



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

BOARD OF COMMISSIONERS Regular Board Meeting Agenda

Tuesday, July 21, 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.

Agenda Item #		Agenda Time:
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Amendments to the Agenda	9:02
4	Potential Consent Items	9:03
4.1	Meeting Minutes Approval - July 7, 2026	
4.2	Authorization to Fill Heavy Equipment Operator Position - Alex Miller Start date: TBD	
4.3	Hire Care Coordinator - Nicole Vigil Start date: TBD	
4.4	Resignation - Eligibiltiy Worker Lorena Luna 07/24/2026	
4.5	Resignation - Eligibility Worker Yolanda Jobe 07/24/2026	
4.6	Long Prairie Lions - One Day Temporary On Sale Liquor License 08/29/2026	
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	Appointment to the Todd County Parks & Trails Board	
6	MIS	9:10
6.1	Approval to post full time MIS Technician position and eliminate part time MIS Technician	
7	Planning & Zoning	9:15
7.1	July Planning Commision Information	
7.2	John U. Gingerich Request for CUP	
7.3	Jacob C. Miller Request for CUP	
7.4	New Heights Dairy LLC Request for CUP	
7.5	Andy and Ella Raber Request for CUP	
7.6	Eli Bontrager Request for CUP	
7.7	"Plat of Halves" Preliminary Plat	
7.8	Establishment of a Moratorium on Data Centers	
8	Health & Human Services	9:25
8.1	Request to Hire two Care Coordinators	
9	Administration	9:30
	Adopt Data Practices Policy for Data Subjects for Todd County following the Minnesota	
9.1	Department of Administration Model Policy for the Public per Minnesota Statutes, Chapter 13 Section 13.025 and 13.03 by attached resolution	
10	Closed Session	9:35
10.1	Closed Session - County Coordinator Performance Evaluations	
	<i>The Commissioners will hold a closed session pursuant to Minnesota Statute 13D.05 Subd. 3(a) for the purpose of evaluating the performance of an individual subject to the Board's authority.</i>	

over



BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Standing Reports

County Auditor-Treasurer Report

County Attorney Report

County Coordinator's Report

County Commissioners' Report

Adjourn



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-01
Agenda Topic Title for Publication:	Meeting Minutes Approval - July 7th, 2026	
Date of Meeting: July 21 st , 2026	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Minutes for the following meetings are attached: July 7 th , 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 July 7 th , 2026 as presented.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal



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*Minutes of the Meeting of the Todd County Board of Commissioners held on
July 7th, 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 7th day of July, 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 Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented

Consent Agenda

On motion by Noska 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 June 16th, 2026 as presented.

GAMBLING PERMIT – NWTF STRUTTIN BLACKBEARDS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the NWTF Struttin Blackbeards through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the NWTF Struttin Blackbeards to hold a raffle event at The Charlotte Tavern in Long Prairie Township at the address 22056 US 71, Long Prairie, MN on August 21st, 2026.

GAMBLING PERMIT – ROTARY CLUB OF SAUK CENTRE

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Rotary Club of Sauk Centre to hold a raffle event at Greystone Golf Club in Kandota Township at the address 10548 Andrews Drive, Sauk Centre, MN on August 28th, 2026.

To approve the transfer of Lisa Thielman to fill the open Social Worker position. Grade I/9, Step H, \$40.34. Start date: TBD

Auditor-Treasurer

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the June 2026 Auditor Warrants number (ACH) 906108 through 906186 in the amount of \$2,654,422.32 (Manual) 1366 through 1407 in the amount of \$2,193,305.14 and (Regular) 246510 through 246693 in the amount of \$628,686.77 for a total of \$5,476,414.23.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 404564 through 404589 in the amount of \$16,137.92 and (Regular) 59902 through 59932 in the amount of \$61,318.61 for a total of \$77,456.53.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 807641 through 807689 and (Regular) 714240 through 714297 for a total of \$94,704.17.



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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) 602041 through 602046 and (Regular) 519000 through 519019 for a total amount of \$43,531.43.

Public Works

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the quote submitted by Busker Concrete, Inc. in the amount of \$12,485.00 for the repair and replacement of the floor drain grates at the Northern Shop.

Discussion was held with the County Board regarding the 2026 and 2027 Equipment Purchase plans for the Public Works department.

County Ditch/Ag Inspector

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Acting as the Todd County Ditch Authority acknowledge receipt of a Hold Harmless Agreement application from David & Edna Bontrager to clean a portion of County Ditch 11 in section 7 Ward Township.

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

Hold Harmless Agreement – Ditch Maintenance – County Ditch 27

WHEREAS, Scott Irlbeck is requesting to maintain approximately 2,728 feet of the North Branch, Main Ditch of CD27 on parcel 28-0007900 Wykeham Twp, section 10. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, applicant is allowed to maintain the drainage ditch to the original width and depth. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil may be side cast and leveled, staying within 16 ½ feet of the ditch, or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Scott Irlbeck to maintain a portion of CD27 located on parcel 28-0007900. The maintenance will be done on his own property at his own expense.

Solid Waste

On motion by Denny and second by Becker, the following motion was introduced and adopted by majority vote: to schedule the annual Solid Waste meeting for August 13th, 2026 at 10:30 a.m. at the Todd County Historic Courthouse.

Administration

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: To reaffirm the Policy Committee Membership to include two County Commissioners,

the Human Resources Manager, County Coordinator, County Attorney and/or Labor Attorney, one Elected Official (or alternate) and two Department Heads (or alternate).

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that tax settlement and election preparations are keeping the office busy.

County Attorney's Report

The County Attorney reported on a busy summer within the office.

County Coordinator's Report

The County Coordinator reported attending meetings including Personnel, Solid Waste, Paycom, Regional Administrator, Broadband and Sourcewell Technology group.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended meetings including the TWCC consultant, Facilities, Region V, Policy and the Todd County Fair.

Commissioner Denny has attended meetings including Prairie Lakes, Finance, Arbitration and the Todd County Fair.

Commissioner Noska has attended meetings including the Todd County Fair.

Commissioner Byers attended meetings including Extension, Opioid, Finance, HHS, Arbitration, and TWCC Advisory.

Commissioner Neumann attended meetings including Sauk River Watershed, Rainbow Rider Bus Tour, Osakis Parade and West Union Parades.

Recess

On motion by Becker and second by Denny, the meeting was recessed until July 21, 2026.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
AFSCME COUNCIL 65	\$ 4,941.76
DAKOTA WHOLESALE TIRE	\$ 9,856.00
GERTH/CHARLOTTE	\$ 2,000.00
LAKES AREA BLASTING	\$ 12,000.00
LAW ENFORCEMENT LABOR SERV INC	\$ 2,321.32
LINCOLN FINANCIAL GROUP	\$ 7,461.30
MN TEAMSTERS NO 320	\$ 2,962.24
PACIFIC LIFE INSURANCE CO	\$ 2,325.00
WEST CENTRAL REG JUVENILE CTR	\$ 6,554.00
21 PAYMENTS LESS THAN 2000	\$ 7,494.30
CENTRA CARE	\$ 13,350.31
COLEMAN/JOHN & SHIRLEY	\$ 12,622.50
COMMISSIONER OF TRANSPORTATION	\$ 2,485.44
CUMMINS INC	\$ 2,970.26
FARM-RITE EQUIPMENT, INC	\$ 3,029.82



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FLEET SERVICES/WEX BANK	\$	10,489.70
GIZA PLUMBING & HEATING INC	\$	2,946.00
HALLIDAY, WATKINS & MANN PC	\$	60,412.49
JOHNSON CONTROLS BUILDING SOLUTIONS LLC	\$	2,083.19
LAKES COMMUNITY COOPERATIVE	\$	3,642.06
LONG PRAIRIE SANITATION INC	\$	6,595.87
MESSER/KOLLIN	\$	13,442.75
MONARCH HOME IMPROVEMENT	\$	5,788.00
MORRISON COUNTY	\$	46,392.00
OSAKIS LAKE ASSOCIATION	\$	7,989.08
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	98,136.20
STANTEC CONSULTING SERVICES INC	\$	3,486.00
STEP	\$	11,902.50
SUMURI LLC	\$	10,359.00
TODD TRAILS ASSOCIATION	\$	5,910.15
TRISKO HEATING AND PLUMBING INC	\$	8,100.00
WEST CENTRAL REG JUVENILE CTR	\$	14,390.00
41 PAYMENTS LESS THAN 2000	\$	23,818.17
A.W. RESEARCH LABORATORIES, INC.	\$	6,425.00
CENTRAL SPECIALTIES INC	\$	2,312,081.40
CITY OF STAPLES	\$	93,091.28
CLIFTON LARSONALLEN, LLP	\$	16,800.00
COUNTIES PROVIDING TECHNOLOGY	\$	7,448.00
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
LONG PRAIRIE OIL COMPANY	\$	2,482.61
MINNESOTA POWER	\$	7,027.68
MN DEPT OF FINANCE	\$	6,837.00
MOTOROLA	\$	2,973.06
MUEHLBAUER/TODD AND BRYN	\$	12,195.00
PACIFIC LIFE INSURANCE CO	\$	2,325.00
PADUA PRAIRIE PARTNERSHIP	\$	103,860.00
PETERS LAW OFFICE, P.A.	\$	4,350.00
VERIZON	\$	6,392.09
VOYANT COMMUNICATIONS, LLC	\$	3,191.86
67 PAYMENTS LESS THAN 2000	\$	26,297.16
CENTERPOINT ENERGY	\$	2,160.28
GARRETT METAL DETECTORS	\$	4,308.66
LIBERTY TIRE SERVICES LLC	\$	4,718.20
METRO SALES INC	\$	3,994.09
MINNESOTA POWER	\$	8,437.11
MOSSYGE/TERA	\$	2,498.47
SAFEASSURE CONSULTANTS, INC.	\$	13,157.28
US BANK	\$	10,350.00
36 PAYMENTS LESS THAN 2000	\$	21,664.32
AFSCME COUNCIL 65	\$	4,902.86
JOHNSON CONTROLS BUILDING SOLUTIONS LLC	\$	3,989.16
LAW ENFORCEMENT LABOR SERV INC	\$	2,321.32



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LINCOLN FINANCIAL GROUP	\$	7,010.18
MADDEN GALANTER HANSEN, LLP	\$	3,562.85
METROPOLITAN LIFE INSURANCE COMPANY	\$	12,803.69
MN TEAMSTERS NO 320	\$	2,991.24
MORA PSYCHOLOGICAL SERVICES PLLC	\$	2,500.00
PACIFIC LIFE INSURANCE CO	\$	2,325.00
PETERS LAW OFFICE, P.A.	\$	2,096.25
SAXON FLEET SERVICES	\$	37,381.63
TODD COUNTY AUDITOR TREASURER	\$	37,381.63
TRISKO HEATING AND PLUMBING INC	\$	8,025.00
USPS-POC	\$	15,017.32
WATERGUARDS LLC	\$	12,561.00
WEX BANK-SINCLAIR	\$	2,390.39
27 PAYMENTS LESS THAN 2000	\$	10,526.61
BETTER HEALTH COLLECTIVE	\$	31,850.00
MN DEPT OF REVENUE	\$	3,987.00
WEX - CIRCLE K	\$	2,873.06
PERA	\$	72,878.26
PAYCOM PAYROLL, LLC	\$	600,917.09
PAYCOM PAYROLL, LLC	\$	41,779.56
PAYCOM PAYROLL, LLC	\$	3,467.10
BETTER HEALTH COLLECTIVE	\$	324,777.00
VOYA (MSRS)	\$	6,611.76
PERA	\$	103,480.02
WEX HEALTH INC - HSA	\$	42,578.96
COUNTY OF TODD	\$	2,444.96
PERA	\$	6,481.85
WEX HEALTH INC - HSA	\$	4,493.70
MN DEPT OF REVENUE	\$	71,214.77
US BANK-CC	\$	12,503.10
MN PERA	\$	6,453.46
PAYCOM PAYROLL, LLC	\$	41,676.39
PAYCOM PAYROLL, LLC	\$	3,467.11
PAYCOM PAYROLL, LLC	\$	586,583.95
HUMANA INSURANCE COMPANY	\$	8,037.14
VOYA (MSRS)	\$	5,539.42
PERA	\$	99,621.12
WEX HEALTH INC - HSA	\$	16,106.25
COUNTY OF TODD	\$	2,444.96
MN DEPT OF REVENUE	\$	77,438.87
16 PAYMENTS LESS THAN 2000	\$	13,598.28
TOTAL:	\$	5,476,414.23

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BARR ENGINEERING COMPANY	\$ 2,856.50
BUSKER CONCRETE, INC	\$ 23,250.00



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D & D AUTO REPAIR	\$	3,606.49
JENKINS IRON & STEEL INC	\$	3,600.00
LONG PRAIRIE LEADER	\$	9,905.00
LONG PRAIRIE LUMBER, LLC	\$	3,206.29
RJ CONTRACTING & REMODELING LLC	\$	10,201.16
RUFFRIDGE JOHNSON EQUIP CO	\$	2,489.20
STRYKER SALES LLC	\$	3,323.85
ZIEGLER INC	\$	3,911.21
47 PAYMENTS LESS THAN 2000	\$	11,106.83
Total:	\$	77,456.53

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
COST EFF HEALTH INS	\$ 3,500.00
MCCC, MI33	\$ 6,993.33
MORRISON COUNTY HEALTH & HUMAN	\$ 2,198.68
TIMMERMAN PROPERTIES LLC	\$ 3,769.02
6 PAYMENTS LESS THAN 2000	\$ 1,301.24
CHILDREN YOUTH & FAMILIES DEPT	\$ 2,003.15
DHS - SWIFT	\$ 4,315.07
KARVONEN FUNERAL HOME	\$ 3,500.00
QUALITY LOGO PRODUCTS	\$ 2,482.19
TCSS MH INITIATIVE FLEX FUND	\$ 28,405.00
92 PAYMENTS LESS THAN 2000	\$ 36,236.49
Total:	\$ 94,704.17

VENDOR NAME	AMOUNT
CLARY CLINIC	\$ 3,400.00
DHS - MOOSE LAKE RTC - 462	\$ 2,844.25
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 4,929.00
GREATER MN FAMILY SRVS INC	\$ 4,491.51
MAIN STREET FAMILY SERVICES	\$ 2,051.65
TRI-COUNTY COMMUNITY CORRECTIONS	\$ 12,897.18
VOLUNTEERS OF AMERICA	\$ 6,569.75
19 PAYMENTS LESS THAN 2000	\$ 6,348.08
Total:	\$ 43,531.42



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-02
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Authorization to Fill Heavy Equipment Operator Position - Alex Miller
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Date of Meeting: 7/21/2026	Agenda Time Requested: 1 Minute	☒ Consent Agenda
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Organization / Department Requesting Action: Public Works

Person Presenting Topic at Meeting: Loren Fellbaum, Todd County Engineer
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Background: Supporting Documentation enclosed ☐

The Todd County Public Works Department has a vacant Heavy Equipment Operator position at the Little Sauk Shop following a previous employee's resignation. The Human Resources Department posted the position internally and received an application from Alex Miller, the current Public Works Mechanic.

It is recommended that Todd County accept Alex Miller's application to fill the Heavy Equipment Operator position. In accordance with the Todd County Personnel Policy, he will be placed at Grade F, Step K (\$34.81 per hour) on the current Todd County Pay Grid.

Options:

#1 Approve the appointment of Alex Miller to fill the vacant Heavy Equipment Operator position at the Little Sauk Shop and place him on the current pay grid at Grade F, Step K (\$34.81 per hour).

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Approve the appointment of Alex Miller to fill the vacant Heavy Equipment Operator position at the Little Sauk Shop and place him on the current pay grid at Grade F, Step K (\$34.81 per hour).

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 34.81/hour Funding Source(s): Fund 3 - Road and Bridge Fund	☒ Yes ☐ No	Start Date = To be determined
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal



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Board Action Form**Requestor to Complete:**

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-03
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Hire Care Coordinator - Nicole Vigil
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Date of Meeting: 7/21/2026	Agenda Time Requested: 5 mins	☒ Consent Agenda
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Organization / Department Requesting Action: Health & Human Services
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Person Presenting Topic at Meeting: Jackie Och
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Background: Supporting Documentation enclosed ☐

An open Care Coordinator position exists within the Adult Services Unit. Interviews were conducted and it is recommended to hire applicant Nicole Vigil to fill the open position. Start date: TBD.

Options:

1. To approve the hire of Nicole Vigil to fill the open Care Coordinator position. Grade I/9, Step B, \$34.14. Start date: TBD

2. Not approve.

Recommendation:

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

Approve the hire of Nicole Vigil to fill the open Care Coordinator position. Grade I/9, Step B, \$34.14. Start date: TBD.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ 34.14/hr Grade I/9, Step B Funding Source(s): 21-Public Health	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}
COUNTY OF TODD}

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

Seal



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Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-04
Agenda Topic Title for Publication:		Resignation - Eligibility Worker Lorena Luna
Date of Meeting: 7/21/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Lorena Luna has resigned from her position as Eligibility Worker in the Financial Services Unit, effective July 24 th , 2026.		
Options:		
1. Approve the resignation of Eligibility Worker Lorena Luna, effective July 24 th , 2026.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Eligibility Worker Lorena Luna, effective July 24th, 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

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

Seal



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Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-05
Agenda Topic Title for Publication:	Resignation - Eligibility Worker Yolanda Jobe	
Date of Meeting: 7/21/2026	Agenda Time Requested: 5 min	☒ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och (consent item)		
Background: Supporting Documentation enclosed ☐		
Yolanda Jobe has resigned from her position as Eligibility Worker in the Financial Services Unit, effective July 24 th , 2026.		
Options:		
1. Approve the resignation of Eligibility Worker Yolanda Jobe, effective July 24 th , 2026.		
2. Not approve.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Approve the resignation of Eligibility Worker Yolanda Jobe, effective July 24 th , 2026.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s): 11- Social Services	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-06
Agenda Topic Title for Publication:		Long Prairie Lions - One Day Temporary On Sale Liquor License
Date of Meeting: July 21st, 2026	Agenda Time Requested:	☒ Consent Agenda
Organization / Department Requesting Action: Denise Gaida, County 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 day On Sale Temporary Liquor License for the Long Prairie Lions Club at the address of 24257 Riverside Drive (Long Drive In), Long Prairie, MN in Long Prairie Township effective August 29th, 2026.		
Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A
Auditor/Treasurer Archival Purposes Only:		
Action Taken:	Voting in Favor	Voting Against
Motion:	☐ Byers	☐ Byers
Second:	☐ Denny	☐ Denny
☐ Passed ☐ Rollcall Vote	☐ Noska	☐ Noska
☐ Failed	☐ Neumann	☐ Neumann
☐ Tabled	☐ Becker	☐ Becker
☐ Other:	Notes:	
Official Certification		
STATE OF MINNESOTA} COUNTY OF TODD} I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:		
		Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-07
Agenda Topic Title for Publication:		Approve Commissioner Warrants
Date of Meeting: July 21 st , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printout has been sent to the Commissioners and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Commissioner Warrants number (ACH) 404590 through 404612 in the amount of \$36,088.07 and (Regular) 59933 through 59969 in the amount of \$91,361.08 for a total of \$127,449.15.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

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

Seal

KAYLA_D

7/17/26 4:18PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name



WARRANTS FOR PUBLICATION
Warrants Approved On 7/21/2026 For Payment 7/24/2026

<u>Vendor Name</u>	<u>Amount</u>
AULDS COMMUNICATIONS	5,447.80
CITY OF BROWERVILLE	15,799.01
COMMISSIONER OF TRANSPORTATION	34,571.43
METAL CULVERTS INC.	4,992.40
MIDSTATES EQUIPMENT & SUPPLY INC	5,830.11
NORTHERN STAR COOP	4,507.39
NYHUS CHEVROLET INC	2,469.50
POPE DOUGLAS SOLID WASTE MANAGEM	25,033.52
TOTAL RESPONSE	3,235.55
TOWMASTER	3,403.00
WIDSETH SMITH NOLTING INC	5,978.30
49 Payments less than 2000	16,181.14
Final Total:	127,449.15



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-08
Agenda Topic Title for Publication:		Health & Human Services Commissioner Warrants
Date of Meeting: July 21 st , 2026		Agenda Time Requested: 2 minutes ☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services Commissioner Warrants number (ACH) 807690 through 807720 and (Regular) 714298 through 714343 for a total of \$118,758.82.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

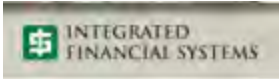
STATE OF MINNESOTA}

COUNTY OF TODD}

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

Seal

**** Todd County ****
WARRANTS FOR PUBLICATION



Cutoff 2000
Report Sequence: 1 - Vendor Name

**** Todd County ****



WARRANTS FOR PUBLICATION
Warrants Approved On 7/21/2026 For Payment 7/24/2026

<u>Vendor Name</u>	<u>Amount</u>
RURAL MN CEP INC	13,874.67
TODD COUNTY MIS DEPT	77,234.86
61 Payments less than 2000	18,699.95
Final Total:	109,809.48

ADRIANA

7/15/26 11:17AM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name

INTEGRATED
FINANCIAL SYSTEMS

Page 2

Warrants Approved On 7/21/2026 For Payment 7/24/2026

<u>Vendor Name</u>	<u>Amount</u>
MORRISON COUNTY HEALTH & HUMAN S	4,148.48
13 Payments less than 2000	4,800.86
Final Total:	8,949.34



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-09
Agenda Topic Title for Publication:		Health & Human Services SSIS Warrants
Date of Meeting: July 21 st , 2026	Agenda Time Requested: 2 minutes	☐ Consent Agenda
Organization / Department Requesting Action: Auditor-Treasurer		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☒		
Printouts have been sent for Commissioners to review and Warrants for Publication are attached.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To approve the Health & Human Services SSIS Warrants number (ACH) 602047 through 602063 and (Regular) 519020 through 519043 for a total amount of \$128,290.20.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

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Seal

Warrants for Publication

Payment Date:

7/24/2026

Approval Date:

7/21/2026

Vendor name or #

Amount

COMMUNITY AND FAMILY SRVS LLC	11198.25
DHS - ANOKA METRO RTC - 412	11463.20
DHS - MOOSE LAKE RTC - 462	2752.50
DHS - MSOP - MN SEX OFFENDER PROG - 462	4770.00
LITTLE SAND GROUP HOME	2399.64
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	2235.65
GUARDIANSHIP OPTIONS	
MAIN STREET FAMILY SERVICES	2823.38
NEXUS - KINDRED FAMILY HEALING	6694.99
VALLEY LAKE BOYS HOME	24424.00
VILLAGE RANCH INC	33789.67
WEST CENTRAL REG JUVENILE CTR	7761.00

\$17,977.92 30 Pymts less than \$2000

Final Total

\$128,290.20



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-10
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Appointment to the Todd County Parks & Trails Board	
Date of Meeting: July 21 st , 2026	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: Todd County Parks & Trails		
Person Presenting Topic at Meeting: Denise Gaida, County Auditor-Treasurer		
Background: Supporting Documentation enclosed ☐		
There remains an open seat on the Todd County Parks & Trails Board for At-Large Member. The Parks & Trails Board has provided their recommendation of Dennis Ebnet to fill this open position.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To appoint Dennis Ebnet as the At-Large representative on the Todd County Parks & Trails Board effective immediately.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
• MINNESOTA • EST. 1855 •

PARKS & TRAILS BOARD

215 1st Avenue South, Suite 201

Long Prairie, MN 56347

Email: toddcountyparksandtrails@yahoo.com

Todd County Parks and Trails Board Action Form

Action Requested	
☒ Action / Motion	☐ Report
☐ Discussion	☐ Resolution
☐ Information Item	☐ Other:

Title (For Publication with the Agenda): Add Dennis Ebnet (AT-Large Member) to the Park & Trails Board		
Date of Meeting: July 8, 2026		Total Time Requested: Completed by August
Department Requested for Action: Board of Commissioners		
Presenting Board Action / Discussion at Meeting: Todd County Parks and Trails Monthly Board Meeting		
Background: ☐	Supporting Documentation Enclosed:	
Options: ☐	Supporting Documentation Enclosed:	
Recommendations: ☒	Supporting Documentation Enclosed:	
The Todd County Parks and Trails Board Approves / Requested the Following by Motion:		
Financial Implications: \$ None	Comments: Appoint Dennis Ebnet to the Todd County Parks and Trails Board.	
Funding Source: P&T Budget		
Budgeted: ☒ YES ☐ NO		

Action	Voting in Favor		Voting Against	
Motion By: Les Levin	☒	Lee Christopherson	☐	Lee Christopherson
Seconded By: Lee Christopherson	☒	Al Loken	☐	Al Loken
☒ Passed	☐	David Determan	☐	David Determan
☐ Failed	☒	Les Levin	☐	Les Levin
☐ Tabled	☒	Chris Lawin	☐	Chris Lawin
	☐		☐	
	☐		☐	



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-11
Agenda Topic Title for Publication:		Approval to post full time MIS Technician position and eliminate part time MIS Technician
Date of Meeting: 7/21/26	Agenda Time Requested: 5 min	☐ Consent Agenda
Organization / Department Requesting Action: MIS		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: Supporting Documentation enclosed ☐		
At the 7/7/26 work session, it was discussed to make the MIS part time position into a full time position. This has went to Personnel and Finance and was approved. We would like approval to post for a full time MIS Technician position. Upon approval of posting, we will also be eliminating the part time MIS Technician position from the org chart.		
Options:		
1. To approve posting a full time MIS Technician position and eliminate the part time MIS Technician from the org chart.		
2. To not approve		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: To authorize the posting for a full time MIS Technician.and eliminate the part time MIS Technician from the org chart.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☒ Yes ☐ No	This was a budgeted position for 2026
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☒ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE 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>
☐ Action/Motion ☐ Discussion ☒ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-12
Agenda Topic Title for Publication:		July Planning Commission Information
Date of Meeting: 7/21/2026	Agenda Time Requested: 0	☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
Attached here is the July 2026 Planning Commission minutes in draft form along with the July staff report Information is provided for review of the following Board Actions.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE OF MINNESOTA}
COUNTY OF TODD}

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Seal

Planning Commission Meeting Minutes

July 2, 2026

Completed by: Sue Bertrand, P&Z Staff

Site visit completed by Adam Ossefoort and Andy Watland on 6/24/2026.

Meeting attended by board members: Vice Chair Ken Hovet, Lloyd Graves, Roger Hendrickson, Andy Watland, alternate George Sutton and Commissioner Tim Denny.

Staff members: Adam Ossefoort and Sue Bertrand

Other members of the public: Sign-in Sheet is available for viewing upon request.

Ken called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited as a collective group.

Introduction of the staff and board members by Ken.

George motioned to have the agenda approved as presented. Andy seconded, voice vote, no dissent heard. Motion carried.

Roger motioned to have June 4, 2026, meeting minutes approved. George seconded, voice vote, no dissent heard. Motion carried.

AGENDA ITEM 1: John U. Gingerich: Section 04, Iona Township, Site Address: 32404 185th Ave., Clarissa, MN 56440 PID: 13-0003502

1. Request CUP to operate a Sawmill for the construction of pallet lumber in AF-1 Zoning District.

John was present as the applicant, stated last fall he purchased the place. It has been running for about 8 years, but just now applying for the CUP.

On Site Visit Report by: Andy Watland, this report may be viewed in full, upon request at the Planning and Zoning office.

Staff Findings: Adam read through the new information that was added to the staff report. This report is available for viewing upon request in the Planning & Zoning Office.

Proposed Conditions if approved:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. There shall be no loading or unloading of materials within the road right-of-way.
5. Obtain permitting for sawdust collection shed paid at 2x after the fact rates
6. Applicant shall abide by all other applicable federal, state, and local standards.

John confirmed the staff report was accurate.

Public comment:

Roger Fuller lives ¼ mile away to the South and stated he must respectfully disagree with the noise comment as there is a high-pitched whining noise all day long, that's annoying, but that's the way it is. Does not sound like the engine, more from the blower or something. Different from the old one. This is a high-pitched whining.

Correspondence received: None.

Board discussion:

George asked if there was a decibel level that is permissible or not?

Adam stated no, not in our ordinance and we also did not have a decibel reader when we were out there.

Andy stated the blower was running at the site visit, had trouble hearing 3-4 feet away, outside of the facility. Usually, it's the noise from the engine that is the issue, and you can route it through piping and direct the sound away, but this seemed more of a high-pitched howl. Did not move in both directions and know that noise can certainly be carried in different atmospheric pressures. There is concern about the noise but not sure enough to make a condition. He asked John what is that noise from?

John, it is the blower

George asked if there is a way to mitigate this? Could we think about a decibel max that respects the comfort of others? Not to eliminate the business but equip it for the comfort of others.

Adam, it may be difficult to limit the decibels, however, think of ways a condition could mitigate for noise reduction (trees etc.).

Ken, has experience with noise issues. He has seen a noise wall that absorbs sound waves where it looks like a book and would not be against tree plantings.

Andy, is the noise coming from the outlet or the inlet. Is it possible to put tubing or ducting on the inlet side?

John stated it blows into an open shed.

George, possibly close that up and use a door as a courtesy for the neighbors and avoid future complaints.

Andy, does that sound reasonable to enclose the building, maybe put in a vent pointed away from neighbors?

John stated he was alright with that.

Andy asked to add that as a condition.

Adam added to #5, enclosed on all sides while operating.

Roger Hendrickson asked if the engine has a muffler on it with a turbo charger?

John, yes.

Roger, the neighbor, stated that sounds fine.

George motioned to approve with the amended conditions, Roger seconded.

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. There shall be no loading or unloading of materials within the road right of way.
5. Obtain permitting for sawdust collection shed paid at 2x after the fact rates. The sawdust collection shed shall be enclosed on all sides for noise prevention.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Jim noted the application will be presented to the County Board of Commissioners on July 21st, 2026.

AGENDA ITEM 2: John U. Gingerich: Section 04, Iona Township, Site Address: 32404 185th Ave., Clarissa, MN 56440 PID: 13-0003502

1. Request CUP for Temporary Family Housing in AF-1 Zoning District.

John was present as the applicant. Stated they moved it in last fall, just as temporary housing until they can find another place for family of brother-in-law.

Staff Findings: Adam read through the staff report. This report is available for viewing upon request in the Planning & Zoning Office.

Section 9.17 – Temporary Family Housing

A. Temporary family housing may be allowed in the AF-1, AF-2, R-10 and R-2 districts with a conditional use permit. Temporary dwellings shall comply with the following standards:

- (i) Temporary family housing is for immediate family members only. Conditional use permits shall be issued for an individual and not the land.
- (ii) The dwelling size shall not exceed 1280 square feet, one story, or two bedrooms.
- (iii) The dwelling, site, or combination of shall not be subdivided, sold or used as rental property.
- (iv) All temporary family housing may be subject to a biennial review by the Planning & Zoning staff.

- (v) Temporary housing shall be removed from the property within 60 days of disuse.
- (vi) Temporary housing shall be required to hook up to a compliant septic system

Additional Notes:

- The property is located in AF1 Zoning.
- The temporary housing is proposed for a brother to the property owner.
- The structure has been constructed without permitting so the size and number of bedrooms has not been confirmed.
- The temporary housing is currently serviced by a noncompliant septic system.

Recommendation:

- A motion to table this item and request the applicant to provide plans to bring the septic system into compliance and provide evidence that the other requirements of Temporary Family Housing can be met.

John confirmed the staff report was accurate.

Correspondence received: None.

Public comment:

On Site Visit Report was reviewed by Andy: This report may be viewed in full, upon request, at the Planning and Zoning Office.

Board discussion:

George asked how this had come to our attention?

Adam explained we were notified there was an operating sawmill and when we looked into it, realized he is a new owner, and it was discovered there was never a CUP for the original existing sawmill that had been in operation for some time. He is in the process of getting all this corrected. They will also address the Temporary Family Housing. Not until the site visit last week with Andy had they discovered some of the other things that were going on.

George is someone living in the temporary housing presently?

John, yes.

George, if not approved, would they be out of a place to live?

Adam, yes, they would have to remove that, and they would have to arrange somewhere else to live, however, these are all things that can be resolved. A holding tank is an option, must meet the ten-foot setback as certified tank product and the design drawn up by a licensed designer, inspected by the County. It can definitely be accomplished. Adam asked the dimensions of the temporary house?

John stated 20' x 40'.

Adam, likely going to meet the standard.

George asked what does temporary mean?

Adam explained, once it is not being used for that purpose, it must be removed in 60 days.

George asked why not continue to use it?

Adam, there is no time limit on how long they can use it, just once it is not used for that purpose it must be removed. We do have language in our ordinance that this CUP issued to the individual not the land. Should be an “interim use”, not great language.

Andy, must be immediate family.

Adam, sometimes it is for an elderly family member, or disabled or in this case, temporary for a family until they can find their own land.

George, it is minimum investment to get the drainage resolved.

John, would a port-o- potty work?

Adam, fine, as long as there is a maintenance agreement to pump regularly. There are other options to treat the grey water, other than a holding tank and we can help explore those options.

Andy, if we table, we need something for solid waste in addition to grey water.

Adam and we will work with the applicant within the next month and hopefully be ready by the next meeting.

Roger, once no longer could it be abandoned as living quarters, repurpose as a workshop or whatever, etc.?

Adam, confirmed, it would then be an accessory use, and would need to be re-permitted as such.

George asked if they could move that fast? To be ready by next month?

Ken, asked about the CUP being issued to the individual.

Adam, this is a CUP issued to the land, but it should really be an “interim use” which we don’t have, so we could establish a definite end use, as it pertains to the individual. It is not good language in our ordinance.

George motioned to table, Andy seconded.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes

Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Ken noted the application will be tabled until next month.

AGENDA ITEM 3: Jacob C. Miller: Section 29, **Eagle Valley Township, Site Address:** 17913 344th Street, Clarissa MN 56440 **PID:** 07-0035800

1. Request for the Assembly and Export of delivered wood products in AF-1 Zoning District.

Jacob was present as the applicant, stated they don't own the business, working for the other guys, building tree stands.

Staff Findings: Adam reviewed the Staff Report. The staff report may be viewed in full, upon request at the Planning and Zoning office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. The operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Finished products shall be stored in a manner that meets all structural setbacks.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Correspondence received: None

Public comment: None.

Board discussion:

Andy reviewed his site visit report. This report may be viewed, in full, upon request at the Planning and Zoning office.

Jacob agreed with the site visit and staff report.

George asked how did we hear about this ATF?

Adam, we received a complaint, followed up on it and worked with Jacob to follow the proper permitting process.

Adam asked Jacob if he was planning on any other projects other than the deer blinds?

Jacob, we would like to make raised garden boxes, as well.

Adam stated that is all the same general character.

Andy felt the conditions as written are sufficient.

Lloyd motioned to approve, George seconded with the proposed conditions.

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. The operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Finished products shall be stored in a manner that meets all structural setbacks.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Ken noted the application will be presented to the County Board of Commissioners on July 21, 2026.

Ken called for a five-minute recess at 6:45. Reconvened at 6:49.

AGENDA ITEM 4: New Heights Dairy: Section 10, **Eagle Valley Township, Site Address:** 37674 Co. Hwy 11, Clarissa MN 56440 **PID:** 07-0008801

1. Request for an increase in animal units from 1997.4 to 2744 animal units in AF-1 Zoning District.

Brent was present as the applicant and explained his application. He had purchased this last year around April and he is looking to expand up to 2744 animal units with that the addition of another free style barn and manure storage pit about 19,492 gallons and refurbishing a bit of the old one as well.

Staff Findings: Adam reviewed the Staff Report. The staff report may be viewed in full, upon request at the Planning and Zoning office.

Additional Notes:

As proposed, the manure storage structures will not meet the 300' setback to all property boundaries. A survey has been submitted for a property line adjustment to meet the setback requirements.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.

2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Submittal of a property line adjustment application to meet all setback requirements and approval of said application prior to issuance of land use permits
7. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
8. Applicant must abide by all other applicable federal, state, and local standards.
9. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Correspondence received: Yes, from Patrick and Jody Lunemann in support of the application. This letter may be viewed in full upon request at the Planning and Zoning office.

Andy reviewed his site visit report. This may be viewed in full upon request at the Planning and Zoning office.

Public comment:

Vern Dessotel: Question on the volume of water they will use. DNR says it's fine but in one year 37%, in another 5 years, how much? Could something be written in the DNR report if this starts lowering the water level for the people around, how will they compensate and how are you going to monitor the wells for everybody else in the area, that is his only concern? It took how many thousands of years for the water to get down there, and they are going to be pumping how many gallons per day? Would just like to see some protection for the water supply. Doesn't think he is out of line.

Adam responded, pending the approval of this, the 2744 animal units does create, essentially, a cap for them. One more animal unit, they must come back and get an amendment to the CUP or a new CUP. When it comes to the DNR permitting, they set how much water they can use in a year, and they must report every year how much water they use. DNR closely monitors the usage, and if they start to see impacts to the water table, they can make adjustments to not have it impact neighbors. It is very closely monitored, and in the Statute, domestic wells are #1 and they are protected. If they start to see that, they can make changes so it does not impact neighbors. The DNR is the authority of ground water usage and regulates the quantity, MPCA monitors the quality of the water.

Board discussion:

Roger, does the DNR know if the water draws down too far, is there more water down there that they can reach in that location? One other concern is how do you move the manure?

Brent, combination drag lines and semi tankers.

Roger, do you pump any directly from there into your drag lines or is it all hauled with semi's? If the roads get tore up, he would like to see a contract for any damage to roads from operation with the township or County. Brent agreed they will do all they can.

Roger, if we get a change in management, he would like to see condition to address that. Full loaded semi will tear up some roads. They have a township contract that works well and thinks one should be drawn up. The same as the Amish and some of the sawmills, the semi's don't wait for the road restrictions to be removed, they get in there before anyone can weigh it.

Andy, how did Pat remove manure before?

Brent, same.

George, are there mechanisms in place for any business that damages public property due to operations?

Adam, every township operates differently and we require applicants to go to the townships before they even apply with us and Brent did go to Eagle Valley township and did they have any comments for you?

Brent, they were 110% in support when he attended the meeting.

Adam, they get the public notice and there has been no correspondence from them to us.

Ken previous owner, Pat, has been transporting manure there for many years, right?

Brent, correct, same people, and he continues to work closely with Pat in orchestrating everything.

Ken, no record of damaged roads?

Brent, none he was aware of.

Andy, do you know how many months' worth of storage Pat had, or you have now?

Brent, more than likely, nine or ten months. He had a compost barn so there was some in a different form, too, and depends on rainfall.

George, like Roger suggested, it would have to be something written, if it is not in the ordinance to do that.

Adam, it become tough to enforce something like that, as we do not know who damaged the road. The intention of the condition is something that you can enforce and put things in there to make clear what the expectation is.

Ken, if we add a condition, it is like we are trying to fix something that isn't broke.

Andy, as far as destruction of road base, has that ever happened?

Brent, nothing major, we will buy a couple loads of gravel for the township or whatever is appropriate for the situation is what they have always done.

Andy asked Roger if he has any language?

Roger, no, but feels something has to be put in there. Do you own enough land for the manure?

Brent stated they plan to balance the efforts and try to focus in geographical areas at one time when putting the plan together, plenty of interest for land.

Andy the MPCA defines how many acres and regulates that.

Andy asked Brent to explain the reason and future plans. A phase to produce less manure needed to be spread, reclaim a lot of the water to reduce the usage of water. Maybe give the public some insight for down the line to help them understand where things are going.

Brent explained the importance of scale and any business is always important and he's been following all of these manure nutrient separation technologies for about a decade, and they are getting close to some better commercially viable to separate nutrients out of the manure, so you can have your phosphorous (most living) separated out of your manure and truck it to field that would need it. There are various degrees of systems that you could take all the way to potable water, some in the form of tea water, which could apply with heavier rain or irrigation if need be. But, with all these technologies they are awfully expensive, and we know that manure is the biggest headache in the dairy business, but, he thinks, in the future there will be a tipping point to utilize these technologies that are being worked on, and the business must be a certain size in order to justify the expense of that equipment. He will be using the roads less and more strategically, with his phosphorous being trucked away, farther whenever appropriate, have tea water or some other recycled type of product where he can utilize the drag line more often and stay off the roads more. It's not quite here now, but a couple of promising technology installations are being done in Wisconsin he is keeping his eye on. In the future, for this technology to be implemented the dairies must be a certain size and it is pretty exciting and will be a game changer when it gets to that point.

Roger, one thing about a bigger operation, you can do more than the smaller operations. You can analyze what you need and where more easily and better utilize what you have. He agreed with Brent.

Discussion on air quality exemption.

Kame Anez, from Anez consulting of Wilmar, stated the injection is all taking place within 24 hrs. When Brent gets ready, they will contact the Todd County feedlot officer beforehand and fill out whatever forms are needed, prior to the injection.

Adam, then we send a notification out (Sheriff's office and different folks) on what side it is coming from and where it's going, and basically it creates a window of when that exemption takes place. They are exempt from any air quality standards for a given period of time, while they get their manure application done. If they do not call it in, they do not get their exemption.

Member of the public asked what percentage of manure is injected?

Brent, all of the liquids are injected. There may be some “in season” applications on alfalfa where we do not want to be injecting.

Andy motioned to recommend approval with the proposed conditions, George seconded.

Proposed Conditions:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.
2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Submittal of a property line adjustment application to meet all setback requirements and approval of said application prior to issuance of land use permits
7. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
8. Applicant must abide by all other applicable federal, state, and local standards.
9. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Ken noted the CUP request will be presented to the County Board of Commissioners on July 21, 2026.

AGENDA ITEM 5: Andy & Ella Raber: Section 10, Iona Township, Site Address: 31570 County 11, Clarissa MN 56440 PID: 13-0009800

1. Request for Manufacturing and Retail of Outdoor Poly Furniture and Accessories in AF-2 Zoning District.

Andy Raber was present as the applicant. Stated he started making the poly furniture in an existing building, widened the driveway last year with retail display and had not thought to apply for a CUP to run a business, so that is why he is here today.

Staff Findings: Adam reviewed the Staff Report. The staff report may be viewed in full, upon request at the Planning and Zoning office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. Submit permit fee for proposed outhouse and complete installation prior to issuance of any new land use permits.
2. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
3. Operation shall be conducted within a permitted structure.
4. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
5. Storage of finished products must be located outside of the road right-of-way.
6. There shall be no loading or unloading of materials within the road right-of-way.
7. Applicant shall abide by all other applicable federal, state, and local standards.

Raber stated he agreed with the staff report.

Correspondence received: None.

Andy touched on his site visit report. This report may be viewed, in full, upon request at the Planning and Zoning office.

Raber stated a big % is contracted out, and a little bit of it is sold on site.

Public comment: None.

Board discussion:

George, another entrepreneur, tripping over a local issue on regulations they were not aware of, is this common?

Adam stated we had an educational event to inform the public on the regulations; permits, CUP's and septic compliance in Browerville a few years ago and it was well attended. We may have to host another one, again.

George, it is commendable to have people starting businesses and it's terrific how you manage it and help guide people in, but it is people tripping over themselves because of not being aware on the front end of proper permits.

Andy stated he thought it was great, the furniture is very nice and thinks we should approve it.

Roger, likes to see the small places start up and do a good job at it, as they seem to be becoming extinct in our country.

Lloyd, where do you get the material?

Raber, material out of Chicago, but he designs, cuts, builds, assembles, not just order the kits.

Adam, the material comes in a sheet.

Ken stated it is HDPE: high density polyethelene.

George, how do you get rid of the waste?

Raber, would like to find a place to take the fluff. He planned to talk to the transfer station in Browerville. The solid pieces may be sold back to the company that will be utilized again and cover the freight at least. The shavings do accumulate into a tub of fluff.

Roger motioned to recommend approval with conditions, George seconded.

1. Submit permit fee for proposed outhouse and complete installation prior to issuance of any new land use permits.
2. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
3. Operation shall be conducted within a permitted structure.
4. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
5. Storage of finished products must be located outside of the road right-of-way.
6. There shall be no loading or unloading of materials within the road right-of-way.
7. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Ken noted the CUP request will be recommended for approval to the County Board of Commissioners on July 21, 2026.

AGENDA ITEM 6: Eli Bontrager: Section 13, **Eagle Valley Township, Site Address:** 36167 County 89, Browerville, MN, 56438 **PID:** 07-0012600

1. Request to Remanufacture Lumber in AF-1 Zoning District.

Eli was present as the applicant and stated he is here for a CUP for a business he is trying to get going off the ground. He buys low grade building material and makes it into pallet boards.

Staff Findings: Adam reviewed the Staff Report. The staff report may be viewed in full, upon request at the Planning and Zoning office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation shall be conducted within a permitted structure.

3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Correspondence received: None.

Andy went over his onsite report. This may be viewed in full, upon request, at the Planning and Zoning office.

Ken asked how close are we to the neighbor?

Eli, Kline Dairy is the closest. Eli confirmed the staff report was correct. He stated he does have a permit to put in another culvert to the south for another driveway.

Public comment: None.

Board discussion:

Andy asked about the addition.

Eli would like to add an addition and put fill onto the front so he has a hard surface so he can wheel the stuff in and out instead of using a skid loader.

Andy the expansion is where the dust comes out.

Eli, he wants to blow the dust into another room so he doesn't have to put it in wagons all of the time.

George motioned to approve with conditions as proposed, Roger seconded.

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried. Ken noted it will be recommended for approval to the County Board of Commissioners on July

21, 2026.

AGENDA ITEM 7: “Plat of Halves” Jeffrey A. Halverson: Section 18, Villard Township, Site Address: 281st Ave. Staples, MN 56479 **PID:** 25-0018601

1. Request to create a two-lot Plat in R-2 and Natural Environment Shoreland Zoning District.

Jeff was present as the applicant and stated his son would like to build a house on it, about 2 ½ acres.

Staff Findings: Adam reviewed the Staff Report. The staff report may be viewed in full, upon request at the Planning and Zoning office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Public comment: None

Correspondence received: None.

Andy went over the staff report. This may be viewed in full upon request at the Planning and Zoning office.

Jeffrey confirmed the staff report was accurate.

Board discussion:

George asked if the son was going to build a house on the road end and you are going to retain the right to build on the lake end in the future if you chose to do so?

Jeff, no plans to build on the back half, they use it for hunting, nor interest in selling.

Roger asked there is no access to the road from the back half?

Adam, there is access as direct road frontage and showed the road frontage on the back lot.

George motioned to approve with the proposed conditions, Andy seconded.

1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes

Ken Hovet	Yes
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Motion carried. Ken noted the preliminary plat will be recommended for approval to the County Board of Commissioners on July 21, 2026.

AGENDA ITEM 8: Public Hearing on Comprehensive Plan

Adam stated he just wanted to give the public one last chance to comment or have any discussion before presenting it to the Commissioners.

Public comment: none

Board: None.

George Motion approve the Comp Plan as proposed, Lloyd 2nd.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried.

AGENDA ITEM 9: Public Hearing to Establish a Moratorium on DATA Centers

Adam explained: This is an interim ordinance to establish a moratorium. By adopting this ordinance, in the form of a resolution, it will prevent us from accepting any applications for DATA Centers for one full year from the time the Commissioners adopt the moratorium. In that year, County board, townships and staff gather information, review any studies and build an ordinance that would set standards for DATA centers, and it buys us time before accepting applications.

George, doesn't create any problems with any existing.

Adam, if it meets the definition, must wait for that time, before they can expand on it. Buys us a window of time to establish the controls we need.

Andy, there are a lot of buildings that have servers, storing data, so the concern is with a building the size of Walmart sucking up heat and water with a principal use to conduct data.

George asked who drafted this?

Adam, stated he himself drafted it.

George, the principal use of that is tricky language and we do not want to get into legal battles, but you feel this protects the County in the meantime?

Adam, it is an example of what other Counties have adopted, so far.

Ken, the only thing he can think of, that would conflict with this, is a telephone exchange building.

George agreed.

Roger, in some ways a DATA center is a high usage of electricity, with Minnesota Power and Light, as reliable as they are, not sure they would like to come toward this County.

Andy, what would the process look like to modify this in the future? It would not be hard to tweak, if we ran into trouble or concern?

Adam, we could have our legal folks look at this between now and the commissioners meeting. Your recommendation, potentially, is to adopt what is in front of you. It doesn't mean the commissioners can't edit it with their approval, if we accumulate any information we feel is necessary to change it.

Andy, he thought being little more broad and strict is wise, just like our Solar, that we may have to think about closing the loopholes, as opposed to tight and broad to begin with, so we don't go, "Oh we didn't think of that" and it's too late, they are already in.

George, limit it if it would require "X" amount of energy, but allow anything else reasonably.

Andy agreed that the big concern is the size of these DATA centers and the drain on the community. Are you thinking of some sort of size or use metric?

Ken stated he thinks we will find that when we get into the ordinance.

Adam, this is intended to be blanketed, it covers everything, we won't accept any applications.

Andy, and it is only good for a year.

George, if you did have something like this, it would be a "boon" as it would be a gigantic source of revenue for the County in the form of tax revenue.

Roger, would it?

George, it would also create certain demands, just like dairy farms and the water issue.

Andy, if I were a DATA center company, I am not sure I would want to be in Todd County to begin with. You would want some sort of existing infrastructure.

George, it's transmission, water and cheap dirt.

Ken, the power is easy to get, the water is easy to get, but it has to be huge access to the internet.

Andy wondered how close we are to that? We do have pretty high-speed fiber optic that has been brought in through grants from the state.

Adam, it creates heat, massive amounts of heat.

Andy stated you can't put hot water back into the environment, so the burden comes down to electric to cool it back down. Not sure what it does to taxes.

Ken, the County could use the revenue, however we shouldn't have to put up with a lot of aggravation to get it.

George, it's the scale of a thing that has never happened here.

Andy, what is this County's focus? Are we agriculture and recreation or industry? Stated the language in our Comprehensive plan alludes to that. We must look at our stand on the Solar. A little off track because we are just looking at the moratorium, but we can't say yes to the DATA centers and say no to Solar.

Ken, sure we can.

Andy, we need to have sound reasoning behind it.

Ken, bottom line is the Solar farm wanted to be on Prime Farmland, and it gave everybody a sour taste for it.

Discussion on size of DATA centers (a section of land) in SW Minnesota, ¼ for the DATA center buildings and the rest was for windmills and solar to power it.

George stated the scale of these things are massive, much larger in other areas, four to five times larger. He stated he thinks the Moratorium is fine the way it is. The biggest thing that would prevent this is our energy costs are so high. Electricity is expensive. Much more so than elsewhere.

Andy, there is wasteland that would be way more useful than prime farmland. No one is really against Solar as long as they are not taking our prime resource from the County.

Tim stated commissioners are saying the same thing, put a pause on it, do a ton of research, get more prepared, if were to happen, we would have some knowledge and be able to put something in place and not be caught off guard.

Andy, what is our one-year plan during the moratorium?

Adam, we use this year as a window of time to get an ordinance built, and if only takes nine months, we can

nullify this and just adopt the ordinance. Adam stated his intention is to start gathering information and presenting it to the board and we start doing the construction of the ordinance. Sometimes AMC will provide a model ordinance for us to use as a resource.

Andy, any training session from legal team? He stated Adam does a great job preparing stuff for us.

Roger agreed.

Adam stated we would pay for any training above and beyond our annual session, but he may communicate on a day-to-day basis over a zoom call at no charge and relay the information obtained to the board.

Gorge moved to recommend approval to the commissioners, Roger seconded.

Board member	Vote (yes or no)
George Sutton	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Ken Hovet	Yes

Motion carried.

Andy motioned to adjourn and Roger seconded. Voice vote, no dissent heard. Motion carried and meeting adjourned at 8:18 PM.

Planning Commission Staff Report

July 2nd, 2026

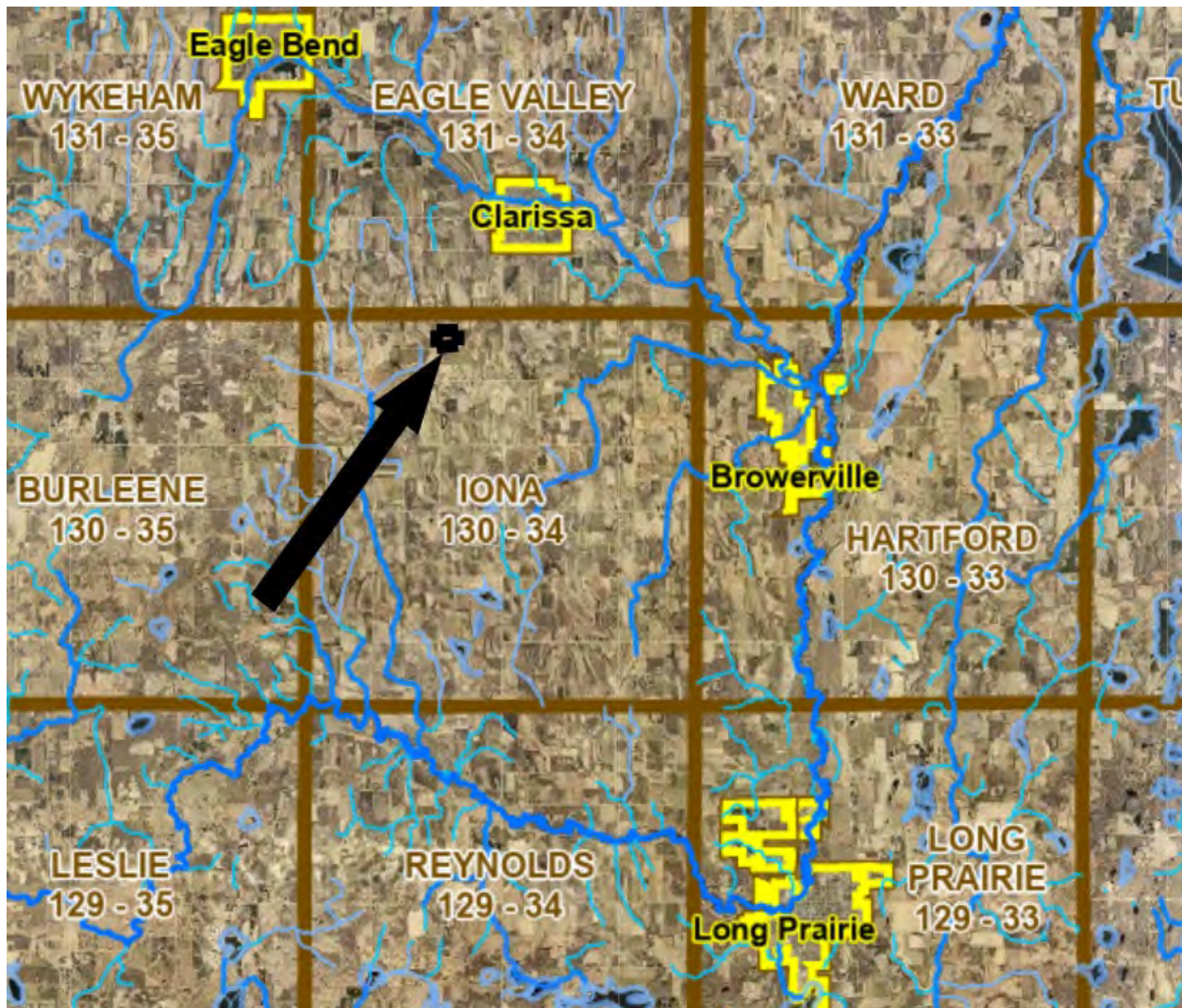
Completed by: Adam Ossefoort

Site visit completed by Adam Ossefoort and Andy Watland on 6/24/2026

AGENDA ITEM 1:

Applicant	John U. Gingerich
PIN	13-0003502
Site Address	32404 185 th Ave
Zoning District	AF1

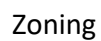
Applicant Request: Request to operate a Sawmill for the construction of pallet lumber in AF-1 Zoning District.

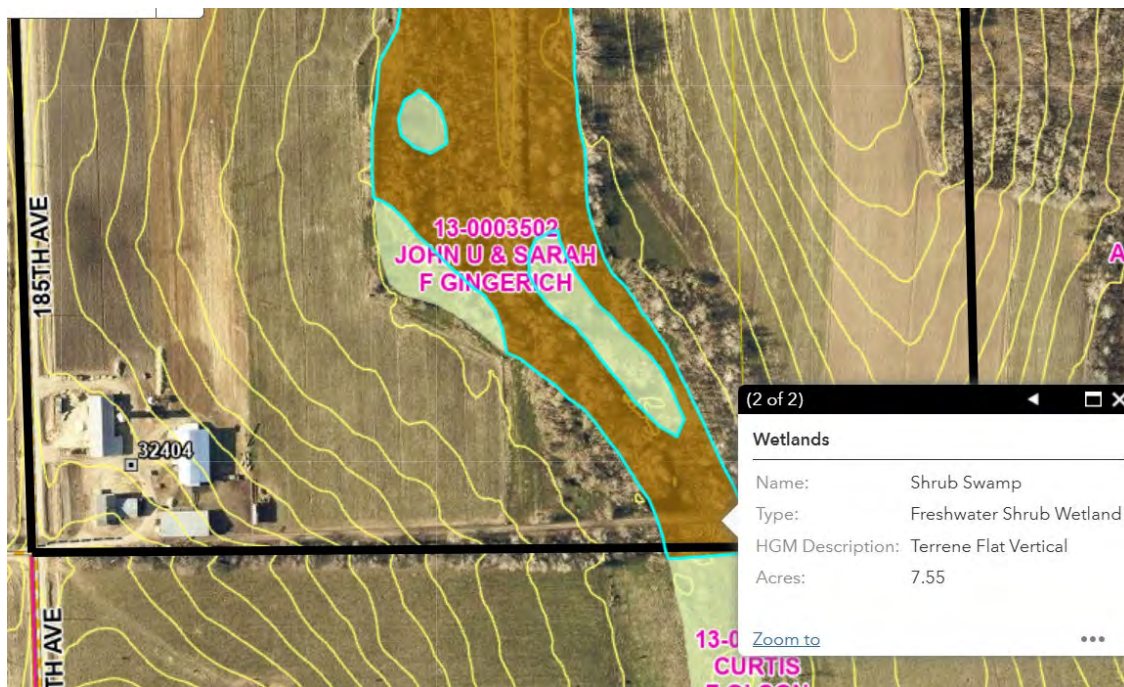




Site Image







Topography and wetlands



Looking north down 185th Ave from furthest north driveway



Looking south



Looking east from 185th Ave



Looking north down 185th Ave from southern access



Looking south



Looking east from 185th Ave

Application Considerations:

1. Is the use in conformance with the purposes of the Comprehensive Plan?

Economic Development Guiding Principle #4-
Promote, protect, and support existing business and agriculture.

Land Use Guiding Principle #1-
Promote and guide the orderly development and growth in Todd County in a fair and common-sense manner.

2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding property.

This proposal will not impact the ability to develop or improve neighboring properties.

3. The applicant, in the opinion of the Planning Commission, has demonstrated a need for the proposed use and is reasonably related to the overall needs of the County and to the existing land use.

There is a demand for the materials this operation will create and provides an opportunity for a business to operate in Todd County. There are agricultural components to this proposal that will provide services in an agricultural area.

4. The use will not create an excessive burden on infrastructure, including parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

There are no parks, schools, or other public infrastructure of concern other than the roadway. There is not an anticipated large increase in traffic to and from the site but there is potential for impacts to the roadway.

The site has multiple accesses into the property to allow for traffic to flow through the site.

5. The use will not create a pollution hazard or other detrimental environmental effects both during and after construction. Effects to be considered shall include, but not be limited to, soil erosion and sedimentation, pollution or other degradation of surface waters and ground water supplies, impact on water supply, and adequacy of sewage treatment.

This proposal will cause very little environmental hazard. This proposal will not cause any erosion concerns nor does it utilize water resources for operation.

6. That adequate measures have been or will be taken to sufficiently minimize traffic congestion and provide sufficient off-street parking and loading space to serve the proposed use.

Traffic congestion is of minor concern as this proposal is not anticipated to create a large increase in traffic volume. There is no on-site retail proposed with this application. The type of traffic and the impacts to the roadway are of larger concern.

Adequate space is available for off-street parking and loading space.

7. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, glare, appearance and vibration so that none of these will constitute a public nuisance.

The main areas of concern would be dust and noise. Sawmill operations create dust and the engines powering the operation will create noises above normal levels.

Conditions to mitigate these concerns should be considered in the granting of this permit.

8. The intensity of the proposed use is not inconsistent with the purposes of this ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Sawmills and other fiber processing operations are allowed in AF-1 zoning by conditional use permit.

Additional Notes:

The shed that was constructed to capture sawdust from the blower was constructed without permitting.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

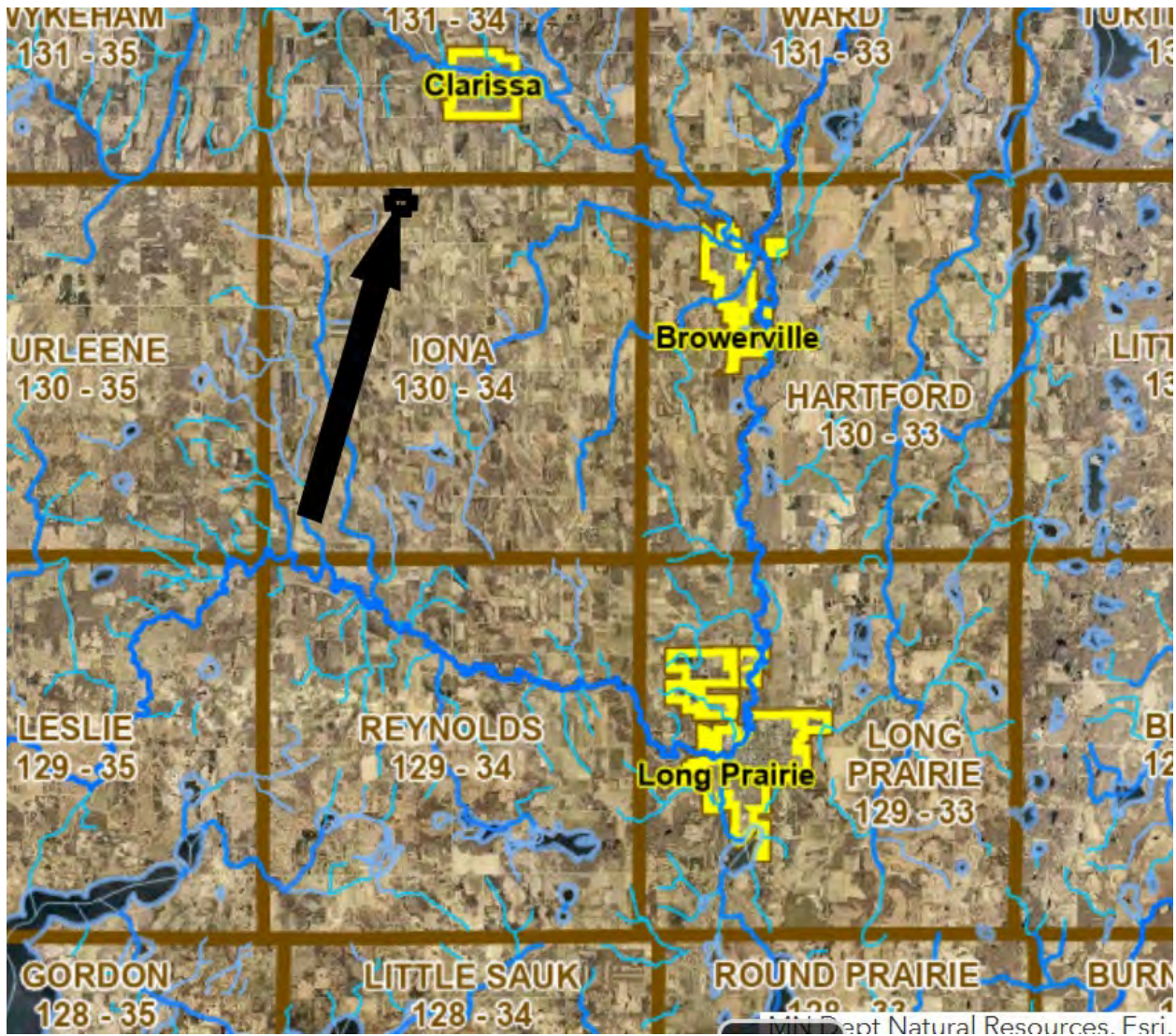
Proposed Conditions:

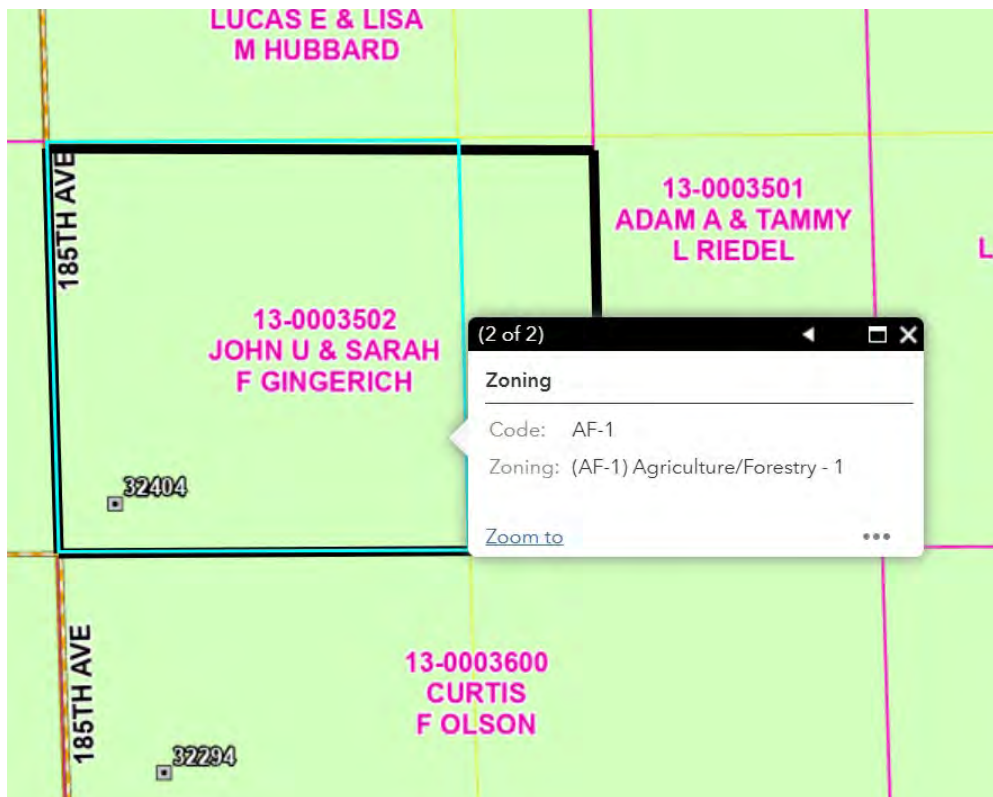
1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. There shall be no loading or unloading of materials within the road right of way.
5. Obtain permitting for sawdust collection shed paid at 2x after the fact rates. The sawdust collection shed shall be enclosed on all sides for noise prevention.
6. Applicant shall abide by all other applicable federal, state, and local standards.

AGENDA ITEM 2:

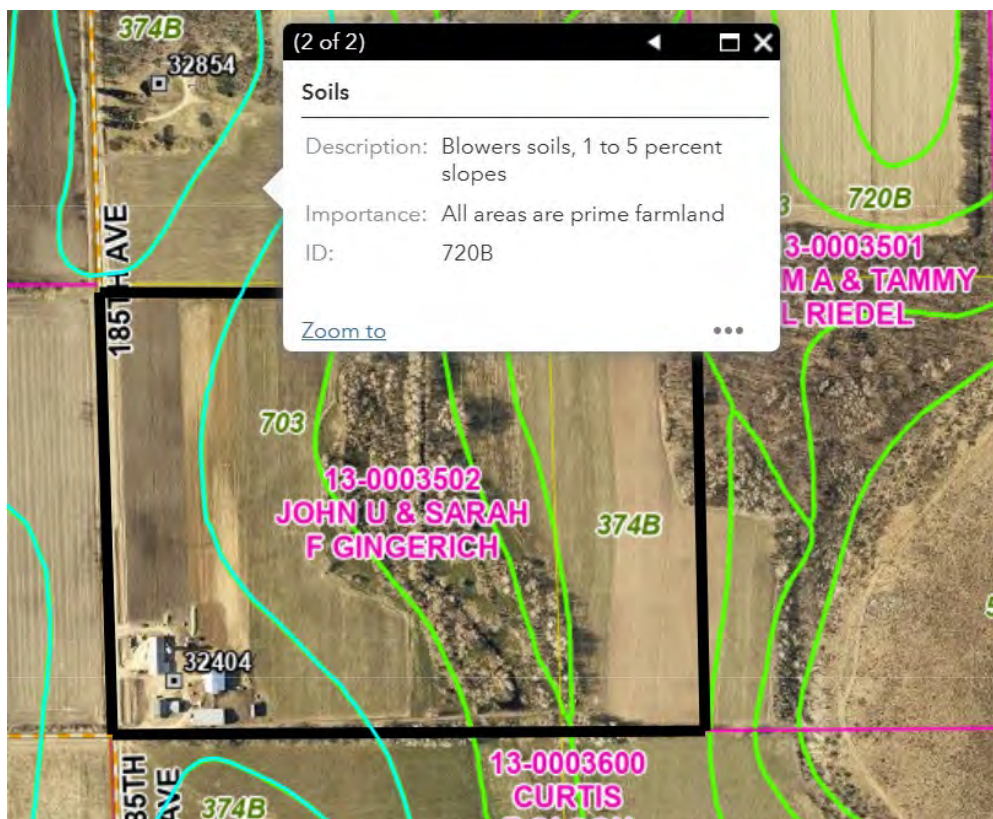
Applicant	John U. Gingerich
PIN	13-0003502
Site Address	32404 185 th Ave
Zoning District	AF1

Applicant Request: Request for Temporary Family Housing in AF-1 Zoning District.

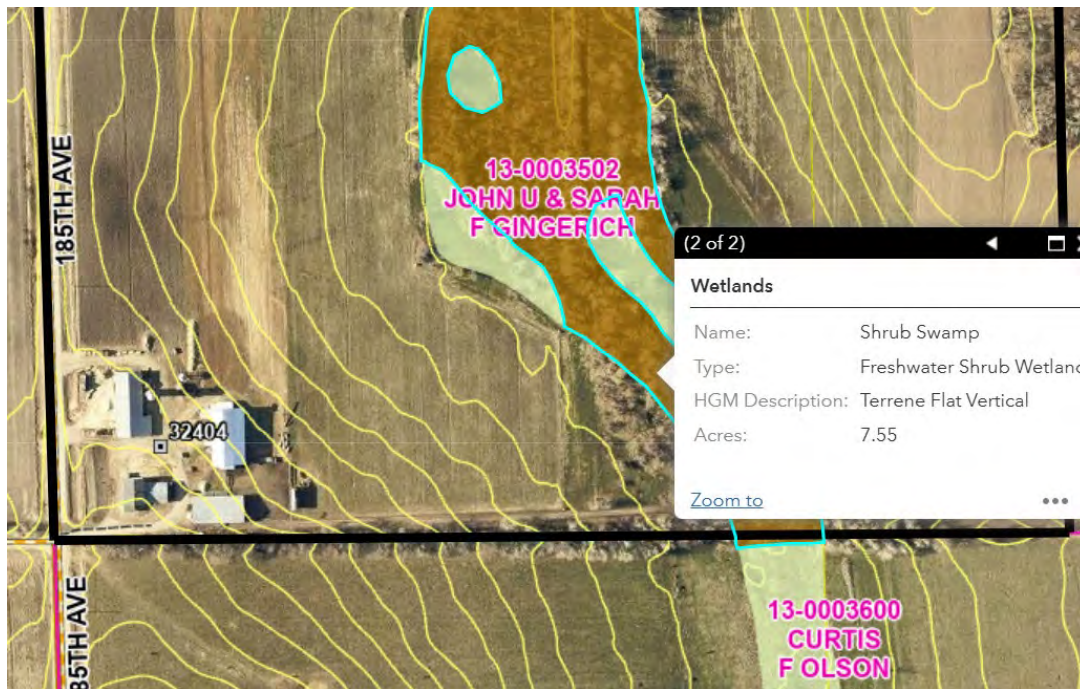




Zoning



Soils



Topography and wetlands



Structure proposed for temporary family housing



Discharged grey water existing on the site



Noncompliant and unpermitted outhouse existing on the site



Looking north down 185th Ave



Looking south

Section 9.17 – Temporary Family Housing

A. Temporary family housing may be allowed in the AF-1, AF-2, R-10 and R-2 districts with a conditional use permit. Temporary dwellings shall comply with the following standards:

- (i) Temporary family housing is for immediate family members only. Conditional use permits shall be issued for an individual and not the land.
- (ii) The dwelling size shall not exceed 1280 square feet, one story, or two bedrooms.
- (iii) The dwelling, site, or combination of shall not be subdivided, sold or used as rental property.
- (iv) All temporary family housing may be subject to a biennial review by the Planning & Zoning staff.
- (v) Temporary housing shall be removed from the property within 60 days of disuse.
- (vi) Temporary housing shall be required to hook up to a compliant septic system

Additional Notes:

- The property is located in AF1 Zoning.
- The temporary housing is proposed for a brother to the property owner.
- The structure has been constructed without permitting so the size and number of bedrooms has not been confirmed.
- The temporary housing is currently serviced by a noncompliant septic system.

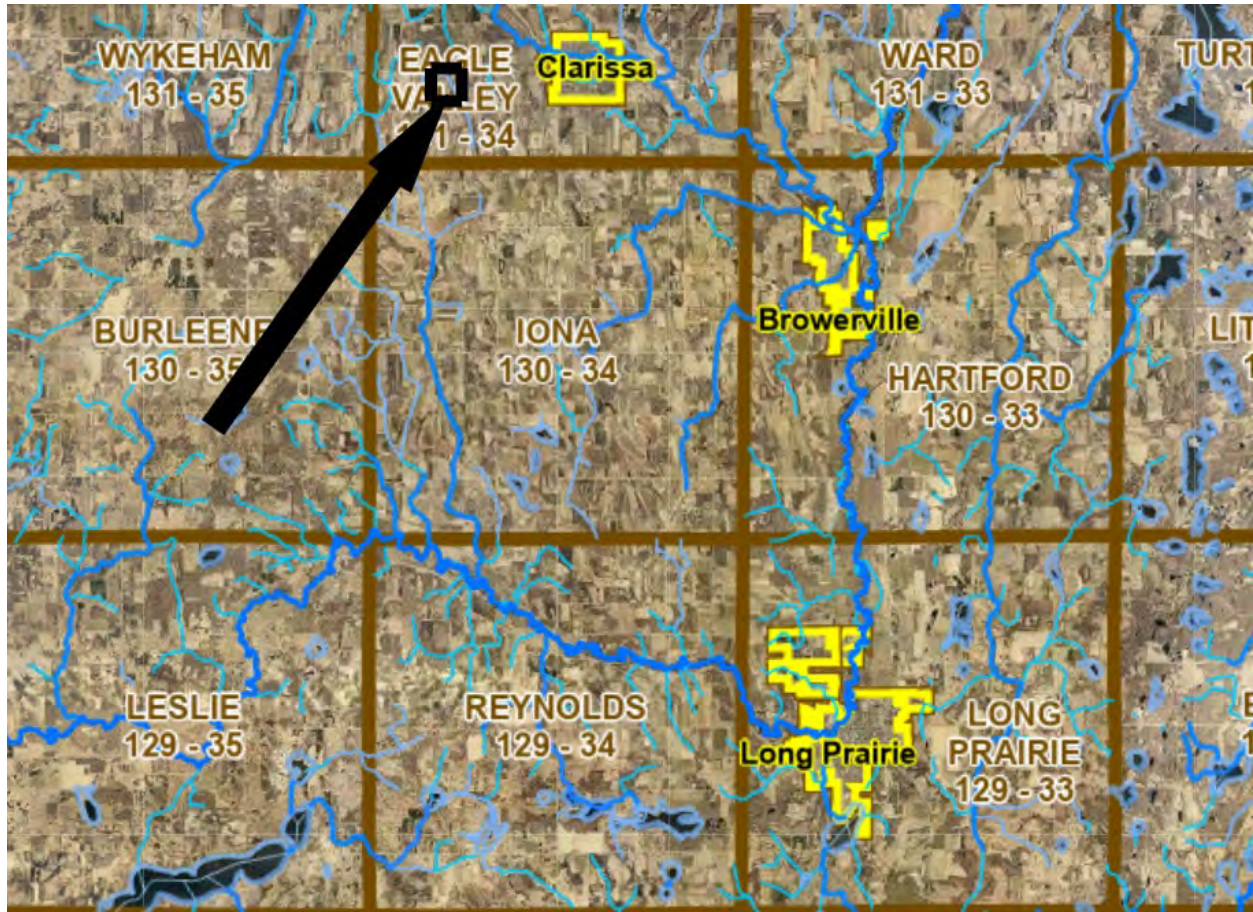
Recommendation:

A motion to table this item and request the applicant to provide plans to bring the septic system into compliance and also provide evidence that the other requirements of Temporary Family Housing can be met.

AGENDA ITEM 3:

Applicant	Jacob C. Miller
PIN	07-0035800
Site Address	17913 344 th Street
Zoning District	AF1

Applicant Request: Request for the Assembly and Export of delivered wood products in AF-1 Zoning District.

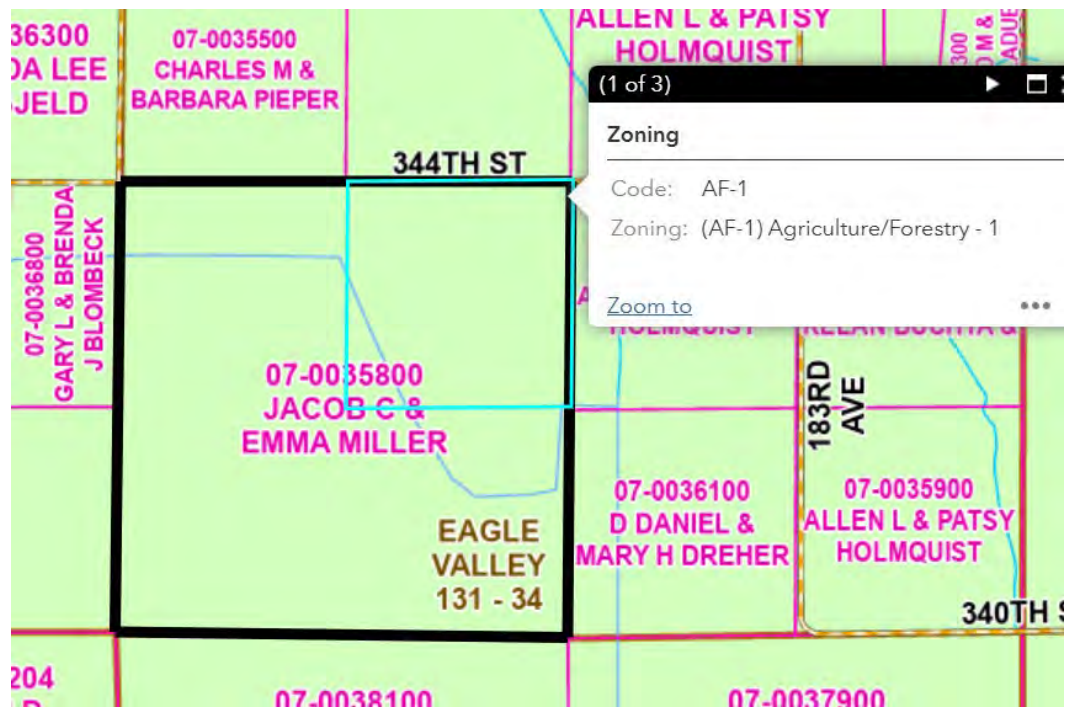




Site Image



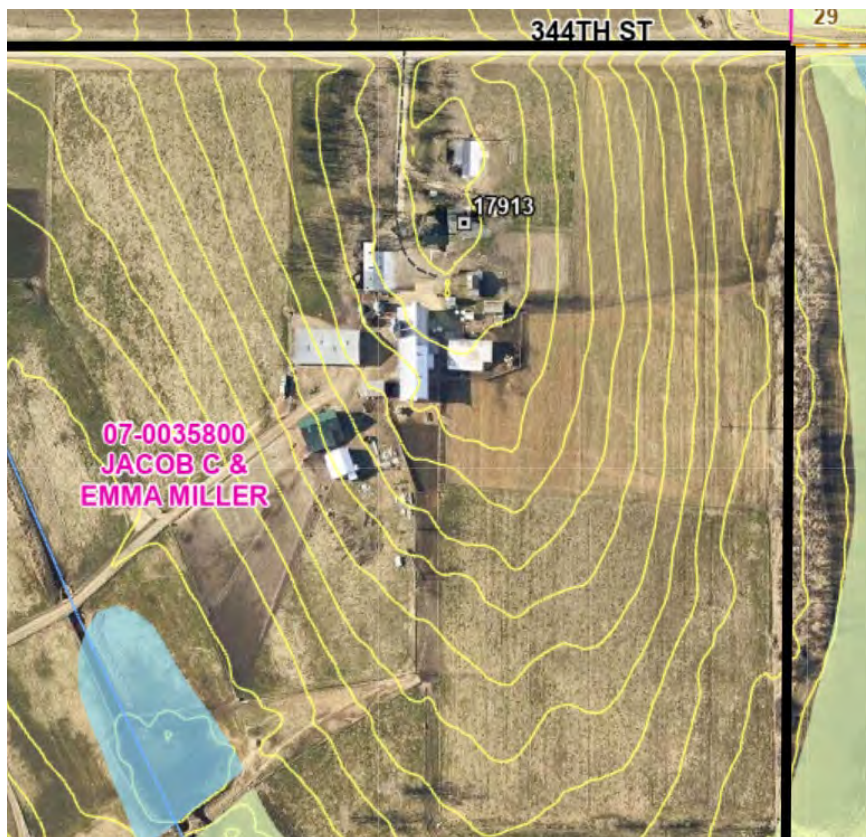
Site sketch provided in the application



Zoning



Soils



Topography and wetlands



Storage of finished products in the rear of the building site. Looking south.



Looking southwest from center of the building site



Looking north



Looking southwest. Building being used for construction of products.



Looking north down the driveway access to 344th St.



Looking east down 344th St.



Looking west



Looking south from 344th St

Application Considerations:

1. Is the use in conformance with the purposes of the Comprehensive Plan?

Economic Development Guiding Principle #4-
Promote, protect, and support existing business and agriculture.

Land Use Guiding Principle #1-
Promote and guide the orderly development and growth in Todd County in a fair and common-sense manner.

2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding property.

This proposal will not impact the ability to develop or improve neighboring properties.

3. The applicant, in the opinion of the Planning Commission, has demonstrated a need for the proposed use and is reasonably related to the overall needs of the County and to the existing land use.

There is a demand for the materials this operation will create and provides an opportunity for a business to operate in Todd County.

4. The use will not create an excessive burden on infrastructure, including parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

There are no parks, schools, or other public infrastructure of concern other than the roadway. There is not an anticipated large increase in traffic to and from the site but there is potential for impacts to the roadway.

5. The use will not create a pollution hazard or other detrimental environmental effects both during and after construction. Effects to be considered shall include, but not be limited to, soil erosion and sedimentation, pollution or other degradation of surface waters and ground water supplies, impact on water supply, and adequacy of sewage treatment.

This proposal will cause very little environmental hazard. This proposal will not cause any erosion concerns nor does it utilize water resources for operation.

6. That adequate measures have been or will be taken to sufficiently minimize traffic congestion and provide sufficient off-street parking and loading space to serve the proposed use.

Traffic congestion is of minor concern as this proposal is not anticipated to create a large increase in traffic volume. The type of traffic and the impacts on the roadway are of larger concern.

Adequate space is available for off-street parking and loading space.

7. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, glare, appearance and vibration so that none of these will constitute a public nuisance.

The main areas of concern would be dust, noise, and storage of products. Most of the finished products are being storage in the rear of the building site away from the roadway.

Conditions to mitigate these concerns should be considered in the granting of this permit.

8. The intensity of the proposed use is not inconsistent with the purposes of this ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Sawmills and other fiber processing operations are allowed in AF-1 zoning by conditional use permit.

Additional Notes:

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

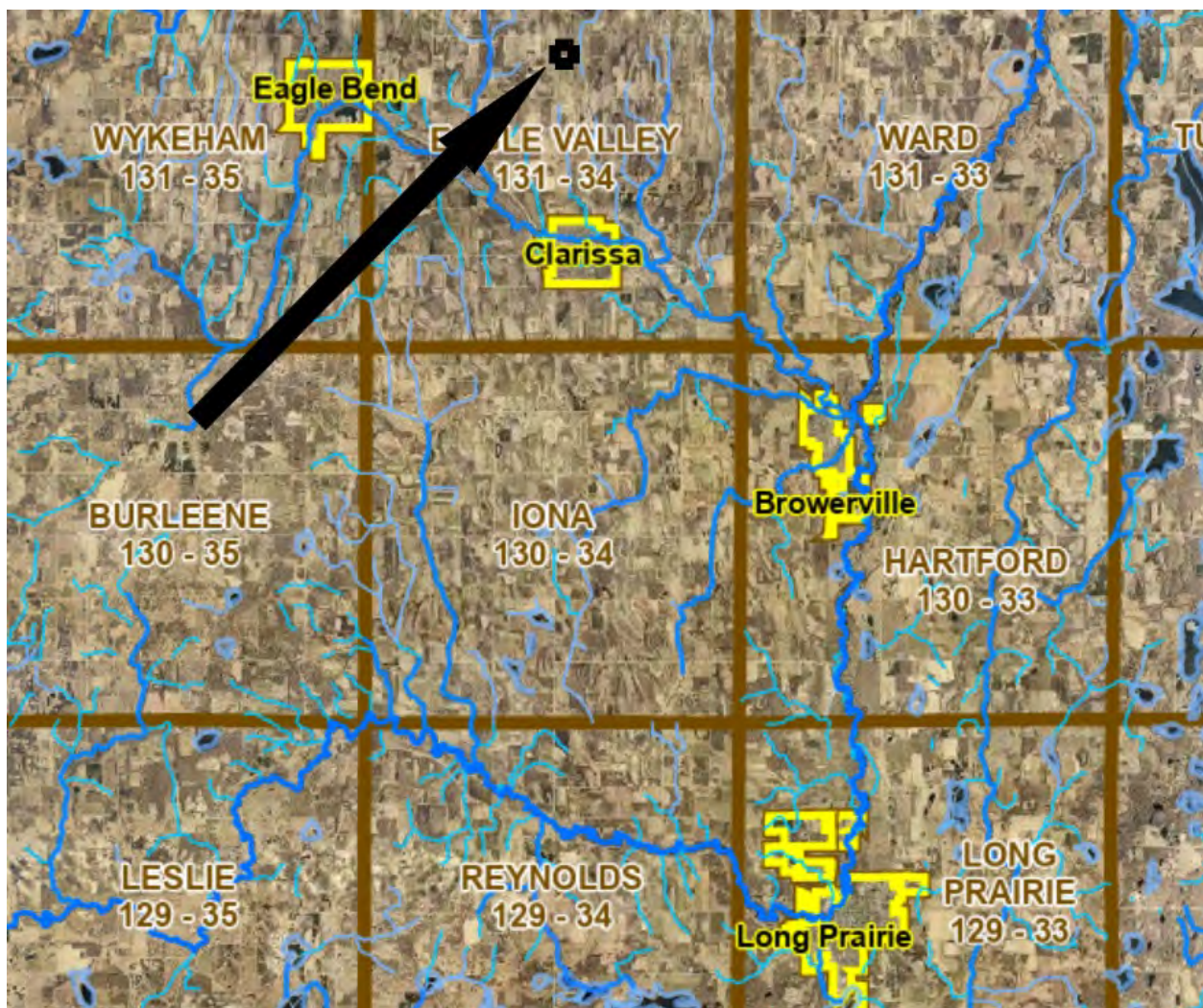
1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. The operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Finished products shall be stored in a manner that meets all structural setbacks.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

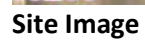
AGENDA ITEM 4:

Applicant	New Heights Dairy
PIN	07-0008801
Site Address	37674 County 11
Zoning District	AF1

Applicant Request: Request for an increase in animal units from 1997.4 to 2744 animal units in AF-1 Zoning District.

- Increase animal units from 1997.4 to 2744 animal units (Total of 1960 head of dairy cows)
- Construction of a 124' x 400' addition to an existing barn
- Expansion of manure storage to accomplish 12 months of storage as required by Ordinance

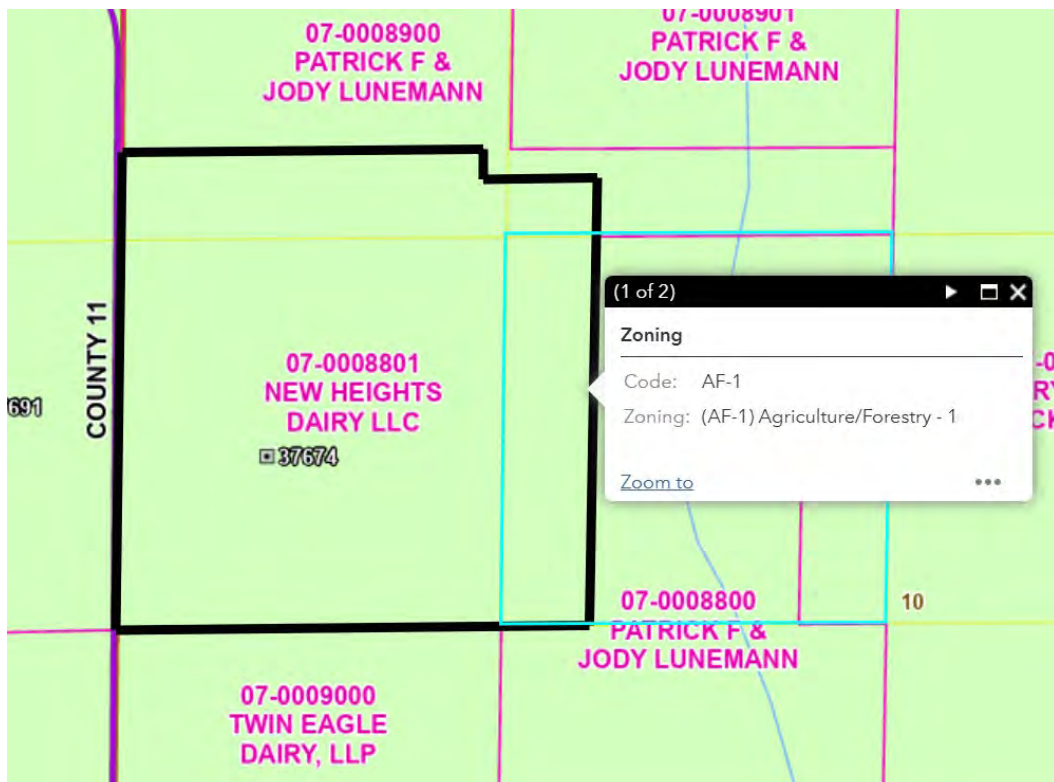
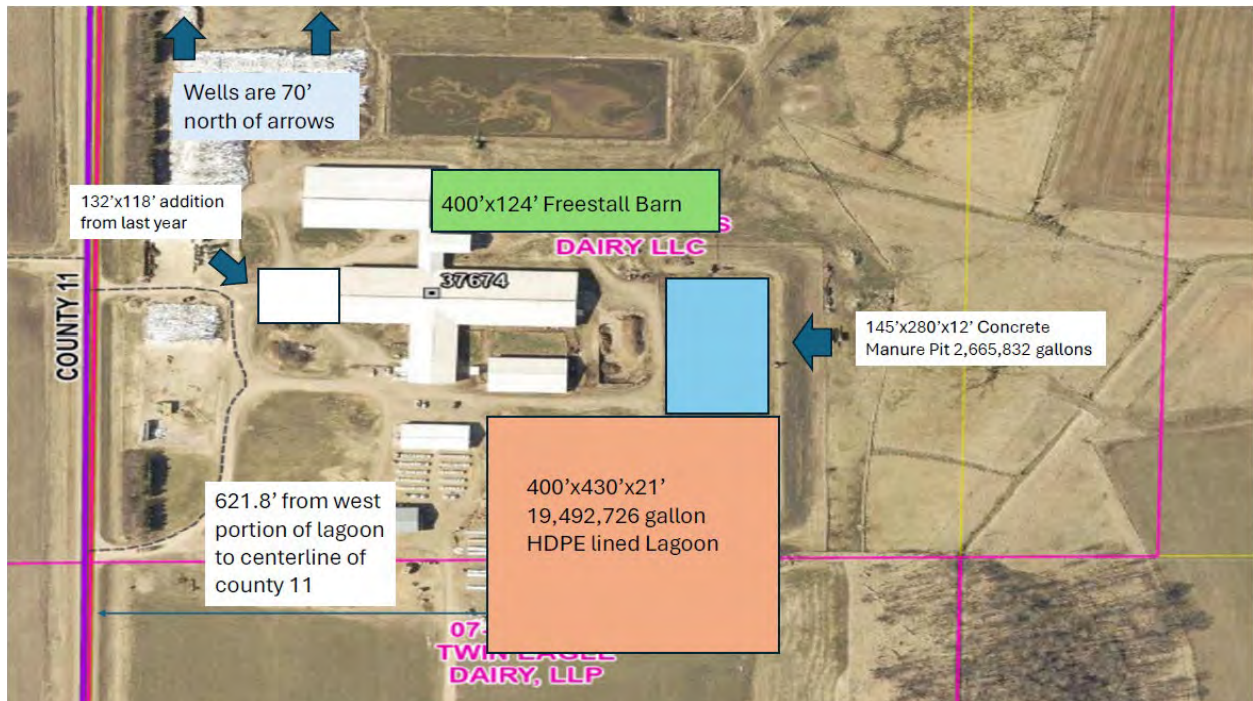




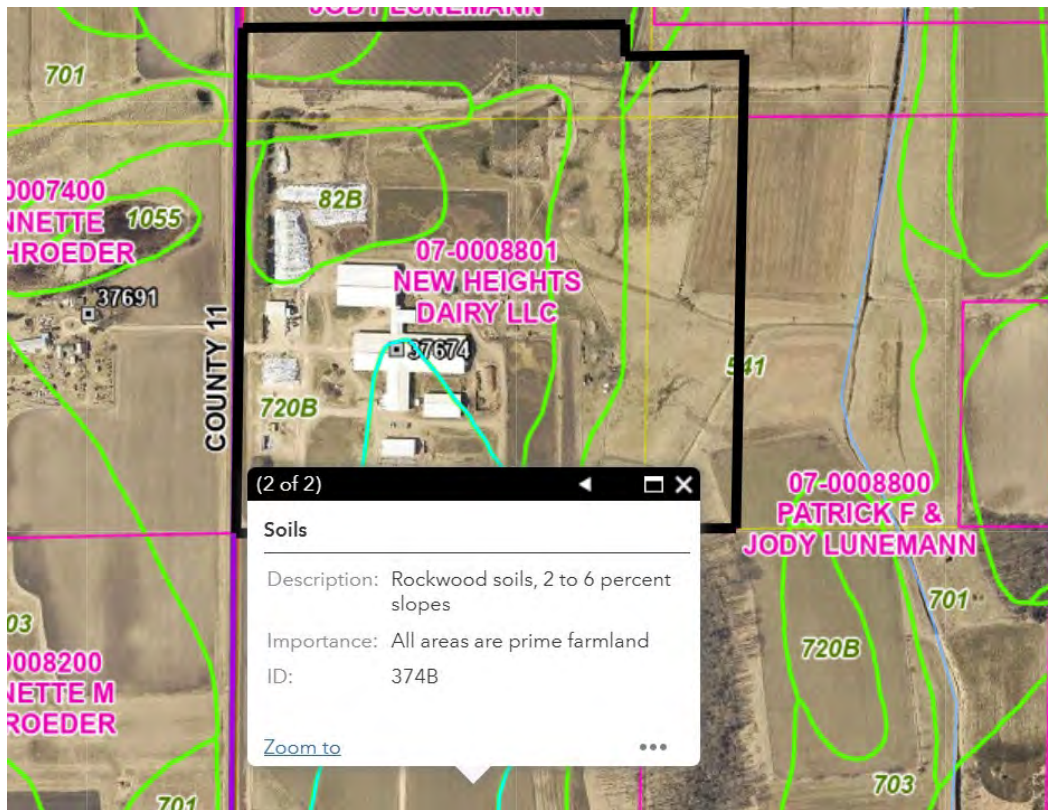


Full site plan

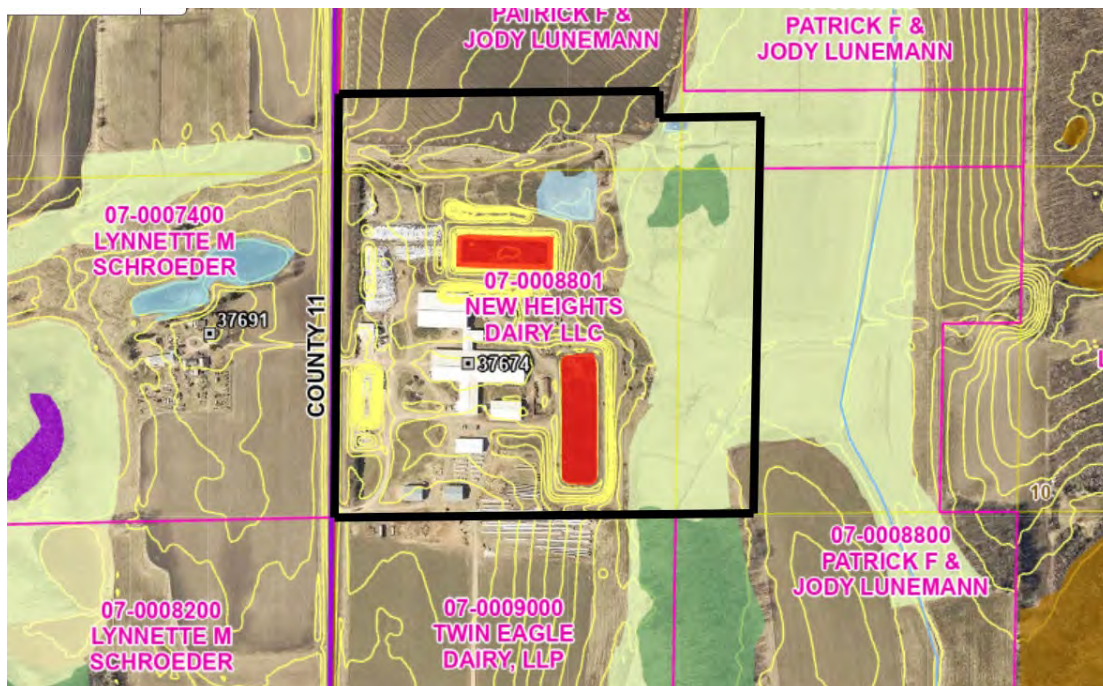




Zoning



Soils



Topography and wetlands



Proposed location for barn addition. Looking west.



Looking north. Existing manure storage that is not proposed to change.



Looking east at barn addition location



Looking south. Manure storage that is proposed to have changes for capacity.



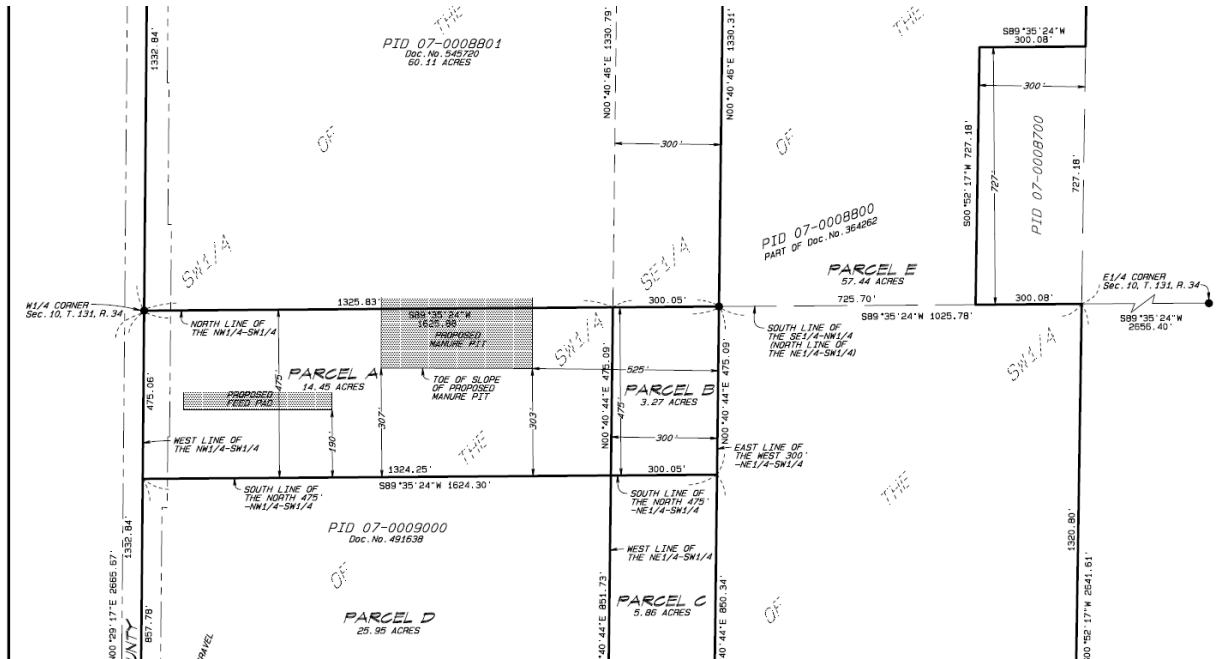
Looking west.



Looking north



Looking north. Proposed area for manure storage expansion.



Application Considerations:

1. Is the use in conformance with the purposes of the Comprehensive Plan?

Economic Development Guiding Principle #4: Promote, protect, and support existing business and agriculture.

Land Use Guiding Principle #1: Promote and guide the orderly development and growth in Todd County in a fair and common-sense manner.

2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding property.

The increase of the number of animal units is an increase from 1997.4 to 2744, a total increase of 746.6 animal units or a 37% increase. The increase in animals will all be under a roof with all manure being captured in the expanded manure storage structure. The proposed manure storage will be expanded to achieve 12 months' storage as required by Ordinance. It is not expected that the expansion would impede normal and orderly development of surrounding properties

3. The applicant, in the opinion of the Planning Commission, has demonstrated a need for the proposed use and is reasonably related to the overall needs of the County and to the existing land use.

The applicant has demonstrated a need for the proposed use as an expansion to an existing feedlot.

4. The use will not create an excessive burden on infrastructure, including parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

There is an anticipated increase in traffic to and from the site, with an increase in animal units on the site but not anticipated to create any burden on the roadway. The site is located on a paved County highway with all the accesses going to the highway. There are no other public facilities or utilities in the area that will be affected by the proposal.

5. The use will not create a pollution hazard or other detrimental environmental effects both during and after construction. Effects to be considered shall include, but not be limited to, soil erosion and sedimentation, pollution or other degradation of surface waters and ground water supplies, impact on water supply, and adequacy of sewage treatment.

Environment effects to be considered involve movement of sediments during construction and use of ground water. NPDES permitting from the MPCA addresses stormwater management during the construction phase. Additionally, DNR issues permits for water withdrawal when using 10,000 gallons per day or 1,000,000 gallons per year. The site is currently permitted for 20 million gallons of water per year. The DNR estimating tool predicts that a site at 2744 animal units of dairy cows would use approximately 21.8 million gallons per year. (Email received from Mark Anderson, DNR Hydrologist, on 6/16/2026)

All septic systems on the site are in compliance with MN 7080.

6. That adequate measures have been or will be taken to sufficiently minimize traffic congestion and provide sufficient off-street parking and loading space to serve the proposed use.

There is no expected impact to traffic or parking issues. Adequate space is available onsite for parking and movement around the site. The site is located on a County Highway intended for heavy use.

7. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, glare, appearance and vibration so that none of these will constitute a public nuisance.

This is an ag production zoned area, there will be from time to time the sights, sounds and smells of animal agriculture. Section 9.11 of the Planning and Zoning Ordinance allows for the right to farm as long as the site is in full compliance with all regulations.

The site as proposed will be required to obtain an NPDES permit from the MPCA. This permit is a total containment permit that requires containment of all runoff from the site including manure and feed storage.

The NPDES permit also requires a manure management plan to be submitted to MPCA to identify manure quantities and that adequate acres are available for manure application. The manure application must be completed at agronomic rates and must meet the setback requirements of MN Rule 7020.

8. The intensity of the proposed use is not inconsistent with the purposes of this ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

The site is located within AF1 Zoning, Feedlots greater than 500 animal units are allowed as a Conditional Use.

Additional Notes:

As proposed, the manure storage structures will not meet the 300' setback to all property boundaries. A survey has been submitted for a property line adjustment to meet the setback requirements.

Email received from Mark Anderson on 6/16/2026 -

Their permit would be right on the fence of needing an amendment. Below are some numbers for reference:

- 1997.4 AU our estimating tool predicts 15.8 MGY
- Maximum water use reported 13.6 MGY (2025)
- 2744 AU our estimating tool predicts 21.8 MGY

So, with our estimating tool, yes, an amendment would be needed. If we take into account the difference between predicted and reported (approximately 2.0 MGY), probably not.

Sorry, not a firm answer for you. I am fine handling it either way, do an amendment based on the estimate, or wait a few years and see how water usage trends.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

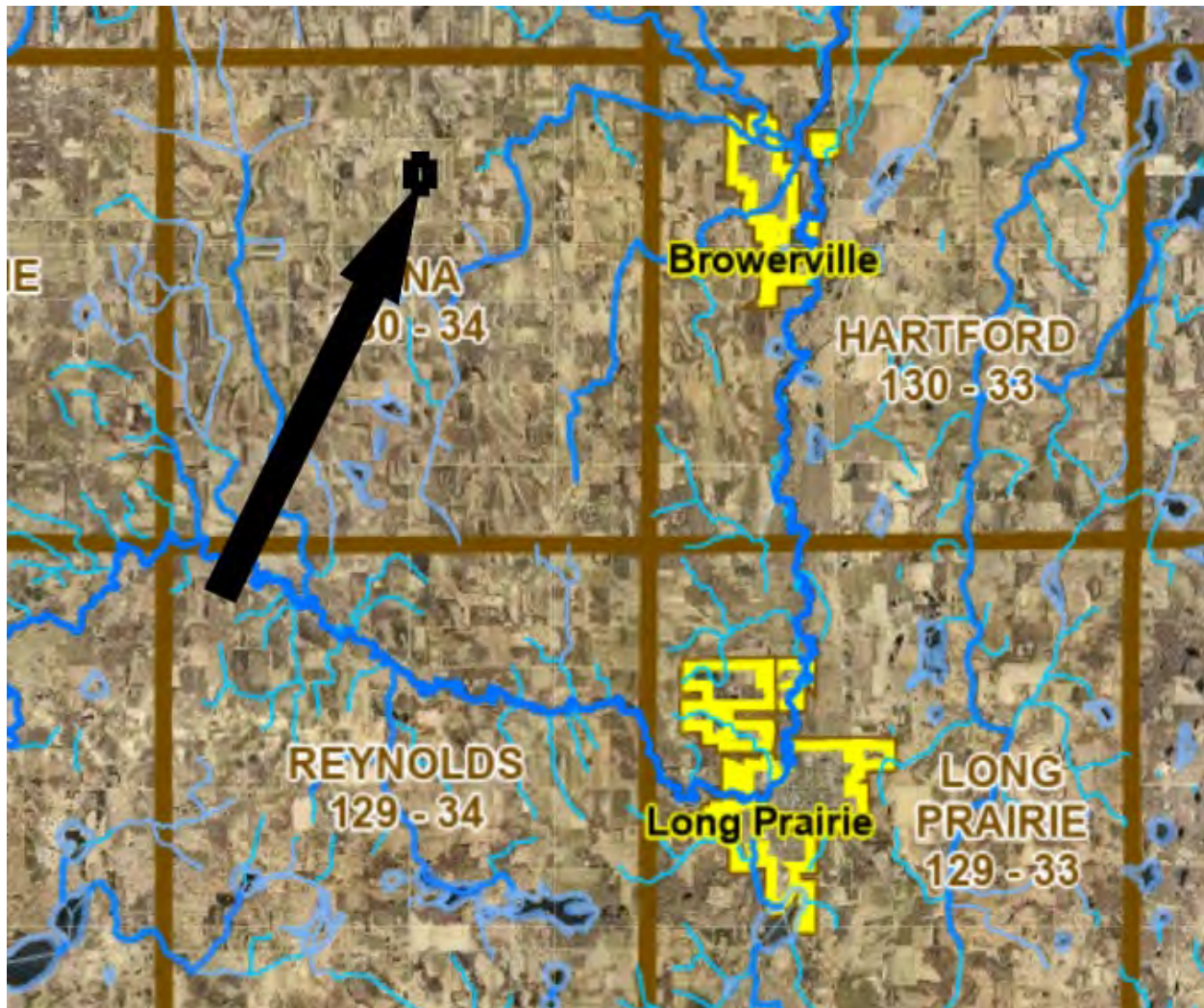
Proposed Conditions:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.
2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Submittal of a property line adjustment application to meet all setback requirements and approval of said application prior to issuance of land use permits
7. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
8. Applicant must abide by all other applicable federal, state, and local standards.
9. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

AGENDA ITEM 5:

Applicant	Andy and Ella Raber
PIN	13-0009800
Site Address	31570 County 11
Zoning District	AF2

Applicant Request: Request for Manufacturing and Retail of Outdoor Poly Furniture and Accessories in AF-2 Zoning District.



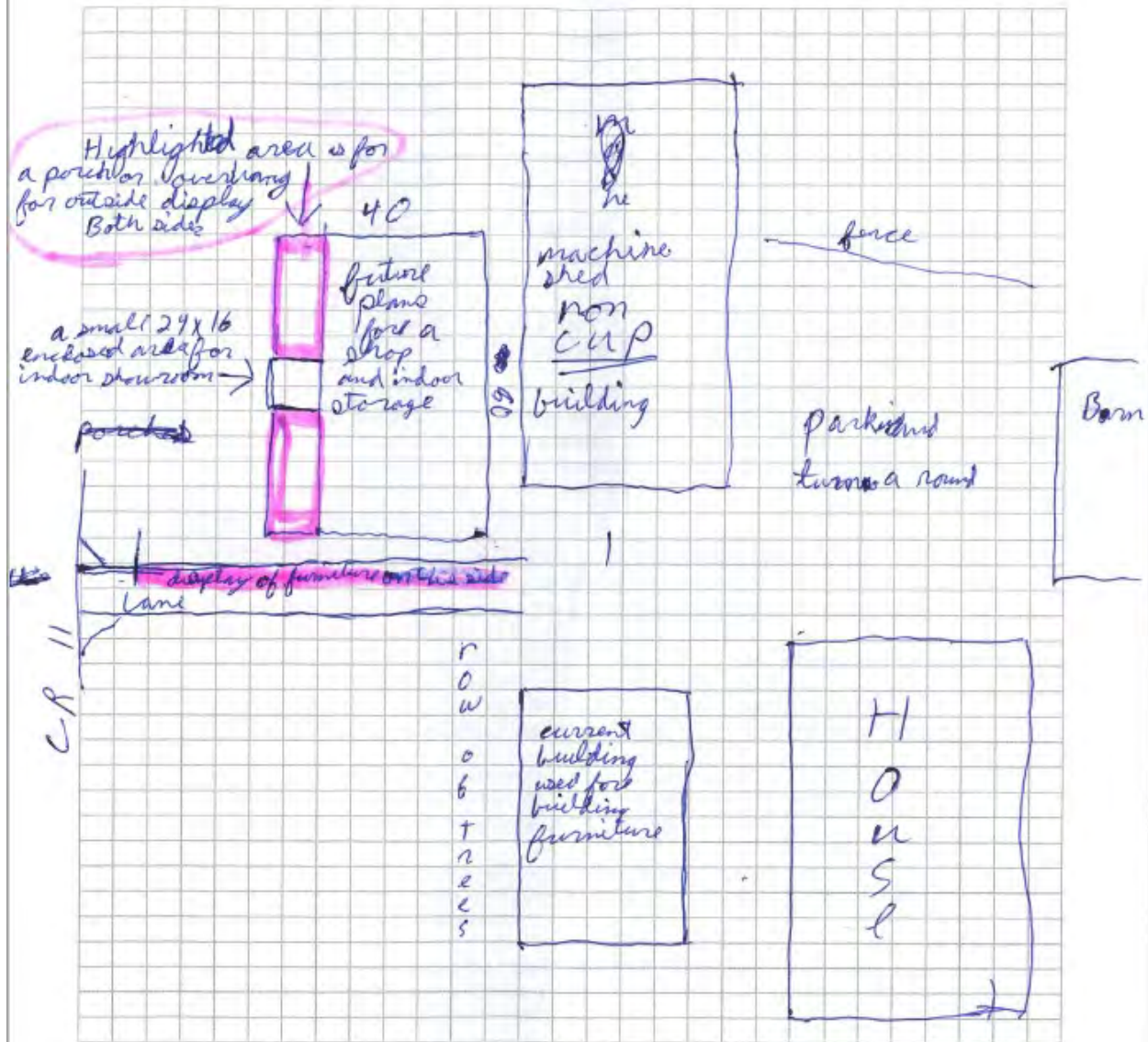


Site Image

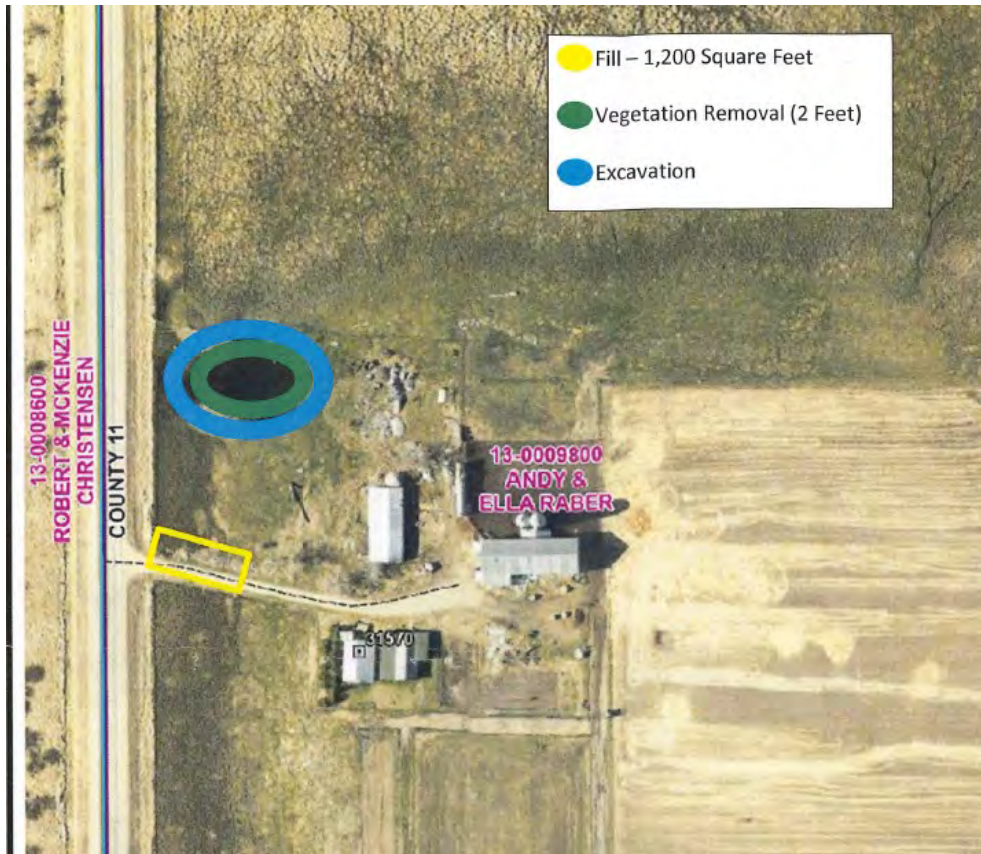
Notes: on proposed 40x80 shop with additional porch and 24x16 indoor showroom is to work with Wetland specialist on how far from the road we can build with possible removal of existing machine shed

Site Plan

Outline how the intended use will be situated on the property including buildings, parking areas, signage, material storage areas, etc.



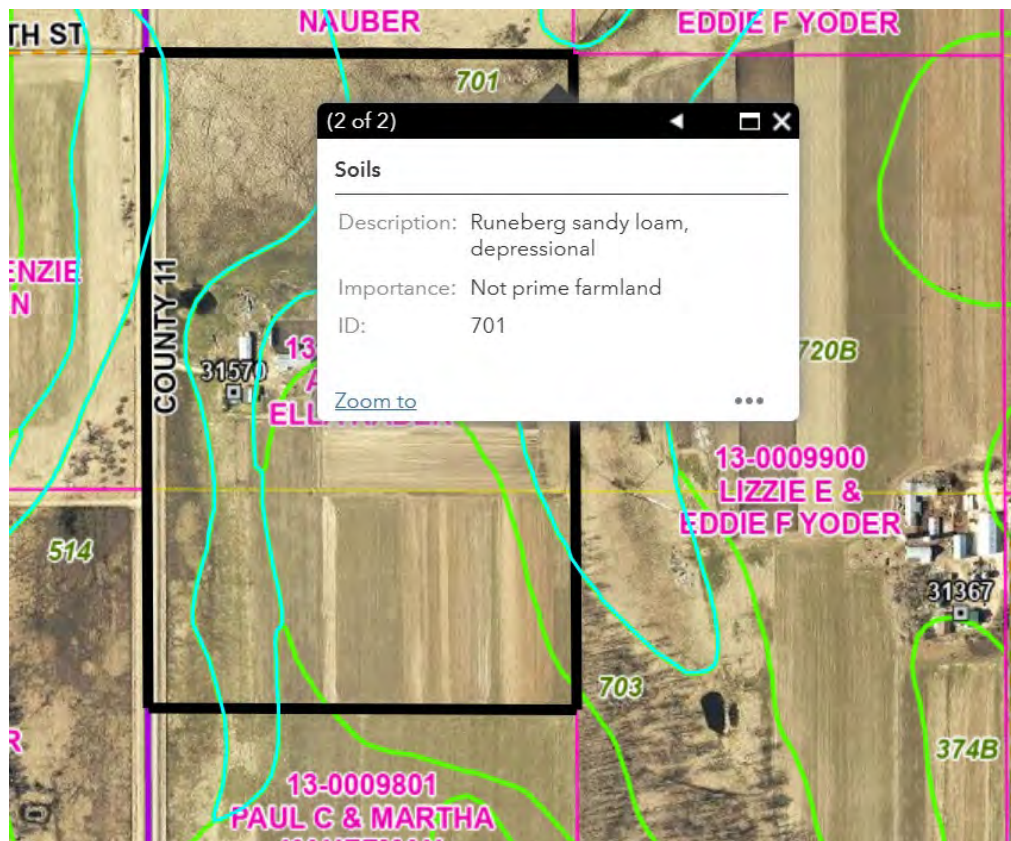
Site sketch provided in the application



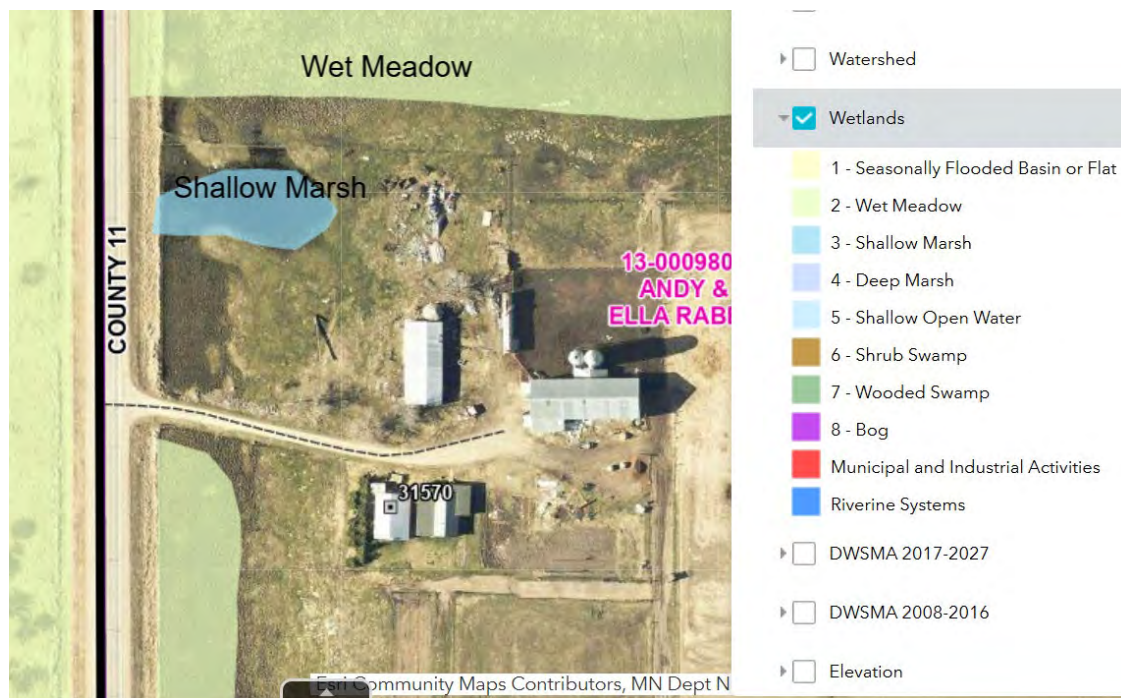
Additional site sketch



Zoning



Soils



Wetlands



Looking north down County 11



Looking south



Looking east from County 11



Looking west towards County 11

Application Considerations:

1. Is the use in conformance with the purposes of the Comprehensive Plan?

Economic Development Guiding Principle #4-

Promote, protect, and support existing business and agriculture.

Land Use Guiding Principle #1-

Promote and guide the orderly development and growth in Todd County in a fair and common-sense manner.

2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding property.

This proposal will not impact the ability to develop or improve neighboring properties.

3. The applicant, in the opinion of the Planning Commission, has demonstrated a need for the proposed use and is reasonably related to the overall needs of the County and to the existing land use.

There is a demand for the materials this operation will create and provides an opportunity for a business to operate in Todd County. The products produced in this operation provide local retail options.

4. The use will not create an excessive burden on infrastructure, including parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

There are no parks, schools, or other public infrastructure of concern other than the roadway. There is not an anticipated large increase in traffic to and from the site but there is potential for impacts to the roadway. The site is located along a paved County highway.

5. The use will not create a pollution hazard or other detrimental environmental effects both during and after construction. Effects to be considered shall include, but not be limited to, soil erosion and sedimentation, pollution or other degradation of surface waters and ground water supplies, impact on water supply, and adequacy of sewage treatment.

This proposal will cause very little environmental hazard. This proposal will not cause any erosion concerns nor does it utilize water resources for operation. Small wetland areas exist on the property that shall not be impacted unless the proper permitting and replacement plan is approved by the WCA program.

A septic compliance inspection was completed as part of the application process. The grey water system was found to be compliant but a new earthen outhouse is proposed for toilet wastes.

6. That adequate measures have been or will be taken to sufficiently minimize traffic congestion and provide sufficient off-street parking and loading space to serve the proposed use.

Traffic congestion is of minor concern as this proposal is not anticipated to create a large increase in traffic volume. On-site retail is proposed with this application and off-street parking needs to be provided for customer traffic.

Adequate space is available for off-street parking and loading space and additional space is proposed with this plan.

7. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, glare, appearance and vibration so that none of these will constitute a public nuisance.

The main areas of concern would be noise and storage of products.

Conditions to mitigate these concerns should be considered in the granting of this permit.

8. The intensity of the proposed use is not inconsistent with the purposes of this ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Sawmills and other fiber processing operations are allowed in AF-1 zoning by conditional use permit. Although this proposal is not processing wood or fiber products, the proposal fits the same general characteristics and would require a Conditional Use Permit.

Additional Notes:

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

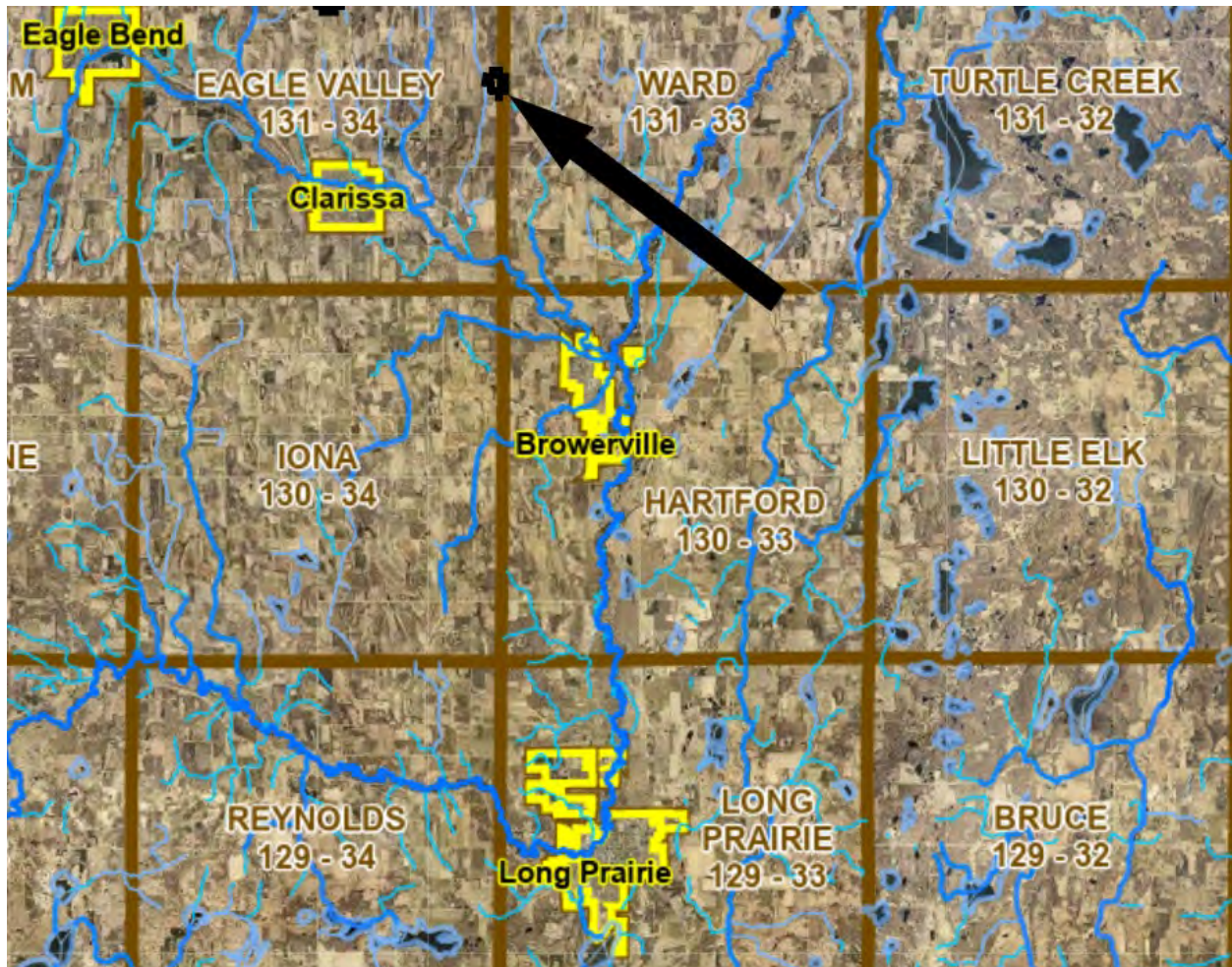
Proposed Conditions:

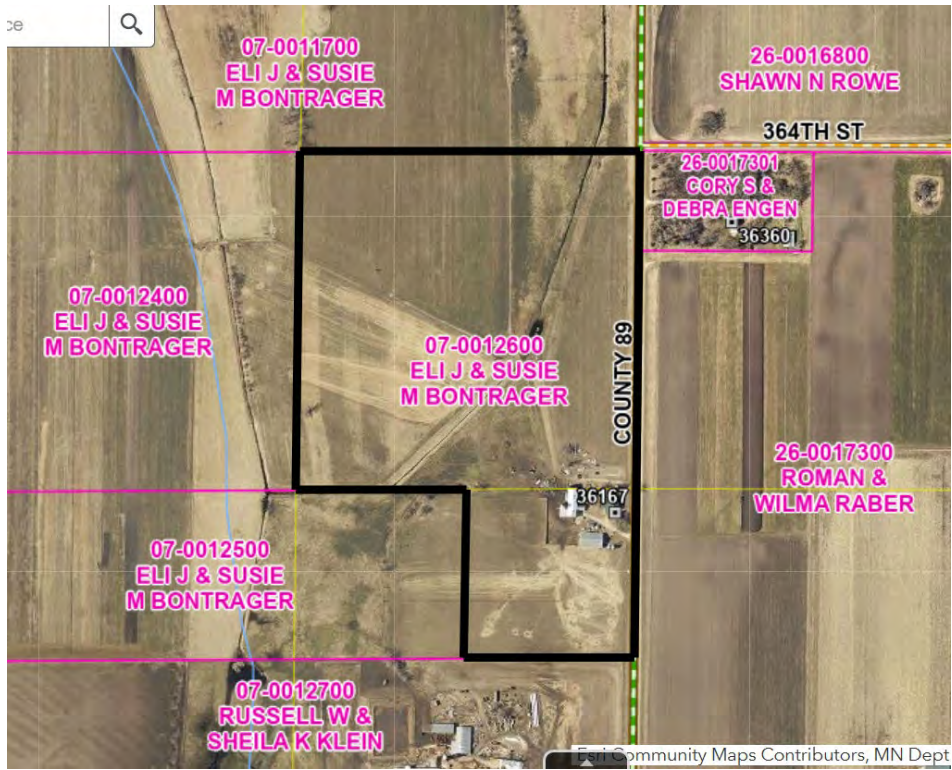
1. Submit permit fee for proposed outhouse and complete installation prior to issuance of any new land use permits.
2. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
3. Operation shall be conducted within a permitted structure.
4. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
5. Storage of finished products must be located outside of the road right-of-way.
6. There shall be no loading or unloading of materials within the road right-of-way.
7. Applicant shall abide by all other applicable federal, state, and local standards.

AGENDA ITEM 6:

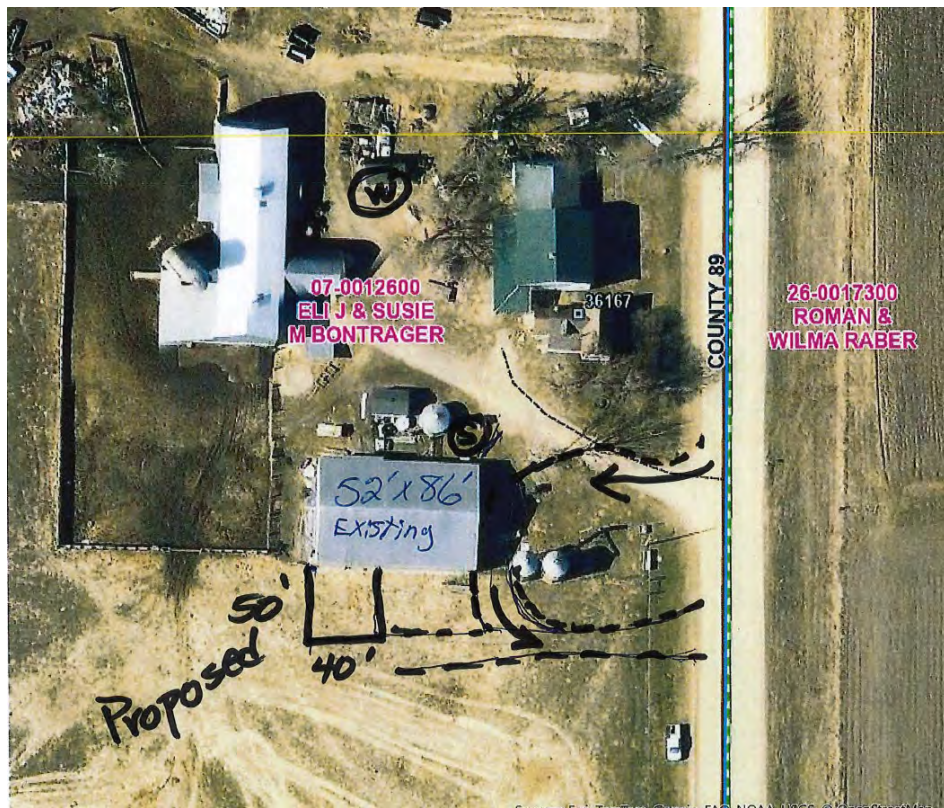
Applicant	Eli Bontrager
PIN	07-0012600
Site Address	36167 County 89
Zoning District	AF1

Applicant Request: Request to Remanufacture Lumber in AF-1 Zoning District.

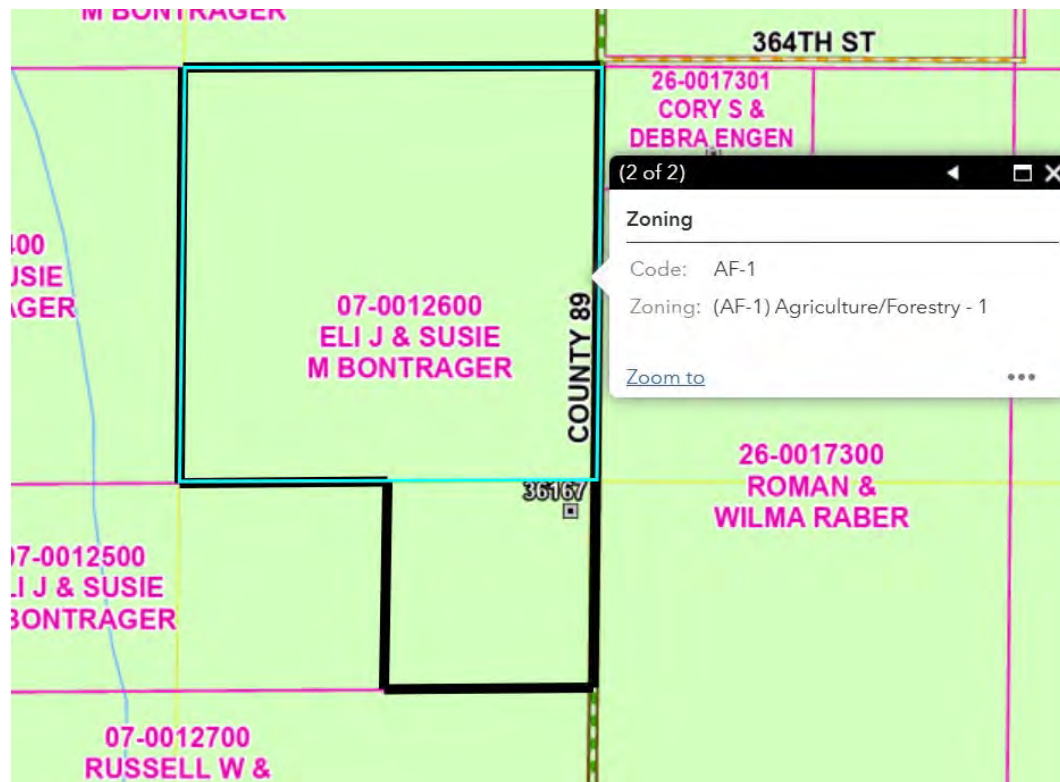




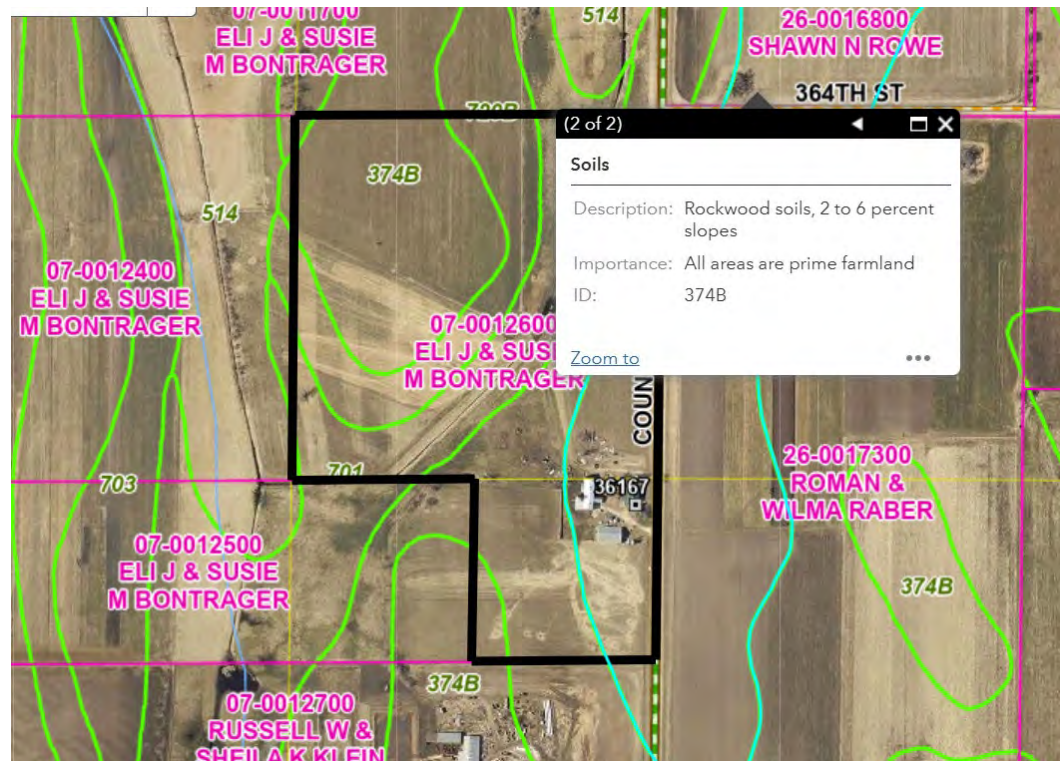
Property Image



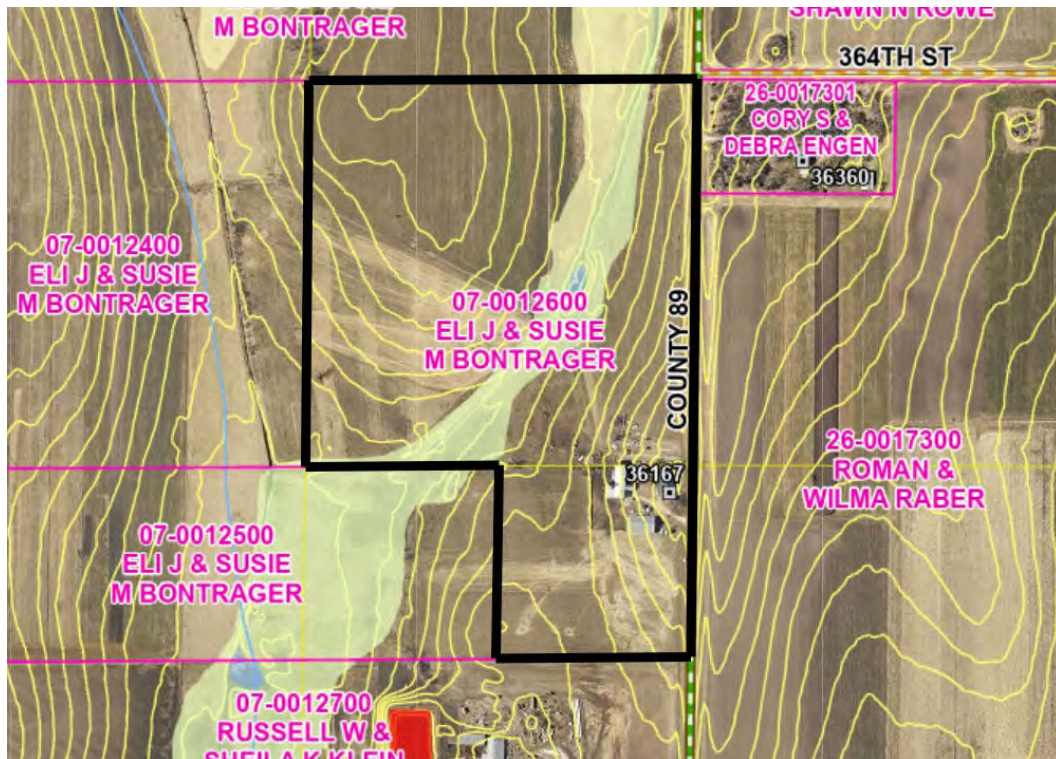
Site Image



Zoning



Soils



Topography and wetlands



Looking south down County 89



Looking north



Looking west from County 89



Looking west. Existing building and proposed addition location.



Looking south. Additional space on property for storage, parking, or traffic flow.



Proposed addition location.

Application Considerations:

1. Is the use in conformance with the purposes of the Comprehensive Plan?

Economic Development Guiding Principle #4-
Promote, protect, and support existing business and agriculture.

Land Use Guiding Principle #1-
Promote and guide the orderly development and growth in Todd County in a fair and common-sense manner.

2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding property.

This proposal will not impact the ability to develop or improve neighboring properties.

3. The applicant, in the opinion of the Planning Commission, has demonstrated a need for the

proposed use and is reasonably related to the overall needs of the County and to the existing land use.

There is a demand for the materials this operation will create and provides an opportunity for a business to operate in Todd County. There are agricultural components to this proposal that will provide services in an agricultural area.

4. The use will not create an excessive burden on infrastructure, including parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

There are no parks, schools, or other public infrastructure of concern other than the roadway. There is not an anticipated large increase in traffic to and from the site but there is potential for impacts to the roadway.

5. The use will not create a pollution hazard or other detrimental environmental effects both during and after construction. Effects to be considered shall include, but not be limited to, soil erosion and sedimentation, pollution or other degradation of surface waters and ground water supplies, impact on water supply, and adequacy of sewage treatment.

This proposal will cause very little environmental hazard. This proposal will not cause any erosion concerns, nor does it utilize water resources for operation.

6. That adequate measures have been or will be taken to sufficiently minimize traffic congestion and provide sufficient off-street parking and loading space to serve the proposed use.

Traffic congestion is of minor concern as this proposal is not anticipated to create a large increase in traffic volume. The type of traffic and the impacts to the roadway are of larger concern.

Adequate space is available for off-street parking and loading space and area is available for creation of additional space.

7. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, glare, appearance and vibration so that none of these will constitute a public nuisance.

The main areas of concern would be dust and noise. Sawmill operations create dust and the engines powering the operation will create noises above normal levels.

Conditions to mitigate these concerns should be considered in the granting of this permit.

8. The intensity of the proposed use is not inconsistent with the purposes of this ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Sawmills and other fiber processing operations are allowed in AF-1 zoning by conditional use permit.

Additional Notes:**Recommendation:**

A motion to recommend approval to the County Board of Commissioners with the following conditions:

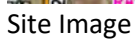
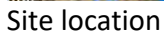
Proposed Conditions:

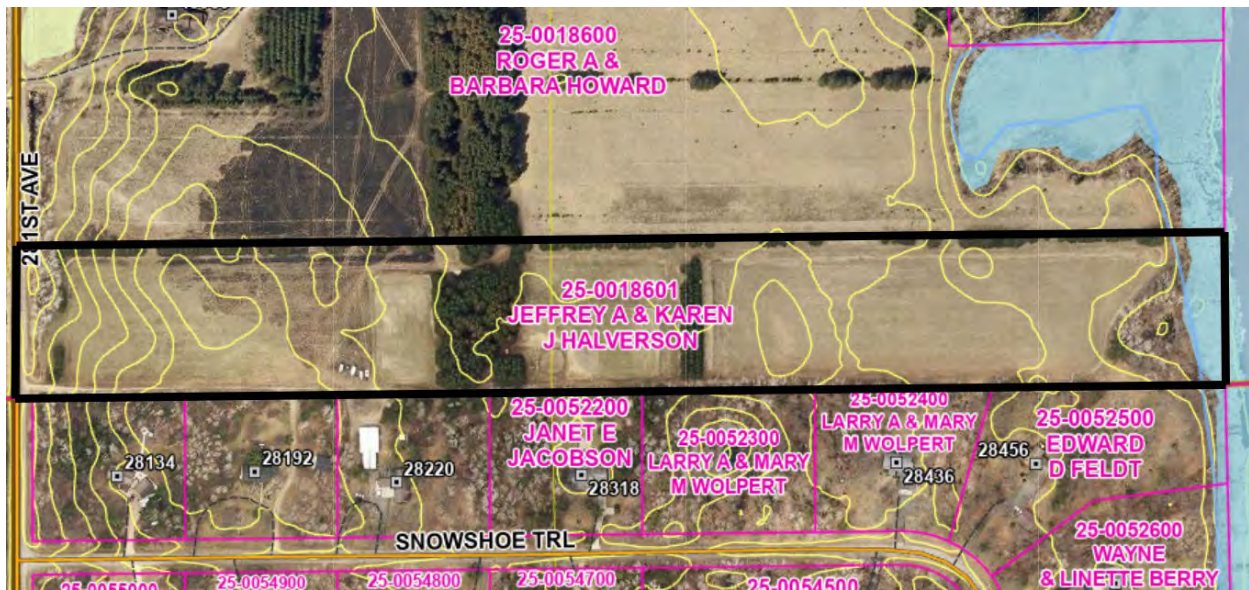
1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Applicant	Jeff Halverson “Plat of Halves”
PIN	25-0018601
Site Address	N/A
Zoning District	R-2/SHORELAND-NE

[illegible]

Preliminary plat drawing





Topography and wetlands



Looking north down 281st Ave



Looking south



Looking east from 281st

Dimensional Features of the Preliminary Plat

<i>Feature</i>	<i>Requirement/Minimum</i>	<i>Conforming?</i>
TOTAL LOT AREA	2 acres	Yes
BUILDABLE AREA	80,000 square feet	Yes
LOT WIDTH	200'	Yes
LOT DEPTH	250'	Yes
ROAD FRONTAGE	50' when platted	Yes
SEWERABLE SITES	2 sewerable sites identified	Yes

Physical Features of the Preliminary Plat

<i>Feature</i>	<i>Comments</i>
BLUFF IMPACT ZONE	None
SEVERE STEEP SLOPES (30%/50ft)	None
SOILS	Loamy Sand
WETLANDS	None
STREAMS	None
FLOODPLAINS	None
VEGETATION	Grasslands

Additional Notes:

The existing property covers two zoning districts, so the most restrictive standards are being applied.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

AGENDA ITEM 8: Public Hearing on Comprehensive Plan

AGENDA ITEM 9: Public Hearing to Establish a Moratorium on DATA Centers

**RESOLUTION TO ADOPT AN INTERIM ORDINANCE TO ESTABLISH A MORATORIUM ON DATA CENTERS
IN TODD COUNTY**

WHEREAS, the purpose of this Interim Ordinance is to protect the public health, safety, and general welfare of residents of Todd County by temporarily prohibiting the establishment of data centers while the County conducts a study to develop appropriate performance standards, zoning controls, and other regulations related to the operation of a data center; and

WHEREAS, the County Board finds that data centers are a new, emerging land use with significant impacts related to energy demand, water use, noise, heat, stormwater management, and land use compatibility; and

WHEREAS, the Todd County Planning and Zoning Ordinance does not expressly regulate or impose standards on data centers; and

WHEREAS, Minnesota Statute 394.34 authorizes counties to adopt interim ordinances to regulate, restrict, or prohibit land uses while studies or plans are being conducted; and

WHEREAS, a temporary moratorium is necessary to allow Todd County sufficient time to study, draft, and adopt appropriate regulations;

NOW, THEREFORE BE IT RESOLVED; the Todd County Board of Commissioners Hereby Ordains:

Section 1 – Definition

The term “data center” shall mean any building or facility housing computers, servers, storage, or networking equipment used principally to process, transfer, manage, or store digital information. The term shall also encompass all accessory structures or facilities comprising offices, generators, water cooling, storage systems, utilities, or other infrastructure related to digital data operation.

Section 2 – Moratorium

No data center may be established, constructed, or permitted within Todd County for the duration of this Interim Ordinance. Additionally, no land use or zoning permit applications related to the establishment of a data center shall be accepted, processed, or approved during the moratorium.

Section 3 – Study

During the duration of the moratorium, County staff, along with the Todd County Planning Commission and the Todd County Board of Commissioners, shall conduct a study addressing to identify the land use impacts of data centers including, but not limited to, noise, water use, stormwater management, air

quality and other environmental impacts, land use compatibility, hazard mitigation, and economic impacts.

Section 4 – Enforcement

Todd County may enforce any provision of this Interim Ordinance by any and all means authorized by the Todd County Planning and Zoning Ordinance and applicable State Statutes.

Section 5 – Effective Date

This Ordinance shall take effect on the date of its passage and shall be in effect for a period of one year from the date thereof. The Interim Ordinance may be terminated earlier by action of the Todd County Board of Commissioners.

Section 6 – Severability

If any section of this Interim Ordinance is determined to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance, which shall remain in full force and effect.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-13
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	
Agenda Topic Title for Publication:		John U. Gingerich Request for CUP
Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
An application for CUP to establish a sawmill operation on parcel 13-0003502 (Iona TWP) was submitted on June 1 st , 2026. The application was reviewed by the Planning Commission during the July public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions identified below.		
Options:		
1. Grant the CUP with conditions.		
2. Developing findings to deny the CUP.		
3. Remand back to the Planning Commission for further consideration.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adopt the findings of the Planning Commission and grant the CUP with the following conditions: 1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday. 2. Operation of the sawmill shall be conducted within a permitted structure. 3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance. 4. There shall be no loading or unloading of materials within the road right of way. 5. Obtain permitting for sawdust collection shed paid at 2x after the fact rates. The sawdust collection shed shall be enclosed on all sides for noise prevention. 6. Applicant shall abide by all other applicable federal, state, and local standards.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$	☐ Yes ☐ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

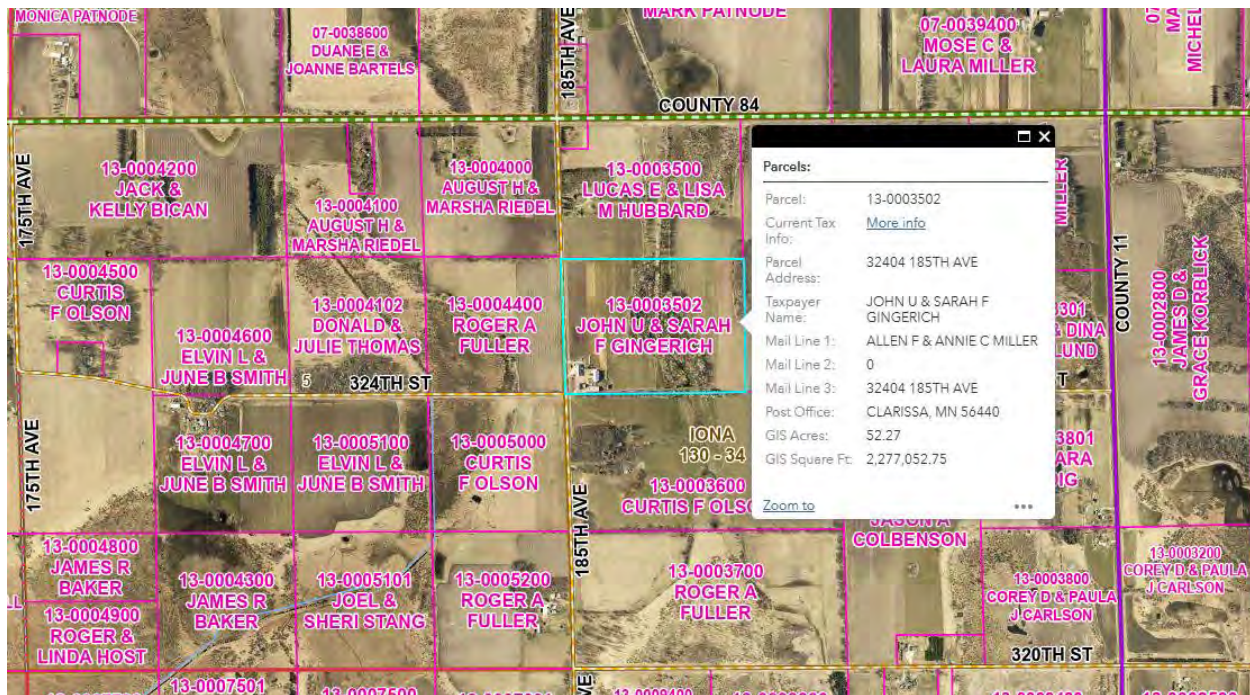
Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE 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



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: John U. Gingerich
Mailing Address: 32404 185th Ave.
Clarissa, MN 56440

Property Owner: John U. & Sarah F. Gingerich
Mailing Address: 32404 185th Ave.
Clarissa, MN 56440

Site Address: 32404 185th Ave., Clarissa, MN 56440

Parcel Number: 13-0003502

REQUEST:

1. Request to operate a Sawmill for the construction of pallet lumber in AF-1 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the July 2 day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SEE EXHIBIT "A"

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2026-008 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. There shall be no loading or unloading of materials within the road right of way.
5. Obtain permitting for sawdust collection shed paid at 2x after the fact rates. The sawdust collection shed shall be enclosed on all sides for noise prevention.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-14
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Jacob C. Miller Request for CUP
--	--

Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
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Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP for assembly of delivered wood products (deer stands, planter boxes, etc) on parcel 07-0035800 (Eagle Valley TWP) was submitted on June 1, 2026. The application was reviewed by the Planning Commissioner during the July public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions identified below.

Options:

1. Grant the CUP with conditions.
2. Developing findings to deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP with the conditions below.

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. The operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Finished products shall be stored in a manner that meets all structural setbacks.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Additional Information:	Budgeted:	Comments
Financial Implications: \$	☐ Yes ☐ No	
Funding Source(s):		
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Jacob C. Miller
Mailing Address: 17913 344th St.
Clarissa, MN 56440

Property Owner: Jacob C. & Emma Miller
Mailing Address: 17913 344th St.
Clarissa, MN 56440

Site Address: 17913 344th St., Clarissa, MN 56440

Parcel Number: 07-0035800

REQUEST:

1. Request for the Assembly and Export of delivered wood products in AF-1 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the July 2 day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SOUTHWEST QUARTER (SW ¼) IN SECTION TWENTY-NINE (29), TOWNSHIP ONE HUNDRED THIRTY-ONE (131) NORTH, RANGE THIRTY-FOUR (34) WEST OF THE FIFTH P.M., ACCORDING TO THE UNITED STATES GOVERNMENT SURVEY THEREOF, TODD COUNTY, MINNESOTA.

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2026-010 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. The operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Finished products shall be stored in a manner that meets all structural setbacks.

5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-15
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	New Heights Dairy LLC Request for CUP
--	--

Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
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Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP to expand an existing feedlot from 1997.4 animal units to 2744 animal units on parcel 07-0008801 (Eagle Valley TWP) was submitted on June 9, 2026. The application was reviewed by the Planning Commission during the July public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions identified below.

Options:

1. Grant the CUP with conditions.
2. Developing findings to deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP with the conditions below.

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.
2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Submittal of a property line adjustment application to meet all setback requirements and approval of said application prior to issuance of land use permits
7. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
8. Applicant must abide by all other applicable federal, state, and local standards.
9. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

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

CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: New Heights Dairy LLC
Mailing Address: 3145 155th Str. NW
Rice, MN 56367

Property Owner: New Heights Dairy LLC
c/o Brent Czech@gmail.com
Mailing Address: 2145 155th Str. NW
Rice, MN 56367

Site Address: 37674 Co Hwy 11, Clarissa, MN 56440

Parcel Number: 07-0008801

REQUEST:

1. Request for an increase in animal units from 1997.4 to 2744 animal units in AF-1 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the July 2 day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SEE EXHIBIT A

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2026-011 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.
2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.

4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Submittal of a property line adjustment application to meet all setback requirements and approval of said application prior to issuance of land use permits
7. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
8. Applicant must abide by all other applicable federal, state, and local standards.
9. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

**STATE OF MINNESOTA
COUNTY OF TODD**

**OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE**

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____ , _____ .

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____

Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

EXHIBIT A

Legal Description

Southwest Quarter of the Northwest Quarter (SW 1/4 NW 1/4) of Section Ten (10), Township One Hundred Thirty-one (131) North, Range Thirty-four (34) West of the Fifth Principal Meridian, Todd County, Minnesota

AND

That part of the Northwest Quarter of the Northwest Quarter, Section 10, Township 131, Range 34, Todd County, Minnesota, described as follows:

Beginning at the southwest corner of said Northwest Quarter of the Northwest Quarter; thence North 00 degrees 29 minutes 17 seconds East, assumed bearing, 300.03 feet along the west line of said Northwest Quarter of the Northwest Quarter to the intersection with the north line of the South 300.00 feet of said Northwest Quarter of the Northwest Quarter; thence North 89 degrees 40 minutes 54 seconds East 1242.43 feet along said north line of the South 300.00 feet of the Northwest Quarter of the Northwest Quarter; thence South 00 degrees 52 minutes 17 seconds West 99.07 feet; thence North 89 degrees 46 minutes 22 seconds East 389.18 feet to the intersection with the east line of the West 300.00 feet of the Northeast Quarter of the Northwest Quarter of said Section 10; thence South 00 degrees 40 minutes 46 seconds West 200.36 feet along said east line of the West 300.00 feet of the Northeast Quarter of the Northwest Quarter to its intersection with the south line of said Northeast Quarter of the Northwest Quarter; thence South 89 degrees 40 minutes 54 seconds West 1630.29 feet along said south line of the Northeast Quarter of the Northwest Quarter and the south line of said Northwest Quarter of the Northwest Quarter to the point of beginning. Subject to County 11 on the west.

AND

The West 300.00 feet of the Southeast Quarter of the Northwest Quarter, Section 10, Township 131, Range 34, Todd County, Minnesota.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-16
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Andy and Ella Raber Request for CUP
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Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
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Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP to construct outdoor poly furniture with onsite retail sales, construction of a 40'x80' shop, and 24'x16' indoor display area on parcel 13-0009800 (Iona TWP) was submitted on June 10, 2026. The application was reviewed by the Planning Commission during the July public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions below.

Options:

1. Grant the CUP with conditions.
2. Developing findings to deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP with the following conditions:

1. Submit permit fee for proposed outhouse and complete installation prior to issuance of any new land use permits.
2. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
3. Operation shall be conducted within a permitted structure.
4. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
5. Storage of finished products must be located outside of the road right-of-way.
6. There shall be no loading or unloading of materials within the road right-of-way.
7. Applicant shall abide by all other applicable federal, state, and local standards.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

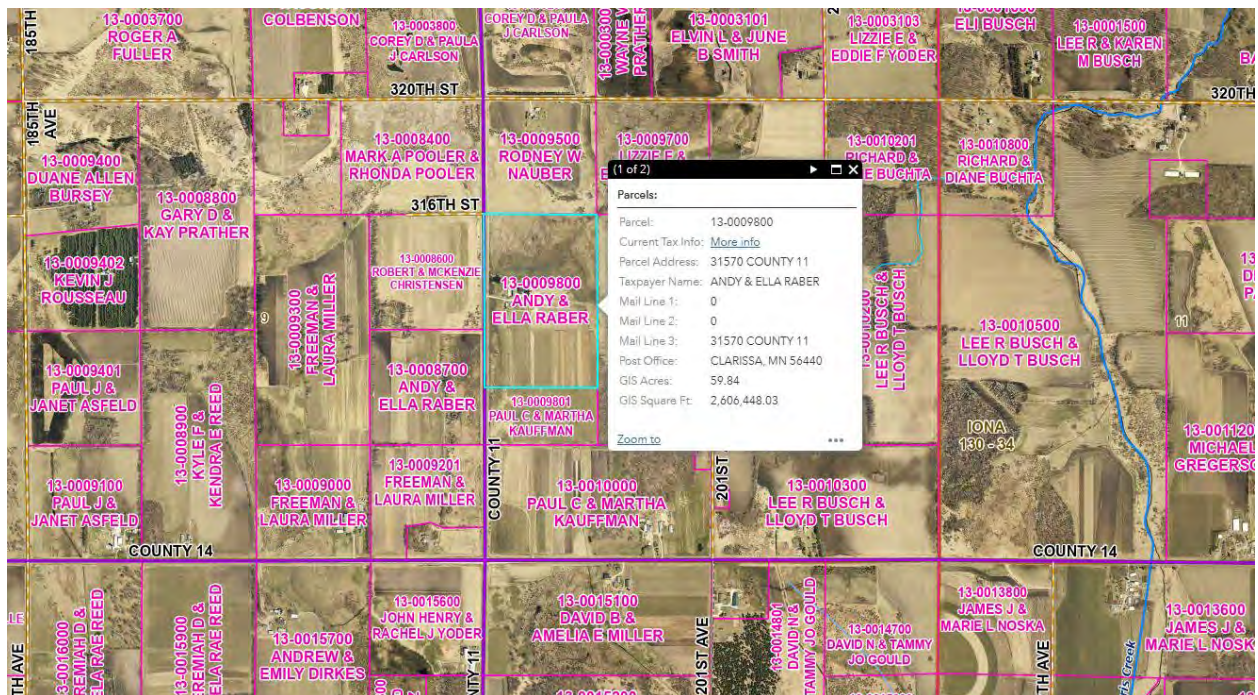
Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Andy & Ella Raber
Mailing Address: 31570 Co. Rd. 11
Clarissa, MN 56440

Property Owner: Andy & Ella Raber
Mailing Address: 31570 Co. Rd. 11
Clarissa, MN 56440

Site Address: 31570 Co. Rd. 11, Clarissa, MN 56440

Parcel Number: 13-0009800

REQUEST:

1. Request for Manufacturing and Retail of Outdoor Poly Furniture and Accessories in AF-2 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the July 2 day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTH HALF OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 130 NORTH, RANGE 34 WEST OF THE 5TH P.M., ACCORDING TO THE UNITED STATES GOVERNMENT SURVEY THEREOF, TODD COUNTY, MINNESOTA.
PID: 13-0009800

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2026-013 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Submit permit fee for proposed outhouse and complete installation prior to issuance of any new land use permits.
2. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
3. Operation shall be conducted within a permitted structure.

4. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
5. Storage of finished products must be located outside of the road right-of-way.
6. There shall be no loading or unloading of materials within the road right-of-way.
7. Applicant shall abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-17
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	Eli Bontrager Request for CUP
--	--------------------------------------

Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
----------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for CUP to operate a sawmill in an existing structure and add a 40'x50' addition to the structure on parcel 07-0012600 (Eagle Valley TWP) was submitted on June 12, 2026. The application was reviewed by the Planning Commission during the July public hearing. The final recommendation from the Planning Commission was to grant the CUP with the conditions identified below.

Options:

1. Grant the CUP with conditions.
2. Developing findings to deny the CUP.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and grant the CUP with the following conditions:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

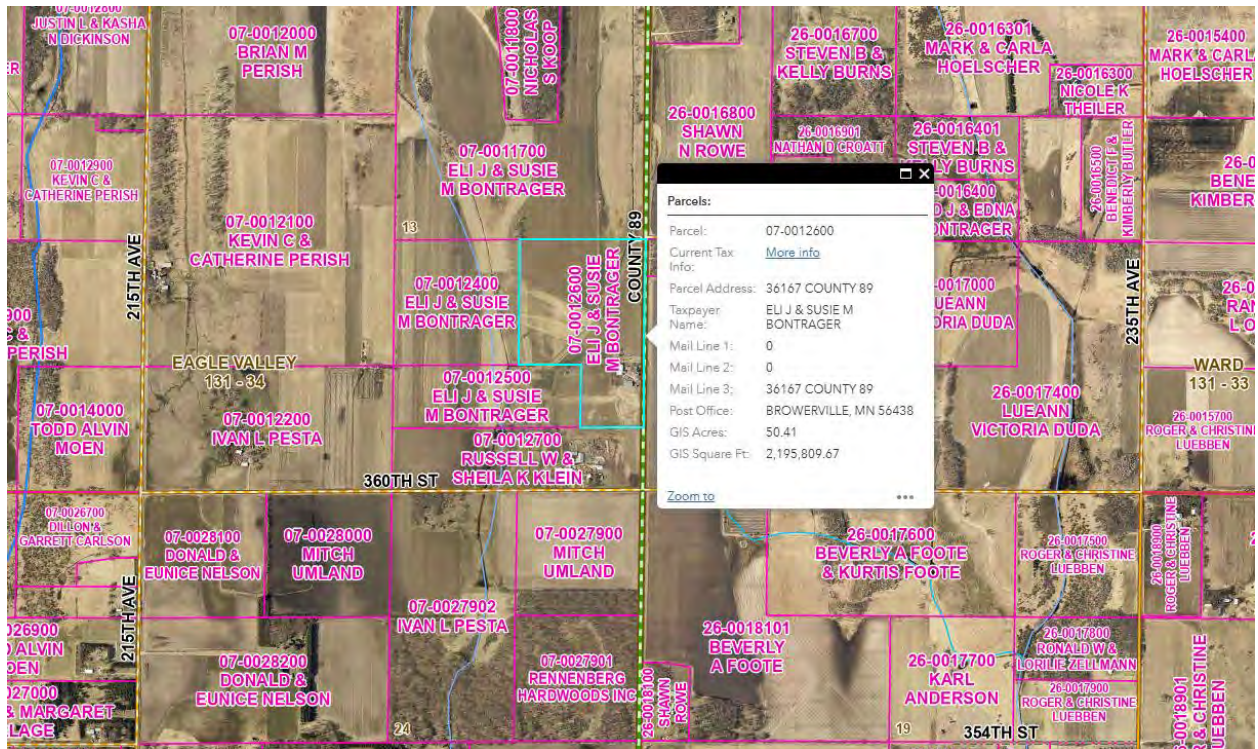
Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

Seal



CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Eli Bontrager
Mailing Address: 36167 County 89
Browerville, MN 56438

Property Owner: Eli J. and Susie M. Bontrager
Mailing Address: 36167 County 89
Browerville, MN 56438

Site Address: 36167 County 89, Browerville, MN 56438

Parcel Number: 07-0012600

REQUEST:

1. Request to Remanufacture Lumber in AF-1 Zoning District.

The above entitled matter was heard before the Todd County Planning Commission on the July 2 day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SEE ATTACHED EXHIBIT A

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2026-012 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.
4. Storage of finished products must be located outside of the road right-of-way.
5. There shall be no loading or unloading of materials within the road right-of-way.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

The N 1/2 of the SE 1/4 of the SE 1/4 of Section 13, Township 131, Range 34, Todd County, Minnesota.

AND

The N 1/2 of the SW 1/4 of the SE 1/4 of Section 13, Township 131, Range 34, Todd County, Minnesota.

AND

The NE 1/4 of the SE 1/4 of Section 13, Township 131, Range 34, Todd County, Minnesota.

AND

The NW 1/4 of the SE 1/4 of Section 13, Township 131, Range 34, Todd County, Minnesota.

AND

The NE 1/4 of Section 13, Township 131, Range 34, Todd County, Minnesota, EXCEPT that part of the NE 1/4 described as follows: Commencing at the northeast corner of said Section 13; thence South 89°24'36" West, assumed bearing, along the north line of said NE 1/4, 928.08 feet to the point of beginning of the land to be described; thence South 00°44'42" West 1402.01 feet; thence North 87°20'29" West 553.49 feet; thence North 05°21'40" West 717.25 feet; thence North 07°12'38" West 659.90 feet to the north line of the NE 1/4; thence North 89°24'36" East, along said North line 721.00 feet to the point of beginning. Together with a 33.00 foot access easement over, under and across that part of said NE 1/4 of Section 13, which the north line of said easement is described as follows: Beginning at said northeast corner of Section 13; thence South 89°24'36" West, along the north line of said NE 1/4, 928.08 feet and said north line of the access easement there terminating. The south line of said access easement shall be prolonged or shortened to terminate on the east line of the above described 20.067 acre tract and on the east line of said NE 1/4.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion	☐ Report	20260721-18
☐ Discussion	☐ Resolution	
☐ Information Item	☐ Other	

Agenda Topic Title for Publication:	"Plat of Halves" Preliminary Plat
--	--

Date of Meeting: 7/21/2026	Agenda Time Requested: 3	☐ Consent Agenda
----------------------------	--------------------------	---

Organization / Department Requesting Action: Planning and Zoning
--

Person Presenting Topic at Meeting: Adam Ossefoort
--

Background: Supporting Documentation enclosed ☒
--

An application for subdivision to create a 16.39 acre, two lot plat on parcel 25-0018601 (Villard TWP) was submitted on June 12, 2026. The application was reviewed by the Planning Commission during the July public hearing. The final recommendation from the Planning Commission was to approve the preliminary plat with the conditions identified below.

Options:

1. Approve the preliminary plat with conditions.
2. Develop findings and deny the preliminary plat.
3. Remand back to the Planning Commission for further consideration.

Recommendation:

The Todd County Board of Commissioners approves the following by Motion:
Adopt the findings of the Planning Commission and approve the preliminary plat with the following conditions:
1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

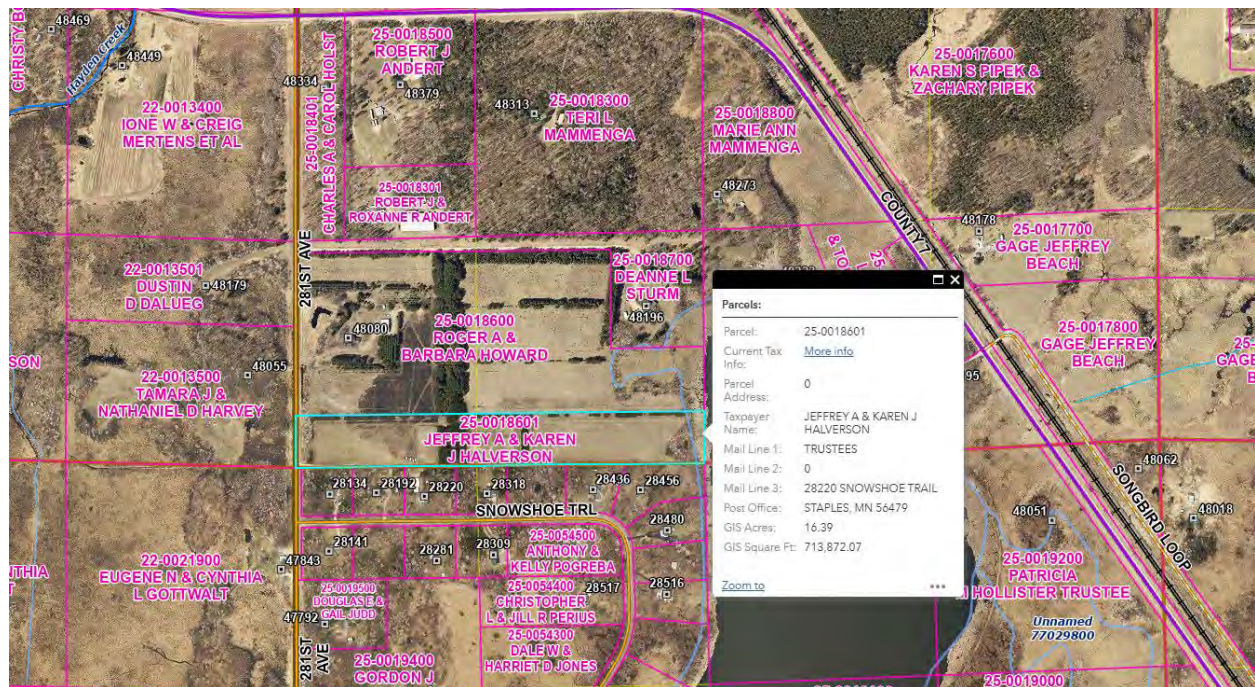
Auditor/Treasurer Archival Purposes Only:

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

Official Certification

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

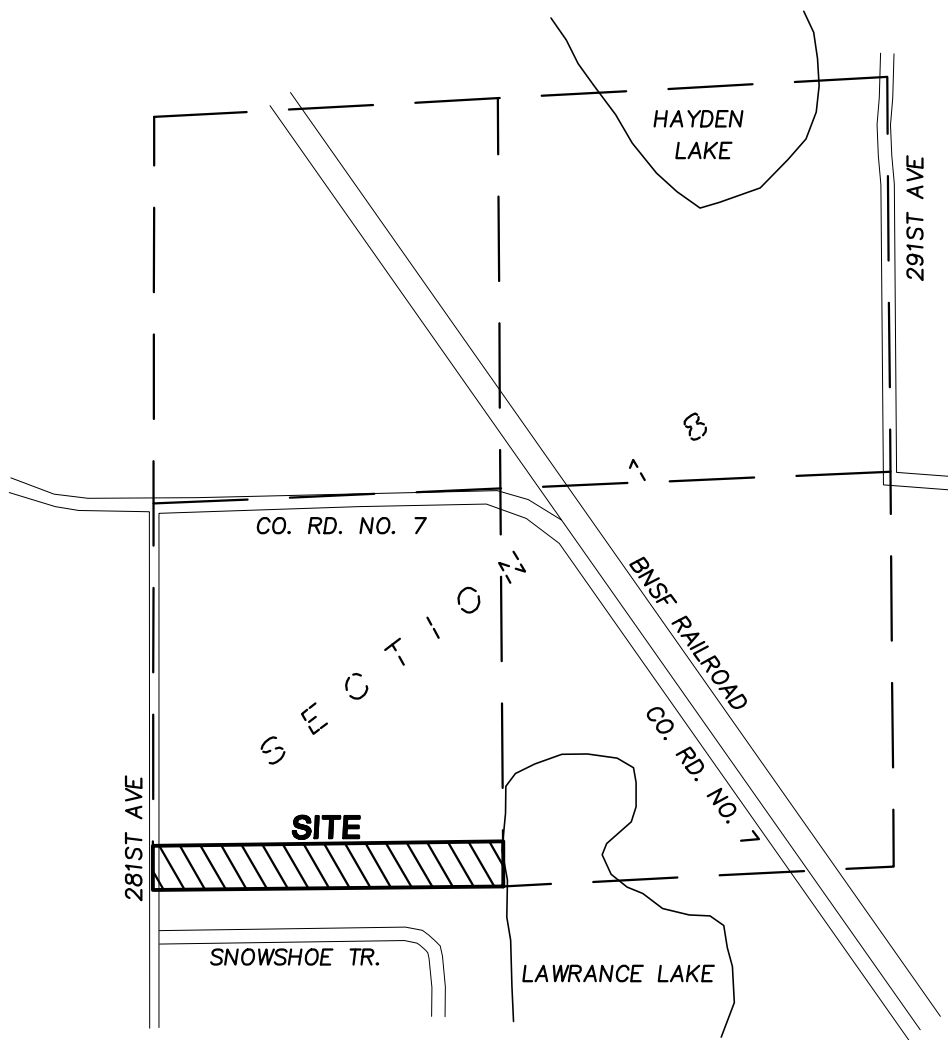
Seal



PRELIMINARY PLAT OF HALVES

STOECKEL-JAHNER SURVEYING FILE NO. 26-17502

VICINITY MAP
(NO SCALE)



SECTION 18, TOWNSHIP 133 NORTH, RANGE 32 WEST,
TODD COUNTY, MINNESOTA

DEVELOPMENT DATA:

OWNER & DEVELOPER:

Jeff Halverson
28220 Snowshoe Trail
Staples, MN 56479
(218) 296-2004

SURVEYOR:

Stoeckel-Jahner Surveying Inc
1206 3rd Avenue East
Alexandria, MN 56308
(320) 763-6855

EXISTING ZONING: Residential - 2 (R-2) and Shoreland (S) (NE)

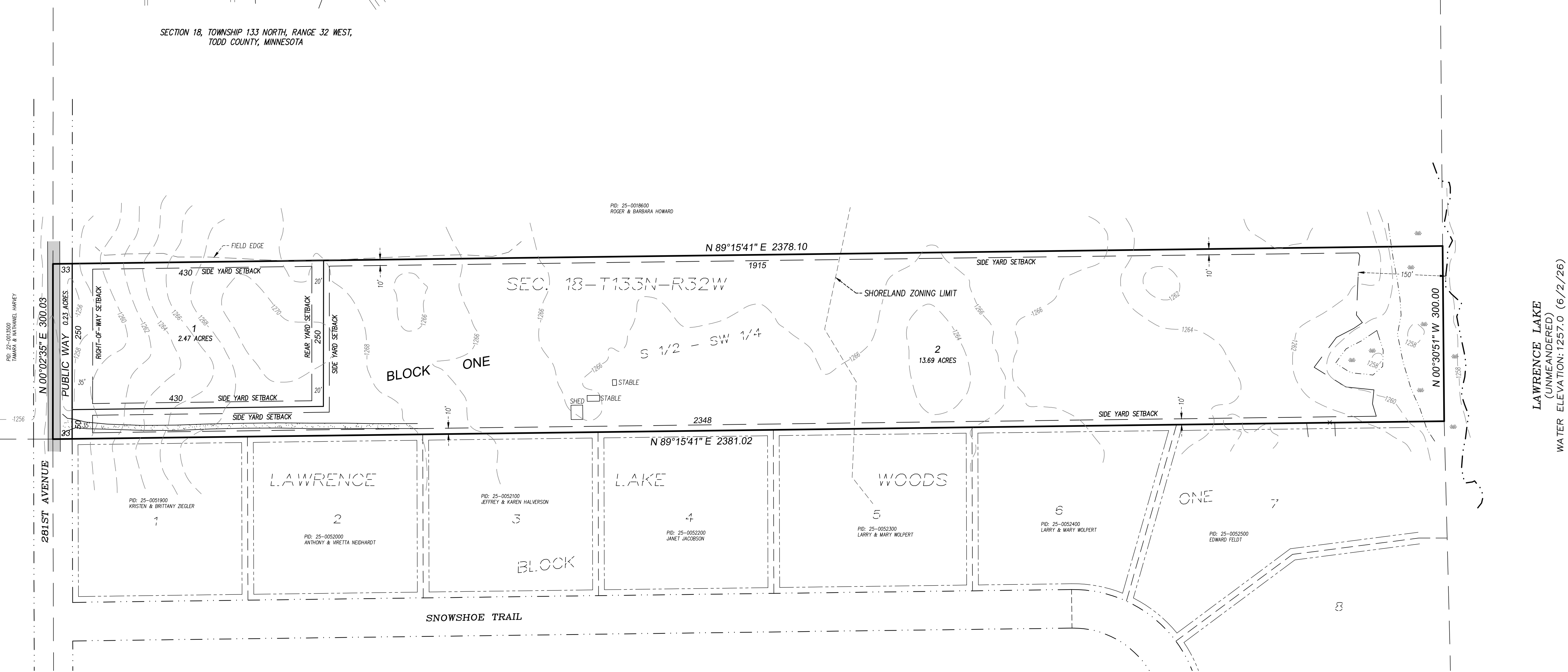
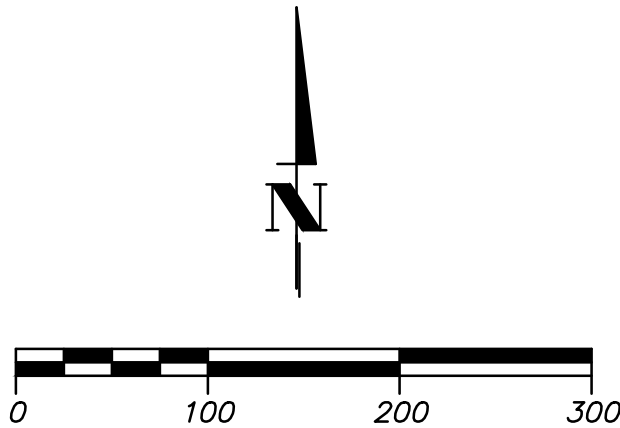
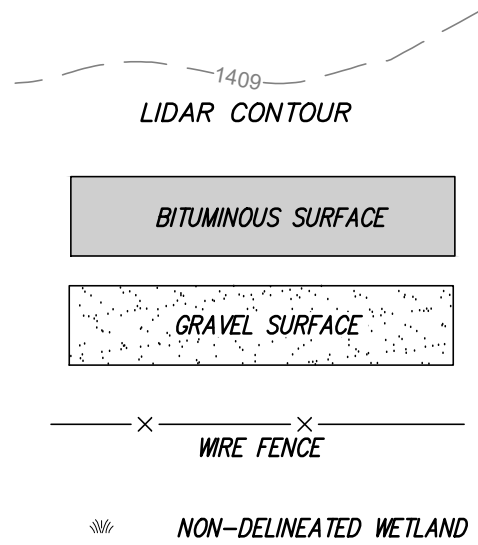
SETBACKS: Rear Yard 20'
Side Yard 10'
Front yard 35'
(*from county or township road right of way)
Lake Setback 150'

LOCATION: The south 300' of Section 18, Township 133 North, Range 32 West, Todd County, Minnesota.

Total area of Preliminary Plat = 16.39 Acres±

CONTOURS: Contours shown per Todd County Lidar.

LEGEND



SEC. TWP. RANG: 18-133-32
DATE: 06-08-26
DRAWN BY: JMB
CHECKED BY: MEJ
FILE NUMBER: 26-17502

PREPARED FOR: **JEFF HALVERSON**

FOR: **STOECKEL-JAHNER LAND SURVEYING**
...a division of **LSJSD**

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

MARK F. JAHNER
LS 44493
06-08-2026
Date

SUBDIVISION PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: "Plat of Halves"
Jeffrey A. Halverson
Mailing Address: 28220 Snowshoe Trail
Staples, MN 56479

Property Owner: Jeffrey A. Halverson
Mailing Address: 28220 Snowshoe Trail
Staples, MN 56479

Property Owner: Jeffrey A. Halverson
Mailing Address: 28220 Snowshoe Trail
Staples, MN 56479

Site Address: 281st Ave., Staples, MN 56479

Parcel Number: 25-0018601

REQUEST:

1. Request to Create a two-lot Plat in R-2 and Natural Environment Shoreland Zoning Districts.

The above entitled matter was heard before the Todd County Planning Commission on the 2nd day of July, 2026 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

SEE ATTACHED LEGAL

Record this document in: X abstract records torrens records

IT IS ORDERED that the Subdivision Request, CUP# Subdiv-2026-04 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. New accesses from the road shall be approved by the road authority prior to installation.
2. Applicant must abide by all other applicable federal, state, and local standards.

Todd County Board of Commissioners
Bob Byers, Chairperson

Date

STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN, in the County of Todd on the _____ day of _____, _____.

Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

This form mailed to applicant: _____
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	20260721-19
Agenda Topic Title for Publication:		Establishment of a Moratorium on Data Centers
Date of Meeting: 7-21-2026	Agenda Time Requested: 3	☐ Consent Agenda
Organization / Department Requesting Action: Planning and Zoning		
Person Presenting Topic at Meeting: Adam Ossefoort		
Background: Supporting Documentation enclosed ☒		
Following the June 16 th Commissioners Work Session, the Todd County Planning Commission reviewed language of an interim Ordinance to establish a moratorium on Data Centers in Todd County. A public hearing was held during the July Planning Commission meeting and no comments were submitted from the public. The Planning Commission recommended adoption of the interim Ordinance attached here.		
Options:		
1. Adopt the interim Ordinance as presented.		
2. Do not adopt.		
3. Remand back to the Planning Commission for further consideration.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Adopt the recommendation of the Planning Commission and establish an interim Ordinance on Data Centers in Todd County.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE 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

RESOLUTION TO ADOPT AN INTERIM ORDINANCE TO ESTABLISH A MORATORIUM ON DATA CENTERS IN TODD COUNTY

WHEREAS, the purpose of this Interim Ordinance is to protect the public health, safety, and general welfare of residents of Todd County by temporarily prohibiting the establishment of data centers while the County conducts a study to develop appropriate performance standards, zoning controls, and other regulations related to the operation of a data center; and

WHEREAS, the County Board finds that data centers are a new, emerging land use with significant impacts related to energy demand, water use, noise, heat, stormwater management, and land use compatibility; and

WHEREAS, the Todd County Planning and Zoning Ordinance does not expressly regulate or impose standards on data centers; and

WHEREAS, Minnesota Statute 394.34 authorizes counties to adopt interim ordinances to regulate, restrict, or prohibit land uses while studies or plans are being conducted; and

WHEREAS, a temporary moratorium is necessary to allow Todd County sufficient time to study, draft, and adopt appropriate regulations;

NOW, THEREFORE BE IT RESOLVED; the Todd County Board of Commissioners Hereby Ordains:

Section 1 – Definition

The term “data center” shall mean any building or facility housing computers, servers, storage, or networking equipment used principally to process, transfer, manage, or store digital information. The term shall also encompass all accessory structures or facilities comprising offices, generators, water cooling, storage systems, utilities, or other infrastructure related to digital data operation.

Section 2 – Moratorium

No data center may be established, constructed, or permitted within Todd County for the duration of this Interim Ordinance. Additionally, no land use or zoning permit applications related to the establishment of a data center shall be accepted, processed, or approved during the moratorium.

Section 3 – Study

During the duration of the moratorium, County staff, along with the Todd County Planning Commission and the Todd County Board of Commissioners, shall conduct a study addressing to identify the land use impacts of data centers including, but not limited to, noise, water use, stormwater management, air quality and other environmental impacts, land use compatibility, hazard mitigation, and economic impacts.

Section 4 – Enforcement

Todd County may enforce any provision of this Interim Ordinance by any and all means authorized by the Todd County Planning and Zoning Ordinance and applicable State Statutes.



Section 5 – Effective Date

This Ordinance shall take effect on the date of its passage and shall be in effect for a period of one year from the date thereof. The Interim Ordinance may be terminated earlier by action of the Todd County Board of Commissioners.

Section 6 – Severability

If any section of this Interim Ordinance is determined to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance, which shall remain in full force and effect.



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 : (Issued by Auditor/Treasurer Office)
☒ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☐ Other	20260721-20
Agenda Topic Title for Publication:		Request to Hire two Care Coordinator
Date of Meeting: 7/21/2026	Agenda Time Requested: 5 mins	☐ Consent Agenda
Organization / Department Requesting Action: Health & Human Services		
Person Presenting Topic at Meeting: Jackie Och/Kim DeCock/Hilary Tumberg		
Background: Supporting Documentation enclosed ☐		
As discussed at the July 7 th , 2026 Work Session the Adult Services Unit has a need for two Care Coordinator positions. The positions will provide support to clients in the community.		
Options:		
1. Authorize the hiring of two Care Coordinators in the Adult Services Unit.		
2. Do not authorize.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Authorize the hiring of two Care Coordinators in HHS under the Adult Services Unit.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☒ No	The 2 positions will bring revenue in the County to offset mandated services.
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official Certification

STATE OF MINNESOTA}

COUNTY OF TODD}

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

Seal



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

Board Action Form

Requestor to Complete:

Type of Action Requested (Check one):		Board Action Tracking Number : (Issued by Auditor/Treasurer Office)
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☒ Resolution ☐ Other	20260721-21
Agenda Topic Title for Publication:		Adopt Data Practices Policy for Data Subjects for Todd County following the Minnesota Department of Administration Model Policy for the Public per Minnesota Statutes, Chapter 13 Sections 13.025 and 13.03 by attached resolution.
Date of Meeting: July 21, 2026	Agenda Time Requested: 5 Minutes	☐ Consent Agenda
Organization / Department Requesting Action: Administration/Policy Committee		
Person Presenting Topic at Meeting: Jackie Bauer and John Lindemann		
Background: Supporting Documentation enclosed ☐		
Administration is presenting the Todd County Data Practices Policy for Data Subjects, based on the Minnesota Department of Administration's Model Policy for Data Subjects pursuant to Minnesota Statutes, Chapter 13, the Minnesota Government Data Practices Act. This policy is intended to serve as a companion to the Todd County Data Practices Policy adopted on June 16, 2026, and establishes procedures regarding the rights of data subjects and the County's responsibilities in responding to requests for government data. The Policy Committee has reviewed and recommended approval of the proposed policy, and County Attorney Lindemann has reviewed and approved the policy. Approval is recommended to ensure compliance with current statutory requirements and best practices related to the rights of data subjects under the Minnesota Government Data Practices Act. See attached Resolution.		
Options:		
1. Through resolution, adopt Updated Data Practices Policy for Data Subjects for Todd County per Minnesota Statutes, Chapter 13, Sections 13.025 and 13.03.		
2. Do not adopt.		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion:		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☒ Yes ☐ No ☐ N/A	Facilities Committee Review: ☐ Yes ☐ No ☒ N/A	Finance Committee Review: ☐ Yes ☒ No ☐ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE 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



ADOPTION OF TODD COUNTY DATA PRACTICES POLICY FOR DATA SUBJECTS

WHEREAS, the Todd County Board of Commissioners recognizes the importance of maintaining current policies that ensure compliance with Minnesota Statutes, Chapter 13, the Minnesota Government Data Practices Act; and

WHEREAS, the Minnesota Department of Administration has developed a Model Policy for Data Subjects to assist government entities in complying with the requirements of Minnesota Statutes, Chapter 13; and

WHEREAS, on June 16, 2026, the Todd County Board adopted a general Data Practices Policy; and

WHEREAS, the proposed Data Practices Policy for Data Subjects is a separate policy that specifically addresses the rights of data subjects and reflects current statutory requirements and best practices; and

WHEREAS, the Todd County Policy Committee has reviewed the proposed Data Practices Policy for Data Subjects and recommends its adoption; and

WHEREAS, the Todd County Attorney has reviewed and approved the proposed Data Practices Policy for Data Subjects;

NOW, THEREFORE, BE IT RESOLVED, that the Todd County Board of Commissioners hereby adopts the attached **Todd County Data Practices Policy for Data Subjects**, based upon the Minnesota Department of Administration's Model Policy for Data Subjects, effective July 21, 2026.

BE IT FURTHER RESOLVED, that this policy shall serve as a companion to the Todd County Data Practices Policy adopted on June 16, 2026, and shall govern the rights of data subjects and the County's procedures for responding to requests and inquiries from data subjects in accordance with Minnesota Statutes, Chapter 13.

Data Practices Policy:

Requests for Data About You and Your Rights as a Data Subject

Minnesota Statutes, sections 13.025 and 13.03 require this policy.

This model policy was created July 2025.

If your entity adopts this model policy, it must notify the Commissioner of Administration per Minnesota Statutes, section 13.073, subd. 6. Please use the notification information at the end of this model policy.

What is a “Data Subject”?

When government has information recorded in any form (paper, harddrive, voicemail, video, email, etc.), that information is called “government data” under the Government Data Practices Act (Minnesota Statutes, Chapter 13). When we can identify you in government data, you are the “data subject” of that data. The Data Practices Act gives you, as a data subject, certain rights. This policy explains your rights as a data subject, and tells you how to request data about you, your minor child, or someone for whom you are the legal guardian.

When Todd County Has Data About You

Todd County has data on many people, such as employees, job applicants, vendors, etc. We can collect and keep data about you only when we have a legal purpose to have the data. Todd County must also keep all government data in a way that makes it easy for you to access data about you.

Government data about an individual have one of three “classifications.” These classifications determine who is legally allowed to see the data. Data about you are classified by state law as public, private, or confidential. Here are some examples:

Public Data

The Data Practices Act presumes that all government data are public unless a state or federal law says that the data are not public. We must give public data to anyone who asks. It does not matter who is asking for the data or why the person wants the data. The following are examples of public data about you that we might have:

Your name on an application for a license from the county.

Private data

We cannot give private data to the general public. We can share your private data with you, with someone who has your permission, with our government entity staff whose job requires or permits them to see the data, and with others as permitted by law or court order. The following are examples of private data about you that we might have:

Your Social Security Number.

Confidential data have the most protection. Neither the public nor you can access confidential data even when the confidential data are about you. We can share confidential data about you with our government entity staff who have a work assignment to see the data, and to others as permitted by law or court order. The following is an example of confidential data about you:

Your identity as a mandated reporter of child abuse or neglect.

Your Rights Under the Government Data Practices Act

As a data subject, you have the following rights.

Access to Your Data

You have the right to look at (inspect), free of charge, public and private data that we keep about you. You also have the right to get copies of public and private data about you. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

Also, if you ask, we will tell you whether we keep data about you and whether the data are public, private, or confidential.

Access to Data on Minor Children

As a parent, you have the right to look at and get copies of public and private data about your minor children (under the age of 18). As a legally appointed guardian, you have the right to look at and get copies of public and private data about an individual for whom you are appointed guardian.

Minors have the right to ask us not to give data about them to their parent or guardian. If you are a minor, we will tell you that you have this right. We will ask you to put your request in writing and to include the reasons that we should deny your parents access to the data. We will make the final decision about your request based on your best interests.

When We Collect Data From You

When we ask you to provide data about yourself that are not public, we must give you a notice called a Tennessee warning. The notice controls what we do with the data that we collect from you. Usually, we can use and release the data only in the ways described in the notice.

We will ask for your written permission if we need to use or release private data about you in a different way, or if you ask us to release the data to another person. This permission is called informed consent.

If you want us to release data to another person, you must use the consent form we provide.

Protecting Your Data

The Data Practices Act requires us to protect your data. We have established appropriate safeguards to ensure that your data are safe.

In the unfortunate event that we determine a security breach has occurred and an unauthorized person has gained access to your data, we will notify you as required by law.

When Your Data are Inaccurate or Incomplete

You have the right to challenge the accuracy and/or completeness of public and private data about you. You also have the right to appeal our decision. If you are a minor, your parent or guardian has the right to challenge data about you.

How to Make a Request For Your Data

You can ask to look at (inspect) data at our offices, or ask for copies of data that we have about you, your minor child, or an individual for whom you have been appointed legal guardian.

You may make your request by using the online request form. Requests will be routed to the Responsibility Authority. If you have any questions about making a data request, please contact the Todd County Administration Office.

We recommend using the sample **Data Request Form – Data Subjects** on page 7. If you do not choose to use the data request form, your request should:

- Say that you are making a request as a data subject, for data about you (or your child, or person for whom you are the legal guardian), under the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.
- Provide proof that you are the data subject or data subject's parent/legal guardian.

We require proof of your identity before we can respond to your request for data. If you are requesting data about your minor child, you must show proof that you are the minor's parent. If you are a legal guardian, you must show legal documentation of your guardianship. Please see the Standards for Verifying Identity on page 9. If you do not provide proof that you are the data subject, we cannot respond to your request.

How We Respond to a Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting.
- We will ask you to confirm your identity as the data subject.
- If we do not have the data, we will notify you in writing within 10 business days
- If we have the data, but the data are confidential or not public data about someone else, we will notify you within 10 business days and identify the law that prevents us from providing the data.
- If we have the data, and the data are public or private data about you, we will respond to your request by doing one of the following:
 - Arrange a date, time, and place to inspect data in our office, ensuring you have an opportunity to inspect data within 10 business days of your request at no charge; or
 - Tell you how much the copies cost and then provide you with copies of the data within 10 business day and upon payment of charges for the copies. You may choose to pick up your copies, or have us mail or email them to you. We will provide electronic copies (such as email or CD-ROM) upon request, if we keep the data in electronic format and we can reasonably make a copy. We will provide notice to you about our requirement to prepay for copies.]
- Following our response, if you do not arrange to inspect the data or pay for copies within 5 business days after we tell you the data are ready, we will suspend any further response until you inspect the data or collect and pay for the data that have been produced.
- After we have provided you with your requested data, we do not have to show you the same data again for 6 months unless there is a dispute about the data or we collect or create new data about you.

If you do not respond to a request for clarification within 10 business days, we will conclude that you no longer want the data and will consider your request closed.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please tell the person who provided the data to you. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

In addition, we are not required to respond to questions that are not about your data requests, or that are not requests for government data.

TODD COUNTY MGDPA CONTACTS

TODD COUNTY ADMINISTRATION

Todd County Government Center
215 1st Avenue South, Suite 201
Long Prairie, MN 56347
Phone: (320) 732-6447

AUDITOR-TREASURER

Responsible Authority: Auditor-Treasurer
215 1st Avenue South, Suite 201
Long Prairie, MN 56347
Phone: (320) 732-4469

SHERIFF'S OFFICE

Responsible Authority: Sheriff
115 3rd Street South
Long Prairie, MN 56347
Phone: (320) 732-2157

HEALTH & HUMAN SERVICES (HHS)

Responsible Authority: HHS Director
212 2nd Avenue South
Long Prairie, MN 56347
Phone: (320) 732-4500

COUNTY ATTORNEY

Responsible Authority: County Attorney
221 1st Avenue South
Long Prairie, MN 56347
Phone: (320) 732-6039

RECORDER'S OFFICE

Responsible Authority: County Recorder
215 1st Avenue South, Suite 201
Long Prairie, MN 56347

Copy Costs – Data Subjects

Minnesota Statutes, section 13.04, subdivision 3 allows us to charge for copies. You must pay for the copies before we will give them to you. **Payment is non-refundable.**

Actual Cost of Making the Copies

We will charge the actual cost of making copies for data about you. In determining the actual cost, we include the employee-time to create and send the copies, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs such as postage (if any).

If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies. The cost of employee time to make copies is \$21.00-\$75.00/Hour.

Data Request Form – Data Subject

Request date:Contact information:

Data Subject Name:

Parent/Guardian Name (if applicable):

phone number/email address:

To request data as a data subject, you must show proof of identity. Please see the standards for Verifying identity on page 9 for acceptable forms of identification.

The data I am requesting:

Describe the data you are requesting as specifically as possible.

I am requesting access to data in the following way:

- ☐ Inspection
- ☐ Copies
- ☐ Both inspection and copies

Note: Inspection is free but Todd County charges for copies.

We will respond to your request within 10 business days

To Be Completed By Staff Member Responding to Data Request:

Identity Confirmed:

Date:

Staff Name:

Standards For Verifying Identity

The following constitute proof of identity:

- An adult individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above

- A minor individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID (including a school/student ID)
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- The parent or guardian of a minor must provide a valid photo ID and either
 - a certified copy of the minor's birth certificate or
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - a court order relating to divorce, separation, custody, foster care
 - a foster care contract
 - an affidavit of parentage
- The legal guardian for an individual must provide a valid photo ID and a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not inspect data or pick up copies of data in person may be required to provide either notarized or certified copies of the documents that are required or an affidavit of ID.

Notice of Adoption of Model Policies

[Minnesota Statutes, section 13.025, subdivisions 2 and 3](#), require government entities to prepare written policies that relate to public access to government data, and rights of subjects of data and [Minnesota Statutes, section 13.03, subdivision 2](#), requires entities to establish procedures so that data requests are complied with appropriately and promptly.

[Minnesota Statutes, section 13.073, subd. 6](#), requires the Commissioner of Administration to prepare [model policies and procedures](#) to help government entities comply with those requirements. Entities that choose to adopt the Commissioner's model policies must notify the Commissioner. Please use the following statement to notify the Commissioner if you choose to adopt the model policies and procedures.*

Notice to Commissioner of Administration: Adoption of Model Policies

Todd County has adopted the Commissioner's Model Policy for the Public and Model Policy for Data Subjects. This notice to the Commissioner satisfies Todd County's obligation under Minnesota Statutes, section 13.073, subdivision 6.

[Signed by]

[Title]

[Date]

**Government entities may submit this notification by mail or email:*

Commissioner of Administration
c/o Data Practices Office
200 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
info.dpo@state.mn.us



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>
☐ Action/Motion ☐ Discussion ☐ Information Item	☐ Report ☐ Resolution ☒ Other Closed Session	20260721-22
Agenda Topic Title for Publication:		Closed Session - Performance Evaluation, County Coordinator
Date of Meeting: 07/21/2026		Agenda Time Requested: 30 minutes ☐ Consent Agenda
Organization / Department Requesting Action: Administration		
Person Presenting Topic at Meeting: Jackie Bauer		
Background: Supporting Documentation enclosed ☐		
The Todd County Board of Commissioners will hold a closed session pursuant to Minnesota Statute 13D.05 Subd.3(a) for the purpose of evaluating the performance of an individual subject to the Board's authority.		
Options:		
Recommendation:		
The Todd County Board of Commissioners approves the following by Motion: Enter into closed session pursuant to MN Statute 13D.05 Subd 3(a) at _____ a.m.		

Additional Information:	Budgeted:	Comments
Financial Implications: \$ Funding Source(s):	☐ Yes ☐ No	
Attorney Legal Review: ☐ Yes ☐ No ☒ N/A	Facilities Committee Review: ☐ Yes ☐ No ☐ N/A	Finance Committee Review: ☐ Yes ☐ No ☒ N/A

Auditor/Treasurer Archival Purposes Only:

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

Official CertificationSTATE 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 •

Official Public Notice

Announcement of Closed Meeting

This notice is to advise the public that the Todd County Board of Commissioners may be meeting in a closed session Commencing at approximately 9:35 am on Tuesday, July 21st, 2026 in the Commissioner's Board Room.

The Commissioners will hold a closed session pursuant to Minnesota Statute 13D.05 Subd. 3(a) for the purpose of evaluating the performance of an individual subject to the board's authority.

Respectfully submitted,

Denise Gaida

Todd County Auditor-Treasurer

Posted: July 17th, 2026