

REDWOOD COUNTY, MINNESOTA

September 6, 2022

The Board of County Commissioners met in a 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 Jim Salfer, Rick Wakefield, Dennis Groebner, Bob Van Hee and Dave Forkrud. Also present were Administrator Vicki Kletscher; Highway Engineer Anthony Sellner; Highway Maintenance Supervisor Jamie Larson; Technology Coordinator Paul Parsons; County Attorney Jenna Peterson; Human Resource Coordinator Peter Brown; Economic Development Coordinator Briana Mumme; Environmental Director Scott Wold; Planning and Zoning Supervisor Nick Brozek; Southwest Initiative Foundation Representative Tiffany Barnard; Ditch Viewers Kendall Langseth and Mark Behrens; Marvin & Marjorie Oberg; Robert Boerboom; LaMae Dahms and Vicki Friedrichs.

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

On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the September 6th agenda.

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

CONSENT AGENDA

- August 16th minutes
- August 2nd amended minutes
- Payment of bills as follows:

| | |
|-----------------------------|---------------|
| General Fund | \$ 132,461.24 |
| Ditch Maintenance Fund | \$ 384,888.41 |
| Building Fund | \$ 364,736.89 |
| Road and Bridge Fund | \$ 211,479.57 |
| Insurance Fund | \$ 719.76 |
| Soil and Water Conservation | \$ 106,053.14 |
| Solid Waste Fund | \$ 35,034.59 |
| Debt Service Fund | \$ 306,375.16 |

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the Consent Agenda.
- Bills exceeding \$2,000: Estebo, Frank & Munshower \$4,087.00; CPT \$4,010.00; Choice IT Global \$3,169.95; Morris Electronics \$3,924.45; Redstone Technologies \$2,900.00; Smith & Johnson \$3,875.00; Renville County \$36,144.98; Ramsey County \$4,642.00; Redwood County Historical Society \$20,000.00; TKDA \$4,894.60; Blandin Foundation \$2,500.00; U.S. Bank Trust \$209,280.00; Arvig Communications \$10,044.00; Audio & Security Engineers \$37,498.78; Building Material Supply \$6,500.00; CE Contract \$11,746.75; Contegritty Group \$28,553.03; Floor to Ceiling \$23,882.25; Ford Metro \$10,237.96; G & R Controls \$2,873.75; Gunion Painting \$16,788.40; MAAC Inc.

\$109,000.00; North Central Cleaners \$12,348.58; RTL Construction \$3,792.10; Schmidt Construction \$21,850.00; TMI Systems \$51,798.75; Twin City Accoustics \$8,716.25; Column Software \$2,698.16; Steven Johnson \$2,436.61; Keck Tree Service \$7,000.00; Kerkhoff Brothers \$37,510.75; Mathiowetz Construction \$333,262.97; US Bank Trust \$34,970.84, \$306,375.16; Great River Greening \$11,321.08; D. Knakmuhs \$11,092.32; Redwood County A/T \$79,369.74; J. Rohlik \$2,250.00; Elan Corporate Payment Systems \$13,565.11.

PUBLIC HEARING FOR THE AMENDED LOCAL OPTION SALES TAX ROAD AND BRIDGE 5-YEAR PROJECT LIST

- At 8:32 a.m., Redwood County entered into a Public Hearing to present the amended local option sales tax road and bridge 5-year project list.
- Kletscher presented the Affidavit of Publication.
- Sellner presented the amended project list and requested approval of the resolution listing the updated projects as presented.
- Chair Salfer called for public comments. There was no one present.
- On motion by Groebner, second by Wakefield, in a roll-call vote with Salfer, Groebner, Forkrud, Wakefield and Van Hee all voting aye, the Board adopted the following resolution:

RESOLUTION APPROVING A TRANSPORTATION SALES AND USE TAX

WHEREAS, Redwood County's transportation infrastructure is vital to the County's economy and has a direct impact on future economic development; and

WHEREAS, poorly constructed and maintained transportation infrastructure creates a safety hazard for motorists and pedestrians which diminishes our citizens' quality of life; and

WHEREAS, funding for highway and transit systems in Minnesota has remained stagnant and is failing to keep pace with the rising costs of properly maintaining and constructing our transportation infrastructure; and

WHEREAS, the Redwood County Board of Commissioners wishes to diversify and expand its revenues to pay for the rising costs of constructing and maintaining its transportation infrastructure; and

WHEREAS, Minnesota Statute 297A.993 authorizes the board of a county outside the metropolitan transportation area, as defined under section 297A.992, subdivision 1, by resolution following a public hearing, to impose a transportation sales tax at a rate of up to one-half of one percent (.5%) on retail sales and uses; and

WHEREAS, Minnesota Statute 297A.993 further requires that the proceeds of said taxes must be dedicated exclusively to: (1) payment of the capital cost of a specific transportation project or improvement; (2) payment of the costs, which may include both capital and operating costs, of a specific transit project or improvement; (3) payment of the

capital costs of a safe routes to school program; or (4) payment of transit operating costs; or (5) payment of the capital cost of constructing buildings and other facilities for maintaining transportation or transit projects or improvements; and

WHEREAS, the Redwood County Board of Commissioners desires to implement said sales and use tax and have the State Department of Revenue collect the same; and

WHEREAS, the proceeds of said tax must be spent on projects identified in the attached list of improvement projects; and

WHEREAS, the attached County Improvement Projects List - may be amended by future actions of the Redwood County Board of Commissioners after a public hearing; and

WHEREAS, pursuant to Minnesota Statute 297A.993, the Redwood County Board advertised and held a public hearing on September 6, 2022 to take oral and written comments on the possible authorization of a transportation sales and use tax in Redwood County to fund the attached Road Improvement Projects List.

NOW THEREFORE, BE IT RESOLVED THAT the Redwood County Board of Commissioners authorizes and imposes a one-half of one percent (.5%) sales and use tax countywide as provided for in Minnesota State Statute 297A.993 beginning April 1, 2019 and each subsequent year thereafter.

BE IT FURTHER RESOLVED, the Redwood County Board adopts as a part of this resolution the attached County Road Improvement Projects List, and as amended, which said sales and use taxes shall be spent on.

BE IT FURTHER RESOLVED, that the provision of Minnesota State Statute Section 297A.99, subdivisions 4, and 6 through 13, shall govern the imposition, administration, collection and enforcement of said taxes.

BE IT FURTHER RESOLVED, that the Redwood County Board of Commissioners hereby directs the County Administrator to certify said sales and use tax to the State Department of Revenue before December 31, 2022.

| Redwood County Sales Tax Improvement Projects List September 2022 | |
|--|--|
| Road | Location and Work Type |
| 1 | Trunk Highway 67 to Trunk Highway 19 Rehabilitation (2022) |
| 24 | Trunk Highway 67 to CSAH 2 Rehabilitation (2022) |
| 13 | South County Line (160 th Street) to CSAH 2 Rehabilitation |
| 7 | South County Line (100 th Street) to North County Line (MN River) Phased: Rehabilitation and/or Reconstruction |

| | |
|----|--|
| 10 | Trunk Highway 68 to CSAH 30 Phased: Rehabilitation and/or Reconstruction |
| 2 | CSAH 11 to 305 th Street Rehabilitation or Reconstruction |
| 5 | South County Line (100 th Street) to TH 19 Phased: Rehabilitation and/or Reconstruction |
| 80 | South County Line (100 th Street) to Trunk Highway 14 Rehabilitation and/or Reconstruction |
| 46 | CR 51 to 1 Mile East CSAH 8 Rehabilitation |
| 4 | West County Line (Acorn Ave) to East County Line (Terrace Ave) Phased: Rehabilitation |
| 18 | TH 68 to CSAH 7 Rehabilitation |
| 3 | TH 68 to East County Line (Terrace Ave) Rehabilitation |

- There being no further business, Chair Salfer closed the Public Hearing at 8:42 a.m.

ROAD AND BRIDGE

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Road and Bridge bills in the amount of \$192,580.71.
- Bills exceeding \$2,000.00: American Engineering Testing \$14,296.50; Bolton & Menk \$48,710.50; D & G Excavating \$27,258.60; GWL Farms \$12,604.36; H & L Mesabi \$13,200.00; L & S Construction \$7,701.04; M-R Signs \$2,630.11; MNDOT \$22,862.76; Redwood Tire Service \$2,805.00; SW Dust Treatment \$2,314.00; Whitmore Sales \$6,292.25; WSN \$16,705.25.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to award Forterra in the amount of \$52,227.52 for the 18" reinforced concrete pipe replacements for SAP 064-613-017.

Other Bids Received:

| Company | Bid Amount |
|------------------------------|-------------|
| Forterra | \$52,227.52 |
| County Materials Corporation | \$54,629.20 |

- On motion by Wakefield, second by Groebner, the Board voted unanimously to purchase a 3-year subscription to Autodesk Civil 3D Architecture Engineering and Construction Collection from DLT Solutions, LLC via U.S. CAD and (5) Bluebeam Revu Standard licenses from U.S. CAD in the amount of \$29,803.48.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to award SAP 064-613-017, concrete pipe replacements to Midwest Contracting in the amount of \$136,378.20.

Other Bids Received:

| Company | Bid Amount |
|-------------------------|--------------|
| Midwest Contracting | \$136,378.20 |
| Mathiowetz Construction | \$144,375.70 |
| R & G Construction | \$216,468.20 |

- On motion by Forkrud, second by Groebner, the Board voted unanimously to authorize the Board Chair and County Administrator to sign the construction contract with Midwest Contracting for SAP 064-613-017.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to purchase a road grader for 2024 from Ziegler Inc. in the amount of \$368,285.00 on State Contract #201141, Release M-439(5).
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to authorize to advertise for the Belview-Delhi maintenance contract.

ENVIRONMENTAL

- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the 2023 State of Minnesota Board of Water and Soil Resources MPCA SSTS Program Grant Agreement.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to award the new septic installation at Plum Creek Park to L & S Construction in the amount of \$45,700.00. No other bids were received.
- On motion by Groebner, second by Van Hee, in a roll-call vote with Groebner, Van Hee, Wakefield, Salfer and Forkrud all voting aye, the Board adopted the following resolution:

RESOLUTION 2022-03

**A RESOLUTION TO EXPEND CORONAVIRUS LOCAL FISCAL RECOVERY
FUNDS UNDER THE AMERICAN RESCUE PLAN ACT FOR
PLUM CREEK PARK SEPTIC SYSTEM PROJECT**

WHEREAS, Redwood County ("County") received Federal Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan Act ("ARP"), to provide relief to the county impacted by the coronavirus disease 2019 ("COVID-19");

WHEREAS, Redwood County Director, Scott Wold has identified a necessary expense to install a septic system at Plum Creek County Park;

WHEREAS, the authority under the ARP Act allows this expenditure, per the Final Rule published on January 6, 2022, 31 C.F.R § 35

§35.6(d) Providing government services. A recipient may use funds for the provision of government services to the extent of the reduction in the recipient's general revenue due to the public health emergency, calculated according to this paragraph (d). A recipient must make a one-time election to calculate the amount of the reduction in the recipient's general revenue due to the public health emergency according to either paragraph (d)(1) or (d)(2) of this section:

§35.6(d)(1) Standard allowance. The reduction in the recipient's general revenue due to the public health emergency over the period of performance will be deemed to be ten million dollars; or

WHEREAS, The Redwood County Board of Commissioners voted to authorize Redwood County to expend American Rescue Plan Coronavirus State and Local Fiscal Recovery Funds utilizing the Standard (Revenue Loss) Allowance at their Regular Board Meeting held on March 1, 2022;

WHEREAS, multiple bids were solicited for the upgrades and the low bid for the construction of the septic system at the park is \$45,700.00;

NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners is encumbering \$45,700.00 to be used to construct the septic system at Plum Creek park and certifies that the funds appropriated from the ARP Act fund will be used only in a manner consistent with the Department of the U.S. Treasury guidance and incurred during the covered period.

REDWOOD COUNTY DITCH AUTHORITY

- At 9:18 a.m., the Board entered into Redwood County Ditch Authority to set public hearings for JD 31, Lateral F, CD 50 and 2023 Ditch Levies. Present for the orders were Commissioners Salfer, Wakefield, Groebner, Forkrud and Van Hee, Administrator Kletscher, Environmental Director Wold and County Attorney Peterson.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to set a public hearing on October 4, 2022, at 9:00 a.m., to petition to outlet on JD 31, Lateral F and appoint Mark Behrends as Ditch Viewer, filed by Chris Kramer and Scott Verkinderen.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to set a public hearing on October 4, 2022, at 9:00 a.m., for CD 50 Redetermination of Benefits.
- On motion by Salfer, second by Forkrud, the Board voted unanimously to set a public hearing on October 4, 2022, at 9:00 a.m. for 2023 Ditch Levies.
- Chair Wakefield adjourned Redwood County Ditch Authority at 9:25 a.m.

RECONVENE

- The Board reconvened into Regular Session at 9:25 a.m.

ECONOMIC DEVELOPMENT

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Rental Agreement with the City of Wabasso for the use of the Community Center in the amount of \$65.00.

ADMINISTRATION

- On motion by Groebner, second by Van Hee, the Board voted unanimously to acknowledge the Justice Center Change Orders totaling \$11,200.84 as listed:

| Company | Amount |
|----------------------|--------------|
| Marshall Machine | \$ 1,775.00 |
| RTL Construction | \$ 7,013.01 |
| Sussner Construction | \$(1,726.56) |
| Gag Sheet Metal | \$(671.54) |

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|------------------------------|--------------|
| Community Electric | \$(1,001.48) |
| Masters Plumbing and Heating | \$(137.50) |
| Schmidt Construction | \$(2,315.56) |
| Floor to Ceiling | \$ 7,735.94 |
| Kendall Doors & Hardware | \$ 529.62 |

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve PR 40, expansion of the Law Enforcement parking lot in the amount of \$128,558.00.
- On motion by Forkrud, second by Wakefield, in a roll-call vote with Forkrud, Wakefield, Salfer, Groebner, and Van Hee all voting aye, the Board adopted the following resolution:

**ESTABLISHING A COUNTY ABSENTEE BALLOT BOARD
2022 GENERAL ELECTION**

WHEREAS, Redwood County is required by Minn. Stat. § 203B.121, Subd. 1(a) to establish a County Absentee Ballot Board for the 2022 General Election; and

WHEREAS, this authorization will bring uniformity in the processing of accepting or rejecting returned regular absentee ballots to Redwood County Elections that would consist of deputy county auditors who have received training in the processing and counting of absentee ballots; and

WHEREAS, would consist of a sufficient number of election judges trained in the handling of absentee ballots and appointed as provided in Minn. Stat. § 204B.19 to Minn. Stat. § 204B.22 to specifically handle those absentee ballots requiring signature comparisons per Minn. Stat. § 203B.121, Subd. 2(b)(3) ; and

WHEREAS the County Absentee Ballot Board must begin this process 46 days prior to the 2022 General Election;

THEREFORE, BE IT RESOLVED THAT, the Redwood County Board of Commissioners hereby establishes the Redwood County Absentee Ballot Board and appoints deputy county auditors; Lisa Guggisberg, Rachel Woelfel and Julie Zimmermann, and the following election judges; Mary Bratsch, Tamara Houle, Jesse Jacobson, Denise Kerkhoff, Jacalyn Lueck, and Amy Serbus and authorizes the Redwood County Auditor/Treasurer to train and oversee the Redwood County Absentee Ballot Board for the 2022 General Election. The Redwood County Auditor/Treasurer is also given authority to hire and train additional election judges in an emergency situation.

Personnel

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to transfer Beau Knutson from full-time Correctional Officer to part-time Dispatcher at Grade 4, Dispatcher LELS Non-Licensed Office Wage Scale at \$21.16/hour effective 9-7-22.
- On motion by Salfer, second by Forkrud, the Board voted unanimously to acknowledge the resignation of Andrew Messner as full-time Deputy Sheriff effective 9-15-22.

PUBLIC HEARING FOR CD #43

- At 10:00 a.m., the Board entered into Redwood County Ditch Authority for a Public Hearing for the Redetermination of Benefits for CD 43. Present for the discussion were Commissioners Salfer, Forkrud, Van Hee, Groebner and Wakefield, Administrator Kletscher and Environmental Director Scott Wold and Ditch Viewer Mark Behrends, Marvin & Marjorie Oberg, Robert Boerboom and LaMae Dahms.
- Chair Wakefield discussed the two reasons for the redetermination of benefits for CD #43 are to bring in lands that are benefiting from the system, but are not paying benefits and to bring the value of the ditch system up to current dollar values.
- Wold presented the jurisdictional and notice documents.
- Ditch Viewer Mark Behrends presented the viewer's report.
- Wakefield opened the hearing for public comment. No public comments were offered.
- Wakefield closed the hearing for public comment.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewer's Report for the Redetermination of Benefits for CD #43 as presented.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to set the payment terms for the Redetermination of Benefits for CD #43 as presented.
- On motion by Salfer, second by Groebner, the Board voted unanimously to direct Environmental Director to draft the Findings and Order for CD #43.
- Chair Wakefield closed the Public Hearing for CD #43 at 10:10 a.m.

PUBLIC HEARING FOR CD #51

- At 10:10 a.m., the Board entered into Redwood County Ditch Authority for a Public Hearing for the Redetermination of Benefits for CD 43. Present for the discussion were Commissioners Salfer, Forkrud, Van Hee, Groebner and Wakefield, Administrator Kletscher and Environmental Director Scott Wold and Ditch Viewer Mark Behrends, and LaMae Dahms.
- Chair Wakefield discussed the two reasons for the redetermination of benefits for CD #51 are to bring in lands that are benefiting from the system, but are not paying benefits and to bring the value of the ditch system up to current dollar values.
- Wold presented the jurisdictional and notice documents.
- Ditch Viewer Mark Behrends presented the viewer's report.
- Wakefield opened the hearing for public comment. No public comments were offered.
- Wakefield closed the hearing for public comment.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewer's Report for the Redetermination of Benefits for CD #51 as presented.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to set the payment terms for the Redetermination of Benefits for CD #51 as presented.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to direct Environmental Director to draft the Findings and Order for CD #51.
- Chair Wakefield closed the Public Hearing for CD #51 at 10:16 a.m.

PUBLIC HEARING FOR CD #39

- At 10:16 a.m., the Board entered into Redwood County Ditch Authority for a Public Hearing for the Redetermination of Benefits for CD 39. Present for the discussion were Commissioners Salfer, Forkrud, Van Hee, Groebner and Wakefield, Administrator Kletscher and Environmental Director Scott Wold and Ditch Viewer Mark Behrends.
- Chair Wakefield discussed the two reasons for the redetermination of benefits for CD #39 are to bring in lands that are benefiting from the system, but are not paying benefits and to bring the value of the ditch system up to current dollar values.
- Wold presented the jurisdictional and notice documents.
- Ditch Viewer Kendall Langseth presented the viewer's report.
- Wakefield opened the hearing for public comment. No public comments were offered.
- Wakefield closed the hearing for public comment.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewer's Report for the Redetermination of Benefits for CD #39 as presented.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to set the payment terms for the Redetermination of Benefits for CD #39 as presented.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to direct Environmental Director to draft the Findings and Order for CD #39.
- Chair Wakefield closed the Public Hearing for CD #52 at 10:20 a.m.

PUBLIC HEARING FOR CD #53

- At 10:20 a.m., the Board entered into Redwood County Ditch Authority for a Public Hearing for the Redetermination of Benefits for CD 53. Present for the discussion were Commissioners Salfer, Forkrud, Van Hee, Groebner and Wakefield, Administrator Kletscher and Environmental Director Scott Wold and Ditch Viewer Mark Behrends.
- Chair Wakefield discussed the two reasons for the redetermination of benefits for CD #53 are to bring in lands that are benefiting from the system, but are not paying benefits and to bring the value of the ditch system up to current dollar values.
- Wold presented the jurisdictional and notice documents.
- Ditch Viewer Kendall Langseth presented the viewer's report.
- Wakefield opened the hearing for public comment. No public comments were offered.
- Wakefield closed the hearing for public comment.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewer's Report for the Redetermination of Benefits for CD #53 as presented.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to set the payment terms for the Redetermination of Benefits for CD #53 as presented.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to direct Environmental Director to draft the Findings and Order for CD #53.
- Chair Wakefield closed the Public Hearing for CD #53 at 10:25 a.m.

RECONVENE

- The Board reconvened into regular session at 10:28 a.m.

SOUTHWEST INITIATIVE FOUNDATION

- Barnard presented an overview of the SWIF program along with the 2023 funding request. No board action taken.

PLANNING AND ZONING

- An application for a Conditional Use Permit #10-22, filed by Vicki Friedrich, to use her previously permitted annual music festival site as a rental space for private events on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: N 1040' E 420' E ½ of the NW ¼ of Section 21, Twp. 113, Range 36, Delhi Township. On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve CUP #10-22 with (19) conditions as set forth by the Planning Commission.
- An application for an Animal Confinement Feedlot, Conditional Use Permit #11-22, filed by Mike Landuyt to construct a 500-head deep-pitted cattle confinement barn on an existing confinement feedlot on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: SW ¼ of the SE ¼ of Section 11, Twp. 109N, Range 39W, Springdale Township. On motion by Groebner, second by Wakefield, the Board voted unanimously to approve CUP #11-22 with (15) conditions as set forth by the Planning Commission.

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 11:58 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator