



*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 5th, 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 5th day of May, 2026 at 9:00 AM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with addition of item 4.4 Hire Administrative Assistant I – Marisol Garcia Rodriguez and removal of item 12.3 Approve Addendum To Lease for Long Prairie Hockey Association.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for April 21st, 2026 as presented.

Approve the hire of Pam Samuelson to fill the open PT Administrative Specialist position, Grade 5/E, Step C (\$25.80/hr.) Start date TBD.

Approve the hire of Jessica Doubek to fill the open Administrative Assistant II position, Grade 4/D Step A Start date: TBD

To approve the hire of Marisol Garcia Rodriguez to fill the open Administrative Assistant I position. Grade C/3, Step 2, \$21.52. Start date: TBD.

Commissioners

The Todd County Board of Commissioners recognized the County employees for their years of service. 1st Quarter 2026 Service Awards were be presented.

Auditor-Treasurer

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the April 2026 Auditor Warrants number (ACH) 905949 through 906004 in the amount of \$335,736.15 (Manual) 1277 through 1326 in the amount of \$2,785,039.49 and (Regular) 246197 through 246330 in the amount of \$403,497.96 for a total of \$3,524,273.60.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404479 through 404501 in the amount of \$44,382.10 and (Regular) 59780 through 59806 in the amount of \$25,623.85 for a total of \$70,005.95.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 807485 through 807523 and (Regular) 714074 through 714101 for a total of \$23,847.84.



On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601989 through 601994 and (Regular) 518927 through 518947 for a total amount of \$97,902.47.

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

2026 MEMORIAL DAY APPROPRIATIONS

WHEREAS, Todd County has budgeted in 2026 for an appropriation to support the expenses for conducting Memorial Day Services and aid in the observance of Memorial Day by organizations within Todd County defined by Minnesota Statutes 375.34 and 375.35;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2026 payment of \$200 to the Evergreen Cemetery Association of Long Prairie for the care of County lots in said Evergreen Cemetery, and;

BE IT FURTHER RESOLVED, to approve the payment of \$50 to each regular organization of Veterans of Foreign Wars, American Legion Posts and Auxiliaries in Todd County to support the payment of expenses in connection with the proper observance of Memorial Day Services conducted within Todd County and the amount to be paid by warrant to each organization provided that in cases where any of the above mentioned do not have an organization, the amount will be paid to the organization conducting the Memorial Day Service per the attached list.

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

2026 SENIOR CITIZEN CENTER APPROPRIATIONS

WHEREAS, Todd County has budgeted for 2026 an appropriation of \$200 per Senior Citizen Center in Todd County;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2026 payment of \$200 for each Senior Citizen Center located in Todd County per the attached list.

The County Board reviewed applicants Wayne Cymbaluk & Paul Hartmann (incumbent) for the SRWD Board of Managers position. Mr. Cymbaluk was present to introduce himself and answer questions.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by majority vote with Noska against: To appoint Paul Hartmann to the Sauk River Watershed District Board of Managers for the 3-year term set to begin on July 1, 2026.

Public Works

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the attached Cooperative Construction Agreement for the Staples Depot Project.



On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the attached State Bid quote from Saxon Fleet Services of Oakdale, Minnesota for the purchase of a 2026 Dodge Ram 3500 Truck for \$44,243.00.

Facilities

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Approve the low bid from RJ Contracting LLC for a total cost \$9,980.49 to install steel wainscot on the exterior of the livestock building.

County Sheriff

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Accept the \$2000 Sourcewell grant for a new computer workstation system.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Purchase the TALINO Intel workstation from SUMURI for the price of \$10,589 with \$2,000 being paid with the Sourcewell Boost Grant.

County Attorney

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

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF TODD ON BEHALF OF ITS COUNTY ATTORNEY

WHEREAS, the County of Todd on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five-year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Todd, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Todd on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Todd County Sheriff, Michael Allen, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That the Todd County Attorney, John E. Lindemann, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

4. That Bob Byers, the Chair of the County of Todd, and Denise Gaida, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the contract with Dawn Espe to conduct community engagement services.

Administration

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the Safe Assure agreement as presented.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve expanding the Part-Time Emergency Management Director Position to Full-Time and to post position internally for 5 days with an option to post externally if needed at a Pay Grade 10/J and to eliminate the Part-Time Emergency Management Director Position.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported attending the State Election Conference event. The first installment of property taxes are coming due on May 15th. The 2027 budget building processes will be beginning this month and continue similar to previous years.

County Coordinator's Report

The County Coordinator reported attending interviews, personnel, lunch n learn, Fairview Mobile Home Park and Admin/Coordinator meetings.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
 Commissioner Becker attended meetings including the Weed, Facilities, Region V & MRC.
 Commissioner Denny has attended meetings including Hands of Hope and recognized that there are many pending state legislation bills proposed to keep attuned to.
 Commissioner Noska has attended meetings as usual including HRA.
 Commissioner Byers attended meetings including Trip Cap, Facilities, Personnel, Fairview Mobile Home Park workgroup.
 Commissioner Neumann attended meetings including SRWD and CPT.

Recess

On motion by Denny and second by Becker, the meeting was recessed until May 19th, 2026.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CLIFTON LARSONALLEN, LLP	\$ 17,850.00
FLEET SERVICES/WEX BANK	\$ 9,406.87
FORUM COMMUNICATIONS PRINTING	\$ 9,334.87
GREAT RIVER REGIONAL LIBRARY	\$ 90,634.25
HOST CONSTRUCTION CO LLC	\$ 7,900.00
LONG PRAIRIE OIL COMPANY	\$ 28,650.00



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LONG PRAIRIE SANITATION INC	\$	6,427.94
NORTHERN STAR COOP	\$	3,772.33
OTTER TAIL COUNTY PROBATION	\$	13,334.00
PACIFIC LIFE INSURANCE CO	\$	2,325.00
PETERS LAW OFFICE, P.A.	\$	6,025.00
RAHN'S OIL & PROPANE	\$	27,562.21
REGENTS OF THE UNIV OF MN	\$	45,362.50
SCHOMMER/MICHAEL	\$	3,244.56
TODD CO AUDITOR-TREASURER	\$	3,423.60
VERIZON	\$	6,253.31
28 PAYMENTS LESS THAN 2000	\$	18,666.73
BROWERVILLE TRUCKWASH/BIG BOYZ	\$	10,930.61
CENTRA CARE	\$	13,350.31
COUNTIES PROVIDING TECHNOLOGY	\$	7,448.00
DHS - SWIFT	\$	2,398.00
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
LARSON ABSTRACT COMPANY	\$	2,308.50
LONG PRAIRIE LEADER	\$	3,870.00
MADDEN GALANTER HANSEN, LLP	\$	26,518.30
MINNESOTA POWER	\$	18,549.81
MN DEPT OF FINANCE	\$	6,416.50
MORRISON COUNTY	\$	6,625.36
POPE DOUGLAS SOLID WASTE MANAGEMENT	\$	53,367.23
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	98,136.20
STEP	\$	13,713.75
STOECKEL JAHNER INC	\$	14,950.00
VOYANT COMMUNICATIONS, LLC	\$	3,357.62
WEST CENTRAL REG JUVENILE CTR	\$	8,074.00
WIDSETH SMITH NOLTING INC	\$	13,451.25
47 PAYMENTS LESS THAN 2000	\$	19,145.25
AFSCME COUNCIL 65	\$	5,010.24
CARDMEMBER SERVICE	\$	2,794.92
JOHN DEERE FINANCIAL	\$	2,540.15
KITZMANN LAW OFFICE	\$	3,420.00
LAW ENFORCEMENT LABOR SERV INC	\$	2,323.16
LINCOLN FINANCIAL GROUP	\$	6,893.03
MCIT	\$	2,500.00
MN TEAMSTERS NO 320	\$	2,700.24
MOTOROLA	\$	25,823.55
OFFICE OF MNIT SERVICES	\$	2,162.66
PACIFIC LIFE INSURANCE CO	\$	2,325.00
28 PAYMENTS LESS THAN 2000	\$	11,097.43
AMERICAN SOLUTIONS FOR BUSINESS	\$	7,890.78
ANOKA CO GOVERNMENT CENTER	\$	8,375.00
CENTERPOINT ENERGY	\$	4,278.68
EAST OTTER TAIL SOIL & WATER CONS DIST	\$	3,694.31
PETERS LAW OFFICE, P.A.	\$	2,096.25



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STAPLES ADVANTAGE	\$	3,059.62
36 PAYMENTS LESS THAN 2000	\$	15,465.23
PAYCOM PAYROLL, LLC	\$	41,929.30
WEX HEALTH INC - HSA	\$	4,493.70
PAYCOM PAYROLL, LLC	\$	584,619.32
PERA	\$	99,016.75
COUNTY OF TODD	\$	2,999.13
WEX HEALTH INC - HSA	\$	16,235.76
BETTER HEALTH COLLECTIVE	\$	30,860.00
WEX - CIRCLE K	\$	2,216.60
PAYCOM PAYROLL, LLC	\$	3,484.97
VOYA (MSRS)	\$	6,032.51
BETTER HEALTH COLLECTIVE	\$	325,364.00
WEX HEALTH INC - HSA	\$	26,845.00
BETTER HEALTH COLLECTIVE	\$	24,076.00
MN DEPT OF REVENUE	\$	48,816.89
US BANK-CC	\$	10,484.98
PAYCOM PAYROLL, LLC	\$	580,518.55
PAYCOM PAYROLL, LLC	\$	41,919.22
PAYCOM PAYROLL, LLC	\$	3,484.96
HUMANA INSURANCE COMPANY	\$	8,112.21
VOYA (MSRS)	\$	4,890.71
PERA	\$	98,475.92
WEX HEALTH INC - HSA	\$	16,325.76
COUNTY OF TODD	\$	2,806.63
MN DEPT OF REVENUE	\$	2,418.00
PAYCOM PAYROLL, LLC	\$	47,373.02
PAYCOM PAYROLL, LLC	\$	3,467.11
PAYCOM PAYROLL, LLC	\$	623,578.62
VOYA (MSRS)	\$	8,187.44
PERA	\$	96,606.14
21 PAYMENTS LESS THAN 2000	\$	19,400.29
TOTAL:	\$	3,524,273.60

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
AMAZON CAPITAL SERVICES	\$	3,344.59
AMERICAN SOLUTIONS FOR BUSINESS	\$	5,436.24
CARGILL SALT DIVISION	\$	19,453.63
CHAMBERLAIN OIL COMPANY	\$	2,871.07
EAGLE BEND WELDING	\$	8,251.50
FAILOR/GREGORY	\$	2,083.92
LONG PRAIRIE LEADER	\$	3,353.00
ONSOLVE, LLC	\$	6,942.48
42 PAYMENTS LESS THAN 2000	\$	18,269.52
Total:	\$	70,005.95



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HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
57 PAYMENTS LESS THAN 2000	\$ 22,563.08
10 PAYMENTS LESS THAN 2000	\$ 1,284.76
Total:	\$ 23,847.84

VENDOR NAME	AMOUNT
CENTRACARE HEALTH - LONG PRAIRIE	\$ 2,341.30
DHS - MOOSE LAKE RTC - 462	\$ 2,844.25
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 4,929.00
GENESIS GROUP HOMES INC	\$ 3,271.44
GREATER MN FAMILY SRVS INC	\$ 11,593.70
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,729.75
MAIN STREET FAMILY SERVICES	\$ 3,293.94
MERIDIAN SERVICES INC	\$ 2,363.98
NORTHERN PINES MENTAL HLTH CTR INC	\$ 17,034.36
PORT GROUP HOMES	\$ 6,652.96
PRAIRIE LAKES YOUTH PROGRAMS	\$ 17,123.07
PRODUCTIVE ALTERNATIVES INC-FERGUS FALLS	\$ 3,499.01
VILLAGE RANCH INC	\$ 11,715.52
24 PAYMENTS LESS THAN 2000	\$ 8,510.19
Total:	\$ 97,902.47

On a motion by Noska and second by Becker, the preceding minutes of the County Board meeting held May 5th, 2026 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on June 2nd, 2026.

Witness my hand and seal:

/s/ on file

Bob Byers, County Board Chairperson

/s/ on file

Denise Gaida, Todd County Auditor-Treasurer