DWI Court
Morrison	Drug Court
Mille Lacs	Drug Court
Otter Tail	Drug and DWI Courts
Stearns	Drug Court
Clay	DWI Court – just established in January 2025

These programs demonstrate that Treatment Courts can be structured in different ways to address the needs and resources of individual communities. A potential Todd County program would need to be developed around Todd County's specific needs, available resources, and partnerships.

Potential Cost Avoidance and Community Impact

Treatment Courts are not only an investment in individuals and families; they also provide an opportunity to examine the long-term financial impact of repeated criminal justice involvement. Todd County's 2025 jail expenditures totaled approximately $1.57 million, with an average daily jail population of 17.65 individuals. According to the Minnesota Department of Corrections 2025 Performance Report, the estimated daily incarceration cost based on average daily population was approximately $243.57 per individual.

A potential Hybrid Drug/DWI Treatment Court serving approximately 12–15 participants annually could help reduce incarceration days among individuals who are at high risk and high need and whose criminal behavior is associated with substance use disorders.

For illustration, if 15 participants each avoided 15 days of incarceration annually, this would represent:

- 225 fewer jail days.
- Approximately $54,803 in average population-based incarceration cost equivalents.

These figures are illustrative and are not a guarantee of direct budget savings. Actual savings would depend on changes in jail utilization, staffing, operating expenses, and the number of incarceration days avoided.

Beyond potential financial benefits, Treatment Courts provide structured accountability, judicial supervision, substance use disorder treatment, and coordinated community support. The goal is to reduce repeat criminal behavior, improve long-term recovery outcomes, and promote safer communities while making responsible use of county resources.

Preliminary Needs Assessment of Criminal Charges in Todd County
Between April 20 and October 19, 2026, the Todd County Attorney's office charged:
36 felony drug cases;
2 felony DWI cases; and
34 gross misdemeanor DWI cases.

The criminal charges in 2026 outnumber previous years (see graph below) and create a pool of potential defendants who could be considered for drug court eligibility. Eligibility criteria for the Treatment Court would be created in partnership with the Todd County Attorney's office, law enforcement, probation, treatment providers, and the court.

Currently, most of the drug offenses in Todd County are related to methamphetamine although cocaine is also an emerging issue. Alcohol use is primarily the factor in the DWI offenses in Todd County, although impairment due to substance use is on the rise.

Previous year statistics for the cases charged by Todd County Attorney's office are as follows:

	2021	2022	2023	2024	2025
Felony Drug	46	42	45	39	33
Felony DWI	4	3	6	3	4
GM DWI	109	119	103	97	98

As a comparison, counties of similar size and with similar populations have sustained a Hybrid Treatment (DWI and Drug) Court Program with participants from the following charging data:

Aitkin County (Population 16,255). In 2025, the Aitkin County Attorney's office charged 113 felony charges including 27 felony drug cases, 2 felony DWI cases, and 57 gross misdemeanor DWI filings.

Winona County (26,530). In 2025, the Winona County Attorney's office charged 269 felony charges including 52 felony drug cases, 4 felony DWI cases, and 108 gross misdemeanor DWI filings.

What Would the Next Steps Look Like for Todd County?
Todd County is still in the early stages of exploring the feasibility of a Hybrid Drug/DWI Treatment Court. There are several important steps that need to occur before any decisions are made regarding implementation.

These steps include:

- Continuing conversations with local justice partners and community stakeholders.
- Applying to TCI for Treatment Court Approval
- Exploring funding opportunities.
    - At this point we anticipate receiving at least $110,000 from State appropriated funds in 2027 whenever we become operational
    - We have an opportunity to apply for a OJP Grant with at most $150,000 to support our probation service needs and to ensure sustainability between Foundational Training and becoming Operational

- Determining the appropriate program structure, staffing needs, and financial considerations long term following the Training.
- Identifying the level of county and community support necessary for long-term sustainability.

The initial goal is to determine whether a Hybrid Drug/DWI Treatment Court is a feasible and beneficial option for Todd County. Exploring the opportunity does not mean the County is committing to establishing or funding a program at this stage.

The Bigger Picture

Treatment Courts are an opportunity to change how we respond to individuals who repeatedly enter the criminal justice system due to substance use. They combine treatment with accountability, provide consistent judicial oversight, and bring community partners together with a shared goal of reducing future criminal behavior.

For Todd County, this is an opportunity to explore a different approach, make better use of existing community resources, and determine whether a coordinated Treatment Court model could improve outcomes for individuals, families, and the community as a whole.

The ultimate goal is simple: improve public safety, promote accountability, support recovery, and reduce the cycle of repeated involvement in the criminal justice system.

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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-16**

Agenda Topic Title for Publication:	**Establish 2027 County Commissioners Salary**
Date of Meeting: December 1, 2026	Total Topic Time Requested: 5 Minutes
Organization / Department Requesting Action: Administration	
Person Presenting Topic at Meeting: Lisa Guzek, HR Manager and Jackie Bauer, County Coordinator	
Background: *Supporting Documentation enclosed* ☒	
Establish and set the 2027 salary for County Commissioners	
Options:	
Recommendation:	
The Todd County Board of Commissioners approves the following by Motion: To adopt the attached resolution for the 2027 County Commissioner Salary.	

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **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

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

2027 COUNTY COMMISSIONER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Commissioners salary at $_____ plus $_____ supplemental pay for Board Chair and $_____supplemental pay for the Board Vice-Chair in 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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-17**

Agenda Topic Title for Publication:	**Establish 2027 County Attorney Salary**
Date of Meeting: December 1, 2026	Total Topic Time Requested: 5 Minutes
Organization / Department Requesting Action: Administration	
Person Presenting Topic at Meeting: Lisa Guzek, HR Manager and Jackie Bauer, County Coordinator	
Background: *Supporting Documentation enclosed* ☒	
Establish and set the 2027 salary for County Attorney.	
Options:	
Recommendation:	
The Todd County Board of Commissioners approves the following by Motion: see attached resolution	

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **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

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

2027 COUNTY ATTORNEY SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Attorney salary at $_____ in 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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-18**

Agenda Topic Title for Publication:	**Establish 2027 County Recorder Salary**
Date of Meeting: December 1, 2026	Total Topic Time Requested: 5 Minutes
Organization / Department Requesting Action: Administration	
Person Presenting Topic at Meeting: Lisa Guzek, HR Manager and Jackie Bauer, County Coordinator	
Background: *Supporting Documentation enclosed* ☒	
Establish and set the 2027 salary for County Recorder	
Options:	
Recommendation:	
The Todd County Board of Commissioners approves the following by Motion: see attached resolution	

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **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

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

2027 COUNTY RECORDER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Recorder salary at $_____ in 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 :**
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	*(Issued by Auditor/Treasurer Office)* **20261201-19**

Agenda Topic Title for Publication:	**Establish 2027 County Sheriff Salary**
Date of Meeting: December 1, 2026	Total Topic Time Requested: 5 Minutes
Organization / Department Requesting Action: Administration	
Person Presenting Topic at Meeting: Lisa Guzek, HR Manager and Jackie Bauer, County Coordinator	
Background: *Supporting Documentation enclosed* ☒	
Establish and set the 2027 salary for County Sheriff.	
Options:	
Recommendation:	
The Todd County Board of Commissioners approves the following by Motion: see attached resolution	

Additional Information:	**Budgeted:**	**Comments**
Financial Implications: $ **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

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

2027 COUNTY SHERIFF SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Sheriff salary at $_____ in 2027.