

REDWOOD COUNTY, MINNESOTA

JULY 20, 2021

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 Bob Van Hee, Dave Forkrud, Dennis Groebner, Rick Wakefield, Jim Salfer, and County Administrator Vicki Knobloch. Also present were Auditor/Treasurer Jean Price; County Attorney Jenna Peterson; Highway Engineer Anthony Sellner; Economic Development Coordinator Briana Mumme; Environmental Director Scott Wold; Jail Administrator Matt Luitjens; Sheriff Randy Hanson; Human Resource Coordinator Peter Brown; WOLD Architect John McNamara; Contegrity Group Larry Filippi; Bolten & Menk Bill Helget; Representatives from the City of Milroy John Christensen and Dean Duscher; Dan Holmberg and Ryan Holmberg.

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

Ryan Holmberg was present for Open Forum. Holmberg expressed his frustrations with the inability to upgrade the pump station and make improvements on JD #91 to avoid future flooding to farmland due to the slow responses from the DNR.

On motion by Groebner, second by Forkrud, the Board voted unanimously to approve the July 20<sup>th</sup> 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 Wakefield, the Board voted unanimously to approve the consent agenda, July 6<sup>th</sup> minutes.
  - Payment of bills as follows:

General Fund	\$ 73,201.64
Building Fund	\$ 10,040.08
Ditch Fund	\$ 23,170.21

- Bills exceeding \$2,000: ACE of SW MN \$8,049.25; Taft Stettinius & Hollister \$4,669.50; Morris Electronics \$3,574.01; G & R Controls \$7,354.25; Baycom Inc. \$11,436.00; Galls \$2,843.62; Northern Safety Technology \$4,952.68; Redwood County Highway Dept. \$4,321.44; Reliance Telephone \$2,000.00; Flying Buttress \$2,866.80; WOLD Architects \$10,040.08; Mark Behrends \$3,282.50; Kerkhoff Brothers \$16,826.65.

**RECESS**

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to enter into Joint Ditch Authority with Yellow Medicine County at 8:39 a.m.

**RECONVENE**

- The Board reconvened into Regular Session at 9:16 a.m.

**EMPLOYEE RECOGNITION**

- The Board recognized Michael Panitzke, Highway Department, for 20 years of service to Redwood County.

**SHERIFF**

- Hanson introduced the new Jail Administrator, Matt Luitjens.
- Hanson presented the June Jail Population and Quarterly Sentence to Serve Report.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the sale of the Sheriff's Office canine to Deputy Mike Campbell for \$1.00.
- On motion by Van Hee, second by Groebner, in a roll-call motion with Van Hee, Groebner, Forkrud, Wakefield and Salfer all voting aye, the Board adopted the following resolution:

**A RESOLUTION ACCEPTING THE DONATION OF A SET OF GOODYEAR EAGLE ENFORCER TIRES  
FROM  
REDWOOD COUNTY CORN AND SOYBEAN GROWERS BOARD**

**WHEREAS**, REDWOOD COUNTY CORN AND SOYBEAN GROWERS BOARD., wishes to donate a set of Goodyear Eagle Enforcer Tires to Redwood County Sheriff's Department and;

**WHEREAS**, the Sheriff's Department will utilize the donation of the Goodyear Eagle Enforcer Tires for the purpose of equipping a squad car; and

**WHEREAS**, the Board of Commissioners appreciates the generosity of Redwood County Corn and Soybean Growers Board in supporting the Redwood County Sheriff's Department;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Commissioners hereby approves the acceptance of a set up Goodyear Eagle Enforcer Tires from Redwood County Corn and Soybean Growers Board to Redwood County Sheriff's Department, on behalf of the County.

- On motion by Van Hee, second by Groebner, the Board voted unanimously to rescind the following motion of February 16, 2021: On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the purchase of a 2021 Chevy 2500HD Silverado from Marthaler Chevrolet in the amount of \$24,445.81 plus tax, title and registration fees with trade-in of a 2004 Ford F350 valued at \$10,000.00, Quote received from State Contract of \$34,490.06 due to unavailability.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the purchase of a 2022 Ford F250 from Ford Weelborg in the amount of \$25,989.00 plus tax, title and registration fees with trade-in of a 2004 Ford F350 valued at \$12,500.00.
- Board consensus to research the implementation of a portable recording system for the Sheriff's Office to be funded by the American Rescue Plan funds.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to set a public hearing for the implementation of a portable recording system for the Sheriff's Office on August 17, 2021 at 11:30 a.m.

**AUDITOR/TREASURER**

- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the following:
  - Cash Balance Report
  - Investment Summary
  - Budget Reports: General Fund; Road and Bridge Fund; Human Services Fund; Building Fund; Ditch Fund; Solid Waste Fund; Insurance Fund; Health Fund; Debt Service Fund; Soil and Water Conservation District Fund.
  - June 2021 Disbursements in the amount of \$11,219,209.14.

- Bills exceeding \$2,000: Preferred One \$15,149.74, \$5,451.16, \$26,615.57, \$9,639.78, \$8,917.98, \$8,917.09, \$8,054.99, \$30,109.72, \$13,220.50; Redwood Falls Public Utilities \$7,746.78, \$2,911.66; MN Commission of Finance \$454,997.87, \$5,311.00; Further \$8,016.74, \$2,094.41, \$8,016.74; BCBS of MN \$2,218.50; MN Department of Revenue \$44,785.00, \$2,516.00; Wells Fargo Advisors \$250,000.00; Redwood County License Center \$2,388.49; MN Energy Resources Corp. \$6,863.44; RRRSWA \$34,846.00, \$343,696.05; City of Clements \$34,595.87; City of Belview \$87,901.15; City of Delhi \$27,482.17; City of Lamberton \$480,766.00; City of Lucan \$67,400.11; City of Milroy \$103,600.26; City of Morgan \$233,328.56; City of Redwood Falls \$1,667,749.11; City of Revere \$33,278.63; City of Sanborn \$78,097.96; City of Seaforth \$26,672.73; City of Vesta \$94,811.34; City of Wabasso \$324,656.99; City of Walnut Grove \$168,701.62; City of Wanda \$28,187.08; SD #2190 \$7,942.37; SD #2754 \$201,784.21; SD #2884 \$93,877.94; SD #2897 \$600,948.92; SD #2898 \$100,252.67; SD #2904 \$25,622.80; SD #635 \$109,478.73; SD #640 \$295,975.79; SD #85 \$41,470.52; SWHHS \$1,583,514.35; Brookville Twp. \$44,591.08; Charlestown Twp. \$38,762.30; Delhi Twp. \$40,241.78; Gales Twp. \$30,201.58; Granite Rock Twp. \$40,529.00; Honner Twp. \$7,360.37; Johnsonville Twp. \$53,349.43; Kintire Twp. \$43,259.15; Lamberton Twp. \$48,818.85; Morgan Twp. \$64,993.82; New Avon Twp. \$50,321.16; North Hero Twp. \$41,942.90; Paxton Twp. \$49,874.11; Redwood Falls Twp. \$72,137.34; Sheridan Twp. \$46,291.69; Sherman Twp. \$39,709.85; Springdale Twp. \$46,404.90; Sundown Twp. \$49,912.38; Swede’s Forest Twp. \$30,326.50; Three Lakes Twp. \$40,902.87; Underwood Twp. \$51,912.59; Vail Twp. \$37,153.67; Vesta Twp. \$44,685.88; Waterbury Twp. \$40,227.32; Westline Twp. \$33,484.19; Willow Lake Twp. \$38,111.37; Sun Life Financial \$2,234.94, \$2,211.33; TNT Construction \$9,750.00; MN Valley Snowriders \$4,693.24; Delta Dental \$4,042.66; M & K Bridge Construction \$105,570.84, \$70,803.50; Schmidt Construction \$32,250.00; Ziegler Inc. \$98,505.00; Central Specialties \$1,298,947.03; Duinick Inc. \$124,687.50.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the Auditor-Treasurer’s Digitizing Policy.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to authorize the destruction of Auditor-Treasurer records pursuant to MS §138.17. Records destruction listing as follows:

General Schedule Name or Agency Schedule Number	Section of Schedule Where Record is Listed	Item No. as Listed on Schedule	<i>Record Title</i> (use same title as listed on schedule)	<i>Inclusive Dates</i>
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	FIN008		ROAD & BRIDGE WARRANTS- #10000-11355 ROAD & BRIDGE WARRANTS- #10000-11499 ROAD & BRIDGE WARRANTS- #10000-11408 ROAD & BRIDGE WARRANTS- #14081-15326 REVENUE WARRANTS- #1-2823 REVENUE WARRANTS- #1-2844 REVENUE WARRANTS- #1-2935 REVENUE WARRANTS- #2936-5000 PUBLIC HEALTH WARRANTS- #20000-21296 PAYROLL WARRANTS- #31368-31421 HUMAN SERVICE WARRANTS- #70000-72950 HUMAN SERVICE WARRANTS- #70000-72853 HUMAN SERVICE WARRANTS- #70000-72768 HUMAN SERVICE WARRANTS- #72769-75566 HUMAN SERVICE WARRANTS- #75567-78495 HUMAN SERVICE WARRANTS- #78496-81170 HUMAN SERVICE WARRANTS- #81171-83915 HUMAN SERVICE WARRANTS- #83935-86810 HUMAN SERVICE WARRANTS- #86485-89589 AUDITOR TREASURER CLAIM INVOICES AUDITOR TREASURER CLAIM INVOICES	2004 2005 2006 2007 2004 2005 2006 01-09/2007 2004 – 2007 2004 – 2007 2004 2005 2006 2007 2008 2009 2010 2011 2012 2007-2013 2016-2020 (DIGITIZED SO GETTING RID OF PAPER COPY)
	FIN004		PLUM CREEK PARK BANK STATEMENTS	1991-2013
	ELEC004		ELECTION CAMPAIGN FINANCIAL REPORTS	1990-2016
	FIN008		LOST CHECK AFFIDAVIT	1988-2012
	ELEC003		PHOTOCOPY OF CERTIFICATION OF ELECTION & OFFICIAL OATH	1996
	TAX013		OUTSTANDING INDEBTEDNESS REPORTS AND STATE ANNUAL DEBT REPORTS	1985-2013
	ELEC003		ELECTION BALLOT COUNT ORDER FORMS	1982, 1984, 1986, 1988, 1990, 1992, 1994, 1996, 1998, 2000, 2002, 2004, 2006, 2008, 2010

	TAX027		FORFEITED TAX DOCS	1949, 1962, 1966, 1969, 1971, 1974 1975, 1978, 1979, 1981, 1982, 1985, 1986, 1989, 1990, 1991, 1992, 1995, 1998, 2001, 2004, 2007
	ELEC003		RECOUNT TALLY SHEET	FEB 26, 1963
			COUNTY BLANKET BOND EXP. 1/1/1987	1987
	TAX004		MN DEPT OF EDUCATION LEVY LIMITATION AND CERTIFICATION	2002-2008
	TAX009		CITY/SCHOOL DEBT SERVICE BONDS	1977, 1989, 2004, 2006
	TAX021		TAX INCREMENT FILES	1999, 2005, 2006
	TAX001		ABATEMENTS	1981, 1982, 1983
			TAX ABATEMENTS	2002-2007
	TAX004		ANNUAL TAX LEVY- CITY, TOWNSHIPS & SCHOOLS	2002-2008
	MISC025		TOWNSHIP CERTIFICATE OF INSURANCE	2007-2020
			ELECTED OFFICIAL LISTINGS SCHOOL & CITY	2006-2019
			COUNTY BOARD OF AUDIT – CASH AUDIT	1977-2006
	MISC025		SURETY BONDS- PUBLIC OFFICIALS AND PUBLIC ENTITIES CONTRACTORS	1985-2006
	TAX026		DELINQUENT REAL ESTATE TAX LISTS & INFORMATION	1987-2013
	TAX019		1 YEAR SPECIAL ASSESSMENTS FOR CITIES & TOWNSHIPS	2002-2008
			SHERIFF'S FORCLOSURE SALE CERT & FORT DOCS BY DOC #	1980-2012
	TAX004		IMPROPERLY CLAIMED HOMESTEAD CERT FORM	2005-2013 2014-2021 (DIGITIZED GETTING RID OF PAPER COPY)

			SEVERED MINERAL TAX DISTRIBUTION	1993-2010
	TAX004		REDWOOD COUNTY TNT NOTICE STATEMENTS	2014, 2016, 2019
			COUNTY VALUATION CHANGES BY STATE COMMISSTION	1990-2008
			SUMMARY OF TAX COLLECTION	1966, 1967
	TAX026		DELINQUENT TAX LIST	2005 FOR 2006 PUBLISHING, 2006 FOR 2007 PUBLISHING, 2007 FOR 2008 PUBLISHING,
			GENERAL LEDGER REPORT	1993
			NAME, ADDRESS, DESCRIPTION LISTING	8/27/1996. 9/4/1996, 9/5/1996
	TAX004		TNT TAX CALCULATIONS	2007-2013
	FIN008		WARRANT REGISTER	1987-2007, 1999-2008, 2009-2013, 2017-2020 (DIGITIZED- GETTING RID OF PAPER COPY)
	TAX022		DAILY PROPERTY TAX PAYMENT CASH REGISTER RECEIPTS	2008
	FIN004		RECEIPT REGISTER	2003-2010
			CHECK REGISTER	1983-1986, 1993-2004
	FIN001		HUMAN SERVICES- PUBLIC HEALTH ACCOUNT ACTIVITY	2005-2006 (DIGITIZED- GETTING RID OF PAPER COPY)
	FIN005		TREASURER'S DAILY CASH	1935-1947, 1989-2005
	TAX004		SCHOOL LEVY & COLLECTION REGISTER	1987-2000

	FIN005		TREASURER'S MANUAL COLLECTION REGISTER	1989-2005
	FIN002		AUDIT INFORMATION	2001-2008
	FIN005		BUDGET REPORTS	1958-1986, 1965-1979, 1988-1997, 1998-2007,
	FIN005		TRIAL BALANCE REPORTS	1997-2007
	FIN001		ACCOUNT ACTIVITIES	1992-1999
	FIN008		RECEIPT JOURNAL	2011
	FIN008		DAILY BANK DEPOSIT LISTING	2010-2013
	FIN004		BANK STATEMENTS	2009-2013
	FIN008		CASH RECEIPTS	2008-2013, 2017-2020 (DIGITIZED SO GETTING RID OF PAPER COPY)
	FIN006		INVESTMENT RECORDS	2008-2011, 2008-2010, 2012
	FIN005		BUDGETS	2008-2010
	FIN005		PUBLIC DEFENDER BUDGET	1969, 1971, 1972, 1974- 1977, 1982
	MISC017		TOBACCO LICENSE	2000-2007
	FIN006		BANK COLLATERAL REPORTS	2008-2012
	TAX022		DAILY PROPERTY TAX PAYMENT CASH REGISTER RECEIPTS	2017 – 2020 (DIGITIZED SO GETTING RID OF PAPER COPY)
	TAX008		CHANGES TO TAXPAYER RECORDS	2009-2010, 2011, 2013
	TAX015		TAX ESCROW CHANGES, MOBILE HOME, SPLITS	2009, 2010, 2014

			MAIL RETURN LETTERS	2009
	TAX022		COUNTER POSTINGS DAILY TAX RECEIPTS	2009-2010
	TAX006		PROPERTY TAX STATEMENTS	2006-2009
	TAX016		PROPERTY TAX PAYMENT & DISTRIBUTION FILES SETTLEMENT- SETTLEMENT PAYMENTS TO TWP/CITIES & SCHOOL DISTRICTS	2001-2002, 2003-2004, 2005-2006, 2007-2008
	TAX016		DELINQUENT SETTLEMENT	2009-2013
			DELINQUENT SETTLEMENT- RE & MH	1999-2004, 2007-2008
	TAX016		UNPAID SETTLEMENT LISTINGS RE & MH	2000-2012
	TAX027		FORFEITED TAX SETTLEMENTS	1992, 1995, 1998, 2001, 2004-2007
	TAX016		MOBILE HOME SETTLEMENT	1999-2002, 2003-2006, 2008-2012
	TAX022		TAX SETTLEMENT	2000-2012
			LATE NOTICE LISTING	2007-2012
			ESCROW LISTING	2010
	FIN005		TRIAL BALANCE & TREASURER'S CASH TRIAL BALANCE REPORT	2008
			VENDOR LIST BY NAME	2011
			VENDOR LIST BY VENDOR NUMBER	2011
	FIN005		TRIAL BALANCE REPORT, REVENUE & EXPENDITURE REPORT, DISBURSEMENT REPORT	2009
	FIN005		TRIAL BALANCE REPORT, BUDGET, DISBURSEMENT REGISTER	2011
	FIN005		MONTHLY REVENUE & EXPENDITURE REPORT, DISBURSEMENT REGISTER	2010



	MISC001		<p>LEASE AGREEMENTS: PHNS- EXP 3/31/1991</p> <p>COUNTY NURSE @ REDWOOD HOSPITAL- EXP 10/31/1980</p> <p>106 AC LAND LEASE TO BRYAN HAGERT- EXP FALL 2011</p> <p>SCOTT KOHLER LEASE- 2007 SEASON- EXP FALL 2007</p> <p>SCOTT KOHLER LEASE 3/1/2004 – 2/28/2007</p> <p>SCOTT KOHLER MUSEUM LAND LEASE- 3/1/2001 – 2/28/2004</p> <p>SCOTT KOHLER MUSEUM LAND LEASE- 3/1/1998 – 2/28/2001</p> <p>17.5 ACRE LEASE TO RICK PETERSON- EXP 1/5/1998</p> <p>SCOTT KOHLER FARM LEASE- EXP 3/1/1995</p> <p>17.5 ACRE LEASE TO RICK PETERSON- EXP 3/1/1995</p> <p>SCOTT KOHLER LEASE- 3/1/1994 – 2/28/1995</p> <p>SCOTT KOHLER LEASE- 3/1/1993 – 2/28/1994</p> <p>SCOTT KOHLER LEASE- 3/1/1990 – 2/28/1993</p> <p>1976 NURS HOME FARM LEASE- EXP 9/1/1976</p> <p>KYLE HENTGES 17.5 ACRE W OF KLGR- 3 YR LEASE- EXP FALL 2011</p> <p>LANDFILL AG LAND THOMAS MORLEY LEASE 11/1/2003-10/31/2008</p> <p>LANDFILL AG LAND THOMAS MORLEY LEASE 11/1/2000-10/31/2003</p>	
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	MISC001		<p>LEASE AGREEMENT CONT:                  LANDFILL AG LAND THOMAS MORLEY LEASE                  11/1/1997-10/31/2000</p> <p>LANDFILL AG LAND THOMAS MORLEY LEASE                  11/1/1994-10/31/1997</p> <p>CURRY SANITATION SOLID WASTE                  RECYCLING COLLECTION- 11/1/2003-                  10/31/2006</p> <p>DAHL AND FALLS SUPER MARKET INC- EXP                  11/17/2009</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/2006-3/31/2009</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/2001-3/31/2006</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/1996-3/31/2001</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/1991-3/31/1996</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/1986-3/31/1991</p> <p>LEC LEASE W/CITY OF REDWOOD FALLS-                  4/1/1983-3/31/1986</p> <p>PROBATION LEASE- 2008-2009</p> <p>SOUTHWEST ABE- MARSHALL REGION-                  BASEMENT OF COURTHOUSE- EXP 3/11/2010</p> <p>LEASE/SUBLEASE LEC/CITY/FORMER UBS                  BLDG 9/1/2002-8/31/2003</p> <p>LEASE/SUBLEASE LEC/CITY/FORMER UBS                  BLDG 4/15/2000-4/14/2003</p>	
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	MISC001		LEASE AGREEMENTS CONT: KLGR TOWER LEASE 10/3/1967-5/29/1987  KLGR TOWER LEASE 5/30/1987-12/31/1997  KLGR TOWER LEASE 1/1/1998-12/31/2002  THREE EAGLES COMM-KLGR LEASE-1/1/2003-12/31/2005  THREE EAGLES COMM-KLGR LEASE-1/1/2006-12/31/2008  THREE EAGLES COMM-KLGR LEASE-1/1/2009-12/31/2011  PROBATION SPACE LEASE W/STATE ON MN-7/1/2002-6/30/2003  LEASE AGREEMENT W/WILLOW LAKE TWP-11/1/1984-10/31/1985  REDWOOD COUNTY HIGHWAY DEPT WANDA SHOP LEASE AGREEMENT- 11/1/1990-10/31/1991	
	TAX022		ASSESSOR'S MOBILE HOME ABSTRACT	2000-2011
	TAX022		TAX CALC TOTALS- RE & MH	2000- 2011
	TAX022		ASSESSOR'S ABSTRACT	2000- 2011
	TAX017		REDWOOD COUNTY TAX RATES/SCHOOL TAX	1891-1949
			BUDGET OF RESOURCES AND EXTIMATED EXPENSES FOR COUNTY EXTENSION WORK	1963-1993
			COST ALLOCATION BOOKS	1976-2006

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the 2020 Audit Presentation.

#### **CITY OF MILROY**

- Councilmember John Christensen and Milroy Maintenance Dean Duescher requested a monetary contribution from Redwood County for the reconstruction of the road in front of the Milroy County Highway Shop as it has been damaged by heavy equipment. Highway Engineer Sellner recommended City of Milroy submit an application for Local Road Improvement Program funds and offered assistance in the process.

#### **ROAD AND BRIDGE**

- On motion by Van Hee, second by Groebner, the Board voted unanimously to advertise for bids for CSAH 7 Bridge replacement.

- On motion by Groebner, second by Wakefield, the Board voted unanimously to award the 2021-2022 salt bid to BlackStrap, Inc. in the amount of \$81.49 per ton.

<b>Company</b>	<b>Bid Amount</b>
BlackStrap, Inc.	\$81.49 per ton
Central Salt	\$81.99 per ton
Nebraska Salt & Grain	\$107.90 per ton
Compass Minerals	\$95.96 per ton
Cargill Delcing Technology	\$92.96 per ton

## **ECONOMIC DEVELOPMENT**

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Blandin Foundation Grant Agreement in the amount of \$5,000.00.
- On motion by Van Hee, second by Groebner, in a roll-call vote with Van Hee, Groebner, Wakefield, Salfer and Forkrud all voting aye, the Board adopted the following resolution:

### **RESOLUTION 2021-01**

#### **A RESOLUTION TO ACCEPT CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (“COVID-19”) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs;

WHEREAS, county revenues, businesses and nonprofits in the county have faced economic impacts due to the Pandemic.

WHEREAS, on March 11, 2021 President Biden signed the \$1.9 trillion American Rescue Plan Act (“ARP”) which included an allocation of **\$65 billion in recovery funds for counties across the country**;

WHEREAS, on May 12, 2021 County Administrator, Vicki Knobloch-Kletscher certified with the Department of the U.S. Treasury for Redwood County’s (“County”) allocation of \$2,946,595 pursuant to the ARP (“Allocation”);

WHEREAS, the County will receive funds in tranches from the U.S. Treasury with 50% received on May 21, 2021 in the amount of \$1,473,297.50 and the balance delivered approximately 12 months later;

WHEREAS, the ARP fund objectives are to support urgent COVID-19 response efforts, replace lost public sector revenue, support immediate economic stabilization, and address systemic public health and economic challenges;

WHEREAS, the **Department of the U.S. Treasury** has adopted guidance regarding the use of ARP funds (as listed in the *Quick Reference Guide*), to include:

- Support public health response
- Replace public sector revenue loss
- Investments to improve water and sewer infrastructure
- Address negative economic impacts
- Offer premium pay for essential workers
- Investments in broadband infrastructure

WHEREAS, the County, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of the U.S. Treasury ARP guidance.

**NOW, THEREFORE, BE IT RESOLVED**, the County Board of Commissioners is authorizing the acceptance of the Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan in the amount of \$2,946,595 and certifies that the funds appropriated from the ARP Act fund will only be used in a manner consistent with the Department of the U.S. Treasury's guidance and incurred during the covered period. Additionally, County Administrator, County Staff and County Attorney are authorized to make recommendations to the County Board of Commissioners for future expenditures that may be reimbursed with ARP funds.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its adoption on July 20, 2021.

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

### **RESOLUTION 2021-02**

#### **A RESOLUTION TO EXPEND CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN ACT FOR ATTORNEY SOFTWARE**

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 Attorney, Jenna Peterson has identified a necessary purchase of a file management system, PROSECUTOR by Karpel, by Karpel Computer Systems Inc., doing business as Karpel Solutions;

WHEREAS, the authority under the ARP Act allows this expenditure, per the Department of the U.S. Treasury Frequently Asked Questions ("FAQ") dated June 24, 2021; under Section 2.19:

Would expenses to address a COVID-related backlog in court cases be an eligible use of funds as a response to the public health emergency? [6/23] The Interim Final Rule recognizes that "decrease[s to] a state or local government's ability to effectively administer services," such as cuts to public sector staffing levels, can constitute a negative economic impact of the pandemic. During the COVID-19 public health emergency, many courts were unable to operate safely during the pandemic and, as a result, now face significant backlogs. Court backlogs resulting from inability of courts to safely operate during the COVID-19 pandemic decreased the government's ability to administer services. Therefore, steps to reduce these backlogs, such as implementing COVID-19 safety measures to facilitate court operations, hiring additional court staff or attorneys to increase speed of case resolution, and other expenses to expedite case resolution are eligible uses.

WHEREAS, the implementation of PROSECUTOR by Karpel will allow County Attorney staff to safely work remotely by accessing court files uninterrupted, where this is not feasible utilizing the current system, Minnesota County Attorney Practice Systems;

**NOW, THEREFORE, BE IT RESOLVED**, the County Board of Commissioners is authorizing the purchase of a file management system PROSECUTOR by Karpel, enter into contract with Karpel Computer Systems Inc., doing business as, Karpel Solutions, not to exceed \$62,900 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.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its adoption on July 20, 2021.

- On motion by Forkrud, second by Groebner, the Board voted unanimously to utilize two videos produced by Flying Buttress for promotional purposes for Plum Creek Park and the Paddle Share at Plum Creek Park at no cost.

#### **ADMINISTRATOR**

- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Data Practices Policy.
- The Procurement Policy was tabled to the August 3, 2021 Board Meeting.

#### *Personnel*

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Virtual Care Services Agreement.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the transfer of Jennifer Hahn from full-time Middle MN Watershed Conservation Planner to full-time Conservation Specialist effective August 9, 2021 at Grade 12, Step 14 of the AFSCME Scale at \$32.94 per hour.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve the Drug Testing Contractor Agreement with Michelle Koenig.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve a Request for Proposals for the completion of a Compensation Study.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to acknowledge the resignation of Brenda Batzlaff from the Assessor's Office effective July 16, 2021.

#### **JUSTICE CENTER CONSTRUCTION**

- McNamara and Filippi updated the Board on the construction progress of the new Justice Center and the completion of the Government Services Building along with the construction budgets.

#### **COMMISSIONER REPORTS**

- The Commissioners reported on meetings they attended:

Salfer: Economic Development; Nurse Family Partnership

Wakefield: AMC District 8 Land Use Meeting; Chief Elected Officers Orientation Meeting

Forkrud: Redwood-Renville Regional Solid Waste Authority

Groebner: Redwood-Renville Regional Solid Waste Authority; Redwood County Soil and Water Conservation District

Van Hee: Southwest Regional Development Commission annual meeting; AMC Transportation Committee; Economic Development; Fair Board

**ADJOURN**

- There being no further business, Chair Salfer declared the meeting adjourned at 12:04 p.m.

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

\_\_\_\_\_  
Jim Salfer, Chair  
Board of County Commissioners