

REDWOOD COUNTY, MINNESOTA

January 5, 2023

The Honorable Judge Patrick Rohland bestowed the Oath of Office to County Sheriff Jacobson and County Attorney Peterson on 1-3-23 as the 1-3-23 board meeting was postponed due to the weather.

The Honorable Judge Patrick Rohland bestowed the Oath of Office at 8:15 a.m. to Commissioners Salfer and Groebner and County Recorder Anderson and County Auditor-Treasurer Price.

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

Present for all or portions of the meeting were Commissioners Jim Salfer, Rick Wakefield, Bob Van Hee, Dennis Groebner and Dave Forkrud. Also present were Administrator Vicki Kletscher; Auditor-Treasurer Jean Price; Highway Engineer Anthony Sellner; Human Resource Coordinator Peter Brown; Sheriff Jason Jacobson; Recorder Joyce Anderson; Judge Patrick Rohland; Technology Coordinator Paul Parsons and Veteran Service Officer Roger Zollner.

Auditor-Treasurer Price called the Organizational Meeting to order asking for the Pledge of Allegiance to the Flag.

Price then called for nominations for the Office of Chair of the Board for 2023. Wakefield nominated Salfer. After calling for additional nominations three times, Groebner seconded, and a unanimous vote was cast for Salfer as the Board Chair for 2023.

Chair Salfer then called for nominations for the 2023 Vice-Chair of the County Board. Forkrud nominated Wakefield. After calling for additional nominations three times, Van Hee seconded and a unanimous vote was cast for Wakefield as the Board Vice-Chair for 2023.

On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the January 5th revised meeting agenda.

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

CONSENT AGENDA

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the following:
 - December 27th minutes
 - Payment of bills as follows:

General Fund	\$ 137,776.91
Insurance Fund	\$ 25.98
Road and Bridge Fund	\$ 475.40
Debt Service Fund	\$ 244,900.00

- Bills exceeding \$2,000.00: Elan Corp. \$18,950.74; Brown-Lyon-Redwood Drug Task Force \$63,927.50; Trittech Software \$16,527.93, \$24,366.87; Schneider Geospatial \$12,300.00; US Bank \$244,900.00.

SHERIFF

- On motion by Groebner, second by Forkrud, the Board voted unanimously to authorize a county credit card for Chief Deputy, Katelyn Torgerson.

AUDITOR-TREASURER

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

MN Statute 118A.02 subd. 1 (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

DESIGNATION OF DEPOSITORIES

(for Deposit Accounts)

DEPOSITOR: County of Redwood
 403 South Mill Street
 Redwood Falls, MN 56283

FINANCIAL INSTITUTIONS: Bremer Bank, NA
 Bremer Wealth Management
 Hometown Bank
 Integrity Bank Plus
 Minnwest Bank M.V.
 U.S. Bank
 Wanda State Bank
 MAGIC Fund
 Wells Fargo Advisors
 Multi-Bank Securities
 State Bank of Taunton

I, the undersigned Administrator of the County named above, hereby certify that the County of Redwood is organized and existing under and by virtue of the laws of the state of Minnesota as a corporation for profit, with its principal address at 403 South Mill Street, Redwood Falls, MN 56283.

Account Holder: County of Redwood is the complete and correct name of the Account Holder.

I FURTHER CERTIFY that at a meeting of the Board of Commissioners of the County of Redwood, duly and regularly called and held on January 5, 2023, at which a quorum was present and voting, the following resolutions were adopted:

RESOLVED, that the Financial Institutions named above at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of the County, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: Any one (1) of the following named officers or employees of the County (“Agents”), whose actual signatures are shown below:

Jean Price
 Authorized Signer Printed Name

Vicki Kletscher
 Authorized Signer Printed Name

And that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agent's signing the same.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the County's accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by Redwood County for deposit with the Financial Institution, or for collection or discount by the Financial Institution; and to accept drafts and other items payable at the Financial Institution.

FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the County may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution.

FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained. Financial Institution shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of Redwood County; that they are in full force and effect and have not been modified in any manner whatsoever.

BOARD CHAIR

- On motion by Groebner, second by Van Hee, the Board voted unanimously to authorize the Board Chair to act on behalf of Redwood County in case of emergencies.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to adopt Roberts Rules of Order as the County Board meeting procedural guide.

ROAD AND BRIDGE

- No Road and Bridge bills were brought for Board approval.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to authorize the Highway Engineer to pay miscellaneous permit fees in 2023.
- On a motion by Forkrud, second by Groebner, in a roll-call vote with Salfer, Groebner, Forkrud, Wakefield and Van Hee, all voting aye, the Board adopted the following resolution:

Resolution
Use Website Advertisement for Transportation Project Bids

WHEREAS, Minn. Statute #331A.12, allows a county to use its website as publication for transportation contracts;

NOW, THEREFORE BE IT RESOLVED, the County of Redwood designates publication for transportation contracts on the County website, <https://redwoodcounty-mn.us/>, in place of or in addition to any other required form of publication,

FURTHERMORE, each year after designating publication on the County website, the County of Redwood must publish in a qualified newspaper in the jurisdiction and on the website notice that the County will publish any advertisements for bids on its website,

FURTHERMORE, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute #331A.12 Subd.3,

FURTHERMORE, a political subdivision that publishes notice on its website must ensure that a permanent record of publication is maintained in a form accessible by the public per Statute #331A.12 Subd.4.

This Resolution shall be effective immediately and without publication.

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Out of State Travel request for Matt Guetter to attend the ATSSA Northland “How to” workshop in Fargo, ND at a cost of \$596.14
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the purchase of two tandem axle snowplow pup trailers from Towmaster in the amount of \$99,970.00.

Other Bids Received:

Company	Bid Amount
Towmaster	\$ 99,970.00
Crysteel	\$107,094.00

- On motion by Forkrud, second by Van Hee, the Board voted unanimously that the inventory, maintenance and replacement of township signs will continue to be the responsibility of each township and Redwood County Highway Department will provide billable support in the maintenance and replacement of township signs at the discretion of the Highway Department.

ECONOMIC DEVELOPMENT

- The Southwest Minnesota Housing Partnership Contract for CDBG Broadband Grant Admission Services was removed from the Agenda.

TECHNOLOGY

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Morris Electronics Contract Renewal in the amount of \$14,400.00/year.

VETERAN SERVICE OFFICER

- On motion by Forkrud, second by Wakefield, the Board voted unanimously to award the copier lease to Loffler on State Contract #189667 in the amount of \$72.03/month for five years.

Other Bids Received

Marco	\$121.97 per month
Loffler	\$72.03 per month
Coordinated Business System	\$105.19 per month

COUNTY ATTORNEY

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Contract for Prosecution Services with the Cities of Morgan, Sanborn, and Clements.

ADMINISTRATOR

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to award all legal newspaper publications to the Redwood Gazette in the amount of \$11.83 per column inch. No other bids were received.
- On motion by Wakefield, second by Groebner, in a roll-call vote with Wakefield, Groebner, Salfer, Forkrud, and Van Hee all voting aye, the Board adopted the following resolution:

RESOLVED, THAT THE Redwood Gazette, a legal newspaper printed and published in the City of Redwood Falls, Redwood County, Minnesota, be and the same is hereby designated by the Board of County Commissioners of said Redwood County, Minnesota as the newspaper in which the notice and list of real estate remaining delinquent on the first working day of January 2023 shall be published.

RESOLVED FURTHER, THAT THE said Redwood County, Minnesota enter into a contract with the Redwood Gazette to print and publish as provided by law that said list of delinquent taxes at a compensation rate allowed by Section 331A of the Statutes of the State of Minnesota.

BE IT FURTHER RESOLVED, THAT THE Redwood Gazette be named the official newspaper of the County for the insertion of the annual financial statement and all printing of Commissioners' proceedings for 2022 for legal printing rates as prescribed by State Law.

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Service Contract with Cherry Road Technologies, O/B/O Redwood Gazette.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the 2023 County Fee Schedule.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the 2023 Redwood County Reimbursement Policy.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the University of Minnesota Use Agreement.
- On motion by Forkrud, second by Wakefield, in a 4-1 vote with Groebner voting nay, the Board approved to pay request from Redwood-Renville Regional Solid Waste Authority to reimburse Renville County in the amount of \$1,950.00 from RRRSWA funds.

Personnel

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to hire Mitchell Serbus as full-time Correctional Officer on the 2023 Correctional Officer LELS Non-Licensed Officer Salary Schedule at Step 1, \$22.99/hour effective January 9, 2023.

- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the Memorandum of Understanding Regarding Establishment of Jail Sergeants Position in the Non-Licensed Officers Bargaining Unit.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to promote Mike Ingebretson from full-time Correctional Officer to full-time Jail Sergeant with a \$96.15 per pay period stipend effective January 9, 2023 for the Jail Sergeant duties.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to promote Naomi Baune from full-time Correctional Officer to full-time Jail Sergeant with a \$96.15 per pay period stipend effective January 9, 2023 for the Jail Sergeant duties.

BOARD CHAIR

- The Board reviewed the Committee Appointments for 2023 and Chair Salfer made appointments as presented.
- Chair Salfer appointed Commissioner Wakefield to the Opioid Settlement Fund Committee.

Commissioner Groebner exited the meeting at 9:45 a.m.

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 9:51 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator