

## REDWOOD COUNTY, MINNESOTA

AUGUST 16, 2022

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 Bob Van Hee, Dave Forkrud, Jim Salfer, Rick Wakefield, Dennis Groebner and County Administrator Vicki Kletscher. Also present were Human Resource Coordinator Peter Brown; Highway Engineer Anthony Sellner; Economic Development Coordinator Briana Mumme; Technology Coordinator Paul Parsons; Payroll Technician Michelle Koenig; Veteran Service Officer Roger Zollner; Environmental Director Scott Wold; Southwest Region Small Business Development Center Representatives Liz Struve and Christine Fischer; Redwood County Historical Society Representatives Scott Larson and Karl Ramey; Southern Minnesota Arts Council Representative Nicole DeBoer via Zoom and Kevin Stroup via Zoom.

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

On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the August 16<sup>th</sup> agenda.

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

### CONSENT AGENDA

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the consent agenda.
  - August 2<sup>nd</sup> minutes.
  - Payment of bills as follows:

General Fund	\$ 126,941.81
Ditch Maintenance Fund	\$ 54,680.37
Soil and Water Fund	\$ 12,254.30
Building Fund	\$ 2,933.06
Insurance Fund	\$ 300.00

- Bills exceeding \$2,000: Karpel Solutions \$46,999.92; City of Redwood Falls \$5,000.00; Centra Care Health Systems \$8,841.77; Mend Correctional Care \$4,123.69; Redwood County Highway Department \$7,381.27; Tersteeg's Holiday Market \$10,249.41; R & G Construction \$21,757.54; WOLD Architects \$2,933.06; Bolton & Menk \$2,200.00; MNL, Inc. \$35,400.00; Stantec Consulting \$9,851.49; Steven Geis \$4,785.55; Michael Landuyt \$2,654.00; R & G Construction \$4,194.75

### EMPLOYEE RECOGNITION

- The Board recognized Michelle Koenig, Administration Department, for 5 years of service, Michael Ingebretson, Sheriff's Department, for 20 Years of Service, and Jim Sandgren, Sheriff's Department, for 30 years of service to Redwood County.

**CLOSED SESSION**

- The Board entered into Closed Session per MN Statute 13D.05, Subd. 1, for Attorney-Client Privilege at 8:35 a.m.
- Closed Session ended at 8:47 a.m.
- No action taken.

**RECONVENE**

- The Board reconvened into regular session at 8:47 a.m.

**ROAD AND BRIDGE**

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the final payment for SAP 064-607-047 and SAP 064-599-118 to Midwest Contracting in the amount of \$25,528.37.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to advertise for the 2023 chip seal project with individual letting dates determined by the County Engineer.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to purchase a Cimline M1 Crack Filler Melter from Swanston Equipment Companies in the amount of \$60,880 from State Contract #P-961(5), Contract #205069.
- On motion by Forkrud, second by Van Hee, the Board declared the current crack filling melter, unit 3049, as excess property and authorize disposal or sale.

**SOUTHERN MINNESOTA ARTS COUNCIL**

- Nicole DeBoer presented an overview of the Southern Minnesota Arts Council.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the 2023 funding request in the amount of \$1,000.00.

**CLOSED SESSION**

- The Board entered into Closed Session per MN Statute 13D.05, Subd. 1, for Attorney-Client Privilege at 9:22 a.m.
- Closed Session ended at 9:35 a.m.
- No action taken.

**RECONVENE**

- The Board reconvened into regular session at 9:35 a.m.

**TECHNOLOGY**

- On motion by Salfer, second by Groebner, the Board voted unanimously to declare technology equipment as excess property and authorize disposal.

**VETERAN SERVICES**

- On motion by Groebner, second by Van Hee, in a roll-call vote with Groebner, Van Hee, Salfer, Forkrud and Wakefield all voting aye, the Board adopted the following resolution:

## RESOLUTION OF REDWOOD COUNTY

BE IT RESOLVED by Redwood County that the County enter into the attached Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, Special Session, Chapter 12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by Redwood County that Vicki Kletscher, the County Administrator, and Jim Salfer, the County Commissioner, be authorized to execute the FY2021 CVSO Grant Agreement for the above-mentioned Program on behalf of the County.

### REDWOOD COUNTY HISTORICAL SOCIETY

- Scott Larson and Karl Ramey presented the 2023 funding request in the amount of \$20,000.00. The funding request will be moved to the 2023 budgeting process for consideration.

### AUDITOR/TREASURER

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the following:
  - Cash Balance
  - Investment Summary
  - Budget Reports: General Fund, Road & Bridge Fund, Human Services Fund, Building Fund, Ditch Fund, Solid Waste Fund, Insurance Fund, Soil and Water Fund, Solid Waste Fund, Health Fund and Debt Service Fund.
  - July 2022 Disbursements in the amount of \$4,437,395.28.
- Bills exceeding \$2,000.00: Preferred One \$29,720.61, \$8,507.26, \$7,759.06, \$5,149.52, \$34,629.48, \$2,382.43, \$14,479.92, \$3,219.66, \$4,062.48; Redwood Falls Public Utilities \$2,477.00, \$9,245.03, \$12,469.52; Further \$8,642.59, \$8,642.59, \$2,527.58; BCBS \$2,286.00; Redwood Electric Cooperative \$2,959.28; MN Dept. of Revenue \$59,258.22; Redwood County License Center \$2,682.95, \$3,303.25; Brandt Properties \$3,917.48; Gilland Trust Fund \$3,561.22; Charlene Gilland \$3,561.23; Goody's Farms \$19,154.55; John Hulterstrum \$4,321.87; Mark Hulterstrum \$4,321.88; Alexander Jordan \$3,346.86; Mervin Kerkhoff \$3,111.75; Steven Lyon \$7,506.50; Fred Panitzke \$4,563.90; Herb Panitzke \$6,085.20; Redwood Falls Port Authority \$3,941.55; Regents of the University of Minnesota \$37,963.35; Dean Swigart \$10,787.40; Tiffany Land Partners \$5,808.60; Eric Woodford \$4,584.71; MN Commission of Finance \$5,544.00; Bloemke Family Limited Partnership \$12,040.00; Thomas Brandt \$28,280.00; Carlson Family Limited Partnership \$5,390.00; Larry Christensen \$20,090.00; City of Morgan \$9,030.00; D & S Salfer \$2,066.40; Delta Dental \$4,520.73; Susan Ebertz Trust \$2,940.00; Fagen Farms \$9,335.25; Andrew Frank \$3,150.00; Eugene Goblirsch \$30,240.00; Donovan Goblirsch \$6,580.00; GRO Inc. \$16,100.00; Steven Hartwig \$2,636.66; Susanne Hatcher \$2,636.66; Chad Heiling \$8,330.00; Thomas Heiling \$5,460.00; Raymond and Alvin Hoffbeck \$4,550.00; Rodney Hoffbeck \$7,770.00; Gayle Hoffmann \$6,580.00; Inglis Trust \$11,847.50; Carol Jacoby \$3,430.00; Collin Kerkhoff \$2,240.00; Mervin Kerkhoff \$2,310.00; Gary Kranz \$4,410.00; Trevor Kukowski \$5,810.00; Rodney Leopold \$11,410.00; Mark Malecek \$23,590.00; James Mathiowetz \$4,200.00; Myron Mathiowetz \$31,080.00; Daryl Nemitz \$7,700.00; Diane Olson \$15,120.00; Fred Panitzke \$12,810.00; Todd Pietig \$4,270.00; Plotz Irrevocable Trust \$9,660.00; Karl Ramey \$6,860.00; Steven Salfer \$3,533.60; Ruth Simonsen \$10,360.00; SWHHS \$57,210.25; Spaeth Revocable Trust \$6,300.00; St.

Michael's Church \$8,890.00; Carolyn Steffl \$3,010.00; Curtis Stokesbary \$3,220.00; Joyce Werner Trust \$3,745.00; Roger Werner Trust \$3,745.00; Sally Wordes \$9,590.00; Wayne Andersen \$15,680.00; Floyd Hoffbeck \$5,250.00; Jeffery Kodet \$3,150.00; Roger Pabst \$8,680.00; Redwood Soil and Water \$134,859.00; SWHHS \$26,728.00; Dorothy Symes \$2,524.00; Duininck, Inc \$226,006.64, \$583,923.84; Midwest Contracting \$4,948.55; R & G Construction \$1,259,916.05; MR Paving \$265,451.45; Meadowland Farmers Coop \$31,762.01; Redwood Falls Public Utilities \$2,001.33; Staples Oil \$32,246.80; Morris Sealcoat & Trucking \$948,666.34.

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the State of Minnesota Joint Powers Agreement for the Primary Election Recount Agreement.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the State of Minnesota Joint Powers Agreement for the General Election Recount Agreement.

### **RECESS**

- The Board recessed and entered into Redwood County Ditch Authority at 10:23 a.m.

### **REDWOOD COUNTY DITCH AUTHORITY**

- At 10:23 a.m., Chair Wakefield called Redwood County Ditch Authority to order. Present for the discussion were Commissioners Salfer, Groebner, Forkrud, Wakefield and Van Hee, Administrator Kletscher, Environmental Director Wold and Administrative Assistant Wersal.
- On motion by Groebner, second by Salfer, in a roll-call vote with Groebner, Salfer, Van Hee, Forkrud and Wakefield all voting aye, the Board adopted the findings and order for JD 14 Redetermination of Benefits.
- On motion by Groebner, second by Salfer, the Board voted unanimously to approve the increase in the contract award to Schmidt Construction for rip-rap for JD 33 in the amount of \$39,550.00.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to deny the request from Schmidt Construction to increase mobilization in the amount of \$1,703.30 for JD 33.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the bid documents for Phase 1 Hydro-seeding for JD 36.
- Chair Wakefield closed Redwood County Ditch Authority at 10:33 a.m.

### **RECONVENED**

- The Board reconvened into Regular Session at 10:33 a.m.

### **ENVIRONMENTAL**

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to send a notice to the Notice of Non-Gaming Land Acquisition Application to the Governor's Office and the United States Department of the Interior in reference to Parcels #65-008-2050, 65-008-2070 and 65-005-3020.

### **ADMINISTRATION**

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to adopt the Policy for Donation of Surplus Equipment to a Non-Profit Organization.
- On motion by Van Hee second by Forkrud, the Board voted unanimously to approve the Child's Place Building Lease Agreement Amendment.
- On motion by Salfer, second by Wakefield, the Board voted unanimously to approve the Child's Place Equipment Lease Agreement Amendment.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve a \$36,000.00 funding request to the Ag Society for 2023 to be funded from the ARPA funds.

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve a one-time appropriation to the Ag Society in the amount of \$30,000.00.
- The Board reviewed the July 2022 Jail Population.
- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve the following Justice Center Change Orders:

Ford Metro	\$2,829.22
Duininck, Inc.	\$4,899.50

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Redwood Area Community Center Rental Room Agreement in the amount of \$125.00.
- On motion by Van Hee, second by Van Hee, the Board voted unanimously to declare courthouse furniture listed as excess and authorize the disposal as listed:

	<u>description</u>	<u>tag ID number</u>
Large metal shelf w/rollers	brown/ 2 pieces (heavy)	10628
Heavy metal - Black	old roller shelf poor shape	NA
3 Drawer Lateral	(Atty office near front door	10719
2 Drawer Lateral	Atty cream color	10891
4 Drawer Lateral	Atty cream color	12283
4 Drawer Lateral	Atty cream color	10855
4 Drawer Lateral	Atty cream color	12324
4 Drawer Lateral	Atty cream color	12282
3 Drawer Lateral	Atty cream color	12223
4 Drawer Lateral	Atty Putty color - Key letter J	NA
4 Drawer Lateral	Atty Putty color - Key letter I	NA
4 Drawer Lateral	Atty Putty color - Key in lock	NA - Key
4 Drawer Standard	Black 4 drawer	NA
4 Drawer Legal FC	Cream color #6	11361
4 Drawer Legal FC	Cream color #7	11362
4 Drawer Legal FC	Cream color #?	11359
4 Drawer Legal FC	Cream color # 8	11363
4 Drawer Legal FC	Cream color # 9	11458
4 Drawer Legal FC	Cream color # 10	11457
4 Drawer Legal FC	Cream color # 11	11456
4 Drawer Legal FC	Cream color # 12	11455
3 Drawer Lateral	Atty cream color	10718
3 Drawer Lateral	Atty cream color	12222
5 Drawer Lateral	CA - Gray	NA
5 Drawer Lateral	CA Green	NA
Oak table	MN State 805227	
Desk 4 Drawer	Atty	10612
Desk 5 drawer	Metal desk	10026
Conference table	CA - meeting room 8 ft table	10016
4 Post table	Formica court room B table	10639
TV cart/TV	TV stand w/TV	NA
Desk - 2 piece cherry color	2 piece chery desk and wing	11459

Small computer desk	computer desk	NA
Projection screen	wood grain exterior	NA
Projection screen	Black	NA
Wood shelf	3 shelf	11043
Desk / credenza	2 Piece cherry color	NA
2 drawer metal desk	metal desk	11248
2 piece wood shelf	from atty break room	10097
10 drawer metal cabinet	green cabinet	NA
Small table	black metal/wheels	NA
4 Drawer file cabinet	Brown cabinet	NA
3 Drawer Green	CA Green file cabinet	NA
3 Drawer Green	CA Green file cabinet	NA
Heavy old dark green FC	Sheriff - fC	NA
Old Table ? Maple?	Jury room table	NA
Table 4 Post	Formica top	NA
Cabinet - wood 2 door	fake wood 2 door	NA
Gray file shelves	CA file shelves	11251
Gray file shelves	CA file shelves	11031
Gray file shelves	CA file shelves	11033
Gray file shelves	CA file shelves	10960
Gray file shelves	CA file shelves	11032
Gray file shelves	CA file shelves	10961
Gray file shelves	CA file shelves	11034
Church pew	Natural	NA
Church pew	Darker	NA
12 Slot shelf	Dark green shelf	NA
Law Books	Approx 4 boxes	NA
8 Metal shelves	MN state - Salvage	NA
8 slot Wood shelf	wood (sheriff)	NA
2 Drawer	black file cabinet	NA
7 Drawer FC	Dark brown FC	NA
6 Drawer Metal shelf with doors	Brown and yellow	NA
6 Drawer Metal shelf with doors	multi color doors	NA
Old green shelf metal	5 shelf	NA
4 Drawer FC	Old green	NA
4 Drawer FC	Light Brown	NA
4 Drawer FC	Light Brown	NA
4 Drawer FC	Cream tape cabinet	NA
6 Drawer Metal	cream FC Tape cabinet	NA
Old steel shelf	12 slot cabinet	NA
Yellow shelf	Tall file shelf	NA
Yellow shelf	Tall file shelf	NA
3 Drawer green	CA file cabinets	NA
3 Drawer green	CA file cabinets	NA
3 Drawer green	Ca file cabinets	NA
3 Drawer green	CA file cabinets	NA
	CA file cabinets	NA

3 Drawer green		
Computer desk (black)	black computer table wheels	NA
Small formica top table	table	10385
5 drawer small roller cabinet	small wheeled cabinet	NA
4 Post table	3 ft table	NA
Small Hutch (light brown)	Metal narrow hutch	NA
light brown	3 drawer w/side cabinet	10366
Roller cart	2 shelf	NA
Wheeled IT cart	It shelf on wheels	NA
4 Drawer FC	wood filing cabinet - Courts	NA
Small roller cart	court	NA
6 ft 4 post table	formica top 3 ft wide	NA
4 ft 4 post table	formica top 3 ft wide	NA
Corner TV shelf	Atty - conference room area	NA
6 Ft 2 ft wide 4 post table	formica table	NA
6 ft x3ft wood grain table	court tables WOOD GRAIN	NA
6 ft x 3ft wood grain table	court tables WOOD GRAIN	NA
CA cubicle sections	5 hutches	NA
CA cubicle sections	4 desks	NA
CA cubicle sections	3 corners	NA
CA cubicle sections	1 end	NA
CA cubicle sections	over head shelf	NA
CA cubicle sections	Partition	NA
5 drawer desk	Black desk 5 drawer (gc storage)	NA
oak table - Jury room (old)	4 ft x 30 inches	NA
credenza	credenza - (old lic ctr) gc storage	NA
4 drawer FC	fc	10128
light brown 4 drawer file cabinet	SWHHS - property	3321
light brown 4 drawer file cabinet	SWHHS - property	3323
light brown 4 drawer file cabinet	SWHHS - property	3322
light brown 4 drawer file cabinet	SWHHS - property	3941
Dark brown 4 drawer file cabinet	SWHHS - property	NA
3 drawer file cabinet	Black file cabinet	3191
2 drawer file cabinet	Yellow filing cabinet	3999
3 shelf wood shelf	wood shelf	3139
Desk / 2 pieces(with wing)	Cream color 2 piece - county sticker	10213
Desk /2 pieces (with wing)	Cream color 2 piece	NA
Wood desk	large wood top desk(maint)	10324
4 Post table	formica table top -	10101
desk top sit stand computer stand	black	NA
approx 25 fiberglass chairs	black, one teal	NA
christmas tree stand	older christmas tree stand	NA
Red Metal chairs	Padded chairs	NA
12 maroon padded cloth chairs	Courtroom jury chairs -	NA
Jury room table -	former jury room table, maple? Split	NA
Large wood desk	large desk	NA

Typewriter table	gray table w wheels	NA
4 post table 3ft x 3 ft	formica table?	NA
Glass table	small glass table	NA
4 black padded chairs	plastic	NA
7 black padded chairs	padded black	NA
5 brown / blue chairs	wood padded chairs	NA
1 black fiberglass padded chair	padded fiberglass	NA
2 - green steel padded chairs	padded steel	NA
1 yellow steel padded chair	padded steel	NA
1 brown padded steel chair	padded steel	NA
1 red padded steel chair	padded steel	NA
1 Blue arm chair /wood	padded wood are chair	NA
2 Maroon office chairs	office shairs	NA
1 black dispatch chair	dispatch chair	NA
2 black leather chairs w/automan	break room chairs and automan	NA
2 black leather arm chairs	black leather arm chairs	NA
2 black arm chairs steel	black leather arm chairs	NA
2 gray /wood arem chairs	gray /wood chairs	NA
1 black high back chair	high back chair	NA
1 VCR/DVD player	player combo	NA
1 dvd player	player	NA
Xray light cabinet	light cabinet	NA
5ft desk 5 drawer	Brown	10228
Tan 3 shelf unit	Tan book shelf	NA
Cream color 3 shelf unit	Cream color metal shelf	10188
Black 4 drawer file cabinet	black filing cabinet legal	11579
High back office chair	poor shape leather chair	NA
Brown office chair no arms	office chair	NA
Brown office chair no arms	office chair	NA
Brown office chair no arms	office chair	NA
Brown office chair no arms	office chair	NA
Blue office chair no arms	office chair	NA
Blue office chair w/arms	office chair	NA
5 ft 4 post table	formica top	NA
6 ft 4 post table	formica top	NA
6 ft wood shelf	shelf in good shape	10249
sitting stool	steel legs/ black seat	NA
Metal multi tray heavy shelf	heavy steel cabinets	NA
Metal multi tray heavy shelf	heavy steel cabinets	NA
3 ft wood cabinet w shelves	wood shelf	NA
christmas tree	christmas tree	NA
5 ft pressed board w/shelves	5 shelves	NA
Black 4 drawer file cabinet	file cabinet	NA
putty color standard file cabinet	file cabinet	NA
putty color standard file cabinet	file cabinet	NA
4 blue arm chairsw/rollers	padded roller arm chairs	NA
2 - green metal multi compartment	metal shelves	NA



**PERSONNEL**

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to promote Henry Borgstrom from full-time Deputy Sheriff to full-time Patrol Sergeant and to be paid an additional \$275 monthly stipend effective August 22, 2022.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Employer Participation and Adoption Agreement for the Minnesota Service Cooperative (MHC-WEX) prior to having the Master Service Agreement approved.

**ECONOMIC DEVELOPMENT**

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Lead for Minnesota Contract Termination as noted in Section 6 of the Agreement.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Mortgage Subordination Request for South Forty Meat Market Revolving Loan Fund.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Professional Services Contract with David Drown and Associates.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the findings as outlined in the Environmental Assessment Determinations and Compliance Findings for HUD-assisted Projects Report prepared by Bolton and Menk.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to certify the Request for Release of Funds and Certification of the U.S. Department of Housing and Urban Development Office of Community Planning and Development.

**SOUTHWEST REGION SMALL BUSINESS DEVELOPMENT CENTER**

- Liz Struve and Christine Fischer presented an overview of their program and a 2023 funding request in the amount of \$5,000.00.
- On motion by Salfer, second by Groebner, the Board voted unanimously to move the request to the budgeting process for consideration.

**COMMISSIONER REPORTS**

- The commissioners reported on meetings they attended:

Wakefield: RCRCA/Area II; JD 14

Groebner: Soil and Water Conservation District; Redwood-Renville Regional Solid Waste Authority; JD 14; Morgan Meeting

Van Hee: United Community Action

Salfer: Redwood-Renville Regional Solid Waste Authority; Economic Development; Election Canvass

**ADJOURN**

- There being no further business, Chair Salfer declared the meeting adjourned at 11:44 a.m.

Attest: \_\_\_\_\_  
Vicki Kletscher  
County Administrator

\_\_\_\_\_  
Jim Salfer, Chair  
Board of County Commissioners