

REDWOOD COUNTY, MINNESOTA

September 19, 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, Administrative Assistant Sierra Fluck, Environmental Director Nick Brozek, County Recorder Joyce Anderson, Auditor/Treasurer Jean Price, County Engineer Anthony Sellner, Development Coordinator Briana Mumme, Human Resource Coordinator Peter Brown, Sheriff Jason Jacobson, Maintenance Director Loren Gewerth, United Community Action Partnership Family Services Director Angela Larson, Southwest Health & Human Services Beth Wilms.

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

On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the September 19th agenda.

Chair Salfer asked the Board Members to identify any areas in which they had a conflict of interest. Wakefield identified a conflict in the Abstract of Bills.

CONSENT AGENDA

- On motion by Groebner, second by Van Hee, excluding the bills from Rick Wakefield in the amount of \$520.00 and Lori Wakefield in the amount of \$650.00, the Board voted unanimously to approve the consent agenda.
- On motion by Van Hee, second by Groebner, with Wakefield abstaining due to a conflict of interest, the Board voted to approve the bills from Rick Wakefield in the amount of \$520.00 and Lori Wakefield in the amount of \$650.00.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the following:
 - September 5th board minutes.
 - Payment of bills.

General Fund	\$ 167,789.81
Ditch Fund	\$ 83,466.99
Solid Waste Fund	\$ 16,935.37
Soil & Water	\$ 1,000.00
Debt Service Fund	\$ 164,396.88
Road & Bridge Fund	\$ 110,075.00
Insurance	\$ 512.75

○ **Bills exceeding \$2,000:**

Warrants Approved On 9/19/2023 For Payment 9/22/2023.

<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCARE	10,213.40
BCL TELEVISION	3,458.00
BEHREND/MARK	4,613.42
CHERRYROAD MEDIA	2,077.77
COUNTIES PROVIDING TECHNOLOGY	4,604.00
COUNTRY ENTERPRISES INC	2,121.00
COUNTY OF RENVILLE	36,826.35
ELECTION SYSTEMS & SOFTWARE INC	8,925.25
ESTEBO FRANK MUNSHOWER LTD	2,415.00
FLESNER/TERRY & CAROL	23,656.00
FULTZ FARMS INC	8,241.00
FULTZ RLT/SANDRA A	3,124.00
G & R CONTROLS INC	2,101.05
LAMBERTON PUBLIC LIBRARY	7,117.23
LITZAU FARM DRAINAGE INC	23,158.84
MORGAN PUBLIC LIBRARY	6,896.94
NELSON/WILL	8,032.00
ONE OFFICE SOLUTION	5,129.60
REDWOOD COUNTY HIGHWAY DEPT	6,526.03
REDWOOD FALLS PUBLIC LIBRARY	20,339.73
SMITH & JOHNSON	4,000.00
THE MARKET AT REDWOOD LLC	10,841.06
TNT CONSTRUCTION-KERKHOFF INC	5,670.00
U.S. BANK CHARLOTTE	291,221.88
WABASSO PUBLIC LIBRARY	18,682.60
87 Payments less than 2 0 0 0	23,041.00
Final Total:	543,033.15

Warrants Approved for Payment 8/03/2023.

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	12,500.00
MR PAVING & EXCAVATING INC	214,704.93
REDWOOD FALLS PUBLIC UTILITIES	2,479.29
6 Payments less than 2 0 0 0	737.71
Final Total:	230,421.93

Warrants Approved On 8/07/2023 For Payment 8/07/2023.

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	3,772.00
14 Payments less than 2 0 0 0	4,295.78
Final Total:	8,067.78

Warrants Approved for Payment 8/10/2023.

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	10,413.86
KNIFE RIVER CORPORATION	353,609.17
STAPLES OIL CO	27,412.50
9 Payments less than 2000	660.07
Final Total:	392,095.60

Warrants Approved On 8/14/2023 For Payment 8/15/2023.

<u>Vendor Name</u>	<u>Amount</u>
CITY OF REDWOOD FALLS	2,818.62
SCHOOL DISTRICT 2884	22,935.31
SCHOOL DISTRICT 2897	22,375.31
SCHOOL DISTRICT 2898	2,562.85
SCHOOL DISTRICT 640	23,233.07
TOWNSHIP OF CHARLESTOWN	5,156.05
TOWNSHIP OF DELHI	7,945.15
TOWNSHIP OF JOHNSONVILLE	2,016.91
TOWNSHIP OF LAMBERTON	2,426.40
TOWNSHIP OF NORTH HERO	2,944.59
TOWNSHIP OF PAXTON	5,845.33
TOWNSHIP OF SHERMAN	2,944.66
TOWNSHIP OF VESTA	6,623.30
16 Payments less than 2 0 0 0	11,900.77
Final Total:	121,728.32

Warrants Approved On 8/14/2023 For Payment 8/14/2023.

<u>Vendor Name</u>	<u>Amount</u>
4 Payments less than 2 0 0 0	795.11
Final Total:	795.11

Warrants Approved for Payment 8/16/2023.

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	6,768.38
MORRIS SEALCOAT & TRUCKING INC	1,258,273.18
3 Payments less than 2 0 0 0	711.84
Final Total:	1,265,753.40

Warrants Approved On 8/21/2023 For Payment 8/21/2023.

<u>Vendor Name</u>	<u>Amount</u>
METLIFE	4,433.70
SOUTHWEST HEALTH & HUMAN SERVICE	54,951.50
7 Payments less than 2 0 0 0	3,131.75
Final Total:	62,516.95

Warrants Approved for Payment 8/24/2023.

<u>Vendor Name</u>	<u>Amount</u>
4 Payments less than 2 0 0 0	613.20
Final Total:	613.20

Warrants Approved On 8/28/2023 For Payment 8/28/2023.

<u>Vendor Name</u>	<u>Amount</u>
8 Payments less than 2 0 0 0	3,406.88
Final Total:	3,406.88

Warrants Approved for Payment 8/30/2023.

<u>Vendor Name</u>	<u>Amount</u>
DUININCK INC	2,891,803.20
FARMWARD COOPERATIVE	3,145.53
M & K BRIDGE CONSTRUCTION INC	82,077.83

R & G CONSTRUCTION CO	213,153.32
REDWOOD FALLS PUBLIC UTILITIES	2,018.68
3 Payments less than 2 0 0 0	725.45
Final Total:	3,192,924.01

Warrants Approved for Payment 8/07/2023.

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	57,180.42
BLUE CROSS BLUE SHIELD OF MINNESO	2,152.00
BLUE CROSS BLUE SHIELD OF MINNESO	24,219.76
BLUE CROSS BLUE SHIELD OF MINNESO	11,608.89
BLUE CROSS BLUE SHIELD OF MINNESO	14,514.04
BLUE CROSS BLUE SHIELD OF MINNESO	61,770.30
KARPEL SOLUTIONS	9,400.00
MINNESOTA DEPARTMENT of REVENUE	37,534.95
REDWOOD COUNTY LICENSE CENTER	2,210.75
REDWOOD COUNTY LICENSE CENTER	2,591.25
REDWOOD COUNTY LICENSE CENTER	2,846.63
REDWOOD ELECTRIC COOPERATIVE	3,435.51
REDWOOD FALLS PUBLIC UTILITIES	3,287.10
REDWOOD FALLS PUBLIC UTILITIES	8,197.51
REDWOOD FALLS PUBLIC UTILITIES	3,363.54
WEX LEAP	7,485.69
WEX LEAP	2,500.00
WEX LEAP	7,485.69
WEX LEAP	7,485.69
60 Payments less than 2 0 0 0	29,174.45
Final Total:	298,444.17

EMPLOYEE RECOGNITION

- The Board recognized Larry Hubert- Highway Department for 35 years of Service to Redwood County.
- The Board recognized Jared Amberg- Highway Department for 15 years of Service to Redwood County

AUDITOR/TREASURER

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Cash Balance Report, Investment Summary, Budget Reports, General Fund; Road and Bridge; Building; Human Services; Ditch; Health; Debt Service; Insurance; Solid Waste; Soil and Water and Conservation District Fund, and August 2023 Disbursements in the amount of \$5,576,767.35.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the ICS Deposit Placement Agreement with Bremer Bank

ECONOMIC DEVELOPMENT

- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the Redwood Area Community Center Rental Agreement for October 4, 2023.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Westlake Properties Loan Agreement Amendment to the original loan agreement with

Westlake Properties- Minnesota A, LLC authorizing a 90-day project completion extension date.

MAINTENANCE

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the 5-year elevator service agreement with MEI for the elevators in the Justice Center and Law Enforcement buildings.

ROAD & BRIDGE

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the purchase of a Chevrolet 3500 Silverado Diesel from Olson Chevrolet to replace the 2022 F250 Maintenance truck in the amount of \$62,440. A second quote was obtained from Wheelborg Ford in the amount of \$63,025.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the purchase of two Chevrolet 1500 Silverado Trucks from Olson in the amount of \$54,890 each. A second quote was obtained from Wheelborg Ford in the amount of \$59,300 each.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to declare the highway department trucks 2002 F250, 2002 F150, 2002 F250, 2000 F350, 2002 Int. excess equipment for sale or auction pending the arrival of newly purchased vehicles.
- Sellner updated the Board on the status of the 2023 and 2024 Construction projects.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the bid with Belview Delhi Maintenance Area for equipment rental to provide snow removal, grading, and maintenance in the amount of \$71,255. No other bids were received.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Professional Engineering Services Contract with Widseth for bridge design contract for 19 bridge designs in the amount of \$684,037.

UCAP & SWHHS

- United Community Action Partnership updated the Board on the Local Homeless Prevention Aid Program and the services UCAP could provide the County.

ADMINISTRATION

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the quote from Brighter Homes for new carpet in the Probation Department due to water leak damage in the amount of \$9,809.82.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve 2023 Meadowland Farmers Coop Tobacco License Application.

SHERIFF

- On February 16, 2021, the Board authorized the purchase of a 2021 Chevy 2500 HD Silverado with trade in of 2004 Ford F3450 from Marthaler Chevrolet in the amount of \$24,446.81. This Vehicle order was cancelled due to manufacturing shortages. On July 20, 2021, the Board authorized the purchase of a 2022 Ford F250 with trade in of 2004 Ford

F350 from Wheelborg Ford in the amount of \$25,989.00. The Sheriff informed the Board that the 2022 Ford order was cancelled due to manufacturing shortages.

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the purchase of a 2024 Chevrolet Silverado 3500, with trade in of 2004 Ford F350 from Olson Chevrolet for Emergency Management in the amount of \$45,652 plus tax, title, registration, and document fees. A second bid was received from Wheelborg Ford in the amount of \$46,046.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Opioid settlement grant application from the Sheriff's office to Southwest Health & Human Services in the amount of \$30,000 the first year and \$5,000 per year for ten years to support the Redwood County K9 program and to fight opioids and other controlled substances.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Joint Powers Agreement with the BCA to participate in the Minnesota Anti-Heroin Task Force Program.
- The Board reviewed the August 2023 Jail Population.

Personnel

- On motion by Forkrud, second by Wakefield, the Board voted unanimously to hire Bradley Ebber as FT Deputy for the Sheriff's Department on the Deputy Sheriff I Grade/Step 1 at \$27.46/hour, effective September 25, 2023.
- On motion by Wakefield, second by Van Hee the Board voted unanimously to approve the destruction of old personnel and payroll records including insurance claims, payroll bills, payroll action forms, timecards, and terminated Employee personnel files, terminated temporary employee files, terminated employee flex files from 2000-2016.

ENVIRONMENTAL

- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve the Joint Ditch No. 15 Financing Agreement with Lyon County, in order to allow bonding for the JD 15 improvement project.

COMMISSIONERS

- Auditor-Treasurer requested her 2024 Salary be set at \$127,619 and a formal discussion to take place at a Work Session.
- County Recorder requested her 2024 Salary be set at \$110,000 and a formal discussion to take place at a Work Session.
- County Sheriff requested his 2024 Salary be set at \$127,000 and a formal discussion to take place at a Work Session.
- On motion by Forkrud, second by Groebner, with Salfer opposed, the Board voted unanimously to set a Work Session on September 29th, 2023, at 8:00 a.m. for Elected Officials Salary Discussion.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to Set Board meeting date to certify the preliminary 2024 levy for September 29th, 2023, at 9:00 a.m.

- The commissioners reported on meetings they attended.

Salfer: Annual Township, Tax Forfeited Auction

VanHee: Annual Township, AMC Fall Policy Conference, Prime West

Groebner: JD 5 Brown County Ditch, A.C.E Annual Meeting, Annual Township Meeting, Redwood Renville Regional Solid Waste Authority.

Forkrud: Tax Forfeited Auction, A.C.E Annual Meeting, Redwood Renville Regional Solid Waste Authority

Wakefield: Annual Township, JD 5 Brown County Ditch, Explore SWMN, Tax Forfeited Auction, A.C.E Annual meeting, Budget/Finance Committee, Chief Elected Officials Board, Redwood-Cottonwood Rivers Control/Area II.

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 11:12 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator