



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

BOARD OF COMMISSIONERS
Work Session Agenda

Tuesday, January 20, 2026

10:00 AM

or immediately following the regular board meeting

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

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

Agenda Item #

Agenda Time:

- | | | |
|----------|--|--------------|
| 1 | 2025 Permitting Report
<i>Adam Ossefoort, PZ/SWCD Division Director</i> | 10:00 |
| 2 | Board of Adjustment use of EARTH Assessment
<i>Adam Ossefoort, PZ/SWCD Division Director</i> | 10:05 |
| 3 | Case Works Presentation
<i>Jackie Och, HHS Director & HHS Management</i> | 10:10 |
| 4 | C&D Regional Planning Update
<i>Chris McConn, Solid Waste</i> | 10:20 |
| 5 | Legislative Update with Representative Mike Wiener
<i>Commissioners</i> | 10:45 |

*Commissioners may be in the Commissioner's Board Room prior to the board meeting proceedings.
The County Board will open the meeting at the posted time and reserves the right to alter the agenda schedule for business needs.*

Permit Activity	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Land Use Permit (Building Permits)	320	344	358	335	392	365	332	414	399	391	449	405	390
Acreage Cluster Requests	3	5	6	2	3	1	1	1	4	3	1	5	3
Mining & Excavating Permits	2	5	3	10	11	6	2	2	3	17	4	3	3
Plat Applications	5	6	7	9	4	5	3	8	8	7	7	4	4
Rezoning Requests	2	2	1	9	3	3	1	8	6	4	6	2	4
Shoreland Alteration Permits	25	53	48	21	41	52	40	58	89	61	59	47	48
SSTS – septic system designs	129	139	142	133	123	145	124	148	185	147	180	168	156
Administrative Variance Permits	3	8	7	4	11	17	6	10	3	15	37	8	2
Conditional Use Applications - Planning Commission Cases (some cases >1 meetings)	30	27	16	30	17	23	14	20	24	28	26	24	31
Variance Applications - Board of Adjustment Cases (some cases >1 meetings)	25	31	22	38	28	36	26	49	22	14	18	24	21
Total Permit Activity	544	620	610	591	633	653	549	718	743	687	787	691	662

Permit Activity	2017	2018	2019	2020	2021	2022	2023	2024	2025
Land Use Permit (Building Permits)	\$60,662	55,366	\$49,206	\$47,834	\$60,531	\$65,503	\$76,069	\$74,718	\$73,718
Acreage Cluster Requests	\$300	\$300	\$600	\$0	\$750	\$2,550	\$150	\$750	\$450
Mining & Excavating Permits	\$3,600	\$2,100	\$900	\$650	\$325	\$3,075	\$1800	\$900	\$600
Plat Applications	\$1,350	\$7,600	\$3,600	\$15,200	\$12,850	\$7,975	\$8,550	\$18,000	\$4,600
Rezoning Requests	\$600	\$900	\$1,050	\$1,750	\$2,100	\$850	\$2,000	\$1,000	\$2,400
Shore land Alteration Permits	\$7,150	\$6,050	\$7,200	\$11,225	\$13,650	\$10,333	\$13,075	\$11,750	\$10,130
SSTS – septic system designs	\$20,600	\$22,800	\$25,200	\$20,866	\$34,600	\$33,840	\$50,700	\$49,250	\$46,875
Administrative Variance Permits	\$1,200	\$2,400	\$900	\$2,250	\$2,550	\$750	\$2,850	\$1,200	\$450
Split/Combine/Adjustments							\$6,500	\$5,600	\$6,950
Conditional Use Applications - Planning Commission Cases (some cases >1 meetings)	\$8,750	\$4,900	\$2,800	\$7,700	\$9,450	\$10,200	\$12,500	\$12,000	\$18,600
Variance Applications - Board of Adjustment Cases (some cases >1 meetings)	\$11,360	\$8,200	\$8,400	\$16,050	\$8,750	\$11,525	\$10,575	\$12,000	\$13,200
Total Fees Received	\$115,572	\$110,613	\$99,856	\$123,675	\$145,556	\$146,601	\$178,269	\$187,168	\$177,973


SOIL AND WATER CONSERVATION DISTRICT

 215 1st Avenue South, Suite 104

Long Prairie, MN 56347

Phone: 320-732-2644 Fax: 320-732-4803

Todd County SWCD Shoreland Assessment Form

Landowner Information

Name: _____ Water Body Name: _____ Assessment Date: _____

Site Address: _____ Watershed: _____

City: _____ State: _____ Zip: _____

Township: _____ Parcel ID Number: _____

Phone: _____ Email: _____

Assessment by: _____

Assessment Questions

♦ Land Use Category (Questions 1-6) 100 Points

1. What percentage of the shoreland property contains buildings, patios, driveways, parking areas, or other impervious surfaces?

- ☐ Less than 5% = 20
☐ 5% to 15% = 10
☐ 15.1-25% = 5
☐ Greater than 25% = 0

/20 points

2. Does landowner maintain a legally designed septic system according to best management practices, such as pumping every 1-3 years?

- ☐ Yes, consistent maintenance over the years = 10
☐ Yes, only recently for permitting, sale or purchase reasons = 5
☐ No known or consistent maintenance = 0
☐ No legally designed septic system or only has holding tank or only outhouse is present = 0
☐ The property is bare land = 10

/10 points

3. When boats, docks, lifts or other equipment is stored on shore, is the amount of space they take up minimized by stacking or elevating blocks?

- ☐ Yes = 10
☐ No = 0
☐ N/A— no docks = 10

/10 points

Total points this page: _____

4. Does landowner utilize gutters, downspouts, rain gardens, rain barrels, French drains, buffers, natural wetlands, or other stormwater controls to minimize/reduce the impact of stormwater/roof runoff from buildings and other impervious surfaces?

- ☐ Yes, check all that apply (30)
☐ No (0)
☐ No impervious surfaces (30)

- ☐ Gutters/Downspouts
☐ Raingardens
☐ Rain Barrels
☐ French Drains
☐ Natural Wetlands/native buffers
☐ Underground Tile
☐ Other

/30 points

Award 10 Bonus Points if 3 or more checked

5. Are pervious/permeable pavers, septic rock, or stepping stones utilized as an alternative to concrete walking paths on property to increase stormwater infiltration into soil?

- ☐ Yes = 10
☐ No = 0
☐ N/A (No hard surface paths) = 10

/10 points

6. Is a man made sand beach/beach blanket present along shoreline?

- ☐ Yes = 0
☐ No = 10

/10 points

♦ **Erosion Category (Questions 7-10) 120 Points**

7. Is shoreline erosion visible on property? If yes, what is the severity of the erosion?

- ☐ Yes—erosion from landside is substantial with gullies, slumps, and/or slides = 0
☐ Yes—undercutting from lakeside wave and ice action/lack of shoreline vegetation or leveling ice ridge = 10
☐ Yes—erosion is present but minor— minimal to no significant cuts on shoreline or bare disturbance= 20
☐ Erosion caused by adjacent lands not owned/under control of the landowner AND landowner has communicated in a positive manner with adjacent landowner(s) to try to come up with a solution = 30
☐ No erosion visible = 40

/40 points

8. What shoreline stabilization methods are being used to limit shoreline erosion? Underline or check all that apply.

- ☐ No stabilization methods used and shoreline is unstable to any degree = 0
☐ Retaining Walls/ Rock rip rap or large rocks = 5
☐ Bioengineering (coir logs, willow wattles, cedar revetments, etc.)= 10
☐ Native plantings (native shoreland buffer) = 20
☐ N/A (No erosion or shoreline is 100% natural and stable) = 30 points

/30 points

9. Is property (excluding the impervious surfaces) evenly vegetated with healthy plants and free of bare soil?

- ☐ No. There are large areas (>25 sq. ft.) of bare soil from foot traffic, shade, construction, or water flow = 0
☐ There are small patches of bare soil in yard/lawn/shoreline = 15
☐ Yes. There is good vegetation cover (any type) and no terrestrial invasives = 25

/25 points

Total points this page: _____

10. Are there deposits of sand or soil in flat areas on property?

- ☐ Yes (large amounts > 25 square feet) =0
- ☐ Yes (small amounts < 25 sq. ft.) = 15
- ☐ No = 25

/25 points

♦ ***Vegetation/Pest Management Category (Questions 11-14) 100 Points***

11. How are pests and vegetation managed on property?

- ☐ Large areas are sprayed using broadcast pesticide and/or herbicide. = 0
- ☐ Target spray smaller areas with pesticide and/or herbicide, regardless if the target is an invasive pest or plant = 10 (dandelions, for example– good for the environment; unsightly to some landusers)
- ☐ Use pesticide, poisons, and/or herbicide to selectively manage healthy species vs. invasive pests or plants and/or prepare the site for native plantings. = 15
- ☐ Use non-chemical means such as manual removal, fencing (geese), traps (burrowing rodents) native supports and plant diversity, or shading with woven materials or newspapers to manage pests and vegetation. = 20
- ☐ Does not actively manage pests and vegetation that are present on property resulting in a thicket or large plots of invasives and/or humps and holes or droppings, wastes or litter accumulation. (0)

/20 points

12. Does landowner apply fertilizer to their lawn on shoreland property?

- ☐ Yes, one or more times per year without a nutrient management plan= 0
- ☐ Yes, uses natural/organic fertilizers = 15
- ☐ Yes, but only after soil testing to see what, is any chemicals/minerals are necessary = 25
- ☐ No = 30

/30 points

13. Has landowner planted native plants/vegetation or trees on property since becoming owner?

- ☐ Yes, landowner has planted a small amount of native vegetation (gardens) or trees (> 3/acre) = 15
- ☐ Yes, landowner has planted a large amount of native vegetation (entire shoreline buffer) or trees = 30
- ☐ No (0)

/30 points

14. Does landowner actively manage/control terrestrial invasive species (buckthorn, purple loosestrife, etc.) on property?

- ☐ Yes (20)
- ☐ No (0)
- ☐ N/A (No terrestrial invasive species present) (20)

/20 points

Total points this page: _____

◆ Shoreland Buffer Zone Category (Questions 15-18) 100 Points

15. Property has a variety of plants other than turf grass within shoreland buffer zone . Examples include flowers, native grasses, shrubs, and trees within the shoreland buffer zone?

☐ Yes
☐ No

/25 points

16. Does property owner allow native vegetation to grow (doesn't mow) within the buffer zone?

☐ Yes
☐ Yes, periodically mows once per month) = 10
☐ No, mows frequently = 0

/25 points

17. What percentage of the buffer zone is un-mowed and or includes native grasses, plants, trees or shrubs?

☐ 0-25% = 0-5
☐ 26-50% = 10
☐ 51-75% = 20
☐ 76-100% = 25

/25 points

18. What percentage of the Transitional Zone or shoreline frontage has disturbed or maintained areas like lawn, beach, recreational areas, patio?

☐ 0-10% Minimal disturbance = 25
☐ 11-35% Some disturbance (15)
☐ >35% A lot of disturbance (0)

/25 points



◆ Upland Zone Category (Questions 19-22) 100 Points

19. What percentage of upland zone includes trees, shrubs?

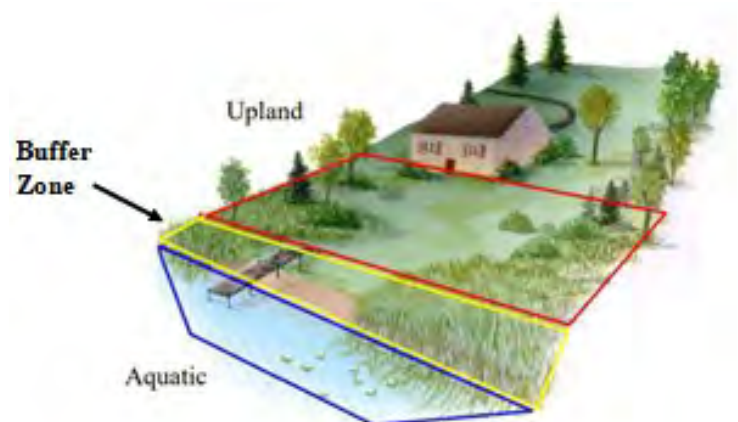
☐ 0-25% = 0-5
☐ 26-50% = 15
☐ 51-75% = 25
☐ 76-100% = 30

/30 points

20. What percentage of upland zone includes natural ground cover such as grasses, ferns, flowers, etc.?

☐ 0-25% (0-5)
☐ 26-50% (15)
☐ 51-75% (20)
☐ 76-100% (25)

/25 points



Total points this page: _____

21. Does upland zone receive any sediment or surface water contributions from any neighboring properties or land uses? Examples include roof runoff, driveway runoff, etc.

- ☐ Yes, significant amounts with visual impacts = 0
- ☐ Yes, small amounts with no visual impact = 10
- ☐ No = 15

/15 points

22. Are there any eroding areas visible within the upland zone?

- ☐ Yes, large areas visible = 0
- ☐ Yes, small areas visible = 10
- ☐ Yes, small area visible that does not break to lake or river = 15
- ☐ No = 30

/30 points

♦ **Aquatic Zone Category (Questions 23-25) 80 Points**

23. Are human made openings in plant beds present within the Aquatic Zone?

- ☐ Yes, minimal clearing of plant bed (path for watercraft and/or small dockside clearing) (15)
- ☐ Yes, significant amount of plant bed cleared (25% or more plants removed) (0)
- ☐ No (30)

/30 points

24. Does landowner uproot, cut or otherwise remove aquatic plants in the water in front of their property?

- ☐ Yes, small amounts of aquatic plants are removed. (15)
- ☐ Yes, large amounts of aquatic plants are removed (0)
- ☐ No, aquatic plants are left as they are. (30)

/30 points

25. Does landowner allow fallen trees to remain in water providing habitat for wildlife and/or fish/invertebrates?

- ☐ Yes (20)
- ☐ No (0)
- ☐ N/A (20)

/20 points

♦ **Miscellaneous Category (26-30) 100 Points**

26. If rock rip rap is used on shoreline, is it at a 3 to 1 slope or flatter?

- ☐ Yes (10)
- ☐ No (0)
- ☐ No rip rap (10)

/10 points

27. Roughly what percentage of property contains forest, wetlands, or is natural?

- ☐ 0-10% (0-5)
- ☐ 11-25% (10)
- ☐ 26-50% (20)
- ☐ >50% (30)

/30 points

28. How many different species of trees and/or shrubs are present within the upland and buffer zones on the property?

- ☐ 0-3 (0-5)
- ☐ 4-6 (10-15)
- ☐ 6-9 (20-25)
- ☐ 10 or more (30)

/30 points

Total points this page: _____

29. Does property owner remove pet waste, ashes from fire pits, or piles of leaves on lakeshore preventing them from washing into the lake?

- ☐ Yes (20)
☐ No (0)

/20 points

30. When and if the landowner mows the lawn, does he/ she bag the clippings, direct the trimmings away from the lake, or does he/she not recollect the direction of lawn trimmings when mowing the lawn?

- ☐ Does not mow lawn /all natural= 10
☐ Bags trimmings = 10
☐ Directs clippings away from the lake = 5
☐ No recollection of direction = 0

/10 points

31. Location of well– mark on map. No points assigned

- ☐ Drilled: cased or uncased?
☐ Sandpoint
☐ Hand dug
☐ Well located in MN well Index?

Directions: Add up questions 1-30 on the assessment form get a total shoreland stewardship score for the landowner. Below are the three stewardship tier point thresholds.

Bronze= 300-399

<100>

Silver= 400-499

<100>

Gold= ≥ 500

<200>

Max Points= 700

Total EARTH Score:

Additional Landowner Information (Not scored)

	Yes	No
Has landowner previously worked with Todd County Soil and Water Conservation District on any cost share projects?	<input type="checkbox"/>	<input type="checkbox"/>
Is property located within a Drinking Water Supply Management Area (DWSMA)?	<input type="checkbox"/>	<input type="checkbox"/>
Is the property landowner's permanent residence?	<input type="checkbox"/>	<input type="checkbox"/>
Is landowner member of a Todd County Lake Association?	<input type="checkbox"/>	<input type="checkbox"/>
Is property located on a MPCA impaired water body?	<input type="checkbox"/>	<input type="checkbox"/>
Has landowner owned property for more than 5 years?	<input type="checkbox"/>	<input type="checkbox"/>
Is property located within a City, Sauk River Watershed District, Sylvan Shores, or Township that does own zoning such as Bruce or Bertha?	<input type="checkbox"/>	<input type="checkbox"/>
Is the shoreland zoning district for property General Development or Recreational Development?	<input type="checkbox"/>	<input type="checkbox"/>
Do you observe stormwater from neighboring properties causing problems on your property?	<input type="checkbox"/>	<input type="checkbox"/>
Is landowners lake of residence infested with any Aquatic Invasive Species?	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

Property Site Conditions

♦ General Conditions

Slope or aspect faces which direction: ☐ East ☐ West ☐ North ☐ South

Steepness of slope: ☐ Nearly vertical ☐ > 45% angle ☐ < 45% angle ☐ Relatively flat

Wave action on shoreline: ☐ Severe ☐ Moderate ☐ Infrequent ☐ Minimal

Source of wave action: ☐ Wind ☐ Boat traffic ☐ Other _____

Ice ridge present: ☐ No ☐ Yes If yes, how high _____

Water level fluctuation: ☐ Highly variable ☐ Moderately variable ☐ Relatively stable

Reasons for water level change: ☐ Seasonal (high in spring, low in summer and fall)

☐ Control at the outlet ☐ Changes after most rains

Wetlands present on property: ☐ No ☐ Yes If Yes, what type of wetlands _____

Groundwater springs or seeps on property: ☐ No ☐ Yes

Dominant soil: ☐ Sand ☐ Silt ☐ Clay ☐ Loam ☐ Clay Loam ☐ Sandy Loam ☐ Silt Loam

Soil type: _____ (ex. 800C, Kandota Dorset Sandy Loams)

♦ Current Management and Shoreline Problems

Upland: ☐ Natural ☐ Mowed ☐ Rock ☐ Wooded ☐ Garden ☐ Other Pollinator planting

Transitional: ☐ Natural ☐ Mowed ☐ Rock ☐ Wooded ☐ Garden ☐ Other _____

Aquatic: ☐ Natural ☐ Weed-rolled ☐ Sand ☐ Rock ☐ Other _____

Shoreline treatment: ☐ Riprap ☐ Retaining wall ☐ Coir log ☐ Other _____

Is the shoreline treatment failing: ☐ Yes ☐ No

Degree of upland erosion: ☐ Severe ☐ Moderate ☐ Some ☐ None

Description (such as gullies, ground settling)

Degree of shoreline erosion: ☐ Severe ☐ Moderate ☐ Some ☐ None

Description (such as undercut banks) _____

♦ Existing vegetation (how much, what kind)?

Upland: ☐ Turf grass ☐ Mostly invasives ☐ Mix of invasives & natives ☐ Mostly natives ☐ Trees & Shrubs

Transitional: ☐ Sand/rock beach ☐ Turf grass ☐ Mostly invasives ☐ Invasives & natives

☐ Mostly natives ☐ Trees & Shrubs

Aquatic: ☐ None ☐ Mostly invasives ☐ Mix of invasives & natives ☐ Mostly natives

*Note: X denotes the characteristic **following** the X*

Total points this page: _____



HHS

Next Chapter Technology (NCT)

Case Works

Case Works

- NCT – Focus
- Specializes in streaming processes for HHS teams.
- The Electronic Document Management System (EDMS) uses industry standards in security and encryption.
- Interoperable solutions expedite business processes and automate document management for every program area, improving caseload capacity, cutting costs and eliminating errors.
- CaseWorks software improves compliance, reduces time-consuming tasks with records storage, retention, retrieval and distribution.
- CaseWorks Counties map – 01/13/2026

CaseWorks™ Counties (and growing!)

- | | |
|---------------|--------------|
| • Aitkin | • Meeker |
| • Anoka | • Morrison |
| • Becker | • Mower |
| • Beltrami | • Murray |
| • Big Stone | • Nicollet |
| • Blue Earth | • Nobles |
| • Brown | • Norman |
| • Carlton | • Olmsted |
| • Chisago | • Otter Tail |
| • Clay | • Pennington |
| • Cook | • Pipestone |
| • Cottonwood | • Polk |
| • Dodge | • Pope |
| • Douglas | • Ramsey |
| • Faribault | • Red Lake |
| • Fillmore | • Redwood |
| • Freeborn | • Rice |
| • Goodhue | • Rock |
| • Grant | • Roseau |
| • Houston | • Scott |
| • Isanti | • Sherburne |
| • Itasca | • St. Louis |
| • Jackson | • Stearns |
| • Kanabec | • Steele |
| • Kandiyohi | • Stevens |
| • Kittson | • Swift |
| • Koochiching | • Traverse |
| • Lincoln | • Wabasha |
| • Lake | • Waseca |
| • Lincoln | • Washington |
| • Lyon | • Watonwan |
| • Mahanomen | • Wilkin |
| • Marshall | • Winona |
| • Martin | |



NCT

Return on Investment (ROI)

Examples from CaseWorks Counties

- Autofill Form History – Kandiyohi Co. conducts over 2,000 assessments annually and autofill form history saves 15 – 2 hrs per assessment
- CaseWorks Integrated eSignature- Olmstead Co. Healthcare team saves 5 hrs/month per worker using eSignature for HC renewals. The signed renewals are returned with 24-48 hrs vs. days – wks using USPS. Cost savings with printing, stamps, mailing and having to resend returned mail.
- Merge for Mail – Blue Earth Co. Adult and Family teams save 128 hrs/month using this feature.
- Case File Transfer – Rice Co. spent 2 hrs/wk prepping case file transfers, with an average of 25 casefiles/month totaling 50 hrs/month. This feature is saving approx. 45 – 47 hrs/month in administrative time.
- Auto-send Copy – Sends copies of specified DocTypes to multiple workers/units (e.g. paystubs) to both CaseWorks Max Edition and METS Edition. This feature saves administrative scanning time to look up documents needing to go to multiple workers

ROI - continued

- Auto-fill Forms – forms in CaseWorks will auto-fill with client and case owner details.
 - Co. stats shared:
 - Generating forms in CaseWorks is 3x faster than eDocs (i.e. 20 seconds vs. 60 seconds).
 - On average, Eligibility Workers generate roughly 40 forms per week.
 - Auto-fill saves another 1 minute per form.
- Subscriptions – allows you to identify case for which you would like to receive notifications as documents received by the Co.
- Claim Case – claiming a case moves all unprocessed case documents for that case from a team DocBox to a worker's DocBox. This feature is used by Co's. that casebank. This feature can also be used to cover another worker out on leave.
- Resident Portal – is highly secure and efficient document exchange solution supporting agency workflows, improving resident experience. The feature enables Co. Caseworkers to securely send and receive documents and forms from residents, reducing slower channels such as USPS or unencrypted mail received.

CaseWorks Cost

[illegible]

CaseWorks Cost

Implementation Cost for Financial and Social Services				
	Original (No Discount)	Proposal 10.23.2025 25% Discount	Proposal 12.1.25 46.7%	
CaseWorks Total Subscription License				
Full Access User Licenses	156,140.00	156,140.00	156,140.00	
Read Only User Licenses	2,226.00	2,226.00	2,226.00	
Total Software Licenses	158,366.00	158,366.00	158,366.00	
Project Fees				
NCT Implementation Project Fees	205,039.00	205,039.00	205,039.00	
Less Discount	-	(47,509.75)	(95,824.98)	
Less Federal Reimbursements			(37,023.35)	
Total Implementation Services *	205,039.00	157,529.25	72,190.67	
Total Expenses	363,405.00	315,895.25	230,556.67	
Possible Funding Sources				
Sourcewell			(100,000.00)	
Total Possible Funding			(100,000.00)	
Net Cost to the County	263,405.00	215,895.25	130,556.67	
ISC - EDMS Support (AppXtender) Fees			32,825.00	
Eliminating 1 FTE			59,523.60	
Net Cost Difference to the County			38,208.07	
*If Implementation Services are paid up front rather than over 5 years it would save the county approximately \$10,500, due to Federal Reimbursements decreasing after 10/1/2026.				
				5 Month Average
Combined Fund Balance as of 12/31/2025			5,590,187.00	1,118,037.40
Fund Balance Less Cost to the County			5,459,630.33	1,091,926.07
HHS Average Monthly Expenses as of 12/31/2025				1,154,628.00

CaseWorks Cost

Implementation Costs Over 5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Implementation Cost FSE/MSE	11,388.00	9,678.00	7,917.00	6,101.00	4,233.00	39,317.00
Implementation Cost CSE	5,694.00	4,839.00	3,958.00	3,051.00	2,116.00	19,658.00
Implementation Cost SSE	14,552.00	12,366.00	10,115.00	7,797.00	5,409.00	50,239.00
Total	31,634.00	26,883.00	21,990.00	16,949.00	11,758.00	109,214.00
Federal Reimbursements	10,723.80	5,484.15	4,486.00	3,457.55	2,398.60	26,550.10
Total After Federal Reimbursement	20,910.20	21,398.85	17,504.00	13,491.45	9,359.40	82,663.90
Implementation Costs Paid Upfront						
FSE/MSE/CSE	58,975.00					
SSE	50,239.00					
Total	109,214.00					
Federal Reimbursement	37,023.35					
Total After Federal Reimbursement	72,190.65					

Looking into 2026

- Places Todd County HHS in a position to adjust to the Federal changes with the Big Beautiful Bill related to SNAP and Medicaid.
 - Increased workloads
 - Error rate determinations – resulting in a loss of federal dollars
- Continue maintain current staffing patterns – with the increased workload demands and requirements per State changes, Case Managers will be expected work the cases more often than expected historically, doubling the work without reimbursement.



MEMORANDUM

Date: January 14, 2026
To: County Board of Commissioners
From : Chris McConn, P.E., Solid Waste Director
Cc: Mike Eberle, Solid Waste Supervisor
Re: Draft Regional C&D Planning Study Update

1. Customer Distribution

Recently, we reviewed who is bringing C&D waste to regional county facilities. Below is a summary of information for Todd County:

TABLE 1 – WASTE DELIVERY (2020-2024) BY VOLUME (Todd County)

Range	Total Load Count	Total Waste Amount	Total Load percent	Total Waste Percent
<=1	6,172	1,556	51.67%	2.89%
1<=3	2,544	5,198	21.30%	9.66%
3<=10	2,293	14,288	19.19%	26.55%
10<=40	790	13,986	6.61%	25.99%
40<	147	18,792	1.23%	34.92%
Totals	11,946	53,820	100.00%	100.00%

The table illustrates the need for a local transfer station to consolidate the waste if the local C&D landfill closes.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

TODD COUNTY SOLID WASTE

30433 US 71

Browerville, MN 56438

Phone: 320-594-2210

Fax: 320-594-3022

2. Disposal and Transportation Costs

At our last meeting, the Board asked about cost comparisons for different options. The following table is based on estimates prepared by Stantec as part of the regional C&D study:

Table 2 – Disposal and Transportation Cost Estimates

Landfill	Regional Group Cost	Todd County Cost
Waste Management (Gwinner, North Dakota)	\$35.71	\$39.63
Dem-Con (Hawick, MN)	\$26.26	\$22.25
Disposal Services, Wahpeton, MN	\$18.71	\$22.63
Regional Landfill at 70% Regional Collection (170,000 CY/year)	\$22.89	
Regional Landfill at 50% Regional Collection (130,000 CY/year)	\$33.29	

These are only estimates and actual costs will vary. Basis for calculation includes:

- Assumed hauling Cost is \$3.40/running mile.
- Each county's capital improvements and equipment not included.
- Regional Landfill location has not been selected. For costs, it was assumed to be located in the centroid – about half way between Fergus Falls and Henning.
- Assumed 0.26 tons per cubic yard of C&D Waste. There isn't a published EPA density value for generic C&D waste.
- Wahpeton Landfill was not part of the Stantec report.
- Tipping fees are based on:
 - Hawick: \$48/ton (\$12.48/CY)
 - Gwinner: \$52/ton (\$13.52/CY)
 - Wahpeton: \$51/ton (\$13.26/CY)
 - Regional Landfill: \$14.61/CY or \$19.12/CY (depending on volume).

Some Observations worth Noting:

- Todd County met with Morrison County in January 2025 to inquire about a long-term commitment for receiving Todd County C&D waste. Morrison said they were not currently open to this conversation.
- Numbers are estimates that incorporate many unknowns.
- Advantage of Third-Party Landfill is convenience.
- Advantage of Third-Party Landfill is risk management.
- Advantage of Regionally Owned Landfill is control.
- Advantage of Regionally Owned Landfill is less transport costs.
- **No one will know actual costs until several years after deciding.**



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

TODD COUNTY SOLID WASTE

30433 US 71

Browerville, MN 56438

Phone: 320-594-2210

Fax: 320-594-3022

3. Draft Capital Improvement Cost

Stantec has not provided estimated costs for capital improvements to retrofit the Todd County Transfer Station to transfer C&D Waste to an off-site landfill. Because we already transfer most C&D (to our landfill); and have a newer bigger building, it is possible that minimal costs will be required. At the very least, C&D transfer trailers will need to be purchased. An estimated cost of \$90,000 each can be used for now. At least two trailers will be needed.

4. Viable Regional Landfills

The City of Fergus Falls and Becker County landfills are the only two publicly owned C&D landfills with permitted available airspace over 1,000,000 cubic yards. If the regional landfill uses 100,000 cubic yards/year, that is only 10 years of airspace. Stantec is looking at both facilities to what reasonable expansion capacity exists within their property.

Selection of a regional landfill is not within the scope of the study.

5. Next Steps

- As shown in Table 2, estimated tip fee for a regional landfill is heavily affected by the volume of waste it receives. We will be looking into options for flow control to ensure enough waste is received to keep the facility competitive. Options include waste designation and volume based hauler collected service fees
- Go to Todd County Board with update and invite discussion.
- Discussion on flow control and financing

6. Questions for Board/Committee

- Does Todd County intend to continue receiving C&D waste after closing its landfill?
- Should we advocate for maximizing use of our landfill before transfer waste to a regional landfill?
- Preference for Third Party or Regionally co-owned landfill?
- What concerns do you have that need to be answered in consideration of pursuing a regional landfill partnership?