

## AGENDA

### REDWOOD COUNTY BOARD OF COMMISSIONERS

*Redwood County is committed to stewardship, respect & shared responsibility in providing improved cost-efficient services to all!*

TUESDAY, JANUARY 6, 2026

COMMISSIONER'S ROOM, GOVERNMENT CENTER

REDWOOD FALLS, MINNESOTA

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**Please Note:** This agenda is subject to change due to Department Heads, government agencies and the public bringing items forward, between the posting of the agenda and the actual meeting time. **All times listed below are approximate.**

#### 8:30 a.m.

- Open Forum\*\*
- Review and approve January 6<sup>th</sup> meeting agenda.
- Identification of Conflict of Interest
- Review and approve Consent Agenda:
  - December 16<sup>th</sup> minutes
  - bills

#### 8:35 a.m.

- **BOARD CHAIR**
  - 1) Authorize the Board Chair to act on behalf of Redwood County in case of emergencies.
  - 2) Officially adopt Roberts Rules of Order as the County Board meeting procedural guide

#### 8:40 a.m.

- **Auditor-Treasurer**  
Jean Price
  - 1) Notice of filing for A/T position for the 2026 election year
  - 2) Resolution 2026 Designation of Depositories

#### 8:45 a.m.

- **COUNTY ATTORNEY**  
Shannon Ness
  - 1) Appeal Contract
  - 2) Victim Witness Coordinator position

#### 8:55 a.m.

- **RECORDER**  
Amy Gewerth
  - 1) Notice of filing for the County Recorder position for 2026 election

#### 9:00 a.m.

- **PLANNING & ZONING**  
Jeanette Pidde
  - 1) Conditional Use Permit #12-25- Schwartz

#### 9:10 a.m.

- **ROAD AND BRIDGE**  
Nick Klisch
  - 1) Budget Report
  - 2) Meal Reimbursement

- 3) Resolution to use website advertisement
- 4) Authorize to advertise Construction/Maintenance projects
- 5) Authorize to pay various permits in 2026
- 6) Yearly software maintenance and protection for engineering survey equipment
- 7) Authorize County Engineer to apply for CRP Grant and PROTECT Grant

**9:30 a.m.**

➤ **BREAK**

**9:40 a.m.**

➤ **ADMINISTRATOR**

- 1) 2026 Elected Official out of State Travel Policy
- 2) 2026 Redwood County Fee Schedule
- 3) 2026 Reimbursement Policy
- 4) Resolution to set Minimum Salary of Elected Officials

**9:50 a.m.**

➤ **BOARD CHAIR**

- 1) Proposed Roster of the County Board – 2026 Committee Appointments

### **CLOSED SESSION- Negotiations**

#### **Personnel**

- 1) Ratify LELS Licensed 2026-2027 Contract
- 2) Recruiting Summary

#### **Commissioner Items:**

Commissioners' Reports

### **ADJOURN**

#### **\*\*OPEN FORUM\*\***

##### **OPEN FORUM PROCEDURES**

1. The open forum will be held at the beginning of the meeting.
2. Those wishing to speak should sign up and indicate the topic at the beginning of the meeting.
3. A maximum time of 20 minutes will be allowed for the open forum.
4. A basic guide of three people per topic with a maximum of five minutes per person.
5. Those speaking will state their name and address prior to speaking.
6. Statements should be limited to the issues only.
7. Apply the "Golden Rule" during presentations.
8. The Board retains the right to respond or not, but may discuss the item.
9. Personal/Personnel issues will not be heard or discussed.

**Zoom Attendance**

**Note:** *If interactive technology under section 13D.02 is used, each location must also be open and accessible to the public. Up to three times a year, a member of a public body may participate by interactive technology from a location that is not open and accessible to the public if the member is serving in the military and is at a required drill, deployed, or on active duty or the member has been advised by a health care professional against being in a public place for personal or family medical reasons during a health pandemic or other emergency.*

**Commissioner Virtual Attendance Locations:**

Commissioner Dennis Groebner (Redwood County): 250 Center Street Clements, MN 56224

**OFFICIAL NOTICES/ UPCOMING MEETINGS**

January 6<sup>th</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

January 20<sup>th</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

February 3<sup>rd</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

February 17<sup>th</sup>– 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

REDWOOD COUNTY, MINNESOTA

December 16, 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 Van Hee, Jim Salfer, Rick Wakefield, and Corey Theis, Assistant County Attorney Marissa Pacheco, County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Environmental Director Nick Brozek, Auditor/Treasurer Jean Price, Human Resource Director Michelle Koenig, Sheriff Jason Jacobson, County Engineer Nick Klisch, Building Maintenance Supervisor Loren Gewerth, Technology Director Paul Parsons, Area II MN River Basin Projects Executive Director Kerry Netzke, Xcel Energy representatives Anna Thill, Michelle Bissonette, Jeremy Glik. Commissioner Groebner was absent.

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

On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the December 16 agenda.

Chair Wakefield asked the Board Members to identify any areas in which they had a conflict of interest. Wakefield identified a conflict in the Abstract of Bills.

**CONSENT AGENDA**

- On motion by Salfer, second by Van Hee, with Wakefield abstaining due to a conflict of interest, the Board voted to approve the bills from Lori Wakefield in the amount of \$390.00 and Rick Wakefield in the amount of \$260.00.
- On motion Salfer, second by Theis, excluding the bills from Lori Wakefield in the amount of \$390.00 and Rick Wakefield in the amount of \$260.00, the Board voted unanimously to approve the following:
  - December 2<sup>nd</sup> Minutes
  - Payment of bills

General Fund	\$ 161,018.67
Building Fund	\$ 2,039.00
Ditch Fund	\$ 263,198.49
Solid Waste Fund	\$ 226.46
Soil & Water	\$ 169,304.43
Debt Service Fund	\$ 326.04
EDA	\$ 348.70
R&B Fund	\$ 409.02

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN SOLUTIONS FOR BUSINESS	3,756.81

BEHREND/MARK	2,380.00
BOULDER CREEK INC	39,991.44
COLE PAPERS INC	3,371.72
COUDRON/RONALD P	19,200.00
COUNTIES PROVIDING TECHNOLOGY	4,853.00
CR KERKHOFF INC	2,801.50
FREEBURG/DAVID	5,588.40
G & R ELECTRIC INC	2,305.63
HEILING/DUSTIN MAX LEE	9,600.00
HEILING/STEVE L	9,579.00
HOLLATZ/SHARON	27,504.83
IRLBECK/CRAIG	7,201.20
ISG	6,790.00
L & S CONSTRUCTION CORP	203,418.16
MATHIOWETZ/BRUCE	3,900.00
MATHIOWETZ/DOUGLAS	16,452.60
MATHIOWETZ/JOEL DAVID	12,459.60
MATHIOWETZ/MYRON	4,872.00
MATHIOWETZ/TRESTON	3,462.60
MATRIX COMMUNICATIONS INC	4,686.80
NEMITZ/MARK	9,600.00
NETZKE/CHRISTIAN	4,205.40
OPG3	6,309.73
REDWOOD COUNTY AUD-TREAS	16,135.00
REDWOOD COUNTY HIGHWAY DEPT	5,111.24
REGENTS OF THE UNIVERSITY OF MINN	25,000.00
SANDGREN TRUCKING & EXCAVATING	22,954.98
SHELBY FARMS INC	10,656.00
SMITH & JOHNSON	5,787.50
SOUTHWEST SALES & SERVICE	2,247.91
THE MARKET AT REDWOOD LLC	9,669.15
TIMM/BRIAN	18,624.60
VICK CONSTRUCTION	2,039.00
WEELBORG FORD INC	25,770.54
WESTERN MENTAL HEALTH CENTER	6,835.00
ZUEHLSORF/ALLAN	4,200.00
76 Payments less than 2000	26,389.22
<b>Final Total:</b>	<b>595,710.56</b>

**AUDITOR/TREASURER**

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and November 2025 Disbursements in the amount of \$3,099,050.31.
- Bills exceeding \$2,000:

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	79,896.36
BLUE CROSS BLUE SHIELD OF MINNESO	29,990.39
BLUE CROSS BLUE SHIELD OF MINNESO	16,520.31
MINNESOTA DEPARTMENT of REVENUE	47,463.17
PAYCOM CORPORATE HEADQUARTERS	2,033.12
PAYCOM CORPORATE HEADQUARTERS	3,534.15
STATE OF MINNESOTA	29,079.90
STATE OF MINNESOTA	27,737.02
STATE OF MINNESOTA	24,792.41
STATE OF MINNESOTA	37,164.04

STATE OF MINNESOTA	50,361.41
STATE OF MINNESOTA	20,966.59
STATE OF MINNESOTA	27,986.45
STATE OF MINNESOTA	65,884.72
STATE OF MINNESOTA	11,902.07
STATE OF MINNESOTA	32,188.49
STATE OF MINNESOTA	17,941.71
STATE OF MINNESOTA	39,438.32
STATE OF MINNESOTA	10,955.26
STATE OF MINNESOTA	25,331.82
STATE OF MINNESOTA	18,554.96
STATE OF MINNESOTA	25,775.50
STATE OF MINNESOTA	43,124.61
WEX LEAP	8,254.87
WEX LEAP	8,254.87
32 Payments less than 2000	14,172.50
<b>Final Total:</b>	<b>719,305.02</b>

<u>Vendor Name</u>	<u>Amount</u>
SCHOOL DISTRICT 2190	2,586.29
SCHOOL DISTRICT 2754	81,685.91
SCHOOL DISTRICT 2884	98,920.84
SCHOOL DISTRICT 2897	657,084.91
SCHOOL DISTRICT 2898	49,197.39
SCHOOL DISTRICT 2904	10,529.57
SCHOOL DISTRICT 635	42,477.99
SCHOOL DISTRICT 640	100,435.21
SCHOOL DISTRICT 85	18,988.99
<b>Final Total:</b>	<b>1,061,907.10</b>

<u>Vendor Name</u>	<u>Amount</u>
METLIFE	4,354.50
SOUTHWEST HEALTH & HUMAN SERVICE	37,542.15
9 Payments less than 2000	1,724.50
<b>Final Total:</b>	<b>43,621.15</b>

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	19,314.27
6 Payments less than 2000	966.65
<b>Final Total:</b>	<b>20,280.92</b>

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	4,578.50
12 Payments less than 2000	2,988.29
<b>Final Total:</b>	<b>7,566.79</b>

<u>Vendor Name</u>	<u>Amount</u>
EVERSTRONG CONSTRUCTION INC	112,717.00
PRAHM CONSTRUCTION INC	276,583.00
4 Payments less than 2000	419.65
<b>Final Total:</b>	<b>389,719.65</b>

<u>Vendor Name</u>	<u>Amount</u>
6 Payments less than 2000	1,940.83
<b>Final Total:</b>	<b>1,940.83</b>

<u>Vendor Name</u>	<u>Amount</u>
DLT SOLUTIONS LLC	24,523.12

SWANSTON EQUIPMENT CORPORATION	201,500.00
ZIEGLER INC	370,054.15
4 Payments less than 2000	705.84
<b>Final Total:</b>	<b>596,783.11</b>
<u>Vendor Name</u>	<u>Amount</u>
ENERGY SOLUTION PARTNERS, LLC	23,027.74
MR PAVING & EXCAVATING INC	233,014.47
6 Payments less than 2000	1,883.53
<b>Final Total:</b>	<b>257,925.74</b>

- On motion Theis, second by Van Hee, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution for Non-Conservation lands forfeited to the State for non-payment of taxes.  
\*See attached Resolution
- On motion Salfer, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

**WHEREAS**, Minnesota Statute 471.38 Subd. 3. allows a local government to make an electronic funds transfer for the following:

- (1) for a claim for a payment from an imprest payroll bank account or investment of excess money;
- (2) for a payment of tax or aid anticipation certificates;
- (3) for a payment of contributions to pension or retirement fund;
- (4) for vendor payments; and
- (5) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

**WHEREAS**, Minnesota Statute 471.38 Subd. 3a. authorizes electronic funds transfer to only those local governments that have enacted policy controls.

**NOW, THEREFORE, BE IT RESOLVED**, That the Redwood County Auditor/Treasurer is authorized to make electronic funds transfer per Minnesota Statute 471.38 Subd. 3.

**BE IT FURTHER RESOLVED**, that the authority to make electronic funds transfer is further extended to include the Auditor/Treasurer office staff under the supervision of the Auditor/Treasurer and payroll office staff under the supervision of the Administrator as necessary to initiate and complete electronic funds transfers to pay expenditures of and for Redwood County.

**BE IT FURTHER RESOLVED**, That as part of the policy control procedures, a list of all claims paid which includes electronic funds transfer be presented to the Board at its next regularly scheduled meeting.

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

**WHEREAS**, Minnesota Statute 375.16 allows the County Board to authorize the County

Auditor/Treasurer to pay incidental expenses of the county upon the presentation of a properly itemized and verified bill; 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 County Auditor/Treasurer is authorized to pay incidental expenses per Minnesota Statute 375.16 (such as postage, express, freight, telephone, water, light, and other utility charges);

BE IT FURTHER RESOLVED, that the County Board delegates and authorizes that the County Auditor/Treasurer may pay the following types of claims made against the County;

- Payroll activity, including insurance (medical, dental, etc.), all other withholdings, and
- other taxable expenses
- Insurance costs of retirees
- Insurance claims/costs – medical, pharmacy, administrative services, etc.
- Insurance premiums and deductibles – workers’ comp, property casualty, liability, auto, etc.
- Court-ordered payments, including restitution
- Payments with statutory requirements (such as coroner and sexual assault)
- Expenses related to the jail canteen
- Subpoena/service fees
- Leased vehicle costs
- Monthly support and maintenance (CPT, SWHHS, copier leases, etc.)
- Credit cards and/or other charge cards or accounts with supporting detail for transaction(s) -- to company/business only; not reimbursements to employees for use of a personal card or account
- Expenses that would receive a discount if paid before claims submitted at the next regularly scheduled meeting would be issued by the County and reasonably expected to be received by the vendor
- Expenses that would incur a penalty if not paid before claims submitted at the next regularly scheduled meeting would be issued by the County and reasonably expected to be received by the vendor
- Miscellaneous taxes, including property tax and special assessment distributions
- State aid distributions (such as market value credit)
- Refunding overpayments, including tax
- Loans for septic system installations
- Payments to Recorder for document/lien recordings or releases
- Debt payments or other claims with fixed payment schedules (such as clean water partnership loans and capital leases)
- Expenses related to elections
- Payments on board approved contracts or agreements (such as highway projects), including final payments after board approval
- Registrations and dues approved by the department manager

- Reimbursement to employees for travel related expenses (hotel, mileage, parking, overnight meals, etc.) approved by the department manager
- Costs authorized by the County Board but not submitted that meeting as part of Commissioner warrants (such as ditch expenses, Commissioner mileage, and professional and technical services)
- Appropriations authorized by the County Board via the budget
- Pass-through state monies
- To reissue any Commissioner warrant, due to a lost check
- Post office box rental and/or safety deposit box rental
- Transactions authorized by other boards or those boards that have delegated authority for claim payment to the County Auditor/Treasurer (including, but not limited to, Southwest Health and Human Services);

BE IT FURTHER RESOLVED, that on considering the sum charged excessive or for any claims with other possible questions or issues, as determined by the County Auditor/Treasurer, those bills will not be issued but will be presented to the board for action at its next regularly scheduled meeting;

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer will not be held personally liable for payment for any claim falling into the above authorized types the County Board later disagrees with, disapproves of, or questions;

BE IT FURTHER RESOLVED, the above delegation and authority conferred shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to the County Auditor/Treasurer; and

BE IT FURTHER RESOLVED, that as part of internal accounting and administrative control procedures and for informational purposes, a list of all such claims paid be presented to the County Board monthly.

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

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 2025, and the dollars used to commit will be used from current fund balance:

- Encumbrances for contracts entered into at year end
- RCEDA Revolving Loan
- Septic System Revolving Loan
- Retiree Health Insurance
- Sheriff Canteen
- United Community Action Area Transit

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 2025 year and amounts budgeted for the 2026 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.

#### **ENVIRONMENTAL**

- On motion by Theis, second by Van Hee, the Board voted unanimously to table the Bond and Financing Agreement Amendment to February 17, 2026.
- On motion by Theis, second by Wakefield, the Board voted unanimously to approve the Plum Creek Park reservation cancellation policy and credit card policy of \$10 charge on cancelations and 3% fee to be charged to all credit card transactions.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the Natural Resources Block Grant from BWSR for 2026 and 2027.

#### **PUBLIC HEARING- Amended Cannabis Ordinance**

- Chair Wakefield called to order the public hearing in the matter of the enactment of the amended Redwood County Ordinance to Regulate Cannabis Businesses.
- Kletscher presented the affidavit of Publication.
- No public testimony.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to adopt the amended Cannabis Ordinance.

#### **DITCH AUTHORITY**

- Entered into Ditch Authority at 9:03 a.m.
- On motion by Theis, second by Van Hee, the Board voted unanimously to adopt the CD 1202 agenda.
- On motion by Wakefield, second by Van Hee, the Board voted unanimously to accept the petition to reroute and divert CD 1202 and petition to transfer CD 1012 Branch 4.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to appoint engineer Bill Helget of Bolton & Menk as project manager
- On motion by Theis, second by Van Hee, the Board voted unanimously to adopt preliminary findings and order.
- On motion by Van Hee, second by Theis, the Board voted unanimously to approve the engineer's report.

- On motion by Van Hee, second by Salfer, the Board voted unanimously to set public hearing for January 20, 2026, at 9:00 a.m.
- Adjourned Ditch Authority at 9:10 a.m.

**SHERIFF**

- Jacobson reviewed with the Board the November 2025 Jail Population
- On motion by Van Hee, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Farmers Union Industries wishes to donate \$1000.00 to Redwood County Sheriff’s Office and;

WHEREAS, the Sheriff’s Office will utilize the donation of \$1000.00 for the purpose of training and/or equipment; and

WHEREAS, the Board of Commissioners appreciates the generosity of Farmers Union Industries in supporting the Redwood County Sheriff’s Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of \$1000.00 from Farmers Union Industries to the Redwood County Sheriff’s Office, on behalf of the County.

**XCEL**

- Xcel Energy Community Relations Manager Thill, Xcel Energy Bissonette, Xcel Energy project manager Glik updated the Board on the Power ON Midwest project development.

**ROAD & BRIDGE**

- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve final payment for CSAH 7 emergency culvert replacement to Midwest Contracting in the amount of \$23,750.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve quote for three 1,000-gallon dual wall deiseal tanks for Lucan, Walnut Grove, and Clements to Meadowland Farmers Coop in the amount of \$17,025.

Other Bids received:

<u>Company</u>	<u>Bid Amount</u>
Farmward Coop	\$20,340.00

- On motion by Theis, second by Wakefield, the Board voted unanimously to authorize signatures on the Springdale 30 grant and use agreement with Minnesota Board of Water BWSR and Soil Resources for Springdale 30 road retention (SP 064-620-011).
- On motion by Theis, second by Van Hee, the Board voted unanimously to approve quote for salt bunker for Walnut Grove Outshop to Al’s Concrete Products in the amount of \$35,700.

Other Bids received:

<u>Company</u>	<u>Bid Amount</u>
Hanson Silo Company	\$41,450.00
Weiser Concrete	\$93,188.00

- On motion by Theis, second by Salfer, the Board voted unanimously to declare unit numbers 3868, 3611, 3857, 3207, 3142, 3183, 3173, takeoff/excess truck, motor, and grader tires surplus property and authorized disposal by sale.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve Professional Engineering Services Agreement with Bolton & Menk for CSAH 115 in Sanborn for sidewalk and concrete curb reconstruction pending County Attorney approval.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve final pay request to KAMCO for Contract 25-2 in the amount of \$11,234.52.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve final pay request to Midwest Contracting LLC for Contract 24-8 in the amount of \$742,559.01.

#### **MAINTENANCE**

- On motion by Theis, second by Van Hee, the Board voted unanimously to approve Monitoring agreement with Summit Fire Protection pending County Attorney approval.

#### **TECHNOLOGY**

- On motion by Theis, second by Van Hee, the Board voted unanimously to declare old phone system #12963 and #13369 including 6 nodes and 146 phones surplus property and authorized disposal by sale.

#### **ADMINISTRATION**

- On motion by Theis, second by Wakefield, the Board voted unanimously to approve the 2026 Solid Waste Hauler Licenses for Clobes, Renville-Sibley, River View, Southwest, Sweetman, West Central Sanitation, The Picker Uppers, CMF, and Ace Roll Off & Disposal.
- On motion by Wakefield, second by Theis, the Board voted unanimously to approve records destruction for administration files including Belview Learning Center files, Newspaper bids 1989-2014, Board of water and soil grant 2009, Brown County detention center files from 2002-2007, and Solid Waste Collection services from 2006-2009.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to deny \$115.41 reimbursement request for Miranda Trebesch due to late submission of request.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve Cooperative Agreement for RLS Treatment Court pending County Attorney approval.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve 2026 Tobacco License application for Snak Attak in Lamberton.
- On motion by Salfer, second by Theis, the Board voted unanimously to approve 2026 Tobacco License application for Grandview Winery.

#### **CLOSED SESSION- Negotiations**

- Entered into closed session at 10:36 a.m.

- Out of closed session at 10:50 a.m.
- On motion by Theis, second by Van Hee, the Board voted unanimously to approve the LELS #114 Non-Licensed Agreement for ratification for January 1, 2026, through December 31, 2027.

**Personnel**

- On motion by Theis, second by Salfer, the Board voted unanimously to set the non-union Department Head 2026 and 2027 Salary Schedules.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to set the 2026-2027 temporary and seasonal salary schedules.
- On motion by Salfer, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

**WHEREAS**, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

**THEREFORE, BE IT RESOLVED** that the salary of the Redwood County Commissioners be set for 2026 as listed below per Minnesota Statute 375.055:

County Commissioners	\$26,915.00
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**BE IT FURTHER RESOLVED**, that a maximum per diem (per day) rate of \$75.00 shall be granted to Redwood County Commissioners for service on any board, committee or commission that has been approved by the full board; for special meetings of the County Board; for attendance at conferences and education/training sessions; and for performance of services as an individual Commissioner relating to the execution of the duties of the Office of County Commissioner. At the discretion of each Commissioner, a lesser per diem amount may be charged.

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

**WHEREAS**, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Auditor-Treasurer.

**NOW, THEREFORE, BE IT RESOLVED** that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

**THEREFORE, BE IT RESOLVED** that the 2026 salary for the Redwood County Auditor-Treasurer shall be set as listed below per Minnesota Statute 384.151 Subd. 1a and 385.373, Subd. 1a:

County Auditor-Treasurer	\$135,427.68
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- On motion by Theis, second by Van Hee, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution  
**WHEREAS**, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Sheriff.

**NOW, THEREFORE, BE IT RESOLVED** that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

**THEREFORE, BE IT RESOLVED** that the 2026 salary for the Redwood County Sheriff shall be set as listed below per Minnesota Statute 387.20 Subd. 2

County Sheriff	\$148,227.12
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**COMMISSIONERS**

Commissioner Reports

Salfer: Redwood Renville Regional Solid Waste Authority, AMC Annual meeting

Wakefield: Redwood-Cottonwood Rivers Control Area, First Children’s Finance, JD 5 Ditch, Chief Elected Officials Board

Theis: JD 5 Ditch, AMC Annual meeting

Van Hee: Primewest, Renewable Energy, District 8 Transportation, Southwest Regional Development Commission

**ADJOURN**

- There being no further business, Chair Wakefield declared the meeting adjourned at 11:10 a.m.

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Rick Wakefield, Chair  
 Board of County Commissioners

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



Print List in Order By: 4 1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

# \*\*\* Redwood County \*\*\*



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>							
50	01-002-000-0000-6334		308.62	LODGING @ AMC CON - JS 12/07/2025 12/09/2025	1064720A	LODGING & EXPENSE	N
1	01-041-000-0000-6401		94.32	POSTAGE - CONFESSIONS 11/24/2025 11/24/2025	STMT	OFFICE SUPPLIES & EQUIPMENT MAIN	N
15	01-042-000-0000-6242	E	75.00	REG @ ANALYZING THE MARKET-RP 03/10/2026 03/10/2026	214239976	DUES & REGISTRATION FEES	N
57	01-043-000-0000-6401		53.06	ADDRESS LABELS 12/17/2025 12/17/2025	8667444 2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
48	01-061-000-0000-6242	E	200.00	2026 PERLA MEMBERSHIP 01/01/2026 12/31/2026	21166	DUES & REGISTRATION FEES	N
53	01-061-000-0000-6334		462.93	LODGING @ AMC CON - VK 12/07/2025 12/10/2025	82680955	LODGING & EXPENSE	N
52	01-061-000-0000-6334		462.93	LODGING @ AMC CON - SK 12/07/2025 12/10/2025	86352219	LODGING & EXPENSE	N
45	01-064-000-0000-6401		132.51	NETWORK CABLE 11/18/2025 11/18/2025	3974611 2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
58	01-064-000-0000-6401		41.79	INK CATRIDGES 12/12/2025 12/12/2025	5309839 2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
55	01-064-000-0000-6401		83.02	SCANNER ROLLER KIT 12/08/2025 12/08/2025	6373019 2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
56	01-064-000-0000-6401	E	108.00	VIMEO SUBSCRIPTION 12/19/2025 12/19/2026	STMT	OFFICE SUPPLIES & EQUIPMENT MAIN	N
47	01-064-000-0000-6264		42.00	SPICEWORKS HELP DESK 11/30/2025 12/30/2025	UQEYPOTH-0009	PROGRAMMING EXPENSES	N
13	01-091-000-0000-6334		331.84	LODGING @ MCAA MTG - MP 12/03/2025 12/05/2025	336464644	LODGING/MILEAGE	N
12	01-091-000-0000-6334		331.84	LODGING @ MCAA MTG - SN 12/03/2025 12/05/2025	3369583241	LODGING/MILEAGE	N
4	01-118-000-0000-6301		199.90	WET DRY VACUUM 12/01/2025 12/01/2025	1449848 2425	EQUIPMENT & BUILDING MAINTENANC	N
3	01-118-000-0000-6301		328.19	PARTS 12/03/2025 12/03/2025	5081007	EQUIPMENT & BUILDING MAINTENANC	N
5	01-118-000-0000-6301		34.02	FLOOR CLEANER 12/05/2025 12/05/2025	9532219 2425	EQUIPMENT & BUILDING MAINTENANC	N
41	01-129-000-0000-6401		40.78	HEADPHONES 11/22/2025 11/22/2025	5453832 2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
40	01-129-000-2751-6291		749.00	AD 11/25/2025 11/25/2025	LMKT4170	PROFESSIONAL & TECH SERVICES	N

\*\*\* Redwood County \*\*\*



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
24	01-201-000-0000-6407		352.36	SHOES, HAIRBRUSH, TOOTHBRUSH 12/02/2025 12/02/2025	0426572-IN	JAIL EXPENSES	N
25	01-201-000-0000-6407		9.52	HAND TOWELS 12/03/2025 12/03/2025	0426881-IN	JAIL EXPENSES	N
26	01-201-000-0000-6407		16.48	SOCKS 12/16/2025 12/16/2025	SO0425300	JAIL EXPENSES	N
37	01-201-000-0000-6356		60.09	INMATE MEALS 12/14/2025 12/14/2025	STMT	BOARDING PRISONER MEAL EXPENSE	N
21	01-201-000-0000-6407		188.22	INMATE MEALS 12/15/2025 12/15/2025	STMT	JAIL EXPENSES	N
23	01-201-000-0000-6407		89.11	JAIL TV 12/16/2025 01/16/2026	STMT	JAIL EXPENSES	N
30	01-202-000-2756-6802		64.96	HUMIDIFIER SUPPLIES 11/18/2025 11/18/2025	5520248 2425	OTHER EXPENSES	N
33	01-202-000-2756-6802		56.89	DISPATCH TV 11/28/2025 12/28/2025	STMT	OTHER EXPENSES	N
19	01-249-000-2815-6802		34.30	CANTEEN SUPPLIES 11/25/2025 11/25/2025	2009617	CANTEEN EXPENSES	N
18	01-249-000-2815-6802		118.32	CANTEEN SUPPLIES 11/25/2025 11/25/2025	2009620	CANTEEN EXPENSES	N
31	01-249-000-2872-6275		92.12	K9 FOOD 11/18/2025 11/18/2025	5056821941	LAW ENFORCEMENT DOG FUND	N
36	01-249-000-2872-6275		92.12	K9 FOOD 12/12/2029 12/12/2029	5069043514	LAW ENFORCEMENT DOG FUND	N
32	01-249-000-2872-6275		1,849.24	K9 E COLLARS, TRAINING TOYS 11/21/2025 11/21/2025	518362A	LAW ENFORCEMENT DOG FUND	N
38	01-249-000-2872-6275		30.00	K9 CERTS - ECHO 12/17/2025 12/17/2025	R941465210	LAW ENFORCEMENT DOG FUND	N
16	01-249-000-2815-6802		125.00	CANTEEN SUPPLIES 11/22/2025 11/22/2025	STMT	CANTEEN EXPENSES	N
17	01-249-000-2815-6802		99.79	CANTEEN SUPPLIES 11/23/2025 11/23/2025	STMT	CANTEEN EXPENSES	N
20	01-249-000-2815-6802		67.62	CANTEEN SUPPLIES 12/15/2025 12/15/2025	STMT	CANTEEN EXPENSES	N
22	01-249-000-2815-6802		107.07	CANTEEN SUPPLIES 12/16/2025 12/16/2025	STMT	CANTEEN EXPENSES	N
27	01-249-000-2815-6802		110.00	CANTEEN SUPPLIES 12/21/2025 12/21/2025	STMT	CANTEEN EXPENSES	N
34	01-249-000-2815-6802		114.70	CANTEEN SUPPLIES	STMT	CANTEEN EXPENSES	N

\*\*\* Redwood County \*\*\*



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
35	01-249-000-2815-6802		46.25	CANTEEN SUPPLIES	12/05/2025 12/05/2025	STMT	CANTEEN EXPENSES	N
28	01-249-000-2872-6275	E	300.00	REG @ K9 CON - TA	12/05/2025 12/05/2025	STMT	LAW ENFORCEMENT DOG FUND	N
29	01-249-000-2872-6275	E	300.00	REG @ K9 CON - CK	02/09/2026 02/10/2026	STMT	LAW ENFORCEMENT DOG FUND	N
49	01-251-000-0000-6401		101.26	DESK CALENDAR, BACK SUPPORT		4140244	OFFICE SUPPLIES & EQUIPMENT MAIN	N
54	01-251-000-0000-6401		14.96	WIPES	12/02/2025 12/02/2025	2425	OFFICE SUPPLIES & EQUIPMENT MAIN	N
2	01-255-000-2863-6401		350.01	RESTORATIVE JUSTICE SUPPLIES	12/04/2025 12/04/2025	9953048	OFFICE SUPPLIES & EQUIPMENT MAIN	N
39	01-520-000-0000-6301		9.87	DIESEL	12/09/2025 12/09/2025	STMT	RESTORATIVE JUSTICE EXPENSES	N
14	01-601-000-0000-6401		19.99	BATTERIES	12/02/2025 12/02/2025	STMT	EQUIPMENT & BUILDING MAINTENANC	N
51	01-602-000-0000-6401		61.68	LASER POSTCARDS	11/24/2025 11/24/2025	3296257	OFFICE SUPPLIES & EQUIPMENT MAIN	N
42	01-620-000-0000-6401		301.40	FOLDERS	12/04/2025 12/04/2025	4655466	OFFICE SUPPLIES & EQUIPMENT MAIN	N
43	01-620-000-0000-6401		46.24	SCREEN PROTECTORS, FOLDERS	12/04/2025 12/04/2025	2425	OFFICE SUPPLIES & EQUIP MNTCE	N
44	01-620-000-0000-6411		57.97	PHONE CASES, HI VIS VEST	12/04/2025 12/04/2025	4950663	OFFICE SUPPLIES & EQUIP MNTCE	N
9	03-301-000-0000-6334		154.31	LODGING @ MN COUNTIES MTG	12/04/2025 12/04/2025	4950663	FIELD SUPPLIES/EXPENSES	N
6	03-301-000-0000-6334		845.16	LODGING @ MN ENGINEERS CON	12/08/2025 12/09/2025	1065064A	LODGING & EXPENSE	N
10	03-301-000-0000-6332		120.00	NOTARY RENEWAL	01/20/2026 01/23/2026	131128	LODGING & EXPENSE	N
8	03-301-000-0000-6332		14.91	MEAL @ DIST 7 ACCT MTG	12/12/2025 12/12/2025	MN8OSS004134299	STAFF DEVELOPMENT	N
11	03-301-000-0000-6332	E	95.00	REG @ TRANSPORT DAY -NK	12/04/2025 12/04/2025	STMT	STAFF DEVELOPMENT	N
7	03-310-000-0000-6507		668.29-	RETURN - LEVEL	02/19/2026 02/19/2026	STMT	STAFF DEVELOPMENT	N
46	10-119-000-0000-6899		469.46	PANIC BUTTON PROJECT	12/04/2025 12/04/2025	8929056	MISCELLANEOUS EXPENSES	N
					11/24/2025 11/24/2025	2425	MISCELLANEOUS	N

RACHELW  
12/30/25 2:56PM  
BUILDING FUND

# \*\*\* Redwood County \*\*\*



Audit List for Board

**MANUAL WARRANTS/VOIDS/CORRECTIONS**

Page 5

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
21275	ELAN CORPORATE PAYMENT SYSTEMS		10,397.84	58 Transactions		
<b>Final Total .....</b>			<b>10,397.84</b>	<b>1 Vendors</b>	<b>58 Transactions</b>	

\*\*\* **Redwood County** \*\*\*



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	9,367.29	GENERAL
3	561.09	ROAD AND BRIDGE
10	469.46	BUILDING FUND
<b>All Funds</b>	<b>10,397.84</b>	<b>Total</b>

Approved by, .....  
.....  
.....

\*\*\* Redwood County \*\*\*



RACHELW  
1/2/26 9:44AM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Print List in Order By:	2	1 - Fund (Page Break by Fund)	Page Break By:	1	1 - Page Break by Fund
		2 - Department (Totals by Dept)			2 - Page Break by Dept
		3 - Vendor Number			
		4 - Vendor Name			

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

\*\*\* **Redwood County** \*\*\*



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
41	DEPT			AUDITOR-TREASURER			
57205	MINNESOTA ASSN OF TOWNSHIPS						
7	01-041-000-0000-6401		15.00	MN TOWNSHIP NEWS SUBSCRIPTION 01/01/2026 12/31/2026	S101133	OFFICE SUPPLIES & EQUIPMENT MAI N	
	57205 MINNESOTA ASSN OF TOWNSHIPS		15.00	1 Transactions			
41	<b>DEPT Total:</b>		<b>15.00</b>	<b>AUDITOR-TREASURER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
43	DEPT			LICENSE CENTER			
55591	MDRA						
6	01-043-000-0000-6242		360.00	2026 MEMBERSHIP DUES 01/01/2026 12/31/2026	DEPUTY 21	DUES & REGISTRATION FEES	N
	55591 MDRA		360.00	1 Transactions			
43	<b>DEPT Total:</b>		<b>360.00</b>	<b>LICENSE CENTER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
64	DEPT			COMPUTER			
20287	EASYVISTA INC						
1	01-064-000-0000-6264	AP	32.04	GOVERLAN REMOTE RENEWAL 12/23/2025 12/31/2025	GOVERLAN-22121	PROGRAMMING EXPENSES	N
2	01-064-000-0000-6264		1,267.96	GOVERLAN REMOTE RENEWAL 01/01/2026 12/23/2026	GOVERLAN-22121	PROGRAMMING EXPENSES	N
	20287 EASYVISTA INC		1,300.00	2 Transactions			
64	<b>DEPT Total:</b>		<b>1,300.00</b>	<b>COMPUTER</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
118	DEPT			COURTHOUSE MAINTENANCE			
27425	G & R CONTROLS INC						
10	01-118-000-0000-6301	AP	908.20	BELTS, WHEEL, DRIER CORE 12/12/2025 12/31/2025	155668.156300	EQUIPMENT & BUILDING MAINTENAN N	
	27425 G & R CONTROLS INC		908.20	1 Transactions			
118	<b>DEPT Total:</b>		<b>908.20</b>	<b>COURTHOUSE MAINTENANCE</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
201	DEPT			SHERIFF			
10413	CENTRACARE						
16	01-201-000-0000-6355	AP	429.70	INMATE MEDICAL - JMG	STMT	BOARDING PRISONER MEDICAL EXPI 6	

\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 GENERAL

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
17	01-201-000-0000-6355	AP	226.20	INMATE MEDICAL - TGA 10/03/2025 12/19/2025	STMT	BOARDING PRISONER MEDICAL EXPI	6
18	01-201-000-0000-6355	AP	287.95	INMATE MEDICAL - BV 12/13/2025 12/20/2025	STMT	BOARDING PRISONER MEDICAL EXPI	6
19	01-201-000-0000-6355	AP	76.92	INMATE MEDICAL - DDG 12/16/2025 12/16/2025	STMT	BOARDING PRISONER MEDICAL EXPI	6
	<b>10413 CENTRACARE</b>		<b>1,020.77</b>		<b>4 Transactions</b>		
14	87777 TNT ROADSIDE OF REDWOOD FALLS LLC 01-201-000-0000-6565	AP	150.00	TOW VEHICLE - ICR#25110686 12/28/2025 12/28/2025	00796	PATROL CAR EXPENSES-OWNED	N
	<b>87777 TNT ROADSIDE OF REDWOOD FALLS LLC</b>		<b>150.00</b>		<b>1 Transactions</b>		
15	91492 VOYAGER FLEET SYSTEMS INC 01-201-000-0000-6343	AP	109.78	2025 DEC - FUEL 12/01/2025 12/31/2025	8691019802552	PATROL CAR LEASE	N
	<b>91492 VOYAGER FLEET SYSTEMS INC</b>		<b>109.78</b>		<b>1 Transactions</b>		
<b>201</b>	<b>DEPT Total:</b>		<b>1,280.55</b>	<b>SHERIFF</b>	<b>3 Vendors</b>	<b>6 Transactions</b>	
<b>212</b>	DEPT 61503 HILLESTAD FUNERAL SERVICE			CORONER			
11	01-212-000-0000-6899	AP	350.00	REMOVAL & TRANSPORT - 25109723 11/23/2025 11/23/2025	STMT	MISCELLANEOUS	N
	<b>61503 HILLESTAD FUNERAL SERVICE</b>		<b>350.00</b>		<b>1 Transactions</b>		
<b>212</b>	<b>DEPT Total:</b>		<b>350.00</b>	<b>CORONER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>249</b>	DEPT 86595 THE PAMPERED POOCH			OTHER PUBLIC SAFETY			
13	01-249-000-2872-6275	AP	150.00	K9 BATH - HOS 04/07/2025 11/26/2025	100	LAW ENFORCEMENT DOG FUND	Y
	<b>86595 THE PAMPERED POOCH</b>		<b>150.00</b>		<b>1 Transactions</b>		
<b>249</b>	<b>DEPT Total:</b>		<b>150.00</b>	<b>OTHER PUBLIC SAFETY</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>270</b>	DEPT			SENTENCE TO SERVE			

\*\*\* **Redwood County** \*\*\*



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 GENERAL

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
12	64521 OLSON CHEVROLET							
	01-270-000-0000-6565	AP		79.95	2016 SIERRA - OIL CHANGE	97886	TRAVEL/VEHICLE	N
					12/04/2025 12/04/2025			
	<b>64521 OLSON CHEVROLET</b>			<b>79.95</b>	<b>1 Transactions</b>			
<b>270</b>	<b>DEPT Total:</b>			<b>79.95</b>	<b>SENTENCE TO SERVE</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>601</b>	DEPT				AGRICULTURAL INSPECTION			
5	57190 MACPZA							
	01-601-000-0000-6242			265.00	2026 DUES - NB & JP	STMT	DUES & REGISTRATION FEES	N
					01/01/2026 12/31/2026			
	<b>57190 MACPZA</b>			<b>265.00</b>	<b>1 Transactions</b>			
9	80537 SCHNEIDER GEOSPATIAL LLC							
	01-601-000-2775-6241			12,183.00	2026 BEACON MAINT	1009040	SUBSCRIPTIONS	N
					01/01/2026 12/31/2026			
8	01-601-000-2775-6242			1,222.20	2026 PROPERTY TAX MODULE	1009193	DUES & REGISTRATION FEES	N
					01/01/2026 12/31/2026			
	<b>80537 SCHNEIDER GEOSPATIAL LLC</b>			<b>13,405.20</b>	<b>2 Transactions</b>			
<b>601</b>	<b>DEPT Total:</b>			<b>13,670.20</b>	<b>AGRICULTURAL INSPECTION</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
<b>620</b>	DEPT				SOIL AND WATER CONSERVATION DIST			
3	57194 MINNESOTA ASSN OF SOIL & WATER CON							
	01-620-000-0000-6242			7,654.59	2026 MEMBERSHIP DUES	3771	DUES & REGISTRATION	N
					01/01/2026 12/31/2026			
	<b>57194 MINNESOTA ASSN OF SOIL &amp; WATER CON</b>			<b>7,654.59</b>	<b>1 Transactions</b>			
4	57940 MN COUNTIES INTERGOVERNMENTAL TRI							
	01-620-000-0000-6242			3,701.00	2026 PRO/CASUALTY/WORK COMP	21220R	DUES & REGISTRATION	N
					01/01/2026 01/01/2027			
	<b>57940 MN COUNTIES INTERGOVERNMENTAL TRI</b>			<b>3,701.00</b>	<b>1 Transactions</b>			
<b>620</b>	<b>DEPT Total:</b>			<b>11,355.59</b>	<b>SOIL AND WATER CONSERVATION DIST</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>1</b>	<b>Fund Total:</b>			<b>29,469.49</b>	<b>GENERAL</b>		<b>19 Transactions</b>	

RACHELW  
1/2/26 9:44AM

# \*\*\* Redwood County \*\*\*



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 GENERAL

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>Final Total:</b>		<b>29,469.49</b>	<b>14 Vendors</b>	<b>19 Transactions</b>	

# \*\*\* Redwood County \*\*\*



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	29,469.49	GENERAL
	<b>All Funds</b>	<b>29,469.49</b>	<b>Total</b>

Approved by, .....

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**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 1/6/2026	<b>Originating Dept.:</b> A/T
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b> Notice of filing for the Auditor/Treasurer position for the 2026 election year	<b>Presenter:</b>  <b>estimated time needed:</b>
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

**If Action, Board Motion Requested:**

Board Acknowledgment that Jean Price has given her written request informing the County Board of her intention to file for the position of the Redwood County Auditor/Treasurer position for the upcoming 2026 election year pursuant to subdivision 2 of MN Statute 375A.1205 (Appointing County Officers).

**Background Information:**

Starting in 2022, the elected Auditor/Treasurer pursuant to subdivision 2 of MN Statute 375A.1205 is required to inform the County Board in writing at least 104 days before filing of the intention to file for the Office of Auditor/Treasurer.

A letter dated January 6, 2026 is attached, with the original letter given to the Administrator's Office.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Redwood County Auditor/Treasurer**  
*Jean Price*

403 South Mill Street/ PO Box 130 Redwood Falls, MN 56283



January 6, 2026

Redwood County Commissioners:

Pursuant to subdivision 2 of Minnesota Statute 375A.1205 (Appointing County Officers), I am required to inform you in writing at least 104 days before filing of my intention to file for the Office of Auditor/Treasurer. This letter will serve as my notice of intent to you.

Sincerely,

A handwritten signature in black ink, appearing to be "Jean Price". The signature is written in a cursive style with a large initial "J" and "P".

Jean Price  
Auditor/Treasurer



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/2026	<b>Originating Department:</b>	Aud/Treas
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	<b>Presenter:</b> Jean		
2026 Designation of Depositories	<b>estimated time needed:</b>	5 min	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Motion to pass resolution:

1) Resolution for Designation of Depositories

**Background Information:**

Each year the board must pass the designation of depositories.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

## Redwood County Board of Commissioners

P.O Box 130 Redwood Falls, MN 56283



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:** Old National Bank  
Hometown Bank  
Integrity Bank Plus  
Minnwest Bank M.V.  
U.S. Bank  
Wanda State Bank  
MAGIC Fund  
Wells Fargo Advisors  
Multi-Bank Securities

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 6, 2026, 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

\_\_\_\_\_  
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.

The above resolution was adopted by the Board of Commissioners of Redwood County on this 6th day of January, 2026.

---

Board Chair  
Redwood County Board of Commissioners

---

Vicki Kletscher  
County Administrator

*1st District*  
**RICK WAKEFIELD**  
P.O. Box 473  
Walnut Grove, MN 56180  
(507) 859-2369

*2nd District*  
**JIM SALFER**  
865 Pine Street  
Wabasso, MN 56293  
(507) 829-8029

*3rd District*  
**DENNIS GROEBNER**  
250 Center Street  
Clements, MN 56224  
(507) 692-2235

*4th District*  
**BOB VANHEE**  
503 Fallwood Road  
Redwood Falls, MN 56283  
(507) 616-1000

*5th District*  
**COREY THEIS**  
121 W. 4th St.  
Redwood Falls, MN 56283  
(507) 430-4150



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	01/06/2025	<b>Originating Dept.:</b>	RCAO
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	<b>Presenter:</b> Shannon Ness		
Appeals contract, month-to-month	<b>estimated time needed:</b>	10 min	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Approval Appeals contract with Smith and Johnson Law firm to continue to cover appeals cases until a fifth attorney is hired.

**Background Information:**

At present, Redwood County has many active appeals at various stages which Travis Smith has been handling. The Board has approved a fifth attorney, but until a fifth attorney is hired, the Redwood County Attorney's Office is unable to handle these cases effectively given the immense caseload, training a new assistant county attorney, and training in a new victim-witness coordinator. This contract will be on a month-to-month basis instead of a yearly basis. As such, that will allow for the contract to be canceled upon hiring a fifth attorney.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

## Legal Services Agreement

THIS LEGAL SERVICES AGREEMENT is made and entered into by and between Redwood County, a political subdivision of the state of Minnesota (County), through its County Attorney (County Attorney), 250 S. Jefferson Street, P.O. Box 130, Redwood Falls, MN 56283, and the law firm of Smith & Johnson (Contractor), 2651 Broadway Avenue, Slayton, Minnesota 56712.

### RECITALS

WHEREAS, pursuant to Minn. Stat. §388.09, subd. 1, a county board, with concurrence of the county attorney, may enter into agreements with attorneys or firms of attorneys for the purposes of assisting the county attorney or in any other matter affecting the interest of the county without making these attorneys or members of the firms assistant county attorneys or employees of the county, and,

WHEREAS, the Contractor's office is staffed by attorneys who are experienced and able to handle appellate cases and certain other special prosecutorial duties, and

WHEREAS, the County, with the concurrence of the County Attorney, wishes to purchase services from the Contractor as set out below, and

WHEREAS, there are funds available for the purchase of these services;

NOW, THEREFORE, the County, through the County Attorney, and the Contractor agree as follows:

1) Term and Cost of the Agreement

a. Unless otherwise terminated during this period, the County agrees to make referrals and the Contractor agrees to furnish services on behalf of the County beginning January 1, 2026, and continue month-to-month thereafter unless preciously terminated pursuant to Section 8 b) of this Agreement, regardless of the date of signatures or the date of ratification by the Redwood County Board of Commissioners.

b. The Contractor shall be paid at a monthly rate of \$6,000 per month in equal monthly installments.

This amount was determined based on the Parties' mutual agreement and the anticipated volume of appellate work based on current pending appeals and the past six years of appellate caseload in the Redwood County Attorney's office.

c. With the exceptions noted in the following section, when an appellate case is argued, the County will also reimburse the Contractor for reasonable mileage, food and lodging incurred by the attorney arguing the case at the rates approved by the County.

2) Services to be Provided

a. The Contractor will represent Redwood County in:

- 1) All criminal appeals filed in either the Minnesota Court of Appeals or Minnesota Supreme Court, whether initiated by the County or by the Defense; and
- 2) All juvenile delinquency or juvenile petty offense appeals filed in either the Minnesota Court of Appeals or Minnesota Supreme Court, whether initiated by the County or by the Defense; and
- 3) All other criminal matters and processes related to the appellate courts, including but not limited to filing and responding to extraordinary writs such as Writs of Mandamus and Writs of Prohibition; and
- 4) All petitions for post-conviction relief filed in district court; and
- 5) All civil forfeiture appeals filed in either the Minnesota Court of Appeals or Minnesota Supreme Court, whether initiated by the County or by the Defense; and
- 6) All child protection appeals filed in either the Minnesota Court of Appeals or Minnesota Supreme Court, whether initiated by the County or by the Defense; and;
- 7) All commitment appeals filed in either the Minnesota Court of Appeals or Minnesota Supreme Court, whether initiated by the County or by the Respondent; and;
- 8) All habeas corpus petitions filed by criminal defendants in federal district court and appeals therefrom to the U.S. Court of Appeals for the Eighth Circuit; and
- 9) Filing a notice of appearance and waiving the State's right to respond to petitions for writs of certiorari filed in the United States Supreme Court by criminal defendants. If the Supreme Court calls for a response to such a petition for certiorari, the drafting and filing of a response, as well as any merits briefing in the event that the Supreme Court grants certiorari, will be addressed on a case-by-case basis as agreed upon by parties.

b. The Contractor will be available to provide consultation services to attorneys from the County with regard to cases that the County believes may be subject to future appeal.

c. Unless the parties agree otherwise, the County will print, bind, file, and serve any paper briefs that need to be filed.

3) Independent Contractor Status

a. The Contractor is and shall remain an independent contractor and not an employee of the County. Nothing in this Agreement is meant to alter that in any way. Contractor acknowledges that nothing in this Agreement makes the Contractor's firm, its individual partners or its employees County employees. Neither Contractor's firm, nor its individual partners or employees shall be entitled to any of the rights, privileges or benefits of employees of the County, including but not limited to, workers' compensation, health/death benefits, or indemnification for third-party personal injury/property damage claims, with the exception that Contractor's work under this contract will be covered for purposes of professional liability insurance by the County's professional liability policy as Special Assistant Redwood County Attorney(s);

b. Contractor acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Contractor, and that it is Contractor's sole obligation to comply with the applicable provisions of all Federal and State tax laws.

c. Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein, within the guidelines provided by the County Attorney and the ethics of the profession.

d. Contractor is responsible for hiring sufficient workers to perform the services/duties required by this contract, withholding their taxes and paying all other employment tax obligations on their behalf.

e. Contractor represents that its attorneys will retain valid attorney's licenses in the State of Minnesota for the duration of this Agreement, and that any attorney appearing for the County has been admitted to appear in the court that attorney will be attending.

f. This Agreement of itself does not confer the status of Assistant Redwood County Attorney on the Contractor. Contractor shall not refer to or represent itself or its individual partners as Assistant Redwood County Attorney(s) with regard to the cases assigned under this Agreement, but instead shall refer to its attorneys as "Special Assistant Redwood County Attorney(s)".

4) Indemnification

Each party to this Agreement shall be liable for its own acts and the results thereof to the extent authorized by law, and shall not be responsible for the acts of the other party, its officers, employees, or agents.

Liability of the County shall be governed by the provisions of the Municipal Tort Claims Act, Minn. Stat. Ch. 466, and other applicable laws.

5) Data Practices

a. All data collected, created, received, maintained or disseminated for any purposes by the activities of Contractor because of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

b. Contractor acknowledges that during its performance of duties under this Agreement it will receive certain data which may be classified as non-public or confidential data under the Minnesota Government Data Practices Act, specifically §13.82.

c. Contractor will take all steps necessary to protect private, non-public, or confidential data from being disseminated to third parties in violation of Minn. Stat. Ch. 13.

d. If Data Practices requests are made regarding any of the assigned cases, the Contractor will consult with the County Attorney prior to taking action.

e. Contractor will notify the County Attorney in a timely fashion if there is a breach or suspected breach in confidentiality and will cooperate to mitigate and if possible cure any damage caused by the suspected breach.

6) File Creation, Distribution, Maintenance, Return, Timekeeping, Witness Notification Responsibility, Records Availability and Retention

a. While Contractor is responsible for the handling of each case, each file transmitted to the Contractor remains a Redwood County case and therefore the documents associated with the file remain the property of the County Attorney. For data preservation purposes copies of all documents related to the file must be provided to the County so that the County can maintain the case in the Redwood County case management system. It is understood that the Contractor will also have copies of documents related to the case on its server.

b. Pursuant to Minn. Stat. § 16C.05, subd. 5, the Contractor agrees that the County, the County Attorney, the State Auditor or the duly authorized representative of any of those entities may at any time during normal business hours and as often reasonably deemed necessary, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement.

c. Contractor agrees to maintain those records for a period of six years from the date of termination of this Agreement.

7) Merger and Modification

a. It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

b. Any material alterations, variations, modifications or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as an amendment and signed by the parties.

8) Default and Cancellation

a. If the Contractor fails to perform any of the provisions of this Agreement, or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Contractor's default is excused, the County, through the County Attorney, may immediately cancel this Agreement in its entirety by giving written notice that the Agreement is cancelled and the month of cancellation shall be the last month for which payment shall be made.

b. This Agreement may be cancelled with or without cause by either party upon 30 days written notice. Once notice has been given by either party, no further referrals shall be made. Any cases not completed at the end of the 30-day period shall be returned to the County Attorney for completion, unless other arrangements have been made.

10) Subcontracting and Assignment

Contractor shall not enter into any subcontract for performance of any services contemplated under this Agreement without the prior written approval of the County Attorney and subject to such conditions and provisions as the County Attorney may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

11) Nondiscrimination

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.

Signatures:

For the County:

\_\_\_\_\_  
Chair, Board of Commissioners

Dated: \_\_\_\_\_

For the Contractor:

\_\_\_\_\_  
Travis J. Smith

Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
County Administrator

Dated: \_\_\_\_\_

\_\_\_\_\_

Dated: \_\_\_\_\_

For the County Attorney:

\_\_\_\_\_  
Assistant Redwood County Attorney

Dated: \_\_\_\_\_



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	01/06/2025	<b>Originating Dept.:</b>	RCAO
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	victim-witness coordinator position		
	<b>Presenter:</b>	Shannon Ness	
	<b>estimated time needed:</b>	10 min	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Approval of hiring to cover victim-witness coordinator position prior to Ms. Kerkhoff's departure to allow the new hire to shadow and learn from Ms. Kerhoff.

**Background Information:**

The victim-witness coordinator position is a very intricate and complex position within the county attorney's office. A major part of the position is securing grant funding - which is a benefit to the county. Ms. Kerkhoff's knowledge in this area is significant and it is knowledge that is important for the new hire to have prior to taking over the role.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/2026	<b>Originating Dept.:</b>	Recorder
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Presenter: Amy Gewerth		
Notice of filing for the County Recorder position for 2026 election	<b>estimated time needed:</b>	2 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Board acknowledgment that Amy Gewerth has given her written request informing the County Board of her intention to file for the position of Redwood County Recorder for the upcoming 2026 election year pursuant to subdivision 2 of the MN Statute 375A.1205 (Appointing County Officers)

**Background Information:**

Starting in 2022, the elected Recorder pursuant to subdivision 2 of MN Statute 375A.1205 is required to inform the County Board in writing at least 104 days before filing of the intention to file for the office of County Recorder.

A letter dated January 6, 2026, is attached.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Redwood County Recorder**

*Amy Gewerth*

P.O Box 130

403 South Mill Street

Redwood Falls, MN 56283

Phone: (507) 637-4032 Fax: (507) 637-4064

redwoodcounty-mn.us

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January 6, 2026

Redwood County Commissioners:

Pursuant to subdivision 2 of Minnesota Statutes 375A.1205 (Appointing County Officers), I am writing to inform you in writing at least 104 days before filing of my intention to file for the Office of County Recorder. This letter will serve as my notice of intent to you.

Sincerely –

A handwritten signature in blue ink that reads "Amy Gewerth". The signature is written in a cursive, flowing style.

Amy Gewerth  
Redwood County Recorder



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	January 6, 2026	<b>Originating Dept.:</b>	Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Schwartz - Animal Confinement Feedlot Conditional Use Permit #12-25		
	<b>Presenter:</b>	Jeanette	
	<b>estimated time needed:</b>	5 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Following the recommendation of the Planning Commission, approval of Animal Confinement Feedlot Conditional Use Permit #12-25 to expand an existing feedlot in Section 36 of New Avon Township. Total animal units after construction will be 1,614.

**Background Information:**

The feedlot was originally permitted in 2004 for 624 animal units, housed in a 50'x328' barn. The expansion would include a new 184'x153' total confinement barn with under-barn concrete manure storage area. The new barn would hold 3300 head of finishing swine. The existing barn holds 2080 head. The existing well on the property will be sealed and a new well will be constructed more than 100 feet from the barns. The proposed expanded feedlot has an annoyance-free rating of 96% on the University of Minnesota OFFSET calculator relating to the nearest residence, which is approximately 2,020-feet northeast of the site.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



## AGENDA

### REDWOOD COUNTY PLANNING COMMISSION

*Tuesday, December 30<sup>th</sup>, 2025 – 1:00 p.m.*

1. Call to Order
2. Public Hearing on Application for Conditional Use Permit submitted by John Schwartz of Schwartz Family LLC
3. Other Business:
  - a. Review and approve the minutes from the November 25<sup>th</sup>, 2025, Planning Commission meeting
  - b. Approve proposed 2026 Planning Commission Meeting Dates
  - c. Any other business

**TO: Redwood County Planning Commission**

**FROM: Jeanette Pidde**   
**Land Use and Zoning Supervisor**  
**Redwood County Environmental Office**

**DATE: December 22, 2025**

**RE: Planning Commission Hearing on December 30, 2025**



A meeting of the Redwood County Planning Commission has been scheduled for Tuesday, the 30<sup>th</sup> day of December, 2025, beginning at 1:00 p.m. in the Board Room of the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

The meeting will involve one (1) public hearing. A brief summary of the subject matter of the hearing is set forth below.

**1. Public Hearing on Application for Conditional Use Permit (12-25) submitted by John Schwartz of Schwartz Family LLC**

Schwartz is seeking to expand an existing feedlot. The site was previously permitted under CUP #11-04 for 624 animal units. Schwartz proposes to construct a new 184'x153'x8' total confinement barn with concrete under-barn manure storage area for 3300 head of swine 55-300 pounds. After construction, the total animal units will be 1,614.

The site is located on Magnolia Ave. in Section 36 of New Avon Township. The property is zoned Agricultural. Feedlots are a conditional use in the Agricultural District. A new conditional use permit is required whenever an existing feedlot is expanded by more than 200 animal units over the existing permit level.

The existing well on the property will be sealed, and a new well will be constructed more than 100 feet from the barns. The nearest county tile line is located approximately 700 feet north of the site. The nearest county ditch is 3,775 feet away from the site.

The closest third-party dwellings to the site are as follows: (1) 34339 County Hwy 16, about 2,020 feet northeast of the site; (2) 34786 County Hwy 16, about 3,975 feet east of the site; and (3) 23639 Magnolia Ave., about 4,225 feet north of the site.

The University of Minnesota OFFSET odor ratings for the neighboring dwellings are as follows:

1. 34339 County Hwy 16: 96% Annoyance-free
2. 34786 County Hwy 16: 98% Annoyance-free
3. 23639 Magnolia Ave.: 98% Annoyance-free

Copies of the Conditional Use Permit application, maps, plans, and proposed permit conditions are enclosed.



Redwood County

www.co.redwood.mn.us

### Animal Confinement Feedlot Conditional Use Permit Application

Permit #: 12-25 Date: 11/19/25

**Proposed Location of Feedlot Operation:**

Address: 22748 Magnolia Ave City: Clements State: MN Zip: 56224  
House # Street Name  
Parcel #: 60-036-1020 Township: New Avon Section: 36 Twp #: 111 Range: 36

**Information about the Operation:**

**General description of feedlot operation (including type and number of animal units, barns, and manure storage plan):**

this is an existing / active feedlot with a total confinement barn with under barn, concrete MSA for 2080 head of swine 55-300 lbs. We are proposing to construct a new 184' x 153' x 8' total confinement barn with under barn, concrete, MSA for 3300 head of swine 55 - 300 lbs. Total AU will be 1614 after constuction.

**Legal Description of Proposed Feedlot Location:**

PT NENE 36-111N-36W  
*See attached Exhibit A.*

**Site / Plan Information:** NOTICE: Change of land use may affect your property taxes.

Zoning District: Agriculture

Soil Type 1: L201A

Soil Type 2: 421B

Water source for the site: private well

Drainage System: subsurface drain tile

**Estimated water use:**

**Animal 1**

Animal Type: Swine 55 - 300 lbs  
0.86 gallons/day/animal x 5380 number of animals on site x 350 number of days present  
= 1,619,380 gallons/yr/site

**Animal 2**

Animal Type:  
     gallons/day/animal x      number of animals on site x      number of days present  
=      gallons/yr/site

**Animal 3**

Animal Type:  
     gallons/day/animal x      number of animals on site x      number of days present  
=      gallons/yr/site

Total Gallons: 1,619,380 0

**Proposed Building(s) Information:** (Please enter dimensions in feet)

Building 1: Width: 153' Length: 184'

Building 3: Width:      Length:     

Building 2: Width:      Length:     

Building 4: Width:      Length:     

Setback from road right-of-way: 267 feet

Setback from center line of road: 300 feet

Estimated date for beginning construction: May 2026 Estimated completion date: August 2026

**General Contractor:**

Name: Romsdahl Construction City: St James State: MN

**Applicant Information:**

Note: If the applicant is not one natural person, requested information and signature(s) must be provided for each partner/associate/co-applicant and must include documentation of each co-applicant's legal identity and the legal relationship between them. Each partner/associate/co-applicant must sign or affirm the application before it will be accepted for consideration.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Business Name: Schwartz Family LLC

Address: 3226 190th St City: Sleepy Eye State: MN Zip: 56085

Home Phone: 507-794-5779 Cell Phone: \_\_\_\_\_ Email: jhaala@schwartzfarms.net

List any additional applicants: \_\_\_\_\_

**Land Owner:** Complete only if different from Applicant

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: MN Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

If the applicant is not the owner of the land, please specify the type of agreement the applicant has with the owner of the land at the proposed site: \_\_\_\_\_

**Feedlot Operator:** Complete only if different from Applicant

If the operator is not a natural person(s), you must also provide documentation of the operator's legal identity.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Business Name: Schwartz Farms LLC

Address: 3229 190th St City: Sleepy Eye State: MN Zip: 56085

Home Phone: 507-794-5779 Cell Phone: \_\_\_\_\_ Email: jhaala@schwartzfarms.net

I affirm that the forgoing information is true and accurate. I understand that if any portion of this information is false or materially misleading, any conditional use permit issued in reliance upon this information is voidable at the election of Redwood County.

Applicant(s) Signature(s): [Signature] Date: 11/14/25

Landowner Signature: [Signature] Date: 11/14/25

List of Required Documentation: (Application not complete until received)

- MPCA Application
- Manure Spreading Agreements
- Pit Design
- Manure Management Plan

**Office Use Only** \* The section below is to be filled out by the Environmental Office Staff

Permit fee: \$700.00 Receipt #: 32951

Application Received: 11-19-2025

**Commission Action:**

**County Board Action:**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/2026	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Budget Report		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input checked="" type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

For information only

**Background Information:**

See attached budget report

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REVENUES & EXPENDITURES BUDGET REPORT**

Budget Name for Report: 2025 BUDGET (ACTIVE)  
Include on the Report: 1 B - Both Revenues And Expenditures  
E - Expenditure Accounts Only  
R - Revenue Accounts Only

Page Break Option: 1 1 - Page Break by FUND  
2 - Page Break by DEPT

Report Thru: 12/2025

Report Basis: 2 1 - Cash  
2 - Modified Accrual  
3 - Full Accrual

Save Report: N

Comment:

# \*\*\* Redwood County \*\*\*



## REVENUES & EXPENDITURES BUDGET REPORT As of 12/2025

Report Basis: Modified Accrual

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	Percent of Year <u>Budget</u>	100% <u>% of BDG</u>
3 FUND ROAD AND BRIDGE					
301 DEPT ROAD & BRIDGE ADMINISTRATION					
----- REVENUES -----					
03-301-000-0000-5001	PROPERTY TAXES-CURRENT	1,379,774.88-	3,421,374.26-	3,493,074.00-	98
03-301-000-0000-5004	PROPERTY TAXES-DELINQUENT	1,278.57-	8,226.39-	0.00	0
03-301-000-0000-5007	MOBILE HOME TAXES-CURRENT	210.62-	210.62-	0.00	0
03-301-000-0000-5015	WHEELAGE TAX	79,245.34-	326,406.41-	360,000.00-	91
03-301-000-0000-5016	LOCAL SALES TAX	392,991.34-	1,092,593.94-	1,174,000.00-	93
03-301-000-0000-5020	SEVERED MINERAL TAXES	0.00	6.31-	5.00-	126
03-301-000-0000-5205	DISPARITY REDUCTION AID	4,425.69-	8,770.05-	9,430.00-	93
03-301-000-0000-5208	MARKET VALUE CREDIT	79,673.08-	79,673.08-	85,628.00-	93
03-301-000-0000-5225	SPECIAL TOWN BRIDGE	0.00	79,599.24-	1,514,500.00-	5
03-301-000-0000-5230	TOWN BRIDGE REVENUE	0.00	656,604.61-	995,681.00-	66
03-301-000-0000-5235	TOWN ROAD REVENUE	0.00	850,340.00-	720,556.00-	118
03-301-000-0000-5240	ST. OF MN. - REG. MAINT.	0.00	2,321,331.90-	2,297,317.00-	101
03-301-000-0000-5242	ST. OF MN. - MUN.MAINT.	0.00	181,822.00-	358,911.00-	51
03-301-000-0000-5244	ST. OF MN. - REG.CONST.	182,773.17-	1,134,954.36-	3,414,072.00-	33
03-301-000-0000-5246	ST. OF MN - MUN. CONST.	0.00	0.00	538,123.00-	0
03-301-000-0000-5247	ST. OF MN - BRIDGE INSPECTION REIM	0.00	22,044.00-	0.00	0
03-301-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	760.71-	15,293.32-	0.00	0
03-301-000-0000-5333	BRIDGE BONDING REVENUE	912,376.85-	2,290,486.02-	3,607,609.00-	63
03-301-000-0000-5382	MN DEPT OF TRANSPORTATION	0.00	30,000.00-	0.00	0
03-301-000-0000-5455	FEDERAL FUNDS - HIGHWAY	258,902.99-	268,078.11-	446,344.00-	60
03-301-000-0000-5502	FEES & SERVICES	11,230.00-	11,230.00-	12,089.00-	93
03-301-000-0000-5503	OVERWEIGHT TRUCK PERMITS	3,100.00-	27,750.00-	24,800.00-	112
03-301-000-0000-5810	LAND LEASE & RENTAL	0.00	100.00-	0.00	0
03-301-000-0000-5830	MISCELLANEOUS REVENUE (VARIOUS FUNDS)	43.22-	129.66-	0.00	0
03-301-000-0000-5850	SALES OF MATERIALS	28,883.61-	89,135.17-	158,367.00-	56
03-301-000-0000-5920	SALE OF CAPITAL ASSET	0.00	8,577.50-	35,000.00-	25
----- EXPENDITURES -----					
03-301-000-0000-6103	SALARIES & WAGES-REGULAR	85,747.16	355,937.47	366,235.00	97
03-301-000-0000-6107	SALARIES & WAGES-OVERTIME	0.00	232.88	0.00	0
03-301-000-0000-6113	MEAL EXPENSE-TAXABLE	9.12	655.62	0.00	0
03-301-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	17,736.00	60,971.00	57,660.00	106
03-301-000-0000-6163	PERA-COUNTY SHARE	6,427.21	25,626.08	27,468.00	93
03-301-000-0000-6172	WORKERS' COMPENSATION	0.00	34,183.00	34,183.00	100
03-301-000-0000-6175	FICA-COUNTY SHARE	4,915.98	20,852.81	22,707.00	92

# \*\*\* Redwood County \*\*\*



## REVENUES & EXPENDITURES BUDGET REPORT As of 12/2025

Report Basis: Modified Accrual

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>100% % of BDG</u>
03-301-000-0000-6176	MEDICARE-COUNTY SHARE	1,149.70	4,876.86	5,310.00	92
03-301-000-0000-6202	TELEPHONE/FAX EXPENSE	4,387.75	18,091.34	18,837.00	96
03-301-000-0000-6210	POSTAGE	864.79	2,819.74	2,044.00	138
03-301-000-0000-6230	PRINTING & PUBLISHING	161.28-	964.92	2,039.00	47
03-301-000-0000-6235	DOR LOCAL SALES TAX COSTS	3,536.92	9,833.35	20,428.00	48
03-301-000-0000-6241	SUBSCRIPTIONS	150.50	150.50	124.00	121
03-301-000-0000-6242	DUES	0.00	3,755.00	3,433.00	109
03-301-000-0000-6262	STATE AUDIT	0.00	203.00	2,520.00	8
03-301-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	825.00	16,302.98	14,649.00	111
03-301-000-0000-6310	OFFICE EQUIPMENT REPAIR & MAINT.	246.16	2,026.26	1,550.00	131
03-301-000-0000-6331	MILEAGE	477.12	477.12	87.00	548
03-301-000-0000-6332	STAFF DEVELOPMENT	5,266.97	8,508.75	6,000.00	142
03-301-000-0000-6334	LODGING & EXPENSE	0.00	3,603.06	2,183.00	165
03-301-000-0000-6351	INSURANCE-PROPERTY & LIABILITY	123.00	110,793.77	109,870.00	101
03-301-000-0000-6401	OFFICE SUPPLIES	1,509.19	8,641.64	5,827.00	148
03-301-000-0000-6507	MISCELLANEOUS EXPENSES	0.00	45.00	1,239.00	4
03-301-000-0000-6891	EXP REIMBURSEMENTS - EXTERNAL	2,442.83-	6,640.78-	9,668.00-	69
<b>301 DEPT</b>	<b>Totals ROAD &amp; BRIDGE ADMINISTRATION</b>	<b>3,335,670.07-</b>	<b>12,924,736.95-</b>	<b>19,245,506.00-</b>	<b>67</b>
		<b>Expend.</b>	<b>682,911.37</b>	<b>694,725.00</b>	<b>98</b>
		<b>Net</b>	<b>3,204,901.61-</b>	<b>12,241,825.58-</b>	<b>18,550,781.00-</b>
<b>310 DEPT</b>	<b>HIGHWAY MAINTENANCE</b>				
----- REVENUES -----					
03-310-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	0.00	11,431.72-	9,845.00-	116
03-310-000-0000-5301	STATE GRANTS	0.00	21,825.00-	0.00	0
03-310-000-0000-5401	DISASTER GRANTS	0.00	65,475.00-	50,000.00-	131
----- EXPENDITURES -----					
03-310-000-0000-6103	SALARIES & WAGES-REGULAR	245,902.16	984,044.07	1,110,691.00	89
03-310-000-0000-6105	SALARIES & WAGES-PART TIME	3,818.00	53,169.41	39,426.00	135
03-310-000-0000-6107	SALARIES & WAGES-OVERTIME	5,586.46	30,664.36	38,199.00	80
03-310-000-0000-6108	SALARIES & WAGES-HOLIDAY OVERTIME	311.40	311.40	0.00	0
03-310-000-0000-6113	MEAL EXPENSE-TAXABLE	0.00	0.00	132.00	0
03-310-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	89,148.00	334,123.00	328,332.00	102
03-310-000-0000-6163	PERA-COUNTY SHARE	18,853.77	75,943.57	86,167.00	88
03-310-000-0000-6175	FICA-COUNTY SHARE	14,379.64	60,945.74	73,676.00	83
03-310-000-0000-6176	MEDICARE-COUNTY SHARE	3,362.99	14,253.46	17,231.00	83
03-310-000-0000-6202	TELEPHONE/FAX EXPENSE	180.00	720.00	360.00	200
03-310-000-0000-6292	CONTRACT PAYMENTS	11,234.52	117,604.84	130,000.00	90

# \*\*\* Redwood County \*\*\*



## REVENUES & EXPENDITURES BUDGET REPORT As of 12/2025

Report Basis: Modified Accrual

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Percent of Year</u>	<u>100% % of BDG</u>
03-310-000-0000-6332	STAFF DEVELOPMENT	0.00	1,055.00	14,000.00		8
03-310-000-0000-6341	EQUIPMENT RENTAL	25,662.50	63,683.20	143,594.00		44
03-310-000-0000-6501	ROAD MAINTENANCE SUPPLIES & MATERIALS	210,545.39	1,261,316.09	1,502,784.00		84
03-310-000-0000-6506	MINOR EQUIP. PURCHASES	21,353.00	65,868.31	0.00		0
03-310-000-0000-6507	MISCELLANEOUS EXPENSES	150,657.39	158,051.91	93,086.00		170
03-310-000-0000-6508	TOWN ROAD DISTRIBUTION	0.00	850,340.00	720,556.00		118
03-310-000-0000-6601	CAPITAL OUTLAY (\$5,000 AND OVER)	663,221.15	1,006,755.57	927,701.00		109
03-310-000-0000-6910	TRANSFERS IN	0.00	326,376.00-	326,376.00-		100
<b>310 DEPT</b>	<b>Totals HIGHWAY MAINTENANCE</b>	<b>0.00</b>	<b>98,731.72-</b>	<b>59,845.00-</b>		<b>165</b>
		<b>Revenue</b>				
		<b>Expend.</b>	<b>1,464,216.37</b>	<b>4,752,473.93</b>	<b>4,899,559.00</b>	<b>97</b>
		<b>Net</b>	<b>1,464,216.37</b>	<b>4,653,742.21</b>	<b>4,839,714.00</b>	<b>96</b>
320 DEPT	HIGHWAY CONSTRUCTION & ENGINEERING					
----- REVENUES -----						
03-320-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	0.00	0.00	80,000.00-		0
03-320-000-0000-5383	MN IT SERVICES GEOSPATIAL INFO OFF GRAN	50,927.00-	140,837.00-	0.00		0
----- EXPENDITURES -----						
03-320-000-0000-6103	SALARIES & WAGES-REGULAR	55,591.23	147,680.27	244,755.00		60
03-320-000-0000-6105	SALARIES & WAGES-PART TIME	0.00	0.00	13,500.00		0
03-320-000-0000-6107	SALARIES & WAGES-OVERTIME	250.07	6,497.92	20,949.00		31
03-320-000-0000-6113	MEAL EXPENSE-TAXABLE	0.00	0.00	51.00		0
03-320-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	18,705.00	74,820.00	74,820.00		100
03-320-000-0000-6163	PERA-COUNTY SHARE	4,219.92	17,402.86	19,928.00		87
03-320-000-0000-6175	FICA-COUNTY SHARE	3,065.12	12,708.44	17,311.00		73
03-320-000-0000-6176	MEDICARE-COUNTY SHARE	716.84	2,972.12	4,048.00		73
03-320-000-0000-6230	PRINTING & PUBLISHING	0.00	0.00	57.00		0
03-320-000-0000-6241	SUBSCRIPTIONS	650.00	650.00	0.00		0
03-320-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	268,944.08	622,934.27	434,521.00		143
03-320-000-0000-6292	CONTRACT PAYMENTS	1,938,954.13	5,333,146.91	11,043,602.00		48
03-320-000-0000-6297	GO BONDING CONTRACT PAYMENTS	0.00	602,956.35	166,299.00		363
03-320-000-0000-6331	MILEAGE	0.00	0.00	47.00		0
03-320-000-0000-6366	RIGHT OF WAY - PERMANENT EASEMENTS	0.00	51,831.00	100,000.00		52
03-320-000-0000-6367	RIGHT OF WAY-TEMP.EASE.& OTHER	0.00	7,218.53	40,000.00		18
03-320-000-0000-6505	ENG. & CONST.MATERIALS & SUPPLIESS	114,396.23	122,243.82	44,435.00		275
03-320-000-0000-6506	MINOR EQUIP. PURCHASES	39.99	430.10	0.00		0
03-320-000-0000-6507	MISCELLANEOUS EXPENSES	200.00	200.00	0.00		0
----- REVENUES -----						
03-320-000-2720-5240	2021A GO BOND INTEREST REIM - REG MAINT	0.00	196,525.00-	0.00		0

# \*\*\* Redwood County \*\*\*



## REVENUES & EXPENDITURES BUDGET REPORT As of 12/2025

Report Basis: Modified Accrual

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Percent of Year Budget</u>	<u>100% % of BDG</u>
03-320-000-2720-5244	2021A GO BOND PRINCIPAL REIM - REG CONST	0.00	325,000.00-	325,000.00-	100
03-320-000-2720-5249	2021A GO BOND INTEREST REIM - REG MAINT	0.00	0.00	196,525.00-	0
----- EXPENDITURES -----					
03-320-000-2720-6701	ADMINISTRATIVE FEES 2021A BONDS	198.30	198.30	0.00	0
03-320-000-2720-6702	PRINCIPAL PAYMENTS 2021A BONDS	0.00	325,000.00	325,000.00	100
03-320-000-2720-6705	INTEREST PAYMENTS 2021A BONDS	0.00	196,525.00	196,525.00	100
<b>320 DEPT</b>	<b>Totals HIGHWAY CONSTRUCTION &amp; ENGINEERING</b>	<b>Revenue</b>	<b>50,927.00-</b>	<b>662,362.00-</b>	<b>601,525.00-</b>
		<b>Expend.</b>	<b>2,405,930.91</b>	<b>7,525,415.89</b>	<b>12,745,848.00</b>
		<b>Net</b>	<b>2,355,003.91</b>	<b>6,863,053.89</b>	<b>12,144,323.00</b>
330 DEPT	EQUIPMENT MAINTENANCE & SHOP				
----- REVENUES -----					
03-330-000-0000-5980	INSURANCE RECOVERIES	2,500.00-	36,742.18-	0.00	0
----- EXPENDITURES -----					
03-330-000-0000-6103	SALARIES & WAGES-REGULAR	29,745.12	121,576.32	131,064.00	93
03-330-000-0000-6107	SALARIES & WAGES-OVERTIME	432.54	1,962.45	5,010.00	39
03-330-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	6,702.00	26,808.00	26,808.00	100
03-330-000-0000-6163	PERA-COUNTY SHARE	2,263.32	9,265.40	10,206.00	91
03-330-000-0000-6175	FICA-COUNTY SHARE	1,813.04	7,438.39	8,437.00	88
03-330-000-0000-6176	MEDICARE-COUNTY SHARE	424.02	1,739.63	1,973.00	88
03-330-000-0000-6251	UTILITIES	23,585.68	56,056.55	81,619.00	69
03-330-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	0.00	1,500.00	0.00	0
03-330-000-0000-6305	BLDG - REPAIRS & MAINTENANCE	18,890.57	37,173.84	99,065.00	38
03-330-000-0000-6306	MAINTENANCE - EQUIPMENT	18,381.75	28,953.17	34,216.00	85
03-330-000-0000-6332	STAFF DEVELOPMENT	0.00	0.00	38.00	0
03-330-000-0000-6502	SHOP MATERIALS & SUPPLIES	17,127.10	57,267.77	56,293.00	102
03-330-000-0000-6503	EQUIPMENT REPAIR PARTS & SUPPLIES	69,702.58	150,760.58	283,617.00	53
03-330-000-0000-6504	FUEL	72,734.37	277,998.44	432,296.00	64
03-330-000-0000-6507	MISCELLANEOUS EXPENSES	2,199.00	2,199.00	0.00	0
<b>330 DEPT</b>	<b>Totals EQUIPMENT MAINTENANCE &amp; SHOP</b>	<b>Revenue</b>	<b>2,500.00-</b>	<b>36,742.18-</b>	<b>0.00</b>
		<b>Expend.</b>	<b>264,001.09</b>	<b>780,699.54</b>	<b>1,170,642.00</b>
		<b>Net</b>	<b>261,501.09</b>	<b>743,957.36</b>	<b>1,170,642.00</b>
340 DEPT	ROAD & BRIDGE OTHER COSTS				
----- EXPENDITURES -----					
03-340-000-0000-6507	MISCELLANEOUS EXPENSES	9,180.36	9,180.36	0.00	0
<b>340 DEPT</b>	<b>Totals ROAD &amp; BRIDGE OTHER COSTS</b>	<b>Revenue</b>	<b>9,180.36</b>	<b>9,180.36</b>	<b>0.00</b>
		<b>Expend.</b>	<b>9,180.36</b>	<b>9,180.36</b>	<b>0.00</b>
		<b>Net</b>	<b>9,180.36</b>	<b>9,180.36</b>	<b>0.00</b>

# \*\*\* Redwood County \*\*\*



## REVENUES & EXPENDITURES BUDGET REPORT As of 12/2025

Report Basis: Modified Accrual

3 FUND ROAD AND BRIDGE

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	Percent of Year <u>Budget</u>	100% <u>% of BDG</u>
3 FUND	Totals ROAD AND BRIDGE	Revenue	3,389,097.07-	13,722,572.85-	19,906,876.00 - 69
		Expend.	4,274,097.19	13,750,681.09	19,510,774.00 70
		Net	885,000.12	28,108.24	396,102.00 - 7-
FINAL TOTALS	116 Accounts	Revenue	3,389,097.07-	13,722,572.85-	19,906,876.00 - 69
		Expend.	4,274,097.19	13,750,681.09	19,510,774.00 70
		Net	885,000.12	28,108.24	396,102.00 - 7-



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/25	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Meal reimbursement		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Approve meal reimbursement

**Background Information:**

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**ROAD & BRIDGE**

**ABSTRACT OF SALARIES AND MEALS PAYABLE ALLOWED BY THE  
BOARD OF REDWOOD COUNTY COMMISSIONERS**

AT THE COUNTY BOARD MEETING OF January 6, 2026.

**FUND 03-301**

**SALARIES (PER DIEMS) PAYABLE**

Y=184-0

N=184-3

-----COMMISSIONER-----	----NO.----	--PERA Y/N--	-----AMOUNT-----
Corey Theis			
Bob VanHee	119		
Dennis Groebner	118		
Jim Salfer	117		
Rick Wakefield	1205		
<b>TOTAL</b>			\$ _____

**MEALS PAYABLE (182-3)**

-----EMPLOYEE-----	----NO.----	-----AMOUNT-----
Klisch, Nick	2307	27.78
<b>TOTAL</b>		<b>27.78</b>

**APPROVED AND ORDERED PAID BY ORDER OF THE BOARD OF REDWOOD  
COUNTY COMMISSIONERS ON THIS 6 DAY OF  
January, 2026.**

\_\_\_\_\_  
Chair, Redwood County Board of Commissioners

# REDWOOD COUNTY MEAL REIMBURSEMENT POLICY WORKSHEET

(Worksheet must be submitted separately for personal reimbursement or with County Credit Card)

Employee Name: Nick Klisch  
 Event (Attach Registration Info): SW MN Area Tripp.  
 Location of Event: Willmar  
 Date(s) of Event: 12/12/25

**Circle Type:** Personal Reimbursement or County Credit Card

- Attach VENDOR OR SIGNED RECEIPT(S) indicating ITEMIZED MEAL CLAIM for ONE Employee ONLY

	Max \$35/Day				
	Date:	Date:	Date:	Date:	Date:
Breakfast \$					
Lunch \$	27.78				
Dinner \$					
Total Spent/Day:	27.78				

	Max \$35/Day				
	Date:	Date:	Date:	Date:	Date:
Breakfast \$					
Lunch \$					
Dinner \$					
Total Spent/Day:					

Check box to indicate meals did not include tips, alcoholic beverages or delivery charges:

Check box to indicate event registration **DID NOT** include meal costs being submitted by employee:

Employee Signature: 

# SOUTHWEST MINNESOTA AREA TRANSPORTATION PARTNERSHIP

c/o MnDOT: 2505 Transportation Road; Willmar, MN



**UPPER MN  
VALLEY RDC**

Bill Pauling\*\*  
Chippewa County

John Berends  
Yellow Medicine Co.

**MID-MN RDC**

Kandiyohi County  
Roger Imdieke

Doug Krueger  
McLeod County

**SW RDC**

Bob Byrnes\*  
City of Marshall

Mic VanDeVere  
Lincoln County

**CITIES/COUNTIES**

Joe Wilson  
Lincoln County

Sam Muntean  
Lac qui Parle County

Jeff Marlowe  
Renville County

Chuck DeWolf  
City of Litchfield

**MnDOT**

Kelly Brunkhorst  
Todd Broadwell  
Susann Karnowski  
Megan DeSchepper

**TRANSIT**

Nick Leske  
UCAP

**ATP TECHNICAL  
ADVISORS**

Chris Webb  
SWRDC  
507-836-8547

Savannah Hundley  
UMVRDC  
320-289-1981

Blake Barnard  
Mid-MN RDC  
320-235-8504

## ATP-8 AGENDA

Friday, December 12, 2025

10:00 am – 11:30 am

In Person/Online Hybrid Meeting: [Join the meeting now](#)

(see calendar invite for more information)

10:00	Welcome & Introductions	Bob Byrnes
10:10	Approval of October Notes (action item)	Bob Byrnes
10:15	STIP Amendments (virtual vote-no action, & action item)	Tony Pfau
10:20	TA, CRP, and PROTECT LOI Submittals	Tracy Schnell
10:30	Local Road and Bridge 2030 Solicitation	Todd Broadwell
10:35	2025 Construction wrap up update	Sandra Schlagel
11:00	ATP Operating Procedures & Policies Guidebook- Comments (action item)	Megan DeSchepper
11:15	Round Robin & Legislator Q&A (if present)	All
11:30	Adjourn	

Foxhole Brewhouse  
905 Highway 71 NE  
Willmar, MN 56201

Server: Raelin V  
Check #21  
Ordered:

Table 1  
12/12/25 12:41 PM

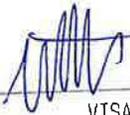
1 Regular Diet Coke	\$3.00
1 The Big Tex	\$21.00
Beer Cheese	\$1.00
Subtotal	\$25.00
Credit Card Surcharge (3.00%)	\$0.75
Tax	\$2.03
Total	\$27.78

Credit Card	Contactless
Visa	xxxxxxxx0165
Time	12:42 PM
Transaction Type	Sale
Authorization	Approved
Approval Code	212124
Payment ID	JHqWnTtWyHmY
Application ID	A0000000031010
Application Label	VISA CREDIT
Card Reader	BBPOS

Amount \$27.78

+ Tip: 5.00

= Total: 32.78

X    
VISA CARDHOLDER



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/26	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Approve resolution to use website advertisement		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve resolution to use Redwood County website advertisement for the 2026 & 2027 transportation project bid requests

**Background Information:**

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**Redwood County Board of Commissioners**

P.O. Box 130 Redwood Falls, MN 56283



**Resolution**  
**Use Website Advertisement for Transportation Project Bids**  
*January 6, 2026*

The following Resolution was offered by Commissioner \_\_\_\_\_ and moved for adoption at a Regular Meeting held on January 6, 2026 at the Redwood County Government Center, Redwood Falls, MN:

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.

Seconded by Commissioner \_\_\_\_\_ and the same being put to a vote was duly carried.

Adopted by the following vote: Ayes Nays

Dated this 6th day of January, 2026

\_\_\_\_\_  
Board Chair, Redwood County

ATTEST:

\_\_\_\_\_  
Administrator, Redwood County

*1st District*

**RICK WAKEFIELD**

P.O. Box 473

Walnut Grove, MN 56180

(507) 859-2369

Rick\_W@redwoodcounty-mn.gov

*2nd District*

**JIM SALFER**

865 Pine Street

Wabasso, MN 56293

(507) 829-8029

Jim\_S2@redwoodcounty-mn.gov

*3rd District*

**DENNIS GROEBNER**

250 Center Street

Clements, MN 56224

(507) 692-2235

Dennis\_G@redwoodcounty-mn.gov

*4th District*

**BOB VANHEE**

503 Fallwood Road

Redwood Falls, MN 56283

(507) 616-1000

Bob\_V@redwoodcounty-mn.gov

*5th District*

**COREY THEIS**

121 W. 4th St.

Redwood Falls, MN 56283

(507) 430-4150

Corey\_T@redwoodcounty-mn.gov



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/26	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Authorize to advertise construction/maintenance projects		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorization to advertise Highway Department construction and maintenance projects with individual letting dates to be determined by the County Engineer.

**Background Information:**

The County Board approved 5-year Highway plan gives an overview of projects to be completed within the county. The Highway Engineer is requesting to advertise individual road and bridge construction projects and highway maintenance projects as funding becomes available.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/26	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Authorize to pay various permits in 2026		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorize County Engineer to pay permit fees including but not limited to; MPCA Storm Water, DNR, COE and others for Redwood County projects as required.

**Background Information:**

Any construction project disturbing greater than 1 acre requires a MN Pollution Control Agency Permit. Any bridge replacement project working in the waters of the State may require a DNR and/or COE permit. Other agencies that may require project submittal items may include Soil & Water, Historical/Archaeological Society, and others.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/2026	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Yearly software maintenance and protection for engineering survey equipment		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve yearly software maintenance and protection for engineering survey equipment for \$5,484.50 to Frontier Precision.

**Background Information:**

This equipment is used by the engineering department.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

**BILL TO:**

REDWOOD COUNTY - HWY. DEPT.  
 Jeff Bommersbach  
 P.O. BOX 6  
 REDWOOD FALLS,, MN 56283-0006  
 UNITED STATES  
[Jeff\\_b@Co.redwood.mn.us](mailto:Jeff_b@Co.redwood.mn.us)  
 507-637-4056

**SHIP TO:**

REDWOOD COUNTY - HWY. DEPT.  
 Jeff Bommersbach  
 P.O. BOX 6  
 REDWOOD FALLS,, MN 56283-0006  
 UNITED STATES  
[Jeff\\_b@Co.redwood.mn.us](mailto:Jeff_b@Co.redwood.mn.us)  
 507-637-4056

Product Details	Qty	Price	Total
<b>EWLS-TA-STOCK</b>  Software Maintenance - Trimble Access Annual Software (Stocking expires 12 months from invoice date) DAD223800529 (new expiry 1/21/27) DAD223800159 (new expiry 1/23/27)	2	\$ 648.00	\$ 1,296.00
<b>EWLS-TSC-STOCK</b>  TSC5/TSC7 Data Collector Hardware Protection Plan DAD223800529 (new expiry 1/28/27) DAD223800159 (new expiry 1/28/27)	2	\$ 301.00	\$ 602.00
<b>EWLS-R12-FW-STOCK</b>  TPP - Firmware Maintenance - Trimble R12 (12 month expiration) 6242F01466 (new expiry 2/7/27) 6351703679 (new expiry 2/11/27)	2	\$ 396.00	\$ 792.00
<b>EWLS-R12-STOCK</b>  TPP - Hardware - Trimble R12 Receiver (12 month expiration) 6242F01466 (new expiry 2/7/27) 6351703679 (new expiry 2/13/27)	2	\$ 450.00	\$ 900.00
<b>EWLS-TS-ROBOT</b>  Trimble Total Station Hardware Protection Plan includes Calibrations 37450716 (new expiry 1/29/27)	1	\$ 1,665.00	\$ 1,665.00
<b>TBC-FD-STOCK</b>  TPP - Software Maintenance - Trimble Business Center Field Data (12 month expiration) 1938295200 (new expiry 1/29/27)	1	\$ 229.50	\$ 229.50

Sub Total: **\$ 5,484.50**  
 Discount: **\$ 0.00**  
 Tax: **\$ 0.00**  
 Shipping: **\$ 0.00**  
**Grand Total: \$ 5,484.50**

  
 12/16/25

**Valid Until: Jan 10, 2026**

**Special Notes**

Shipping, handling, and applicable sales tax will be added to invoice



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/2026	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Klisch, County Highway Engineer
Grant applications		<b>estimated time needed:</b>	10 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorize the county engineer to apply for Carbon Reduction Program (CRP) Grant for 3 electric pickups and PROTECT grant to install Cured-in-place pipe (CIPP) liners pending attorney approval.

**Background Information:**

The CRP grant will fund 80% of the cost of 3 electric pickups - 2 for the Highway Department and 1 for Plum Creek Park. These pickups will replace aging vehicles and reduce capital equipment expenditures in future years.

The PROTECT grant will fund CIPP culvert liners in culverts on various county roadways. CIPP liners last longer than a new pipe without the need to excavate or close a roadway. Lining culverts will reduce future project costs.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: not started

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

# Carbon Reduction Program (CRP)

## Full Application

**Minimum funding request must be \$200,000**

Full Applications must be submitted in electronic  
format to Tracy Schnell

at [tracy.schnell@state.mn.us](mailto:tracy.schnell@state.mn.us)

by Friday, January 9, 2026, by 12:00 noon

### 2025-2026 Solicitation timeline

- **Monday, Oct. 6, 2025** – Announce solicitation; Open LOI period
- **Friday, Oct. 31, 2025** – Deadline for applicants to submit LOI
- **Monday, Nov. 3, 2025** – LOIs review process by RDO/MPO/MnDOT Districts begins
- **Wednesday, Nov. 26, 2025** – Deadline for RDO/MPO/MnDOT District review of LOIs and recommendation to proceed with full application given to applicants
- **Monday, Dec. 1, 2025** – Official start of full application period
- **Friday, Jan. 9, 2026** – Deadline for applicants to submit full applications
- **Monday, Mar. 30, 2026** – Deadline for ATPs to select projects; Deadline for MPOs to select CRP projects

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## CRP Application

### Applicant information

**Name of applicant organization:** Redwood County

**Name of contact:** Nick Klisch

**Contact address:** 1820 East Bridge Street

**City:** Redwood Falls **State:** MN **Zip:** 56283

**County:** Redwood

**Phone:** 507-637-4056 **Email:** nick\_k@redwoodcounty-mn.gov

**Sponsoring agency (if different than applicant):** NA

**Contact person (from sponsoring agency, if different than applicant):** NA

### Project information

1. **Title of project:** Purchase three Electric Vehicles
2. **Project location:** Redwood County, MN
3. **Description of the work for which you are seeking support:** The County of Redwood would like to purchase three electric pickups to replace three gasoline powered pickups/SUVs.
4. **Describe your organization and/or the sponsoring agency's history with delivering federally funded projects, focusing on infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (250 words maximum):** Redwood County has delivered many federal aid projects without losing any funding for deficient project documentation. County Engineer, Nick Klisch is familiar with the Carbon Reduction Program and federal funding requirements. He successfully led a similar joint project for Cottonwood, Brown, Jackson, Nobles, and Rock Counties.
5. **Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from this conversation and if you have written support for the project (50 words maximum):** NA

### Project readiness

6. **Provide the project timeline and milestones, including any relevant planning or engineering studies (250 words maximum).**

January 9, 2026: Application Submittal

March 30, 2026: Funding Award

June 1, 2026: The 1st draft of the Project Memo (PM) and Fed. Force Acct. Agreement to the district  
July 1, 2026: The Final draft of the Project Memo (PM) and Fed. Force Acct. Agreement to SA Central Office  
August 1, 2026: Submittals to State Aid and request for FHWA Authorization  
October 1, 2026: FHWA Authorization  
November 1, 2027: Advertisement/Procurement  
March 1, 2027: Vehicles procured and Project Complete

**7. Describe how the project can be completed in the given timeframe (250 words maximum).**

PM, Specifications and bidding documents are already in draft form. The project could be advertised for bids immediately upon execution of a force account agreement. Advertising would require a minimum of 3 weeks, and the bid can be awarded shortly after. If the pickups are on hand they can be delivered in about 2 weeks. If the pickups need to be ordered from the factory it is estimated that they will be delivered within a few months.

## Project funding

**8. Amount of funding requested (must be a minimum of \$200,000):** \$220,000

**9. Total project budget:** \$275,000

*Briefly explain the total estimated amount of funding needed for the project. Include the amount requested through this application and other sources.*

Estimated amount is \$91,166.67 per vehicle including applicable taxes, registration, and chargers.

**10. Identify the local match amount:** \$55,000

**11. Identify the source of the local funds committed to the project (100 words maximum):**

The local funds will come from cash on hand provided from the local County tax levy.

**12. Total amount of additional federal funds obligated to the project already, if applicable:**

None

**Source of additional federal funds obligated to the project already, if applicable (100 words maximum):**NA

**13. Which fiscal year(s) is the project interested in applying for?**

Projects may submit for one or multiple funding years during this solicitation period.

*Check the fiscal year box or boxes in which you are submitting for funding.*

Carbon Reduction Program     FY 2027     FY2028     FY2029     FY2030

**14. Is this project able to accept partial funding?**     Yes     No

## Alignment with the Carbon Reduction Strategy

**15. Category of project from the [Minnesota Carbon Reduction Strategy](#):**

- Electrification       Travel options       Low carbon infrastructure and system management

**16. Strategy associated with the project from the [Minnesota Carbon Reduction Strategy](#):**

Purchase or lease of EVs or ZEVs

**17. Project type in the [Minnesota Carbon Reduction Strategy](#) that the project falls under:**

Transition public fleet through purchase and lease of EVs or ZEVs

**18. Describe the work and how it reduces emissions (250 words maximum):**

This project will replace three gasoline powered pickups/SUVs with zero emission electric pickups. EVs are an excellent fit for the needs of county governments as the vehicles rarely leave the county preventing “range anxiety.” Additionally, county vehicles see a lot of idle time that will be eliminated with EVs. EVs can provide energy storage and help support a smarter and more efficient power grid. CO<sub>2</sub> benefits include increasing safety as these vehicles have many more safety features than the vehicles they are replacing. This grant would provide Redwood County the opportunity to begin an EV transition in their fleet.

## Co-benefits of the project

**19. Which co-benefits are relevant to your project (check all that apply):**

- Economic opportunities       Safety       Access       Resilience

### Co-benefit: Economic opportunities

Describe how the project creates jobs and stimulates local economies. Highlight efforts to hire a diverse workforce and provide training and career development opportunities for all individuals. Showcase initiatives that improve access to commercial areas, making it easier for people to shop, dine and access services in their communities. Discuss efforts to prioritize projects that address historical disparities in economic opportunities and improve access to underserved areas. Provide any support data available that identify economic improvements in relationship to the project location.

*500 words maximum*

[Click here to enter text.](#)

### Co-benefit: Safety

Describe how the project will improve real or perceived safety concerns in the community. These can be identified in a safety study or plan. If the safety concerns are not identified in a plan, they may be identified with an alternative approach, such as providing an aerial photo of the safety concern. Describe whether the project occurs in an area with high rates of motor vehicle serious injury or fatal crashes and/or areas with high rates of non-motorized serious injury or fatal crashes and whether the project has a safety component that addresses these challenges (See Appendix A).

*500 words maximum*

The current fleet includes three gasoline-powered vehicles from early 2000's, which lack modern safety features. By replacing these aging vehicles with EV pickups equipped with advanced technologies such as emergency braking, lane assist, backup cameras, and improved crash ratings, the project significantly enhances safety for county employees, residents, and pedestrians. These upgrades address the safety concerns inherent in older vehicles and demonstrate proactive measures to protect county workers operating in diverse conditions. In addition, EVs often provide better torque and control compared to gasoline vehicles, which is particularly beneficial during snow, ice, or muddy road conditions common in rural areas like Redwood County. They also require less frequent maintenance, reducing the likelihood of unexpected vehicle malfunctions that could compromise safety for county workers or disrupt critical public services.

### **Co-benefit: Access**

Describe how the project improves non-motorized access and transit or shared mobility access to key destinations. This can include improvements that encourage these modes through both infrastructure and land use. Describe how the project improves travel efficiency (via driving, carpool or other methods) to key destinations and how the project improved traveler comfort. Focus on making transportation accessible to all, including individuals with disabilities, older adults, and families with young children. Highlight efforts to improve accessibility features, such as ramps, elevators, and tactile paving. If possible, include or attach a map identify key destinations the project will increase access to.

*500 words maximum*

[Click here to enter text.](#)

### **Co-benefit: Resilience**

Describe how the project includes resilient infrastructure that can withstand climate change impacts. Emphasize how this project will protect all communities from extreme weather events and ensure long-term sustainability. Highlight the environmental benefits of reducing emissions and improving air quality for everyone. Also describe how this project supports active transportation.

*500 words maximum*

[Click here to enter text.](#)

## **Cost-Effectiveness of Emissions Reduction**

The amount of CO<sub>2</sub>e reduced and the cost-effectiveness are estimated using the [Carbon Emissions Tool \(CET\)](#) and associated [CET Instructions and Tips](#). The total project cost is determined by the applicant.

Further details regarding calculating the total costs of a project can be found in the CET. Similarly, the total emissions reduced is calculated for the whole project, not just a portion funded by the CRP. List your value for cost-effectiveness below in the units of Dollars/Metric Ton CO<sub>2</sub>e reduced.

\$2,824 Dollars/Metric Ton CO<sub>2</sub>e reduced

**Which project types were used to calculate the cost-effectiveness of emissions reduction and what were the Year 1 and cumulative emissions reductions for the project?**

*Applicant should attach a table or screenshot of the 'Results Summary' tab to the project application.*

Project type: Public EV Fleet

Year 1 emissions reduced: 9.74 CO<sub>2</sub> e MT

Cumulative emissions reduced: 97.37 CO<sub>2</sub> e MT

Strategy	Year 1 emissions reduction (CO <sub>2</sub> e MT per year)	Cumulative emissions reduction (CO <sub>2</sub> e MT)	Total Costs (\$) USER INPUT REQUIRED	Cost Effectiveness (\$/MT)
E1 Expand public EV charging infrastructure network for light duty vehicles				
E2 Deploy charging infrastructure for medium- and heavy-duty freight vehicles				
E3 Purchase or lease battery electric transit buses				
E4 Purchase or lease battery electric school buses				
E5 Transition public fleet through purchase & lease of ZEVs	9.74	97.37	\$275,000	\$2,824.28
E6 Initiate ZEV or EV sharing programs.				
T1 Construct or improve bicycle network				
T2 Construct or improve pedestrian network				
T3 Establish or expand micromobility programs				
T4 Improve street connectivity				
T5 Implement Bus Rapid Transit (BRT) systems with dedicated lanes and stations				
T6 Implement bus transit priority treatments				
T7 Add or expand bus service				
T8 Enhance bus frequency or hours of service				
T9 Establish or expand intercity bus services				
T10 Develop or improve intercity passenger rail services				
T11 Construct, expand, or enhance park and ride facilities				
T12 Construct roundabout to improve traffic flow				
T13 Construct left turn lane to improve traffic flow				
T14 Synchronize traffic signals to reduce delay time				
T15 Reduce vehicle miles traveled				
LC1 Use low carbon materials in road construction and maintenance				
LC2 Used recycled pavement on construction sites				
LC3 Replace street lighting and traffic control devices with LEDs				
RE1 Implement renewable energy projects in highway right-of-way				
RE2 Install solar panels on transit stations, rest stops, parking, and other facilities				
<b>Total</b>	<b>9.74</b>	<b>97.37</b>	<b>\$275,000</b>	<b>\$2,824</b>

## Appendices

### Appendix A: Definition of high crash locations

High crash locations are generally defined and identified in local planning documents (e.g., roadway safety plans). There are online tools for identifying high-risk crash locations. Below are a few options, but others may be used as well with justification.

- [Minnesota Crash Mapping Analysis Tool](#) provides several analytical tools that allow users to assess crashes with 10-year rolling crash data. Applicants may need to coordinate with MnDOT District traffic staff to access the data.
- [Suitability for the Pedestrian and Cycling Environment \(SPACE\) Tool](#) combines many indicators, both sociodemographic and transportation related, that indicate the extent to which a community is suitable for active transportation (e.g., walking and bicycling). This tool is scored on a scale of 0 to 100, with 1 indicating the least suitable and 100 indicating the most suitable. One of the criteria for this tool is the safety risk of intersections for active transportation users. As an example, this can be used to showcase an area of high crash risk for non-motorized users. More details on SPACE tool use and score methodology can be found [here](#).
- [Safe System Approach Implementation Plan](#) outlines an approach for MnDOT to integrate the Safe System Approach (SSA) into state programming and project delivery processes. The goal of SSA is to provide safe mobility for all road users based on the following six principles:
  1. *Death and serious injuries are unacceptable* – The SSA prioritizes eliminating fatal and serious injury crashes.
  2. *Humans make mistakes* – The transportation system can be designed, operated, and maintained to accommodate human mistakes.
  3. *Humans are vulnerable* – Transportation systems should accommodate the human body's vulnerability.
  4. *Responsibility is shared* – All stakeholders (including government agencies, transportation industry partners, and the public) are vital.
  5. *Safety is proactive* – Tools should be used to identify and address safety issues before crashes occur.
  6. *Redundancy is crucial* – If one part of the transportation system fails, the other parts still protect people.

Five complimentary elements provide a holistic SSA to prevent and minimize harm caused by crashes: safe people, safe roads, safe speeds, safe vehicles and post-crash care. Serious injuries and death typically result when all five of those layers fail, so SSA looks to address one or more of those elements to prevent the loss of life or a serious injury if a crash does occur. More information can be found in the [MnDOT Safe Systems Approach: Implementation Plan](#).

## Appendix B: Funding targets

### Area Transportation Partnership (ATP) Targets

Fiscal Year	Northeast MN ATP	Northwest MN ATP	Central MN ATP	West Central MN ATP	Southeast MN ATP	South Central MN ATP	Southwest MN ATP	Metro ATP
2027	\$720,000	\$388,000	\$1,380,000	\$510,000	\$920,000	\$580,000	\$460,000	\$540,000
2028	\$600,000	\$350,000	\$1,300,000	\$470,000	\$888,000	\$520,000	\$480,000	\$730,000
2029	\$600,000	\$350,000	\$1,300,000	\$470,000	\$888,000	\$520,000	\$480,000	\$730,000
2030*	\$600,000	\$350,000	\$1,300,000	\$470,000	\$888,000	\$520,000	\$480,000	\$730,000

### Metropolitan Planning Organization (MPO) Targets

Fiscal Year	MIC	GFGEF	APO	Metro COG	ROCOG	MAPO	LAPC	Met Council	Met Council - D3
2027	\$225,000	\$18,000	\$270,000	\$108,000	\$261,000	\$144,000	\$9,000	\$6,480,000	\$190,000
2028	\$210,000	\$20,000	\$270,000	\$110,000	\$280,000	\$140,000	\$12,000	\$6,600,000	\$200,000
2029	\$210,000	\$20,000	\$270,000	\$110,000	\$280,000	\$140,000	\$12,000	\$6,600,000	**
2030*	\$210,000	\$20,000	\$270,000	\$110,000	\$280,000	\$140,000	\$12,000	\$6,600,000	**

### MnDOT District Targets (Federal CRP funds only)

Fiscal Year	District 1	District 2	District 3	District 4	District 6	District 7	District 8	Metro District
2027	\$700,000	\$400,000	\$800,000	\$500,000	\$800,000	\$500,000	\$400,000	\$3,000,000
2028	\$1,100,000	\$600,000	\$1,400,000	\$800,000	\$1,300,000	\$900,000	\$600,000	\$5,100,000
2029	\$600,000	\$350,000	\$1,300,000	\$470,000	\$888,000	\$520,000	\$480,000	\$730,000
2030*	\$600,000	\$350,000	\$1,300,000	\$470,000	\$888,000	\$520,000	\$480,000	\$730,000

\* Fiscal Year 2030 are not fully approved as of September 4, 2025. These values are a projection until Transportation Programming and Investment Committee (TP&IC) approves the targets later in 2025.

\*\* Beginning in Fiscal Year 2029, Met Council and Central Area Transportation Partnership has agreed to spend funds across the area eliminating the need for the specific callout in Fiscal Year 2029 and Fiscal Year 2030.

*Promoting Resilient Operations for Transformative, Efficient,  
and Cost-Saving Transportation (PROTECT)*

# PROTECT Formula Program

## Full Application

### FY 2028-2030

**Minimum funding request must be \$200,000**

Full Applications must be submitted in electronic  
format to Tracy Schnell

at [tracy.schnell@state.mn.us](mailto:tracy.schnell@state.mn.us)

by Friday, January 9, 2026, by 12:00 noon

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# Program Information

The Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Formula Program was authorized under the Bipartisan Infrastructure Law in 2021. The \$7.3 billion PROTECT Formula Program provides funding to help make surface transportation more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure. The current federal appropriation for this program in Minnesota is approximately \$115 million or \$23 million annually over federal fiscal years 2022-2026 and requires a non-federal match. Applications for formula funds will be administered by the applicable Area Transportation Partnership (ATP) and/or Metropolitan Planning Organization (MPO).

Please refer to the PROTECT FY27-30 Solicitation Project Selection Guidance for detailed information about distribution and obligation of funds and solicitation timeline.

## 2025-2026 Solicitation timeline

- **Monday, Oct. 6, 2025** – Announce solicitation; Open LOI period
- **Friday, Oct. 31, 2025** – Deadline for applicants to submit LOI
- **Monday, Nov. 3, 2025** – LOIs review process by RDO/MPO/MnDOT Districts begins
- **Wednesday, Nov. 26, 2025** – Deadline for RDO/MPO/MnDOT District review of LOIs and recommendation to proceed with full application given to applicants
- **Monday, Dec. 1, 2025** – Official start of full application period
- **Friday, Jan. 9, 2026** – Deadline for applicants to submit full applications
- **Monday, Mar. 30, 2026** – Deadline for ATPs to select projects; Deadline for MPOs to select CRP projects

## Eligible Projects

The [Minnesota Resilience Improvement Plan \(RIP\)](#) identifies top **climate hazards** in Minnesota. Eligible projects must address resilience to at least one of the seven climate hazards outlined in the RIP:

1. heavy precipitation and flooding;
2. extreme temperatures;
3. freeze-thaw changes;
4. abnormal winter weather;
5. wildfire;
6. landslides; and/or
7. coastal erosion (along Lake Superior's north shore)

The RIP also identifies specific resilience project **categories** that address each climate hazard or a combination of hazards. Within each category are specific **projects types** or resilience improvements that are eligible for funding, per [PROTECT Formula Program guidance](#).

Table 1 lists eligible project categories, related climate hazards and example project types. This is not an exhaustive list of eligible project types and selecting the appropriate resilience improvement is a project-specific decision that is context-dependent. MnDOT Office of Sustainability and Public Health staff are available to advise on selecting the appropriate resilience improvement and confirming with local FHWA Division staff that an improvement is eligible under the PROTECT Formula Program.

**Table 1: Resilience Project Categories and Climate Hazards, Minnesota Resilience Improvement Plan**

<b>Project Category</b>	<b>Climate Hazards</b>	<b>Project Types/ Resilience Improvements</b>
<b>Bridge Reconstruction and Elevation of Roads in at-risk flood zones</b>	Heavy precipitation and flooding	Enhance bridge design; Increase freeboard clearance; Riprap and bridge foundations; Channel design/Monitoring (i.e., monitoring as part of a statewide planning process)
<b>Roadway Embankment Armoring</b>	Heavy precipitation and flooding	Vegetated riprap; Permanent erosion control mat; Articulated blocks in a sag point
<b>Culvert Replacement/Urgent Repairs</b>	Heavy precipitation and flooding, Freeze-thaw cycles, Wildfire	Increasing culvert size; Replacing poor-condition culverts
<b>Floodplain Conservation/Preservation</b>	Heavy precipitation and flooding, Freeze-thaw cycles	Restore inland wetlands; Flood setbacks; Bank vegetation and seeding; In-stream structures; Bioswales and bioretention basins; Trees
<b>Landslide and Rockfall Protection</b>	Heavy precipitation and flooding, Freeze-thaw changes, Wildfire, Landslides	Surface water management; Rockfall mitigation; Debris flow catchment; Reduce driving force on slopes; Underground drainage; Vegetation and seeding; Bioengineering and biotechnical stabilization
<b>Drainage Area Enhancements</b>	Heavy precipitation and flooding, Extreme temperatures, Freeze-thaw cycles	Snow fences; Outcome-focused partnerships with other government units, landowners, and land managers;
<b>Wildfire Protection</b>	Wildfire	Defensible space; Fire-resistant landscaping; Vegetation management; Hardening
<b>Armoring and Natural Design to protect Lake Superior</b>	Coastal erosion, Heavy precipitation and flooding, Landslides	Sea walls and bulkheads; Revetments and slope protection; Groins and jetties; Living shorelines/shoreline stabilization; Barrier Islands; Sand and rock beaches

# PROTECT FY28-30 Solicitation Application

## Applicant information

**Name of applicant organization:** Redwood County

**Name of contact:** Nick Klisch

**Contact address:** 1820 East Bridge Street

**City:** Redwood Falls **State:** MN **Zip:** 56283

**County:** Redwood

**Phone:** 507-637-4056 **Email:** nick\_k@redwoodcounty-mn.gov

**Sponsoring agency (if different than applicant):** NA

**Contact person (from sponsoring agency, if different than applicant):** NA

## Project information

1. **Title of project:** CIPP Culvert Lining
2. **Project location:** CSAH 2, 4, 6, 7, 11 Redwood County, MN
3. **One sentence description of the work for which you are seeking support:** Rehabilitate drainage structures utilizing CIPP liners.

## Project readiness

4. **Provide the project timeline and milestones, including any relevant planning or engineering studies (250 words maximum).**

January 9, 2026: Application Submittal

March 30, 2026: Funding Award

July 1, 2026: The 1st draft of the Project Memo (PM) to the district

September 1, 2026: The Final draft of the Project Memo (PM) to SA Central Office

September 1, 2026: Plan Submittal to State Aid and request for FHWA Authorization

November 1, 2026: FHWA Authorization

January 15, 2027: Advertisement

May – September 2027: Construction

5. **Describe how the project can be completed in the given timeframe (250 words maximum).**

*Note: Projects must be authorized by June 7 of the awarded fiscal year.*

Redwood County has delivered many federal aid projects without losing any funding for deficient project documentation. A list of culvert locations is already started. No ROW is required and there are no utility impacts. This project can be delivered within 6 months of funding award, allowing for construction in 2027-2028.

**Describe the work and how it protects surface transportation assets by making the assets more resilient to current and future weather events and natural disasters (250 words maximum).**

*Examples of possible projects are listed in Table 1 (pg. 4).*

This project will provide for the installation of cured-in-place (CIPP) liners for centerline culverts to provide Urgent Culvert Repairs on various county roads throughout Redwood County. CIPP eliminates the need to excavate and replace existing culverts. Eliminating excavation reduces the possibility for environmental impacts. Not only is this process faster, it reduces the risk of settlement over new pipe installation. CIPP also eliminates the need to close the highway which increases traffic safety. These centerline culverts are critical in the process to move surface water and runoff away from the highway, which in turn reduces the risk of in-slope and roadbed washouts. The lining will increase the pipe capacity by creating a smoother surface and increasing efficiency. This increased capacity will provide more resiliency during major rain events and provide Drainage Area Enhancements.

## Project funding

6. **Amount of funding requested (must be a minimum of \$200,000):** \$1,170,000

*Note: PROTECT formula funding requires a 13% local match if a project is listed within the Resilience Improvement Plan (RIP) or a 20% local match if a project is not listed within the RIP.*

7. **Total project budget:** \$1,500,000

*Briefly explain the total estimated amount of funding needed for the project. Include the amount requested through this application and other sources.*

Funding is requested for FY 2027-2030. It is anticipated that this would be an AC project constructed in FY 27 utilizing funding from multiple years. The project is scalable depending on available funding.

8. **Identify the local match amount:** \$330,000

9. **Identify the source of the local funds committed to the project (100 words maximum):**

Redwood County will utilize its Regular State Aid Allotment to fund the local match since the project will be on State Aid routes.

10. **Total amount of additional federal funds obligated to the project already, if applicable:**

None

Source of additional federal funds obligated to the project already, if applicable (100 words maximum):NA

11. Which fiscal year(s) is the project interested in applying for?

Projects may submit for one or multiple funding years during this solicitation period.

Check the fiscal year box or boxes in which you are submitting for funding.

PROTECT Formula Program     FY2028     FY2029     FY2030

12. Is this project able to accept partial funding?     Yes     No

## Alignment with the Resilience Improvement Plan

13. Identify the climate hazard(s) that the proposed project seeks to address, per Chapter 3 of the

[Minnesota Resilience Improvement Plan](#) (check all that apply):

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Heavy precipitation and flooding | <input type="checkbox"/> Wildfire                             |
| <input type="checkbox"/> Extreme temperatures                        | <input type="checkbox"/> Landslides                           |
| <input type="checkbox"/> Freeze-thaw changes                         | <input type="checkbox"/> Coastal erosion (Lake Superior only) |
| <input type="checkbox"/> Abnormal winter weather                     |   |

14. Identify the project category from the [Minnesota Resilience Improvement Plan](#) Chapter 4:

- Bridge reconstruction and elevation of roads in at-risk flood zones
- Roadway embankment armoring
- Culvert replacement/urgent repairs
- Floodplain conservation/preservation
- Landslide and rockfall protection
- Drainage area enhancements
- Wildfire protection
- Lake Superior armoring and natural design

## Costs and Benefits

15. What are the approximate costs of construction and the approximate benefits from avoidance of failure/damages? In your response, address the following:

- How likely is asset/facility failure?
- What would the approximate cost of asset/facility failure be?
- How does that cost compare to the cost of the proposed project?

- How would asset/facility failure impact traffic, mobility or access?

*500 words maximum*

An asset/facility failure is likely as many Redwood County culverts are over 50 years old. One culvert failure can cause up to \$1.5 Million in damage if the road embankment washes out. This project will repair/protect 40 to 80 culverts. If this project prevents one failure, it will have a 100% return on investment. The project will likely prevent many failures over the life of the facility since CIPP Liners have the longest expected life of any drainage culvert material. A culvert failure would require a road closure for an extended period of time. This would be a minimum of a couple months and possibly several years depending on the location and severity.

## Potential Climate Hazard Risk

Identify the proposed project category and related climate hazards. Then, answer the following prompts for each applicable climate hazard. Addressing more than one hazard is optional.

### Heavy precipitation and flooding

*Optional for wildfire protection projects; required for all other project categories*

#### 16. Describe and demonstrate the risk(s) posed to the asset or facility by heavy precipitation and flooding.

In your response, address the following as applicable:

- Is there evidence of past flooding damage and/or traffic impacts in the project area?  
*Sources of evidence may include damage repair costs, traffic detour durations, recorded losses, etc.*
- Is there a hydrologic/hydraulic analysis to demonstrate elevated risk of damage and/or traffic impacts due to flooding for current climate conditions?

*Examples of hydrologic/hydraulic analysis include, but are not limited to: modeling (HEC-RAS, HydroCAD, HY-8, etc.), analysis of recent rainfall events resulting in flooding, stream gage data review, National Bridge Inventory waterway adequacy score (available via [MnDOT's Bridge Info Interactive Map](#)), etc.*

- What is the estimated recurrence interval of flooding events at the project location?  
*See Appendix A for instructions on obtaining this information. If hydrologic/hydraulic modeling is available, provide the modeled flooding or damage recurrence interval(s).*
- Is the project located in a FEMA designated floodplain?

*Refer to: [FEMA Flood Map Service Center](#)*

- Include additional qualitative or observed information that demonstrates risk to infrastructure posed by heavy precipitation and flooding in the project area.

*500 words maximum*

Redwood County has a history of flooding with some catastrophic culvert failures in the last 10 years. There were multiple flood events in 2025 alone. In 2019 a catastrophic culvert failure washed out the roadway on CR 78 closing the roadway for 16 months with a repair cost of \$771,933.28.

## **Extreme temperatures**

*Optional*

### **17. Demonstrate any risk posed to the asset or facility by extreme temperatures.**

In your response, address the following as applicable:

- Is there evidence of past damage and/or traffic impacts caused by extreme temperatures in the project area? *Consider pavement binder performance and/or bridge thermal contraction. Potential sources of evidence may include damage repair costs, traffic detour durations, etc.*
- Is there qualitative or observational information that demonstrates risk to infrastructure posed by extreme temperatures in the project area?

*500 words maximum*

[Click here to enter text.](#)

## **Freeze-thaw changes**

*Optional*

### **18. Demonstrate any risk posed to the asset or facility by freeze-thaw changes.**

In your response, address the following as applicable:

- Is there evidence of past damage and/or traffic impacts caused by freeze-thaw changes in the project area? *Consider pavement condition, pavement lifespan, and/or slope stability. Potential sources of evidence may include damage repair costs, traffic detour durations, etc.*
- Is there qualitative or observational information that demonstrates risk to infrastructure posed by freeze-thaw changes in the project area?

*500 words maximum*

[Click here to enter text.](#)

## Wildfire

*Required for wildfire protection projects; optional for all other project categories*

### 19. Demonstrate any risk posed to the asset/facility by wildfire.

In your response, address the following as applicable:

- Is there evidence of past damage and/or traffic impacts caused by wildfire events in the project area? Potential sources of evidence may include damage repair costs, traffic detour durations, recorded losses, etc.
- What is the approximate annual burn probability of the project location? Refer to: [Northeast-Midwest Wildfire Risk Explorer](#)
- Is the facility designated as a wildfire evacuation route in an approved hazard mitigation plan?
- Is there qualitative or observational information that demonstrates risk to infrastructure posed by wildfire in the project area?

*500 words maximum*

[Click here to enter text.](#)

## Landslides

*Optional*

### 20. Demonstrate any risk posed to the asset or facility by landslides.

In your response, address the following as applicable:

- Is the project located in any of the four major regions of erosion concern, as identified by the [State Hazard Mitigation Plan](#)?
  - Northwest Minnesota
  - Mid-Minnesota Watershed (Le Sueur and Minnesota Rivers)
  - Western Lake Superior Watersheds
  - Agricultural areas
- Is there evidence demonstrating exposure to heavy precipitation and flooding and/or freeze-thaw changes elsewhere in the application?
- Is there evidence of past damage and/or traffic impacts caused by landslides in the project area? Potential sources of evidence may include damage repair costs, traffic detour durations, recorded losses, etc.
- Is there qualitative or observational information that demonstrates risk to infrastructure posed by landslides in the project area?

*500 words maximum*

[Click here to enter text.](#)

## Coastal Erosion

*Optional*

### **21. Demonstrate any risk posed to the asset/facility by coastal erosion.**

In your response, address the following as applicable:

- Is there evidence of past damage and/or traffic impacts caused by erosion in the project area? Potential sources of evidence may include damage repair costs, traffic detour durations, etc.
- Is the project location in a high erosion susceptibility area? Refer to: [North Shore Erosion Mapping Tool](#)
- Is there qualitative or observational information that demonstrates risk to infrastructure posed by freeze-thaw changes in the project area?

*500 words maximum*

[Click here to enter text.](#)

## Asset Vulnerability

### **22. For projects led by MnDOT, does asset condition data in BRIM or TAMS demonstrate that the asset is in poor condition?**

[Click here to enter text.](#)

### **23. For projects not led by MnDOT, demonstrate the existing condition of the asset/facility, providing documentation if available.**

*500 words maximum*

Culverts to be lined have joint separation and/or deterioration where failures could be imminent with a large rain event.

## Project History

### **24. Describe the history of the asset or roadway that indicates a need for resilience improvement(s), such as weather-driven damage, failure or system impacts (e.g., detours and/or road closures due to inundation)**

In your response, address the following as applicable:

- Does data show repeat flooding events and/or damage due to extreme weather at the location? If so, provide documentation or link to source.
- Do maintenance staff have anecdotal evidence that the asset and/or roadway segment has experienced repeated damage or failure?

*500 words maximum*

In 2025 and many recent years, Redwood County has experienced significant rain events with several inches of rain in a single event. These events cause flash flooding throughout the county. Culverts that have deterioration and/or joint separations are more susceptible to failure during these more frequent storm events. This results in road closures and detours.

## Co-benefits of the project

25. Which co-benefits are relevant to your project (check all that apply):

Economic opportunities

Safety

Access

### Co-benefit: Economic opportunities

Describe how the project creates jobs and stimulates local economies. Highlight efforts to hire a diverse workforce and provide training and career development opportunities for all individuals. Showcase initiatives that improve access to commercial areas, making it easier for people to shop, dine and access services in their communities. Discuss efforts to prioritize projects that address historical disparities in economic opportunities and improve access to underserved areas. Provide any support data available that identify economic improvements in relationship to the project location.

*500 words maximum*

[Click here to enter text.](#)

### Co-benefit: Safety

Describe how the project will improve real or perceived safety concerns in the community. These can be identified in a safety study or plan. If the safety concerns are not identified in a plan, they may be identified with an alternative approach, such as providing an aerial photo of the safety concern. Describe whether the project occurs in an area with high rates of motor vehicle serious injury or fatal crashes and/or areas with high rates of non-motorized serious injury or fatal crashes and whether the project has a safety component that addresses these challenges (See Appendix B).

*500 words maximum*

By increasing resiliency, this project inherently increases safety on the roadway as a culvert failure can present a severe risk to the traveling public. Protecting culverts from failures increase safety and reliability.

### Co-benefit: Access

Describe how the project improves non-motorized access and transit or shared mobility access to key destinations. This can include improvements that encourage these modes through both infrastructure and land use. Describe how the project improves travel efficiency (via driving, carpool or other methods) to key destinations and how the project improved traveler comfort. Focus on making transportation accessible to all, including individuals with disabilities, older adults, and families with young children. Highlight efforts to improve

accessibility features, such as ramps, elevators, and tactile paving. If possible, include or attach a map identify key destinations the project will increase access to.

*500 words maximum*

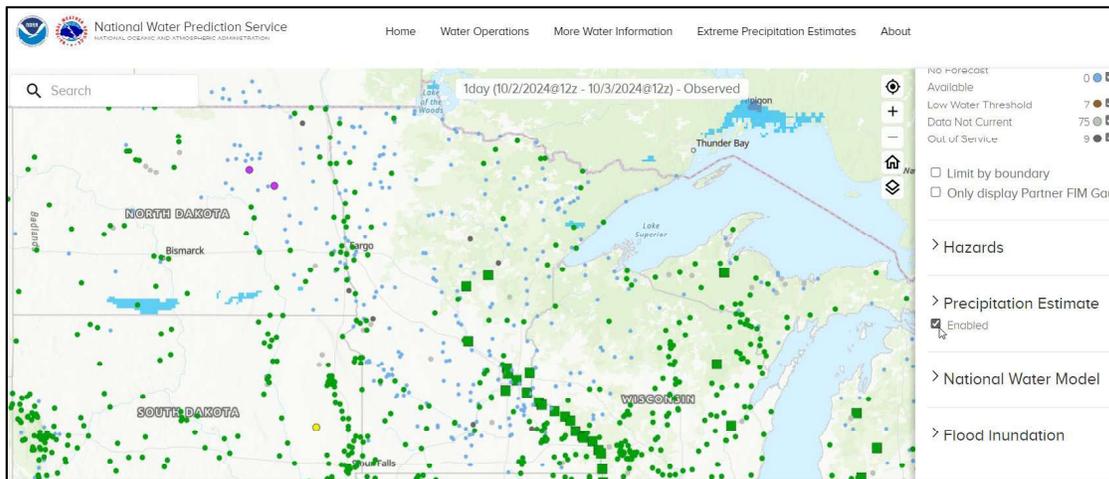
[Click here to enter text.](#)

## Appendix A: Estimating recurrence interval of flooding events

The following instructions are provided as an optional guide to obtain the estimated recurrence interval of flooding events at the proposed project location. This is one metric that can be used to convey the potential climate hazard risk posed by heavy precipitation and flooding to an asset/facility.

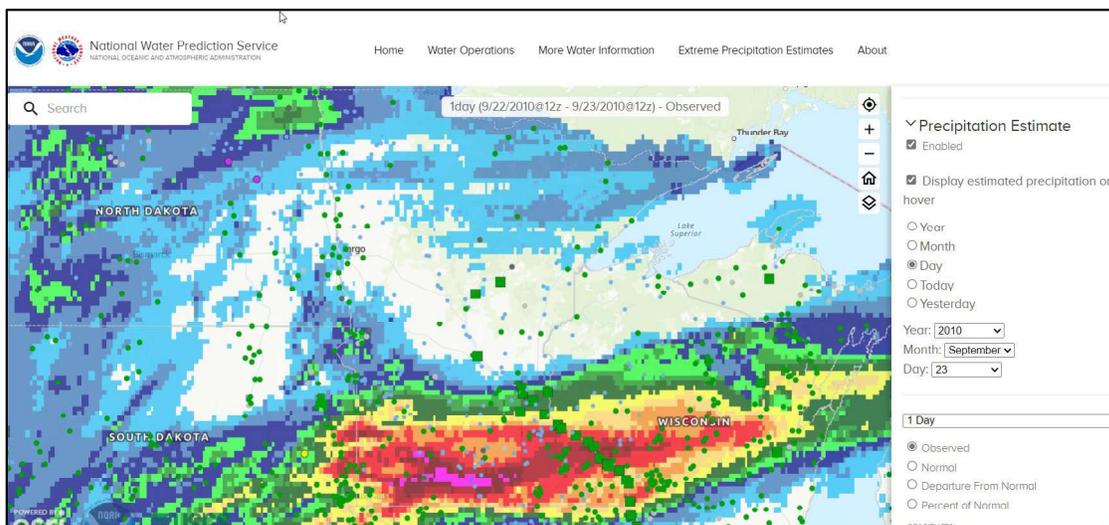
1. Compile asset/facility location, date of flooding event, and upstream watershed location (if known).
2. Gather the rainfall estimate based on gage-corrected rainfall data from the National Water Prediction Service Website: <https://water.noaa.gov/>

Step 1: On right side panel, click box on “Enabled” under “Precipitation Estimate”.

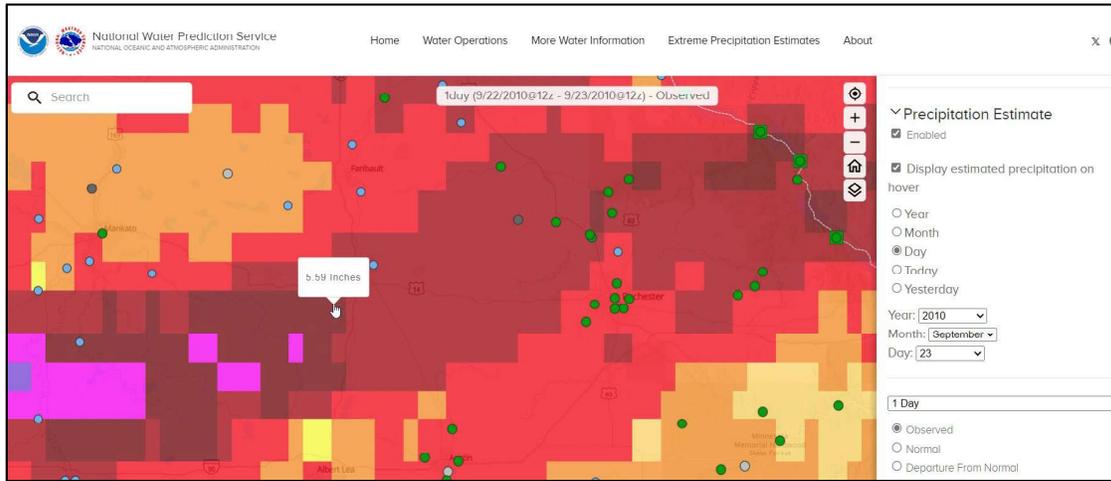


Step 2: Click arrow next to “Precipitation Estimate” to open the options.

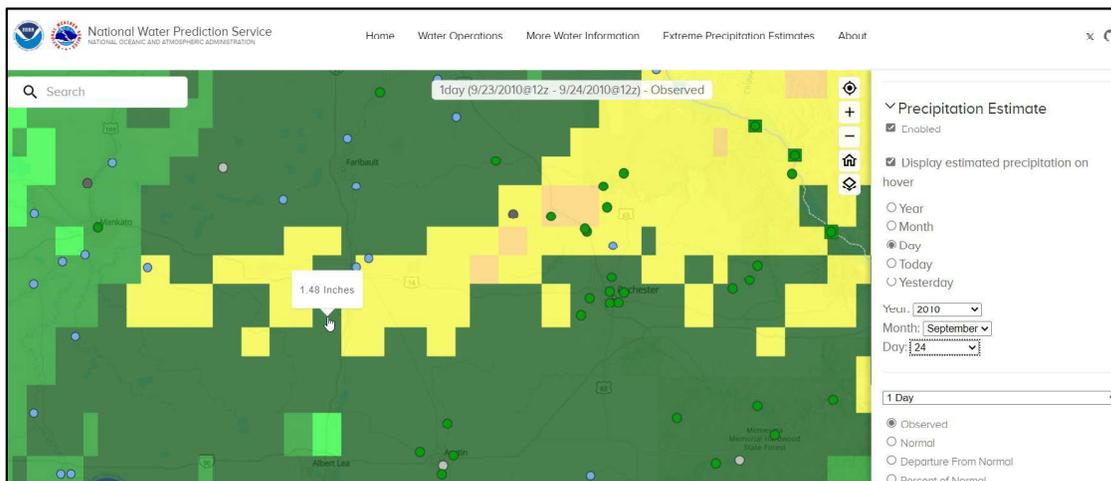
Step 3: Click box on “Display estimated precipitation on hover” and enter the date of the flooding event.



Step 4: Hover over the location to determine the estimated precipitation for the day.



Step 5: View the date before and date after to capture the entire flooding event.



Step 6: If the flooding event took place over multiple days, add the precipitation totals together. For example, in this September 2010 event:  $5.59'' + 1.48'' = 7.07''$

*Instructions continue on next page*

3. Use Atlas 14 to determine the approximate recurrence interval of the flooding event: [PF Map: Contiguous US \(noaa.gov\)](#)

Step 7: Double clicking the asset/facility location on the map returns the Precipitation Frequency Estimates at various Durations (rows) and Average Recurrence Intervals (columns). Use this table to compare your precipitation total (e.g. 7.07") to the event duration (e.g. 24-48 hours). For example, a 7.07" 24-48 hour precipitation event falls in the 50- to 100-year recurrence interval. Cite the recurrence interval in your response to demonstrate the frequency of heavy precipitation events.



**POINT PRECIPITATION FREQUENCY (PF) ESTIMATES**  
WITH 90% CONFIDENCE INTERVALS AND SUPPLEMENTARY INFORMATION  
NOAA Atlas 14, Volume 8, Version 2

PF tabular | **PF graphical** | Supplementary information | Print page

Duration	Average recurrence interval									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.369 (0.285-0.480)	0.439 (0.338-0.571)	0.560 (0.430-0.730)	0.667 (0.509-0.873)	0.824 (0.614-1.12)	1.040 (0.693-1.31)	1.240 (0.786-1.54)	1.540 (0.835-1.78)	1.940 (0.938-2.13)	2.340 (1.01-2.39)
10-min	0.541 (0.417-0.703)	0.643 (0.466-0.838)	0.820 (0.628-1.07)	0.976 (0.745-1.28)	1.21 (0.898-1.65)	1.40 (1.01-1.92)	1.60 (1.12-2.25)	1.81 (1.22-2.61)	2.11 (1.37-3.12)	2.34 (1.48-3.51)
15-min	0.660 (0.506-0.857)	0.784 (0.603-1.02)	0.999 (0.767-1.30)	1.19 (0.909-1.56)	1.47 (1.10-2.01)	1.70 (1.24-2.35)	1.95 (1.37-2.74)	2.21 (1.49-3.19)	2.57 (1.57-3.81)	2.86 (1.81-4.28)
30-min	0.924 (0.712-1.20)	1.10 (0.847-1.43)	1.41 (1.08-1.83)	1.68 (1.28-2.20)	2.08 (1.55-2.84)	2.41 (1.75-3.32)	2.76 (1.84-3.89)	3.13 (2.12-4.52)	3.65 (2.38-5.41)	4.06 (2.57-6.08)
60-min	1.20 (0.925-1.58)	1.43 (1.10-1.86)	1.83 (1.41-2.38)	2.20 (1.68-2.87)	2.74 (2.04-3.74)	3.19 (2.32-4.40)	3.66 (2.68-5.18)	4.18 (2.83-6.05)	4.91 (3.20-7.28)	5.49 (3.47-8.21)
2-hr	1.48 (1.15-1.90)	1.76 (1.37-2.28)	2.26 (1.75-2.91)	2.71 (2.06-3.51)	3.39 (2.66-4.60)	3.96 (2.91-5.42)	4.57 (3.25-6.40)	5.23 (3.66-7.50)	6.16 (4.08-9.08)	6.92 (4.42-10.2)
3-hr	1.64 (1.29-2.10)	1.96 (1.53-2.50)	2.52 (1.98-3.23)	3.03 (2.35-3.90)	3.81 (2.89-5.14)	4.46 (3.30-6.08)	5.17 (3.70-7.19)	5.93 (4.08-8.45)	7.01 (4.65-10.2)	7.89 (5.08-11.6)
6-hr	1.92 (1.52-2.42)	2.28 (1.80-2.89)	2.95 (2.32-3.74)	3.56 (2.79-4.64)	4.49 (3.45-6.01)	5.28 (3.95-7.12)	6.13 (4.44-8.45)	7.06 (4.91-9.98)	8.38 (5.61-12.1)	9.45 (6.14-13.7)
12-hr	2.18 (1.74-2.72)	2.60 (2.07-3.26)	3.35 (2.66-4.21)	4.04 (3.20-5.10)	5.10 (3.95-6.75)	6.00 (4.57-8.00)	6.96 (5.03-9.40)	8.01 (5.83-11.2)	9.50 (6.43-13.8)	10.7 (7.04-15.4)
24-hr	2.48 (2.00-3.07)	2.91 (2.34-3.61)	3.70 (2.97-4.60)	4.44 (3.54-5.54)	5.57 (4.37-7.30)	6.53 (4.99-8.63)	7.58 (5.60-10.2)	8.73 (6.20-12.1)	10.4 (7.10-14.7)	11.7 (7.78-16.8)
2-day	2.89 (2.35-3.64)	3.29 (2.68-4.04)	4.06 (3.28-4.99)	4.80 (3.87-6.02)	5.95 (4.72-7.73)	6.95 (5.37-9.09)	8.05 (6.02-10.8)	9.27 (6.66-12.7)	11.0 (7.84-15.5)	12.5 (8.38-17.5)

## Appendix B: Definition of high crash locations

High crash locations are generally defined and identified in local planning documents (e.g., roadway safety plans). There are online tools for identifying high-risk crash locations. Below are a few options, but others may be used as well with justification.

- [Minnesota Crash Mapping Analysis Tool](#) provides several analytical tools that allow users to assess crashes with 10-year rolling crash data. Applicants may need to coordinate with MnDOT District traffic staff to access the data.
- [Suitability for the Pedestrian and Cycling Environment \(SPACE\) Tool](#) combines many indicators, both sociodemographic and transportation related, that indicate the extent to which a community is suitable for active transportation (e.g., walking and bicycling). This tool is scored on a scale of 0 to 100, with 1 indicating the least suitable and 100 indicating the most suitable. One of the criteria for this tool is the safety risk of intersections for active transportation users. As an example, this can be used to showcase an area of high crash risk for non-motorized users. More details on SPACE tool use and score methodology can be found [here](#).
- [Safe System Approach Implementation Plan](#) outlines an approach for MnDOT to integrate the Safe System Approach (SSA) into state programming and project delivery processes. The goal of SSA is to provide safe mobility for all road users based on the following six principles:
  1. *Death and serious injuries are unacceptable* – The SSA prioritizes eliminating fatal and serious injury crashes.
  2. *Humans make mistakes* – The transportation system can be designed, operated, and maintained to accommodate human mistakes.
  3. *Humans are vulnerable* – Transportation systems should accommodate the human body's vulnerability.
  4. *Responsibility is shared* – All stakeholders (including government agencies, transportation industry partners, and the public) are vital.
  5. *Safety is proactive* – Tools should be used to identify and address safety issues before crashes occur.
  6. *Redundancy is crucial* – If one part of the transportation system fails, the other parts still protect people.

Five complimentary elements provide a holistic SSA to prevent and minimize harm caused by crashes: safe people, safe roads, safe speeds, safe vehicles and post-crash care. Serious injuries and death typically result when all five of those layers fail, so SSA looks to address one or more of those elements to prevent the loss of life or a serious injury if a crash does occur. More information can be found in the [MnDOT Safe Systems Approach: Implementation Plan](#).

## Appendix C: Funding targets

### Area Transportation Partnership (ATP) Targets

Fiscal Year	Northeast MN ATP	Northwest MN ATP	Central MN ATP	West Central MN ATP	Southeast MN ATP	South Central MN ATP	Southwest MN ATP	Metro ATP
2027	\$500,000	\$300,000	\$700,000	\$300,000	\$600,000	\$400,000	\$300,000	\$3,600,000
2028	\$420,000	\$240,000	\$640,000	\$330,000	\$550,000	\$410,000	\$290,000	\$3,720,000
2029	\$420,000	\$240,000	\$640,000	\$330,000	\$550,000	\$410,000	\$290,000	\$3,720,000
2030*	\$420,000	\$240,000	\$640,000	\$330,000	\$550,000	\$410,000	\$290,000	\$3,720,000

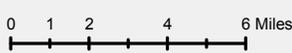
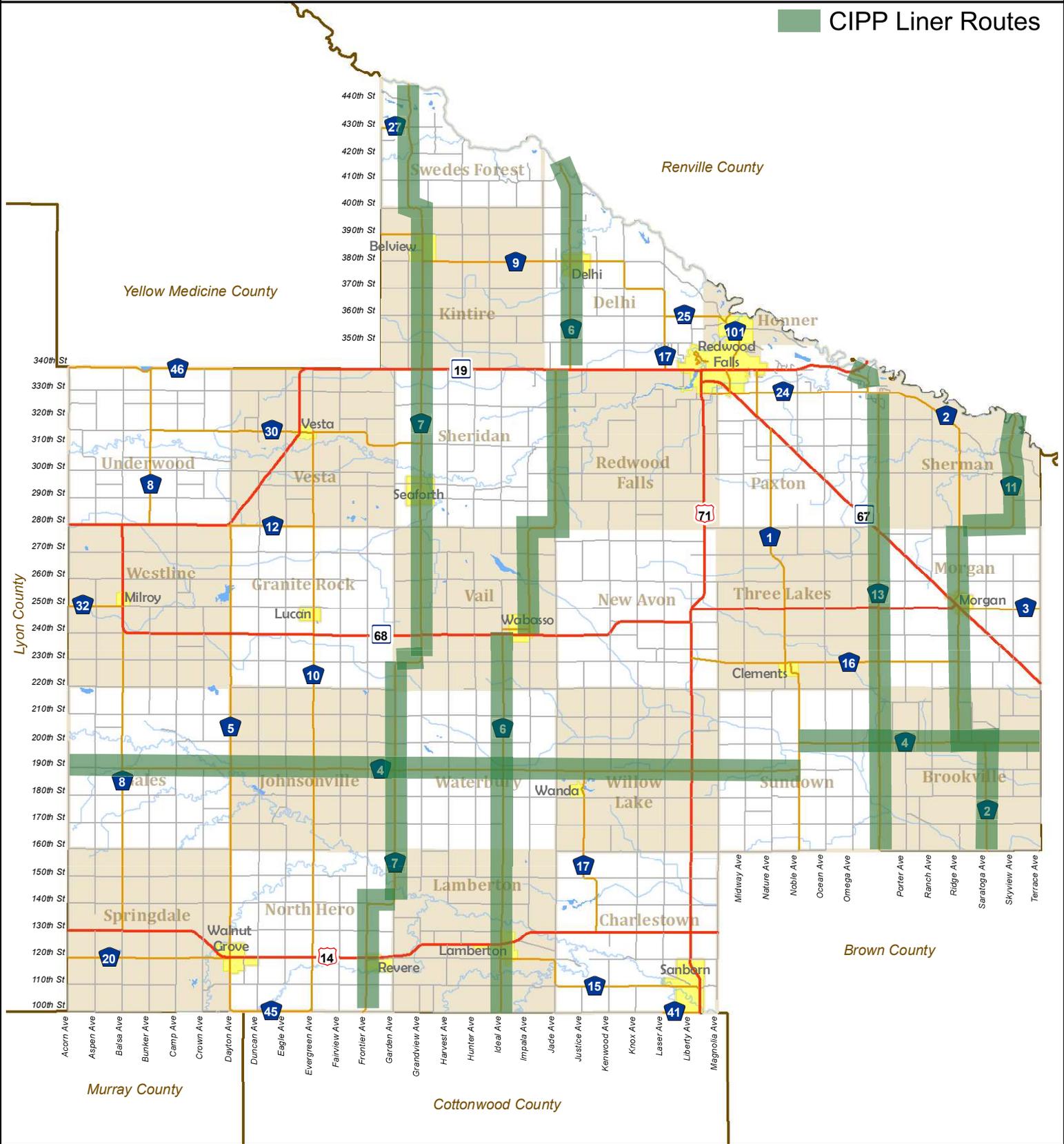
### MnDOT District Targets (Federal PROTECT Formula funds only)

Fiscal Year	District 1	District 2	District 3	District 4	District 6	District 7	District 8	Metro District
2027	\$1,200,000	\$800,000	\$1,700,000	\$1,200,000	\$1,200,000	\$1,000,000	\$600,000	\$7,700,000
2028	\$1,800,000	\$1,200,000	\$2,600,000	\$1,800,000	\$1,900,000	\$1,500,000	\$1,000,000	\$11,700,000
2029	\$1,800,000	\$1,200,000	\$2,600,000	\$1,800,000	\$1,900,000	\$1,500,000	\$1,000,000	\$11,700,000
2030*	TBD							

\* Fiscal Year 2030 are not fully approved as of September 4, 2025. These values are a projection until Transportation Programming and Investment Committee (TP&IC) approves the targets later in 2025.

# Culvert Repairs - CIPP Liners Redwood County, MN

 CIPP Liner Routes



**Roads**

-  Federal and State
-  County State Aid
-  All other County and Township

**Boundaries**

-  Cities
-  Townships
-  Counties

**Water**

-  Lakes
-  Rivers

*Created by Redwood County GIS Specialist 1/24/2017 using data created by Redwood County. This map is for informational purposes only. Redwood County is not responsible for any inaccuracies herein contained. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.*



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/26	<b>Originating Dept.:</b>	Administration
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	2026 Elected Officials out of State Travel Policy		
	<b>Presenter:</b>	Vicki Kletscher	
	<b>estimated time needed:</b>	5 mins	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Approve Elected Officials Out-of-State travel Policy for 2026.

**Background Information:**

Minnesota Statute 471.661 requires counties to develop a policy for out-of-state travel for elected officials.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

## REDWOOD COUNTY

### ELECTED OFFICIALS OUT-OF-STATE TRAVEL POLICY

**AUTHOR:** Redwood County Board of Commissioners

**REFERENCE:** Minnesota Statute §471.661

**PURPOSE:** Minnesota Statute §471.661 requires counties to develop a policy for out-of-state travel for elected officials.

**POLICY:** It is the policy of Redwood County to require pre-approval of out-of-state travel requested by elected officials. This policy applies only to elected officials of Redwood County. Travel out-of-state by an elected official may be undertaken only with this policy.

**PROCEDURE:**

- A. All out-of-state travel requests shall be presented to the Board of Commissioners for consideration at least two (2) weeks before the planned date(s) of travel.
- B. The Board of Commissioners shall consider each request on a case-by-case basis and shall have the authority to determine whether such travel or training is appropriate and relevant to carrying out the statutory duties of the Board of Commissioners or the elected officials' responsibilities.
- C. The Board of Commissioners will consider each request using the following guidelines:
  - a. The cost of the conference, institute, training program and all related travel must be within the annual travel expense budget approved by the Board of Commissioners County. The Board of Commissioners has the authority to set expense limits and shall specify the source of County funds for such travel.
  - b. The County meal and mileage reimbursement policy will be applicable for all out-of-state travel.
  - c. The contacts made or the information obtained must be important to the improved operation of the County and the respective department.
  - d. Conferences are to be unquestionably professional in content and should be selected only when a similar conference is not held locally within a reasonable period.
  - e. Travel for training purposes is limited to technical training, specific to an individual's job, which is not available locally.
- D. Whenever possible, employees and elected officials shall make travel and accommodation arrangements in advance and request that the County be billed. All authorized travel expenses which are not billed directly to the County shall be paid by the elected official subject to the County's reimbursement policies.
- E. This policy will be reviewed annually by the County Board of Commissioners.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b> 1/6/26	<b>Originating Dept.:</b> Administration
<b>Preferred 2<sup>nd</sup> Date:</b>	
<b>Discussion Item:</b>	<b>Presenter:</b> Vicki Kletscher
2026 Redwood County Fee Schedule	<b>estimated time needed:</b> 5 mins
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Adopt 2026 Redwood County Fee Schedule

**Background Information:**

Updated fees are highlighted for your information

Recorder added Judicial Security fee  
 Sheriff Department added "Flash Drives", Permit to Carry for Veterans, and "Transfer fee"  
 Plum Creek Park Reservation Cancellation fee  
 Highway Department Fees were added new to this year  
 Cannabis Business County Fee Schedule was updated

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

# REDWOOD COUNTY FEE SCHEDULE

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*2026*

## *FEE SCHEDULE*

*Adopted*

January 6, 2026

Redwood County Fee Schedule

Adopted by the Redwood County Board of Commissioners

Effective

January 1, 2026

## REDWOOD COUNTY FEE SCHEDULE

**NSF Checks are subject to a service charge up to \$30.**

<b>AUDITOR-TREASURER – 507-637-4013</b>	
Prepare Auditor's Certificate for Taxes and Taxable Property	\$ 200.00
Prepare Auditor's Certificate for Annual Tax Report	\$ 50.00
Current Tax Search	\$ 5.00/Parcel
Delinquent Tax Search	\$ 5.00/Parcel
Delinquent Tax Cost	\$35.00/Parcel
Monthly Delinquent Tax Listing	\$50.00
Confession of Judgment Set up Fee	\$130.00/parcel
Annual Escrow Maintenance	\$ 5.00/Parcel
Special Assessment Setup Fee	\$ 5.00/Parcel
Special Assessment Annual Fee after 1 <sup>st</sup> Year (Minimum of \$20.00 per Assessment Roll)	\$ 1.00/Parcel
Tax Increment Setup Fee	\$ 200.00
Annual Abatement Fee (Policy adopted 11-1-22)	Actual Cost
Ditch Maintenance Levies (\$ 5.00 per Government Unit)	\$ 1.00/Description
Ditch Lien Release	\$ 1.00/Description
Mobile Home Revenue Recapture Administration Fee	\$ 20.00/Parcel
Computer Print-Out	\$ 25.00 Set Up Fee plus. \$ .25/Page
Computer Labels	\$ 25.00 Set Up Fee plus. \$ .05/Label
Cemetery Filing Fees	\$ 15.00
Septic Loan Fee	\$ 110.00
Escrow Company Duplicate Bill Fee	\$2.50
Staff Document Search with Copies	\$1/Page
<b>LICENSES</b>	
Transient Merchant's License	\$ 150.00
3.2% Liquor License (on & off sale)	\$120.00
On-Sale and Sunday Liquor License	\$ 850.00
Off-Sale Liquor License	\$ 300.00
On-Sale Wine & Strong Beer License	\$250.00
Auctioneer License	\$ 20.00
Temporary Liquor License	\$120.00

## REDWOOD COUNTY FEE SCHEDULE

<b>RECORDER – NON-STATUTORY – 507-637-4032</b>	
Certificate of Continuation	\$ 60.00
Abstractor's Certificate	\$ 75.00
Per Entry	\$5.00
Cover & Caption	\$5.00
Mailing Fee	\$ 11.00
Name Searches (Per name) Includes Federal, State and Judgments	\$ 10.00
Bankruptcy	\$ 2.00
Current Year Real Estate	\$ 5.00
Delinquent Real Estate Tax	\$ 5.00
<b>TRACT SEARCH</b>	
One Owner Search	\$125.00
Two Owner Search	\$150.00
Bring down Report or updated O & E	\$ 50.00
40 Year Tract Search Report	\$250.00
<b>MISCELLANEOUS CHARGES</b>	
Fax Charges	
Faxes 5 pages and over	\$ 5.00
Faxes under 5 pages	\$ 3.00
Copies	\$1.00/page
E-Mailing Charges (Per Document)	\$ 5.00
Research (1 hr. minimum)	\$25.00/hr.
Ordination Filing Fee	\$20.00
Marriage Certificate Amendment	\$40.00
Judicial Security Fee	\$75.00
<b>REDWOOD COUNTY LANDSHARK FEES:</b>	
Initial Set up/License Fee	\$50.00
Monthly Access Level 1 (up to 250 images per month)	\$50.00
Monthly Access Level 2 (up to 950 images per month)	\$100.00

## REDWOOD COUNTY FEE SCHEDULE

Minnesota Statutes, Section §357.09, subdivision 8 provides: "The County Board shall set the Sheriff's fees with the advice and consultation of the Sheriff. --- Fees set under Minnesota Statute §357.09, subdivision 8, shall be charged and collected by the Sheriff for the following."

<b>SHERIFF – 507-637-4036</b>	
Service of Civil Process, \$70.00 for each individual service includes mileage, includes 3 attempts. Fee applies for each person served.	\$ 70.00
All Sheriff's Sale	\$ 100.00
Collection on execution after levy	6%
Posting three notices of sale	\$ 70.00
Returning Process Not Found	\$ 70.00
Judgement and Decree Sales Execution Sales	\$ 100.00
Returning an execution unsatisfied	\$ 70.00
Redemption of Property (receiving and paying and completing certificate.) Receiving and paying over money paid on redemption of property and executing a certificate, to be collected from the person redeeming.	\$ 250.00
Filing of Redemption with Sheriff's Office	\$ 100.00
Filing of redemption documents other than the notice of intention to redeem	\$ 20.00
Securing Properties (Seizure, Attachments, Writ of Restitution, etc.)	\$70.00/ hr. for each deputy involved
Writ of Recovery/Order to Vacate- Posting of Writ	\$ 70.00
Eviction Lock out	\$ 70.00
For all process when no charge is made for service of a return of not found or unsatisfied	\$ 70.00
Civil Fees ( <i>Hourly rate if needed</i> )	\$40.00/hour
Miscellaneous Charges: Request for Records Processing Fee <i>Additional fees may be applied depending on schedule</i>	\$5.00
Accident Report <i>No charge to persons listed on the report if sent directly to them</i>	\$ .25/page (\$1 minimum)
Copy of Photo(s) <b>on Flash Drive</b> (no charge to other Law Enforcement agencies and victim/complainant)	\$10.00
Copies of Reports <i>No charge to victim/complainant</i>	\$ .25/page (\$1 minimum)
Background Checks <i>No charge to other law enforcement agencies</i>	\$ 5.00/Person
Fingerprinting (non-criminal)	\$10.00/Person

## REDWOOD COUNTY FEE SCHEDULE

Impound Fees	\$25.00/1 <sup>st</sup> 3 days (72 Hours)/\$10.00 additional days
Escort Services (Buildings, oversized vehicles, etc.)	<b>75.00/Hour</b> (Includes deputy and vehicle)
Deputy Fee – Events	\$75.00/hour
Fraud Investigations	\$ 65.00
Transcription of 911 Recordings	\$30.00/hour (minimum \$30.00)
Permit to Carry- New Applicant (and renewal of permits expired more than 30 days.)	\$100.00
Permit to Carry- Renewal	\$75.00
Permit to Carry- Renewal (expired up to 30 days)	\$85.00
Permit to Carry- Address/Information Change	\$10.00
Permit to Carry- Replacement Card (lost/stolen)	\$10.00
Permit to Carry – New/Renewal for Veterans and Active-Duty Military	<b>\$25.00</b>
Permit to Transfer	No Charge
Special Event License	\$10.00
Body Cam Video	\$125.00
Squad Car Video	\$125.00
Civil Process received via E-mail in excess of 4 pages	\$.25/per page
Dangerous Dog Registration Fee	Annual Fee \$500.00
<b>JAIL FEES</b>	
Booking Fees *	\$ 20.00
Work Release	\$ 20.00/Sentenced day
Pay for Stay Program	\$ 25.00/Sentenced day with \$5.00 per day discount for pay early program.
Out-County Prisoners	\$75.00/Day
Medical Reimbursement including Work Release & Out of County (MS 641.12.15)	Cost
<b>ASSESSOR – 507-637-4008</b>	
<b>CHARGES FOR COMPUTER PRINTOUTS</b>	
<b>PRIVATE BUSINESS</b>	
Operator Time	\$ 25.00/Hour Minimum \$25.00
Printout sheets	\$ .05/sheet
Excel Spreadsheet	\$.05/line
<b>GOVERNMENT INFORMATION EXCHANGE</b>	

## REDWOOD COUNTY FEE SCHEDULE

Small Cities	\$ 25.00
City of Redwood Falls	\$ 50.00
E-Mailing Charges – Document	\$1.00
Field Book Pages <i>(owner free)</i>	\$ 1.00/copy
<b>PRODEX/CER PRINTOUT</b>	
CER (40's)	\$ 1.00/Sheet
CER maps off system	\$5.00 Initial fee per township \$1.00 Per page
Example: One township and 3 parcel number = \$11.00 (each parcel has two pages) <i>Note: No charge to owner</i>	
Sales Study Charge	\$1.00//page
<b>LICENSE CENTER – 507-637-4029</b>	
<b>MOTOR VEHICLE</b>	
Transfers, out-of-state vehicles, duplicate plates, tabs, titles, and new vehicle applications	\$12.00
Vehicle Renewals	\$ 8.00
Wheelage Tax – Passenger, Pick-up, Buses, Self Propelled RV's, School Buses, Farm Trucks, Commercial And non-commercial Vehicles	\$20.00
Certified Vehicle Driving Record	Record Holder \$9.50 Consent \$10.00
Non-Certified Vehicle Record	Record Holder \$8.50 Consent \$9.00
VS Deputy Registrar Surcharge	\$1.00
<b>DRIVER'S LICENSE</b>	
Renewal Driver's license applications	\$ 11.00
New Driver's license applications	\$ 16.00
Certified Driving Record	Record Holder \$9.50 Consent \$10.00
Photo	Holder \$9.50 Consent \$10.00
Open Requirements	Record Holder \$8.50 Consent \$9.00
Non-Certified Driver Record	Record Holder \$9.50 Consent \$9.00
Reinstatement Filing fee	\$11.00
<b>DNR</b>	

## REDWOOD COUNTY FEE SCHEDULE

Transfers, out-of-state, and new snowmobiles, ATVs, and boats	\$ 7.00
Renewals, Duplicates or Registration Replacements	\$ 4.50
<b>FISH &amp; GAME</b>	
All Licenses	\$ 1.00
<b>ENVIRONMENTAL – 507-637-4023</b>	
Colored Maps (8.5" x 11")	\$.50/page
Colored Maps (8.5" x 14")	\$.75/page
Colored Maps (11" x 17")	\$1.00/page
Plotter Printouts	\$ 2.00/linear foot
Zoning Permits	\$40.00 plus .1% for construction \$150,000 or more, with a maximum of \$10,000*
New Home Permits (stick, modular, mobile, moved homes, log, etc.)	\$ 100.00
Deck and Patio Permit	FREE
Holding Tank Permits	\$ 100.00
Septic System Permit	\$ 200.00
Septic Permit County Loan Program	\$115.00
Amendment/Rezoning	\$ 700.00
Conditional Use Permit	\$ 700.00*
Variance Permit	\$ 700.00
Subdivision Permit	\$ 700.00
Shoreland Alteration Permit	\$ 40.00
Temporary Filling and Grading Permit	\$ 40.00
Appeal to the Board of Adjustment	\$ 500.00
Special Meeting	All rates are doubled
Ditch Preparation Fees	\$150.00 Minimum Fee**
Handicapped Accessibility Permit	\$250.00 all major projects will be charged at a rate of \$45.00/hour***
Septic System Operating Permit - MSTs	\$1,500.00.
Septic System Operating Permit – Type IV, Type ISTS	\$100.00
After the Fact Permit	All Rates are Doubled (Deck & Patio Permit \$40.00)
Rain Barrel	\$90.00 (plus tax)
Compost Bin	\$76.00 (plus tax)
*If a Conditional Use Permit has already been granted the zoning permit fee may be reduced by up to the cost of the conditional use permit for all buildings material to the conditional use and included on the conditional use application which are built within one (1) year of conditional use permit approval date	

## REDWOOD COUNTY FEE SCHEDULE

*The Conditional Permit application fee shall be reduced by 50% for any Home Occupation Conditional Use, and for any Conditional Use that meets the home occupation standards listed in Redwood County Code of Ordinances, Section 153.284	
<p>** Additional costs will be incurred for any “extra” time required to assist in processing a petition. This could include additional meetings with the petitioner, meetings with outside groups at the request of the petitioner, or time spent correcting the petitioner’s petition. This list is not exhaustive of situations when additional time will be charged. Time will be charged at a “billable rate” as determined using the Board of Water and Soil Resources billable rate calculator.</p> <p>***Major Projects – All projects that require more than three hours of work related to the inspections of the Minnesota Handicapped Accessibility codes</p>	
<b>GIS DATA</b>	
GIS Services Requests (Custom maps, special data requests, or other data analysis services)	\$45.00 / hour (15-minute increments) No charge for less than 15 minutes.
Parcel Data	\$800.00/County Or \$ .10/per parcel
All other GIS Data	Free
Beacon subscription – 1 week	\$10.00 / user
Beacon subscription – 1 month	\$25.00 / user
Beacon subscription – 1 year	\$150.00 for 1-5 users \$200.00 for 6-10 users \$250.00 for 11+ users
<b>2009, 2013, 2016, 2020, 2023 AERIAL PHOTOS *FREE FOR GOVERNMENT ENTITIES</b>	
All County Sections – Per year	\$ 3,000.00
Neighborhood Resolution – per section	\$100.00
Community Resolution-per section	\$50.00
<b>PLUM CREEK PARK</b>	
<b>CAMPING FEES</b>	
Primitive – No Utilities	\$20.00
Overnight with Electricity	\$30.00
Seasonal with Full Hookups	1,700.00/Year
Camper Cabins	\$85.00
Shelter Reservation *new	\$40.00
<b>Reservation Cancellation fee (new 12/16/26)</b>	<b>\$10.00</b>
<b>Boat Rental</b>	

## REDWOOD COUNTY FEE SCHEDULE

Single Kayak/Paddleboard	\$10.00
Tandem Kayak	\$15.00
<b>Supplies</b>	
Firewood	\$5 / bundle
16 lb. Ice	\$8.00
5 lb. Ice	\$4.00
Ice Cream	\$.75 - \$3.00
½ lb. bag Coffee Beans	\$12.00
20 oz. Variety Pack Coffee Beans	\$14.00
<b>Other</b>	
Inconvenience Discount (manager discretion)	Up to 20%
Park Staff Additional Services (event set-up or cleanup beyond normal course of duties.	\$40.00 / hour (15-minute increments) No charge for less than 15 minutes.
<b>PLUM CREEK PARK CLOTHING/GEAR</b>	
T-Shirt	\$15.00
Hooded Sweatshirt	\$35.00
Zip-Up Sweatshirts	\$40.00
Hats	\$25.00
Decals	\$3.00
Can Koozies	\$3.00
Playing Cards	\$4.00
Box Matches	\$3.00
Blanket	\$20.00
<b>3X size and larger:</b>	
T-Shirt add \$3, Sweatshirt add \$5, Zip-Up add \$5	
<b>ALL DEPARTMENTS (UNLESS OTHERWISE NOTED)</b>	
All data is free to inspect. If printed copies are required, you will be charged according to Minnesota Statutes §13.03	<p>100 or less at \$.25/Copy page (letter or legal size in b/w only)</p> <p>101 Copies and over: cost of media, mailing, employee time to research and copy data.</p> <p>Employee time will be charged at \$25.00/hour with a \$25.00 minimum.</p>
<b>ATTORNEY – 507-637-4010</b>	
As per contracts in Attorney's Office	

# REDWOOD COUNTY FEE SCHEDULE

<b>VETERANS SERVICE OFFICE – (507) 637-4034</b>																
It is unlawful to charge a fee to Veterans																
<b>PROBATION – 507-637-4047</b>																
Misdemeanor Fee Per File: \$100.00 (Sent to Redwood County Auditor) Gross Misdemeanor Fee Per File: \$200.00 (Sent to Redwood County Auditor) Felony Fee Per File: \$300.00 (Sent to State of Minnesota)																
<b>Room Rental (If not County Business)</b>																
Non-Profit, Civic (Community Rm., any Conference or Board Room)	\$25.00 Plus After Hours if before 7am or after 8:30 pm M-F, or Weekends															
For-Profit, Civic (Community Rm., any Conference or Board Room)	\$50.00 Plus After Hours if before 7am or after 8:30 pm M-F, or Weekends															
After Hours	\$25.00/per hour															
<b>ADMINISTRATION- (507) 637-4016</b>																
Passport Administration Fee to Redwood County	\$35.00															
Copies	.25 per copy															
Passport Photo	\$10.00															
<b>ENVIRONMENTAL ASSESSMENTS</b>																
<ul style="list-style-type: none"> <li>• Agricultural/Residential properties (which may be comprised of multiple contiguous parcels that make up a single residence) shall be assessed a single \$68 fee.</li> <li>• City, County, State and Federal properties with a structure shall each be assessed a \$45 fee.</li> <li>• Cemeteries with a structure shall be assessed a \$31 fee.</li> <li>• Manufactured home parks shall be assessed a \$86 fee.</li> <li>• Individual manufactured and modular homes shall be assessed a \$68 fee.</li> <li>• Individual church properties with a structure shall each be assessed a \$68 fee.</li> <li>• Charitable Institutions (code 931) shall each be assessed a \$45 fee.</li> <li>• All other properties with a structure (including schools, apartments, nursing homes, HRA-owned properties, and hospitals) shall be assessed based on the market value of the property:</li> </ul> <table style="margin-left: 40px; margin-top: 10px;"> <thead> <tr> <th></th> <th style="text-align: center;"><b>Current</b></th> <th style="text-align: center;"><b>New</b></th> </tr> </thead> <tbody> <tr> <td>1 to 50,000</td> <td style="text-align: center;">\$86</td> <td style="text-align: center;">\$86</td> </tr> <tr> <td>50,001 to 150,000</td> <td style="text-align: center;">\$110</td> <td style="text-align: center;">\$120</td> </tr> <tr> <td>150,001 to 300,000</td> <td style="text-align: center;">\$151</td> <td style="text-align: center;">\$168</td> </tr> <tr> <td>300,001 to 500,000</td> <td style="text-align: center;">\$191</td> <td style="text-align: center;">\$235</td> </tr> </tbody> </table>			<b>Current</b>	<b>New</b>	1 to 50,000	\$86	\$86	50,001 to 150,000	\$110	\$120	150,001 to 300,000	\$151	\$168	300,001 to 500,000	\$191	\$235
	<b>Current</b>	<b>New</b>														
1 to 50,000	\$86	\$86														
50,001 to 150,000	\$110	\$120														
150,001 to 300,000	\$151	\$168														
300,001 to 500,000	\$191	\$235														

## REDWOOD COUNTY FEE SCHEDULE

500,001 to 750,000	\$261	\$329
750,001 to 1,000,000	\$343	\$461
1,000,001 to 1,500,000	\$454	\$645
1,500,001 to 3,000,000	\$599	\$903
3,000,001 to 5,000,000	\$791	\$1,264
5,000,001 to 99,999,999	\$791	\$1,770
<b>Solid Waste Haulers License</b>		\$50.00 per truck

<b>HIGHWAY – 507-637-600</b>	
DESCRIPTION:	Amount:
Overweight Permit:	
Single / Roundtrip	\$150
Annual 6 axle 90,000 lbs.	\$300
Annual 7 axle 97,000 lbs.	\$500
Building and Oversize Moving Permit > 1 mile	\$150
Access Permit Refundable Deposit:	
Municipal	\$500
Rural	\$1500
Rural Extra Wide	\$1500
Fuel Handling Charge per gallon	\$0.05
Handling fees are 10% of charge	
Mailbox w/support (installed)	\$200

<b>Cannabis Business County Fee Schedule (Maximums)</b>		
<p><i>A local unit of government may impose an initial retail registration fee of \$500 or up to half the amount of the applicable initial license fee under section 342.11, whichever is less.</i></p> <p><i>The local unit of government may also impose a renewal retail registration fee of \$1,000 or up to half the amount of the applicable renewal license fee under section 342.11, whichever is less.</i></p> <p><i>The first annual renewal fee shall be charged and collected with the initial registration fee.</i></p>		
License Type	Maximum County Registration Fee	Renewal Fee
Mezzobusiness	\$500	\$1000
Retailer	\$500	\$1000
Event Organizer	\$375	X
Lower-Potency Hemp Edible Retail	\$125	\$125
Medical Cannabis Combination Business	\$500	\$1000



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	1/6/26	<b>Originating Dept.:</b>	Administration
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Reimbursement Policy for 2026		
	<b>Presenter:</b>	Vicki Kletscher	
	<b>estimated time needed:</b>	5 mins	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Approve the 2026 Reimbursement Policies

**Background Information:**

The IRS increased the standard rate by 2.5 cents per mile for 2026. New mileage rate will be 72.5 beginning January 1, 2026.

Due to the continued increase in meal costs. It is recommended to increase the meal allowance to \$50.00 per day.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable  
 Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

[Empty box for Administrator Comments]

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

# REDWOOD COUNTY REIMBURSEMENT POLICIES FOR 2026

## MILEAGE REIMBURSEMENT

As of January 1, 2026, the mileage reimbursement rate will be set at the federal rate. 2026 mileage reimbursement will be paid at the rate of .725 cents per mile, with .625 cents per mile when a Redwood County employee chooses to use their personal vehicle for travel related to county business, UNLESS proper verification from the County Administrator's Office is made, indicating that a county car was requested, but not available or not the best choice for use. In these cases, the full mile reimbursement will be paid. **There will be no exceptions to this policy.**

## MEAL REIMBURSEMENT\*

The Meal Reimbursement Policy requires claims for meal reimbursements to be accepted only with an original itemized receipt from the establishment at the following maximum rates, allowing in-county reimbursement when job requirements dictate attendance at an official function, upon approval by the Department Head and/or County Board: Maximum of \$50.00 per day.

**Claims must not be made for, or include within, the cost of any alcoholic beverages, tips or delivery charges.**

Meal reimbursements shall be granted to County Commissioners, lay members who serve Redwood County on boards, committees, or commissions, when the expenses were incurred in performing the duties of their office or assignment, all upon presentation of properly itemized claims.

Meal purchases for all-day board planning sessions are an acceptable expenditure. Any other meal planning sessions must have prior authorization by the County Administrator. A claim form must be submitted and approved by the County Administrator. If authorization or approval is NOT submitted, the Employee will be responsible for the total cost of the meal.

Redwood County employees must submit the completed Redwood County Meal Reimbursement Policy Worksheet along with properly itemized claims for these meal reimbursement amounts when incurred as a result of attendance at conferences, training sessions, workshops, and special meetings approved by the Department Head.

Note: Credit card receipts document only the method of payment. **Itemized original receipts** are required in order to detail each expenditure. If an itemized receipt is not provided, the employee will be responsible to reimburse Redwood County at their own expense.

## OUT-OF-STATE TRAVEL

Requests for out-of-state travel and related expenses will be reviewed and approved by the County Board on a case-by-case basis if the expense to the county exceeds \$500.00. If the out-of-state travel and related expenses are under \$500, it will be reviewed and approved by the County Administrator.

A completed Out of State Travel Request Form must be submitted with any request. The Out of State Travel Form is available on the HR Connection.

## LODGING REIMBURSEMENT

Employees and elected officials are eligible for the reimbursement of the actual cost of single room rate for lodging required to conduct the business of the County. Every effort should be made to utilize reasonable priced accommodations and obtain governmental discounts. Itemized receipts are required, and

reimbursement will be made only for those expenses clearly identified as business related. Only charges for lodging should be charged at hotels/motels.

Employees attending a morning session requiring departure from home prior to 6:30 A.M. will be reimbursed for lodging if they choose to drive the previous day or evening. Staff members must obtain prior approval from the department head/unit supervisor for all sessions, travel and expenses.

### **OTHER EXPENSES**

Reimbursements for any other necessary, actual expenses incurred in performing the duties of the office or committee assignment, including registration fees, will be made upon presentation of properly itemized vouchers, including receipts.

### **PER DIEM**

A maximum per diem (per day) rate of \$75 shall be granted to Redwood County Commissioners for service on any board, committee or commission that has been approved by the full board; for special meetings of the County Board; for attendance at conferences and educational/training sessions; and for the performance of services as an individual Commissioner relating to the execution of the duties of the Office of County Commissioner. At the discretion of each Commissioner, a lesser per diem amount may be charged.

The per diem rate to be paid to lay members appointed to serve Redwood County on boards, committees or commissions is \$75.

### **REIMBURSEMENT DEADLINE**

Requests for reimbursements for expenses incurred by county employees and committee appointees in conducting business for Redwood County must be submitted **within 60 days** of the date on which the expenses occurred. Requests submitted after the 60-day period will not be paid unless the County Board grants special approval for the reimbursement.

**\*WHEN ARE MEALS TAXABLE?** When you travel and an overnight stay is NOT required then your meal reimbursement is taxable.

**\*WHEN ARE MEALS NON-TAXABLE?** When you travel and an overnight stay IS required then your meal is non-taxable.

*Adopted 1-6-26*



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	January 6, 2026	<b>Originating Dept.:</b>	Administration
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Presenter: Vicki K		
Set Minimum Salary of Elected Officials	<b>estimated time needed:</b>	5 min	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Adopt Resolution setting the minimum Salary for the Elected Official Offices of the Auditor-Treasurer, Attorney, Recorder and Sheriff.

**Background Information:**

At the January meeting prior to the first date on which applicants can file for the offices of Auditor-Treasurer, Attorney, Recorder and Sheriff, the Board of Commissioners shall set by resolution, the minimum salary to be paid for those offices for the term beginning in 2027. This resolution notifies potential candidates of the minimum salary to be paid and protects the county in the event a candidate is elected without the proper qualifications for the position.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

This resolution is adopted only in the year in which these elected official positions may file for office

Reviewed by Administrator:  Yes  No

**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***



## 2026 COMMITTEE APPOINTMENTS

Theis Wakefield Van Hee  
Salfer Groebner

Advocate-Connect- Educate  
(ACE) Ex-Officio:  
Joint Powers

Commissioner Theis, Salfer as alternate.  
Meets 4th Thursday of the month at 9am  
Center for Regional Development – Slayton, MN  
2024 Appropriation: \$41,648/yearly

Ag Society/Fair board:

Commissioner Van Hee & Salfer (alternate), Ex Officio.  
Meets 2<sup>nd</sup> Wed. of the month-Email invite sent  
Fairgrounds meeting room or various locations  
Contact is Jeff Potter 507-993-6491 potterosafarms@gmail.com  
Appropriation: \$41,000/yearly

Aquatic Invasive Species Committee

Commissioner Groebner  
Conservation Officer and At large reps VACANT  
Will meet quarterly at the most

Association of Minnesota Counties

All Five Commissioners, Administrator, Env. Director;  
Highway Engineer

(AMC Voting Delegates)

Meets for Annual Conference Dec. 6<sup>th</sup> – 9<sup>th</sup> 2026  
AMC Legislative Conference March 2026  
AMC Leadership Conference March 2026  
AMC Policy Committees September 2026  
Appropriation: \$16,315/yearly

AMC District VIII Meetings:

All five Commissioners. Department Heads' option at their  
Choice. Meets May 2026 & October 2026 as scheduled within  
8 County District.

AMC Policy Committees:

Environmental – Wakefield  
Transportation Subcommittee – Van Hee  
Health & Human Services – Salfer  
General Government – Groebner  
Indian Affairs Task Force – Groebner  
Public Safety – Theis  
(All Commissioners may attend at any time.)  
Attends the Feb., Sept., and December Conferences

Area II Minnesota River Basin  
Projects  
Joint Powers

Commissioner Wakefield; Groebner as alternate.  
Meetings 1<sup>st</sup> Thursday morning (9:00) monthly in Marshall,  
every other month in Redwood Falls jointly with RCRCA  
Contact: Kerry Netzke: Marshall Office, 507-537-6369.  
Appropriation: \$12,124

Audit Committee:

Board Chair, Administrator, Auditor-Treasurer  
Meets as needed

Board of Adjustment:  
(Noxious Weed Appeal Board)

John Rohlik Jr., Dan Tauer, DeVonna Zeug  
Meets as needed. No Term limits  
Contact: Director of Environmental Services: Nick Brozek  
Commissioner of District.

Budget/Finance Committee:

Commissioner **Theis** & **Wakefield**; County Administrator

Buildings Committee:

Commissioners **Groebner**  
Administrator; Department Heads; Maintenance

Business Subsidy & Tax  
Abatement Committee

Commissioners **Wakefield** (EDA) **Theis** (non-EDA);  
Alternate: Commissioner **Van Hee**  
Administrator; Attorney, Assessor, Auditor/Treasurer  
EDA Coordinator  
Meet as needed at a time that works for the majority

Communications Board  
(Emergency Communication Board)

Commissioner **Wakefield**; **Groebner** Alternate  
Emergency Communication Board  
Delegate: Jason Jacobson - Alternate: Jim Sandgren  
Regional User Committee:  
Meets every other month (4<sup>th</sup> Wed.) at 1pm in  
Basement of Lyon County Sheriff's Office.

County Ordinances:  
Title 1X Chap. 90 Animals:  
Dangerous Dog Ordinance  
Hearing Officer:

Planning & Zoning Administrator

Title X1 Chap. 112 Tobacco  
Hearing Panel:

Representative from SWHHS (5-18-21)

Cottonwood-Middle MN River  
One Watershed

Commissioner **Wakefield**; **Groebner** Alternate

County Emergency Services Committee:

Board Chair	Sheriff
Vice Chair	National Guard
Dispatch	Emergency Management Dir.
EMS (Ambulance)	Redwood County Fire Assn.
County Administrator	City Police Dept.
County Engineer	Red Cross
Environmental	

County Office Appointments:

Assessor	Jesse Jacobson	4 yr. term	ends = December 31, 2028
Highway Engineer	Nick Klisch	1 yr. term	ends = April 2026
Veteran Service Officer	Roger Zollner	4 yr. term	ends = March 2026
County Coroner	Dr. Kelly Mills	4 yr. term	ends = December 31, 2027

CPT (Counties Providing Technology)

Commissioner **Salfer**  
Alternate: Commissioner **Wakefield**  
Administrator

Cyber Security Committee:

Commissioner **Salfer**; Alternative Commissioner **Theis**; Sheriff Jacobson, A/T Price, County Attorney, Paul Parsons, Brian Schulte, Matthew Luitjens, Katelyn Torgerson, Mark Cook, Jennifer Kaase, Administrator

Dead Coon Lake Outlet

Commissioner **Groebner** and **Wakefield**

Drug Task Force:  
(Joint Powers)

Commissioner **Wakefield**; Alternate-Commissioner **Salfer**  
Meets 2<sup>nd</sup> Thursday every month at 9:30 a.m. Redwood County Law Enforcement Center

Extension Committee:  
(May serve two 3-year terms)

Commissioners **Van Hee** and **Theis**  
1<sup>st</sup> District: Nancy Frank (1<sup>st</sup> term) 2025, 2026, 2027  
2<sup>nd</sup> District: **VACANT**  
3<sup>rd</sup> District: Talana Mathiowetz (1<sup>st</sup> Term) 2025, 2026, 2027  
4<sup>th</sup> District: Lori O’Leary (2<sup>nd</sup> term) **ends December 2025**  
5<sup>th</sup> District: Lori Manee (1<sup>st</sup> term) 2025, 2026  
At-Large: **VACANT**  
Secretary Designate: Auditor-Treasurer Office  
Meets 3x/year – February, June & November at 4pm in Redwood Falls

Human Rights Officers:

County Administrator; County Attorney; County Sheriff Board Chair, Alternate Vice Chair.

Insurance & Benefits Committee:

Commissioner **Salfer**, Alternate **Groebner**; Administrator; AFSCME-Courthouse, Robin Kokesch, Denise Siegfried, LELS Licensed- Henry Borgstrom  
LELS Non-Licensed- Mark Cook  
Alternate- **VACANT**  
R & B: Matt Guetter & **VACANT**  
Non-Union Employees: Shelly Koenig, Lauren Steinhaus  
Management Team: Auditor-Treasurer  
Meets as needed

Judicial Ditch Committee:

Commissioners **Wakefield**; **Groebner**, **Theis**  
Commissioner in District involved  
Environmental Director, Auditor/Treasurer, Ditch Inspector, Administrator

Ditch Committee

**Wakefield**; **Groebner**; **Theis**  
Environmental Director, Auditor/Treasurer, Ditch Inspector Administrator

Explore Southwest MN

Commissioner: Wakefield  
Anne Johnson

Meets 2<sup>nd</sup> Tuesday every month at 2pm via Zoom or at the SW Regional Development Commission Office in Slayton

Law Library

Commissioner Van Hee  
County Attorney  
Judge Rohland

Lower Sioux Community Planning:

Commissioners Van Hee & Groebner;  
Administrator and EDA Coordinator  
Meets as needed

MN Rural Counties Caucus

Commissioner Salfer Alternate – Van Hee  
2<sup>nd</sup> Monday every month in Alexandria  
Contact: Anne Kilzer  
Appropriation: \$2,300/yearly

MN Transportation Alliance:

Commissioner Van Hee; Alternate: Groebner  
Highway Engineer  
Executive Director: Margaret Donahoe  
[Margaret@transportationalliance.com](mailto:Margaret@transportationalliance.com)

MN Valley Regional Rail Authority:  
(Joint Powers)

Commissioner Groebner Alternate Van Hee  
Meets 3<sup>rd</sup> Wednesdays at 9:30 a.m.  
Odd months – Sibley County Courthouse;  
Even months – Redwood County Government Center  
Contact: RADC 507-637-4084, McKenzie Fischer  
[Mvrraa19@gmail.com](mailto:Mvrraa19@gmail.com)

Opioid Settlement Committee

Commissioner: Wakefield

Personnel Sub-Committee:

Vice Chair and Chair  
Salfer and Wakefield  
Administrator; HR Director  
Meets as needed

Plum Creek Parks Committee

Commissioner Wakefield  
Environmental Director: Nick Brozek  
EDA Coordinator: Grady Holtberg  
Park Supervisor: Adam Kletscher  
City: Walnut Grove Mayor  
At Large: Merna Malmberg, Lon Walling, Crystal Knakmuhs,  
& Greg Hansen

Planning & Zoning Commission:

Commissioner Theis; Salfer as alternate;  
County Attorney; No term limits  
1<sup>st</sup> District: DeVonaa Zueg (3<sup>rd</sup> Term) 2027  
2<sup>nd</sup> District: Michael Scheffler 2027  
3<sup>rd</sup> District: Jonathan Tauer (1<sup>st</sup> Term) 2028  
4<sup>th</sup> District: Mike Kaufenberg (3<sup>rd</sup> Term): 2028  
5<sup>th</sup> District: Jeff Huseby (3<sup>rd</sup> term) 2027  
Soil and Water Representative: Rick Mauer 2026

Typically meets last Tuesday of the month at 1pm

Plum Creek Library Governing Board  
of Trustees: (Joint Powers)

Commissioner **Wakefield**; Alternate: **Salfer**  
Contact: Worthington Office, 507-376-5803.  
3<sup>rd</sup> Wednesday at 6:30 p.m. Jan, April, June, October and  
December; Meets 5x/year  
in Slayton – Murray County Court Bldg.  
Contact [rhudson@plumcreeklibrary.net](mailto:rhudson@plumcreeklibrary.net)  
Appropriation: \$109,323/yearly

Primewest

Commissioner **Van Hee** Alternate: **Wakefield**  
Meets: First Thursday every month  
Meets in Alexandria, MN 11:30 a.m. – 3:00 p.m.

Probation Community Committee:

Commissioner **Wakefield**

Redwood-Cottonwood Rivers Control  
Area (RCRCA): (Joint Powers)

Commissioner **Wakefield** ; **Groebner** as alternate.  
Meets 1<sup>st</sup> Thursday monthly in Marshall & every other month in  
Redwood Falls, 9:00 a.m. jointly with Area II  
Contact: 507-532-1325, Kerry Netzke  
Appropriation: \$29,790/yearly

One Watershed, One Plan

Redwood County Collaborative:  
(Joint Powers)

Commissioner **Salfer**; **Wakefield** as alternate  
Meets yearly

Redwood County EDA Committee:  
(May serve three 3-Year terms)

Commissioner **Wakefield** – 2024-2025-2026 (1st Term)  
Commissioner **VACANT**  
EDA Coordinator  
1<sup>st</sup> District: **VACANT**  
2<sup>nd</sup> District: Ed Cohrs (3rd Term): 2024-2025-2026  
3<sup>rd</sup> District: Shawn Guetter (1<sup>st</sup> Term): 2023-2024-2025  
4<sup>th</sup> District: Sarah Kuglin (3rd Term) 2024-2025-2026  
5<sup>th</sup> District: April Soupir (1<sup>st</sup> Term): 2025-2026-2027  
At Large: Christi Larson (1st Term): 2023-2024-2025  
At Large: Stacey Heiling (2<sup>nd</sup> Term): 2023-2024-2025  
2<sup>nd</sup> Wednesday every month at 9am at the  
Government Center with a zoom link.

Redwood County Historical Society

Commissioner **Groebner**; **Theis** as alternate.

Board and Friends of Gilfillan:

Commissioner **Groebner**  
Hist. Society meets 3<sup>rd</sup> Tuesday of the month in the evening.  
Friends of Gilfillan -meets 4<sup>th</sup> Thursday of the month March-  
November at Gilfillan  
Redwood Falls Library  
Appropriation: \$30,000/yearly

Redwood County Water Plan  
Advisory Board

Commissioner **Groebner** and **Wakefield**  
Contact: Nick Brozek (Soil and Water)  
Usually meets 2x/year

Redwood River One Watershed  
One Plan

Commissioner **Wakefield**  
Alternate: Commissioner **Groebner**

## Recycling Committees

<u>Lyon County Regional Landfill:</u>	Commissioner; <b>Groebner</b> ; <b>Theis</b> as alternate; RRRSWA Executive Director Meets in Marshall 1x/year
<u>Lyon County Regional Landfill:</u> (Annual Meeting)	All five Commissioners RRRSWA Executive Director
<u>Redwood/Renville Regional Solid Waste Joint Powers:</u>	Commissioner <b>Groebner</b> ; Commissioner <b>Theis</b> <b>Salfer</b> as alternate. Redwood County Representative: William Lightfoot At Large Member: <b>VACANT</b> Meets 2nd Tuesday at 1:00 p.m. at RRRSWA Building
<u>Rural MN Energy Board:</u> (Joint Powers)	Commissioner <b>Groebner</b> , Commissioner <b>Wakefield</b> ; as alternate. Meets 4 <sup>th</sup> Monday on odd months at 1pm– 2401 Broadway Avenue, Slayton, MN <a href="http://www.rmeb.org">www.rmeb.org</a> for meeting dates; Appropriation: \$3,000/yearly
<u>Solid Waste Subcommittee:</u>	Commissioners <b>Groebner</b> & <b>Theis</b> <b>Salfer</b> as alternate RRRSWA Executive Meets as needed
<u>Southwest EMS Board:</u>	Jeremy Krause (1 <sup>st</sup> term 2023, 2024, 2025) Alternate: Lewis Louwagie (1 <sup>st</sup> Term 2024, 2025, 2026) Contact: Ann Jensen <a href="mailto:director@sw-ems.org">director@sw-ems.org</a>
<u>Southwest Regional Solid Waste:</u> <u>Commission:</u> (Joint Powers)	Commissioner <b>Groebner</b> ; Alternate: <b>Wakefield</b> RRRSWA Executive Director: Jon Mitchell. Contact: SRDC Office, 507-836-1633 – Rosemary Bruce- White Qtly Meetings in the am at 2401 Broadway Ave., Slayton
<u>Redwood Soil &amp; Water Conservation District – Liaison Committee</u>	Commissioner <b>Groebner</b> & <b>Salfer</b> Soil & Water Board Members: Joe Plaetz, Jeff Potter Environmental Director County Administrator Meets: As needed
<u>Redwood Soil &amp; Water Conservation Board</u>	Commissioner: <b>Groebner</b> ; Alternate: <b>Salfer</b> Meets the 2 <sup>nd</sup> Wednesday of every month in the AM

<u>Safety Committee:</u>	Commissioner <b>Salfer</b> and <b>Theis</b> ; <b>Groebner</b> as alternate HR/Safety Coordinator: Shelly Koenig Payroll/HR Technician: Lauren Steinhaus R & B – Jamie Larsen; Luke Dellwo; Jeff Bommersbach as Alternate; Maintenance-Loren Gewerth, Kevin O’Keefe Sheriff – Henry Borgstrom; Aaron Clancy as alternate CH/Government Center-Jim Sandgren Meets 4x/year
<u>Southern MN Tourism Association:</u>	Chamber Director; Commissioner <b>Wakefield</b> Meetings in various sites quarterly Contact: Mankato Office, 507-389-2683. Anne Johnson, Chamber Director Appropriation: \$772.00/yearly
<u>SMAMHC (SW MN Adult Mental Health Consortium Executive Commission Board: (Joint Powers 18 Counties)</u>	Commissioner <b>Salfer</b> ; Alternate <b>Wakefield</b> Meets annually in October Consortium meets 3 <sup>rd</sup> Friday monthly. (attended by SWHHS) Marshall
<u>Southwest Health &amp; Human Services:</u>	Commissioners <b>Salfer</b> & <b>Wakefield</b> ( <b>Van Hee</b> as alternate) Public Health Lay-person: Maydra Maas Meets on the third Wednesday of the month at 9:00 a.m. at the Gov’t Center in Marshall.
<u>SW MN Private Industry Council Chief Elected Officials Board: (Joint Powers)</u>	Commissioner <b>Wakefield</b> ; <b>Salfer</b> as alternate. Meets Qtrly. at 2pm Contact: Marshall Office, 507-476-4060. Carrie Bendix cbendix@swmnpic.org Lyon County Government Center Appropriation: \$3,440/yearly
<u>SW Regional Development Commission: (Joint Powers)</u>	Commissioner <b>Van Hee</b> ; <b>Salfer</b> as alternate. 2 <sup>nd</sup> Thursday every month at 3:30pm. at SRDC Office in Slayton. Contact: Slayton Office, 2401 Broadway Ave. 1 Rhonda Wynia; <a href="mailto:rwynia@swrdc.org">rwynia@swrdc.org</a> (507) 836-8547
<u>State Community Health Service</u>	Commissioner: <b>Salfer</b>
<u>Advisory Board</u>	Representative for SWHHS Meets Quarterly in March, June, Sept. and December Contact is Carol Biren Salfer is the representative for SWHHS, and they pay his per diem

Supporting Hands Nurse Family  
Partnership

Commissioner; **Salfer**; **Wakefield** Alternate  
Meets Quarterly – Carol Biren – SWHHS  
Meeting Dates:  
Kandiyohi HHS Building, Willmar

United Community Action  
Board of Directors

Commissioner: **Van Hee**  
Meets 4<sup>th</sup> Thursday of the month at 5:30 p.m. in Redwood

United Community Action  
Partnership – Community Transit

Commissioner **Van Hee**  
Meets quarterly on third Tuesday at 3:30 p.m.  
164 East 2<sup>nd</sup> Street, Redwood Falls  
(February, May, August and November)  
Cathleen Amick (507) 637-2187

Western Mental Health Center  
Members of the Corporation:  
(Formerly Western Human Devel.)

Commissioners **Salfer**; Alternate **Van Hee**  
Lay member: Maydra Maas (appointed 4/2/2013)  
Board meets in Marshall at 1212 E. College Drive  
4<sup>th</sup> Monday every month, 3:30 p.m.  
507-337-4926, Sarah Ackerman sackerman@wmhcinc.org