

## REDWOOD COUNTY, MINNESOTA

December 26, 2017

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

Present for all or portions of the meeting were Commissioners Dennis Groebner, Lon Walling, Jim Salfer, Bob Van Hee and Dave Forkrud. Also present were Administrator Vicki Knobloch; HR Coordinator Peter Brown; County Engineer Keith Berndt; Sheriff Randy Hanson; County Attorney Jenna Peterson; Planning and Zoning Supervisor Nick Brozek and Economic Development Coordinator Briana Mumme.

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

On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the agenda.

Chair Walling asked the Board members to identify any areas for which they had a Conflict of Interest. There were none.

### **CONSENT AGENDA**

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the following:
  - December 12th Board minutes

### **REDWOOD-RENVILLE REGIONAL SOLID WASTE AUTHORITY**

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve for Redwood County to invest in the Redwood-Renville Regional Solid Waste Authority facility by forgiving the \$1.6 million dollar loan.

### **COUNTY ATTORNEY**

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Child Support Cooperative Arrangement with Redwood County, Human Services, County Attorney and County Sheriff.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Agreement to provide professional services between Minnesota Counties Computer Cooperative and Strategic Technologies.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Crime Victim Services Prosecutorial Grant Agreement with Jenna Peterson named as the Grantee's authorized representative.

### **SHERIFF**

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Law Enforcement Contract with the City of Wabasso effective from January 1, 2018 through December 31, 2018 for 15 hours per month at a rate of \$42.00/hour.

**ECONOMIC DEVELOPMENT**

- Chair Walling appointed Myrle Peterson to represent the EDA Committee in District 5, Sarah Kuglin to represent District 4 and Jenifer Goblisch and Ed Cohrs to represent at large members. Rhonda Kerkhoff was named as an alternate should any of the appointed members decline.
- On motion by Forkrud, second by Salfer, the Board voted unanimously to approve the \$50 membership for 2017 and 2018 membership to the Minnesota River Valley National Scenic Byway Alliance.
- On motion by Salfer, second by Groebner, the Board voted unanimously to adopt the Redwood County EDA Revolving Loan Fund Guidelines and application.

**PLANNING AND ZONING**

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

Middle Minnesota Watershed SSTS Loan Project

**RESOLUTION OF THE REDWOOD COUNTY BOARD OF COMMISSIONERS**

**BE IT RESOLVED** by the Redwood County Board of Commissioners that, as Loan Sponsor, on August 5, 2015, the Board passed a Resolution to enter into the Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Middle Minnesota Watershed SSTS Loan Project.

**BE IT FURTHER RESOLVED** by the Redwood County Board of Commissioners that the Land Use and Zoning Supervisor, Nick Brozek, was authorized on April 7, 2015, by resolution of the Board, to serve as Project Representative and represent the Board in all matters which, according to the conditions of the Minnesota Clean Water Partnership Project Implementation Loan Agreement, do not specifically require action by the Board.

**BE IT FURTHER RESOLVED** by the Redwood County Board of Commissioners that the Auditor/Treasurer, Jean Price, was authorized on August 5, 2015, by resolution to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

**BE IT FURTHER RESOLVED** by the Redwood County Board of Commissioners that the Chairperson, Lon Walling, be authorized to execute the Minnesota Clean Water Partnership Project Implementation Loan Agreement for the above referenced Project on behalf of the Board, as Loan Sponsor. This is retroactive to and amends the previous Resolution dated August 5, 2015, with respect to the SRF0290 Clean Water Partnership Project Implementation Loan Agreement.

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Amendment to the Middle Minnesota Low Interest Septic Loan Agreement to extend the loan program for one additional year to the Spring of 2019 pending County Attorney approval.

**ROAD AND BRIDGE**

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve Road and Bridge bills in the amount of \$88,922.14.

**ADMINISTRATOR**

- Commissioner Groebner, Administrator Knobloch and Highway Engineer presented information on implementing a local sales tax option to Redwood County for transportation projects. No decision was made.
- On motion by Salfer, second by Forkrud, and in a roll-call vote with Forkrud, Walling, Groebner, Van Hee and Salfer all voting aye, the Board adopted the following Resolution:

**RESOLUTION TO ESTABLISH FUND BALANCE POLICY**

**WHEREAS**, the Governmental Accounting Standards Board (GASB) issued GASB #54 Fund Balance Reporting; and

**WHEREAS**, the statement substantially changes how fund balances are categorized; and

**WHEREAS**, to provide a financial environment for Redwood County's operations which allows the County to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time, a policy will serve as the framework upon which consistent operations may be built and sustained;

**BE IT THEREFORE RESOLVED**, that pursuant to GASB #54, Redwood County is committing fund balance for the following purposes stated below for the year ending 2017, and the dollars used to commit will be used from current fund balance:

- Encumbrances for contracts entered into at year end
- RCEDA Revolving Loan - 2008
- Septic System Revolving Loan - 2017
- Retiree Health Insurance
- Sheriff Canteen
- United Community Action Area Transit
- Veteran's Cemetery Land Purchase
- Historical Society Loan – 2017
- LINC Redwood County

**BE IT FURTHER RESOLVED**, the County Administrator and the County Auditor/Treasurer are hereby authorized and directed to adjust the amounts for each of the committed stated purposes above in regards to the transactions made during the 2017 year and amounts budgeted for the 2018 year; and

**BE IT FURTHER RESOLVED**, the County Administrator and the County Auditor/Treasurer are hereby authorized and directed to adjust and determine assigned balance amounts.

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

**Resolution Authorizing the Redwood County Auditor-Treasurer  
To Pay Certain Claims in 2018**

**WHEREAS**, Minnesota Statute 375.16 allows the County Board to authorize the County Auditor/Treasurer to pay incidental expenses of the county; and

**WHEREAS**, Minnesota Statute 375.18 allows delegation by the County Board for paying certain claims to a county administrative official.

**NOW, THEREFORE, BE IT RESOLVED**, That the Redwood County Auditor/Treasurer is authorized to pay incidental expenses per Minnesota Statute 375.16.

**BE IT FURTHER RESOLVED**, That the Redwood County Auditor/Treasurer is authorized to pay certain claims made against the County that are included in the Accounting Policies and Procedures Manual.

**BE IT FURTHER RESOLVED**, That as part of the control procedure for informational purposes, a list of all claims paid be presented to the Board at its next regularly scheduled meeting.

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the 2018 County Fee Schedule.
- On motion by Van Hee, second by Groebner, in a roll-call vote with Walling, Salfer, Van Hee, Groebner and Forkrud all voting aye, the Board adopted the following resolution:

**Resolution to Use Website Advertisement for Transportation Project Bids**

**WHEREAS**, Minn. Statute #331A.12, allows a county to use its website as publication for transportation contracts;

**NOW THEREFORE**, the County of Redwood Board of Commissioners hereby resolves:

**BE IT RESOLVED**, The County of Redwood designates publication for transportation contracts on the County website, <https://redwoodcounty-mn.us/>, in place of or in addition to any other required form of publication.

Each year after designating publication on the County website, the County of Redwood must publish in a qualified newspaper in the jurisdiction and on the website notice that the County will publish any advertisements for bids on its website.

**BE IT FURTHER RESOLVED**, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute #331A.12 Subd.3.

**BE IT FURTHER RESOLVED**, a political subdivision that publishes notice on its website must ensure that a permanent record of publication is maintained in a form accessible by the public. Statute #331A.12 Subd.4.

- On motion by Forkrud, second by Salfer, the Board voted unanimously to approve the 2018 Redwood County Reimbursement Policies.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve Road and Bridge Budget Adjustments for 2017.
- On motion by Groebner, second by Salfer, the Board voted unanimously to approve the 2018 Liquor license for Dacotah Ridge Golf Club.
- The Expressway Liquor license was tabled to the January 2, 2018 board meeting.
- On motion by Forkrud, second by Salfer, the Board voted unanimously to award the Law Enforcement Center Sewer Replacement Project to Javens Mechanical in the amount of \$112,000. MJ Mechanical also submitted bid however the bid was incomplete and did not meet guidelines required.

Other Bids Received:

Company	Amount
Javens Mechanical	\$112,000
MJ Mechanical	\$148,738

- On motion by Forkrud, second by Salfer, the Board voted unanimously to approve the Amendment to the Southwest Health and Human Services Lease Agreement.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve 2018 membership to the Minnesota Rural County Caucus in the amount of \$2,300.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Agreement between Independent Emergency Services and Redwood County with change recommended by County Attorney.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve purchase from Matrix for two new switches for data communications in the Government Center and two in the Courthouse in the amount of \$18,075.24.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Abstract of Bills.

General Fund	\$ 122,736.29
Road and Bridge	\$ 1,288.99
Ditch Fund	\$ 20,413.60
Insurance Fund	\$ 443.08
Solid Waste Fund	\$ 128.70

*Personnel Action Items:*

- On motion by Forkrud, second by Salfer, the Board voted unanimously to acknowledge the receipt of \$10,000 in wellness credit from Preferred One to be used in 2018.

- On motion by Van Hee, second by Groebner, the Board voted unanimously to hire Scott Larson as full-time GIS Specialist effective January 29, 2018 at Grade 11, Step 2 of the AFSCME Union Salary schedule at \$20.33/hour and be given a stipend of \$1,000 for moving allowance.
- On motion by Walling, second by Salfer, the Board voted unanimously to approve a premium holiday for employees in January of 2018.

**COMMISSIONER’S ITEMS**

- The Board directed County Attorney Peterson to obtain more information on the Opioid Lawsuit.

**COMMISSIONER REPORTS**

- The Commissioners reported on meetings they attended:

Forkrud: A.C.E. Annual Meeting

Walling: Redwood-Renville Regional Solid Waste Authority

Van Hee: Southern Prairie Community Care, Economic Development

Salfer: Economic Development, Resiliency Training, Western Mental Health, Southwest Health and Human Services

Groebner: Redwood-Renville Regional Solid Waste Authority, Redwood Soil and Water, MN Valley Regional Rail Authority

**ADJOURN**

There being no further business, Chair Walling declared the meeting adjourned at 12:04 p.m.

\_\_\_\_\_  
Lon Walling, Chair  
Board of County Commissioners

Attest: \_\_\_\_\_  
Vicki Knobloch  
County Administrator