

REDWOOD COUNTY, MINNESOTA

January 7, 2025

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, Corey Theis, Rick Wakefield. County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Auditor/Treasurer Jean Price, County Engineer Anthony Sellner, County Attorney Shannon Ness, Assistant County Attorney Marissa Pacheco, Redwood County Judge Rohland, Jodi Haen, Human Resource Director Michelle Koenig, Geri Theis

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 2025. Van Hee nominated Salfer. Groebner nominated Wakefield. After calling for additional nominations three times, Price called for a second on the nomination of Salfer. Motion died for lack of a second. Price then called for a second on the nomination of Wakefield. Salfer seconded, and a unanimous vote was cast for Wakefield as the Board Chair for 2025.

Chair Wakefield then called for nominations for the 2025 Vice-Chair of the County Board. Theis nominated Salfer. After calling for additional nominations three times, Van Hee seconded, and a unanimous vote was cast for Salfer as the Board Vice-Chair for 2025.

On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the January 7<sup>th</sup> agenda.

Chair Wakefield asked the Board Members to identify any areas in 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 17<sup>th</sup> Board Minutes.
  - Payment of bills.

General Fund	\$ 32,207.01
Ditch Fund	\$ 272.06
EDA	\$ 225.00
R & B Fund	\$ 2,260.30
Insurance	\$ 335.07

○ **Bills exceeding \$2,000:**

<u>Vendor Name</u>	<u>Amount</u>
ELAN CORPORATE PAYMENT SYSTEMS	14,123.27
<b>Final Total:</b>	<b>14,123.27</b>
<u>Vendor Name</u>	<u>Amount</u>
CENTRALSQUARE TECHNOLOGIES LLC	2,500.00
MINNESOTA ASSN OF SOIL & WATER CO	7,431.37
MN COUNTIES INTERGOVERNMENTAL T	3,706.00
SUMMIT FIRE PROTECTION	2,113.00
9 Payments less than 2 0 0 0	5,327.60
<b>Final Total:</b>	<b>21,077.97</b>

**BOARD CHAIR**

- On motion by Theis, 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 Van Hee, second by Theis, the Board voted unanimously to adopt Roberts Rules of Order as the County Board meeting procedural guide.

**AUDITOR/TREASURER**

- Price updated the Board on the repurchase of the Tax forfeited Properties.
- On motion by Salfer, second by Groebner, in a roll call vote with Theis, Salfer, Van Hee, Wakefield, and Groebner 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 2, 2024, 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 Kletscher  
Authorized Signer Printed Name

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.

**ROAD & BRIDGE**

- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the Road & Bridge bills in the amount of \$32,589.49.

<u>Vendor Name</u>	<u>Amount</u>
JD PLUMBING & HEATING	6,072.36
KECK TREE SERVICE	3,500.00
ZIMMERMANN MAINTENANCE	13,951.50
19 Payments less than 2000	9,065.63
<b>Final Total:</b>	<b>32,589.49</b>

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

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

NOW, THEREFORE 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,

FURTHERMORE, 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,

FURTHERMORE, 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,

FURTHERMORE, 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 per Statute #331A.12 Subd.4.

- On motion by Groebner, second by Salfer, the Board voted unanimously to authorize the Highway Engineer to pay miscellaneous permit fees for projects as required in 2025.

**ADMINISTRATION**

- On motion by Theis, second by Van Hee, the Board voted unanimously to approve the 2025 Snowmobile Grant in Aid Program Agreement for Maintenance and Grooming in the amount of \$86,671.20.
- Kletscher reviewed the 2025 Tax Levy Resolution and noted the document was missing a new category, EDA. There was no change to the overall final levy and it was requested the Board acknowledge the edited version of the resolution as adopted at the December 3, 2024 meeting.
- On motion by Groebner second by Van Hee, in a roll call vote with Groebner, Salfer, Wakefield, Theis, and Van Hee all voting aye, the Board adopted the following resolution:

**BE IT HEREBY RESOLVED**, by the Board of Commissioners for Redwood County, that the 2025 property tax levies for Redwood County Funds be set as follows:

REVENUE FUND .....	\$9,494,500
HUMAN SERVICES FUND.....	3,381,816
PUBLIC HEALTH FUND .....	235,231
ROAD AND BRIDGE FUND .....	3,588,132
BUILDING FUND .....	250,000
DEBT SERVICE FUND .....	1,973,884
REGIONAL LIBRARY .....	109,323
EDA.....	113,154

**BE IT FURTHER RESOLVED**, that the 2025 Redwood County property tax levy be certified to the Redwood County Auditor-Treasurer at \$19,146,040.

**BE IT FURTHER RESOLVED**, that the 2025 Redwood County adjusted property tax levy be set at \$18,240,041, a 6.1 % change from the 2024 adjusted tax levy of \$17,197,510.

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the 2025 Elected Officials out of State Travel Policy.
- On motion by Theis, second by Salfer the Board voted unanimously to approve the 2025 County Fee Schedule.
- On motion by Salfer, second by Groebner, the board voted unanimously to approve the 2025 Reimbursement.
- On motion by Salfer, second by Theis, the Board voted unanimously to approve the 2025 Tobacco License for Vesta Bar.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the 2025 Tobacco License for SAI Morgan LLC.
- On motion by Van Hee, second by Theis, the Board voted unanimously to approve the 2025 Tobacco License for Lamberton C-Store.
- On motion by Salfer, second by Theis, the Board voted unanimously to authorize Redwood County Attorney Shannon Ness for County credit Card.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the transfer from General Fund to Human Services Fund in the amount of \$29,874 for the

Southwestern MN Adult Mental Health Consortium Contribution and authorized to pay the claim.

**BOARD CHAIR**

- The Board reviewed the Committee Appointments for 2025, and Chair Wakefield made appointments as presented.

**Personnel**

- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the Assistant County Attorney Staffing Coverage Compensation at their regular hourly rate of pay for extra case load work until replacement is hired and for work only performed at the Justice Center.
- On motion by Theis, second by Van Hee, the Board voted unanimously to hire Preston Remiger as part Time Cadet for the Sheriff’s Department on Non-Union Salary Schedule Grade 7 Step 1 at \$19.09, effective January 17, 2025, and acknowledged the resignation of Mitch Zimmerman Deputy Sheriff, effective January 3, 2025.
- On motion by Salfer, second by Wakefield, the Board voted unanimously to authorize Administrator Kletscher’s signature on severance offer for J. Mertens, effective January 3, 2025.

**COMMISSIONERS**

- The commissioners reported on meetings they attended.

*Wakefield:* Area II/RCRCA

*Salfer:* Nurse Family Partnership

*Groebner:* Minnesota Valley Regional Railroad Authority

*Theis:* Town Hall Meeting

**ADJOURN**

- There being no further business, Chair Wakefield declared the meeting adjourned at 9:58 a.m.

---

Rick Wakefield, Chair  
Board of County Commissioners

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