

REDWOOD COUNTY, MINNESOTA

August 3, 2021

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

Present for all or portions of the meeting were Commissioners Rick Wakefield, Bob Van Hee, Jim Salfer, Dave Forkrud and Denny Groebner. Also present were Administrator Vicki Knobloch-Kletscher; Environmental Director Scott Wold; Auditor/Treasurer Jean Price; Highway Engineer Anthony Sellner; Veteran Service Officer Dustin Hunter; Economic Development Coordinator Briana Mumme; Extension Summer Intern Emily Sheehan; Extension Coordinator Stacy Johnson; Recorder Joyce Anderson; Human Resource Coordinator Peter Brown

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

On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the revised August 3rd agenda.

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

CONSENT AGENDA

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

General Fund	\$ 84,500.74
Building Fund	\$ 459,035.44
Ditch Fund	\$ 123,181.25
Solid Waste Fund	\$ 130.24
Road and Bridge Fund	\$ 155.00
Insurance Fund	\$ 372.88
Soil and Water Fund	\$ 1,189.00

- Bills exceeding \$2,000: CPT \$3,892.00; Renville County \$28,687.50; Fleet Services \$10,541.02; Northern Safety Technology \$17,840.81; Chosen Valley Testing \$5,854.00; Contegrity Group \$28,223.21; G & R Controls \$13,086.25; Johnson Engineering Group \$2,245.25; Marshall Machine Shop \$99,503.00; Masters Plumbing \$50,920.00; Molin Concrete Products \$129,724.88; Patriot Erectors \$11,295.50; Summit Companies \$14,250.00; Sussner Construction \$9,997.17; Thompson Construction \$92,150.00; Country Enterprises \$2,403.73; Gordy Serbus \$3,116.50; Kerkhoff Brothers \$25,568.65; L & S Construction \$5,475.83; Maas Construction \$2,504.40; Parker & Sons \$11,578.20; Schmidt Construction \$41,556.00; TNT Construction \$27,411.85.

ROAD AND BRIDGE

- On motion by Groebner, second by Wakefield, the Board voted unanimously to pay bills in the amount of \$219,676.43.
- Bills exceeding \$2,000.00: American Engineering Testing \$14,688.90; Chosen Valley Testing \$3,800.00; Duininck, Inc. \$18,319.24; Farm-Rite Equipment \$2,598.48; Farmward Cooperative \$13,847.95; GWL Farms \$10,627.54; Keck Tree Service \$3,050.00; MN Dept. of Transportation \$6,807.03; North Central International \$2,826.93; Schmidt Construction \$24,285.50; Scotts Lawn Service \$3,260.00; Stonebrooke Engineering \$16,867.27; TBEI Inc. \$2,892.00; WSN \$45,145.72; Ziegler \$38,276.66.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to award the 2021-2022 LP fuel to Farmward at \$1.39 per gallon for 10,000 gallons.

All Bids Received:

Company	Bid Amount
Farmward	\$1.39/gallon
Meadowland	\$1.53/gallon

EXTENSION

- Emily Sheehan presented an overview of the summer 4-H activities in Redwood County.

VETERAN SERVICES

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

RESOLUTION OF REDWOOD COUNTY

BE IT RESOLVED by Redwood County that the County enter into the attached **Grant Agreement** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by **Redwood County** that **Jenna Peterson**, the **County Attorney**, and **Dustin Hunter** the **County Veteran Service Officer** be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

RECORDER

- Anderson presented the 2020 Recorder's Annual Compliance Report.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the Recorder's 2020 Annual Compliance Report.

AUDITOR/TREASURER

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

RESOLUTION 2021-05**A RESOLUTION TO EXPEND CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT FOR ELECTION JUDGE ONLINE TRAINING**

WHEREAS, Redwood County (“County”) received Federal Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan Act (“ARP”), to provide relief to the county impacted by the coronavirus disease 2019 (“COVID-19”);

WHEREAS, County Auditor/Treasurer, Jean Price has identified a necessary purchase of an online election judge training course, DS Solutions, Inc;

WHEREAS, the authority under the ARP Act allows this expenditure, per the Department of the U.S. Treasury Frequently Asked Questions (“FAQ”) dated July 19, 2021; under Section 2.1;

2.1 What types of COVID-19 response, mitigation, and prevention activities are eligible? A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

WHEREAS, the implementation of DS Solutions, Inc. will allow County Auditor/Treasurer and staff to safely provide required election judge training digitally, mitigating in person interactions where COVID-19 could be contracted;

WHEREAS, the initial course set-up was funded through the HAVA Election Security Grant at 80%, and the remaining 20% funded through the CARES Act Coronavirus Relief Fund in 2020. The remaining cost of implementation of the online election judge training for 2022-2024 will include a per judge training fee, four years of annual maintenance and alterations;

NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners is authorizing the purchase of the online election judge training course, enter into contract with DS Solutions, Inc., not to exceed \$7,650 and certifies that the funds appropriated from the ARP Act fund will be used only in a manner consistent with the Department of the U.S. Treasury guidance and incurred during the covered period.

- Board consensus to direct Price to obtain quotes from vendors for a paperless Accounts Payable software system to utilize the American Rescue Plan Funds.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the General Records Retention Schedule for County Auditors and Treasurers.
- Price presented the 2021 Tax Forfeited Properties Listing and explained the forfeiture process going forward. Commissioners were instructed to set the appraised value for parcels in their district for the upcoming public auction.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the Certificates of County Board's Classification of Tax Forfeited Lands as provided by MN Statute 282.01, Subdivision 1, paragraphs (g), (h), and (i) for each taxing districts forfeited parcels.
- On motion by Van Hee, second by Forkrud, in a roll-call vote with Van Hee, Forkrud, Groebner, Salfer and Wakefield all voting aye, the following resolution was adopted:

WHEREAS, the County Board of Commissioners of the County of Redwood, State of Minnesota desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes, and

WHEREAS, said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01, Subd. 1 paragraphs (g), (h), and (i).

NOW, THEREFORE, BE IT RESOLVED, that the Redwood County Board of Commissioners hereby certifies the Soil and Water Conservation District Manager in where the land is located has reviewed the attached land sale list to determine if DNR review is required according to the provisions of Minnesota Statutes 282.01, 282.018, 85.012, 85.013, 103F.535, 459.06, 92.461, and 282.011.

BE IT FURTHER RESOLVED, that the Redwood County Board of Commissioners hereby determines that no tax forfeited parcel requires the approval from the Minnesota Department of Natural Resources for the sale of said lands.

- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the Sales Order Agreement and Stand Alone EMS System Purchase Order with ElectionWare Software in the amount of \$10,370.00 with an annual maintenance support fee of \$4,375.00.

ADMINISTRATION

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the 2022 fiscal year Plum Creek Library funding in the amount of \$3,250.00.

- The Rural Minnesota Energy Joint Powers Agreement was tabled to the August 17, 2021 board meeting.
- Procurement Policy discussion was removed from the agenda for further research by County Attorney and Economic Development Department.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the Justice Center Furniture quote from WOLD in the amount of \$18,000.00.
- Board consensus to set a 2022 Budget work session for August 24, 2021 at 9:00 a.m.

Personnel

- On motion by Van Hee, second by Groebner, the Board voted unanimously to hire Jonathon Mertens as Full-time Custody Officer effective August 9, 2021 on the 2021 Custody Officer LELS Non-Licensed Officer Salary Schedule at Step 2 at \$20.32/hour due to experience.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to hire Susan Minkel as Full-Time Administrative Assistant in the Department of Corrections Probation Office at Grade 8, Step 5 at \$18.89/hour, due to experience, effective August 4, 2021.

ENVIRONMENTAL

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to award ProWest to set up and initialize ARC Enterprise in the amount of \$7,891.14 to be paid from the Buffer Implementation grant fund.

All Bids Received

Company	Bid Amount
Pro West	\$7,891.14
ESRI	\$15,000.00

REDWOOD COUNTY DITCH AUTHORITY

- At 10:22 a.m., the Board entered into County Drainage Authority. Present for the discussion from Redwood County were Commissioners Salfer, Groebner, Forkrud, Wakefield and Van Hee, Administrator Knobloch-Kletscher, Environmental Director Wold and Administrative Assistant Wersal.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the updates to the Redwood County Drainage Policy.
- On motion by Groebner, second by Salfer, the Board voted unanimously to approve a letter of support for JD 5-1 Nelson to be included in the Clean Water Fund Multi-purpose Drainage Management Grant Application.
- On motion by Groebner, second by Salfer, the Board voted unanimously to set a public hearing date of September 7, 2021 at 8:30 a.m. for the 2022 Ditch Levies.
- There being no further business, Chair Wakefield declared the Redwood County Drainage Authority adjourned at 10:34 a.m.

RECONVENED

- The Board reconvened into regular session at 10:34 a.m.

ECONOMIC DEVELOPMENT

- Mumme presented an overview of American Rescue Plan Act, Coronavirus Relief Funding expenditures and possible future expenditures that could be eligible.

RECESS

- The Board entered into Joint Ditch Authority with Yellow Medicine County at 10:53 a.m.
- The Board adjourned Joint Ditch Authority with Yellow Medicine County at 11:07 a.m.
- The Board entered into Joint Ditch Authority with Lyon County at 11:08 a.m.
- The Board adjourned Joint Ditch Authority with Lyon County at 11:12 a.m.

RECONVENED

- The Board reconvened into Regular Session at 11:12 a.m.

COMMISSIONERS REPORTS

- The Commissioners reported on meetings they attended:

Salfer: Western Mental Health; Nurse Family Partnership; Southwest Health and Human Services

Wakefield: Southwest Health and Human Services; JD 34 Redetermination of Benefits

Van Hee: Fair Board

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 11:31 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Knobloch-Kletscher
County Administrator