

REDWOOD COUNTY, MINNESOTA

January 16, 2024

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; Highway Engineer Anthony Sellner; Recorder Joyce Anderson; County Attorney Jenna Peterson; Auditor-Treasurer Jean Price; Technology Director Paul Parsons; Economic Development Coordinator Briana Mumme; Human Resources Coordinator Peter Brown; Sheriff Jason Jacobson; Southwest Health and Human Services Director Beth Wilms and Finance Director Lisa DeBoer; Silas Brinkmann, Kevin Passe and Ray Rivera.

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

Anderson, Passe, and Brinkmann were present for Open Forum and requested to discuss the upcoming vacancy in the Recorder's office due to Anderson's retirement. Brinkmann read a message from and on behalf of Jennifer Gilk and Matt Novak who were unable to attend.

On motion by Wakefield, second by Van Hee, 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 Groebner, second by Forkrud, the Board voted unanimously to approve the following:
 - January 2nd Board Minutes
 - Payment of bills:

General Fund	\$ 602,877.12
Building Fund	\$ 53,842.56
Ditch Fund	\$ 9,554.29
Solid Waste Fund	\$ 545.25
Soil and Water Fund	\$ 15,061.75
Debt Service Fund	\$ 320.80
Road and Bridge Fund	\$ 134,618.32

Bills exceeding \$2,000:

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<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCARE	10,499.91
ALPHA WIRELESS COMMUNICATIONS CO	32,295.00
AREA II MN RIVER BASIN PROJECT	12,123.20
ASSN OF MN COUNTIES	17,117.00

AT-SCENE LLC	3,520.00
BENEDICT/RYAN	2,666.50
BROWN-LYON-REDWOOD DRUG TASK	70,320.25
CENTRALSQUARE TECHNOLOGIES LLC	42,939.53
HEPPNER CONSULTING INC	3,800.00
HEWITT/MICHAEL	12,395.25
HOUSTON ENGINEERING INC	4,000.00
KLABUNDE ELECTRIC INC	40,679.18
MATRIX COMMUNICATIONS INC	2,872.00
MINNESOTA ASSN OF SOIL AND WATER	7,077.92
MINNESOTA DEPARTMENT of CORRECTI	108,481.52
MJ MECHANICAL LLC	15,792.18
MN COUNTIES COMPUTER COOPERATIV	8,271.19
MN COUNTIES INTERGOVERNMENTAL T	321,670.00
MN COUNTY ATTORNEYS ASSN	3,925.00
OPG3	5,726.00
PETERSON/THOMAS	2,555.99
REDWOOD COUNTY HIGHWAY DEPT	6,119.13
REDWOOD-COTTONWOOD RIVERS CON	26,480.00
SOUTHWEST MINNESOTA HOUSING PAR	20,090.65
SOUTHWEST PRAIRIE TECHNICAL SERVI	3,363.65
THE MARKET AT REDWOOD LLC	8,731.70
63 Payments less than 2 0 0 0	21,887.34
Final Total:	815,400.09

<u>Vendor Name</u>	<u>Amount</u>
ALPHA WIRELESS COMMUNICATIONS CO	6,528.00
15 Payments less than 2 0 0 0	4,899.98
Final Total:	11,427.98

EMPLOYEE RECOGNITION

- The Board recognized Brian Pfarr, Soil & Water Resource Specialist for 5 years of Service to Redwood County.
- The Board recognized Kurt Mathiowetz, Soil & Water Quality Technician for 5 years of Service to Redwood County.

ROAD AND BRIDGE

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the January 2023 Road & Bridge Bills.

<u>Vendor Name</u>	<u>Amount</u>
BOLTON & MENK INC	21,341.00
CRYSTEEL TRUCK EQUIPMENT INC	8,416.00
NEWMAN SIGNS INC	3,033.13
WIDSETH SMITH NOLTING & ASSOCIATE	59,324.23
12 Payments less than 2 0 0 0	6,800.52
Final Total:	98,914.88

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the final payment to R & G Construction Company for the 2022-2023 CSAH 1 City of Clements Reconstruction project SAP 064-601-017 in the amount of \$19,700.

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve an out-of-state travel request for Matt Guetter to attend workshop in Fargo, ND from March 11-13, 2024, in the amount of \$651.39.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Highway Department Budget Video.
- On motion by Van Hee, second by Forkrud, in a roll call vote with Forkrud, Salfer, Van Hee, Wakefield, and Groebner all voting aye, the Board adopted the following resolution:

WHEREAS, Redwood County has applied to the Commissioner of Transportation for a grant from the State Program for IIA Assistance; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$30,000.00 by reason of the lowest responsible bid;

NOW THEREFORE BE IT RESOLVED, that Redwood County does hereby agree to the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds the estimate, and will return any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the \$30,000 IIA Technical Assistance Grant to re-apply for the CSAH 2 RAISE Grant for CSAH 2 from Morgan to CSAH 11 mill and overlay reconstruction.

AUDITOR-TREASURER

- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and December 2023 Disbursements in the amount of \$789,260.12.
- Bills exceeding \$2,000:

Warrants Approved On 12/04/2023 For Payment 12/04/2023.

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	4,569.00
9 Payments less than 2 0 0 0	2,181.04
Final Total:	6,750.04

Warrants Approved for Payment 12/07/2023.

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	2,072.89
10 Payments less than 2000	3,274.30
Final Total:	5,347.19

Warrants Approved On 12/11/2023 For Payment 12/11/2023.

<u>Vendor Name</u>	<u>Amount</u>
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REDWOOD SOIL & WATER CONS DIST	167,874.00
10 Payments less than 2 0 0 0	3,066.94
Final Total:	170,940.94

Warrants Approved for Payment 12/11/2023.

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	18,874.70
BLUE CROSS BLUE SHIELD OF MINNESO	15,289.66
BLUE CROSS BLUE SHIELD OF MINNESO	22,528.98
BLUE CROSS BLUE SHIELD OF MINNESO	58,412.01
DOUBLE D GRAVEL INC & JOSEPH GROVE	19,767.70
GREAT PLAINS NATURAL GAS CO	3,458.81
MINNESOTA DEPARTMENT of REVENUE	43,492.20
REDWOOD COUNTY LICENSE CENTER	3,444.70
REDWOOD COUNTY LICENSE CENTER	2,343.98
REDWOOD COUNTY LICENSE CENTER	2,297.75
REDWOOD FALLS PUBLIC UTILITIES	5,799.79
REDWOOD FALLS PUBLIC UTILITIES	3,973.95
WEX LEAP	7,825.69
WEX LEAP	7,825.21
40 Payments less than 2 0 0 0	14,876.38
Final Total:	230,211.51

Warrants Approved for Payment 12/13/2023.

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	14,338.35
OLSON CHEVROLET	60,295.34
3 Payments less than 2000	900.28
Final Total:	75,533.97

Warrants Approved On 12/18/2023 For Payment 12/18/2023.

<u>Vendor Name</u>	<u>Amount</u>
6 Payments less than 2 0 0 0	1,305.17
Final Total:	1,305.17

Warrants Approved for Payment 12/20/2023.

<u>Vendor Name</u>	<u>Amount</u>
BLACKSTRAP INC	9,559.41
ENERGY SOLUTION PARTNERS, LLC	17,923.08
JOHN RILEY CONSTRUCTION INC	49,266.93
MIDWEST CONTRACTING LLC	8,603.47
5 Payments less than 2 0 0 0	595.20
Final Total:	85,948.09

Warrants Approved On 12/26/2023 For Payment 12/26/2023.

<u>Vendor Name</u>	<u>Amount</u>
BAUNE PLUMBING & HEATING INC	14,254.06
METLIFE	4,177.38
MINNESOTA VALLEY SNOW-RIDERS	41,412.37
REDWOOD SOIL & WATER CONS DIST	10,000.00
SOUTHWEST HEALTH & HUMAN SERVICE	67,562.67
17 Payments less than 2 0 0 0	4,932.47
Final Total:	142,338.95

Warrants Approved On 12/28/2023 For Payment 12/29/2023.

<u>Vendor Name</u>	<u>Amount</u>
CE LLC dba CE CONTRACT	6,580.00
CORELOGIC TAX SERVICE	4,428.00
DAKOTA COUNTY FINANCIAL SERVICES	7,475.00

REDWOOD COUNTY AUD-TREAS	15,000.00
SALONEK CONCRETE & CONSTRUCTION	5,620.00
SCHMIDT CONSTRUCTION INC	6,015.00
8 Payments less than 2 0 0 0	2,318.88
Final Total:	47,436.88

Warrants Approved for Payment 12/29/2023.

<u>Vendor Name</u>	<u>Amount</u>
REDWOOD FALLS PUBLIC UTILITIES	2,110.62
5 Payments less than 2 0 0 0	2,241.72
Final Total:	4,352.34

Warrants Approved On 12/29/2023 For Payment 12/29/2023.

<u>Vendor Name</u>	<u>Amount</u>
COUNTY OF NOBLES	2,600.00
JAVENS MECHANICAL CONTRACTING CO	6,393.00
STEVE & SON'S LLC	3,630.00
13 Payments less than 2 0 0 0	6,472.04
Final Total:	19,095.04

- Appointed Commissioner Forkrud and Salfer to serve on the Canvassing Board for the upcoming March 5, 2024, PNP Election on Thursday, March 7th at 10:00 a.m.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the transfer of 2023 interest from the General Fund to the R & B fund in the amount of \$362,089.12 and the Soil & Water fund in the amount of \$34,615.78.

SOUTHWEST HEALTH AND HUMAN SERVICES

- Wilms and DeBoer presented an overview of the 2023 financial status and activities of Southwest Health and Human Services.

COUNTY ATTORNEY

- On motion by Forkrud, second by Groebner, the Board voted unanimously to set Public Hearing for proposed County Cannabis and Tobacco Ordinance for March 5, 2024, at 9:00 a.m.
- Board discussed timelines on contract reviews with County Attorney Peterson.

SHERIFF

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

WHEREAS, Rustic Acres/Dave and Rosie Petty wishes to donate \$250.00 to Redwood County Sheriff's Office and;

WHEREAS, the Sheriff's Office will utilize the donation of \$250.00 for the purpose of a K9 program and/or equipment; and

WHEREAS, the Board of Commissioners appreciates the generosity of Rustic Acres/Dave and Rosie Petty in supporting the Redwood County Sheriff's Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of \$250.00 from Rustic Acres/Dave and Rosie Petty to the Redwood County Sheriff's Office, on behalf of the County.

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the 2024 MN DNR Federal Boating Equipment Grant in the amount of \$530.00.
- The Board reviewed the December 2023 Jail Population.
- The Board reviewed the Sentence to Service Program Quarterly Report for October-December 2023.

TECHNOLOGY

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the 2024 Morris Electronics support Contract in the amount of \$14,000 for one year, and one visit per month ending on 12/31/24.

ECONOMIC DEVELOPMENT

- On motion by Van Hee, second by Wakefield, with Forkrud voting Nay, the Board voted to approve the Countywide Comprehensive Housing Study Proposal from Bolton & Menk in the amount of \$35,000 to be funded with reserve funds remaining from Westlake Properties project.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the EDA revolving loan Fund recommendation to Mind, Body, Spirit Wellness LLC in the amount of \$55,000.

ADMINISTRATION

- On motion by Wakefield, second by Groebner, the Board voted unanimously to adopt the 2024 Redwood County Fee Schedule with License Center additions.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve Redwood River One Watershed One Plan Memorandum of Agreement.
- Chair Salfer appointed Commissioner Wakefield as delegate and Commissioner Groebner as alternate to the Redwood River One Watershed One Plan Committee.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to Set a Public Hearing for February 6, 2024, at 9:00 a.m. to consider changing the office of Recorder from elected to appointed.

Personnel

- On motion by Salfer, second by Forkrud, the Board voted unanimously to acknowledge the resignation of Dean Martin, Assistant Building Maintenance Supervisor effective January 19, 2024.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to Transfer Beau Knutson from Part Time Dispatcher to Full Time Dispatcher for the Sheriff's Department effective January 22, 2024.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to hire Roy Maras as Part Time Veteran Services Driver for the VSO office and be placed on the 2024 AFSCME Salary Schedule at Grade 6/Step 1 at \$17.33 per hour effective January 17, 2024.

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to hire Wyatt Krick as a Full Time Deputy Sheriff for the Redwood County Sheriff's Department and be placed on Deputy Sheriff I Grade/Step 1 at \$28.01 per hour, effective January 17, 2024.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to Set Highway Maintenance Weed Sprayer job description at Grade 11.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve Nyhart Service Agreement renewal for actuarial valuation report for GASB 75 through December 21, 2025.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve renewal of Employer Service Consulting Agreement with Marsh and McLennan Agency.

COMMISSIONERS

- The Board reviewed the 2024 Committee Appointments.
- The commissioners reported on meetings they attended:

VanHee: Fair Board, Prime West, Economic Development

Groebner: Redwood Renville Solid Waste Authority, Soil & Water

Forkrud: Redwood Renville Solid Waste Authority

Wakefield: Redwood Cottonwood Rivers Control Area II, Economic Development

ADJOURN

- Chair Salfer adjourned the meeting at 11:10 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator