

REDWOOD COUNTY, MINNESOTA

January 17, 2023

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

Present for all or portions of the meeting were Commissioners Dave Forkrud, Jim Salfer, Rick Wakefield, Dennis Groebner and Bob Van Hee. Also present were Administrator Vicki Kletscher; Environmental Director Scott Wold; Economic Development Coordinator Briana Mumme; Human Resources Coordinator Peter Brown; County Assessor Jesse Jacobson, Sheriff Jason Jacobson; Planning and Zoning Supervisor Nick Brozek; Highway Engineer Anthony Sellner; Assistant Highway Engineer Jeff Bommersbach; Southwest Health and Human Services Director Beth Wilms; City of Redwood Falls Administrator Keith Muetzel; Recorder Joyce Anderson, License Center Supervisor Amy Serbus; Redwood Valley Student Austin Ourada; Kevin Stroup and Senator Gary Dahms attended via Zoom.

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

On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the 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 Wakefield, second by Groebner, the Board voted unanimously to approve the consent agenda.
 - August 16th amended minutes
 - December 30th minutes
 - January 5th minutes
 - Payment of bills as follows:

General Fund	\$ 348,375.41
Building Fund	\$ 7,268.11
Ditch Fund	\$ 127,382.97
Solid Waste Fund	\$ 3,221.00
Soil and Water Fund	\$ 24,870.60
Insurance Fund	\$ 165.64
State Revenue	\$ 230.00
Road and Bridge Fund	\$ 118,244.00

Bills exceeding \$2,000: Association of MN Counties \$15,008.00; MCIT \$185,463.00, \$5821.00, \$118,244.00, 2,414.00; Safe Assure \$8,444.42; MN County Attorney Association \$3,796.00; AT-Scene \$3,350.00; Redwood County Highway Department \$4,587.54; Tersteeg's Holiday Market \$9,420.97; Alpha Wireless \$32,295.00; Area II \$12,123.20; Redwood Cottonwood Rivers Control \$26,480.00; MN Association of Soil and Water \$6,009.05; Southwest Prairie Technical Service \$3,365.00; Rural MN Energy Board \$2,500.00; Small Business Development Corporation

\$5,000.00; Southwest Minnesota Private Industry Council \$3,440.00; Froggy's Signs \$5,838.50; MNL, Inc. \$122,716.25; Lincoln County \$2,500.00; Steve Meyer \$21,442.60.

ROAD AND BRIDGE

- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve the Construction and Maintenance Cooperative Agreement between Redwood County and the City of Redwood Falls for CSAH 1 and CSAH 24.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to purchase survey equipment from Frontier Precision in the amount of \$74,871.73 off Minnesota State Contract #171661.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to authorize the Board Chair and County Administrator to sign snow clearing contracts with Huhnerkoch Farms and KO Farm Drainage.

SOUTHWEST HEALTH AND HUMAN SERVICES

- Wilms presented the 2021 Southwest Health and Human Services Annual Report.

PLANNING AND ZONING

- An application for a Conditional Use Permit #1-23 to build a housing development filed by Clarence Wurtz of Upland Hutterian Brethren on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: NW ¼ lying north of the railroad, except a 0.35 acre tract in the NE corner of Section 20, Township 109 North, Range 36W, Charlestown Township. On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve CUP #1-23 with (12) conditions as set forth by the Planning Commission.

REDWOOD COUNTY DITCH AUTHORITY

- At 10:03 a.m., the Board entered into Redwood County Ditch Authority for Public Hearings for CD #44, 48, 55, 63 and 65. Present for the meeting were Commissioners Wakefield, Salfer, Groebner, Forkrud and Van Hee, Administrator Kletscher, Environmental Director Wold and Planning Zoning Supervisor Nick Brozek, Ditch Viewers Jim Weidemann, Steve Johnson and Todd Hammer. and Mark Behrends, and Tiffany Hanson from Sheridan Township.

COUNTY DITCH #44 – PUBLIC HEARING

- On motion by Groebner, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Weidemann presented the Viewers Report.
- There were no public comments.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the Viewers Report.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.

- On motion by Groebner, second by Forkrud, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #44.

COUNTY DITCH #48 – PUBLIC HEARING

- On motion by Groebner, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Weidemann presented the Viewers Report.
- There were no public comments.
- On motion by Groebner, second by Salfer, the Board voted unanimously to approve the Viewers Report.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Salfer, second by Groebner, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #48.

COUNTY DITCH #55 – PUBLIC HEARING

- On motion by Groebner, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Weidemann presented the Viewers Report.
- There were no public comments.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewers Report.
- On motion by Groebner, second by Salfer, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Groebner, second by Forkrud, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #55.

COUNTY DITCH #63 – PUBLIC HEARING

- On motion by Groebner, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Weidemann presented the Viewers Report.
- There were no public comments.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Viewers Report.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes

for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.

- On motion by Van Hee, second by Salfer, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #63.

COUNTY DITCH #65 – PUBLIC HEARING

- On motion by Groebner, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
 - Brozek presented the Affidavit of Publication.
 - Weidemann presented the Viewers Report.
 - There were no public comments.
 - On motion by Salfer, second by Forkrud, the Board voted unanimously to approve the Viewers Report.
 - On motion by Groebner, second by Salfer, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
 - On motion by Salfer second by Groebner, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #65.
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- At 10:30 a.m., the Board entered into Redwood County Ditch Authority for Public Hearings for CD #66, 74, 88, 94 and 97. Present for the meeting were Commissioners Wakefield, Salfer, Groebner, Forkrud and Van Hee, Administrator Kletscher, Environmental Director Wold and Planning Zoning Supervisor Nick Brozek, Ditch Viewer Mark Behrends and Tiffany Hanson from Sheridan Township.

COUNTY DITCH #66 – PUBLIC HEARING

- On motion by Van Hee, second by Groebner, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Behrends presented the Viewers Report.
- Tiffany Hanson, Sheridan Township, was present with several questions. Hanson questioned whether the watershed lines for CD 66 will be matched to CD 30. Behrends assured her that the watershed lines had been matched up.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Viewers Report.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Van Hee, second by Groebner, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the amended Findings and Order for CD #66.

COUNTY DITCH #74 – PUBLIC HEARING

- On motion by Van Hee, second by Groebner, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Behrends presented the Viewers Report.
- There were no public comments.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the Viewers Report.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Van Hee, second by Salfer, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the amended Findings and Order for CD #74.

COUNTY DITCH #88 – PUBLIC HEARING

- On motion by Van Hee, second by Salfer, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Behrends presented the Viewers Report.
- There were no public comments.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Viewers Report.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Van Hee, second by Groebner, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #88.

COUNTY DITCH #94 – PUBLIC HEARING

- On motion by Salfer, second by Van Hee, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Behrends presented the Viewers Report.
- There were no public comments.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Viewers Report.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.

- On motion by Groebner, second by Van Hee, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #94.

COUNTY DITCH #97 – PUBLIC HEARING

- On motion by Wakefield, second by Salfer, the Board voted unanimously to adopt the agenda presented.
- Brozek presented the Affidavit of Publication.
- Behrends presented the Viewers Report.
- There were no public comments.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Viewers Report.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the repayment terms option of paid in full within 60 days or it will be put on the property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100.00, the entire amount will be put on taxes in the first year.
- On motion by Groebner, second by Van Hee, in a roll-call vote with Groebner, Forkrud, Salfer, Wakefield and Van Hee all voting aye, the Board adopted the Findings and Order for CD #97.
- The Public Hearings closed at 10:50 a.m.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the FEMA Change Order in the amount of \$10,360.00 to MNL for the JD #33, Phase 1 FEMA repair to be funded through FEMA.
- There being no further business, Chair Wakefield declared the Ditch Authority meeting adjourned at 10:54 a.m.

RECONVENED

- The Board reconvened into regular session at 10:54 a.m.

ENVIRONMENTAL

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to purchase a John Deere 1570 TerrainCut Commercial Front Cut Lawnmower from C & B Operations in the amount of \$14,000.00 with the trade in of a 2017 John Deere 1570.

Other Bids Received:

C & B Operations	\$14,000.00
Kibble Equipment	\$15,000.00

- Chair Salfer appointed Soil and Water Conservation District Supervisor, Ed Carter, to the Planning Commission with Rick Mauer as the alternate.
- On motion by Van Hee, second by Wakefield, in a roll-call vote with Van Hee, Wakefield, Salfer, Forkrud and Groebner all voting aye, the Board adopted the following resolution:

RESOLUTION 2023-02**A RESOLUTION TO EXPEND CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT FOR PLUM CREEK COUNTY PARK WATERFRONT IMPROVEMENTS**

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 Environmental Director, Scott Wold has identified a necessary expense to make improvements to the waterfront 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, A project proposal to improve the waterfront was prepared by a licensed landscape architect and has an estimated cost of \$909,488 of which \$818,539 was secured through a state grant from the Greater Minnesota Parks and Trails Commission (award letter attached) and the remaining \$90,949 is needed to complete the proposed project;

NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners is encumbering \$90,949.00 to be used to complete the improvements to the waterfront at Plum Creek County 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.

ASSESSOR

- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Assessment Agreement between Redwood County and the City of Redwood Falls in which the City shall pay the County \$50,700 for 2023, \$51,700 for 2024 and \$52,700 for 2025 pending County Attorney approval.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the Assessment Agreement between Redwood County and Paxton Township in which

Paxton Township shall pay the County \$12.00 per parcel in 2023 pending County Attorney approval.

ADMINISTRATION

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the amended Joint Powers Agreement with Redwood-Renville Regional Solid Waste Authority.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the 2023 Solid Waste Hauler Licenses for CMF, R & E Sanitation and Waste Management.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the 2023 Tobacco License for Grandview Valley Winery.

Personnel

- On motion by Van Hee, second by Groebner, the Board voted unanimously to hire Steven Elzenga as full-time Property Appraiser effective January 23, 2023, on the 2023 AFSCME Salary Schedule at Grade 11/Step 1 at \$24.96/hr.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to hire Amber Kleinhuizen as full-time Property Appraiser effective January 23, 2023, on the 2023 AFSCME Salary Schedule at Grade 11/Step 1 at \$24.96/hr.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to acknowledge the resignation of Correctional Officer, Mitchell Serbus, effective January 10, 2023.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the revised 2023 Drug Testing Contracts with Shelly Koenig and Steve Gramstad.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Amendment to the Reinstated Health Services Network Access and Administration Agreement.

SENATOR GARY DAHMS

- Senator Dahms joined the board meeting via Zoom. He presented an update on the legislative session. Legislative priorities for Redwood County were shared with Senator Dahms.

SHERIFF

- The Board reviewed the December 2022 Jail Population and Sentence to Service Quarterly Report.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to award the jail medical services contract to Advanced Correctional Healthcare, Option 1 at an annual rate of \$119,999.00 with an additional startup fee of 2 weeks contract price to mobilize extra startup team members.

Other Bid Received:

Advanced Correctional Healthcare	\$119,999.00
CentraCare	\$165,543.00

AUDITOR-TREASURER

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and December Disbursements in the amount of \$1,469,790.10.
- Bills exceeding \$2,000: Preferred One \$10,899.15, \$9,908.57, \$34,201.17, \$2,500.85, \$12,423.35, 19,597.02, \$11,340.25, \$25,305.20, \$3,988.99; Paycom \$2,353.13, \$2,189.59; WEX \$7,824.09, \$7,984.01; Redwood Falls Public Utilities \$4,026.40; BCBS of MN \$2,421.00; Great Plains Natural Gas \$2,134.56, \$2,611.34, \$2,719.42, \$2,249.80; MN Dept. of Revenue \$76,062.90; Delta Dental \$4,437.48; G. Kerkhoff Construction & Clint Irlbeck \$13,002.08; S. Macholda \$2,353.00; MN Commission of Finance \$4,703.50; Alpha Wireless \$147,408.80; D. Beebout \$7,125.00; L & S Construction \$16,750.00; MN Valley Snow-Riders \$42,497.11; Lucan Plumbing \$15,559.69; Redwood Soil and Water \$10,000.00; SWHHS \$71,389.54; J. Boerboom \$26,748.71; Renville County \$20,715.76; I & S Group \$19,235.13; Stantec Consulting \$2,262.25; TNT Construction \$5,311.60; Bolton & Menk \$4,564.00, \$6,083.50; Smith & Johnson \$3,875.00; Blackstrap \$9,212.08; Midwest Contracting \$45,796.57; Swanston Equipment \$60,880.00; Central Specialties \$200,353.19; Everstrong Construction \$258,694.60, \$56,067.28; Meadowland Coop \$23,549.89, \$16,801.54, \$9,330.00; Duinink, Inc. \$47,644.20; Zimmermann Maintenance \$8,824.42

ECONOMIC DEVELOPMENT

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

RESOLUTION 2023-01**A RESOLUTION TO EXPEND CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT FOR THE 150TH REDWOOD COUNTY FAIR**

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 Commissioners have identified a necessary expense support the Redwood County Ag Society for the 2023 150th Redwood County Fair;

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, at the August 16, 2022 Board of Commissioners Board meeting a one-time appropriation of \$30,000 was unanimously authorized for the Redwood County Ag Society to be used for the 2023 150th Redwood County Fair set for July 13 – 16, 2023;

NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners is authorizing the disbursement of \$30,000 to the Redwood County Ag Society to be used on the 2023 150th Redwood County Fair set for July 13 – 16, 2023, 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.

- Chair Salfer appointed Shawn Guetter to the Economic Development Authority Board.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Southwest Minnesota Partnership Contract for CDBG Broadband Grant Administrative Services in the amount of \$53,000.00.
- Chair Salfer appointed Commissioner Wakefield and Redwood Area Chamber and Tourism Director, Anne Johnson, to the Explore Southwest Minnesota Committee.

CLOSED SESSION

- The Board entered into Closed Session per MN Statute 13D.05, Subd. 1 for Attorney-Client Privilege at 12:30 p.m.
- Closed Session ended at 1:08 p.m.
- No action was taken.

ADJOURN

- Chair Salfer adjourned the meeting at 1:08 p.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator