

REDWOOD COUNTY, MINNESOTA

July 7, 2015

The Board of County Commissioners met in regular session at 8:30 a.m. in the Commissioners' Room in the Government Center, Redwood Falls, Minnesota.

Present for all or portions of the meeting were Commissioners Lon Walling, Priscilla Klabunde, Jim Salfer, Dennis Groebner and Sharon Hollatz; Administrator Vicki Knobloch; County Attorney Steven Collins; Land Use & Zoning Supervisor Nick Brozek; Highway Engineer Willy Rabenberg; HR Coordinator Peter Brown; Southern Minnesota Tourism Director Anne Johnson; Public Health Division Director Carol Biren; SWHHS employees Marie Meyers; Ann Orren, Amy Jelen & Judy Pitzl, A.C.E. Executive Director Michelle Baumhoefner & Program Coordinator Karen Christensen; Southwest Initiative Foundation Program Officer Cheryl Glaeser; City Administrator Keith Muetzel; Julie Rath; Scott Larson, Mike Uren and University of Minnesota Extension Regional Director Holli Arp

Chair Walling called the Meeting to order asking for the Pledge of Allegiance to the Flag.

On motion by Klabunde, second by Hollatz, the Board voted unanimously to approve the agenda.

Chair Walling asked the Board members to identify any areas for which they had a conflict of interest. There were none.

CONSENT AGENDA

- On motion by Klabunde, second by Salfer, the Board voted unanimously to approve the following:
 - June 16, 2015 Board minutes
 - June 16, 2015 Board of Equalization minutes
 - Payment of bills as follows:

General Fund	\$ 132,367.76
Building Fund	\$ 24,450.00
Ditch Maintenance Fund	\$ 30,638.69
Solid Waste Fund	\$ 45,127.25
Debt Service Fund	\$ 93,801.25
R & B Fund	\$ 1,352.74

A.C.E. (ADVOCATE – CONNECT – EDUCATE)

- Baumhoefner and Christensen presented overview of the programs offered and introduced the new website.

SOUTHWEST HEALTH AND HUMAN SERVICES

- Carol Biren and Ann Orren presented information on an Indoor Air Ordinance and updating the Tobacco Licensing Ordinance. The Board directed Biren and Orren to obtain feedback from the Redwood County businesses involved and return to the County Board for consideration of the Clean Indoor Air Ordinance and updating the Redwood County Tobacco Licensing Ordinance at a future meeting.

SOUTHWEST INITIATIVE FOUNDATION

- Glaeser presented overview of programs offered in Redwood County.

ENVIRONMENTAL***Planning and Zoning***

- An application for a Municipal Burn and Compost Site, Conditional Use Permit #10-15 filed by the City of Walnut Grove for a permanent tree and brush burning site on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: S 24 rods of the SW ¼ of SW ¼ of Section 30, Twp. 109N, Range 38W, North Hero Township. On motion by Klabunde, second by Salfer, the Board voted unanimously to approve CUP #10-15 with (17) conditions as set forth by the Planning Commission.
- The Board directed Brozek to set the general obligation note amount at \$400,000 for the Middle MN Watershed low interest septic loan program.

CITY OF REDWOOD FALLS

- Muetzel was present to answer any questions regarding the Tax Abatement for Proposed Redwood Valley 4th Addition Housing Project. The public hearing will be held on July 21, 2015 at 10:00 a.m.

ROAD AND BRIDGE

- On motion by Hollatz, second by Groebner, the Board voted unanimously to approve payment of Road & Bridge bills in the amount of \$79,423.45.
- On motion by Klabunde, second by Hollatz, the Board voted unanimously to approve the final payment for SAP 064-606-033 and SAP 064-706-007 for concrete pavement work in Lamberton, Minnesota in the amount of \$72,476.56.
- On motion by Hollatz, second by Groebner, the Board voted unanimously to approve the five year plan for Highway and Bridge Construction 2015 through 2019.
- On motion by Groebner, second by Klabunde, the Board voted unanimously to approve the Amendment to MN/DOT Contract #07217 to extend the contract time for studying the intersection of CSAH 101 and TH 19, SAP 064-701-020.
- On motion by Klabunde, second by Hollatz, in a roll call vote with Klabunde, Hollatz, Groebner, Walling and Salfer all voting aye, the Board adopted the following resolution:

**RESOLUTION for Mn/DOT Professional
Technical Contract No. 07217
Amendment No. 1**

BE IT RESOLVED, that Redwood County enter into a Professional Technical Contract with the State of Minnesota Department of Transportation and Redwood County for the following purposes to wit:

To engage the services of a professional consultant under **MnDOT Professional Technical Contract No. 07217, Amendment No. 1**, to extend the completion date for the Intersection Control Evaluation (ICE Report) for the junction of highway 19 and Redwood County Road 101 and Union Drive at Redwood Falls. The Amendment No. 1 to the Contract will result in a traffic safety analysis and ICE Report that will help the State, Redwood County, and City of Redwood Falls, identify the appropriate safety improvements needed at this location.

BE IT FURTHER RESOLVED, that Lon Walling, Redwood County Board Chair, is authorized to execute said amendment no. 1 to the agreement with State of Minnesota Department of Transportation.

- On motion by Hollatz, second by Salfer, the Board voted unanimously to authorize the letting date of August 12, 2015 at 10:00 a.m. for the City of Belview local road improvement program, SAP #064-594-001.
- On motion by Klabunde, second by Groebner, the Board voted unanimously to award the postage meter lease agreement with Pitney Bowes.
Bids received were as follows:

Company	Bid
Pitney Bowes	\$52.39/month
Mantronics Mailing Systems, Inc.	\$64.58/month

SOUTHERN MN TOURISM ASSOCIATION

- Southern Minnesota Tourism Director Anne Johnson updated the Board on upcoming tourism events occurring in Redwood County and presented the Southern Minnesota Guide 2015 that was recently published.
- On motion by Klabunde, second by Salfer, the Board voted unanimously to proclaim July 16, 2015 as Southern Minnesota Tourism Association Day in Redwood County.

UNIVERSITY OF MINNESOTA

- On motion by Klabunde, second by Salfer, the Board voted unanimously to approve a three year Agreement with an overall 6.75% increase over the three years between the University of Minnesota and Redwood County for providing Extension programs locally and employing Extension Staff.

AUDITOR/TREASURER

- On motion by Klabunde, second by Salfer, in a roll call vote with Klabunde, Hollatz, Groebner, Walling and Salfer all voting aye, the Board adopted the following resolution:

WHEREAS, the Redwood County Board of Commissioners has individually met with the Redwood County Department Heads to discuss budgets proposed for the staffing, supplies, and general operation of their departments during Calendar year 2014 and;

WHEREAS, the Redwood County Board of Commissioners has subsequently reviewed each of the Departmental Budgets in relationship to the amounts needed from the 2015 Property Tax Levy, and;

NOW, THEREFORE, BE IT RESOLVED, that the Redwood County Board of Commissioners does hereby **AMEND** the 2015 Redwood County Budgeted Revenues and Expenditures as follows:

	<u>Revenue Budget</u>		<u>Revenue Budget</u>
Revenue Fund		Solid Waste Fund	
Taxes-property-current	\$5,875,370	Special assessments	\$364,400
Other Taxes	\$9,325	Licenses and permits	\$850
Special assessments-current [septic/ISTS]	\$45,756	State Grant and Contribution	\$71,655
Licenses and permits	\$57,630	Earnings on investments	\$600
Total Intergovernmental Revenue (IGR)	\$754,637	Miscellaneous Revenue	<u>\$320,664</u>
Local Grants and Contributions		Total Revenues	\$758,169

State Grants and Contributions	\$209,376
Federal Grants and Contributions	\$17,000
Charges for services	\$666,293
Earnings on investments	\$35,840
Gifts and contributions	\$14,000
Miscellaneous	\$390,737
Other Sources: Loans Issued	\$25,000
Total Revenues & Other Financing Sources	\$8,100,964

Building Fund

Taxes-property	
Intergovernmental Revenues	\$90,000
Earnings on Investments	\$3,000
Miscellaneous Revenue	\$38,656
Total Revenues	\$131,656

Ditch Fund

Special assessments	\$398,341
Ditch Bond Interest	\$2,000
Miscellaneous Revenue	\$500
Total Revenues	\$400,841

Watershed Fund

Taxes	\$25,000
Total Revenues	\$25,000

Debt Service Fund

Taxes-property	\$648,071
Intergovernmental Revenues	\$16,161
Miscellaneous Revenue	\$4,706
Total Revenues	\$668,938

Road and Bridge Fund

Taxes-property-current	\$1,745,178
Intergovernmental	\$4,649,822
Charges for Services	\$2,000
Earnings on Investments	\$2,000
Miscellaneous Revenue	\$45,000
Total Revenues	\$6,444,000

Public Health Services Fund

Taxes-property	\$254,569
Intergovernmental Revenues	\$10,726
Total Revenues	\$265,295

Human Services Fund

Taxes-property	\$2,157,494
Intergovernmental Revenues	\$59,960
Total Revenues	\$2,217,454

Total Budgeted Revenues

\$18,323,085

Expenditures Budget

Revenue Fund

<i>General Government</i>	
Commissioners	\$247,401
Law library	\$9,000
County administration	\$435,004
County Administrator	\$302,618
Auditor-Treasurer	\$360,699
License center	\$183,821
Assessor	\$449,122
Elections	\$40,000
Computer	\$351,127
Attorney	\$466,230
Recorder	\$281,752
Buildings and plant	\$461,193

Revenue Fund cont.

<i>Debt Service</i>	
Principal	\$44,700
Interest	\$2,363
Administrative Charges	\$47,063
Total Revenue Fund Expenditure Budget	\$8,311,639

Road and Bridge Fund

<i>Highways and Streets</i>	
Administration	\$512,000
Maintenance	\$2,106,000
Construction	\$3,000,000
Equipment and maintenance shops	\$756,000

Veterans service officer	\$181,783	Intergovernmental Highway Maintenance	\$400,000
	<u>\$3,769,750</u>		<u>\$6,774,000</u>
		Human Services Fund	
		<i>Intergovernmental</i>	
<i>Public Safety</i>		Human Services Fund	\$2,217,454
Restorative Justice	\$68,793		<u>\$2,217,454</u>
Sheriff	\$2,767,209	Public Health Services Fund	
Coroner	\$15,000	<i>Intergovernmental</i>	
E-911 system	\$206,000	Public Health Services Fund	\$265,295
Sentence to Service	\$70,314		
Probation and parole	\$280,836		<u>\$265,295</u>
Emergency management	\$74,823	Solid Waste Fund	
Other public safety	<u>\$25,600</u>	Solid Waste	\$339,093
	<u>\$3,508,575</u>	Recycling	\$437,000
		Hazardous waste	\$10,000
<i>Culture and Recreation</i>		Debt Service-RRRSWA Joint Powers Debt Service-Interest RRRSWA Joint Powers	\$60,000
Museum	\$2,000		<u>\$23,508</u>
Parks	\$130,092		\$869,601
Minnesota trails	\$87,331	Building Fund	
Other	<u>\$48,500</u>	<i>General Government</i>	
	<u>\$267,923</u>	Buildings and plant	\$300,000
			<u>\$300,000</u>
<i>Conservation of Natural Resources</i>		Ditch Fund	
Extension	\$103,319	<i>Conservation of Natural Resources</i>	
Agricultural inspection	\$247,777	Other	\$524,735
Water quality loan program	\$25,000		<u>\$524,735</u>
Other	<u>\$167,791</u>	Debt Service Fund	
	<u>\$543,887</u>	<i>Debt Service</i>	
<i>Economic Development</i>		Principal	\$435,000
Other	<u>\$80,003</u>	Interest	\$193,598
	<u>\$80,003</u>	Administrative Charges	\$850
<i>Intergovernmental</i>			<u>\$629,448</u>
Library	<u>\$94,438</u>	Total Budgeted Expenditures	\$19,892,172
	<u>\$94,438</u>		

***Breakdown of the Excess of Revenues & Other Sources Over/(Under) by Fund**

Revenue Fund:

Revenue Budget	\$8,100,964
Expenditure Budget	<u>\$8,311,639</u>
Excess of Revenues & Other Sources Over (Under)	(\$210,675)

Solid Waste Fund:

Revenue Budget	\$758,169
Expenditure Budget	<u>\$869,601</u>
Excess of Revenues & Other Sources	\$111,438

Over (Under) (\$111,432)

Road and Bridge Fund:

Revenue Budget	\$6,444,000
Expenditure Budget	<u>\$6,774,000</u>
Excess of Revenues & Other Sources Over (Under)	(\$330,000)

Building Fund:

Revenue Budget	\$131,656
Expenditure Budget	<u>\$300,000</u>
Excess of Revenues & Other Sources Over (Under)	(\$168,344)

Human Services Fund:

Revenue Budget	\$2,217,454
Expenditure Budget	<u>\$2,217,454</u>
Excess of Revenues & Other Sources Over (Under)	\$0

Ditch Fund:

Revenue Budget	\$400,841
Expenditure Budget	<u>\$524,735</u>
Excess of Revenues & Other Sources Over (Under)	(\$123,894)

Public Health Services Fund:

Revenue Budget	\$265,295
Expenditure Budget	<u>\$265,295</u>
Excess of Revenues & Other Sources Over (Under)	\$0

Debt Service Fund:

Revenue Budget	\$668,938
Expenditure Budget	<u>\$629,448</u>
Excess of Revenues & Other Sources	\$39,490

Watershed Fund

Revenue Budget	\$25,000
Expenditure Budget	<u>\$0</u>
Excess of Revenues & Other Sources Over (Under)	\$25,000

- On motion by Hollatz, second by Klabunde, the Board voted unanimously to approve the 2015 Budget Adjustments in the Attorney's office.
- On motion by Groebner, second by Salfer, the Board voted unanimously to authorize County Commissioner signatures on all Certificates of County Board of Classification of Forfeited Lands.
- Price presented a list of all tax forfeited parcels by districts and requested the board members to view those in their district and set a minimum bid price for public auction.
- On motion by Hollatz, second by Salfer, in a roll call vote with Klabunde, Hollatz, Groebner, Walling and Salfer all voting aye, the Board adopted the following resolution:

WHEREAS, the County Board of Commissioners of the County of Redwood, State of Minnesota desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes, and

WHEREAS, said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED, that the Redwood County Board of Commissioners hereby certifies that all parcels of land have been viewed and comply with the provisions of Minnesota Statutes 85.012, 92.461, 282.01 subd. 8, 282.018 and the 1991 Laws of Minnesota Ch. 354, Art. 10, Sec. 9, amending M.S. Sec.

282.018, subd. 2 (1990). The County Board of Commissioners hereby certifies that either the County Land Commissioner or the Soil and Water Conservation Board of the district in where the land is located has reviewed the attached land sale list and identified any and all non-forested marginal and wetland.

BE IT FURTHER RESOLVED, that the Redwood County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the sale of said lands.

- On motion by Groebner, second by Klabunde, the Board voted unanimously to acknowledge the Confession of Judgement for Parcel #86-365-0540 for Denis and Karen Wilhelmi and Parcel #86-756-1460 for Susan Luna.

ADMINISTRATOR

- On motion by Salfer, second by Hollatz, the Board voted unanimously to adopt the updated 2015 Data Practices Policy.
- On motion by Groebner, second by Salfer, in a roll call vote, with Walling, Klabunde and Hollatz all voting nay, the Wheelage Tax was denied.
- On motion by Klabunde, second by Groebner, the Board voted unanimously to approve the Amendment to the one year lease agreement with MN West Community & Technical College in the amount of \$6,250.
- On motion by Klabunde, second by Hollatz, in a 4 to 1 vote with Groebner opposing to award the bid for a county vehicle to Scott Preusse for a 2014 Chevy Impala in the amount of \$16,628.25.

Scott Preusse	Price	No other bids received
2015 Chevy Equinox	\$22,548.59	
2015 Chevy Impala	\$26,297.39	
2014 Chevy Impala	\$16,628.25	
2014 Chevy Cruze	\$15,570.00	

- On motion by Klabunde, second by Salfer, the Board voted unanimously to approve a proposal from Springsted for consulting services in strategic planning to determine scope of Economic Development into the future in Redwood County.
- On motion by Groebner, second by Hollatz, the Board voted unanimously to direct County Administrator and County Attorney to draft a letter of notification of intent to terminate hauling of solid waste for disposal with the Lyon County Landfill.
- On motion by Groebner, second by Klabunde, the Board voted unanimously to approve a management consulting contract with Springsted for Environmental Director recruitment in the amount of \$3,500 and expenditures not to exceed \$1,000.

Personnel Items:

- On motion by Hollatz, second by Salfer, the Board voted unanimously to acknowledge the termination of probationary employee, Nicole Ryan, from her position as full time license center technician.

COMMISSIONER ITEMS

- Commissioners will attend a meeting with Kurt Deter at Yellow Medicine County to discuss the Grass Buffer Initiative for Public Waters and Drainage Systems on July 30, 2015.

COMMISSIONER REPORTS

- The commissioners reported on meetings they attended:

Salfer:

- Southwest Health & Human Services – MN Dept. of Health
- State Community Health Services Advisory Committee (SCHSAC)

Walling:

- Springdale Water Retention Project
- Budgeting Process

Hollatz:

- Plum Creek Library System

Klabunde:

- Southwest Health and Human Services
- Southern Prairie Community Care
- Redwood County Collaborative (Mental Health Services)
- Blandin Research Committee
- Western Mental Health
- Advocate-Connect-Educate (A.C.E.)
- Restorative Justice

Groebner

- Regional Rail Authority
- Redwood Soil and Water Conservation
- Historical Society Board

ADJOURN

- There being no further business, Chair Walling declared the meeting adjourned at 12:30 p.m.

Lon Walling, Chair
Board of County Commissioners

Attest: _____

Vicki Knobloch
County Administrator