



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

● MINNESOTA ● EST. 1855 ●

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
January 6<sup>th</sup>, 2026*

**Call to Order**

The Todd County Board of Commissioners met in the Commissioner's Board Room in the City of Long Prairie, MN on the 6<sup>th</sup> day of January, 2026 at 9:00 AM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

**Approval of Agenda**

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with addition of item 5.5 Resignation – Social Worker Sara Bipes and item 8.2 Adoption of Memorandum of Agreements – Paid Family Medical Leave (PFML).

**Board Organization**

Motion was made by Neumann and seconded by Becker, to appoint Commissioner Denny as Chairperson of the Todd County Board of Commissioners for 2026 proceedings. After discussion, both the motion and second were rescinded.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Byers as the Chairperson of the Todd County Board of Commissioners for 2026 proceedings.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Denny as the Vice-Chairperson of the Todd County Board of Commissioners for 2026 proceedings.

**Consent Agenda**

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

To approve the Todd County Board of Commissioner's Meeting Minutes for December 30<sup>th</sup>, 2025 as presented.

**GAMBLING PERMIT – MIDWEST OUTDOORS UNLIMITED – PRAIRIE PARTNERS**  
**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners through this resolution; **NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners to hold a raffle event at The Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on March 7<sup>th</sup>, 2026.

Hire Carter Lenk PT Correctional Officer start date TBD at a rate of \$25.46 per hour Grade 6/F step A.

Approve the retirement of Administrative Assistant II Debra Durham, effective February 27th, 2026.

Approve the resignation of Social Worker Sara Bipes, effective January 16th, 2026.

**Auditor-Treasurer**

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the December 2025 Auditor Warrants number (ACH) 905613 through 905695 in the amount of \$1,327,375.91 (Manual) 1158 through 1166 in the amount of \$78,271.79 and (Regular) 245548 through 245737 in the amount of \$1,115,629.21 for a total of \$2,521,276.91.

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

**A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2026**

**WHEREAS**, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

**WHEREAS**, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the official newspaper for Todd County on January 6, 2026.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader, with a bid of \$20.00 per column inch to be the Official Newspaper for the year 2026 and;

**BE IT FURTHER RESOLVED**, that the Todd County website ([www.co.todd.mn.us](http://www.co.todd.mn.us)) be also designated as an official publication for all statutory requirements.

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

**A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2026**

**WHEREAS**, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

**WHEREAS**, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the extra publication newspaper for Todd County on January 6, 2026.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader with a bid of \$14.00 per column inch to be the Extra Publication Newspaper for the year 2026.

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

**A RESOLUTION ESTABLISHING THE  
2026 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL**  
(Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

● MINNESOTA ● EST. 1855 ●

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksession designated by the Board Chairperson or three members of the County Board as deemed necessary. The County Board also approves that the November 3<sup>rd</sup>, 2026 meeting be moved to November 2<sup>nd</sup>, 2026 due to the Statewide General Election event. The County Board also approves that the year-end board meeting be scheduled for December 29th, 2026.

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

## **A RESOLUTION ESTABLISHING THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2026**

**WHEREAS**, The County Commissioners have wide ranging and diverse responsibilities, and;

**WHEREAS**, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

**NOW, THEREFORE BE IT RESOLVED**, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Assignments for 2026 and will remain on file in the Auditor-Treasurer's Office.

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

## **DESIGNATION OF DEPOSITORIES, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS**

**WHEREAS**, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

**WHEREAS**, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

**WHEREAS**, in accordance with Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to Minnesota Statute § 118A.01 through § 118A.08 where the following financial institutions are currently in place:

- American Heritage National Bank
- CETERA Investments managed through American Heritage National Bank
- Minnesota National Bank
- Gold Sweep Investments managed through Minnesota National Bank
- Moreton Capital Markets, LLC



- US Bank
- MAGIC Fund
- Unity Bank

**BE IT FURTHER RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To adopt the recommendations for reappointment Ted Gray for another term on the County Extension Committee.

### **Health & Human Services**

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Opioid Settlement funding request from Wellness in the Woods.

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the Opioid Settlement funding request from the Todd County Sheriff's Office.

### **Administration**

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

#### **2026 Non-Union Employees and Appointed Officials Salaries**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees and appointed officials, and;

**WHEREAS**, the Todd County Board of Commissioners desire to follow the same pattern bargained with unions for the non-union regular full-time employees and appointed officials, and;

**WHEREAS**, a 3.5% general wage increase will take effect on the first day of the first full pay period in January 2026, pay date February 4, 2026, for regular full-time employees. Step increase will be granted starting the first day of the first full pay period worked in July, pay date August 5, 2026, for eligible staff.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners authorize the that a 3.5% general wage increase will take effect on the first day of the first full pay period in January 2026, pay date February 4, 2026, for regular full-time employees. Step increase will be granted starting the first day of the first full pay period worked in July, pay date August 5, 2026, for eligible staff.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve and adopt two Memorandum of Agreements (MOA's) related to Paid Family and Medical Leave with Todd County and Law Enforcement Labor Services Inc. (LELS) - Deputies and Todd County and Teamsters - Sheriff's Supervisory.

### **County Auditor-Treasurer's Report**

The County Auditor-Treasurer reported on year end balancing processes in progress, continue work with CLA for audit and working on setup of multiple upcoming school special elections this spring.

### **County Commissioner's Report**

The County Coordinator reported that the first official payroll has been processed through Paycom with special thanks to the Admin staff and employees for making this happen. Our State Representative and State Senator have been invited to attend the next board meeting.

### **County Commissioner's Report**

The Commissioners reported on meetings and events attended.

Commissioner Becker attended meetings including the Todd Trails Association. Thanks was also extended to the 2025 Commissioner leadership.

Commissioner Denny has attended meetings including Personnel. Thanks was also extended to all the Todd County leadership team in 2025.

Commissioner Noska had no scheduled meetings since the last session. Thanks was extended to all for their work in 2025.

Commissioner Byers attended meetings including Personnel and HR interviews. Thanks was given to all for their work in 2025.

Commissioner Neumann attended meetings including the extended thanks to 2025 leadership. Concerns have been raised regarding the Todd Trails Association.

### **Recess**

On motion by Becker and second by Neumann, the meeting was recessed until January 20<sup>th</sup>, 2026.

#### **AUDITOR WARRANTS**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
NORTHERN STAR COOP	\$ 2,594.57
TODD CO AGRICULTURAL SOC.	\$ 3,247.74
15 PAYMENTS LESS THAN 2000	\$ 11,007.11
ALLEN/MICHAEL	\$ 16,950.00
CARD SERVICES COBORNS	\$ 3,262.95
CARGILL SALT DIVISION	\$ 27,776.29
CENTRA CARE	\$ 12,714.58
CENTRAL MINNESOTA LEGAL SERVICES	\$ 2,400.00
CLIFTON LARSON ALLEN, LLP	\$ 2,730.00
DIVERSIFIED FOUNDATIONS, LLC	\$ 33,499.34
FLEET SERVICES/WEX BANK	\$ 6,487.59
ITEN FUNERAL HOME	\$ 2,400.00
LIBERTY TIRE SERVICES LLC	\$ 3,219.45
LONG PRAIRIE SANITATION INC	\$ 6,383.55
METRO SALES INC	\$ 3,510.30
MIDWEST MACHINERY CO	\$ 57,518.00
MN DEPT OF FINANCE	\$ 6,304.00
PETERS LAW OFFICE, P.A.	\$ 4,325.00
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$ 67,086.41



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

● MINNESOTA ● EST. 1855 ●

PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	93,473.65
STEP	\$	9,514.48
UNITED SPRAY FOAM LLC	\$	4,500.00
VO/YOUNG	\$	24,000.00
VOYANT COMMUNICATIONS, LLC	\$	3,300.11
WIDSETH SMITH NOLTING INC	\$	7,286.75
ZIEGLER INC	\$	7,238.34
56 PAYMENTS LESS THAN 2000	\$	20,211.14
ACOM SYSTEMS	\$	4,600.00
CARDINAL INVESTIGATIONS	\$	2,518.75
CDW GOVERNMENT INC	\$	17,718.96
CITY OF STAPLES	\$	189,853.75
COUNTIES PROVIDING TECHNOLOGY	\$	7,240.00
EBSO INC	\$	321,561.00
FARM-RITE EQUIPMENT, INC	\$	48,497.00
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
HEALTH PARTNERS DENTAL	\$	9,031.50
LOVELACE/MIKE	\$	27,420.29
MINNESOTA POWER	\$	19,654.60
MORRISON COUNTY	\$	11,208.60
PEMBERTON SORLIE RUFER & KERSHNER	\$	2,521.00
PHILIP'S REPAIRABLES & COLLISION CENTER	\$	17,339.16
REGENTS OF THE UNIV OF MN	\$	43,750.00
TAPCO	\$	4,379.50
TODD CO AUD-TREAS	\$	8,778.00
TOWN OF BIRCHDALE	\$	25,124.78
TRITECH SOFTWARE SYSTEMS	\$	40,496.08
USPS-POC	\$	10,204.43
VERIZON	\$	5,823.61
WEST CENTRAL REG JUVENILE CTR	\$	14,054.00
WEST CENTRAL TECH SERVICE AREA	\$	6,803.93
WHEELS ENTERPRISE INC	\$	7,224.92
WIDSETH SMITH NOLTING INC	\$	2,487.20
61 PAYMENTS LESS THAN 2000	\$	30,583.00
ARC ELECTRIC SERVICE	\$	4,104.06
CENTERPOINT ENERGY	\$	5,633.29
COBORNS INCORPORATED	\$	2,046.00
MARK SAND & GRAVEL CO	\$	205,133.65
MINNESOTA MANAGEMENT AND BUDGET	\$	101,793.75
PICTOMETRY INTERNATIONAL CORP	\$	43,100.00
STOECKEL JAHNER INC	\$	14,380.00
SWENSON AGGREGATE & CONSTRUCTION	\$	14,679.05
WEST CENTRAL REG JUVENILE CTR	\$	14,054.00
34 PAYMENTS LESS THAN 2000	\$	8,512.50
AMAZON CAPITAL SERVICES	\$	6,019.06
CARGILL SALT DIVISION	\$	21,843.64
COMMISSIONER OF TRANSPORTATION	\$	6,758.66



DEERE & COMPANY	\$	133,178.38
LONG PRAIRIE LEADER	\$	2,331.00
LONG PRAIRIE OIL COMPANY	\$	19,060.16
MARK SAND & GRAVEL CO	\$	190,773.29
NYHUS CHEVROLET INC	\$	35,191.08
OTTER TAIL COUNTY TREASURER	\$	31,488.54
STAPLES ADVANTAGE	\$	3,019.68
TODD SOIL & WATER CONS DIST	\$	158,680.24
TODD TRAILS ASSOCIATION	\$	53,191.35
VERIZON	\$	6,643.03
ZIEGLER INC	\$	17,137.24
34 PAYMENTS LESS THAN 2000	\$	20,438.06
MN DEPT OF REVENUE	\$	2,288.00
MN DEPT OF REVENUE	\$	56,996.80
US BANK - CC	\$	13,312.31
7 PAYMENTS LESS THAN 2000	\$	5,674.68
TOTAL:	\$	2,521,276.91

On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held January 6<sup>th</sup>, 2026 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 20<sup>th</sup>, 2026.

Witness my hand and seal:

/s/ on file

Bob Byers, County Board Chairperson

/s/ on file

Denise Gaida, Todd County Auditor-Treasurer