

REDWOOD COUNTY, MINNESOTA

January 5, 2021

The Honorable Judge Patrick Rohland bestowed the Oath of Office at 8:15 a.m. to Commissioner-Elect Rick Wakefield and Commissioners Forkrud and Van Hee.

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

Present for all or portions of the meeting were Commissioners Jim Salfer, Rick Wakefield, Bob Van Hee, Dennis Groebner and Dave Forkrud. Also present were Administrator Vicki Knobloch; Auditor-Treasurer Jean Price; Highway Engineer Anthony Sellner; Planning and Zoning Supervisor Nick Brozek, Environmental Director Scott Wold; Human Resource Coordinator Peter Brown; Technology Coordinator Paul Parsons; Sheriff Randy Hanson; Economic Development Coordinator Briana Mumme; County Attorney Jenna Peterson; Judge Patrick Rohland; Lori Wakefield and Jodi Haen.

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

Price then called for nominations for the Office of Chair of the Board for 2021. Van Hee nominated Salfer. After calling for additional nominations three times, Forkrud seconded, and a unanimous vote was cast for Salfer as the Board Chair for 2021.

Chair Salfer then called for nominations for the 2021 Vice-Chair of the County Board. Van Hee nominated Groebner. After calling for additional nominations three times, Wakefield seconded and a unanimous vote was cast for Groebner as the Board Vice-Chair for 2021.

On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the January 5th meeting agenda.

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

CONSENT AGENDA

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the following:
 - December 15th minutes
 - Payment of bills as follows:

General Fund	\$ 68,180.89
Ditch Fund	\$ 83.54
Solid Waste Fund	\$ 146,911.55
Insurance Fund	\$ 608.38
Road and Bridge Fund	\$ 1,105.83
Debt Service Fund	\$ 487,542.50

- Bills exceeding \$2,000.00: Brown-Lyon-Redwood Drug Task Force \$57,666.74; US Bank \$146,707.50, \$487,542.50; Elan Corporate Payment Systems \$7,368.87.

BOARD CHAIR

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

ROAD AND BRIDGE

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve payment of bills in the amount of \$771.30.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to authorize the County Engineer to sign and pay permit fees as they apply to Redwood County Projects.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the Professional Services Agreement with Widseth, Smith & Nolting for Granite Rock Township Bridge L8769 not to exceed \$42,510.00.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Professional Services Agreement with American Engineering Testing for Pavement Rehab not to exceed \$36,100.00 pending County Attorney approval.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to declare two International snowplow trucks excess property and authorize the sale of the two trucks on MnBID.
- On motion by Groebner, second by Van Hee, in a roll-call vote with Groebner, Van Hee, Forkrud, Wakefield and Salfer all voting aye, the Board adopted the following resolution:

Resolution of Sponsorship from Sponsoring Agency

The following Resolution was offered by Commissioner Groebner and moved for adoption at a Regular Meeting held on January 5, 2021 at the Redwood County Government Center, Redwood Falls MN:

WHEREAS, the City of Morgan is a city with a population under 5,000; and

WHEREAS, the City of Morgan would like to submit a project for Local Road Improvement Program Funds; and

WHEREAS, the City of Morgan has requested Redwood County be the sponsoring agency;

NOW THEREFORE BE IT RESOLVED, that Redwood County, Minnesota agrees to act as sponsoring agency for a Local Road Improvement Program Project identified as Gallager Street and Lindsey Avenue Improvements Project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations;

BE IT FURTHER RESOLVED, that the Redwood County Highway Engineer is hereby authorized to act as agent on behalf of this applicant.

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the Cooperative Agreement with the City of Morgan for Local Road Improvement Program Funds.

PLANNING AND ZONING

- An application for a Solar Garden, Conditional Use Permit #10-20, filed by Scott Tempel, Novel Energy Solutions on behalf of Landowner, Paul Milbradt, on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: NW ¼ EX TR IN NW COR of Section 29, Twp. 114, Range 37, Swedes Forest Twp.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve CUP # 10-20 with (14) conditions as set forth by the Planning Commission.

TECHNOLOGY

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Morris Electronics Contract Renewal in the amount of \$14,400.00 pending amendments to the contract by the County Attorney.

PUBLIC HEARING

- At 10:00 a.m., the Board entered into a Public Hearing for the presentation of a Drone Policy.
- Knobloch presented the Affidavit of Publication. Present were Redwood County Commissioners Wakefield, Forkrud, Salfer, Van Hee and Groebner, Administrator Knobloch and Sheriff Randy Hanson.
- Hanson presented the proposed Drone Policy.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Drone Policy as presented.
- Chair Salfer closed the Public Hearing at 10:10 a.m.

Van Hee left the meeting at 10:10 a.m.

ECONOMIC DEVELOPMENT

- Mumme presented information on the Pandemic Business Loss Grant Program along with suggested guidelines for implementation of the program.
- Chair Salfer appointed Mumme, Knobloch, Groebner, Wakefield and Jake Jenniges to the Redwood County Pandemic Business Grant Committee.
- The final program guidelines will be presented to the Board of Commissioners for approval at the 1-19-21 board meeting.

REDWOOD COUNTY DITCH AUTHORITY

- At 10:39 a.m., the Board entered into County Ditch Authority.
- Present were Redwood County Commissioners Wakefield, Forkrud, Salfer, Van Hee and Groebner, Administrator Knobloch and Environmental Director Wold
- Chair Salfer appointed Commissioner Wakefield as Redwood County Ditch Authority Chair and Commissioner Groebner as Vice-Chair.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Rinke Noonan Retainer Agreement at \$200.00/month.
- Ditch Authority adjourned was adjourned at 10:43 a.m.

RECONVENED

- The Board convened into Regular Session at 10:43 a.m.

ENVIRONMENTAL

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the Schneider Corporation Professional Services Agreement to provide online GIS services for three years at \$13,548.00/year.

COUNTY ATTORNEY

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve \$100.00 payment to the Minnesota County Attorney’s Association Education Fund.

ADMINISTRATOR

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

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

DESIGNATION OF DEPOSITORIES

(for Deposit Accounts)

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

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

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

Account Holder: County of Redwood is the complete and correct name of the Account Holder.

I FURTHER CERTIFY that at a meeting of the Board of Commissioners of the County of Redwood, duly and regularly called and held on January 5, 2021, at which a quorum was present and voting, the following resolutions were adopted:

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

Jean Price
Authorized Signer Printed Name

Vicki Knobloch 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.

- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the 2021 Redwood County Reimbursement Policy.
- On motion by Wakefield, second by Forkrud, in a roll-call vote with Wakefield, Forkrud, Groebner, Salfer and Van Hee all voting aye, the Board adopted the following resolution:

Resolution to Use Website Advertisement for Transportation Project Bids

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

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

BE IT RESOLVED, The County of Redwood designates publication for transportation contracts on the County website, <https://redwoodcounty-mn.us/>, in place of or in addition to any other required form of publication. Each year after designating publication on the County website, the County of Redwood must publish in a qualified newspaper in the jurisdiction and on the website notice that the County will publish any advertisements for bids on its website.

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

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

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

RESOLVED, THAT THE Redwood Gazette, a legal newspaper printed and published in the City of Redwood Falls, Redwood County, Minnesota, be and the same is hereby designated by the Board of County Commissioners of said Redwood County, Minnesota as the newspaper in which the notice and list of real estate remaining delinquent on the first working day of January, 2021 shall be published.

RESOLVED FURTHER, THAT THE said Redwood County, Minnesota enter into a contract with the Redwood Gazette to print and publish as provided by law that said list of delinquent taxes at a compensation rate allowed by Section 331.08 of the Statutes of the State of Minnesota.

BE IT FURTHER RESOLVED, THAT THE Redwood Gazette be named the official newspaper of the County for the insertion of the annual financial statement and all printing of Commissioners' proceedings for 2021 and 2022 for legal printing rates as prescribed by State Law.

- On motion by Groebner, second by Van Hee, the Board voted unanimously to acknowledge Change Order #4 for Meier Electric for the Government Services Building Renovation Project.

Personnel

- On motion by Groebner, second by Wakefield, the Board voted unanimously to acknowledge the resignation/retirement of Jean Brezina from full-time Assessment Technician effective January 29, 2021.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to acknowledge the resignation of Brody Farmer from part-time Custody Officer effective December 28, 2020.
- On motion by Wakefield, second by Salfer, the Board voted unanimously to approve the transfer of Lisa Guggisberg from full-time License Center Supervisor to full-time Financial Accountant at Grade 11, Step 9 of the AFSCME Scale at \$26.57/hour effective January 11, 2021.

Van Hee returned at 11:03 a.m.

BOARD CHAIR

- The Board reviewed and Chair Salfer made necessary appointments and changes to the Committee Appointments for 2021.

ADJOURN

There being no further business, Chair Salfer declared the meeting adjourned at 11:59 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Knobloch-Kletscher
County Administrator