



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

BOARD OF COMMISSIONERS Regular Board Meeting Agenda

Tuesday, March 3, 2026

9:00 AM

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

**MEETING WILL BE LIVE-STREAMED AT: [HTTPS://WWW.TODDCOUNTYMN.GOV](https://www.toddcountymn.gov)
Public Comment Period: 8:45 a.m.**

<i>Agenda Item #</i>	<i>Agenda Time:</i>
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 - February 17th, 2026	
4.2 Hire PT Correctional Officer - Caleb Yapuncich Start date: TBD	
4.3 Resignation - Resource Navigator/Interpreter - Juan Vasquez Garcia 03/20/2026	
4.4 American Legion 417 Oscar Jacobson Post - One Day Dance License 07/11/2026	
4.5 American Legion 417 Oscar Jacobson Post - One Day Temporary On Sale Liquor License 07/11/2026	
4.6 American Legion 417 Oscar Jacobson Post - One Year Club Liquor License	
4.7 Charlotte Tavern Inc - One Year Liquor License	
4.8 Clarissa Ballroom - One Year Dance License	
4.9 Clarissa Ballroom - One Year 3.2 Malt Liquor License	
4.10 Clarissa Ballroom - One Year Setup License	
4.11 Clarissa Ballroom - One Year Wine License	
4.12 Diamont Point - One Year Liquor License	
4.13 Double Eagle Golf & Grille - Seasonal Liquor License	
4.14 Greystone Golf Club - One Year Liquor License	
4.15 Long Prairie Country Club - One Year Liquor License	
4.16 Rainbow Lodge - Seasonal 3.2 Malt Liquor License	
4.17 Rainbow Lodge - One Year Setup License	
4.18 Rainbow Lodge - Seasonal Wine License	
4.19 Saukinac Campground - One Year Liquor License	
4.20 Shady's Golden Eagle - One Year Liquor License	
4.21 Shadys Midway Inc - One Year Liquor License	
4.22 Shattuck's Hub Supper Club - One Year Liquor License	
4.23 The Rock Tavern LLC - One Year Liquor License	
4.24 Gambling Permit - Sauk Centre Conservation Club	
4.25 Gambling Permit - Society of Saint Pius X 08/09/2026	
5 County Auditor-Treasurer	9:05
5.1 Commissioner Warrants	
5.2 Health & Human Services Commissioner Warrants	
5.3 Health & Human Services SSIS Warrants	
5.4 2025 Elections Budget Carryover	
5.5 Todd County Travel Policies - Revision to Section 1.03 Meal Reimbursement	
6 Solid Waste	9:10
6.1 Recycle Facility - Structural Repair	

Commissioners may be in the Commissioner's Board Room prior to the board meeting proceedings.

- 7 Health & Human Services** 9:15
- 7.1 Resolution for Establishing Support for Sourcewell's Impact Funding
 - 7.2 CaseWorks Contract
- 8 Administration** 9:20
- 8.1 Temporary/Seasonal Employees Wages
 - 8.2 Sourcewell Internship Program
 - 8.3 Approve Lease for Northern Pines Mental Health Center

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Recess



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-01

Agenda Topic Title for Publication:	Meeting Minutes Approval - February 17th, 2026
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Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Auditor-Treasurer

Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer

Background: Supporting Documentation enclosed

Minutes for the following meetings are attached: February 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 February 17th, 2026 and Joint County/SWCD Meeting Minutes for February 17th, 2026 as presented.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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



*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 17th, 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 17th day of February, 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 Noska 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 Becker 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 February 3rd & 9th, 2026 as presented.

Approve the hiring of Mr. Joshua Crider to fill the vacant Public Work Heavy Equipment Operator position at Grade F, Step A (\$26.36/hour).

Accept the resignation of Nathan Ruda, seasonal worker at Todd County Solid Waste effective 8/8/2025.

Accept the Resignation of LeeAnne Loudon effective March 20th, 2026.

To approve the hire of Yolanda Jobe to fill an open Eligibility Worker position. Grade F/6, Step C, \$27.87. Start date: TBD

To approve a Seasonal On Sale and Sunday Liquor License for Birchwood Resort at the address of 22182 Birchwood Loop, Sauk Centre, MN in Birchdale Township effective April 15, 2026 through October 15, 2026.

GAMBLING PERMIT – CENTRAL MINNESOTA WHITETAILS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Central Minnesota Whitetails through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Central Minnesota Whitetails to hold a raffle event at Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Rd, Clarissa, MN on March 28th, 2026.

GAMBLING PERMIT – SAUK CENTRE AREA CHAMBER OF COMMERCE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Centre Area Chamber of Commerce through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Centre Area Chamber of Commerce to hold a raffle event at the Howard & Katherine Marthaler Shed in Kandota Township at the address 10098 County 11, Sauk Centre, MN on April 25th, 2026.

To approve a one day On Sale Temporary Liquor License for the Sauk Centre Area Chamber of Commerce at the Marthaler's Shed at the address of 10098 County 11, Sauk Centre, MN in Kandota Township effective April 25th, 2026.

GAMBLING PERMIT – THE CHURCH OF ST. JOSEPH OF GREY EAGLE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for The Church of St. Joseph of Grey Eagle through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for The Church of St. Joseph of Grey Eagle to hold a raffle event at the Shattuck's Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on June 12th, 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 January 2026 Auditor Warrants number (ACH) 905696 through 905800 in the amount of \$1,806,427.97 (Manual) 1167 through 1199 in the amount of \$1,904,488.81 and (Regular) 245738 through 245884 in the amount of \$562,402.20 for a total of \$4,273,318.98.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404350 through 404377 in the amount of \$22,948.86 and (Regular) 59572 through 59608 in the amount of \$42,435.15 for a total of \$65,384.01.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 807276 through 807306 and (Regular) 713848 through 713877 for a total of \$58,351.58.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601921 through 601937 and (Regular) 518819 through 518840 for a total amount of \$92,281.90.

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

2026 PARKS AND TRAILS APPROPRIATION FUNDS TRANSFER

WHEREAS, the 2026 budget for Todd County's allocation of funds to the Todd County Parks and Trails Board has been approved at \$9,000; and

WHEREAS, a letter was received from the Todd County Parks and Trails Board requesting for the appropriation of funds from the General Fund for 2026.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$9,000 from the General Fund to the Parks and Trails Fund.

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

APPOINTMENT OF BONNIE THOELE & VERNA TOENYAN TO THE

HOUSING AND REDEVELOPMENT AUTHORITY BOARD OF TODD COUNTY

WHEREAS, the Todd County Board of Commissioners of Todd County, Minnesota held a duly authorized special meeting on the 12th day of September, 1972; and

WHEREAS, at said meeting a resolution was passed and adopted declaring the need for a Housing and Redevelopment Authority in Todd County, Minnesota; and



WHEREAS, a vacancy exists in the current term for District 5 on the Todd County HRA Board which is scheduled to expire on September 18, 2026 and Verna Toenyan has expressed her desire to be appointed to this position.

WHEREAS, the term for District 3 is set to expire on September 18, 2025 on the Todd County HRA Board and Maggie Leverich-Wold has expressed her desire for reappointment to this position.

NOW, THEREFORE BE IT RESOLVED, pursuant to the provisions of the Municipal Housing and Redevelopment Act of the State of Minnesota, the County Board of Commissioners of Todd County, Minnesota, hereby appoint the two persons hereinafter named to serve as Commissioner of the Housing and Redevelopment Authority of Todd County, Minnesota, and to serve for the remainder of the period of five years as hereinafter stipulated:

Verna Toenyan – January 28, 2026 through September 18, 2026

Maggie Leverich-Wold – September 18, 2025 through September 18, 2030

Board of Commissioners & SWCD Supervisor Joint Meeting

Chair Byers suspended the current meeting to allow for the Joint Meeting with the SWCD Supervisors to be held at 9:10 a.m.

Separate minutes of the Joint Meeting are attached.

Chair Byers resumed the regular board meeting at 9:55 a.m.

Public Works

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the attached Cooperative Construction Agreement with Bertha Township for the replacement of Bridge L9947.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Set the 2026 Spring Road Meeting for April 2, 2026 at 9:00 AM at Todd County Public Works Northern Shop.

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

APPROVAL OF MNDOT AGREEMENT 1062287 – EXCHANGE OF FEDERAL FUNDS FOR STATE AID FUNDS FOR SAP 077-651-005 (2029 PROJECT ON COUNTY STATE AID HIGHWAY 51)

WHEREAS, The Federal fund exchange program is a voluntary program which allows State Aid agencies, who have been selected to receive federal funds to trade them with other State Aid agencies for state aid construction funds, and;

WHEREAS, Minnesota Statutes § 471.59, subd. 10, §162.031, §162.091, and Title 23 USC 133 authorizes the parties to enter into this Agreement, and;



WHEREAS, Recipient Wright County (“Recipient County”) is in need of Federal Funds for State Project Number (SP) 086-639-025 in Fiscal Year 2029 and Todd County (“Donor County”) is willing to transfer Federal Funds designated for State Project No. 077-651-005 to Recipient County, in exchange Recipient County will transfer \$1,820,050.00 of State Aid Construction Funds to Donor County under a separate agreement with MnDOT Contract Number 1062288, and;

WHEREAS, the Minnesota Department of Transportation is willing to facilitate these transactions on behalf of Wright County and Todd County.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby agree that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the Donor County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects, and;

BE IT FURTHER RESOLVED, the Chairperson of the Board of Commissioners and the County Auditor/Treasurer are hereby authorized and directed for and on behalf of the Donor County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 1062287, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

County Attorney

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the contract for 2026 Prosecution Services with the City of Bertha.

Emergency Management

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

RESOLUTION TO ADOPT THE 2025 TODD COUNTY HAZARD MITIGATION PLAN

WHEREAS, Todd County recognizes the threat of natural hazards to people and property within Todd County; and

WHEREAS, Todd County has prepared a hazard mitigation plan, hereby known as the 2025 Todd County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Todd County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within Todd County from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the Todd County Board of Commissioners demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Todd County Hazard Mitigation Plan, and



WHEREAS, approval of the 2025 Todd County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Todd County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the Todd County Board of Commissioners supports the hazard mitigation planning effort and wishes to adopt the 2025 Todd County Hazard Mitigation Plan.

County Sheriff

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Purchase the 3 replacement 2026 Chevy Tahoes through North Country Chevrolet for a total of \$166,079.76 that will be paid for through state aid funds.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Purchase the 3-replacement squad equipment from MacQueen for a total cost of \$33,103.86.

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: Purchase the 3 in squad cameras and 2 in squad radios from DSC Communications for a total cost of \$28,301.78.

Solid Waste

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: Authorize Director to sign proposal with Widseth for professional services for \$19,800.

Planning & Zoning

The February 2026 Planning Commission draft minutes and staff report was provided for review and discussion.

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 for parcel 12-0007400 known as Sacred Heart Addition with the following conditions:

1. Applicant shall remain compliant with applicable local, state or federal regulations related to operation of the cemetery.
2. Declare a cemetery official and an alternate that will be responsible for following state rules and provide contact information to the County to be recorded with the final plat.
3. Maintain a list of individuals buried and exact location within the cemetery.
4. Cemetery plot must be completely fenced off with boundaries clearly identified. All burial sites must remain inside of the fenced area.
5. Establishment of vegetative screening around the entire property. Screening shall be no less than 6' in height at maturity.
6. Cemetery must be established and maintained in compliance with MN Statutes Chapter 307.

On motion by Noska 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 to construct a ground mounted solar energy system on parcel 14-0024803 with the following conditions:

1. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.
2. Submission of Interconnection Agreement with the electric service provider prior to issuance of a land use permit.

3. Construction of additional solar arrays shall require the review of the Planning Commission.
4. Establishment of vegetative screening along the east property line to provide screening from the public roadway. Screening shall be no less than 6' in height at maturity.

Health & Human Services

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the update from Administrative Assistant II to Administrative Assistant II-Bilingual to the Financial Services Unit organizational chart.

County Auditor-Treasurer's Report

The County Auditor-Treasurer informed of all the upcoming election related events, tax statement preparation and audit preparations.

County Coordinator's Report

The County Coordinator reported attending policies, interviews, finance, dept head, and child care initiative meetings.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended meetings including the Public Health, Policies, Regional Transportation, MTWCHB, Rainbow Rider and Extension.

Commissioner Denny has attended meetings including Finance, Personnel, Dept Head, Solid Waste and Fair Board.

Commissioner Noska has attended meetings including TWCC and MTWCHB.

Commissioner Byers attended meetings including Personnel, Finance and Dept Head.

Commissioner Neumann attended meetings including the Policies, CMCOA, Planning Commission, Park Board, Solid Waste and Rainbow Rider.

Adjourn

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

AUDITOR WARRANTS	
VENDOR NAME	AMOUNT
ASSOC OF MN COUNTIES	\$ 20,973.00
ASSOC OF MN COUNTIES	\$ 2,638.00
CARD SERVICES COBORNS	\$ 4,799.60
CLIFTON LARSONALLEN, LLP	\$ 6,615.00
GREAT RIVER REGIONAL LIBRARY	\$ 90,634.25
ITEN FUNERAL HOME	\$ 3,500.00
LONG PRAIRIE SANITATION INC	\$ 4,673.25
MACQUEEN	\$ 9,391.96
MCCC, MI33	\$ 34,392.95
MCIT	\$ 581,056.00
NORTHERN STAR COOP	\$ 2,054.34
PETERS LAW OFFICE, P.A.	\$ 8,721.25



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TODD CO HISTORICAL SOCIETY	\$	15,000.00
US BANK	\$	382,465.00
ZIEGLER INC	\$	5,149.63
26 PAYMENTS LESS THAN 2000	\$	12,532.37
BAUM/RICK AND JULIE	\$	3,187.50
FLEET SERVICES/WEX BANK	\$	7,776.34
INITIATIVE FOUNDATION	\$	7,500.00
MASWCD	\$	7,654.59
MCIT	\$	4,118.00
MN DEPT OF FINANCE	\$	6,204.00
NATIONWIDE RETIREMENT SOLUTIONS	\$	2,065.00
NORTHERN STAR COOP	\$	4,756.00
PACIFIC LIFE INSURANCE CO	\$	2,400.00
POPE DOUGLAS SOLID WASTE MANAGEMENT STEP	\$	28,672.54
VOYANT COMMUNICATIONS, LLC	\$	9,099.68
53 PAYMENTS LESS THAN 2000	\$	3,378.06
CITY OF BERTHA	\$	26,129.42
CITY OF BROWERVILLE	\$	3,072.54
CITY OF CLARISSA	\$	2,534.84
CITY OF EAGLE BEND	\$	6,032.67
CITY OF GREY EAGLE	\$	7,587.04
CITY OF LONG PRAIRIE	\$	5,889.31
CITY OF OSAKIS	\$	34,879.07
CITY OF STAPLES	\$	3,825.53
SAUK RIVER WATER SHED DISTRICT	\$	14,437.85
SCHOOL DISTRICT 213	\$	3,003.04
SCHOOL DISTRICT 2170	\$	22,376.27
SCHOOL DISTRICT 2753	\$	54,946.70
SCHOOL DISTRICT 486	\$	70,232.72
SCHOOL DISTRICT 740	\$	12,926.17
SCHOOL DISTRICT 743	\$	2,481.07
SCHOOL DISTRICT 786	\$	34,547.28
SCHOOL DISTRICT 787	\$	29,347.80
SCHOOL DISTRICT 818	\$	44,183.55
TOWN OF BARTLETT	\$	6,258.02
TOWN OF BERTHA	\$	4,953.88
TOWN OF BIRCHDALE	\$	6,483.29
TOWN OF BRUCE	\$	10,473.36
TOWN OF BURLEENE	\$	6,534.31
TOWN OF BURNHAMVILLE	\$	3,015.49
TOWN OF EAGLE VALLEY	\$	5,535.50
TOWN OF FAWN LAKE	\$	6,797.55
TOWN OF GERMANIA	\$	4,534.89
TOWN OF GORDON	\$	6,198.75
TOWN OF GREY EAGLE	\$	6,261.18
TOWN OF HARTFORD	\$	3,719.45
	\$	3,170.09



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TOWN OF IONA	\$	5,920.63
TOWN OF LESLIE	\$	3,383.78
TOWN OF LITTLE ELK	\$	2,087.77
TOWN OF LITTLE SAUK	\$	6,035.15
TOWN OF LONG PRAIRIE	\$	3,629.46
TOWN OF MORAN	\$	5,169.92
TOWN OF REYNOLDS	\$	2,764.20
TOWN OF ROUND PRAIRIE	\$	10,877.57
TOWN OF STAPLES	\$	4,441.68
TOWN OF STOWE PRAIRIE	\$	6,939.50
TOWN OF VILLARD	\$	7,969.87
TOWN OF WARD	\$	6,450.20
TOWN OF WEST UNION	\$	2,877.08
TOWN OF WYKEHAM	\$	5,213.68
13 PAYMENTS LESS THAN 2000	\$	7,996.74
A.W. RESEARCH LABORATORIES, INC.	\$	2,625.00
CARGILL SALT DIVISION	\$	31,090.28
CENTERPOINT ENERGY	\$	2,554.69
CENTERPOINT ENERGY	\$	2,038.78
CENTRA CARE	\$	12,714.58
COBORNS INCORPORATED	\$	2,068.00
COUNTIES PROVIDING TECHNOLOGY	\$	8,155.00
DSC COMMUNICATIONS	\$	41,771.70
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
INFORMATION SYSTEMS CORPORATION	\$	47,548.00
LAKES AREA BLASTING	\$	38,000.00
LAKES COMMUNITY COOPERATIVE	\$	2,301.82
M & I LOCKBOX MCCC	\$	27,050.00
MADDEN GALANTER HANSEN, LLP	\$	2,447.10
MINNESOTA POWER	\$	20,973.64
MN COUNTY ATTORNEY'S ASSOC	\$	6,289.00
MN STATE SHERIFFS ASSOC	\$	6,981.67
MORRISON COUNTY	\$	6,260.94
MOTOROLA	\$	51,089.83
MOTOROLA	\$	2,571.30
OTTER TAIL CO SOLID WASTE DEPT	\$	17,944.64
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	98,136.16
TRAFERA LLC	\$	3,330.00
WEST CENTRAL REG JUVENILE CTR	\$	14,054.00
WONDERLICH/SCOTT A	\$	5,175.00
32 PAYMENTS LESS THAN 2000	\$	15,831.24
AFSCME COUNCIL 65	\$	5,083.72
CENTERPOINT ENERGY	\$	7,647.69
INFORMATION SYSTEMS CORPORATION	\$	24,478.00
LONG PRAIRIE OIL COMPANY	\$	5,285.10
MCIT	\$	2,500.00
PACIFIC LIFE INSURANCE CO	\$	2,400.00



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PETERS LAW OFFICE, P.A.	\$	2,096.25
RAINBOW RIDER	\$	34,644.53
24 PAYMENTS LESS THAN 2000	\$	8,158.34
MN DEPT OF REVENUE	\$	78,503.25
US BANK - CC	\$	4,661.72
MN DEPT OF REVENUE	\$	13,090.75
MN DEPT OF REVENUE	\$	2,665.48
PAYCOM PAYROLL, LLC	\$	43,779.91
WEX HEALTH INC - HSA	\$	5,021.83
VOYA (MSRS)	\$	2,032.43
PAYCOM PAYROLL, LLC	\$	44,583.10
WEX HEALTH INC - HSA	\$	4,571.83
VOYA (MSRS)	\$	10,820.86
BETTER HEALTH COLLECTIVE	\$	31,782.00
WEX HEALTH INC - HSA	\$	17,072.00
NATIONWIDE	\$	2,175.00
WEX HEALTH INC - HSA	\$	43,807.00
BETTER HEALTH COLLECTIVE	\$	325,234.00
VOYA (MSRS)	\$	3,490.94
VOYA (MSRS)	\$	54,260.17
COUNTY OF TODD	\$	6,391.68
PAYCOM PAYROLL, LLC	\$	591,503.44
PAYCOM PAYROLL, LLC	\$	610,669.33
14 PAYMENTS LESS THAN 2000	\$	8,372.09
TOTAL:	\$	4,273,318.98

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
CENTRAL MINNESOTA CPR LLP	\$	2,075.00
FARM-RITE EQUIPMENT, INC	\$	4,271.72
JERRY'S AUTO BODY	\$	6,385.19
MELROSE ONE STOP	\$	6,699.12
REVIZE LLC	\$	8,280.00
STREICHER'S	\$	3,073.19
TRAFERA LLC	\$	3,360.00
ULINE	\$	2,468.89
WHITMORE INC	\$	2,522.00
ZIEGLER INC	\$	4,569.28
55 PAYMENTS LESS THAN 2000	\$	21,679.62
Total:	\$	65,384.01

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
COST EFF HLTH INS	\$	4,050.00
TODD-WADENA ELECTRIC	\$	3,047.49
7 PAYMENTS LESS THAN 2000	\$	3,515.39
DHS - SWIFT	\$	8,932.97



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• MINNESOTA • EST. 1855 •

KARVONEN FUNERAL HOME	\$	3,500.00
RURAL MN CEP INC	\$	9,382.78
49 PAYMENTS LESS THAN 2000	\$	25,922.95
<hr/>		
Total:	\$	58,351.58

VENDOR NAME		AMOUNT
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$	2,842.60
PRESBYTERIAN FAMILY FOUNDATION INC	\$	14,129.06
PRODUCTIVE ALTERNATIVES INC -	\$	2,764.48
# 16359	\$	2,242.54
VALLEY LAKE BOYS HOME INC	\$	46,796.00
34 PAYMENTS LESS THAN 2000	\$	23,507.22
<hr/>		
Total:	\$	92,281.90

Minutes of the Joint Meeting of the Todd County Board of Commissioners and Todd County SWCD Supervisors held on February 17th, 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 17th day of February, 2026 with all Board of Commissioner members present and with all SWCD Supervisors present.

On motion by Becker and second by Neumann, the joint meeting was called to order for the Board of Commissioners at 9:10 a.m.

On motion by James and second by Bebus, the joint meeting was called to order for the SWCD Supervisors at 9:10 a.m.

Approval of Agenda

On motion by Wendel and second by James, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

SWCD Presentation

Deja Anton, District Manager presented the following information for general knowledge and discussion between the board members:

- Introduction and Presentation of 2025 SWCD County Matter Accomplishment

Partners Letters and Presentation

- Letters of Appreciation were read for discussion
- Darren Mayers, Board of Soil & Water Resources provided a summary of appreciation for Todd SWCD's services and programs.

General Discussion

A list of upcoming activities, meetings and project updates was provided for the SWCD Supervisors to review.

Adjourn

On motion by James and second by Williamson, the SWCD Board adjourned the joint meeting by unanimous vote at 9:55 a.m.

On motion by Denny and second by Noska, the Todd County Board of Commissioners adjourned the joint meeting by unanimous vote at 9:55 a.m.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
 • MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-02
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	
Agenda Topic Title for Publication:		Hire Caleb Yapuncich
Date of Meeting: 3/03/2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Todd County Sheriff's Office		
Person Presenting Topic at Meeting: Sheriff Allen		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
Hire Caleb Yapuncich for the Part Time Correctional Officer position. An interview process was completed and Caleb Yanuncich was selected as the best candidate for the part time Correctional Officer position.		
Options:		
1- Hire Caleb Yapuncich for the part time Correctional Officer position		
2- Do not hire Caleb Yapuncich for the part time Correctional Officer position		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Hire Caleb Yapuncich for the part time Correctional Officer position start date TBD at a pay rate of \$25.46 per hour Grade 6/F step A		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-03
Agenda Topic Title for Publication:	Resignation - Resource Navigator/Interpreter - Juan Vasquez Garcia	
Date of Meeting: 3/03/2026	Agenda Time Requested: 5 min	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
Juan Vasquez Garcia has resigned from his position as Resource Navigator/Interpreter in the Community Health Unit, effective March 20 th , 2026.		
Options:		
1. Approve the resignation of Resource Navigator/Interpreter Juan Vasquez Garcia, effective March 20 th , 2026.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Resource Navigator/Interpreter Juan Vasquez Garcia, effective March 20th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-04
Agenda Topic Title for Publication:	American Legion 417 Oscar Jacobson Post - One Day Dance License	
Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
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 one day Dance License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50 (parking lot & street area), Long Prairie, MN in Little Sauk Township effective July 11th, 2026.		

<i>Additional Information:</i>	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

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 COUNTY OF TODD }
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Seal



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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-05
Agenda Topic Title for Publication:		American Legion 417 Oscar Jacobson Post - One Day Temporary On Sale Liquor License
Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
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 one day On Sale Temporary Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50 (parking lot & street area), Long Prairie, MN in Little Sauk Township effective July 11th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-06
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	American Legion 417 Oscar Jacobson Post - One Year Club Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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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 one year Club On Sale & Sunday Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50, Long Prairie, MN in Little Sauk Township effective April 1, 2026 through March 31, 2027.

<i>Additional Information:</i>	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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 COUNTY OF TODD }

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Seal



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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-07

Agenda Topic Title for Publication:	Charlotte Tavern Inc - One Year Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 an On Sale and Sunday Liquor License for Charlotte Tavern Inc at the address of 22056 US 71, Long Prairie, MN in Long Prairie Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Todd County

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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-08
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Clarissa Ballroom - One Year Dance License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year Dance License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-09
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Clarissa Ballroom - One Year 3.2 Malt Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year On Sale and Off Sale 3.2 Malt Liquor License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-10
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Clarissa Ballroom - One Year Setup License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year Setup License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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COUNTY OF TODD }

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Todd County

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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-11
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Clarissa Ballroom - One Year Wine License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year Wine License (including Strong Beer) for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 <i>(Check one):</i>		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-12
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Diamond Point - One Year Liquor License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 an Off Sale, On Sale and Sunday Liquor License for T.J.'s Diamond Point Inc dba Diamond Point Supper Club/Lounge at the address of 12867 Bayview Dr, Sauk Centre, MN in Birchdale Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

STATE OF MINNESOTA }
COUNTY OF TODD }

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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-13
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Double Eagle Golf & Grille - Seasonal Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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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 Seasonal On Sale, Off Sale and Sunday Liquor License for DT Lisson Inc dba Double Eagle Golf & Grille at the address of 31886 County 3, Eagle Bend, MN in Burleene Township effective April 1st, 2026 through October 31st, 2026.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-14

Agenda Topic Title for Publication:	Greystone Golf Club - One Year Liquor License
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Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year On Sale and Sunday Liquor License for Sauk Centre Country Club dba Greystone Golf Club at the address of 10548 Andrews Drive, Sauk Centre, MN in Kandota Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

STATE OF MINNESOTA }
 COUNTY OF TODD }

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-15
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Long Prairie Country Club - One Year Liquor License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 one year On Sale and Sunday Liquor License for the Long Prairie Country Club at the address of 406 6th St SE, Long Prairie, MN in Long Prairie Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		

Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
---	---	--

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 :
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	(Issued by Auditor/Treasurer Office)
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	20260303-16
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Rainbow Lodge - Seasonal 3.2 Malt Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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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 Seasonal Off Sale and On Sale 3.2 Malt Liquor License for Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 15, 2026 through October 15, 2026.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		

Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-17
Agenda Topic Title for Publication:	Rainbow Lodge - One Year Setup License	
Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
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 Setup License for Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 1, 2026 through March 31, 2027.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 <i>(Check one):</i>		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-18
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	
Agenda Topic Title for Publication:	Rainbow Lodge - Seasonal Wine License	
Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: <i>Supporting Documentation enclosed</i> <input type="checkbox"/>		
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 Seasonal On Sale Wine License including strong beer for Donald Panitzke dba Rainbow Lodge at the address of 20576 Banks Trail, Sauk Centre, MN in Kandota Township effective April 15, 2026 through October 15, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-19
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Saukinac Campground - One Year Liquor License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Auditor-Treasurer

Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer

Background: Supporting Documentation enclosed

Denise Gaida, County Auditor-Treasurer.

Options:

Recommendation:
The Todd County Board of Commissioners approves the following by Motion:
To approve an Off Sale, On Sale and Sunday Liquor License for Full O Fun LLC dba Saukinac Campground at the address of 21914 Bay Loop, Sauk Centre, MN in Kandota Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

STATE OF MINNESOTA }
COUNTY OF TODD }

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-20
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Shady's Golden Eagle - One Year Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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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 one year On Sale and Sunday Liquor License for Shady's Golden Eagle at the address of 13218 County 103, Burtrum, MN in Grey Eagle Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

STATE OF MINNESOTA }
COUNTY OF TODD }
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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-21
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Shadys Midway Inc - One Year Liquor License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> Consent Agenda
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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 one year Off Sale, On Sale & Sunday Liquor License for the Shadys Midway Inc at the address of 17908 US 71, Long Prairie, MN in Round Prairie Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		

Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
---	---	--

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-22
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Shattuck's Hub Supper Club - One Year Liquor License
--	---

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 an On Sale, Off Sale and Sunday Liquor License for Michael Shattuck dba Shattuck's Hub Supper Club at the address of 30905 County 13, Burtrum, MN in Burnhamville Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		

Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
---	---	--

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-23
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	The Rock Tavern LLC - One Year Liquor License
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 an Off Sale, On Sale and Sunday Liquor License for The Rock Tavern LLC at the address of 11977 County 47, Grey Eagle, MN in Grey Eagle Township effective April 1, 2026 through March 31, 2027.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

STATE OF MINNESOTA }
 COUNTY OF TODD }

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-24
<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Gambling Permit - Sauk Centre Conservation Club
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 Sauk Centre Conservation Club to hold gambling activities at Birchwood Resort in Birchdale Township at the address 22182 Birchwood Loop, Sauk Centre, MN 56378 effective March 3rd, 2026 until revoked or otherwise cancelled as provided by law.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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

Seal



GAMBLING PERMIT – SAUK CENTRE CONSERVATION CLUB

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Centre Conservation Club to hold gambling activities at Birchwood Resort in Birchdale Township at the address 22182 Birchwood Loop, Sauk Centre, MN 56347 effective March 3rd, 2026 until revoked or otherwise cancelled as provided by law.



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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-25
<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Gambling Permit - Society of Saint Pius X
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested:	<input checked="" type="checkbox"/> 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 Society of Saint Pius X; Long Prairie, MN Inc to hold a bingo event at the St John Vianney Church and Academy in Round Prairie Township at the address of 18910 Ellipse Loop, Long Prairie, MN on August 9th, 2026.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

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

Seal



GAMBLING PERMIT – SOCIETY OF SAINT PIUS X

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc to hold a bingo event at the St John Vianney Church and Academy in Round Prairie Township at the address 18910 Ellipse Loop, Long Prairie, MN on August 9th, 2026.



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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-26
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Approve Commissioner Warrants
--	--------------------------------------

Date of Meeting: March 3 rd , 2026	Agenda Time Requested: 2 minutes	<input type="checkbox"/> 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) 404378 through 404397 in the amount of \$35,354.53 and (Regular) 59609 through 59646 in the amount of \$45,762.52 for a total of \$81,117.05.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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

KAYLA_D

2/25/26 1:23PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION

Warrants Approved On 3/03/2026 For Payment 3/06/2026

<u>Vendor Name</u>	<u>Amount</u>
DAUERS HEATING, COOLING AND HOME I	5,980.00
EASTERN TWP	2,358.00
INTRADYN	2,765.00
LONG PRAIRIE LEADER	2,815.00
MCCC, MI33	12,765.00
NUSS TRUCK & EQUIPMENT	15,119.12
ROLLIES SALES & SERVICE INC	2,273.55
SEACHANGE PRINT INNOVATIONS	2,021.60
SIGN SOLUTIONS USA	4,455.08
TRIMIN SYSTEMS INC	2,400.00
TWARDOWSKI EXCAVATING INC	8,700.00
VERITONE, INC	2,400.00
46 Payments less than 2000	17,064.70
Final Total:	81,117.05



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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-27
Agenda Topic Title for Publication:	Health & Human Services Commissioner Warrants	
Date of Meeting: March 3 rd , 2026	Agenda Time Requested: 2 minutes	<input type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed <input checked="" type="checkbox"/>		
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) 807307 through 807349 and (Regular) 713878 through 713917 for a total of \$57,774.18.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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

HANNAH

2/25/26 11:55AM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION

Warrants Approved On 3/03/2026 For Payment 3/06/2026

<u>Vendor Name</u>	<u>Amount</u>
FRESHWATER EDUCATION DISTRICT 6004	18,642.00
WASHBURN-MCREAVY FUNERAL CHAPEL	3,382.00
71 Payments less than 2000	28,093.81
Final Total:	50,117.81

ADRIANA

2/25/26 1:51PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name



WARRANTS FOR PUBLICATION

Warrants Approved On 3/03/2026 For Payment 3/06/2026

<u>Vendor Name</u>	<u>Amount</u>
REICHERT PLACE APARTMENT OF LONG P	2,670.00
9 Payments less than 2000	4,986.37
Final Total:	7,656.37



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 :
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-28

Agenda Topic Title for Publication:	Health & Human Services SSIS Warrants
--	--

Date of Meeting: March 3 rd , 2026	Agenda Time Requested: 2 minutes	<input type="checkbox"/> 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) 601938 through 601945 and (Regular) 518841 through 518855 for a total amount of \$143,981.28.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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:

3/6/2026

Approval Date:

3/3/2026

Vendor name or #

Amount

GREATER MN FAMILY SRVS INC	2954.95
HEARTLAND GIRLS RANCH	39050.70
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	3779.21
NEXUS - MILLE LACS FAMILY HEALING	4502.88
NORTH HOMES CHILDREN & FAMILY SRVS	13650.85
PRAIRIE LAKES YOUTH PROGRAMS	17123.07
STEP	5461.20
VILLAGE RANCH INC	24341.51
VOLUNTEERS OF AMERICA	28781.48

\$4,335.43 14 Pymts less than \$2000

Final Total

\$143,981.28



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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-29
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication: **2025 Elections Budget Carryover**

Date of Meeting: March 3, 2026 Agenda Time Requested: 5 minutes Consent Agenda

Organization / Department Requesting Action: Auditor-Treasurer

Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer

Background: Supporting Documentation enclosed

In an effort to maintain steady leavy requests within the Elections department from year to year, there exists \$30,000 within the 2025 budget intended to be brought forward into 2026 for the larger State Election cycle expenses.

Options:

To approve the 2025 Elections Budget Carryover

Do not approve the 2025 Elections Budget Carryover

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
 To approve the 2025 Elections Budget Carryover per the attached Budget Request Form details in the amount of \$30,000.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 30,000 Funding Source(s): 01-089 Elections	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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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Budget Request Form

Action Requested: *(select one)*

Budget Amendment *(Complete Section A)*
 Carryover *(Complete Section A)*
 Purchase *(Complete Section B)*

County Department: Auditor-Treasurer (Elections)

Section A:		Budget Year: 2025 Carryover to Budget Year:2026	
Transfer from	(Description)	Amount	Transfer to (Description)
01-089-000-0000-6402	(Stationary, Forms, Etc.)	\$30,000.00	01-089-000-0000-6402 (Stationary, Forms, Etc.)
- - - -	()	\$	- - - - ()
- - - -	()	\$	- - - - ()
- - - -	()	\$	- - - - ()
- - - -	()	\$	- - - - ()
Total:		\$30,000.00	

Section B:		Amount	Vendor
Purchase Line Item	(Description)		
- - - -	()	\$	
- - - -	()	\$	
- - - -	()	\$	
- - - -	()	\$	
- - - -	()	\$	
Total		\$	

Purpose and/or Description of Purchase, Documentation of Bid Process *Supporting Documentation enclosed*

To maintain the steady levy requests within the Elections department from year to year, the request is to bring forward a portion of funds from the 2025 budget to support the expected increased expenses for the 2026 State Election year.

Budget Request Authorization		Signature	Date
Finance Committee Review:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		
Department Head: Denise Gaida	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<i>Denise Gaida</i>	02/20/2026
County Auditor-Treasurer Denise Gaida	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<i>Denise Gaida</i>	02/20/2026
Board Chairperson: Bob Byers	<input type="checkbox"/> Approved <input type="checkbox"/> Denied		03/03/2026



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 :
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other	<i>(Issued by Auditor/Treasurer Office)</i> 20260303-30
Agenda Topic Title for Publication:		Todd County Travel Policies - Revision to Section 1.03 Meal Reimbursement
Date of Meeting: March 3, 2026	Agenda Time Requested: 5 minutes	<input type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: <i>Supporting Documentation enclosed</i> <input type="checkbox"/>		
<p>An update to the Travel Policies Resolution was reviewed by the Policies Committee which included changes to Section 1.03 Meal Reimbursement to align with labor agreements for non-union employees and clarify that all meal reimbursements, except those included in tuitions or registrations, are prohibited from being paid for by a county credit card.</p> <p>These changes were reviewed at Work Session on February 17th, 2026 for full board consideration prior to this proposed resolution's adoption.</p>		
Options:		
To approve the attached resolution for the Todd County Travel Policies. Do not approve the attached resolution for the Todd County Travel Policies.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the resolution for the Todd County Travel Policies with changes effective March 3, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 TRAVEL POLICIES

Section 1.01	Travel policy.....	1
Section 1.02	Out of state travel policy	4
Section 1.03	Meal reimbursement.....	4
Section 1.04	Conference/seminar requests.....	4

WHEREAS, it is the responsibility of the Todd County Board of Commissioners to establish appropriate policies regarding travel for employees, elected officials and authorized representatives of Todd County.

NOW, THEREFORE BE IT RESOLVED, that the following travel policies are adopted:

Section 1.01 Travel policy

- (a) This policy conforms to Minnesota Statutes §§471.38, 471.96(1), and 471.97 governing expenses incurred by employees in the conduct of county business. This policy is designed to provide the basis for determining whether there is authority for county expenditure, the expenditure serves a public purpose, and the expenditure is necessary and directly related to the betterment of the county.
- (b) Application and administration. This policy applies to all employees, appointed individuals and elected officials of Todd County. In the event that this policy conflicts with an applicable collective bargaining agreement, the latter controls. Should there be any conflict between this policy and state or federal law, the latter controls.
- (c) Travel requests and approval. The Todd County Board of Commissioners shall approve all travel costs through the annual budget process.
- (d) All travel for personnel requires the approval of the supervisor or Department Head as specified by department. Furthermore, all travel that is not budgeted requires the approval of the County Board.
- (e) Funds available. The Department Head is responsible to see that funds are available to pay for all expenses that they approve.
- (f) Billing. Whenever possible, employees will make travel and accommodation arrangements in advance and request that the county be invoiced. All authorized travel expenses, which are not invoiced directly to the county, are paid by the employee subject to reimbursement upon approval of a voucher claim and may be subject to IRS tax deductions. All employee claims subject to reimbursement should not reflect personal account numbers. Original detailed receipts will be required.
- (g) Travel guidelines.
 - (i) County vehicles are for the exclusive use of employees and other individuals involved in county business.
 - (ii) The County Board reimburses employees for traveling on official county business with a private automobile at the set mileage rate. Mileage is paid on the most reasonable direct travel route.
 - (iii) County vehicles and equipment are to be used for county related business only. However, assigned county vehicles may be used to a reasonable and limited extent for the purpose of personal business when traveling out of town.
 - (iv) When traveling from the normal work location and then returning to it, the mileage allowance is the actual miles traveled.
 - (v) When traveling to an alternate work site, the county will reimburse mileage at the current IRS rate per mile for actual miles incurred between the employee’s residence and the alternate work site or from the normal work site to the alternate work site, whichever is the least.

- (vi) The normal work location for employees assigned to multiple work locations is the work location scheduled for the day on which the expense was incurred.
- (vii) When an employee is required to attend a county approved work-related training session or conference during regular working hours, the employee shall be compensated for all hours of actual participation in the training session or conference, except meal periods and rest or sleep periods. The employee shall also be compensated for travel time and mileage to and from the conference or training session in excess of time and mileage to the employee's usual work site. If an employee uses a county vehicle or car pools with another conference participant, actual travel compensation shall exclude mileage.
- (viii) Operation of a vehicle while on county business under the influence of alcohol or impairing narcotics is prohibited.
- (ix) Tobacco use is prohibited in any county vehicle.
- (h) Reimbursements
 - (i) The amount of compensation to be paid for mileage reimbursement shall be consistent with the current rate set by the IRS.
 - (ii) Reimbursement for extended travel is paid on the basis of the prevailing mileage allowance rate or tourist air fares, whichever is less. When personal vehicles are used for extended travel not available by commercial transportation, travel reimbursement is made on an actual mileage basis. This excludes mileage for personal use. When two or more employees are traveling in one car, reimbursement is made to one employee.
 - (iii) Reimbursement for out-of-county meals, lodging, parking and other related county expenses will occur only upon submittal of original detailed receipts. Non-overnight meal expense reimbursement will be subject to applicable IRS tax deductions.
 - (iv) Employees using private automobiles are reimbursed on the actual expense basis for parking when that parking is related to county business at other than your normal location. Original detailed receipts for such payments must be submitted with the expense reimbursement request.
 - (v) Travel costs in a personal vehicle will not be reimbursed when a county owned vehicle is available for use unless approved by the Supervisor or Department Head.
- (i) Airline travel & lodging. Any Todd County employee or elected official who utilizes airline travel or lodging for county business should utilize county credit card whenever possible.
- (j) Travel time. County employees may be authorized time for travel the day prior to and/or the day following the convention or meeting date(s) when extended travel is required by the Department Head.
- (k) Travel expenses. Expense Voucher forms must be prepared after return from travel and presented to the responsible authority for approval within 90 days. The claims shall be presented to the County Board for approval at County Board meetings in a manner and form as approved by the County Board.
- (l) If an employee's family members accompany them on county business trips, the portion of the expenses attributable to the family member(s) is not reimbursable.
- (m) Liability insurance/driver's license. Employees shall not drive vehicles on county business without a valid Minnesota driver's license of the appropriate classification. Driving records of county employees who use vehicles for county business may be checked on an annual basis.
 - (i) All employees who engage in the use of county vehicles are required to have a valid and appropriate driver's license. It is the employee's responsibility to notify his/her supervisor if the employee's license has been revoked or suspended or if there is any other reason why the employee cannot drive a vehicle.

- (ii) Employees are required to have liability insurance in effect on all personal vehicles used for county purposes or while performing county business. The county may at any time require proof of such insurance.
- (n) How automobile liability coverage applies. It is a fundamental principal of automobile liability coverage that coverage follows the vehicle. The second priority is any coverage in effect covering the operator of the vehicle. Other coverage responds after these first two. Please refer to the current MCIT plan document located in Auditor/Treasurers Office for detailed information regarding auto insurance liability coverage. There are two scenarios of vehicle ownership to evaluate:
 - (i) Member-owned vehicle. Member-owned vehicle – for county-owned vehicles that are listed on the automobile schedule, MCIT provides primary auto liability coverage.
 - (ii) Non-owned vehicle and hired vehicle. Non-owned or hired vehicle – a vehicle not owned by the county that is being used for county business, MCIT provides hired and non-owned auto liability coverage on an excess basis. The primary liability coverage follows the vehicle. MCIT provides no physical damage coverage for hired and non-owned vehicles.
- (o) Carpooling definition: when two or more county employees attend the same meeting, workshop, training or conference and ride together in an employee’s personal vehicle or county vehicle.
 - (i) Car-pooling and the use of the county vehicles shall be utilized to save on travel related expenses.
 - (ii) When car-pooling and the use of the county motor pool/department vehicle are not feasible, the use of personal vehicles may be granted by the Supervisor or Department head to travel for the performance of job duties. Documentation will include date, function, site traveled to and a portal to portal mileage total.
- (p) Situations not specifically covered: Department Heads are authorized to make decisions on situations not specifically covered by this policy.
- (q) County vehicle fleet. The County Board will fund and maintain a county vehicle fleet. The vehicles in this fleet are to be the primary source of transportation for county employees while on approved county business.
 - (i) The County Auditor-Treasurer is responsible for establishing and administering for the operations of the county vehicle fleet within the parameters of this policy, including:
 - 1) Purchasing vehicles within the budget parameters set by the County Board and in accordance with approved capital improvement plans
 - 2) Scheduling of vehicles for use by employees, staging and parking vehicles, location and security of keys, accessing vehicles before and after hours and tracking vehicle use and mileage
 - 3) Maintenance schedules, planning and execution including agreement with a contractor for services
 - 4) Cross checking records to ensure that the provisions of 7.01(i) are adhered to including processing mileage submissions prior to submission to the County Board for warrant approval
 - 5) Determining which departments will be billed by the county car pool for use of vehicles
 - (ii) The public works department will maintain a fleet of vehicles independent of the county vehicle fleet, but the provisions of 7.01(i) will still apply.
 - (iii) The Sheriff’s Office will maintain a fleet of vehicles independent of the county vehicle fleet but the provisions of 7.01(i) will still apply.
 - (iv) Specific exemptions from this policy are County Commissioners
 - (v) The county will pay mileage for non-employees in certain situations as it applies such as contracted drivers, and committee members.

- (vi) The County Auditor-Treasurer is responsible to resolve issues and problems arising with the county vehicle fleet and is empowered under this and other applicable provisions to make reasonable accommodations required to enact the direction of the County Board.

Section 1.02 Out of state travel policy

- (i) All out of state travel is subject to all other travel policies. In addition, for out of state travel, the County Board must approve, by motion, the parameters of the travel and associated expenses.
- (ii) Exempt from this out of state travel policy is travel by an employee traveling out of state by ground travel to contiguous states for periods shorter than 72 hours.
- (iii) Exceptions may also be made at the discretion of the County Attorney and the County Board Chairperson. Notification shall be made to the County Auditor-Treasurer of the approval.

Section 1.03 Meal reimbursement

- (a) Purpose: To define the meal reimbursement procedures for county employees, elected officials, and authorized representatives for expenses incurred while conducting business on behalf of Todd County as required by the county.
- (b) Todd County will provide reimbursement for meal expenses when such expenses are necessarily incurred while conducting county business. The Department Head must approve all requests prior to incurring reimbursable expenses. The actual cost of meals: not to exceed \$11.00 for breakfast, \$13.00 for lunch, and \$19.00 for dinner not to exceed \$43.00 per day, while traveling outside of the county will be reimbursed.
- (c) Individuals may claim reimbursement if they are not within the county boundaries during the regular scheduled meal period.
- (d) The Department Head must authorize meetings which include a meal charge in excess of the approved meal allowance.
- (e) When meals are part of a tuition or registration fee, no additional reimbursement for such meals can be claimed.
- (f) Meals, except those included with tuitions or registrations, are prohibited from being paid for by a county credit card.
- (g) Expenses for alcoholic beverages and tips are not reimbursable.
- (h) The reimbursement for meals, lodging, parking, and other related county expenses will occur only upon submittal of original detailed receipts. Pursuant to federal law, meal reimbursement without overnight lodging will be included as income and subject to income tax withholding and FICA deduction. If meals are included as part of a conference, seminar fee, or airline ticket and are not separately identified, they are not taxable income.

Section 1.04 Conference/seminar requests

- (a) Purpose: Define the criteria for attending required and discretionary training.
- (b) Conference/seminar request procedure
 - (i) Todd County employees must keep up to date with changes being made outside the county which affect the way county business is performed. It is also the intent of Todd County to encourage development of its staff to the fullest extent possible. Two areas that are used for this are "required" and "discretionary" training.
- (c) Required training
 - (i) Training requirements prescribed by governing authorities, or by an approved employee development program.
- (d) Discretionary training



- (i) Training requirements that allow staff to attend workshop/seminar activities related to their current position or an approved individual development plan.
- (ii) Todd County will reimburse or pay directly for registration fees, meals, lodging, and transportation to and from an approved session as defined in the county's travel and meal reimbursement policies.
- (e) A training request must be approved by the Department Head or Supervisor prior to attendance.

Section 1.05 Other Resolutions

It is understood that this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.



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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-31
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Recycle Facility- Structural Repair
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Date of Meeting: 3-3-2026	Agenda Time Requested: 5 min	<input type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Solid Waste

Person Presenting Topic at Meeting: Mike Eberle

Background: *Supporting Documentation enclosed*

Over the past two years, structural improvements to the recycle facility has been completed. Placement of Liner steel on the facility walls is the last phase to bring the facility into compliance. The department solicited bids from area contractors to perform this work. We received 5 bids from: Ten Point Construction, A+ Construction, Lightway Construction, Host Construction and Noska Construction. Noska Construction was low bid of \$33,204.00 for this project. Completion of this project will further enhance the safety and efficiency of our recycling recovery facility. This project was discussed with our Solid Waste Committee.

Options:

- 1) Award bid to Noska Construction in the amount of \$33,204.00
- 2) Do not approve the bid.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
To award the bid to Noska Construction for \$33,204.00.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ \$33,204.00 Funding Source(s): Enterprise Fund	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
--	--	---

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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



Noska Construction, LLC
 27476 County Rd 26
 Browerville, MN 56438

Phone #	Estimate #	Date
320-630-3638	468	2/24/2026

Estimate

Name / Address
Todd Cty Transfer Station

Description	Cost	Qty	Total
Liner panel Bright white pro panel	3.74	1,800	6,732.00
Metal to wood screw 1"	22.92	16	366.72
2 3/4" self tap screw 5#	86.15	12	1,033.80
3 1/8" Torx screw 1900	273.04	3	819.12
J channel	13.28	90	1,195.20
Base Mould	11.59	30	347.70
2x4x16	12.60	230	2,898.00
Coilstock	248.73	2	497.46
3' x 7' Plyco steel entry door w/ lockset	1,063.00	3	3,189.00
2 men with lifts needed	215.00	75	16,125.00
Thank you for considering my business. Quote good for 15 days. Material cost dependant on market.		Total	\$33,204.00

Customer Signature _____

2

**HOST CONSTRUCTION COMPANY
916 CREAMERY AVE N
PO BOX 138
BROWERVILLE, MN 56438
BC807654**

**Quote prepared for:
TODD COUNTY SOLID WASTE**

**Location Work to be done:
30433 US HIGHWAY 71
BROWERVILLE MN , 56438**

Scope of work to be done:

**#1 REMOVE 3 STEEL ENTRY DOORS.
INSTALL 3 NEW STEEL COMMERCIAL DOORS (2 W/ SECURITY GLASS)
INCLUDES ALL MATERIALS, LABOR AND DISPOSAL.**

QUOTE \$10,500.00

**#2 PREPARE DESIGNATED AREAS AND INSTALL STEEL SHEETING
(WHITE) IN THESE AREAS ON THE WALLS. INSTALL RIGID INSULATION
ON THE CEILING (NW CORNER). INCLUDES ALL MATERIALS, LABOR AND
DISPOSAL.**

QUOTE \$32,300.00

QUOTE PREPARED BY
TERRY HOST
PO BOX 138
BROWERVILLE, MN 56438

TOTAL \$42,800⁰⁰

1-30-26

SINCERELY, TERRY HOST

ESTIMATE

Lightway Construction LLC
30265 241st Ave
Browerville, MN 56438-4829

office@lightwayconstruction.com
www.lightwayconstruction.com



Bill to

Todd County Transfer Station
30433 US 71
Browerville, Minnesota 56438
United States

Estimate details

Estimate no.: 157
Estimate date: 02/19/2026
Expiration date: 04/01/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Services	Transfer Station Interior Re-Skin Remove & Install New Interior White Steel Liner Panes (5,129 sq ft) Install New Overhead Door Trims Install New Insulation as Needed Install 3 Commercial Service Doors	1	\$49,937.68	\$49,937.68
Total					\$49,937.68

Note to customer

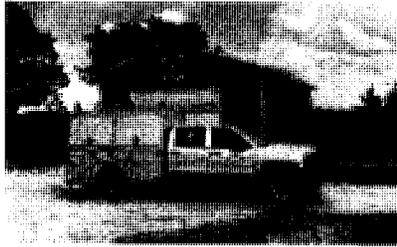
Please see attach estimate for you project. Upon acceptance of this estimate a 30% downpayment will be required. The final payment will be due upon completion of your project. If you have any questions please contact us at office@lightwayconstruction.com.

Expiry date 04/01/2026

Thank you
Lightway Construction LLC

Accepted date

Accepted by



A+Quality Construction Inc.

Business Number BC793425

12859 430th st

Bertha Mn 56437

3203053867

ejhersh54@gmail.com



ESTIMATE

EST1072

DATE

02/05/2026

TOTAL

USD \$60,500.00

TO

TODD COUNTY TRANSFER STATION

mike.eberle@co.todd.mn.us

DESCRIPTION	RATE	QTY	AMOUNT
LINER STEEL remove old steel on north wall in first bay and install white liner steel prep north /west/south/ interior partion wall and install white liner steel cut around pipe penetrations and refasten conduits reinsulate roof in north west corner where insulation is falling down (sprayfoam) price includes all prep work and labor	\$42,000.00	1	\$42,000.00
3 ENTRY DOORS labor to replace 3 entry doors ,, doors not provided	\$2,000.00	1	\$2,000.00
3 ENTRY DOORS hollow metal framed doors with closures and threshold's 1 solid panel 2 with glass price is materials only	\$16,500.00	1	\$16,500.00

Ten Point Construction

38252 157th Ave
Eagle Bend, MN 56446 US
(218) 414-0170
tenpointllc21@outlook.com

Quote



Estimate

ADDRESS
Todd County Solid Waste

ESTIMATE 1295
DATE 01/22/2026

DESCRIPTION	AMOUNT
Install 3 new commercial steel doors Materials	15,174.00
Install 3 new commercial steel doors Labor	6,000.00
Install new liner panel and necessary trim and nailers in described areas Materials	10,492.00
Install new liner panel and necessary trims and nailers in described areas Labor	28,800.00
Steel will not have trim across top Steel will be functional and as clean as possible but may have some "weird" spots due to the challenging nature of the project	
Garbage pile in east room must be gone Bales of recycling in west room must be moved at least 8' from the wall Misc tools and shop stuff must be moved away from the walls as we need	400.00
Install 2" foam board over spot in ceiling where insulation is falling down Materials and Labor	
TOTAL	\$60,866.00

This is an estimate, prices subject to change.

Payment to be made as follows:
50% down to order materials
50% upon completion

We look forward to working with you!

Accepted By

Accepted Date

Before and After MRF (Material Recovery Facility)



Old Tipping Floor Area





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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-32
<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Resolution Establishing Support for Sourcewell's Impact Funding	
--	--	--

Date of Meeting: 03/03/2026	Agenda Time Requested: 5 mins	<input type="checkbox"/> Consent Agenda
-----------------------------	-------------------------------	---

Organization / Department Requesting Action: Health & Human Services

Person Presenting Topic at Meeting: Jackie Och

Background: Supporting Documentation enclosed

Community Impact Funds for Mental Health aim to support county Health and Human Services Departments response to mental health needs that align with Sourcewell's pupose to support student and community success, address unmet mental health needs, and support initiatives that improve quality of life.

Options:

- To approve the resolution establishing support to apply for Sourcewell Impact Funding for NCT, CaseWorks.
- Not approve the resolution.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
To approve the resolution establishing support to apply for Sourcewell's Impact Funding for NCT, CaseWorks.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

Official Certification

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

Seal



A RESOLUTION ESTABLISHING SUPPORT TO SEEK FUNDING FROM SOURCEWELL FOR CASEWORKS ELECTRONIC DOCUMENT MANAGEMENT SYSTEM FOR TODD COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT

WHEREAS, Sourcewell, is providing community impact funding for the Counties in Region V that address mental health needs, and;

WHEREAS, Todd County Health and Human Services serve all populations within the County across the full continuum of care, and;

WHEREAS, funding for Caseworks software will create interoperable solutions that streamline business processes and automate document management across all program areas, thereby increasing caseload capacity, reducing costs, and minimizing errors, and;

WHEREAS, implementation of Caseworks will enhance client outcomes by supporting a cohesive continuum of care in which integrated data allows for faster identification of high-need households and more proactive intervention, and;

WHEREAS, the community will benefit from a higher standard of data protection and centralized digital storage, eliminating the risks associated with lost, misplaced, or mislabeled files while ensuring the secure handling and protection of sensitive and confidential information, and;

WHEREAS, by standardizing processes across the agency, Todd County ensures that all residents receive consistent, high-quality services that are transparent, accountable, and responsive to their individual needs.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approves the Sourcewell Community Impact Funding application submitted by Todd County Health and Human Services for the purpose of securing Impact Funding for the subscription and services agreement with Next Chapter Technology (NCT) to implement Caseworks, thereby enhancing service delivery and operational efficiency for the residents of Todd County.



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Todd County

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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-33
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	CaseWorks Contract
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Date of Meeting: 03/03/2026	Agenda Time Requested: 5 mins	<input type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Health & Human Services

Person Presenting Topic at Meeting: Jackie Och

Background: Supporting Documentation enclosed

Next Chapter Technology (NCT), Caseworks has been presented at two work sessions, January 20th and February 17th, 2026. Caseworks software is a Electronic Document Management System (EDMS) specializing in streamlining business processes for Health and Human Services teams.

Two contracts have been presented for consideration. One contract expends implementation costs over a 1-year period of time (in 2026) with cost savings vs. the second contract expending implementation costs over a 5-year period of time.

Options:

1. Approve CaseWorks contract with implementation costs over a one year period of time.
2. Approve CaseWorks contract with implementation costs extended over a five year period of time.
3. Do not Approve.

Recommendation:

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

Approve the Case Works contract expending the implementation costs over a 1-year period of time.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ \$130,556.67 Funding Source(s): 11- Social Serices	<input type="checkbox"/> Yes <input type="checkbox"/> No	Net Cost Difference of \$38,208.07 after \$100,000 Sourcewell Impact funding, plus less current EDMS (AppXtender) fees \$32,825.00, plus elimination of 1 FTE \$59,523.00.

Attorney Legal Review: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
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Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> 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 :
<input type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	(Issued by Auditor/Treasurer Office)
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	20260303-34
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	
Agenda Topic Title for Publication:	Temporary/Seasonal Employees Wages	
Date of Meeting: March 3, 2026	Agenda Time Requested: 5 Minutes	<input type="checkbox"/> Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer and Lisa Guzek		
Background: Supporting Documentation enclosed <input type="checkbox"/>		
The Todd County Board of Commissioners desire to set wages for temporary/seasonal positions to Grade 3/C, Step A and temporary/seasonal Energy Assistant Program positions to Grade 4/D, Step A. The wage recommendations on the attached resolution have been reviewed by the Personnel Committee.		
Options:		
1. Approve the attached Resolution setting the Temporary/Seasonal to Grade C/3, Step A and Temporary/Seasonal Energy Assistant Program positions to Grade D/4, Step A.		
2. Do not approve		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the Resolution setting the Temporary/Seasonal position to Grade 3/C, Step A and Temporary/Seasonal Energy Assistant Program positions to Grade 4/D, Step A.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Seal



A RESOLUTION ESTABLISHING WAGE RATES FOR TEMPORARY AND SEASONAL EMPLOYEES

WHEREAS, the Todd County Board of Commissioners has the authority to establish compensation for county employees; and

WHEREAS, Todd County maintains a Compensation Plan establishing grade and step classifications for county positions; and

WHEREAS, it is necessary to establish wage rates for Temporary/Seasonal employees for payroll and budgeting purposes;

NOW, THEREFORE BE IT RESOLVED, that the wage rate for Todd County Temporary/Seasonal employees shall be set at **Grade 3/C, Step A**, in accordance with the Todd County Compensation Plan; and

BE IT FURTHER RESOLVED, that Temporary/Seasonal employees hired specifically for the **Energy Assistance Program** shall be set at **Grade 4/D, Step A**, in accordance with the Todd County Compensation Plan; and

BE IT FURTHER RESOLVED, that these wage designations shall remain in effect until modified by subsequent resolution of the Todd County Board of Commissioners.



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 : <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	20260303-35
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Sourcewell Internship Program
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Date of Meeting: 3/3/2026	Agenda Time Requested: 5 Minutes	<input type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Administration

Person Presenting Topic at Meeting: Jackie Bauer

Background: Supporting Documentation enclosed

Sourcewell provides funding to support student interns hired by the County. The program allows for financial support of \$15 an hour, up to 640 hours for the duration of the internship. Todd County has participated in the program in previous years. Departments are requesting to utilize this program again. The Personnel Committee Supports this request for the departments requesting to take part in the program. For the purposes of the program, interns are considered county employees and the county is responsible for applicable employer taxes, ESST and workers compensation, etc.

Options:

1. Approve participation for the year 2026 in Sourcewell's Internship Program for the departments requesting to participate (Health and Human Services, Solid Waste, Public Works and Sheriff's Department)
2. Do Not Approve

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
 Approve participation for the year 2026 in Sourcewell's Internship Program for the departments requesting to participate (Health and Human Services, Solid Waste, Public Works and Sheriff's Department)

Additional Information:	Budgeted:	Comments
Financial Implications: \$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		
Attorney Legal Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

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Board Action Form

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Type of Action Requested (Check one):		Board Action Tracking Number :
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	(Issued by Auditor/Treasurer Office)
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	20260303-36
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

Agenda Topic Title for Publication:	Approve Lease for Northern Pines Mental Health Center
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Date of Meeting: March 3, 2026	Agenda Time Requested: 2 Minutes	<input type="checkbox"/> Consent Agenda
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Organization / Department Requesting Action: Administration

Person Presenting Topic at Meeting: Jackie Bauer, County Coordinator and John Lindemann, County Attorney

Background: Supporting Documentation enclosed

Northern Pines Mental Health Center has expressed an interest in entering into a Lease Agreement with Todd County for the use of the Todd County Staples Building for the 2026 year. Lessee agrees to pay Lessor \$6,000.00 as rent for the premises for the term of the lease. Lessee must pay at least \$3,000 on or before April 1, 2026 and pay any balance due for 2026 no later than September 1, 2026. The parties acknowledge that a new lease, if mutually desired for 2027 and beyond must be executed on or before October 31, 2026.

Options:

Enter into a lease agreement with Northern Pines Mental Health Center for the use of the Todd County Staples Building for the 2026 year with the presented terms and conditions.

Do not enter into the lease agreement with Northern Pines Mental Health Center.

Recommendation:

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

Additional Information:	Budgeted:	Comments
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Financial Implications: \$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source(s):		

Attorney Legal Review: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Facilities Committee Review: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance Committee Review: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
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Auditor/Treasurer Archival Purposes Only:

Action Taken:	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
Second:	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Passed <input type="checkbox"/> Rollcall Vote	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
<input type="checkbox"/> Other:	Notes:	

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Seal

LEASE AGREEMENT

This Lease Agreement ("Lease") is made and entered into on March 3, 2026, between the Board of Commissioners of Todd County, Minnesota ("Lessor"), and Northern Pines Mental Health Center, Inc. ("Lessee"). For good and valuable consideration, the receipt of which is hereby acknowledged, Lessor and Lessee (collectively "Parties") agree as follows:

1. Premises: Lessor hereby leases to Lessee, and Lessee rents and takes from Lessor, the following described premises ("Premises"):

The entry-controlled offices known as Suite 2 in the building located at 200-1st Street Northeast, Staples, MN. Lessor affirms that the Premises will include a new, dedicated bathroom by May 4, 2026.

2. Term: The term of this Lease shall be from 03/03/2026 until 12/31/2026. The Parties acknowledge that a new Lease, if mutually desired for 2027 and beyond, must be executed on or before October 31, 2026. The Parties also acknowledge that the rent for the entire year of 2027, and for years that follow, will be at least twice as much as the 2026 rent agreed to herein, given the aforementioned improvements to the Premises and greater annual anticipated utilization of the Premises by Lessee in 2027 and beyond.
3. Rent: Lessee agrees to pay to Lessor **\$6.000** as rent for the Premises for the term of the Lease. Lessee must pay at least \$3,000 on or before April 1, 2026, and pay any balance due for 2026 no later than September 1, 2026.
4. Possession: Lessee shall have exclusive use and possession of the Premises for the term stated herein, subject to and subordinate to any fully-executed, pre-existing lease of the Premises, the existence of any such lease having been fully disclosed to Lessee by Lessor. Lessee may paint the interior walls of the Premises. Lessee may hang pictures and signage on the interior walls of the Premises. Lessee may use any furniture left in the Premises by Lessor upon moving in; any furniture deemed undesirable by Lessee will be removed by Lessor upon request. The parties agree to abide by all OSHA regulations, the Americans with Disabilities Act, and any other applicable state and federal regulations, when situating furniture and fixtures or making any improvements within the Premises.
5. Insurance: Lessor agrees to insure the Premises with appropriate insurance coverage on a replacement cost basis. Lessee is responsible for insuring (or self-insuring) Lessee's own personal property within the Premises. Lessee shall provide liability insurance for damages (both alleged and actual) occurring within the Premises at all times when Lessee is the exclusive occupant thereof, proof of such coverage to be provided by Lessee to Lessor upon written request.
6. Hold Harmless Agreement: Lessee agrees to defend, indemnify, and hold Lessor's employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the Lessee, or its subcontractors, partners or independent contractors, agents or employees, on or in the Premises for the term of the Lease.

7. Applicable Law: This Lease shall be interpreted and governed according to the laws of the State of Minnesota, without regard to its choice of law provisions. Any lawsuits or claims arising under this Lease shall be venued in Todd County, Minnesota, unless otherwise agreed to by the Parties in writing.
8. Assignment: This Lease may be assigned, transferred or conveyed by the Lessee with the written consent of the Lessor.
9. Non-discrimination: Lessor shall not discriminate and shall comply with applicable laws prohibiting discrimination on the basis of race, color, religion, sex, sexual orientation, including transgender status or gender expression, national origin or citizenship status, age, disability, or veteran status. Lessor warrants that the Premises are physically accessible to individuals with disabilities.
10. Non-waiver: The failure of either party to exercise any of its rights under this Lease for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from this Lease shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Lease unless specifically agreed to in writing.
11. Severability: In the event one or more clauses of this Lease are declared invalid, void, unenforceable, or illegal, that shall not affect the validity of the remaining portions of this Lease.
12. Entire Agreement: This Lease sets forth the entire agreement of the Parties about leasing the Premises and replaces and supersedes any previous agreement between the Parties, whether oral or written, express or implied. This Lease contains all of the agreements and conditions made between the Parties concerning the Premises. There are no collateral agreements, stipulations, promises, understandings or undertakings whatsoever of the respective Parties concerning the subject matter of this Lease. This Lease may be amended or modified only by a writing signed by both Parties.
13. Destruction: If at any time during the term of this Lease, or any extension thereof, the Premises shall be totally or partially destroyed by fire, tornado, or other calamity, Lessee shall have the option within 30 days after assessing the amount of damage and amount of usable space, to either continue with the Lease, or choose to terminate the Lease without further obligation. If Lessee chooses to remain in the Premises but Lessor elects not to rebuild or repair said Premises, Lessor shall so notify Lessee by written notice within 30 days after the damaging event, and thereupon this Lease shall be terminated without further obligation by Lessee or Lessor. In any event, Lessee's rent shall be reduced (and refunded if applicable) by written agreement of the Parties to the extent Lessee's use of the Premises is compromised by destruction, total or partial, as contemplated in this paragraph.
14. Condemnation: In the event the Premises, or any part thereof, are condemned by the public authority, this Lease shall terminate as to the part so condemned. Upon any such condemnation, Lessee shall have the option, within 30 days after

assessing the amount of damage and amount of usable space, to either continue with the Lease, or to terminate the Lease without further obligation. In any event, Lessee's rent shall be reduced (and refunded if applicable) by written agreement of the Parties to the extent Lessee's use of the Premises is compromised by condemnation, as contemplated in this paragraph.

15. Binding Effect: This Lease shall both benefit and bind the Parties hereto and their respective successors, personal representatives and permitted assigns.
16. Taxes: Unless otherwise agreed in writing, Lessor shall be solely responsible for any and all taxes assessed against the Premises, including, but not limited to, state and local property taxes and special assessments.
17. Surrender: At the expiration of this Lease or upon early termination of this Lease for reasons contemplated herein, Lessee will yield possession of the Premises to the Lessor in the same condition as when the Premises was first occupied by Lessee. The Parties acknowledge that any damage to Premises caused by fire, natural disaster, or reasonable use ("wear and tear") will be excused.
18. Notice: Any notice to either party under this Lease must be in writing signed by the party giving it, and shall be served either personally or by registered or Certified Mail addressed as follows or to such other address as may be hereafter designated by written notice provided in accordance with this section.

To Lessor: Todd County Coordinator
215 1st Ave S, Ste 300
Long Prairie, MN 56347

To Lessee: Executive Director
PO Box 367
Little Falls, MN 56345

All such notices shall be effective only when received by the addressee.

19. Lessor's Authority: Lessor covenants and warrants that it has the full authority and right to lease the Premises to the Lessee in accordance with the terms of this Lease.
20. Quiet Enjoyment: Except as otherwise stated herein, upon payment of rent and performance of the covenants and agreements on the part of the Lessee to be paid and performed hereunder, the Lessee shall peaceably have and enjoy the Premises and all of the rights, privileges and appurtenances granted by this Lease, free from any interference by Lessor or any other person.
21. Force Majeure: Neither party to this Lease shall be liable for non-performance of any obligation under this Lease if such non-performance is caused by a Force Majeure. "Force Majeure" means an unforeseeable cause beyond the control of, and without the negligence of, the party claiming Force Majeure, including, but

not limited to, fire, flood, other severe weather, acts of God, labor strikes, interruption of utility services, war, acts of terrorism, and other unforeseeable accidents.

22. Utilities: Where a checkmark is placed in the box of the column under a party below, it is that party's responsibility to pay for those services to the Premises.

Lessor	Lessee	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sewer
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Refuse Removal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electricity
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Heating and Cooling Systems
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Maintenance and Upkeep
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Carpeting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lighting Fixtures
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Telephone Installation, Service, Billing and Long Distance Charges
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cable Television and Internet Connectivity
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Snow Removal

Lessee shall furnish and pay for any other services or supplies it desires for which responsibility is not designated above.

23. Default: Lessor shall, on default with respect to any of the provisions of this Lease by Lessee, provide Lessee with a written notice of any breach of the Lease terms or conditions. Lessee shall then have 30 days either to correct the condition or commence corrective action if the condition cannot be corrected in 30 days. If the condition cannot be corrected in 30 days, Lessee shall have a reasonable time to complete the correction.
24. Lessor's Covenants: Lessor agrees to maintain the Premises in a condition fit for its intended use, make all necessary repairs of which Lessor is or becomes aware, including adequate heat and water, and a sound physical structure, and to reasonably maintain common areas within the building and the grounds.
25. Access: Lessee shall have non-exclusive access to all common areas, including hallways, restrooms and the kitchen/break room and exterior of the building. Lessee shall have the right on a first-come, first-served basis to reserve room space in any office designated as "common" office space, large conference room or small conference room within the building but outside of the Premises as defined herein.

26. Documentation: Lessor shall provide to Lessee at the time of signature of this Lease Agreement a completed and signed IRS Form W-9, if applicable, and any other documentation required by the Lessee to process payments to the Lessor under this Lease.
27. Alterations: Except as otherwise agreed herein, any alterations that the Lessee desires to make to Premises shall be made at the Lessee's own expense after having first obtained written approval and consent of the Lessor, and all such alterations, additions and changes, which shall include erection of any states, electric writing or lighting systems, are to immediately merge and become a permanent part of the Premises, and all interest of Lessee therein shall become immediately vested in Lessor.

IN WITNESS WHEREOF, the authorized representatives of the Parties have executed this Lease Agreement on the dates noted below.

FOR LESSEE:

Date: _____

Laura Vaughn, Executive Director
Northern Pines Mental Health Center, Inc.

FOR LESSOR:

Date: _____

Bob Byers, Chair
Todd County Board of Commissioners