

REDWOOD COUNTY, MINNESOTA

June 6, 2023

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

Present for all or portions of the meeting were Commissioners Dennis Groebner, Rick Wakefield, Bob Van Hee, Jim Salfer, and Dave Forkrud, County Administrator Vicki Kletscher, Assistant Sierra Fluck, Development Coordinator Briana Mumme, Environmental Director Nick Brozek, Human Resource Coordinator Peter Brown, Veterans Service Officer Roger Zollner, County Recorder Joyce Anderson, Technology Coordinator Paul Parsons, Maintenance Director Loren Gewerth, Plum Creek Library Director Elizabeth Hoffman, University of MN Extension Regional Director Trisha Sheenan, Extension Educator Stacy Johnson, Extension Intern Gina Huhnerkoch, Roger Pabst, Scott Larson.

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 June 6<sup>th</sup> agenda.

Chair Salfer asked the Board Members to identify any areas in 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 following:
  - May 16<sup>th</sup> board minutes.
  - Payment of bills.

General Fund	\$ 78,953.81
Ditch Fund	\$ 179,918.38
Soil & Water	\$ 13,381.80
Insurance Fund	\$ 57.66
Road & Bridge	\$ 556.76

- Bills exceeding \$2,000: Elan 4,934.72; Estebo Frank Muns. LTD 3,373.00; Amer. Solutions for Bus. 5,370.14; CPT. 4,130.00; Smith & Johnson 4,000.00; Renville Co. 22,872.14; Recycl. Assoc. of MN 10, 584.00; M & K 22,550.00; Schmidt Const. Inc. 149,873.00; Wendland Sellers Law Off. 2,159.00; Bolton & Menk 2,625.50; Great River Greening 9,456.30; total \$ of R & B claims < \$2,000 = 41 bills totaling 16,313.82.
- Per Diem for Van Hee for attending the Drug Task Force Meeting on May 5<sup>th</sup> in the amount of \$50.00.

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

- At 8:33 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 none.
- On motion by Forkrud, second by Van Hee, in a roll-call vote with Salfer, Groebner, Forkrud, Wakefield and Van Hee all voting aye, the Board adopted the following resolution:

**APPROVING A TRANSPORTATION SALES AND USE TAX**

The following Resolution was offered by Commissioner Van Hee and moved for adoption at a Regular Meeting held on June 6, 2023, at the Redwood County Government Center, Redwood Falls, MN:

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 297 A.993 authorizes the board of a county outside the metropolitan transportation area, as defined under section 297 A.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 297 A.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 297 A.993, the Redwood County Board advertised and held a public hearing on June 6, 2023 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 297 A.993 beginning April 1, 2019 and each subsequent year thereafter.

FURTHERMORE, 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; and

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

FURTHERMORE, 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, 2023.

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the road and bridge bills in the amount of \$107,347.45.
- Bills exceeding \$2,000: Bolton & Menk 10,494.00; G. Serbus & Sons Grav. 16,775.33; L & S Const. 4,591.29; Newman Signs 7,694.56; N. Central. Intern. 3,767.07; Olson Chev. 2,461.81; Red Rock Quarry 6,913.91; Reedsburg Hard. 2,975.15; Safety Tech. 3,250.36; Total Glass 3,554.52; Truck Center Comp. 3,300.83; Unique Paving Mat. 5,627.80; Widseth Smith 19,627.00
- On Motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Professional Engineering Services Agreement with Molton and Menk for the design of State Aid Project CSAH 2 including bridge replacements 4065 and 3824 in the amount of \$360,499.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the Professional Engineering Services Agreement with Bolton and Menk for design of federally funded EV Charging Stations in the amount of \$54,133.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Township Bridge Inspection Costs for township bridges without a replacement

resolution and which receive an annual required inspection which will be billed to townships for the annual inspections beginning in 2024 at a rate of \$350 per inspection completed and increase rates \$17 per year for every year afterward.

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the 2022 Road & Bridge Annual Report.
- Sellner updated the Board on the Status of 2023 Construction Projects.
- On motion by Forkrud, second by Van Hee, in a roll call vote with Groebner, Salfer, Van Hee, Wakefield, and Forkrud all voting aye the Board adopted the following Resolution:

**A RESOLUTION TO EXPEND CORONA VIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN**

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 Highway Department for the purchase of a snowplow truck and associated equipment;

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 December 7, 2021 Board of Commissioners Board meeting it was unanimously approved for the Redwood County Highway Department to purchase a snowplow truck under state contract 194867. On March 1, 2022 the Board of Commissioners approved price surcharges of \$4,500 and another \$10,300 on May 3, 2022, totaling \$140,001;

WHEREAS, at the December 14, 2021 Board of Commissioners Board meeting it was unanimously approved for the Redwood County Highway Department to purchase snowplow truck equipment under state contract 193057 in the amount of \$139,801; NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners is authorizing the disbursement of \$180,000 to the Redwood County Highway Department to be used for the purchase of a snowplow truck and associated equipment, 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.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its adoption on June 6, 2023.

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

**Advance State Aid Regular Construction Funds**

WHEREAS, the County of Redwood is planning to implement County State Aid Street Project(s) in 2023 which will require State Aid funds in excess of those available in its State Aid Regular Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:  
 Account Balance as of date May 31, 2023 (2023 Projected) \$1,242,344.78 Less estimated disbursements:

Project# SAP 064-613-016	\$	3,864,533.00	CSAH 13 Rehab
Project# SP 064-070-009/010	\$	50,016.00	Lighted Int.
Project# SAP 064-616-017	\$	376,170.00	Br 90749 Repl.
Project# SAP 064-608-030	\$	77,220.00	Br 89826 Repl.
Project# SAP 064-645-007	\$	338,030.00	Br 92859 Repl.
Project# SAP 064-607-049	\$	195,824.00	Br 94129 Repl.
Project# SAP 064-601-017	\$	7,681.15	CSAH 1 Recon
Project# SAP 064-605-034	\$	1,078.37	CSAH 5 Rehab
Project# SAP 064-607-048	\$	14,519.92	Br 89812 Repl.
Project # SAP 064-608-029	\$	12,048.38	Br 89825 Repl.
Project# SAP 064-030-018	\$	65,729.39	Chip Seals
Project # SAP 064-602-026, 603-008, 604-058, 605-035, 607-052, 610-035, 612-016, 616-019, 645-008	\$	4,505,687.00	Maint. Overlays
Bond Principle (if any)			(\$310,000 in 2024)
Project Finals (overruns-if any)	\$	280,000.00	SAP 064-601-017
Total Estimated Disbursements			\$ 9,788,537.21

Advance Amount (amount in excess of acct balance) \$ 3,516,018.00

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Redwood in an amount up to \$ 3,516,018.00 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular Construction Account of said County from future year allocations until fully repaid.

#### **REDWOOD COUNTY DITCH AUTHORITY**

- At 9:14 a.m., the Board entered into Redwood County Ditch Authority. Present for the meeting were Wakefield, Groebner, Salfer, Forkrud, Van Hee, Administrator Kletscher, and Director Brozek.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve Contracts for JD 36, Phase 2 with Beach Transport Inc in the amount of \$1,839,637.98 for riprap supply and L&S Construction in the amount of \$640,115.95 for the ditch repair.
- The Board discussed the JD-91 Improvement Environmental Assessment Worksheet requested by DNR.
- There being no further business to discuss, Chair Wakefield declared the Ditch Authority Meeting adjourned at 9:19 a.m.

#### **RECONVENE**

The Board reconvened into Regular Session at 9:19 a.m.

#### **PLUM CREEK LIBRARY**

- Hoffman updated the Board on activities of the Plum Creek Library System.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve funding to support Plum Creek Library System Operations in the amount of \$3,250.00 for 2024.

#### **U OF M**

- Sheenan presented information on the need to add additional staff time for the 4-H after school educator. The board took no action.

#### **ECONOMIC DEVELOPMENT**

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Grant Agreement with First children's Finance-Minnesota in the amount of \$15,000, pending County Attorney approval.

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve Tier Two Environmental Review CDBG Broadband Project to construct a fiber network to the city of Sanborn and Charlestown Township.

### **TECHNOLOGY**

- Parsons updated the Board on the CISA/DHS Pen Test Results.
- On motion by Greobner, second by Van Hee, the Board voted unanimously to approve the purchase of the Event Sentry Solution by Netikus.Net in the amount of \$4,884.05 for the first year and \$990 year thereafter.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the purchase of new Dell laptops and desktops for in the amount of \$17,609.94 on Dell NCPA 2018 Contract.
- On motion by Forkrud, second by Greobner, the Board voted unanimously to approve the updated Redwood County Technology Risk Management Plan/Policy.

### **MAINTENANCE**

- On motion by Greobner, second by Van Hee, the board voted unanimously to approve the Service Contract with MJ Mechanical, LLC in the amount of \$12,100.00.

### **ADMINISTRATION**

- On motion by Wakefield, second by Greobner, the board voted unanimously to approve the revised Redwood Cottonwood Riers Control Area Joint Powers Agreement to July 1, 2023, through June 30, 2025.
- On motion by Forkrud, second by Van Hee, in a roll call vote with Groebner, Salfer, Forkrud, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, THE PIECEMAKERS wishes to donate 25 Quilts to Redwood County Veterans Service Office and;

WHEREAS, the Redwood County Veterans Service Office will utilize the donation of the 25 quilts for the purpose of distributing to veterans at the Minneapolis and St. Cloud VA Medical Center that are in need; and

WHEREAS, the Board of Commissioners appreciates the generosity of the Piecemakers in supporting the Redwood County Veterans Service Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of the 5 quilts from the Piecemakers of Presbyterian Church of Redwood Falls to Redwood County Veterans Service Office, on behalf of the County.

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

### **A RESOLUTION ACCEPTING THE DONATION OF 1 QUILT FROM AN ANONYMOUS DONOR**

WHEREAS, AN ANONYMOUS DONOR wishes to donate 1 Quilt to Redwood County Veterans Service Office and;

WHEREAS, the Redwood County Veterans Service Office will utilize the donation of the quilt for the purpose of distributing it to a veteran in the local area that would be in need; and

WHEREAS, the Board of Commissioners appreciates the generosity of the anonymous person in supporting the Redwood County Veterans Service Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of the quilt from the anonymous donor to Redwood County Veterans Service Office, on behalf of the County.

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

**RESOLUTION ACCEPTING THE DONATION OF A TOILET SAFETY RAIL FROM AN ANONYMUS DONOR**

WHEREAS, AN ANONYMOUS DONOR wishes to donate a Toilet Safety Rail to Redwood County Veterans Service Office and;

WHEREAS, the Redwood County Veterans Service Office will utilize the donation of the Toilet Safety Rail for the purpose of donating it to a veteran in the local area in need; and

WHEREAS, the Board of Commissioners appreciates the generosity of the anonymous donor in supporting the Redwood County Veterans Service Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of the Toilet Safety Rail from the anonymous donor to Redwood County Veterans Service Office, on behalf of the County.

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the Agreement between the Minnesota Department of Revenue and Redwood County for Collection of a Local Transit Sales and Use Tax.

***Personnel***

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Administration Services Agreement between Redwood County and Blue Cross Blue Shield of Minnesota.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve Section 6.06 Holiday Policy revision in the Redwood County Personnel Policy to add Juneteenth as an official Holiday, effective June 19, 2023.

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve MOU between the County and AFSCME to add Juneteenth as an official holiday, effective June 19, 2023.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the MOU between the County and LELS to add Juneteenth as an official Holiday, effective June 19, 2023.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Assistant County Veteran Services Officer Job Description and set at Grade 10 and authorized to post for the position.
- On motion by Salfer, second by Forkrud, the Board voted unanimously to Acknowledge the resignation of Theodore Cromwell, as FT Deputy Sheriff, effective June 14, 2023.

**COMMISSIONERS**

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve to provide written feedback per the request of the Governor’s Office regarding the proposed land use for the Lower Sioux Indian Community non-gaming land acquisition application.

**ADJOURN**

- There being no further business, Chair Salfer declared the meeting adjourned at 10:48 a.m.

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Jim Salfer, Chair  
Board of County Commissioners

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