

REDWOOD COUNTY, MINNESOTA

November 21, 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, Bob Van Hee, Jim Salfer, and Dave Forkrud, County Attorney Jenna Peterson, County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Environmental Director Nick Brozek, Auditor/Treasurer Jean Price, Human Resource Coordinator Peter Brown, Sheriff Jason Jacobson, County Engineer Anthony Sellner, Planning & Zoning Supervisor Jeanette Pidde, Maintenance Director Loren Gewerth, Ditch and Ag Technician Matt Mumme, Ditch and Ag Inspector Brent Lang, Adult Mental Health and Substance Use Disorder Supervisor Stacy Jorgensen, Redwood County Extension Director Stacy Johnson.

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 November 21 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 Groebner, second by Van Hee, the Board voted unanimously to approve the following:
  - November 7<sup>th</sup> Board Minutes.
  - Payment of bills.

General Fund	\$ 116,115.18
Ditch Fund	\$ 73,779.48
Solid Waste Fund	\$ 112.66
Insurance	\$ 961.00
Soil & Water	\$ 9,163.94

- **Bills exceeding \$2,000:**

**Warrants Approved On 11/21/2023 For Payment 11/27/2023.**

<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCARE	12,399.92
COUNTIES PROVIDING TECHNOLOGY	4,604.00
COUNTY OF LYON	58,050.93
COUNTY OF RAMSEY	2,370.00
COUNTY OF RENVILLE	32,150.26

ESTEBO FRANK MUNSHOWER LTD	2,535.00
FRICKE ENVIRONMENTAL COMPANY	3,284.00
ISG	2,315.00
KERKHOFF BROS INC	7,623.50
MAAS CONSTRUCTION CO	3,836.23
MINNESOTA POLLUTION CONTROL AGEN	5,311.05
REDWOOD COUNTY HIGHWAY DEPT	6,689.82
SCHULTZ/JASON	7,413.94
SMITH & JOHNSON	4,000.00
STARK PRINTING INC DBA HENLE PRINTI	6,202.49
THE MARKET AT REDWOOD LLC	10,943.17
95 Payments less than 2 0 0 0	29,373.18
<b>Final Total:</b>	<b>199,102.49</b>

**AUDITOR/TREASURER**

- On motion by Groebner, second by Van Hee, 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 October 2023 Disbursements in the amount of \$3,845,159.83.

**Warrants Approved for Payment 10/05/2023.**

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	58,648.58
BLUE CROSS BLUE SHIELD OF MINNESO	2,152.00
BLUE CROSS BLUE SHIELD OF MINNESO	50,659.30
BLUE CROSS BLUE SHIELD OF MINNESO	36,973.76
BLUE CROSS BLUE SHIELD OF MINNESO	9,824.23
MINNESOTA DEPARTMENT of REVENUE	61,303.53
MINNESOTA UC FUND	4,318.62
MN COMMISSION OF FINANCE	212,310.77
REDWOOD COUNTY LICENSE CENTER	2,031.75
REDWOOD COUNTY LICENSE CENTER	2,972.13
REDWOOD ELECTRIC COOPERATIVE	2,425.22
REDWOOD FALLS PUBLIC UTILITIES	3,359.04
REDWOOD FALLS PUBLIC UTILITIES	7,440.79
WEX LEAP	7,585.69
WEX LEAP	7,585.69
50 Payments less than 2 0 0 0	3,434.99
<b>Final Total:</b>	<b>473,026.09</b>

**Warrants Approved for Payment 10/04/2023.**

<u>Vendor Name</u>	<u>Amount</u>
BLACKSTRAP INC	16,491.76
MINNESOTA STATE AUDITOR	2,519.50
MR PAVING & EXCAVATING INC	578,870.16
REDWOOD FALLS PUBLIC UTILITIES	2,895.48
7 Payments less than 2 0 0 0	1,529.80
<b>Final Total:</b>	<b>602,306.70</b>

**Warrants Approved On 10/09/2023 For Payment 10/09/2023.**

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	5,381.00
7 Payments less than 2 0 0 0	3,112.72
<b>Final Total:</b>	<b>8,493.72</b>

**Warrants Approved for Payment 10/11/2023.**

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	21,547.50
KENNEDY & GRAVEN CHARTERED	11,000.00
MEADOWLAND FARMERS COOP	4,065.00
REDWOOD COUNTY LICENSE CENTER	2,942.68
TITAN MACHINERY - MARSHALL	41,911.76
7 Payments less than 2 0 0 0	945.90
<b>Final Total:</b>	<b>82,412.84</b>

**Warrants Approved for Payment 10/13/2023.**

<u>Vendor Name</u>	<u>Amount</u>
R & G CONSTRUCTION CO	36,965.14
<b>Final Total:</b>	<b>36,965.14</b>

**Warrants Approved On 10/17/2023 For Payment 10/17/2023.**

<u>Vendor Name</u>	<u>Amount</u>
CENTERPOINT ENERGY RESOURCE	2,790.52
17 Payments less than 2 0 0 0	3,519.67
<b>Final Total:</b>	<b>6,310.19</b>

**Warrants Approved for Payment 10/18/2023.**

<u>Vendor Name</u>	<u>Amount</u>
MEADOWLAND FARMERS COOP	8,008.05
5 Payments less than 2 0 0 0	839.48
<b>Final Total:</b>	<b>8,847.53</b>

**Warrants Approved On 10/24/2023 For Payment 10/24/2023.**

<u>Vendor Name</u>	<u>Amount</u>
HEIDERSCHEIDT DIGGING INC &	16,259.00
METLIFE	4,225.89
SOUTHWEST HEALTH & HUMAN SERVICE	54,951.50
TNT CONST-KERKHOFF INC & BRENT ST	13,620.00
11 Payments less than 2 0 0 0	2,871.02
<b>Final Total:</b>	<b>91,927.41</b>

**Warrants Approved On 10/24/2023 For Payment 10/25/2023.**

<u>Vendor Name</u>	<u>Amount</u>
SCHOOL DISTRICT 2754	74,354.04
SCHOOL DISTRICT 2884	99,522.05
SCHOOL DISTRICT 2897	375,301.99
SCHOOL DISTRICT 2898	58,885.77
SCHOOL DISTRICT 2904	9,727.54
SCHOOL DISTRICT 635	51,397.07
SCHOOL DISTRICT 640	93,212.50
SCHOOL DISTRICT 85	26,022.59
2 Payments less than 2000	1,842.33
<b>Final Total:</b>	<b>790,265.88</b>

**Warrants Approved for Payment 10/25/2023.**

<u>Vendor Name</u>	<u>Amount</u>
BAKER TILLY MUNICIPAL ADVISORS, LLC	27,864.75
DUININCK INC	1,659,054.59

SUSSNER CONSTRUCTION INC	7,900.00
3 Payments less than 2 0 0 0	507.09
<b>Final Total:</b>	<b>1,695,326.43</b>

**Warrants Approved On 10/31/2023 For Payment 10/31/2023.**

<u>Vendor Name</u>	<u>Amount</u>
BENEDICT/MEGAN	7,548.00
7 Payments less than 2 0 0 0	1,731.87
<b>Final Total:</b>	<b>9,279.87</b>

**Warrants Approved On 10/19/2023 For Payment 10/19/2023.**

<u>Vendor Name</u>	<u>Amount</u>
CORELOGIC TAX SERVICE	4,428.00
HEIDERSCHIEDT DIGGING INC & HEATHE	16,259.00
TNT CONST/KERKHOFF INC & BRENT ST	13,620.00
4 Payments less than 2 0 0 0	2,897.31
<b>Final Total:</b>	<b>37,204.31</b>

**COUNTY ATTORNEY**

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Smith Retainer Agreement for representation in ditch Matters.

**SHERIFF**

- On motion by Forkrud, second by Van Hee, the Board approved the 2024 Medical Examiner contract with River Valley Forensic Services, P.A. for the services of Dr. Kelly Mills, M.D.
- On motion by Van Hee, second by Groebner, in a roll call vote with Salfer, Forkrud, Van Hee, and Groebner all voting aye the Board adopted the following Resolution:

WHEREAS, RUSSELL BAUMANN wishes to donate \$100.00 to Redwood County Sheriff's Office and;

WHEREAS, the Sheriff's Office will utilize the donation of \$100.00 for the purpose of a K9 program and/or equipment; and

WHEREAS, the Board of Commissioners appreciates the generosity of Russel Baumann in supporting the Redwood County Sheriff's Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of \$100.00 from Russel Baumann to the Redwood County Sheriff's Office, on behalf of the County.

- Sheriff Jacobson updated the Board on the 2023 Body Worn Camera Audit for body worn cameras utilized by law enforcement agencies, pursuant to Minn. Statute 13.825 & 626.8473.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Opioid Settlement Funds Grant Agreement Round 1 in the amount of \$30,000 to the Sheriff's Office to be used for the addition of a K9, supplies, and subsequent training.
- The Board reviewed the October 2023 Jail Population.

**PUBLIC HEARING-2024 Ditch Levy**

- At 9:02 a.m., Redwood County entered into a Public Hearing to approve the 2024 Ditch Levy.
- On motion by Salfer, second by Forkrud, the Board voted unanimously to approve the agenda.
- Brozek presented the Affidavit of Publication.
- Commissioner Groebner called for public comments. There was none.
- On motion by Forkrud, second by Salfer, the Board voted unanimously to set the 2024 Ditch Levies.
- Adjourned at 9:06 a.m.

**MAINTENANCE**

- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the LED lighting upgrade for Highway Department service contract in the amount of \$31,255.04 and Public Health service contract in the amount of \$8,633.52 with Klabunde Electric, Inc. Quote was received from Zinniel Electric as follows:
  - Highway Dept. LED Lighting upgrade \$40,950.00
  - Human Services LED Lighting upgrade \$16,995.00

**ROAD & BRIDGE**

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

WHEREAS, the City of Lamberton is a city with a population under 5,000; and

WHEREAS, the City of Lamberton would like to submit a project on First Avenue for Local Road Improvement Program (LRIP) Funds; and

WHEREAS, the City of Lamberton has requested Redwood County be the sponsoring agency; and

WHEREAS, the City understands that it will be financially responsible for all costs not covered by LRIP including but not limited to consultant engineering, right of way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award for all of the project; and

WHEREAS, the County will provide safe operation and maintenance of the one block portion of the project that is CSAH 6 between Main Street and Birch Street after construction;

NOW, THEREFORE BE IT RESOLVED, that Redwood County agrees to act as sponsoring agency for a Local Road Improvement Program Project identified on First Avenue and has reviewed and approved the project as proposed; and

FURTHERMORE, Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, in compliance of all applicable laws, rules and regulations; and

FURTHERMORE, that the Redwood County Highway Engineer is hereby authorized to act as agent on behalf of this applicant.

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

WHEREAS, the City of Wanda is a city with a population under 5,000; and

WHEREAS, the City of Wanda would like to submit a project on various roadways for Local Road Improvement Program (LRIP) Funds; and

WHEREAS, the City of Wanda has requested Redwood County be the sponsoring agency; and

WHEREAS, the City understands that it will be financially responsible for all costs not covered by LRIP including but not limited to consultant engineering, right of way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award for all of the project; and

WHEREAS, the County will provide safe operation and maintenance of the one block portion of the project that is CSAH 117 between CSAH 17 and Oak Street after construction;

NOW, THEREFORE BE IT RESOLVED, that Redwood County agrees to act as sponsoring agency for a Local Road Improvement Program Project identified on various roadways and has reviewed and approved the project as proposed; and

FURTHERMORE, Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, in compliance of all applicable laws, rules and regulations; and

FURTHERMORE, that the Redwood County Highway Engineer is hereby authorized to act as agent on behalf of this applicant.

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

WHEREAS, the City of Revere is a city with a population under 5,000; and

WHEREAS, the City of Revere would like to submit a project on Main Street for Local Road Improvement Program (LRIP) Funds; and

WHEREAS, the City of Revere has requested Redwood County be the sponsoring agency; and

WHEREAS, the City understands that it will be financially responsible for all costs not covered by LRIP including but not limited to consultant engineering, right of way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award for all of the project; and

WHEREAS, the County will provide safe operation and maintenance of the one block portion of the project that is CSAH 127 between Trunk Highway 14 and County Road 50 after construction;

NOW, THEREFORE BE IT RESOLVED, that Redwood County agrees to act as sponsoring agency for a Local Road Improvement Program Project identified on various roadways and has reviewed and approved the project as proposed; and

FURTHERMORE, Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, in compliance of all applicable laws, rules and regulations; and

FURTHERMORE, that the Redwood County Highway Engineer is hereby authorized to act as agent on behalf of this applicant.

#### **SOUTHWEST ADULT MENTAL HEALTH CONSORTIUM**

- Jorgensen discussed the Adult Mental Health Consortium cash flow Conundrum with the Board. No action taken.

#### **EXTENSION**

- Johnson updated the Board on the Redwood County 4-H program.

#### **ADMINISTRATION**

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

WHEREAS, Redwood County acts as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for the Maintenance of snowmobile trails managed by MN Valley Snow Riders-Redwood, and

WHEREAS, upon approval of the "Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application" by the State of Minnesota, Department of Natural Resources, Redwood County will enter into an agreement with the State for the maintenance and grooming of the Minnesota Valley Snowmobile Trails in Redwood County and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT RESOLVED that the County of Redwood Board of Commissioners authorizes the Minnesota Valley Snow Riders-Redwood to make application to the State of Minnesota,

Department of natural Resources for the "Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application" for trail maintenance and grooming for Fiscal Years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028.

BE IT FURTHER RESOLVED that the County Auditor-Treasurer is authorized to serve as the fiscal agent for the above-mentioned project.

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the Joint Powers Agreement with DOC for Secretarial Services for July 1, 2023, through June 30, 2025, providing for DOC to reimburse the county for 50% of the cost of 1.5 FTE Clerical staff in the probation department.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the 2024 Tobacco License Applications for Farmers Cooperative Association of Milroy, Rudra Morgan LLC, Vesta Bar, Grandview Winery, and Backroads Bar and Grill of Clements.
- The Board tabled the 2024 Tobacco License Applications for Lamberton C-Store and Wabasso C-Store to December 12<sup>th</sup>.

### ***Personnel***

- On motion by Forkrud, second by Groebner, the Board voted unanimously to acknowledge the resignation of Juan Jimenez, Part-Time VSO driver for the Veterans Services Office effective November 8, 2023.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve Matching Dollar Safety Grant from MNOSHA up to \$10,000 to cover installation cost for a security button system in the Government Center, Government Services Building, and the Highway Department.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the revision of Sections 5.08, 5.11, 6.20, 13.01, and 13.02 of the Personnel Policy to incorporate the new MN Cannabis Law into the Personnel Policy.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to set the monthly employer VEBA account contribution amounts from the cafeteria contribution as follows: \$125 monthly for Family, \$125 monthly for EE+Dependent(s), \$125 monthly for EE+Spouse, and \$125 monthly for Single.

### **COMMISSIONERS**

- The Board discussed attendance of the Elected Officials Orientation Meeting. Groebner and Wakefield to attend.
- The commissioners reported on meetings they attended.

Salfer: Southwest Health & Human Services, Ambulance Discussion- EMT Meeting.

VanHee: Extension, Prime West, United Community Action Partnership, Southwest Regional Development Commission.

Groebner: Judicial Ditch 91, Soil & Water, Redwood Renville Regional Solid Waste Authority, Minnesota Valley Railroad Authority.

Forkrud: A.C.E., Extension, Redwood Renville Regional Solid Waste Authority.

Wakefield: Absent.

**ADJOURN**

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

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Jim Salfer, Chair  
Board of County Commissioners

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