

REDWOOD COUNTY, MINNESOTA

January 8, 2019

The Honorable Judge Patrick Rohland bestowed the Oath of Office at 8:15 a.m. to Commissioners Salfer and Groebner and County Recorder Anderson, County Auditor-Treasurer Price, and County Sheriff Hanson and County Attorney Peterson.

The Board of County Commissioners met in regular session at 8:20 a.m. in the Commissioners' Room in the Government Center, Redwood Falls, Minnesota.

Present for all or portions of the meeting were Commissioners Jim Salfer, Lon Walling, Bob Van Hee, Dennis Groebner and Dave Forkrud. Also present were Administrator Vicki Knobloch; Auditor-Treasurer Jean Price; County Attorney Jenna Peterson; Highway Engineer Keith Berndt; County Recorder Joyce Anderson; Sheriff Randy Hanson; Judge Patrick Rohland; Planning and Zoning Supervisor Nick Brozek, Environmental Director Scott Wold; RRRSWA Director Jon Mitchell; Economic Development Coordinator Briana Mumme; Human Resource Coordinator Peter Brown; Sandi Hanson and Deanna Haler.

Auditor-Treasurer Price called the Organizational Meeting to order asking for the Pledge of Allegiance to the Flag.

Price then called for nominations for the Office of Chair of the Board for 2019. Groebner nominated Salfer. After calling for additional nominations three times, Van Hee seconded, and a unanimous vote was cast for Salfer as the Board Chair for 2019.

Chair Salfer then called for nominations for the 2019 Vice-Chair of the County Board. Van Hee nominated Walling. After calling for additional nominations three times, Forkrud seconded and a unanimous vote was cast for Walling as the Board Vice-Chair for 2019.

On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the January 8th meeting agenda.

Chair Salfer asked the Board members to identify any areas for which they had a Conflict of Interest. None were identified.

**CONSENT AGENDA**

- On motion by Groebner, second by Walling, the Board voted unanimously to approve the following:
  - December 20th minutes
  - Payment of bills as follows:

General Fund	\$ 21,155.77
Ditch Fund	\$ 129.22
Solid Waste Fund	\$ 35.00
Insurance Fund	\$ 260.82
Road and Bridge Fund	\$ 2,071.62

- Bills exceeding \$2,000.00: Minnesota Counties Computer Cooperative \$2,787.00; \$2,450.00; MEND Correctional Care \$3,885.84; Tersteegs Holiday Market \$7,122.90; Minnesota Department of Corrections \$115,268.00; American Legal Publishing Corporation \$2,571.00.
- Per Diem for Lon Walling for attendance at a DNR meeting for Highway 5 on December 18, 2018.

#### **BOARD CHAIR**

- On motion by Walling, second by Van Hee, the Board voted unanimously to authorize the Board Chair to act on behalf of Redwood County in case of emergencies.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to adopt Roberts Rules of Order as the County Board meeting procedural guide.

#### **ROAD AND BRIDGE**

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve payment of bills in the amount of \$22,696.03.
- Bills exceeding \$2,000.00: Conduent Enterprise Solutions \$5,866.80; Farmward Cooperative \$4,990.12; Legwork Installation Services \$8,500.00; MN Dept. of Transportation \$6,973.22.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to authorize the County Engineer to sign and pay permit fees as they apply to Redwood County Projects.

#### **TECHNOLOGY**

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the Morris Electronics Contract Renewal in the amount of \$13,560/year.

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

- On motion by Van Hee, second by Walling, the Board voted unanimously to approve the 2019 Solid Waste Hauler Licenses.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to keep the Solid Waste Assessment at \$68.00 with no changes.

#### **PLANNING AND ZONING**

- An application for a Food Truck Business, Condition Use Permit #14-18 filed by Alan Eller on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: W ½ of the NWFR ¼ of Section 3, Twp 112, Range 35W, Paxton Twp.  
On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve CUP #14-18 with (15) conditions as set forth by the Planning Commission. Brozek recommended to add a condition of installation of bathroom facility, it must be handicap accessible.
- An application for an extension of an existing gravel pit, Conditional Use Permit #15-18 filed by Stan Brey for an Extractional Use Permit on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: SE ¼ of Section 21, Twp. 113N, Range 36W, Delhi Twp. On motion by Forkrud, second by Walling, the Board voted unanimously to approve CUP #15-18 with (12) conditions as set forth by the Planning Commission.

#### **ADMINISTRATOR**

- On Motion by Van Hee, second by Walling, the Board voted unanimously to approve the Redwood County Meal Reimbursement Policy Worksheet.

- On motion by Walling, second by Groebner, the Board voted unanimously to approve the Out of State Travel Request Form.
- On motion by Walling, second by Groebner, the Board voted unanimously to approve the 2019 Redwood County Reimbursement Policy with amendment of the federal mileage rate of 58 cents per mile and 48 cents per mile when a Redwood County employee chooses to use their personal vehicle for travel related to county business.
- On motion by Walling, second by Van Hee, the Board voted unanimously to approve the 2019 liquor license to Tracy County Club.
- On motion by Van Hee, second by Walling, the Board voted unanimously to approve the Accounting Policies and Procedure Handbook.
- On motion by Walling, second by Forkrud, and in a roll-call vote with Van Hee, Groebner Forkrud, Walling and Salfer all voting aye, the Board adopted the following Resolution:

MN Statute 118A.02 subd. 1 (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

**DESIGNATION OF DEPOSITORIES**

(for Deposit Accounts)

**DEPOSITOR:** County of Redwood  
403 South Mill Street  
Redwood Falls, MN 56283

**FINANCIAL INSTITUTIONS:** Bremer Bank, NA  
Bremer Wealth Management  
Hometown Bank  
Integrity Bank Plus  
Minnwest Bank M.V.  
U.S. Bank  
Wanda State Bank  
MAGIC Fund  
Wells Fargo Advisors  
Multi-Bank Securities  
State Bank of Taunton

I, the undersigned Administrator of the County named above, hereby certify that the County of Redwood is organized and existing under and by virtue of the laws of the state of Minnesota as a corporation for profit, with its principal address at 403 South Mill Street, Redwood Falls, MN 56283.  
Account Holder: County of Redwood is the complete and correct name of the Account Holder.

**I FURTHER CERTIFY** that at a meeting of the Board of Commissioners of the County of Redwood, duly and regularly called and held on January 8, 2019, at which a quorum was present and voting, the following resolutions were adopted:

**RESOLVED**, that the Financial Institutions named above at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of the County, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: Any one (1) of the following named officers or employees of the County (“Agents”), whose actual signatures are shown below:

Jean Price  
Authorized Signer Printed Name

Vicki Knobloch  
Authorized Signer Printed Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

And that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agent’s signing the same.

**FURTHER RESOLVED**, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the County’s accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent’s personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

**FURTHER RESOLVED**, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by Redwood County for deposit with the Financial Institution, or for collection or discount by the Financial Institution; and to accept drafts and other items payable at the Financial Institution.

**FURTHER RESOLVED**, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the County may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution.

**FURTHER RESOLVED**, that the authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained. Financial Institution shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

**I FURTHER CERTIFY** that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of Redwood County; that they are in full force and effect and have not been modified in any manner whatsoever.

*Personnel*

- On motion by Walling, second by Groebner, the Board voted unanimously to promote Roger Polkow from Shop Mechanic to Shop Supervisor at Grade 13/Step 10 of the 2019 non-union salary schedule effective 1-14-19.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Memorandum of Understanding between AFSCME and Redwood County.

**BOARD CHAIR**

- The Board reviewed and Chair Salfer made necessary appointments and changes to the Committee Appointments for 2019.
- On motion by Walling, second by Forkrud, the Board voted unanimously to disband the Parks and Trails Committee.
- On motion by Walling, second by Van Hee, the Board voted unanimously to create a new Parks Committee.

**COURTHOUSE SECURITY PROJECT – WOLD ARCHITECTS**

- McNamara presented a design update and an estimated schedule for construction of a new Justice Center.
- On motion by Van Hee, second by Walling, the Board voted unanimously to continue with the design development of the Courthouse Security Project.

**COMMISSIONER REPORTS**

- The Commissioners reported on meetings they attended:

Van Hee - Restorative Justice

**ADJOURN**

There being no further business, Chair Salfer declared the meeting adjourned at 11:23 a.m.

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Jim Salfer, Chair  
Board of County Commissioners

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