

REDWOOD COUNTY, MINNESOTA

NOVEMBER 15, 2016

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 Priscilla Klabunde, Sharon Hollatz, Jim Salfer, Lon Walling, Dennis Groebner, and County Administrator Vicki Knobloch. Also present were County Attorney Steve Collins; Auditor/Treasurer Jean Price; Payroll Sarah Hogy; Planning and Zoning Supervisor Nick Brozek; Technology Coordinator Paul Parsons; County Engineer Willy Rabenberg; Economic Development Specialist Julie Rath; Assessor Kathy Hillmer; Extension Alica Whitmore and Dave Forkrud.

Chair Klabunde called the meeting to order asking for the Pledge of Allegiance to the Flag.

On motion by Walling, second by Salfer, the Board voted unanimously to approve the November 15th potential revised agenda.

Chair Klabunde asked the Board members to identify any areas for which they had a Conflict of Interest. There were none.

CONSENT AGENDA

- On motion by Hollatz, second by Groebner, the Board voted unanimously to approve the Consent Agenda.
 - November 1st, 2016 Board Minutes
 - Out of State Travel for Commissioner Walling to Sioux Falls, SD and Katie Salden to San Diego, CA.
 - Payment of bills as follows:

General Fund	\$ 70,579.93
Building Fund	\$ 195,437.00
Ditch Maintenance Fund	\$ 8,816.58

EMPLOYEE RECOGNITION

- The Board recognized Jerry Bohm, Sentence to Serve Crew leader and Mark Cook, Dispatcher for 5 years of Service to Redwood County.

ECONOMIC DEVELOPMENT

- Rath presented the October 2016 Activity Report.

AUDITOR/TREASURER

- On motion by Hollatz, second by Salfer, the Board voted unanimously to approve the following:
 - Cash Balance Report

- Investment Summary
- Budget Reports, General Fund, Building Fund, Ditch Maintenance, Ditch Bond Interest, Watershed Fund and Solid Waste.
- On motion by Walling, second by Groebner, the Board voted unanimously to approve the October, 2016 Disbursements less the payment to Salfer Foods in the amount of \$846.00.
- On motion by Hollatz, second by Groebner, with Salfer abstaining, the Board voted to approve the payment to Salfer Foods in the amount of \$ 846.00.
- On motion by Walling, second by Groebner, the Board voted unanimously to approve a credit card to the Child Advocacy Department.

TECHNOLOGY

- On motion by Hollatz, second by Groebner, the Board voted unanimously to approve the Matrix Communications support contracts in the amount of \$12,924.00.
- On motion by Walling, second by Salfer, the Board voted unanimously to declare old technology equipment as excess property and contact PC’s for People.
- On motion by Walling, second by Salfer, the Board voted unanimously to table an amendment to the County Policy in reference to email retention. The Board directed Parsons to consult with Department Heads for more clarification on how to comply with this policy.
- On motion by Walling, second by Hollatz, the Board voted unanimously to approve the implementation of a new Redwood County website by RV Tech Solutions in the amount of \$5,450 for web design and a quarterly maintenance fee of \$149.00 and an annual \$960 website careplan fee.

EXTENSION

- Whitmore discussed programs being offered throughout Redwood County with SNAP/ED programing and highlights of fiscal year 2016.

ROAD AND BRIDGE

- On motion by Groebner, second by Hollatz, the Board voted unanimously to award SAP 64-599-108, Bridge 64590 to River Ridge Construction in the amount of \$414,895.00.

Other Bids received

Company	Bid Amount
M & K Bridge Construction	\$513,127.00
Prahm Construction, Inc.	\$544,775.35
Redstone Construction	\$584,378.00
River Ridge Construction	\$414,895.00
Structural Specialties, Inc.	\$454,410.46

- On motion by Hollatz, second by Groebner, the Board voted unanimously to award the bid for Belview/Delhi Area Equipment rental with operator to Zimmermann Maintenance, Inc.
- On motion by Walling, second by Groebner, the Board voted unanimously to approve the final payment for SAP 64-599-099 to R & G Construction in the amount of \$11,192.02.

PLANNING AND ZONING

- An application for Conditional Use Permit #15-16 filed by Jess Stolp for a small engine repair business on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: SW ¼ of NW ¼ of Section 9, Twp. 111N, Range 39W, Westline Township. On motion by Walling, second by Hollatz, the Board voted unanimously to approve CUP #15-16 with twelve (12) conditions.
- An application for Conditional Use Permit #16-16 filed by Stephen Tersteeg for a 8' x 12' log sauna structure in the floodway of the Minnesota River Floodplain District on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: Government Lot 5 of Section 32, Twp. 114N, Range 36W, Delhi Township. On motion by Hollatz, second by Walling, the Board voted unanimously to approve CUP #16-16 with seven (7) conditions.

WELLNESS YOUR WAY

- On motion by Klabunde, second by Walling, the Board voted unanimously to approve a wellness prize for 4 hours paid time off in a weight loss challenge.

ADMINISTRATOR

- On motion by Groebner, second by Hollatz, the Board voted unanimously to approve the Recorder's Annual Compliance Report pursuant to MS 357.182 Subd.6. Compliance was 100% for the year.
- On motion by Walling, second by Salfer, in a roll-call vote with Walling, Salfer, Hollatz, Groebner and Klabunde all voting aye, the Board voted unanimously adopt the following resolution:

**REDWOOD COUNTY BOARD OF COMMISSIONERS
APPOINTMENT OF COUNTY ASSESSOR**

WHEREAS, Minnesota Statutes §273.061 declares that the terms of office as County Assessor shall begin on January 1 of every fourth year after 1973; and

WHEREAS, on November 4, 2008, Ms. Hillmer was appointed by the Redwood County Board of Commissioners for a four-year term from January 1, 2009 through December 31, 2012; and Ms. Hillmer was again appointed for another four-year term from January 1, 2013 through December 31, 2016;

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Redwood County, Minnesota, that Kathleen Hillmer is hereby appointed as full time County Assessor for Redwood County, Minnesota for a four year term beginning January 1, 2017, per MN statute §273.061.

BE IT FURTHER RESOLVED, That a copy of this resolution be forwarded to the Department of Revenue.

- Reviewed October 2016 Jail Population and the Sentence to Serve Quarterly Report.
- The Board discussed the County Program Aid from the State and directed Knobloch to draft letter for newspaper publication and to send to Minnesota Legislatures for Board approval at 11-29-16 board meeting.
- On motion by Hollatz, second by Walling, the Board voted unanimously to fund up to \$25,000 from the Solid Waste Fund to Redwood-Renville Regional Solid Waste Authority for a truck purchase.
- On motion by Walling, second by Groebner, the Board voted unanimously to approve the Courthouse Security Project Engineering fee in the amount of \$202,000.

Personnel

- On motion by Groebner, second by Hollatz, the Board voted unanimously to acknowledge the resignation/retirement of Nancy Schmidt from Full-time Highway Accountant in the Highway Department effective 12/31/16.
- On motion by Hollatz, second by Klabunde, the Board voted unanimously to post for the Full-time Highway Accountant.

COMMITTEE APPOINTMENTS

- Chair Klabunde appointed Walling to the Water Advisory Board.
- Chair Klabunde appointed Brian Hauger to the Extension Committee.
- Chair Klabunde appointed Lewis Louwagie to the Southwest EMS Committee.

COMMISSIONER REPORTS

The commissioners reported on meetings they attended:

Groebner:

- Redwood-Renville Regional SW Authority
- District VIII Meeting

Klabunde:

- Nurse Family Partnership
- Southern Prairie Community Care

Walling:

- Area II/RCRCA
- Minnesota Public Sector Collaborative Insurance
- Redwood/Renville Solid Waste Authority
- Planning and Zoning
- Ditch – Murray County

Salfer:

- Nurse Family Partnership
- Area II/RCRCA
- AMC District VIII Meeting
- Extension Committee

Hollatz:

- Technology Committee
- Southwest Regional Development Commission
- Redwood Area Development Corporation
- AMC District VIII Meeting
- Extension Committee

ADJOURN

- There being no further business, Chair Klabunde declared the meeting adjourned at 11:27 a.m.

Priscilla Klabunde, Chair
Board of Commissioners

Attest: _____
Vicki Knobloch
County Administrator