

AGENDA
REDWOOD COUNTY BOARD OF COMMISSIONERS

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

TUESDAY December 26, 2023

COMMISSIONERS ROOM, GOVERNMENT CENTER
REDWOOD FALLS, MINNESOTA

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.

- Call to Order; Pledge of Allegiance
- Open Forum
- Review and approve December 26 meeting agenda.
- Identification of Conflict of Interest
- Review and approve the Consent Agenda:
 - December 12th minutes
 - Bills

8:35 a.m.

- **Auditor-Treasurer**
Jean Price
 - 1) November 2023 Disbursements
 - 2) Redwood Area Community Center Rental Agreement

8:40 a.m.

- **TECHNOLOGY**
Paul Parsons
 - 1) LaserFiche Renewal
 - 2) Matrix NDI Software Support

8:45 a.m.

- **ENVIRONMENTAL**
Nick Brozek
 - 1) Low Income Septic Grant Qualifications
 - 2) Lamberton Township Streambank Stabilization
 - 3) Phase 1 Archaeological Survey Contract

8:55 a.m.

- **DITCH AUTHORITY**
Nick Brozek
 - 1) 2024 Ditch Levy- County Ditch 35C

9:00 a.m.

- **2024 Tobacco License Review- Lamberton C-Store**
Scott Walker

Agenda
Board of Commissioners
December 26, 2023

9:20 a.m.

➤ **SHERIFF**

Jason Jacobson

- 1) Resolution accepting Donation from Farmers Union Industries

9:25 a.m.

➤ **MAINTENANCE**

Loren Gewerth

- 1) 5 Year PMA with G & R Controls

9:30 a.m.

BREAK

9:40 a.m.

➤ **ROAD & BRIDGE**

Jeff Bommersbach

- 1) Bills
- 2) Resolution to approve Bridge Priority List
- 3) Advertise 2024 and 2025 projects
- 4) Purchase of R12i survey equipment

9:55 a.m.

➤ **ADMINISTRATION**

- 1) 2024 Liquor License Application- Lower Sioux Community dba Dacotah Ridge Golf Club
- 2) 2024 Tobacco License Application- Lower Sioux Community Dacotah Ridge Golf Club
- 3) 2024 Solid Waste Hauler Licenses
- 4) CPT Agreement
- 5) 2024 Elected Officials out of state Travel Policy
- 6) 2024 Reimbursement Policy
- 7) 2024 Board Meeting Dates

Personnel Action Items:

- 1) Resignation
- 2) 2024 Drug Court Contracts
- 3) MOU with LELS Unit #404- Licensed Officers
- 4) MOU with LELS Unit#114- Non-Licensed Officers
- 5) MOU with AFSCME Union- Sheriff Department Employees only
- 6) Revision to Personnel Policy

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.

POSTED 12-22-23

OFFICIAL NOTICES/ UPCOMING MEETINGS

December 26th – 8:30 a.m. – Redwood County Board Meeting– Redwood County Government Center,
Board Room

REDWOOD COUNTY, MINNESOTA

December 12, 2023

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

Present for all or portions of the meeting were Commissioners Dennis Groebner, Bob Van Hee, Jim Salfer, Dave Forkrud, Rick Wakefield. County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Auditor/Treasurer Jean Price, Human Resource Coordinator Peter Brown, Sheriff Jason Jacobson, County Engineer Anthony Sellner, Planning & Zoning Supervisor Jeanette Pidde, Maintenance Director Loren Gewerth, Ditch and Ag Inspector Brent Lang, Financial Accountant Lisa Guggisberg, License Center Supervisor Amy Serbus, Economic Development Coordinator Briana Mumme, Economic Development Board Members Christie Larson, Stacy Heiling, Summit Carbon Solutions Representatives Patrick McCarthy and Scott O’ Konek, City Administrator Keith Muetzel, SW MN Housing Partnership Jen Theneman, Bolton & Menk Principal Engineer Bill Helget and Senior Planner Mojra Hauenstein.

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

On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the December 12 agenda.

Chair Salfer asked the Board Members to identify any areas in 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 following:
 - November 21st Board Minutes.
 - November 28th Board Minutes
 - Payment of bills.

General Fund	\$ 112,803.98
Building Fund	\$ 23,878.95
Ditch Fund	\$ 185,690.03
Solid Waste Fund	\$ 23.33
Soil & Water	\$ 22,855.59
Debt Service Fund	\$ 296.40
R & B Fund	\$ 2,065.69
Insurance	\$ 813.92

○ **Bills exceeding \$2,000:**

Warrants Approved for Payment 12/15/2023.

<u>Vendor Name</u>	<u>Amount</u>
ELAN CORPORATE PAYMENT SYSTEMS	13,285.11
Final Total:	13,285.11

Warrants Approved On 12/12/2023 For Payment 12/15/2023.

<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCAR	10,637.42
ALPHA WIRELESS COMMUNICATIONS CO	3,213.86
AUTUMN RIDGE LANDSCAPING	2,029.05
BEACH TRANSPORT INC	119,460.63
BRIGHTER HOMES STORE	20,049.90
COUNTY OF NOBLES	6,200.00
FLEET SERVICES DIVISION-DEPT OF ADM	7,477.78
FORUM COMMUNICATIONS PRINTING	4,462.29
GALLS LLC	3,067.25
GREAT RIVER GREENING	4,474.05
HAGERT/BRYAN	17,559.48
HIGH ACRE LAW PLLC	2,170.00
KERKHOFF BROS INC	12,377.50
L & S CONSTRUCTION CORP	42,344.28
MAAS CONSTRUCTION CO	3,688.70
MAVERICK DRONE SYSTEMS	6,649.05
NORTHERN SAFETY TECHNOLOGY INC	11,263.28
NORTHLAND EROSION CONTROL	3,320.00
PARALLEL AG - MIDWEST LLC	21,721.03
SOUTHWEST SALES & SERVICE	5,855.43
66 Payments less than 2 0 0 0	27,121.80
Final Total:	335,142.78

EMPLOYEE RECOGNITION

- The Board recognized Lisa Guggisberg – Auditor Treasurer Office for 10 years of Service to Redwood County.

AUDITOR/TREASURER

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the Cash Balance Report, Investment Summary, Budget Reports, General Fund; Road and Bridge; Building; Human Services; Ditch; Health; Debt Service; Insurance; Solid Waste; Soil and Water and Conservation District Fund.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to authorize the Auditor-Treasurer to continue to make temporary transfers from the General Fund to the Ditch fund to cash flow and to continue to pay the General Fund back when the Ditch Fund has enough to make the transfer.
- On motion by Forkrud, second by Wakefield, in a roll call vote with Salfer, Forkrud, Van Hee, Groebner, 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 Wakefield, second by Forkrud, in a roll call vote with Salfer, Forkrud, Van Hee, Groebner, 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 on a monthly basis.

- On motion by Van Hee, second by Groebner, in a roll call vote with Salfer, Forkrud, Van Hee, Groebner, 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 2023, and the dollars used to commit will be used from current fund balance:

- Encumbrances for contracts entered into at year end
- RCEDA Revolving Loan - 2008
- Septic System Revolving Loan - 2017
- 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 2023 year and amounts budgeted for the 2024 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.

LICENSE DEPARTMENT

- Serbus updated the Board on the fees and transactions in the License Center.

ENVIRONMENTAL

- On motion by Groebner, second by Forkrud, the Board voted to Deny in a 4-1 vote with Van Hee voting nay, the applications for Rezoning 1-23r Eric & Heidi Linsmeier on behalf of O&E Properties, LLC.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the proposal of Kogel Archaeological Consulting Services to provide a phase 1 archeological survey, in connection with the Plum Creek Park improvement grant, for an amount not to exceed \$5,900.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to table the Service Agreement with Kogel Archaeological Consulting Services to December 26th.

SHERIFF

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the out of state travel request for Deputy Andrew Schroeder to attend 2024 1 Drug Evaluation and Classification Training School in Philadelphia, PA February 25-28th, funded by a grant through the Minnesota office of Traffic Safety & National Highway Traffic Safety Administration.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the 2024 contract with the City of Wabasso for law enforcement services from January 1, 2024, through December 31, 2024.
- The Board reviewed the November 2023 Jail Population.

MAINTENANCE

- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the 5-year Fire Inspection Service Agreement with Summit Fire Protection for an annual cost of \$8,340.00.

ROAD & BRIDGE

- On motion by Wakefield, second by Groebner, excluding the bill with Turbes Ag Sales in the amount of \$112.00, the Board voted unanimously to approve the road and bridge December bills in the amount of \$216,821.22.

Warrants Approved On 12/12/2023 For Payment 12/15/2023.

<u>Vendor Name</u>	<u>Amount</u>
BOLTON & MENK INC	10,872.00
DUININCK INC	26,376.47
JOHN DEERE FINANCIAL	3,008.10
KECK TREE SERVICE	11,650.00
MIDWEST LIFT WORKS LLC	6,608.05
RED ROCK QUARRY INC	63,065.53
REDWOOD BUILDING CENTER INC	2,272.57
REDWOOD COUNTY AUD-TREAS	61,787.72
REDWOOD TIRE SERVICE INC	5,258.00
UNIQUE PAVING MATERIALS	4,050.80
ZIEGLER INC	4,813.87
43 Payments less than 2 0 0 0	17,058.11
Final Total:	216,821.22

- On motion by Van Hee, second by Wakefield, with Groebner abstaining due to a conflict of interest, the Board voted to approve the bill from Turbes Ag Sales in the amount of \$112.00.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the final pay request on contract 22-10 SAP 064-613-017: CSAH 13 concrete pipe replacements to Midwest Contracting, LLC in the amount of \$8,603.47.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the final pay request on contract 23-2 SAP 064-599-125, SAP 064-599-130, & SAP 064-599-134: Township bridge replacements, approach grading, and aggregate surfacing to John Riley Construction, Inc in the amount of \$49,266.93.
- On motion by Groebner, second by Wakefield, in a roll call vote with Salfer, Forkrud, Van Hee, Groebner, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Redwood County believes that the existing speed limit on CSAH 24 is not appropriate under existing conditions; and

WHEREAS, Minnesota Statute 169.14, Subd. 5 requires Redwood County to request that the Commissioner of Transportation (Commissioner) authorize, upon the basis of an engineering and traffic investigation (speed study) the erection of appropriate signs designating a reasonable and safe speed limit; and

WHEREAS, Redwood County acknowledges that completion of a speed study could result in a decrease or an increase of the posted speed limit on CSAH 24; and

WHEREAS, Redwood County acknowledges that the requested limits of investigation on CSAH 24 could be revised by the Commissioner, based on observations made during the conducting of the speed study; and

WHEREAS, Redwood County agrees to accept the findings of the completed speed study, and implement any required signing changes; and

NOW, THEREFORE BE IT RESOLVED that Redwood County formally requests that the Commissioner complete a speed study on CSAH 24 from the intersection at State Highway 67 to the intersection at Redwood County Road State Aid Highway 1 to determine the reasonable and safe speed limit for the roadway.

- The Board reviewed the road & bridge budget summary.

SUMMIT CARBON SOLUTIONS

- Representatives from Summit Carbon Solutions updated the Board regarding Emergency preparedness on the pipeline projects.

ADMINISTRATION

- The 2024 Tobacco License applications from Farmer's Coop-Renville for the Wabasso C-Store is referred to the City of Wabasso as the proper authority to issue requested license.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to delay the 2024 Tobacco License Application for Famer's Cooperative - Renville Lamberton C-Store.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the 2024 Liquor License applications for Staples Enterprises Inc. dba Expressway, Sanborn.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the 2024 Tobacco License Applications for Staples Enterprises In, dba Expressway Sanborn, Erickson's Amoco Handi-Mart dba Erickson's Handi-Mart Lamberton, and Meadowland Farmers Coop Belview.

Commissioner Van Hee exited @ 10:12 a.m. & returned at 10:16 a.m.

- On motion by Forkrud, second by Groebner, the Board voted unanimously to adopt the revised Area II Minnesota River Basin Projects Joint Powers Agreement and authorize Commissioner Wakefield's signature as Redwood County's appointed delegate.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the revised Data Subject Requests Policy and the Public Data Requests Policy.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the Local Homeless Prevention Aid Agreement.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the FY24 Snowmobile Grant in aid Program for the FY 2024 Maintenance and Grooming Grants in the amount of \$92,027.48.

Personnel

- On motion Groebner, second by Van Hee, the Board voted unanimously to acknowledge the resignation of Allison Larsen, Part-Time Technical Clerk/Receptionist in the Extension Department effective December 4, 2023.

- On motion by Groebner, second by Wakefield, the Board voted unanimously to hire Cody Fish as a Full Time Deputy Sheriff for the Redwood County Sheriff’s Department and be placed on Deputy Sheriff I Grade/Step 1 at \$27.46 per hour, effective December 11, 2023.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to set the 2024 Health Insurance Rates with Blue Cross Blue Shield of MN.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to set the monthly County Cafeteria Contributions for 2024.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to set the COBRA health insurances premiums for 2024.

Commissioner Van Hee Left the meeting at 10:28 a.m.

ECONOMIC DEVELOPMENT

- On motion by Salfer, second by Groebner, with Wakefield and Forkrud voting nay, the motion failed for the Countywide Comprehensive Housing Study Proposal.

COMMISSIONERS

- Commissioners reviewed the Cannabis Ordinance and will have further discussion at the January 2, 2023, Board Meeting.
- Commissioners discussed the funding request for WRAP, Inc and responded with a letter denying the request.
- The commissioners reported on meetings they attended.

Salfer: AMC Annual Conference, Personnel Committee.

Forkrud: AMC Annual Conference, Planning & Zoning, Personnel Committee.

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 11:34 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator

COMMISSIONERS ABSTRACT:

December 26, 2023

	Meals Payable	Salaries Payable	Accounts Payable	Credit Card							
GENERAL FUND	\$81.69	\$1,295.00	\$801,027.61								
BUILDING FUND			\$22,253.80								
DITCH FUND		\$105.00	\$115,922.59								
SOLID WASTE FUND		\$135.00	\$77.29								
SOIL & WATER			\$37,263.88								
FORFEITED TAX SALE											
DEBT SERVICE FUND											
HEALTH FUND											
HUMAN SERVICES FUND											
R & B FUND											
STATE REVENUE											
INSURANCE			\$374.40								
TOTALS	\$81.69	\$1,535.00	\$976,919.57	\$0.00	MEALS PAYABLE 182-3						
					EMPLOYEE	# of	REVENUE	DITCH 15-611	SOLID WASTE 22-391	INSURANCE	
					Joyce Anderson	1	\$23.51				
					Aaron Clancy	1	\$22.70				
					BJ Labat	1	\$22.16				
					Jeanne Prescott	1	\$13.32				
SALARIES PAYABLE											
		REVENUE	DITCH	SOLID WASTE	date						
	(PERA YES)	187-0	15-611-182-0	22-391-188-0							
	(PERA NO)	187-3	15-611-190-3	22-391-188-3							
David Forkrud #120	Y N	\$ 210.00	\$ 35.00	\$ 50.00	11.7,11.14						
Dennis Groebner #118	Y N	\$ 140.00	\$ 35.00	\$ 85.00	11.7,11.14,11.27						
Robert VanHee #119	Y N	\$ 700.00									
Jim Salfer #117	Y N										
Rick Wakefiled	Y N	\$ 245.00	\$ 35.00		9.26						
					TOTALS		\$81.69	\$0.00	\$0.00	\$0.00	
Jean Price #316	ext 01-602 Y N										
TOTALS		\$ 1,295.00	\$ 105.00	\$ 135.00							

APPROVED AND ORDERED PAID BY ORDER OF THE BOARD OF REDWOOD COUNTY COMMISSIONERS ON THIS 26TH DAY OF DECEMBER 2023.

Chairperson
Board of County Commissioners

*** **Redwood County** ***



RACHELW
12/22/23 2:26PM

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

Page 1

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**

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
2	DEPT			COMMISSIONERS			
7	3402 ASSN OF MN COUNTIES						
	01-002-000-0000-6242		1,700.00	REG @ AMC CON - COMMISH 12/04/2023 12/06/2023	STMT	DUES & REGISTRATION FEES	N
	3402 ASSN OF MN COUNTIES		1,700.00	1 Transactions			
49	26510 FORKRUD/DAVID						
	01-002-000-0000-6331		146.72	2023 NOV - MILEAGE 11/07/2023 11/29/2023	STMT	MILEAGE	N
	26510 FORKRUD/DAVID		146.72	1 Transactions			
184	30548 GROEBNER/DENNIS						
	01-002-000-0000-6331		99.56	2023 NOV - MILEAGE 11/07/2023 11/28/2023	STMT	MILEAGE	N
	30548 GROEBNER/DENNIS		99.56	1 Transactions			
148	91122 VANHEE/ROBERT						
	01-002-000-0000-6242		60.00	REG @ TRANSPORTATION ALLIANCE 11/09/2023 11/09/2023	584506	DUES & REGISTRATION FEES	N
149	01-002-000-0000-6331		170.30	2023 OCT-NOV - MILEAGE 10/26/2023 11/21/2023	STMT	MILEAGE	N
150	01-002-000-0000-6331		150.65	2023 DEC - MILEAGE 12/03/2023 12/06/2023	STMT	MILEAGE	N
192	01-002-000-0000-6334		37.37	MEALS @ AMC CON 12/03/2023 12/06/2023	STMT	LODGING & EXPENSE	N
	91122 VANHEE/ROBERT		418.32	4 Transactions			
153	92280 WAKEFIELD/RICK						
	01-002-000-0000-6331		182.09	2023 SEP - MILEAGE 09/18/2023 09/29/2023	STMT	MILEAGE	Y
154	01-002-000-0000-6331		327.50	2023 OCT - MILEAGE 10/03/2023 10/26/2023	STMT	MILEAGE	Y
	92280 WAKEFIELD/RICK		509.59	2 Transactions			
2	DEPT Total:		2,874.19	COMMISSIONERS	5 Vendors	9 Transactions	
23	DEPT			LAW LIBRARY			
	93610 THOMSON REUTERS - WEST OR WEST						
142	01-023-000-0000-6899		696.40	2023 NOV - WEST INFO CHARGES	849362981	MISCELLANEOUS	N

*** **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
93610	THOMSON REUTERS - WEST OR WEST		696.40	11/01/2023 11/30/2023 1 Transactions			
23	DEPT Total:		696.40	LAW LIBRARY	1 Vendors	1 Transactions	
31	DEPT			COUNTY ADMINISTRATION			
13055	COLUMN SOFTWARE PBC						
21	01-031-000-0000-6230		177.29	11/21 BOARD MINUTES 11/21/2023 11/21/2023 1 Transactions	1F46724E-0020	PRINTING & PUBLISHING	N
13055	COLUMN SOFTWARE PBC		177.29				
23503	ESTEBO FRANK MUNSHOWER LTD						
47	01-031-000-0000-6266		60.00	2023 NOV - HLH 64JV2387 08/17/2023 08/23/2023	43822	COURT APPOINTED ATTORNEYS	Y
45	01-031-000-0000-6266		1,150.00	2023 NOV - BKN JV23133 11/07/2023 11/28/2023	43826	COURT APPOINTED ATTORNEYS	Y
46	01-031-000-0000-6266		394.30	2023 NOV - BJR JV23127 11/14/2023 11/21/2023	43847	COURT APPOINTED ATTORNEYS	Y
44	01-031-000-0000-6266		80.00	2023 NOV - JTVK JV23124 11/30/2023 11/30/2023 4 Transactions	43848	COURT APPOINTED ATTORNEYS	Y
23503	ESTEBO FRANK MUNSHOWER LTD		1,684.30				
48350	KRAMER LAW OFFICE						
87	01-031-000-0000-6266		1,110.00	2021 DEC-2022 JAN - LRK JV219 12/16/2021 01/06/2022	1551	COURT APPOINTED ATTORNEYS	Y
92	01-031-000-0000-6266		680.00	2023 JUN-SEP - KHB PR23415 06/23/2023 09/13/2023	2019	COURT APPOINTED ATTORNEYS	Y
94	01-031-000-0000-6266		270.00	2023 JUN-AUG - JLB JV2391 06/21/2023 08/18/2023	2021	COURT APPOINTED ATTORNEYS	Y
95	01-031-000-0000-6266		1,000.00	2022 AUG-2023 JUL - SNB JV2273 08/17/2022 07/25/2023	2025	COURT APPOINTED ATTORNEYS	Y
98	01-031-000-0000-6266		370.00	2023 FEB-MAY - LRB PR23113 02/14/2023 05/12/2023	2026	COURT APPOINTED ATTORNEYS	Y
79	01-031-000-0000-6266		250.00	2022 SEP-DEC - TEHC FA22318 09/13/2022 12/06/2022	2029	COURT APPOINTED ATTORNEYS	Y
84	01-031-000-0000-6266		650.00	2023 FEB-SEP - KAF PR23136 02/23/2023 09/01/2023	2031	COURT APPOINTED ATTORNEYS	Y
83	01-031-000-0000-6266		560.00	2023 JAN - SAG PR12358 01/06/2023 01/24/2023	2032	COURT APPOINTED ATTORNEYS	Y

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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
86	01-031-000-0000-6266		5,195.00	2023 MAR-JUL - PLI JV2339 03/22/2023 07/28/2023	2033	COURT APPOINTED ATTORNEYS	Y
91	01-031-000-0000-6266		390.00	2023 SEP-OCT - MLI JV23132 09/22/2023 10/10/2023	2034	COURT APPOINTED ATTORNEYS	Y
93	01-031-000-0000-6266		830.00	2022 AUG-2023 MAY - JB JV2172 08/06/2022 05/17/2023	2036	COURT APPOINTED ATTORNEYS	Y
96	01-031-000-0000-6266		80.00	2022 SEP - JMB PR21182 09/21/2022 09/26/2022	2037	COURT APPOINTED ATTORNEYS	Y
97	01-031-000-0000-6266		410.00	2022 SEP-2023 JAN - CRB JV2260 09/28/2022 01/31/2023	2038	COURT APPOINTED ATTORNEYS	Y
99	01-031-000-0000-6266		80.00	2022 OCT - NEB PR22130 10/05/2022 10/14/2022	2039	COURT APPOINTED ATTORNEYS	Y
100	01-031-000-0000-6266		610.00	2023 MAY-AUG - BEC PR23331 05/19/2023 08/29/2023	2049	COURT APPOINTED ATTORNEYS	Y
78	01-031-000-0000-6266		815.00	2022 NOV-2023 MAR-BEC PR22669 11/02/2022 03/08/2023	2050	COURT APPOINTED ATTORNEYS	Y
80	01-031-000-0000-6266		150.00	2022 MAY-2023 AUG - GOD JV2153 05/06/2022 08/29/2023	2051	COURT APPOINTED ATTORNEYS	Y
81	01-031-000-0000-6266		270.00	2022 SEP-2023 JUL-JRD PR22292 09/19/2022 07/05/2023	2052	COURT APPOINTED ATTORNEYS	Y
82	01-031-000-0000-6266		490.00	2023 SEP-OCT - RJD PR23667 09/21/2023 10/02/2023	2053	COURT APPOINTED ATTORNEYS	Y
85	01-031-000-0000-6266		1,000.00	2022 AUG-2023 JUL - PLI JV2259 08/11/2022 07/11/2023	2054	COURT APPOINTED ATTORNEYS	Y
88	01-031-000-0000-6266		410.00	2023 OCT - BCK JV23139 10/06/2023 10/11/2023	2055	COURT APPOINTED ATTORNEYS	Y
89	01-031-000-0000-6266		230.00	2022 DEC-2023 JAN - JL PR22737 12/28/2022 01/17/2023	2056	COURT APPOINTED ATTORNEYS	Y
90	01-031-000-0000-6266		320.00	2023 SEP-OCT - DLM JV 23124 09/25/2023 10/05/2023	2057	COURT APPOINTED ATTORNEYS	Y
67	01-031-000-0000-6266		1,400.00	2022 SEP-2023 SEP - DEM JV2218 09/10/2022 09/29/2023	2058	COURT APPOINTED ATTORNEYS	Y
68	01-031-000-0000-6266		50.00	2023 OCT - DEM JV23137 10/04/2023 10/04/2023	2059	COURT APPOINTED ATTORNEYS	Y
69	01-031-000-0000-6266		210.00	2023 SEP-OCT - PDN JV23133 09/28/2023 10/10/2023	2060	COURT APPOINTED ATTORNEYS	Y
70	01-031-000-0000-6266		2,130.00	2023 AUG-OCT - PDN JV23121 08/03/2023 10/10/2023	2061	COURT APPOINTED ATTORNEYS	Y
71	01-031-000-0000-6266		20.00	2023 MAR-APR - TO PR21398	2062	COURT APPOINTED ATTORNEYS	Y

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72	01-031-000-0000-6266		350.00	2022 OCT-2023 JUL - LP PR2228 03/29/2023 04/27/2023	2063	COURT APPOINTED ATTORNEYS	Y
73	01-031-000-0000-6266		730.00	2023 AUG-OCT - DJP PR23543 10/13/2022 07/31/2023	2064	COURT APPOINTED ATTORNEYS	Y
74	01-031-000-0000-6266		900.00	2022 MAY-SEP - KWPJ JV2252 08/10/2023 10/04/2023	2065	COURT APPOINTED ATTORNEYS	Y
75	01-031-000-0000-6266		645.00	2023 JUN - HRS PR23297 05/17/2022 09/13/2022	2066	COURT APPOINTED ATTORNEYS	Y
76	01-031-000-0000-6266		270.00	2022 SEP-OCT - ERS JV2262 06/02/2023 06/23/2023	2067	COURT APPOINTED ATTORNEYS	Y
77	01-031-000-0000-6266		1,140.00	2023 JUN-SEP - LAS JV23100 09/06/2022 10/18/2022	2068	COURT APPOINTED ATTORNEYS	Y
58	01-031-000-0000-6266		270.00	2023 APR-JUN - EES FA23166 06/29/2023 09/14/2023	2069	COURT APPOINTED ATTORNEYS	Y
59	01-031-000-0000-6266		420.00	2023 APR-AUG - SGT JV2354 04/11/2023 06/12/2023	2070	COURT APPOINTED ATTORNEYS	Y
60	01-031-000-0000-6266		1,100.00	2023 MAY-OCT - VRU JV2368 04/20/2023 08/09/2023	2071	COURT APPOINTED ATTORNEYS	Y
61	01-031-000-0000-6266		80.00	2022 DEC-2023 OCT - ZMV JV2154 05/17/2023 10/04/2023	2073	COURT APPOINTED ATTORNEYS	Y
62	01-031-000-0000-6266		200.00	2023 AUG-SEP - ARW PR23400 12/08/2022 10/02/2023	2074	COURT APPOINTED ATTORNEYS	Y
63	01-031-000-0000-6266		390.00	2022 OCT-2023 JAN - LDW JV2216 08/22/2023 09/29/2023	2075	COURT APPOINTED ATTORNEYS	Y
64	01-031-000-0000-6266		490.00	2023 JAN-APR - LDW JV232 10/05/2022 01/17/2023	2076	COURT APPOINTED ATTORNEYS	Y
65	01-031-000-0000-6266		910.00	2022 SEP-2023 MAR - LDW JV287 01/13/2023 04/04/2023	2077	COURT APPOINTED ATTORNEYS	Y
66	01-031-000-0000-6266		100.00	2022DEC-2023JUN - KGX PR20582 09/15/2022 03/31/2023	2078	COURT APPOINTED ATTORNEYS	Y
48350	KRAMER LAW OFFICE		27,975.00		43 Transactions		
55688	MARTIN LAW FIRM PLLC						
105	01-031-000-0000-6263		1,523.74	LEGAL SERVICES 11/03/2023 11/29/2023	1087-01	PERSONNEL & LABOR NEGOTIATIONS	Y
55688	MARTIN LAW FIRM PLLC		1,523.74		1 Transactions		
74883	QUARNSTROM & DOERING PA						

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116	01-031-000-0000-6266		419.78	2023 NOV - DTL JV2259 11/15/2023 11/30/2023	85645	COURT APPOINTED ATTORNEYS	Y
	74883 QUARNSTROM & DOERING PA		419.78	1 Transactions			
124	76200 REDWOOD COUNTY HIGHWAY DEPT 01-031-000-0000-6564		415.63	2023 NOV - FUEL 11/01/2023 11/30/2023	CO CARS	COUNTY VEHICLE EXPENSE	N
	76200 REDWOOD COUNTY HIGHWAY DEPT		415.63	1 Transactions			
126	77020 RICKY J'S CAR WASH 01-031-000-0000-6564		126.00	2023 NOV - CAR WASHES 11/21/2023 11/28/2023	60402	COUNTY VEHICLE EXPENSE	N
	77020 RICKY J'S CAR WASH		126.00	1 Transactions			
128	79197 RUNCHEY LOUWAGIE & WELLMAN PLLP 01-031-000-0000-6266		160.00	2023 NOV - TN JV2368 11/03/2023 11/17/2023	19771	COURT APPOINTED ATTORNEYS	Y
	79197 RUNCHEY LOUWAGIE & WELLMAN PLLP		160.00	1 Transactions			
31	DEPT Total:		32,481.74	COUNTY ADMINISTRATION	8 Vendors	53 Transactions	
41	DEPT			AUDITOR-TREASURER			
23	13235 COUNTIES PROVIDING TECHNOLOGY 01-041-000-2758-6401		120.00	2023 DEC - TAX WEB HOST 12/01/2023 12/31/2023	1787	OFFICE SUPPLIES	N
	13235 COUNTIES PROVIDING TECHNOLOGY		120.00	1 Transactions			
41	DEPT Total:		120.00	AUDITOR-TREASURER	1 Vendors	1 Transactions	
42	DEPT			ASSESSOR			
24	13235 COUNTIES PROVIDING TECHNOLOGY 01-042-000-2758-6401		354.00	2023 DEC - CAMA MONTHLY 12/01/2023 12/31/2023	1787	OFFICE SUPPLIES	N
	13235 COUNTIES PROVIDING TECHNOLOGY		354.00	1 Transactions			
103	55650 MARSHALL AND SWIFT 01-042-000-2758-6401		1,269.15	COST HANDBOOK, VALUATION SERV 12/18/2023 12/18/2023	86746	OFFICE SUPPLIES	N

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55650	MARSHALL AND SWIFT		1,269.15		1 Transactions		
85240	TAFT STETTINIUS & HOLLISTER LLP						
139	01-042-000-2839-6802		1,053.00	LEGAL FEES - WALMART 12/14/2023 12/14/2023	6205608	OTHER EXPENSES(TAX COURT)	Y
85240	TAFT STETTINIUS & HOLLISTER LLP		1,053.00		1 Transactions		
42	DEPT Total:		2,676.15	ASSESSOR	3 Vendors	3 Transactions	
61	DEPT			ADMINISTRATOR			
3402	ASSN OF MN COUNTIES						
8	01-061-000-0000-6242		800.00	REG @ AMC CON - PB, VK 12/04/2023 12/06/2023	STMT	DUES & REGISTRATION FEES	N
3402	ASSN OF MN COUNTIES		800.00		1 Transactions		
47850	KLETSCHER/VICKI						
57	01-061-000-0000-6331		49.95	MILEAGE @ DISTRICT 8 MTG 11/15/2023 11/15/2023		MILEAGE	N
47850	KLETSCHER/VICKI		49.95		1 Transactions		
61	DEPT Total:		849.95	ADMINISTRATOR	2 Vendors	2 Transactions	
63	DEPT			ELECTIONS			
30329	GOVERNMENT FORMS & SUPPLIES LLC						
51	01-063-000-0000-6899		2,801.66	PNP RECEIPTS, ENV, AB SUPPLIES 12/08/2023 12/08/2023	0344715	MISCELLANEOUS	N
30329	GOVERNMENT FORMS & SUPPLIES LLC		2,801.66		1 Transactions		
63	DEPT Total:		2,801.66	ELECTIONS	1 Vendors	1 Transactions	
64	DEPT			COMPUTER			
13235	COUNTIES PROVIDING TECHNOLOGY						
22	01-064-000-0000-6264		4,130.00	2023 DEC - DATA PROCESSING 12/01/2023 12/31/2023	1787	PROGRAMMING EXPENSES	N
13235	COUNTIES PROVIDING TECHNOLOGY		4,130.00		1 Transactions		
16090	DELL MARKETING LP						
48	01-064-000-0000-6611		3,360.00	LAPTOPS - AT	10719806376	CAPITAL OUTLAY (\$500-\$4,999)	Y

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
16090	DELL MARKETING LP		3,360.00	12/18/2023 12/18/2023	1 Transactions		
58700	MORRIS ELECTRONICS INC						
107	01-064-000-0000-6264		125.00	SHAWN LABOR - MAIL FLOW 12/11/2023 12/11/2023	5900	PROGRAMMING EXPENSES	N
58700	MORRIS ELECTRONICS INC		125.00	1 Transactions			
64	DEPT Total:		7,615.00	COMPUTER	3 Vendors	3 Transactions	
91	DEPT			ATTORNEY			
13314	COUNTY OF BLACK HAWK - SHERIFF						
25	01-091-000-0000-6271		37.05	SUBPOENA SERVICE 11/29/2023 11/29/2023	257663	SUBPOENA SERVICE	N
13314	COUNTY OF BLACK HAWK - SHERIFF		37.05	1 Transactions			
13315	COUNTY OF BLUE EARTH - SHERIFF						
26	01-091-000-0000-6271		65.00	SUBPOENA SERVICE 11/29/2023 11/29/2023	2023-1730	SUBPOENA SERVICE	N
13315	COUNTY OF BLUE EARTH - SHERIFF		65.00	1 Transactions			
13540	COUNTY OF GOODHUE - SHERIFF						
27	01-091-000-0000-6271		75.00	SUBPOENA SERVICE 12/07/2023 12/07/2023	2023-982	SUBPOENA SERVICE	N
13540	COUNTY OF GOODHUE - SHERIFF		75.00	1 Transactions			
13640	COUNTY OF HENNEPIN - SHERIFF						
181	01-091-000-0000-6404		16.00	FORFEITURE SERVICE 12/12/2023 12/12/2023	88879	FORFEITURE EXPENSES	N
13640	COUNTY OF HENNEPIN - SHERIFF		16.00	1 Transactions			
999999930	COUNTY OF JUNEAU						
28	01-091-000-0000-6404		15.00	FORFEITURE SERVICE 12/11/2023 12/11/2023	23-0945	FORFEITURE EXPENSES	N
999999930	COUNTY OF JUNEAU		15.00	1 Transactions			
13555	COUNTY OF KANDIYOHI - SHERIFF						
29	01-091-000-0000-6271		159.65	SUBPOENA SERVICE 12/06/2023 12/08/2023	9718.9715	SUBPOENA SERVICE	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13555	COUNTY OF KANDIYOHI - SHERIFF		159.65		1 Transactions		
30	13562 COUNTY OF LYON - SHERIFF 01-091-000-0000-6271		70.00	SUBPOENA SERVICE 12/05/2023	2023-5785 12/05/2023	SUBPOENA SERVICE	N
	13562 COUNTY OF LYON - SHERIFF		70.00		1 Transactions		
31	999999930 COUNTY OF PENNINGTON - SHERIFF 01-091-000-0000-6271		26.86	SUBPOENA SERVICE 11/30/2023	123-009888 11/30/2023	SUBPOENA SERVICE	N
	999999930 COUNTY OF PENNINGTON - SHERIFF		26.86		1 Transactions		
35	13800 COUNTY OF RENVILLE 01-091-000-0000-6404		30.00	FORFEITURE SERVICE 11/27/2023	3987.3988 11/27/2023	FORFEITURE EXPENSES	N
34	01-091-000-0000-6271		225.00	SUBPOENA SERVICE 12/11/2023	4002.4003.4008 12/14/2023	SUBPOENA SERVICE	N
	13800 COUNTY OF RENVILLE		255.00		2 Transactions		
39	13850 COUNTY OF SHERBURNE - SHERIFF 01-091-000-0000-6271		320.00	SUBPOENA SERVICE 12/06/2023	232480.232512 12/12/2023	SUBPOENA SERVICE	N
	13850 COUNTY OF SHERBURNE - SHERIFF		320.00		1 Transactions		
40	13911 COUNTY OF WATONWAN - SHERIFF 01-091-000-0000-6271		65.00	SUBPOENA SERVICE 12/05/2023	23121584 12/05/2023	SUBPOENA SERVICE	N
	13911 COUNTY OF WATONWAN - SHERIFF		65.00		1 Transactions		
41	13919 COUNTY OF YELLOW MEDICINE - SHERIFF 01-091-000-0000-6271		75.00	SUBPOENA SERVICE 12/06/2023	2981 12/06/2023	SUBPOENA SERVICE	N
	13919 COUNTY OF YELLOW MEDICINE - SHERIFF		75.00		1 Transactions		
135	82467 SMITH & JOHNSON 01-091-821-2718-6266		4,000.00	2023 DEC - REV REPLACE 6.1 12/01/2023	STMT 12/31/2023	ARPA: COURT APPOINTED ATTORNE	Y
	82467 SMITH & JOHNSON		4,000.00		1 Transactions		

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91	DEPT Total:		5,179.56	ATTORNEY		13 Vendors	14 Transactions
101	DEPT			RECORDER			
	2279 ANDERSON/JOYCE						
1	01-101-000-0000-6331		68.82	MILEAGE @ DISTRICT MEETING 11/16/2023 11/16/2023	STMT	MILEAGE	N
	2279 ANDERSON/JOYCE		68.82	1 Transactions			
101	DEPT Total:		68.82	RECORDER		1 Vendors	1 Transactions
118	DEPT			COURTHOUSE MAINTENANCE			
	76720 AUTO VALUE OF REDWOOD FALLS						
9	01-118-000-0000-6301		19.99	SKID WIPER BLADE 11/30/2023 11/30/2023	31247949	EQUIPMENT & BUILDING MAINTENAN	N
	76720 AUTO VALUE OF REDWOOD FALLS		19.99	1 Transactions			
	13037 COLE PAPERS INC						
20	01-118-000-0000-6410		989.21	SOAP, CLEANERS, PT 11/30/2023 11/30/2023	10374227	FLOOR & CLEANING SUPPLIES	N
	13037 COLE PAPERS INC		989.21	1 Transactions			
	19180 ECOLAB PEST ELIMINATION DIV						
205	01-118-000-0000-6251		301.94	PEST CONTROL - JC 12/15/2023 12/15/2023	4143951	UTILITIES - COURTHOUSE/JC	N
	19180 ECOLAB PEST ELIMINATION DIV		301.94	1 Transactions			
	20730 ECOWATER SYSTEMS OF REDWOOD FALL						
42	01-118-000-0000-6259		46.60	SOFTENER SALT - PH 10/13/2023 10/13/2023	113487	UTILITIES - HS & PHS	N
	20730 ECOWATER SYSTEMS OF REDWOOD FALL		46.60	1 Transactions			
	30323 GOPHER STATE ONE CALL						
50	01-118-000-0000-6251		2.70	2023 NOV - EMAIL LOCATES 11/30/2023 11/30/2023	3111373	UTILITIES - COURTHOUSE/JC	N
	30323 GOPHER STATE ONE CALL		2.70	1 Transactions			
	47700 KLABUNDE ELECTRIC INC						
55	01-118-000-0000-6301		772.64	GARAGE HEATER, GFC - GC	6803.6757	EQUIPMENT & BUILDING MAINTENAN	N

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47700	KLABUNDE ELECTRIC INC		772.64	11/10/2023 12/02/2023 1 Transactions			
76150	REDWOOD BUILDING CENTER INC						
117	01-118-000-0000-6301		13.58	GUIDE TOP PIVOT 12/01/2023 12/01/2023	2312-032714	EQUIPMENT & BUILDING MAINTENAN	N
118	01-118-000-0000-6301		67.03	CLEAR POLY 12/07/2023 12/07/2023	2312-032892	EQUIPMENT & BUILDING MAINTENAN	N
76150	REDWOOD BUILDING CENTER INC		80.61	2 Transactions			
76200	REDWOOD COUNTY HIGHWAY DEPT						
123	01-118-000-0000-6564		226.16	2023 NOV - FUEL 11/01/2023 11/30/2023	MAINT	COUNTY VEHICLE EXPENSE	N
76200	REDWOOD COUNTY HIGHWAY DEPT		226.16	1 Transactions			
79500	RUNNINGS FARM & FLEET						
132	01-118-000-0000-6301		509.26	TAPE KIT, POSTS, TSP, CABLE 11/08/2023 11/29/2023	33880	EQUIPMENT & BUILDING MAINTENAN	N
79500	RUNNINGS FARM & FLEET		509.26	1 Transactions			
83965	SUMMIT FIRE PROTECTION						
137	01-118-000-0000-6254		228.00	SPRINKLER INSPECTION - GC 11/27/2023 11/27/2023	150037384	UTILITIES - GOVERNMENT CENTER	N
136	01-118-000-0000-6251		238.00	SPRINKLER INSPECTION - JC 11/27/2023 11/27/2023	150037385	UTILITIES - COURTHOUSE/JC	N
206	01-118-000-0000-6259		460.00	DRY CHEM INSPECT - GSB 12/19/2023 12/19/2023	150038427	UTILITIES - HS & PHS	N
83965	SUMMIT FIRE PROTECTION		926.00	3 Transactions			
88134	TOTAL ENERGY SYSTEMS LLC						
146	01-118-000-0000-6301		1,065.00	EMERGENCY REPAIR 08/10/2023 08/10/2023	103585	EQUIPMENT & BUILDING MAINTENAN	N
145	01-118-000-0000-6301		4,648.97	EMERGENCY GENERATOR REPAIR GC 08/14/2023 08/14/2023	103749	EQUIPMENT & BUILDING MAINTENAN	N
88134	TOTAL ENERGY SYSTEMS LLC		5,713.97	2 Transactions			
90805	UPTOWN AUTO CARE INC						
147	01-118-000-0000-6301		302.20	SNOW BUCKET WELDING REPAIRS 12/08/2023 12/08/2023	16437	EQUIPMENT & BUILDING MAINTENAN	Y

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				Service Dates	Paid On Bhf #	On Behalf of Name	
90805	UPTOWN AUTO CARE INC		302.20		1 Transactions		
118	DEPT Total:		9,891.28	COURTHOUSE MAINTENANCE	12 Vendors	16 Transactions	
129	DEPT			VETERAN SERVICE OFFICER			
10058	CANON FINANCIAL SERVICES INC						
16	01-129-000-0000-6202		72.03	2023 DEC - COPIER LEASE	31751767	TELEPHONE/FAX EXPENSE	N
				12/01/2023 12/31/2023			
	10058 CANON FINANCIAL SERVICES INC		72.03		1 Transactions		
129	DEPT Total:		72.03	VETERAN SERVICE OFFICER	1 Vendors	1 Transactions	
149	DEPT			OTHER GENERAL GOVERNMENT			
12400	CITY OF MORGAN						
106	01-149-000-2847-6801		5,000.00	BLIGHT REMOVAL GRANT	86-386-0160	FORFEITED TAX PROPERTY APPROP	N
				12/12/2023 12/12/2023			
	12400 CITY OF MORGAN		5,000.00		1 Transactions		
149	DEPT Total:		5,000.00	OTHER GENERAL GOVERNMENT	1 Vendors	1 Transactions	
201	DEPT			SHERIFF			
1949	ALPHA WIRELESS COMMUNICATIONS CO						
197	01-201-000-0000-6302		235.00	BATTERY IMPRES LI-ION 200T	23367	POLICE EQUIPMENT MAINTENANCE	N
				12/20/2023 12/20/2023			
	1949 ALPHA WIRELESS COMMUNICATIONS CO		235.00		1 Transactions		
2907	ANDERSON/TAFT						
3	01-201-000-0000-6179		96.64	GAS MASK POUCH	STMT	CLOTHING ALLOWANCE	N
				12/07/2023 12/07/2023			
	2907 ANDERSON/TAFT		96.64		1 Transactions		
4822	AVERA MEDICAL GROUP						
10	01-201-000-0000-6365		286.00	PRE-EMPLOYMENT PHYS - CF	3	PRE-EMPLOYMENT/MEDICAL EXPENS	N
				11/30/2023 11/30/2023			
	4822 AVERA MEDICAL GROUP		286.00		1 Transactions		
7150	BILL/JOEL						
12	01-201-000-0000-6179		372.20	HAT, SHIRTS, COAT	STMT	CLOTHING ALLOWANCE	N

*** 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
7150	BILL/JOEL		372.20	11/15/2023 11/24/2023	1 Transactions		
13	7605 BORGSTROM/HENRY 01-201-000-0000-6179		107.44	AMMO 12/06/2023 12/06/2023	STMT 1 Transactions	CLOTHING ALLOWANCE	N
19	12667 CLANCY/AARON 01-201-000-0000-6179		800.00	SHIRTS, PANS, GLOVES, BOOTS 11/28/2023 11/28/2023	STMT 1 Transactions	CLOTHING ALLOWANCE	N
37	13800 COUNTY OF RENVILLE 01-201-000-0000-6354		31,461.61	2023 NOV - INMATE BOARDING 11/01/2023 11/30/2023	10700	BOARDING PRISONERS	N
38	01-201-000-0000-6355		6,651.49	2023 NOV - INMATE MEDICAL 11/01/2023 11/30/2023	10700	BOARDING PRISONER MEDICAL EXPI	N
	13800 COUNTY OF RENVILLE		38,113.10		2 Transactions		
43	22752 ESSER/ALEX 01-201-000-0000-6179		226.06	HOLSTER, AMMO, SLING MOUNTS 11/26/2023 11/26/2023	STMT 1 Transactions	CLOTHING ALLOWANCE	N
183	25810 FLEET SERVICES DIVISION-DEPT OF ADMI 01-201-000-0000-6343		7,351.16	2023 NOV - PATROL CAR LEASE 11/01/2023 11/30/2023	2024050033 1 Transactions	PATROL CAR LEASE	N
185	32001 H & L PRINTING SERVICE 01-201-000-0000-6401		15.00	CHRISTMAS STATIONERY 12/14/2023 12/14/2023	36744 1 Transactions	OFFICE SUPPLIES & EQUIPMENT MAI	Y
54	37127 IDENTISYS INCORPORATED 01-201-000-2772-6899		175.54	GUN PERMIT INK 12/07/2023 12/07/2023	647460	MISCELLANEOUS	N

*** **Redwood County** ***



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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
37127	IDENTISYS INCORPORATED		175.54		1 Transactions		
55685	MARTIN-MCALLISTER CONSULTING PSYCI						
104	01-201-000-0000-6365		625.00	PUBLIC SAFETY ASSMT - CF 11/30/2023 11/30/2023	15794	PRE-EMPLOYMENT/MEDICAL EXPEN	N
55685	MARTIN-MCALLISTER CONSULTING PSYCI		625.00		1 Transactions		
71900	PLUNKETT'S PEST CONTROL INC						
188	01-201-000-0000-6342		72.22	PEST CONTROL - IMPOUND 12/12/2023 12/12/2023	8351809	IMPOUND BUILDING EXPENSES	N
187	01-201-000-0000-6301		58.98	PEST CONTROL - LEC 12/12/2023 12/12/2023	8351812	EQUIPMENT & BUILDING MAINTENAN	N
71900	PLUNKETT'S PEST CONTROL INC		131.20		2 Transactions		
76200	REDWOOD COUNTY HIGHWAY DEPT						
119	01-201-000-0000-6343		3,925.86	2023 NOV - FUEL 11/01/2023 11/30/2023	SHERIFF	PATROL CAR LEASE	N
120	01-201-000-0000-6565		873.94	2023 NOV - FUEL 11/01/2023 11/30/2023	SHERIFF	PATROL CAR EXPENSES-OWNED	N
76200	REDWOOD COUNTY HIGHWAY DEPT		4,799.80		2 Transactions		
77020	RICKY J'S CAR WASH						
127	01-201-000-0000-6565		28.00	2023 NOV - CAR WASHES 11/15/2023 11/15/2023	60403	PATROL CAR EXPENSES-OWNED	N
77020	RICKY J'S CAR WASH		28.00		1 Transactions		
80594	SCHROEDER/ANDREW						
190	01-201-000-0000-6179		54.99	BOOTS 12/14/2023 12/14/2023	STMT	CLOTHING ALLOWANCE	N
80594	SCHROEDER/ANDREW		54.99		1 Transactions		
83302	SOUTHWEST SALES & SERVICE						
191	01-201-000-0000-6565		76.14	OIL CHANGE - 2020 TRAVERSE 12/12/2023 12/12/2023	19933	PATROL CAR EXPENSES-OWNED	N
83302	SOUTHWEST SALES & SERVICE		76.14		1 Transactions		
84150	SWARD-KEMP DRUG						
138	01-201-000-0000-6355		309.00	2023 NOV - INMATE MEDICAL 11/01/2023 11/30/2023	020368	BOARDING PRISONER MEDICAL EXPI	N

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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
84150	SWARD-KEMP DRUG		309.00		1 Transactions		
86590	THE MARKET AT REDWOOD LLC						
140	01-201-000-0000-6356		10,077.25	2023 NOV - INMATE MEALS 11/01/2023 11/30/2023	240427	BOARDING PRISONER MEAL EXPENS	N
86590	THE MARKET AT REDWOOD LLC		10,077.25		1 Transactions		
86697	THRIFTY WHITE PHARMACY						
143	01-201-000-0000-6355		110.84	INMATE MEDICAL - DA 11/30/2023 11/30/2023	306633	BOARDING PRISONER MEDICAL EXPI	N
86697	THRIFTY WHITE PHARMACY		110.84		1 Transactions		
92277	WAKEFIELD/LORI						
193	01-201-000-0000-6273		260.00	2 DAY BAILIFF 12/13/2023 12/14/2023	STMT	BAILIFFS AND SPECIAL EXPENSES	Y
151	01-201-000-0000-6273		260.00	2 DAY BALIFF 11/29/2023 11/30/2023	STMT	BAILIFFS AND SPECIAL EXPENSES	Y
92277	WAKEFIELD/LORI		520.00		2 Transactions		
92280	WAKEFIELD/RICK						
194	01-201-000-0000-6273		130.00	1 DAY BAILIFF 12/14/2023 12/14/2023	STMT	BAILIFFS AND SPECIAL EXPENSES	Y
152	01-201-000-0000-6273		260.00	2 DAY BALIFF 11/29/2023 11/30/2023	STMT	BAILIFFS AND SPECIAL EXPENSES	Y
92280	WAKEFIELD/RICK		390.00		2 Transactions		
99485	ZIMMERMANN/MITCH						
157	01-201-000-0000-6179		91.41	RAILMOUNT 11/21/2023 11/21/2023	STMT	CLOTHING ALLOWANCE	N
158	01-201-000-0000-6334		164.84	MEALS @ STORM TRAINING 09/24/2023 09/29/2023	STMT	LODGING & EXPENSE	N
99485	ZIMMERMANN/MITCH		256.25		2 Transactions		
201	DEPT Total:		65,156.61	SHERIFF	23 Vendors	29 Transactions	
212	DEPT			CORONER			
32	13725 COUNTY OF RAMSEY						
32	01-212-000-0000-6899		1,644.00	POSTMORTEM EXAM - ICR#23108031 11/01/2023 11/01/2023	MEDEX-035479	MISCELLANEOUS	N

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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
13725	COUNTY OF RAMSEY		1,644.00		1 Transactions		
33	13730 COUNTY OF RAMSEY - SHERIFF 01-212-000-0000-6899		270.00	SERVICE FEES 11/13/2023	20231441714418151 11/30/2023	MISCELLANEOUS	N
	13730 COUNTY OF RAMSEY - SHERIFF		270.00		1 Transactions		
212	DEPT Total:		1,914.00	CORONER	2 Vendors	2 Transactions	
249	DEPT			OTHER PUBLIC SAFETY			
2	2907 ANDERSON/TAFT 01-249-000-2872-6275		20.55	MEAL @ K9 TRAINING 11/16/2023	STMT 11/16/2023	LAW ENFORCEMENT DOG FUND	N
4	01-249-000-2872-6275		54.72	MEALS @ K9 TRAINING 11/27/2023	STMT 11/28/2023	LAW ENFORCEMENT DOG FUND	N
5	01-249-000-2872-6275		189.71	MEALS @ K9 TRAINING, DOG FOOD 11/21/2023	STMT 11/22/2023	LAW ENFORCEMENT DOG FUND	N
	2907 ANDERSON/TAFT		264.98		3 Transactions		
182	13640 COUNTY OF HENNEPIN - SHERIFF 01-249-000-2767-6802		64.00	FORFEITURE SERVICE 12/12/2023	88879 12/12/2023	OTHER EXPENSES-SHERIFF SEIZED	N
	13640 COUNTY OF HENNEPIN - SHERIFF		64.00		1 Transactions		
36	13800 COUNTY OF RENVILLE 01-249-000-2767-6802		120.00	FORFEITURE SERVICE 11/27/2023	3987.3988 11/27/2023	OTHER EXPENSES-SHERIFF SEIZED	N
	13800 COUNTY OF RENVILLE		120.00		1 Transactions		
129	79500 RUNNINGS FARM & FLEET 01-249-000-2872-6275		30.07	K9 TREATS 11/30/2023	33325 11/30/2023	LAW ENFORCEMENT DOG FUND	N
	79500 RUNNINGS FARM & FLEET		30.07		1 Transactions		
249	DEPT Total:		479.05	OTHER PUBLIC SAFETY	4 Vendors	6 Transactions	
255	DEPT			RESTORATIVE JUSTICE			
	86590 THE MARKET AT REDWOOD LLC						

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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
141	01-255-000-2863-6401		526.81	2023 NOV - FOOD FOR CIRCLE 11/01/2023 11/30/2023	240457	RESTORATIVE JUSTICE EXPENSES	N
	86590 THE MARKET AT REDWOOD LLC		526.81	1 Transactions			
255	DEPT Total:		526.81	RESTORATIVE JUSTICE	1 Vendors	1 Transactions	
270	DEPT			SENTENCE TO SERVE			
	76200 REDWOOD COUNTY HIGHWAY DEPT						
121	01-270-000-0000-6565		200.87	2023 NOV - FUEL 11/01/2023 11/30/2023	STS	TRAVEL/VEHICLE	N
	76200 REDWOOD COUNTY HIGHWAY DEPT		200.87	1 Transactions			
	79500 RUNNINGS FARM & FLEET						
130	01-270-000-0000-6401		40.53	BAR OIL, GRINDING STONES 11/30/2023 11/30/2023	33325	SUPPLIES & EQUIPMENT	N
	79500 RUNNINGS FARM & FLEET		40.53	1 Transactions			
270	DEPT Total:		241.40	SENTENCE TO SERVE	2 Vendors	2 Transactions	
281	DEPT			EMERGENCY MANAGEMENT			
	71900 PLUNKETT'S PEST CONTROL INC						
186	01-281-000-0000-6251		72.00	PEST CONTROL - EM 12/12/2023 12/12/2023	8351788	UTILITIES	N
	71900 PLUNKETT'S PEST CONTROL INC		72.00	1 Transactions			
	76200 REDWOOD COUNTY HIGHWAY DEPT						
122	01-281-000-0000-6564		72.38	2023 NOV - FUEL 11/01/2023 11/30/2023	EM	COUNTY VEHICLE EXPENSE	N
	76200 REDWOOD COUNTY HIGHWAY DEPT		72.38	1 Transactions			
281	DEPT Total:		144.38	EMERGENCY MANAGEMENT	2 Vendors	2 Transactions	
520	DEPT			PARKS			
	56300 MEADOWLAND FARMERS COOP						
108	01-520-000-0000-6301		518.95	LP SHOP HEAT, FIELDMASTER 12/08/2023 12/08/2023	3465	EQUIPMENT & BUILDING MAINTENAN	N
	56300 MEADOWLAND FARMERS COOP		518.95	1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
131	79500 RUNNINGS FARM & FLEET 01-520-000-0000-6301		19.85	BAR OIL, CAULK 12/11/2023 12/11/2023	33970	EQUIPMENT & BUILDING MAINTENAN	N
	79500 RUNNINGS FARM & FLEET		19.85	1 Transactions			
520	DEPT Total:		538.80	PARKS	2 Vendors	2 Transactions	
601	DEPT			AGRICULTURAL INSPECTION			
14	8555 BROZEK/NICHOLAS W 01-601-000-0000-6331		76.59	MILEAGE @ SEPTIC TRAINING 12/07/2023 12/08/2023	STMT	MILEAGE	N
15	01-601-000-0000-6334		35.00	MEALS @ SEPTIC TRAINING 12/07/2023 12/08/2023	STMT	LODGING & EXPENSE	N
	8555 BROZEK/NICHOLAS W		111.59	2 Transactions			
56	45705 KAUFENBERG/MICHAEL 01-601-000-0000-6282		52.62	11/28 PLANNING COMMISSION MTG 11/28/2023 11/28/2023	STMT	PLANNING/ZONING COMMITTEE EXPI	Y
	45705 KAUFENBERG/MICHAEL		52.62	1 Transactions			
102	55362 MADSEN/MARK W 01-601-000-0000-6282		72.93	11/28 PLANNING COMMISSION MTG 11/28/2023 11/28/2023	STMT	PLANNING/ZONING COMMITTEE EXPI	Y
	55362 MADSEN/MARK W		72.93	1 Transactions			
113	64868 ONE OFFICE SOLUTION 01-601-000-0000-6401		57.19	PENS, PLANNERS, CALENDARS 12/14/2023 12/14/2023	32539.32430	OFFICE SUPPLIES & EQUIPMENT MAI	N
	64868 ONE OFFICE SOLUTION		57.19	1 Transactions			
133	80512 SCHEFFLER/MICHAEL D 01-601-000-0000-6282		80.13	11/28 PLANNING COMMISSION MTG 11/28/2023 11/28/2023	STMT	PLANNING/ZONING COMMITTEE EXPI	Y
	80512 SCHEFFLER/MICHAEL D		80.13	1 Transactions			
134	80537 SCHNEIDER GEOSPATIAL LLC 01-601-000-2775-6242	E	1,116.00	PROPERTY TAX DOLLARS MODULE 01/01/2024 12/31/2024	1003565	DUES & REGISTRATION FEES	N

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Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
80537	SCHNEIDER GEOSPATIAL LLC				1,116.00			1 Transactions				
99100	ZEUG/DEVONNA											
156	01-601-000-0000-6282				87.99	11/28 PLANNING COMMISSION MTG	11/28/2023 11/28/2023	STMT		PLANNING/ZONING COMMITTEE EXPI	Y	
99100	ZEUG/DEVONNA				87.99			1 Transactions				
601	DEPT Total:				1,578.45	AGRICULTURAL INSPECTION		7 Vendors		8 Transactions		
602	DEPT					EXTENSION						
76778	REGENTS OF THE UNIVERSITY OF MINNES											
125	01-602-000-0000-6275				19,670.25	2023 OCT-DEC - MOA BILLING	10/01/2023 12/31/2023	0300033509		CONTRACTED SALARIES	N	
76778	REGENTS OF THE UNIVERSITY OF MINNES				19,670.25			1 Transactions				
602	DEPT Total:				19,670.25	EXTENSION		1 Vendors		1 Transactions		
620	DEPT					SOIL AND WATER CONSERVATION DISTI						
9680	BAUER/BEN											
11	01-620-000-0000-6401				189.99	BOOTS	11/27/2023 11/27/2023	STMT		OFFICE SUPPLIES & EQUIP MNTCE	N	
9680	BAUER/BEN				189.99			1 Transactions				
10086	CARTER/EDWARD											
18	01-620-000-0000-6899				892.13	10/05-12/14 S&W MEETINGS	10/05/2023 12/14/2023	STMT		SUPERVISOR EXPENSES	Y	
10086	CARTER/EDWARD				892.13			1 Transactions				
30480	GREAT AMERICAN FINANCIAL SERVICES											
52	01-620-000-0000-6401				133.57	11/16-12/15 COPIER LEASE	11/16/2023 12/15/2023	35518768		OFFICE SUPPLIES & EQUIP MNTCE	N	
30480	GREAT AMERICAN FINANCIAL SERVICES				133.57			1 Transactions				
32001	H & L PRINTING SERVICE											
53	01-620-000-0000-6401				180.00	ENVELOPES	12/11/2023 12/11/2023	36730		OFFICE SUPPLIES & EQUIP MNTCE	Y	
32001	H & L PRINTING SERVICE				180.00			1 Transactions				

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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
112	64521 OLSON CHEVROLET 01-620-000-0000-6564		61.84	2018 CHEVY TAHOE - OIL CHANGE 12/06/2023 12/06/2023	75011	VEHICLE EXPENSES	N
	64521 OLSON CHEVROLET		61.84	1 Transactions			
114	71404 PLAETZ/JOSEPH 01-620-000-0000-6899		157.75	12/14 S&W MEETING 12/14/2023 12/14/2023	STMT	SUPERVISOR EXPENSES	Y
	71404 PLAETZ/JOSEPH		157.75	1 Transactions			
115	72383 POTTER/JEFFERY J 01-620-000-0000-6899		481.74	12/14 S&W MEETING & CON 12/14/2023 12/14/2023	STMT	SUPERVISOR EXPENSES	Y
	72383 POTTER/JEFFERY J		481.74	1 Transactions			
144	87123 TIMM/BRIAN 01-620-000-0000-6899		153.82	12/14 S&W MEETING 12/14/2023 12/14/2023	STMT	SUPERVISOR EXPENSES	Y
	87123 TIMM/BRIAN		153.82	1 Transactions			
155	48203 WEELBORG FORD INC 01-620-000-0000-6564		262.65	2021 FORD F150 - OIL, BRACKET 12/19/2023 12/19/2023	351942	VEHICLE EXPENSES	N
	48203 WEELBORG FORD INC		262.65	1 Transactions			
620	DEPT Total:		2,513.49	SOIL AND WATER CONSERVATION DIST	9 Vendors	9 Transactions	
704	DEPT			OTHER ECONOMIC DEVELOPMENT			
6	3777 ARVIG 01-704-821-2718-6802		637,690.50	FIBER BROADBAND CONSTR PROJECT 12/04/2023 12/04/2023	339522	ARPA: BROADBAND	N
	3777 ARVIG		637,690.50	1 Transactions			
101	50882 LARSON/CHRISTIE 01-704-000-0000-6282		50.00	11/08 EDA MEETING 11/08/2023 11/08/2023	STMT	EDA BOARD EXPENSE (PER DIEMS)	Y
	50882 LARSON/CHRISTIE		50.00	1 Transactions			
	58917 MUMME/BRIANA						

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12/22/23 2:26PM

*** **Redwood County** ***



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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
109	01-704-000-0000-6331		55.50	MILEAGE @ STATE OF MANUFACTURE 11/14/2023 11/14/2023	STMT	EDA MILEAGE	N
110	01-704-000-0000-6331		114.33	MILEAGE @ MAPCED 4TH QTR MTG 12/05/2023 12/05/2023	STMT	EDA MILEAGE	N
111	01-704-000-0000-6334		27.26	PARKING @ MAPCED 4TH QTR MTG 12/05/2023 12/05/2023	STMT	EDA LODGING & EXPENSE	N
58917	MUMME/BRIANA		197.09		3 Transactions		
704	DEPT Total:		637,937.59	OTHER ECONOMIC DEVELOPMENT	3 Vendors	5 Transactions	
1	Fund Total:		801,027.61	GENERAL		173 Transactions	

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10 BUILDING FUND

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
119	DEPT			BUILDINGS AND PLANT			
1949	ALPHA WIRELESS COMMUNICATIONS CO						
204	10-119-000-2720-6619		21,616.30	TUNNEL COMMUNICATIONS 12/20/2023 12/20/2023	23446	ADDITION: JUSTICE CENTER	N
	1949 ALPHA WIRELESS COMMUNICATIONS CO		21,616.30	1 Transactions			
76525	REDWOOD FALLS NURSERY INC						
159	10-119-000-0000-6899		637.50	MULCH - LEC 12/18/2023 12/18/2023	STMT	MISCELLANEOUS	N
	76525 REDWOOD FALLS NURSERY INC		637.50	1 Transactions			
119	DEPT Total:		22,253.80	BUILDINGS AND PLANT	2 Vendors	2 Transactions	
10	Fund Total:		22,253.80	BUILDING FUND		2 Transactions	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
611	DEPT			DITCH MAINTENANCE			
5030	BAIER CONSTRUCTION INC						
198	15-611-000-0000-6899		1,510.00	JD 36 R&B DITCH REPAIR 12/21/2023 12/21/2023	4789	MISCELLANEOUS	N
	5030 BAIER CONSTRUCTION INC		1,510.00	1 Transactions			
8993	BCL TELEVISIONG						
160	15-611-000-0000-6899		1,445.00	CD 65 DITCH REPAIR 12/06/2023 12/06/2023	STMT	MISCELLANEOUS	Y
	8993 BCL TELEVISIONG		1,445.00	1 Transactions			
7800	BLOMEKE CONSTRUCTION INC						
199	15-611-000-0000-6899		4,877.79	CD 72 DITCH REPAIR - OBSTRUCT 08/02/2023 08/02/2023	2870	MISCELLANEOUS	N
161	15-611-000-0000-6899		8,188.45	CD 38 DITCH REPAIR 5485 12/12/2023 12/12/2023	2934	MISCELLANEOUS	N
162	15-611-000-0000-6899		390.00	JD 30 DITCH REPAIR 5537 12/12/2023 12/12/2023	2947	MISCELLANEOUS	N
	7800 BLOMEKE CONSTRUCTION INC		13,456.24	3 Transactions			
7570	BOLTON & MENK INC						
163	15-611-000-0000-6899		732.00	JD 91 PROFESSIONAL SERVICES 12/14/2023 12/14/2023	326036	MISCELLANEOUS	N
	7570 BOLTON & MENK INC		732.00	1 Transactions			
11832	CHERRYROAD MEDIA						
164	15-611-000-0000-6899		1,171.17	LEVY HEARINGS 11/02/2023 11/16/2023	28428	MISCELLANEOUS	N
	11832 CHERRYROAD MEDIA		1,171.17	1 Transactions			
13242	COUNTRY ENTERPRISES INC						
165	15-611-000-0000-6899		563.87	CD 21 DITCH REPAIR 12/12/2023 12/12/2023	83120	MISCELLANEOUS	N
	13242 COUNTRY ENTERPRISES INC		563.87	1 Transactions			
26510	FORKRUD/DAVID						
166	15-611-000-0000-6331		20.96	2023 NOV - MILEAGE 11/07/2023 11/07/2023	STMT	MILEAGE	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
26510	FORKRUD/DAVID		20.96		1 Transactions		
30548	GROEBNER/DENNIS						
195	15-611-000-0000-6331		14.41	2023 NOV - MILEAGE 11/07/2023	11/07/2023	MILEAGE	N
30548	GROEBNER/DENNIS		14.41		1 Transactions		
50050	L & S CONSTRUCTION CORP						
200	15-611-000-0000-6899		687.50	JD 36 DITCH REPAIR 12/21/2023	12/21/2023	MISCELLANEOUS	N
201	15-611-000-0000-6896		8,783.72	JD 36 FEMA 2018 12/21/2023	12/21/2023	FEMA EXPENDITURES	N
202	15-611-000-0000-6896		38,909.67	JD 36 FEMA 2019 12/21/2023	12/21/2023	FEMA EXPENDITURES	N
203	15-611-000-0000-6899		1,622.17	JD 36 DITCH REPAIR 12/21/2023	12/21/2023	MISCELLANEOUS	N
50050	L & S CONSTRUCTION CORP		50,003.06		4 Transactions		
55210	MAAS CONSTRUCTION CO						
167	15-611-000-0000-6899		1,007.25	JD 36 LAT U DITCH REPAIR 5526 12/12/2023	12/12/2023	MISCELLANEOUS	Y
55210	MAAS CONSTRUCTION CO		1,007.25		1 Transactions		
64868	ONE OFFICE SOLUTION						
168	15-611-000-0000-6401		48.85	PLANNERS, CALENDARS 12/14/2023	12/14/2023	OFFICE SUPPLIES & EQUIPMENT MAI	N
64868	ONE OFFICE SOLUTION		48.85		1 Transactions		
80180	SCHMIDT CONSTRUCTION INC						
169	15-611-000-0000-6899		11,392.50	CD 28 DITCH REPAIR 5514 12/18/2023	12/18/2023	MISCELLANEOUS	N
170	15-611-000-0000-6899		34,507.50	JD 12 R&L DITCH REPAIR 5516 12/18/2023	12/18/2023	MISCELLANEOUS	N
80180	SCHMIDT CONSTRUCTION INC		45,900.00		2 Transactions		
92280	WAKEFIELD/RICK						
171	15-611-000-0000-6331		49.78	2023 SEP - MILEAGE 09/26/2023	09/26/2023	MILEAGE	Y

RACHELW
 12/22/23 2:26PM
 15 DITCH

*** Redwood County ***



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
92280	WAKEFIELD/RICK		49.78	1 Transactions		
611	DEPT Total:		115,922.59	DITCH MAINTENANCE	13 Vendors	19 Transactions
15	Fund Total:		115,922.59	DITCH		19 Transactions

RACHELW
12/22/23 2:26PM

*** **Redwood County** ***



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

22 SOLID WASTE

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
391	DEPT			SOLID WASTE			
	26510 FORKRUD/DAVID						
180	22-391-000-0000-6331		20.96	2023 NOV - MILEAGE 11/14/2023	STMT	MILEAGE	N
	26510 FORKRUD/DAVID		20.96		1 Transactions		
	30548 GROEBNER/DENNIS						
196	22-391-000-0000-6331		56.33	2023 NOV - MILEAGE 11/14/2023	STMT	MILEAGE	N
	30548 GROEBNER/DENNIS		56.33		1 Transactions		
391	DEPT Total:		77.29	SOLID WASTE	2 Vendors	2 Transactions	
22	Fund Total:		77.29	SOLID WASTE		2 Transactions	

RACHELW
12/22/23 2:26PM

*** **Redwood County** ***



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

73 INSURANCE

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
801	DEPT			NON-DEPARTMENTAL			
17	10059 CAPITAL ONE BANK (USA), N.A. 73-801-000-0000-6178		49.40	COCOA BAR - WELLNESS ACTIVITY 11/29/2023 11/29/2023	635813	EMPLOYEE WELLNESS	N
	10059 CAPITAL ONE BANK (USA), N.A.		49.40	1 Transactions			
189	78023 RIVER BEND THERAPEUTIC MASSAGE LLC 73-801-000-0000-6178		325.00	CHAIR MASSAGES 12/19/2023 12/19/2023	STMT	EMPLOYEE WELLNESS	Y
	78023 RIVER BEND THERAPEUTIC MASSAGE LLC		325.00	1 Transactions			
801	DEPT Total:		374.40	NON-DEPARTMENTAL	2 Vendors	2 Transactions	
73	Fund Total:		374.40	INSURANCE		2 Transactions	

*** 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
620	DEPT			SOIL AND WATER CONSERVATION DIST			
11968	CHRISTENSEN/JOHN						
172	85-620-995-0000-6802		3,275.00	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	Y
	11968 CHRISTENSEN/JOHN		3,275.00		1 Transactions		
32084	HAGERT/BRYAN						
173	85-620-995-0000-6802		10,265.00	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	Y
	32084 HAGERT/BRYAN		10,265.00		1 Transactions		
49237	KUEHN/RANDY						
174	85-620-995-0000-6802		10,107.50	LCCMR 12/19/2023	STMT 12/19/2023	LCCMR GRANT EXPENSES	Y
	49237 KUEHN/RANDY		10,107.50		1 Transactions		
78212	ROHLIK/CLETUS						
175	85-620-965-0000-6802		4,363.88	WATER & SEDIMENT CONTROL BASIN 12/13/2023	STMT 12/13/2023	SWCD CHECKING EXPENSES	Y
	78212 ROHLIK/CLETUS		4,363.88		1 Transactions		
80033	SAMYN/JOEL						
176	85-620-995-0000-6802		1,840.00	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	Y
	80033 SAMYN/JOEL		1,840.00		1 Transactions		
80034	SAMYN/MATTHEW						
177	85-620-995-0000-6802		1,972.50	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	Y
	80034 SAMYN/MATTHEW		1,972.50		1 Transactions		
80035	SAMYN/MICHAEL						
178	85-620-995-0000-6802		1,987.50	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	Y
	80035 SAMYN/MICHAEL		1,987.50		1 Transactions		
88739	TROST/CURTIS						
179	85-620-995-0000-6802		3,452.50	NO TILL 12/14/2023	STMT 12/14/2023	LCCMR GRANT EXPENSES	N

RACHELW
12/22/23 2:26PM

*** Redwood County ***



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

85 SOIL & WATER CONSERVA

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
88739	TROST/CURTIS		3,452.50	1 Transactions		
620	DEPT Total:		37,263.88	SOIL AND WATER CONSERVATION DIST	8 Vendors	8 Transactions
85	Fund Total:		37,263.88	SOIL & WATER CONSERVATION		8 Transactions
	Final Total:		976,919.57	135 Vendors	206 Transactions	

*** **Redwood County** ***



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	801,027.61	GENERAL
10	22,253.80	BUILDING FUND
15	115,922.59	DITCH
22	77.29	SOLID WASTE
73	374.40	INSURANCE
85	37,263.88	SOIL & WATER CONSERVATION
All Funds	976,919.57	Total

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



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Dept.:	A/T
Preferred 2 nd Date:			
Discussion Item:	Presenter: Jean P		
Redwood Area Community Center Rental Agreement	estimated time needed:	5 min	
Board Action:	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Approve Rental Agreement with the Redwood Area Community Center in the amount of \$345.

Background Information:

Election Judges must be trained to conduct the Presidential Nomination Election. Therefore, i have reached out to the Redwood Area Community Center to use their conference room on January 30th with a backup snow date of February 2nd.

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 Area Community Center Rental Information

Thank you for your interest in the Redwood Area Community Center (RACC). We are the area's premier meeting and conference facility. Our staff at the RACC is dedicated to doing everything possible to make your event successful. As you plan the specific requirements, please feel free to contact the RACC at any time to insure every detail meets your needs. Our staff can answer your questions and offer suggestions to make sure the event goes exactly as you intend.

To secure your reservation please take care of the tasks marked below:

X Review your rental agreement to make sure all contact information is completed and correct. After you have reviewed the information initial, sign and date the rental agreement.

X Return one copy of the rental agreement back with your deposit or full payment.

_____ Review the liquor agreement, select the appropriate choice, sign and date. Return the yellow copy back to the RACC.

_____ Provide a certificate of insurance, listing the Redwood Area Community Center as an additional location.

_____ Provide a ST3 form, showing your tax exempt status.

_____ Additional Comments:

Thank you, Lisa

(11)

Again we thank you for choosing the Redwood Area Community Center for your event. If you have any questions feel free to contact our staff.

Contract #: 4129

Invoice #:

Redwood Area Community Center Rental Contract

THIS AGREEMENT is made 21st day of November, 2023

between the City of Redwood Falls, Redwood County, Minnesota hereinafter referred to as the CITY, as operator of the Redwood Area Community Center and the person(s) or organizations whose names and signatures appear at the bottom of this document, hereinafter referred to as the RENTAL PARTY.

Date of Event:	<input type="text" value="Jan 30, 2024"/>	Facility:	<input type="text" value="Conf Ctr"/>	Rental Time:	<input type="text" value="8:00 am - 4:00 pm"/>
Date of Event:	<input type="text" value="Feb 2, 2024"/>	Facility:	<input type="text" value="Conf Ctr"/>	Rental Time:	<input type="text" value="8:00 am - 4:00 pm"/>
Date of Event:	<input type="text"/>	Facility:	<input type="text"/>	Rental Time:	<input type="text"/>

RENTAL PARTY INFORMATION

Rental Party Contact Person:

Business or Organization:

Meeting Name:

Address: City: State: Zip Code:

Office #: Mobile #: Email:

Alternate Contact Information

Name:

Address: City: State: Zip Code:

Office #: Mobile #:

Bill of Usage - ALL rates are from the RACC current rate schedules

Facility Rental Rate:

Misc. Fees:

Sales Tax:

Sub-Total:

Damage Deposit:

Grand Total:

1/2 Due today, remaining due 30 days prior to rental date

Deposits, Cancellation and Refunds
 Only the person signing the rental contract may make cancellations. The renter may only cancel the reservation by giving written notice to the Building Staff. See Cancellation Notice Form. Renter acknowledges that securing rental space at the Community Center limits opportunities other groups would otherwise have to rent the space. In the event of a cancellation, the renter will be reimbursed on the following scale:

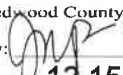
- If the cancellation notice is received more than 180 days prior to the event, renter will receive a refund of the entire rental fee less a \$25.00 handling charge.
- If the cancellation notice is received less than 180 days but more than 30 days prior to the event, renter will receive a refund equal to 50% of the rental fee.
- If the cancellation notice is received less than 30 days prior to the event, renter will not receive a refund of any portion of the rental fee.

I have read this rental contract and the attached policies and procedures manual for the facilities that I am renting. I understand all of the policies and procedures contained therein and agree to abide by these policies and procedures during the rental period.

I agree that all activities undertaken by me or my organization as part of this rental agreement are at my or the organization's sole risk. Neither the City of Redwood Falls nor I.S.D. 2897, or their employees or agents, shall be liable for any claims, demands, injuries, actions or causes of actions whatsoever made against me or the organization, or its property, arising out of or connected to my actions or the organization's actions related to this rental agreement.

Rental Party Signature: Date:

RACC Staff Signature: *Lisa Zollner* Date:

APPROVED AS TO FORM
 Redwood County Attorney
 By: 
 Date: 12.15.2023

Initials: I have read the RACC Policies & Procedures

DATA PRIVACY ADVISORY

The Minnesota Data Practices Act (Minnesota Statutes 13.04, Subdivision 2) requires when you are requested to provide private or confidential data about yourself. You must be informed of the following information:

- A) The purpose and intended use of the requested information;
- B) Whether you may refuse or are legally required to supply the information;
- C) Any known consequence to you of providing the information or refusing to provide the information; and
- D) The identity of other persons or agencies authorized by State or Federal Law to receive the data.

In accordance with the Minnesota Government Data Practices Act, the Redwood Area Community Center (RACC) advises our customers of the following: The information you provide on this application is private data and not available to the public. The information you supply on the agreement or registration form will be used for the following reasons:

- To have all contact (emergency) information available
- To enable us to make rosters for activities
- To enable us to contact you if additional information is required, to send you appropriate notices

You are not legally required to provide this information, but we will not be able to register for an activity, purchase a membership or rent a facility without it. The information you provide may be accessible to the following persons or entities:

- 1) You and persons who have your express, written consent may receive the information;
- 2) RACC officials (City of Redwood Falls) officials and staff members who have a need to know about the information in the course of their duties or responsibilities;
- 3) A law enforcement agency that requests access to the data in connection with an investigation;
- 4) A school for purposes of compiling pupil census data;
- 5) The Metropolitan Council for use in studies or analyses required by law;
- 6) A public child support authority for purposes of establishing or enforcing child support;
- 7) A person where use of the data directly advances the general welfare, health, or safety of the public; or
- 8) Credit or collection agencies to determine your credit rating or to assist in collecting on your account for services should it become delinquent;

In accordance with MN Statutes Sections 13.03 & 13.04, I acknowledge by signing this application form that I have been informed of and understand my rights under the Minnesota Government Data Practices Act and hereby consent to the release of the above information for those purposes as stated herein.

Policy and Procedures Contract

Reservation Procedure

Tentative reservations may be taken over the phone and space will be held seven (7) days from date of request. One contact person must be designated to make all arrangements with Community Center staff. Once a rental contract has been authorized, the holder cannot assign, transfer nor sublet to another party the use of the facility they reserved. Rental events must conclude by 12:00 midnight; all guests must vacate the building by 12:30 a.m.; events with liquor/bar closes at 11:30 p.m.; events with DJ/band at 11:45 p.m.; unless other arrangements are made prior to the event. A fee will be charged for late departures.

RENTAL CHARGES

Rental rates are dependent upon size of room, length of use (min. 3 hour rental), and user category. Rental rates are established by resolution of the City Council and subject to change. Consult a current rental rate schedule. A rental deposit of 50% of the room rental is required to guarantee a reservation. The balance of the total rental fees, including the required damage deposit, is due at least 30 days prior to the rental date. If all fees are not paid in full 30 days prior to the rental date, the reservation will be canceled. If a reservation is made less than 30 days prior to the rental date, the rental payment and damage deposit are due at the time of reservation. If the payment is not received, the reservation will be canceled. No interest will be paid on rental deposits. Rental rates include the designated room, podium, coat rack, portable bar, and standard table and chair set-up.

Note: China, glassware and flatware are not provided.

Fees cover the use of reserved facilities according to the hours indicated on the rental contract. This includes all set-up time by the caterer and/or the rental party. Use of the catering kitchen is included with your rental. Please note: Multiple groups may be using the catering kitchen simultaneously - so there is no "exclusive use" of the kitchen. Audio-visual equipment is available for an additional charge. Consult a current rental rate schedule.

ALCOHOL USE

Alcohol use is permitted in the Conference Center and Civic Arena under certain conditions and must only be available as part of a rental contract. Consult "Liquor Contract" for procedures regarding use of alcohol.

SMOKING AND GAMBLING

Smoking is prohibited in the Redwood Area Community Center. Please notify your guests about the no smoking policy. Smoking is permitted outside of the Community Center. Any guest smoking inside the facility will result in forfeiture of the damage deposit. Gambling is prohibited in the Redwood Area Community Center unless approved by permit for authorized charitable gaming.

DECORATIONS

All decorating plans must be pre-approved by the Building Staff. See "Decorating Form". Candles may be used if flame is within a glass container. For safety reasons open flame candles are prohibited. To preserve the condition of the Community Center for you and other users, decorations, banners or signs cannot be taped, pinned or affixed to the walls, ceilings or windows unless permission has been granted by the Building Staff. To preserve the flooring and floor cleaning equipment, the use of sand, loose flower petals, rice, confetti including types such as metallic, plastic and paper is not permitted as a decoration in the Community Center and associated areas. No smoke or fog from the DJ or band is allowed.

USE OF FURNISHINGS

Objects (including tables) must be carried across the floor unless they are on wheels. (Please do not drag items across the floor.) Furnishings (including tables and chairs) are not permitted outside of the building. Renters may bring their own outdoor furniture as desired.

TABLE LINENS AND CONTRACTED ITEMS

Table linens are available exclusively through the Redwood Area Community Center. Note: China, glassware and flatware are not provided. The renter should arrange for contracted items (dishes, etc.) to be removed from the facility no later than 12 hours (24 hours for Saturday rentals) after the event date. The Redwood Area Community Center is not responsible for any items left at the facility.

CATERING KITCHEN USAGE

A spacious catering kitchen makes food service easy and convenient. Use of the catering kitchen is permitted as part of a room rental contract. Please note: Multiple groups may be using the catering kitchen simultaneously - so there is no "exclusive use" of the kitchen.

USER CATEGORY

The following are descriptions of user groups: Category A: City of Redwood Falls, ISD 2897 and their ancillary organizations. (No damage deposit required.); Category B: Civic, charitable, service clubs, and other governmental organizations.; Category C: Private individuals, organizations, or businesses. There is no charge for Category A. Rental rates for Categories B and C are established by resolution of the City Council and subject to change. Consult a current rental rate schedule.

RENTER'S RESPONSIBILITY

The renter should arrange for contracted items (dishes, etc.) to be removed from the facility no later than 12 hours (24 hours for Saturday rentals) after the event date. The Redwood Area Community Center is not responsible for any items left at the facility. Neither the City of Redwood Falls nor I.S.D. 2897, or their employees or agents, shall be liable for any claims, demands, injuries, actions or causes of actions whatsoever made against me or the organization, or its property, arising out of or connected by my actions or the organization's actions related to his rental agreement. To help insure the safety of guests and users, as well as promoting a successful event, disorderly conduct is prohibited and punishable by ejection for the disorderly person(s) from the facility. Renters are encouraged to consult with their insurance agent regarding appropriate coverage. The rental party takes full responsibility for conduct of its guests or others present during the rental period, and for any loss, breakage or damage to the rooms, equipment or other property caused or incurred during the rental period. The City of Redwood Falls and ISD 2897 are not liable for any loss, damage, injury or illness by the renter of the facilities in the Community Center. Neither the City of Redwood Falls, ISD 2897 nor its employees or agents can be held responsible for any items that are left at the facility by either the renter, caterer or contracted services. Any personal property kept in or at the facility will be at renters' own risk, and the City of Redwood Falls, ISD 2897, its Officials, Employees and Agents accept no responsibility for private property left after an event. In the interest of fairness to all users, sound levels for bands/DJ's and audio equipment shall be maintained at a responsible level. The renter must comply with all applicable City ordinances, State statutes, Federal laws and the rules of the Redwood Area Community Center. Specific to rental party, all tables should be cleared off after the event and all trash consolidated into the proper receptacles. All decorations and personal items must be removed from the facility. Renters may elect to have the Building Staff do all post-event cleaning which will result in forfeiture of the damage deposit. Youth activity groups (participant ages 17 and younger) must be chaperoned on a ratio of one adult per ten youth, or other ratio, as staff deems necessary. All rental contracts shall be signed by a person or persons authorized to sign the contract on behalf of the user group.



AMOUNT DUE **\$345.00**
 DUE DATE **01/31/2024**

Invoice

11/15/2023 04:02 PM

Account Information

Redwood County
 403 South Mill St
 PO Box 130
 Redwood Falls, MN 56283

Item	Amount Due
Redwood Area Community Center Conference Center Jan 30, 2024 8:00 AM-4:00 PM - Full Conference Center Day - B: \$345/Block	\$345.00

Total Due \$345.00

Redwood Falls

901 Cook Street
 Redwood Falls, MN 56283

507-616-7444
 recdept@ci.redwood-falls.mn.us
<https://redwoodareacommunitycenter.com/>



REQUEST FOR BOARD ACTION

Requested Board Date:	12-26-2023	Originating Dept.:	Technology Dept.
Preferred 2nd Date:			
Discussion Item:	Presenter: Paul Parsons		
LaserFiche renewal (OPG3)	estimated time needed:	5 Minutes	
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Redwood County Board of Commissioners to review and approve the renewal of the OPG3 Laserfiche licenses in the amount of \$5726.00. This will be for year 2024.

Background Information:

We have been using LF for about 8 years now and this is an annual renewal in the Amount of \$5726.00. AT, Assessors, Environmental, Administrators, Restorative Justice, and County Attorney Office are the departments that utilize this application. LF is a document repository for Redwood County files.

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 ****

OPG-3, Inc.
8030 Old Cedar Ave S #205
Bloomington, MN 55425-1215
651.233.5075



INVOICE

BILL TO

Redwood County
ATTN. Accounts Payable
404 South Mill Street
PO Box 130
Redwood Falls, MN 56283

INVOICE # 7378
DATE 12/01/2023
DUE DATE 12/31/2023
TERMS Net 30

SALES REP

Ivan Franklin

ITEM	QTY	RATE	AMOUNT
MNF20B Avante Name Full User with Web Client LSAP, billed annually	26	120.00	3,120.00
MATX16B Avante LF Advanced Audit Trail LSAP, billed annually	26	20.00	520.00
MFRM16B LF Forms Professional LSAP, billed annually	26	10.00	260.00
MCQ01B LF Quick Fields LSAP, billed annually	2	120.00	240.00
MCQC4B LF Barcode and Validation Pkg LSAP, billed annually	2	340.00	680.00
MCQC5B LF Real Time Look Up and Validation Pkg LSAP, billed annually	2	120.00	240.00
MCS01B LF ScanConnect LSAP, billed annually	3	34.00	102.00
MCS05B LF ScanConnect 5 Pack LSAP, billed annually	2	132.00	264.00
MSE10B LF Avante Server SQL LSAP, billed annually	1	300.00	300.00

IMPORTANT: This invoice must be paid in full before your expiration date, to ensure your support services are not interrupted and to avoid additional charges for reinstatement of your expired LSAP renewal. Annual service renewal for the Laserfiche Software Assurance Plan (LSAP) on your Laserfiche system from 01.10.24-01.09.25. This includes 1 year of unlimited phone support services from 8:00 am to 5:00 pm Central Time, new software updates & releases, plus hotline support, credit towards product upgrades, along with free class registration at the 2024 Laserfiche User Conference held in Las Vegas April 2024.

BALANCE DUE

\$5,726.00

We appreciate your business and prompt payment.
Thanks! OPG-3 Inc.



REQUEST FOR BOARD ACTION

Requested Board Date:	12-26-2023	Originating Dept.:	Technology Dept.
Preferred 2nd Date:			
Discussion Item:		Presenter:	Paul Parsons
Matrix NDI Software Support		estimated time needed:	5 Minutes
Board Action: <input checked="" type="checkbox"/> Yes, action required		<input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Redwood County Board of Commissioners to review and approve Matrix NDI Software Assurance Renewal for our NEC Phones. Total cost with an effective date of 02-18-2024 until 02-17-2025 will be \$2872.00.

Background Information:

Matrix is currently our vendor for our phones and this will allow us to get the latest updates on our phone system for software enhancements and security.

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 ****



Issued to:
 Redwood County
 Phone: 507-637-1134
 250 So. Jefferson P. O. Box 130
 Redwood Falls, MN, 56283
 United States of America

Project Quote

Quote Nbr.: PQ010985
 Order Date: 12/12/2023
 Valid Until: 2/29/2024
 Sales Person: Jason Cardwell
 Customer ID: Redwood County
 Currency: USD
 Reference:
 Payment Terms: Net 30

NO.	ITEM	QTY.	UOM	PRICE	AMOUNT
1	BE115107: SWA PSA SV9300 UNIT	310.00000	EACH	8.70000	2,697.00
2	MATRIX - LABOR: Matrix Project Labor	1.00000	EACH	175.00000	175.00

NOTES: Annual NEC SV9300 Software Assurance Renewal
 2/18/24-2/17/25

NEC the manufacturer requires that all customer have software support from the manufacturer on their telephone and voicemail systems. Without it, they will not offer any support to any authorized business partner, nor will they help the customer. Therefore, if something happens to the software of the phone system and/or a hardware failure, without it, they will not help to troubleshoot the issue or failure. It also offers access to any software revisions, updates, firmware fixes and upgrades should the manufacturer release them.

Signature: <div style="border: 1px solid black; width: 200px; height: 30px;"></div>	Quote Total (USD):	2,872.00
	Tax Total (USD):	0.00
	Total (USD):	2,872.00



Master Purchase and Services Agreement

Customer Name: Redwood County	Matrix Communications, Inc.
Billing Address: 403 South Mill Street	171 Cheshire Lane, Suite 700
City, State, Zip Code: Redwood Falls, MN 56283	Plymouth, MN 55441

This Master Purchase and Services Agreement, effective as of the date of the last signature on the signature page below (the "**Effective Date**"), is between Matrix Communications, Inc. ("**Matrix**") and the customer listed above ("**Customer**"). Matrix and Customer are each hereinafter referred to individually as a "**Party**" or collectively as "**Parties**".

1. DEFINITIONS

1.1 The following terms used in this Agreement have the meanings specified or referred to in this Section 1.1:

(a) "**Change Order**" means a written agreement, substantially in the form of Annex B attached hereto, signed by the Parties' authorized representatives, to modify the Products, Services or other aspects of the delivery of the Products or Services set forth in a Purchase Order or SOW.

(b) "**Confidential Information**" means, with respect to a Party, all non-public, confidential and proprietary information that is furnished or disclosed to the other Party pursuant to this Agreement that (i) the disclosing Party identifies in writing as confidential, or (ii) from all the relevant circumstances should reasonably be understood to be confidential, proprietary and generally not available to the public, regardless of the form, format, media or mode of disclosure (written, visual, electronic or other). Confidential Information of Matrix includes, but is not limited to, the terms of this Agreement. Matrix is aware, recognizes, and understands Customer is a government entity as such any data provided to Matrix by the Customer under this Agreement and any data created, collected, received, stored, used, maintained, or disseminated by Matrix pursuant to this Agreement including this the terms of this Agreement is subject to the definitions and classifications of the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) ("**MGDPA**") and therefore Matrix must comply with MGDPA.

(c) "**Fees**" means the amounts payable by Customer to Matrix for the purchase of Products or Services, exclusive of taxes, as specified in a Purchase Order and/or SOW.

(d) "**Products**" means the network hardware, software, structured cable and its components, security devices and/or other items identified on a Purchase Order that Customer is purchasing from Matrix pursuant to the terms and conditions of this Agreement.

(e) "**Purchase Order**" means a written order to purchase Products, issued and signed by Customer.

(f) "**Services**" means the project management, design, consulting, engineering and/or other professional services identified on one or more SOWs that are being provided by Matrix to Customer pursuant to the terms and conditions of this Agreement.

(g) "**Software**" means any computer program included within the Products or which constitutes a part of any Product, whether on magnetic tape, disk, semiconductor device or other memory device, including without limitation product memory including hardwired logic instructions, microcode and documentation used to describe, maintain and use the programs.

(h) "**SOW**" means a mutually agreed upon written statement of work referencing this Agreement, a form of which is attached hereto as Annex A, that is signed by the Parties' authorized representatives, and which authorizes and specifies the Fees, technical specifications and performance requirements for Matrix to provide and deliver

the Services, as may be modified from time to time by way of a Change Order. For the avoidance of doubt, no SOW will be valid and effective until signed by Matrix.

2. PURCHASE OF PRODUCTS

2.1 Purchase Orders. From time to time, Customer may submit a Purchase Order to Matrix to purchase Products identified on such Purchase Order. Each Purchase Order must reference this Agreement. Matrix, in its sole discretion, reserves the right to accept or reject any Purchase Order. Matrix will not be deemed to have accepted a Purchase Order unless it accepts such Purchase Order in writing. For the avoidance of doubt, no Purchase Order will be valid and effective until accepted in writing by Matrix and Customer. Each Purchase Order accepted by Matrix will be made a part of and governed by the terms and conditions set forth in this Agreement. To the extent of any conflict between the terms of a Purchase Order and the terms of this Agreement, the terms of this Agreement will prevail.

2.2 Title; Risk of Loss; Security Interest. Title to the Products passes to Customer on the date the Fees for such Products are paid in full. Risk of loss to the Products shall pass to Customer on the date of delivery of the Products (whether by Matrix or a Product distributor or manufacturer) to Customer's premises. Matrix retains, and Customer hereby grants to Matrix, a purchase money security interest in the Products to secure payment of the Fees for such Products until such Fees are paid in full. Matrix shall have all rights and remedies available to a secured party under the Uniform Commercial Code ("*UCC*") in the event of Customer's default in this Agreement. Customer agrees to execute any UCC financing statements or other documents reasonably necessary to permit Matrix to perfect its security interest.

2.3 Software. For all Software provided by Matrix under this Agreement, Customer shall be bound by the terms and provisions of the third party provider ("*Licensor*") of such Software's software license agreement ("*Software License*"). The terms and provisions of each Software License govern the use and limitations of the Software including, but not limited to, registration, use, copying, limitations on resale and distribution, prohibitions against reverse engineering and tampering with or otherwise infringing or misappropriating the Licensor's rights. The Software Licenses are available from time to time in shrink-wrapped form as part of physical media shipped from the Licensor (or as otherwise supplied with the Software licensed hereunder) or upon request from Matrix.

2.4 Product Changes. Matrix reserves the right to change, improve or add any new Products or discontinue any Product at any time; *provided, however*, that accepted Purchase Orders are not subject to change without a Change Order.

3. PURCHASE OF SERVICES

3.1 SOWs. From time to time, the Parties may enter into one or more SOWs describing the Services to be performed by Matrix for Customer. Upon signature by the Parties, each SOW will be made a part of and governed by the terms and conditions set forth in this Agreement. To the extent of any conflict between the terms of an SOW and the terms of this Agreement, the terms of this Agreement will prevail.

3.2 Change Orders. Either Party may request a modification of the Services to be provided under an individual SOW by submitting to the other Party a request for a Change Order. Upon execution of the Change Order by both Parties, the obligations of Matrix under the applicable SOW will be as modified by the Change Order. Change Orders must be in writing and executed by both Parties to be effective and Matrix will not provide Services outside the scope of any SOW unless and until the performance of such Services outside of the scope of the SOW has been authorized by both Parties through a Change Order.

3.3 Specifications. Matrix will provide the Services in accordance with any requirements, specifications and/or schedule set forth in an SOW (the "*Specifications*"). Except as otherwise expressly provided in an SOW, Matrix will be responsible for providing the personnel, equipment, hardware, Software, technical knowledge and other resources necessary to provide the Services.

3.4 Subcontracting. Matrix may delegate to affiliates or subcontractors such duties and Services under this Agreement and any Purchase Order or SOW as Matrix deems necessary or convenient. Should Matrix use an affiliate or subcontractor Matrix will notify Customer in writing of such including the identity of the affiliate or subcontractor and the SOW to be performed. Matrix will require any affiliate or subcontractor it utilizes to be bound by all terms and conditions of this Agreement.

3.5 Customer Assistance. Although Matrix is responsible for providing the Services, in order to facilitate the performance of the Services, Customer shall make available in a timely manner, at no charge to Matrix, such contributions as shall be identified in the applicable SOW and all facilities, programs, files, equipment, documentation, test data, sample output, or other information and resources reasonably required by Matrix for the performance of the Services. Matrix shall not be liable for any damages related to delays caused by Customer's failure to fulfill the foregoing obligations.

4. INSPECTION AND ACCEPTANCE

4.1 Products. All Products will be subject to inspection and testing by Customer to the extent practical. Customer may conduct acceptance testing to establish conformance to any specifications set forth in a Purchase Order when a Product is delivered to Customer. If any Product fails such acceptance tests, Customer must provide Matrix with a written notice of defect which will describe in reasonable detail how the Product failed to conform to any specifications. If such Product does not conform to the specifications, Customer's sole remedy for such failure shall be as provided for under Section 8.2 below. Acceptance will be deemed to have occurred if Customer (a) confirms in writing its acceptance of the Product(s), or (b) does not provide notice of non-compliance within ten (10) days following the date of Product delivery (or if such Product is to be installed by Matrix, installation) (such date of acceptance, the "**Product Acceptance Date**").

4.2 Services.

(a) Matrix will present Customer with a certificate of completion in the form attached hereto as Annex C (the "**Completion Certificate**") upon the completion of the performance and delivery of all Services described in the applicable SOW. Customer may review, analyze and test any Service or any performance and delivery thereof to confirm that such Service or the performance and delivery thereof meets the Specifications set forth in this Agreement or the applicable SOW.

(b) If Customer is satisfied with the applicable Services and the performance and delivery thereof and finds that such Services and the performance and delivery thereof meets the applicable Specifications, Customer will execute the Completion Certificate acknowledging its acceptance of such Services and will return the Completion Certificate to Matrix within ten (10) days from the date of Customer's receipt of such Completion Certificate.

(c) If Customer is unsatisfied with the applicable Services and the performance and delivery thereof and finds that such Services and the performance and delivery thereof fail to meet the applicable Specifications (each such failure, a "**Deficiency**"), Customer will notify Matrix in writing of such Deficiency (a "**Deficiency Notice**") within ten (10) days from the date of Customer's receipt of such Completion Certificate. Matrix, at its own expense, will modify or re-perform such Service to bring the Deficiency into conformance with the applicable Specifications within twenty (20) days after receipt of such Deficiency Notice. Customer may perform additional review, analysis and acceptance tests following the modification, re-performance and re-delivery of a Service.

(d) If the modification, re-performance and re-delivery of the Service fails to meet the Specifications set forth in this Agreement or the applicable SOW, or a Service is rejected again for non-compliance with such requirements, Customer may in its reasonable sole discretion (without prejudice to any other remedies available) reject the Service and terminate the applicable SOW. Upon Matrix's completion of the modification, re-performance and re-delivery of such Service, Matrix will re-present the Completion Certificate for Customer's execution.

(e) In the event Matrix does not receive a Completion Certificate executed by Customer or a Deficiency

Notice from Customer within ten (10) days of Customer's receipt of a Completion Certificate, Customer's acceptance of the applicable Services and the performance and delivery thereof and the execution of the Completion Certificate will automatically and without any further action of the Parties be deemed to have occurred (such date of acceptance, the "*Services Acceptance Date*").

5. TERM AND TERMINATION

5.1 **Term.** This Agreement is effective as of the Effective Date and will remain in force until terminated pursuant to Section 5.2 or Section 5.3.

5.2 **Termination for Convenience.** If no SOWs are in effect hereunder and no accepted Purchase Orders are unfulfilled, either Party may terminate this Agreement for convenience upon giving the other Party thirty (30) days' prior written notice. In addition, either Party may terminate this Agreement without cause by giving at least 30 days written notice to the other party. Upon receipt of such notice, the receiving party shall take all action necessary to discontinue work or further commit additional funds pursuant to this Agreement. Upon notice of Termination by Customer under this Section 5.2, Matrix shall be entitled to payment for all work and services satisfactorily performed up to the day the termination takes effect

5.3 **Termination for Material Breach.** Either Party may terminate this Agreement, any SOW or any Purchase Order immediately upon written notice to the other Party under any of the following circumstances, each of which will constitute a material breach of this Agreement: (a) the other Party defaults on any of its material obligations under this Agreement, any SOW or any Purchase Order, and such default is not cured within thirty (30) days after written notice is received by the defaulting Party specifying, in reasonable detail, the nature of the default; (b) the other Party becomes unable to pay its debts as they become due; or (c) the other Party becomes the subject of a proceeding, whether voluntary or involuntary, under the bankruptcy or insolvency laws of the United States or any other jurisdiction, unless, in the case of an involuntary proceeding, such proceeding is dismissed or withdrawn within thirty (30) days of the date such proceeding is initiated. Any termination under this Section 5.3 will not serve to limit any other remedies to which a Party may otherwise be entitled to under this Agreement or at law or equity.

5.4 **Consequences of Termination; Survival.** Upon any termination or expiration of this Agreement or a Purchase Order or SOW, Customer shall pay Matrix all Fees for Products delivered and/or Services performed up to the effective date of termination under such Purchase Order or SOW. The following Sections shall survive any termination or expiration of this Agreement: Sections 5.4, 6, 8.3, 9, 10 and 12 through 23.

6. PAYMENT TERMS

6.1 **Payment Schedule.** Matrix will invoice Customer for Products and/or Services in accordance with the schedule set forth in the applicable Purchase Order(s) or SOWs. If not specified therein, Matrix may invoice Customer for Products and/or Services in accordance with the following schedule:

(a) twenty percent (20%) of the Fees may be invoiced upon acceptance of the applicable Purchase Order or execution by the Parties of the applicable SOW, as applicable;

(b) seventy percent (70%) of the Fees may be invoiced upon delivery of the Products (whether by Matrix or a Product distributor or manufacturer) to Customer's premises or commencement of the Services; and

(c) ten percent (10%) of the Fees may be invoiced on the Product Acceptance Date or substantial completion of the Services, as applicable.

6.2 **Other Payment Terms.** Unless otherwise indicated in the applicable Purchase Order or SOW, all Fees payable under this Agreement shall be paid in United States Dollars (USD). All invoices shall be paid within thirty (30) days from the date of the invoice. Matrix reserves the right to assess interest on any past due undisputed amounts owed at a rate of one percent (1%) per month or, if less, the highest rate permitted by applicable law. If undisputed amounts remain past due for more than fifteen (15) days, in addition to the right to assess late interest,

Matrix may, at its sole discretion, stop providing Products and/or Services until such past due amounts have been paid and/or provide Customer with notice of material breach under Section 5.3.

6.3 **Taxes.** Customer will, in addition to all other amounts payable to Matrix under this Agreement, remit directly to the appropriate tax authorities, or pay to or reimburse Matrix, as applicable, all applicable taxes, assessments, duties, permits, fees and other charges of any nature or kind ("**Taxes**"), however designated, assessed or levied, including, but not limited to sales and use taxes, value added taxes, personal property taxes, and withholding taxes, but not including taxes based on the net income of Matrix. Such amounts shall also include without limitation any penalties, interest, fees or other expenses, if any, incurred as the result of any such Taxes not being paid at the time or in the manner required by the law that are the result of Customer's action or inaction. If Customer is exempt from sales tax, uses the Product or Services provided hereunder in an exempt manner or otherwise deems itself not subject to sales tax, then Customer must provide a valid and executed exemption certificate to Matrix. Failure to provide such exemption certificate, for whatever reason, will result in tax being charged to Customer, if applicable.

6.4 **Expenses.** As set forth in each SOW, Customer shall reimburse Matrix for necessary and reasonable expenses of travel, lodging, daily meals and other necessary and reasonable expenses incurred by Matrix in the performance of the Services. Such reimbursement will be subject to all of Customer's reimbursement policies unless otherwise agreed in writing by both Parties.

7. INTELLECTUAL PROPERTY

7.1 Customer acknowledges and agrees that any and all intellectual property authored, prepared, created, made, delivered, conceived, altered, modified or reduced to practice by Matrix, prior to, independently of, and/or in the course of providing the Services, including all intellectual property rights related thereto (collectively, "**Work Product**") is the sole and exclusive property of Matrix. To the extent any concepts, ideas, or other Customer prepared materials are based on or derivative to Matrix's Work Product, Customer hereby irrevocably assigns any and all right, title and interest in and to such derivative materials to Matrix. In the event that Matrix consents to provide Customer with a Customer-specified deliverable which is to be owned by Customer (each a "**Deliverable**"), such Deliverable must be expressly specified in the applicable SOW and expressly named as a "Deliverable" under the applicable SOW. Upon acceptance of the Deliverable and payment in full for all Fees due for the Deliverable, Matrix hereby assigns and transfers to Customer all right, title and interest in such accepted and fully paid for Deliverable. For the avoidance of doubt, unless expressly identified as a Deliverable in an SOW, the Work Product developed by Matrix under this Agreement will not be deemed "work made for hire" as defined in 17 U.S.C. § 101 and will be the sole and exclusive property of Matrix.

8. REPRESENTATIONS AND WARRANTIES

8.1 **Mutual.** Each Party represents and warrants to the other Party that: (a) it has the right, power and authority to enter into this Agreement and all Purchase Orders and SOWs; (b) the execution of this Agreement does not and will not violate or cause a breach of any other agreements or obligations to which it is bound; (c) the person executing this Agreement on such Party's behalf is authorized to do so; and (d) each Party agrees to comply with applicable law in connection with this Agreement.

8.2 **Services and Products.** For a period of one (1) year, commencing at the earlier of substantial completion of the Services, or first beneficial use of the Services (the "**Warranty Period**"), Matrix warrants that:

- (a) the Services performed under the applicable SOW will be of good quality;
- (b) all Products will be new unless otherwise required or permitted by this Agreement or the applicable SOW;
- (c) the Services will be free from defects not inherent in the quality required or permitted; and
- (d) the Services will conform in all material respects to the Specifications set forth in the applicable SOW. The Customer's sole remedy for any breach of this warranty is that Matrix shall remove, replace and/or

repair at its own expense any defective or improper Services, provided the Customer notifies Matrix in writing of any defect within the Warranty Period. Any Products installed by Matrix in the course of performing the Services hereunder shall only carry such warranty as is provided by the manufacturer thereof, which Matrix hereby assigns to Customer without recourse to Matrix. Upon request of Customer, Matrix will use commercially reasonable efforts to assist Customer in enforcing any such third party warranties. In purchasing the Products, Customer is relying on the manufacturer's warranties only, and is not relying on any statements or specifications representing the Products that may be provided by Matrix. This warranty excludes remedy for damage or defect caused by abuse or modifications not executed by Matrix, improper or insufficient maintenance, improper operation, and normal wear and tear under normal usage.

8.3 **Disclaimer.** Unless expressly stated otherwise in the applicable SOW, THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES IN THIS AGREEMENT, MATRIX DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES, REPRESENTATIONS OR ENDORSEMENTS OF ANY KIND WHATSOEVER (INCLUDING WITHOUT LIMITATION, WARRANTIES OF TITLE OR NON-INFRINGEMENT, OR ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE) WITH REGARD TO THE PRODUCTS OR SERVICES. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES IN THIS AGREEMENT OR THE APPLICABLE SOW, MATRIX NEITHER WARRANTS THAT THE PRODUCTS OR SERVICES WILL BE UNINTERRUPTED, TIMELY, OR ERROR FREE, NOR DOES MATRIX MAKE ANY WARRANTY AS TO ANY RESULTS THAT MAY BE OBTAINED BY USE OF THE PRODUCTS OR SERVICES. Some jurisdictions do not allow the exclusion of implied warranties, so the above exclusion may not apply to Customer.

9 INDEMNIFICATION

9.1 **Matrix Indemnity.** Matrix will indemnify, hold harmless and defend Customer and its stockholders, partners, members, directors, officers, employees, agents and representatives, from and against any liability, claims, demands, penalties, fines, lawsuits, judgments, losses and expenses, including reasonable attorneys' fees and court costs (collectively, "**Losses**"), brought by any third party

(a) on account of bodily injuries, death, or damage to property that results from the negligence, tortious, illegal act or omission, or willful misconduct of Matrix, or its directors, officers, employees, agents, subcontractors or suppliers, or their respective directors, officers, employees or agents, and

(b) based on a claim that the Services, or any part thereof, constitutes an infringement or misappropriation of any patent, copyright, trade secret or other intellectual proprietary right of such third party. In case the Services, or any part thereof, are, in such suit or proceeding, held to constitute infringement of any patent, copyright, or other intellectual proprietary right of any third party, Matrix will, at its own expense and at its option, either:

(i) procure for Customer the right to continue using the Services,

(ii) replace the same with a non-infringing Services which conform to the Specifications, or

(iii) modify the Services in a manner so they become non-infringing. Notwithstanding anything to the contrary herein, Matrix shall not be liable for

(A) any infringement claim based on Customer's specifications, modification of or unauthorized use of a Service; or

(B) any personal injury (including death) or damage to property resulting from Customer or Customer's personnel's acts or omissions. THIS SECTION 9.1 SETS FORTH CUSTOMER'S SOLE REMEDIES AND MATRIX'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SERVICES INFRINGE,

MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

9.2 Customer Indemnity. Customer will indemnify, hold harmless and defend Matrix, its affiliates and their respective stockholders, partners, members, directors, officers, employees, agents and representatives, from and against any Losses brought by any third party on account of bodily injuries, death, or damage to property that results from the gross negligence, willful misconduct or other acts or omissions of Customer, or its directors, officers, employees, agents, subcontractors or suppliers, or their respective directors, officers, employees or agents.

9.3 Procedures. A Party (the "*Indemnifying Party*") will not be obligated to indemnify, hold harmless and defend the other Party (the "*Indemnified Party*") under this Section 9 unless (and only to the extent) the Indemnified Party

- (a) provides prompt notice of the commencement of the claim, suit or proceeding for which indemnification is sought (provided that the excuse to indemnification shall only be the extent that the Indemnifying Party was actually prejudiced by such failure to promptly notify),
- (b) provides reasonable cooperation to the Indemnified Party, and
- (c) allows the Indemnified Party to control the defense and settlement; *provided, however*, that
 - (i) the Indemnifying Party may, at its option and expense, participate in the defense of such claim, suit or proceeding and
 - (ii) neither Party may settle a claim, suit or proceeding without approval of the other Party, which approval will not be unreasonably withheld or delayed.

10 LIMITATION OF LIABILITY

10.1 Disclaimer of Damages. **MATRIX NOT BE LIABLE TO CUSTOMER FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL OR PUNITIVE DAMAGES OF ANY KIND, OR FOR LOSS OF REVENUE, LOSS OF BUSINESS OR OTHER FINANCIAL LOSS, OR LOST OR CORRUPTED DATA ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE AND DELIVERY OF THE PRODUCTS OR THE SERVICES UNDER THIS AGREEMENT OR ANY PURCHASE ORDER OR SOW UNLESS RESULTING DIRECTLY OR INDIRECTLY FROM MATRIX'S NEGLIGENT, TORTIOUS OR ILLEGAL ACT OR OMISSION.**

10.2 Liability Cap. IN NO EVENT WILL MATRIX'S TOTAL LIABILITY FOR EACH OCCURRENCE ARISING UNDER OR WITH RESPECT TO THIS AGREEMENT EVER EXCEED THE FEES CUSTOMER PAID FOR THE APPLICABLE PRODUCTS OR SERVICES IN THE SIX (6) MONTHS PRIOR TO THE DATE OF THE EVENT GIVING RISE TO SUCH DAMAGES, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, BREACH OF WARRANTY, NEGLIGENCE, INDEMNITY, STRICT LIABILITY, MISREPRESENTATION AND/OR OTHER TORTS.

10.3 Acknowledgements. The allocations of liability in this Section 10 represents the agreed, bargained-for understanding of the Parties and Matrix's compensation hereunder reflects such allocations. The limitation of liability and types of damages stated in this Agreement are intended by the Parties to apply regardless of the form of lawsuit or claim a Party may bring, whether in tort, contract or otherwise, and regardless of whether any limited remedy provided for in this Agreement fails of its essential purpose.

11 INSURANCE

11.1 Matrix agrees to maintain the following minimum scope of insurance during the term of this Agreement:

- a. General Liability coverage (occurrence form CG 00 01 or a substitute form providing equivalent coverage), and shall cover liability arising from premises, operations, independent contractors,

products-completed operations, personal injury, advertising, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Customer **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Customer must also be named as additional insured on the excess or umbrella policy.

- b. Automobile Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or substitute for providing equivalent liability coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Customer **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Customer must also be named as additional insured on the excess or umbrella policy.
- c. Workers' Compensation as required by the State of Minnesota, and Employer's Liability insurance. If Matrix's employment is an excluded employment under Minn. Stat. § 176.041 and Matrix elects not to purchase workers' compensation coverage, Matrix shall provide Customer with a written waiver of workers' compensation coverage in a form acceptable to Customer. Matrix agrees that under no circumstances shall Customer be responsible for workers' compensation for injuries suffered in connection with this Agreement.
- d. Cyber-liability coverage shall be procured and maintained for the duration of the Agreement and cover claims arising out of Matrix's services and including, but not limited to loss, damage, theft or other misuse of data, infringement of intellectual property, invasion of privacy and breach of data.

11.2 Minimum Limits of Insurance: Matrix shall maintain **NO LESS THAN** the following limits of insurance:

- a. General Liability Insurance, and if necessary, Umbrella Liability:
 - \$1,500,000 per occurrence
 - \$3,000,000 annual aggregate
 - \$3,000,000 products and completed operations aggregate
- b. Business Automobile Liability and if necessary, Umbrella Liability:
 - \$1,500,000 per occurrence
 - \$3,000,000 aggregate
- c. Worker's Compensation:
 - as required by the State of Minnesota
- d. Employer's liability coverage with minimum limits of:
 - Bodily injury by accident: \$500,000 each employee
 - Bodily injury by accident: \$1,500,000 each incident
 - Bodily injury by disease: \$500,000 each employee
 - Bodily injury by disease: \$1,500,000 policy limit

- e. **Cyber-liability Coverage:**
 - \$2,000,000 per occurrence
 - \$4,000,000 aggregate

11.3 Deductibles and Self-Insurance:

- a. Any deductibles will be the sole responsibility of Matrix and may not exceed \$50,000 without the written consent of Customer. Any request for a higher deductible must first be approved by Customer after Matrix provides Customer with financial documentation sufficient for Customer to determine whether Matrix has the financial resources to cover the requested deductible.

11.4 Additional Insurance Conditions:

- a. Matrix's insurance shall apply as primary insurance with respect to any other insurance or self-insurance program maintained by Customer. Customer's insurance or self-insurance program shall be excess of Matrix's insurance and shall not contribute to it.
- b. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Customer or its officers, officials, employees or volunteers.
- c. Matrix must obtain insurance policies from insurance companies having an "AM BEST" rating of A:VII or better and authorized to do business in the State of Minnesota.

11.5 Verification of Coverage:

Matrix shall provide Customer with certificates of insurance and original endorsements showing that Matrix has each type of insurance coverage and limits required under this Agreement. A Certificate of Insurance for each policy must be on file with Customer within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice of cancellation, nonrenewal, or material change to all named and additional insureds. If insurance expires during the term of this Agreement a new Certificate of Insurance must be provided to Customer at least 10 days prior to the expiration date. The new insurance must meet all the same terms as outlined in this Section 11. Customer reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Matrix. All subcontractors, vendors, or other third parties utilized by Matrix to provide services pursuant to this Agreement shall provide evidence of similar coverage.

12 ASSIGNMENT

12.1 Neither Party may assign their obligations pursuant to this Agreement without the other Parties prior written authorization, which shall not be unreasonably withheld. For purposes of this Agreement, a change in control of either Party, whether by merger, transfer of voting interest, sale of assets, or otherwise, shall be deemed an assignment subject to this Section. Any delegation or assignment in violation of the foregoing provisions shall be void and of no effect and deemed a material breach of this Agreement. This Agreement will bind and inure to the benefit of the Parties and their respective successors and permitted assigns.

13 CONFIDENTIALITY

13.1 Protection of Confidential Information. Each Party's Confidential Information shall remain the sole and exclusive property of that Party. Each Party recognizes the importance of the other's Confidential Information. In particular, each Party recognizes and agrees that the Confidential Information of the other is critical to its

respective businesses and that neither Party would enter into this Agreement without assurance that the other Party will take appropriate steps designed to preserve the confidentiality of such information and the value thereof as provided in this Section 13 and elsewhere in this Agreement. The terms of this Section 13 are and will remain subject to the disclaimers in Section 8.3. Accordingly, each Party agrees

(a) to treat as confidential and use measures that are reasonable, and at least as protective as those it uses to safeguard the confidentiality of its own Confidential Information (but in no event less than reasonable care), to preserve the confidentiality of any and all Confidential Information that it obtains from the other Party,

(b) to use or, subject to the disclaimers in Section 8.3, disclose such Confidential Information solely as permitted under this Agreement (including, without limitation, Section 13.3 below); and

(c) to only disclose the other Party's Confidential Information or provide access to the same to its responsible employees and agents who reasonably need to know or access such information in connection with the fulfillment of its obligations (including in providing the Services) or exercising rights hereunder and to only make copies of Confidential Information to the extent permitted or contemplated under or pursuant to this Agreement.

13.2 Exceptions. Notwithstanding the restrictions in Section 13.1, neither Party will have any restriction on use or disclosure of Confidential Information which

(a) is now or subsequently enters the public domain through means other than disclosure by a Party hereto in breach of the terms of this Agreement;

(b) is lawfully obtained from a third party without an obligation of confidentiality;

(c) is independently developed by such Party without any use of or reliance upon any Confidential Information of the other Party; or

(d) is already lawfully in the possession of the receiving Party prior to its disclosure by the disclosing Party free of any obligation of confidence to the other Party.

13.3 Required Disclosures. If the receiving Party is required to disclose Confidential Information by law, by court order or by order of any governmental entity or administrative tribunal having jurisdiction over the receiving Party, then the receiving Party must, to the extent legally permitted, notify the disclosing Party of any such requirement prior to disclosure in order to afford the disclosing Party an opportunity to seek a protective order to prevent or limit disclosure, and the receiving Party will reasonably cooperate with the disclosing Party's efforts to obtain such protective order.

13.4 Injunctive Relief. Each Party acknowledges that due to the unique nature of the other Party's Confidential Information, the disclosing Party will not have an adequate remedy in money or damages in the event of any unauthorized use or disclosure of its Confidential Information. In addition to any other remedies that may be available in law, in equity or otherwise, the disclosing Party shall be entitled to seek injunctive relief to prevent such unauthorized use or disclosure.

13.5 Data Practices. Matrix understands and acknowledges that both Parties must comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) as it applies to all data provided to Matrix by the Customer under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Matrix pursuant to this Agreement. Because the Minnesota Government Data Practices Act applies to this Agreement Matrix acknowledges that the classification of data will be determined based on applicable law, and labeling data as confidential will not necessarily make it so.

14 DISPUTE RESOLUTION

14.1 The Parties will attempt, through good faith consultations, to resolve any disputes concerning the interpretation of this Agreement or a Party's performance of its obligations, including resolution of disputed invoices, within thirty (30) days of notification by the affected Party. During the 30- day good faith consultation period, the dispute may be escalated through progressively senior management levels in an attempt to resolve

the dispute. If the Parties fail to resolve a dispute, either Party may pursue whatever remedies it believes it has under this Agreement and in equity and law.

15 FORCE MAJEURE

15.1 Except for a Party's obligation to pay Fees that are due, neither Party will be liable for any failure or delay in performance under this Agreement for causes beyond that Party's reasonable control and occurring without that Party's fault, including but not limited to acts of God, acts of government, flood, fire, civil unrest or war, acts of terror, natural disasters, pandemics, epidemics, labor strikes (other than those involving the Party's employees), computer attacks or malicious acts, such as attacks on or through the internet, or failures of service of any telecommunications or Internet services providers (a "*Force Majeure Event*"), The Party affected by the Force Majeure Event will

(a) use reasonable efforts after the start of the Force Majeure Event to notify the other Party in writing of the Force Majeure Event including the likely or potential duration, if known, and the effect on its ability to perform any of its obligations under the Agreement; and

(b) use reasonable means to mitigate the effect of the Force Majeure Event on the performance of its obligations. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to the Force Majeure Event.

16 AMENDMENT AND WAIVER

16.1 Neither this Agreement nor any Purchase Order or SOW may be modified or amended except by, in the case of this Agreement, a writing signed by both Parties which explicitly states that it is an amendment with specific reference to this Section and the Agreement section which it is amending, and in the case of a Purchase Order or SOW, a Change Order. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving Party.

17 NONSOLICITATION

17.1 During the term of the Agreement and for a period of twelve (12) months after the expiration or termination of the Agreement, Customer shall not, and shall not authorize or permit any other person or entity to, directly or indirectly, knowingly solicit or attempt to solicit, hire or engage any person who is an employee, independent contractor, representative or agent of Matrix or its affiliates and who provided Services hereunder.

18 GOVERNING LAW

18.1 This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota without regard to any law or statutory provision which would require or permit the application of another jurisdiction's substantive law. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal courts located in Minneapolis, Minnesota. This choice of venue is intended by the Parties to be mandatory and not permissive in nature, and to preclude the possibility of litigation between the Parties with respect to, or arising out of, this Agreement in any jurisdiction other than that specified in this Section. Each Party waives any right it may have to assert the doctrine of forum non conveniens or similar doctrine or theory or to object to venue with respect to any proceeding brought in accordance with this Section. EACH PARTY HEREBY WAIVES ITS RIGHT TO A JURY TRIAL IN CONNECTION WITH ANY DISPUTE OR LEGAL PROCEEDING ARISING OUT OF THIS AGREEMENT OR ITS SUBJECT MATTER.

19 NOTICES

19.1 Wherever one Party is required or permitted to give notice to the other pursuant to this Agreement, such notice will be deemed given when:

- (a) delivered in hand;
- (b) mailed by registered or certified mail, return receipt requested, postage prepaid; or
- (c) sent by a third party courier service, and addressed to the Party as set forth on the signature page hereof or to such other address as a Party may designate in writing and in accordance with this Section.

20 SEVERABILITY

20.1 In the event that any provision of this Agreement is held to be illegal, or otherwise unenforceable, such provision will be severed, stricken and replaced with a legal and enforceable provision which most closely reflects the intent of the Parties with respect thereto and the remainder of this Agreement shall continue in full force and effect; *provided, however*, that if the severing and striking of such provision results in a material alteration of this Agreement not able to be appropriately addressed through a replacement provision as contemplated above, the remaining provisions of this Agreement shall be adjusted equitably so that no Party benefits disproportionately.

21 ENTIRE AGREEMENT

21.1 This Agreement, together with all Purchase Orders and SOWs, constitutes the entire agreement between the Parties regarding its subject matter and supersedes any and all prior or contemporaneous letters, memoranda, representations, discussions, negotiations, understandings and agreements, whether written or oral, with respect to such subject matter, all of the same being merged herein. In the event of a conflict between the body of this Agreement and any Purchase Order or SOW, the Agreement shall govern unless the Purchase Order or SOW explicitly states that it is superseding this Agreement with specific reference to this Section and the Agreement section which it is superseding.

22 RELATIONSHIP OF PARTIES

22.1 The Parties to this Agreement are independent contractors; there is no relationship of agency, partnership, joint venture, employment or franchise between the parties. Neither Party has the authority to bind the other or to incur any obligation on its behalf.

23 COUNTERPARTS

23.1 This Agreement and any Purchase Order or SOW may be signed in counterparts, all of which upon execution and delivery shall be considered an original and together shall constitute one agreement. Delivery of an executed counterpart signature page by facsimile or electronic mail is as effective as executing and delivering in the presence of the other Party.

24 AUDIT

24.1 Matrix shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, Matrix shall allow Customer or other persons or agencies authorized by Customer, including the Legislative or State Auditor, access to the records of Matrix at reasonable hours, including all books, records, documents, and accounting procedures and practices of Matrix relevant to the subject matter of the Agreement, for purposes of audit.

25 DEBARMENT

25.1 Matrix certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of any debarment or suspension proceedings. Matrix's certification is a material representation upon which Customer's approval of this Agreement is based. Matrix shall provide immediate

written notice to Customer's authorized representative if at any time Matrix learns that this certification is erroneous or becomes erroneous due to changed circumstances.

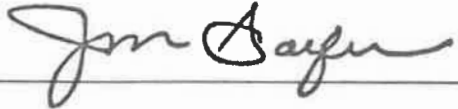
26 CONFLICT OF INTEREST

26.1 Matrix affirms that, to the best of Matrix's knowledge, its involvement in this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. Matrix agrees that, should any conflict or potential conflict of interest become known to Matrix, it will immediately notify Customer of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise Customer whether Matrix will or will not resign from the other engagement or representation.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have caused this Master Purchase and Services Agreement to be executed and delivered by their duly authorized representatives as of the Effective Date.

REDWOOD COUNTY



Signature

Jim Safer

Printed Name

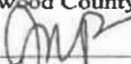
Board Chair

Title

10/17/23
Date

Address: 403 South Mill Street
Redwood Falls, MN 56283

APPROVED AS TO FORM
Redwood County Attorney

By: 

Date: 10.17.2023

MATRIX COMMUNICATIONS, INC.

Designated By:

2009A07C7ECB475...

Signature

Jason Cardwell

Printed Name

Account Executive

Title

8/10/2023
Date

Address: Matrix Communications, Inc.
Attn: Vice President Sales/General Manager
171 Cheshire Lane, Suite 700
Plymouth, Minnesota 55441



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Department:	Environmental
Preferred 2nd Date:			
Discussion Item:		Presenter:	Nick B.
Low Income Septic Grant Qualifications		estimated time needed:	5 minutes
Board Action:		<input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Set the Low Income Septic Grant qualifications as follows:

Applicants with household income between 101% and 200% of the federal poverty guidelines eligible for payment of 50% of the cost of new septic install.

Applicants with household income less than 101% of the federal poverty guidelines eligible for payment of 75% of the cost of new septic install.

Background Information:

Each year we receive about \$40,000 from the State of Minnesota for this program. It can be used to replace failing or non-compliant septic systems on homesteaded properties whose owners qualify based on income.

The current income requirement is household income less than 190% of the federal poverty guidelines and all qualifying applicants are eligible for 75% of the cost of a new septic. The proposed 'sliding scale' will spread the benefit of this program to more individuals, without reducing the benefit for the most disadvantaged people.

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 ****



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/23	Originating Department:	Environmental
Preferred 2nd Date:			
Discussion Item:	Presenter: Nick B., Brian P.		
Lamberton Township Streambank Stabilization	estimated time needed:	19 minutes	
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve using \$21,346.88 of Riparian Protection Aid (buffer money) to pay 75% of the cost of a streambank stabilization project on the Cottonwood River, in Section 13 of Lamberton Township. The remaining 25% (\$7,115.62) will be paid by Lamberton Township.

Background Information:

In the southeast corner of Lamberton 13, the Cottonwood River runs alongside township road Impala Ave. for about one quarter of a mile. Approximately 500 feet of this length is an outside meander that has eroded toward the road. In some places, the water surface is only 30 feet from the roadway. A streambank stabilization project has been designed by Bill Moldestad to reshape and armor the bank to prevent further erosion and damage to the road. The Township Board voted to provide 25% of the funding for this project.

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 ****



Cooperator: Lambertown Township
 Project: Streambank Protection - 150 lineal feet
 Location: SW1/4 13-109-37 Lambertown Township - Redwood County

11/22/2023

Earthwork:

Description	Cu. Yd	\$/Cu. Yd	Cost
Excavate for keyway anchor, rip-rap placement, and streambank shaping	220	5.00	1100.00
Subtotal			

Material: Furnish & Install

Description	Unit	Amount	\$/Unit	Cost
Streambank Rip-Rap (MNDOT Cl. III)	Ton	210	55.00	11,550.00
Keyway Anchor Rip-Rap (MNDOT Cl. III)	Ton	15	55.00	825.00
Geotextile (MNDOT Type IV non-woven)	Sq. Yds	280	5.00	1,400.00
250 Sq. Yds Streambank				
30 Sq. Yds Keyway Anchor				
Subtotal				

Miscellaneous:

Description		Cost
Clearing stream channel (Remove logjams)		10,000.00
Clearing & Grubbing		-
Mobilization		1,000.00
Contingency (10%)		2,527.50
Subtotal		\$ 28,462.50

Total Estimated Cost

This cost estimate is based upon the county-wide average for this type of project. The amounts charged by individual contractors vary. We strongly recommend that you obtain a written bid from the contractor prior to construction. You are also encouraged to contact more than one contractor.

I have reviewed the above cost estimate and have read the above statement.

Cooperator's signature _____

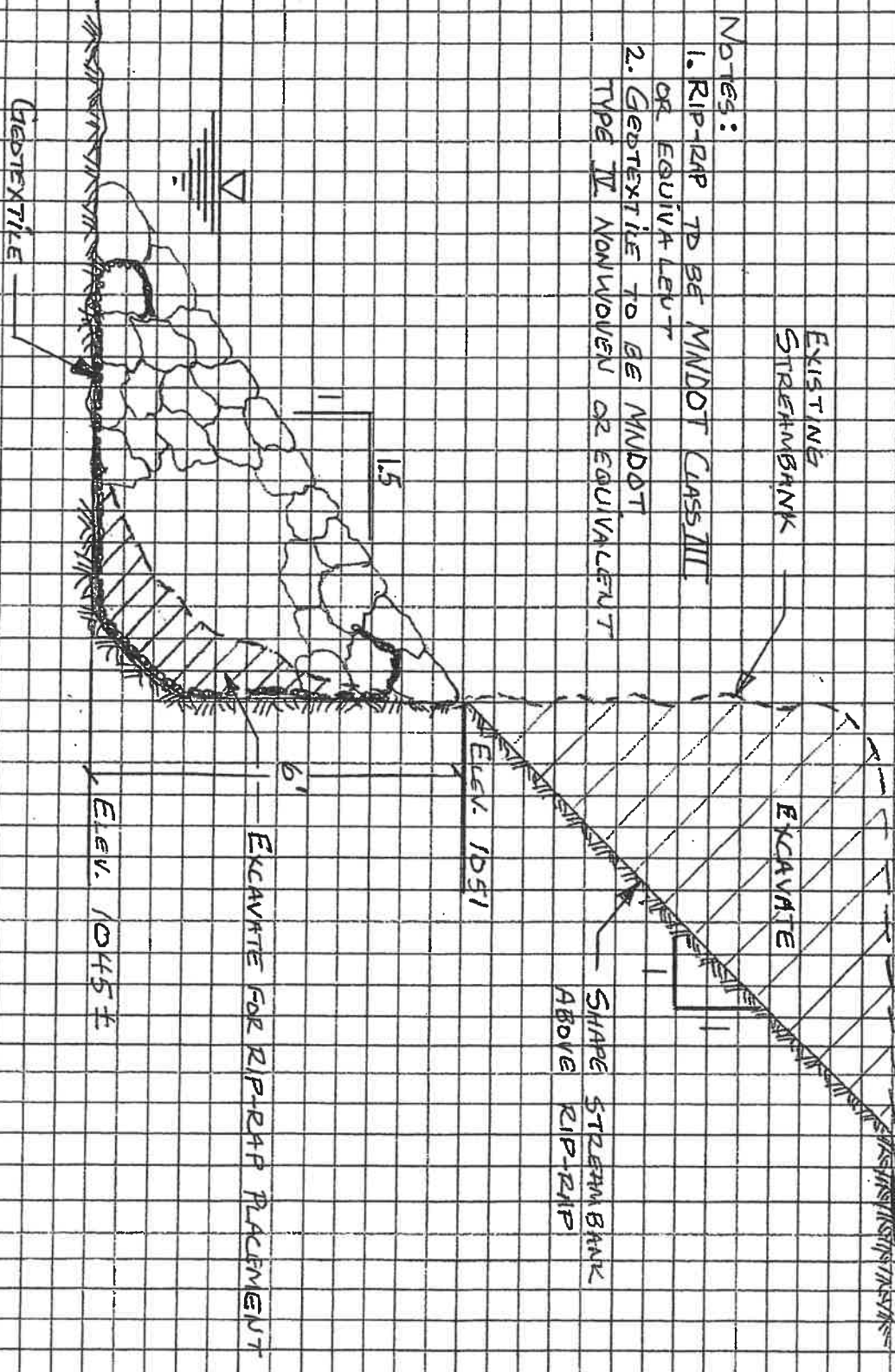
Date _____

NRCS-ENG-923A Rev. 10-97

STATE MINNESOTA PROJECT LAMBERTON TOWNSHIP STREAMBANK

BY W-M DATE 11-22-23 CHECKED BY _____ DATE _____ JOB NO. _____

SUBJECT TYPICAL SECTION - STREAMBANK RIP-RAP SHEET _____ OF _____



- NOTES:
1. RIP-RAP TO BE MNDOT CLASS III OR EQUIVALENT
 2. GEOTEXTILE TO BE MNDOT TYPE IV NONWOVEN OR EQUIVALENT

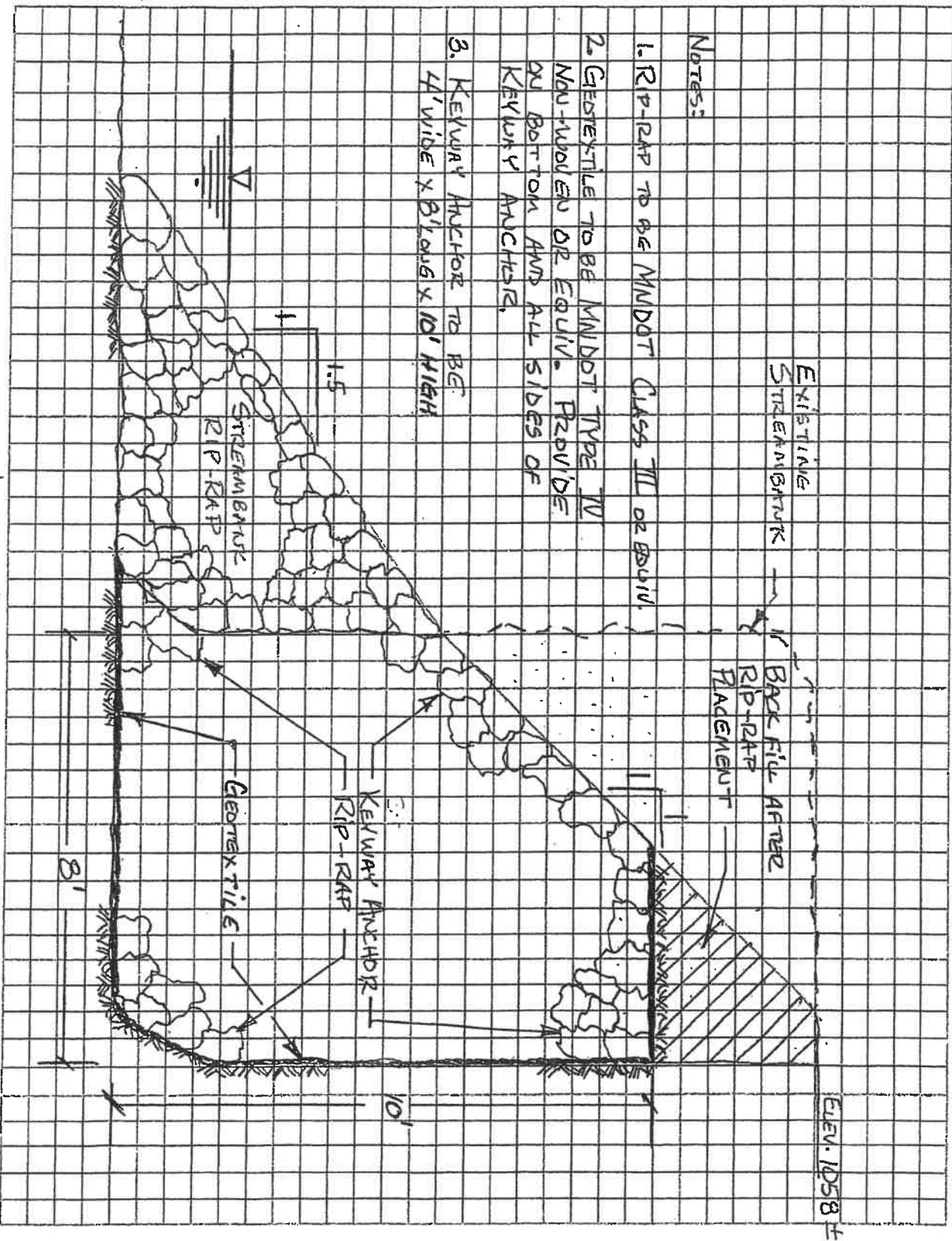
NO SCALE

NRCS-ENG-523A Rev. 10-97

STATE MINNESOTA	PROJECT LAMBERTON TOWNSHIP STERAMBANK
BY W-M	DATE 11-22-23
CHECKED BY	DATE
JOB NO.	
SUBJECT KEYWAY ANCHOR DETAIL	
SHEET OF	

NOTES:

1. RIP-RAP TO BE MNDOT CLASS III OR EQUIV.
2. GEOTEXTILE TO BE MNDOT TYPE IV NON-WOVEN OR EQUIV. PROVIDE ON BOTTOM AND ALL SIDES OF KEYWAY ANCHOR.
3. KEYWAY ANCHOR TO BE 4' WIDE X 8' LONG X 10' HIGH



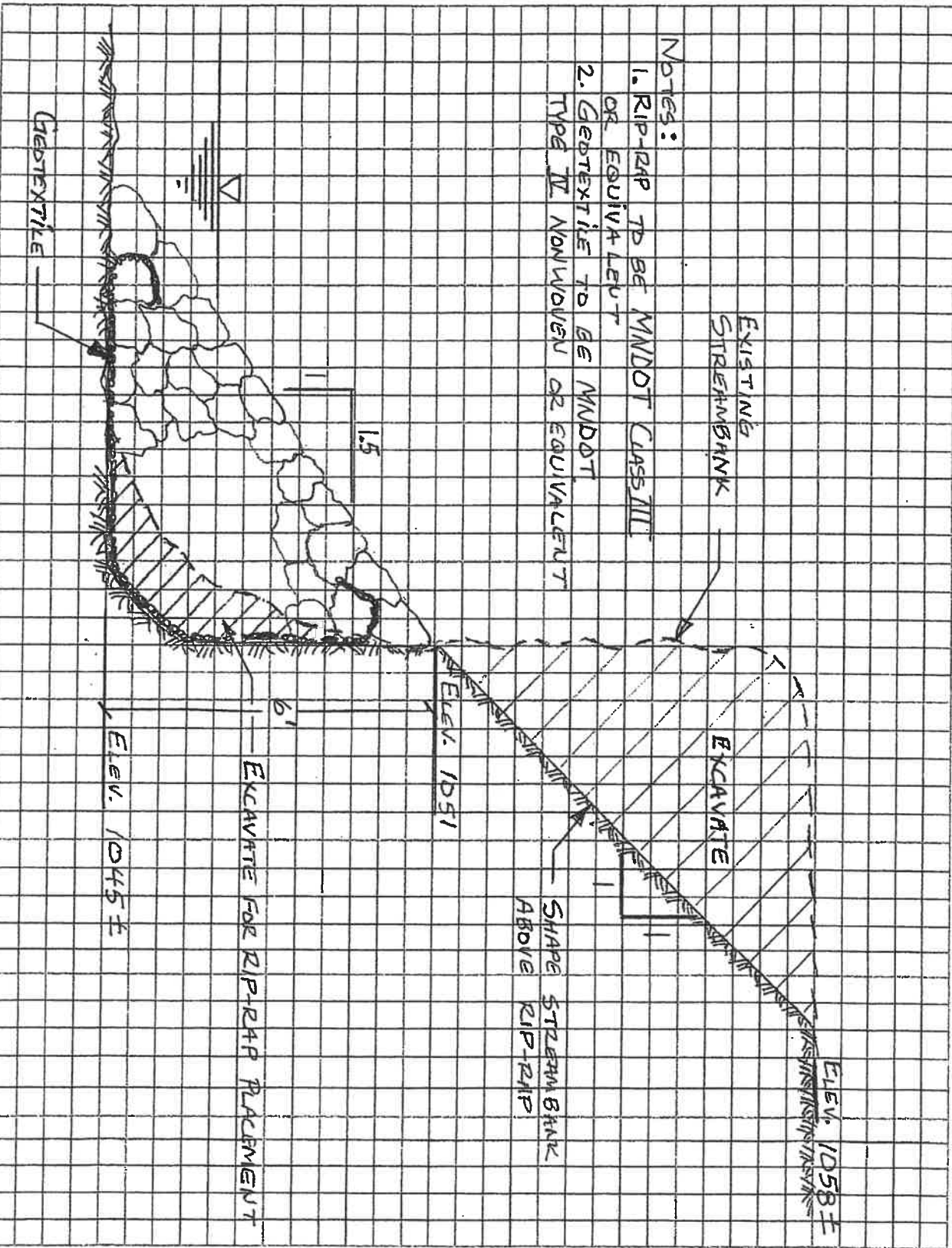
NO SCALE

NRCS-ENG-523A Rev. 10-97

STATE MINNESOTA PROJECT LAMBERTON TOWNSHIP STREAMBANK

BY W-M DATE 11-22-23 CHECKED BY _____ DATE _____ JOB NO. _____

SUBJECT TYPICAL SECTION - STREAMBANK RIP-RAP SHEET _____ OF _____



- NOTES:
1. RIP-RAP TO BE MNDOT CLASS III OR EQUIVALENT
 2. GEOTEXTILE TO BE MNDOT TYPE IV NONWOVEN OR EQUIVALENT

NO SCALE

NRCS-ENG-523A Rev. 10-97

STATE MINNESOTA PROJECT LAMBERTON TOWNSHIP STREAMBANK

BY W/M DATE 11-22-23 CHECKED BY _____ DATE _____ JOB NO. _____

SUBJECT KEYWAY ANCHOR DETAIL SHEET _____ OF _____

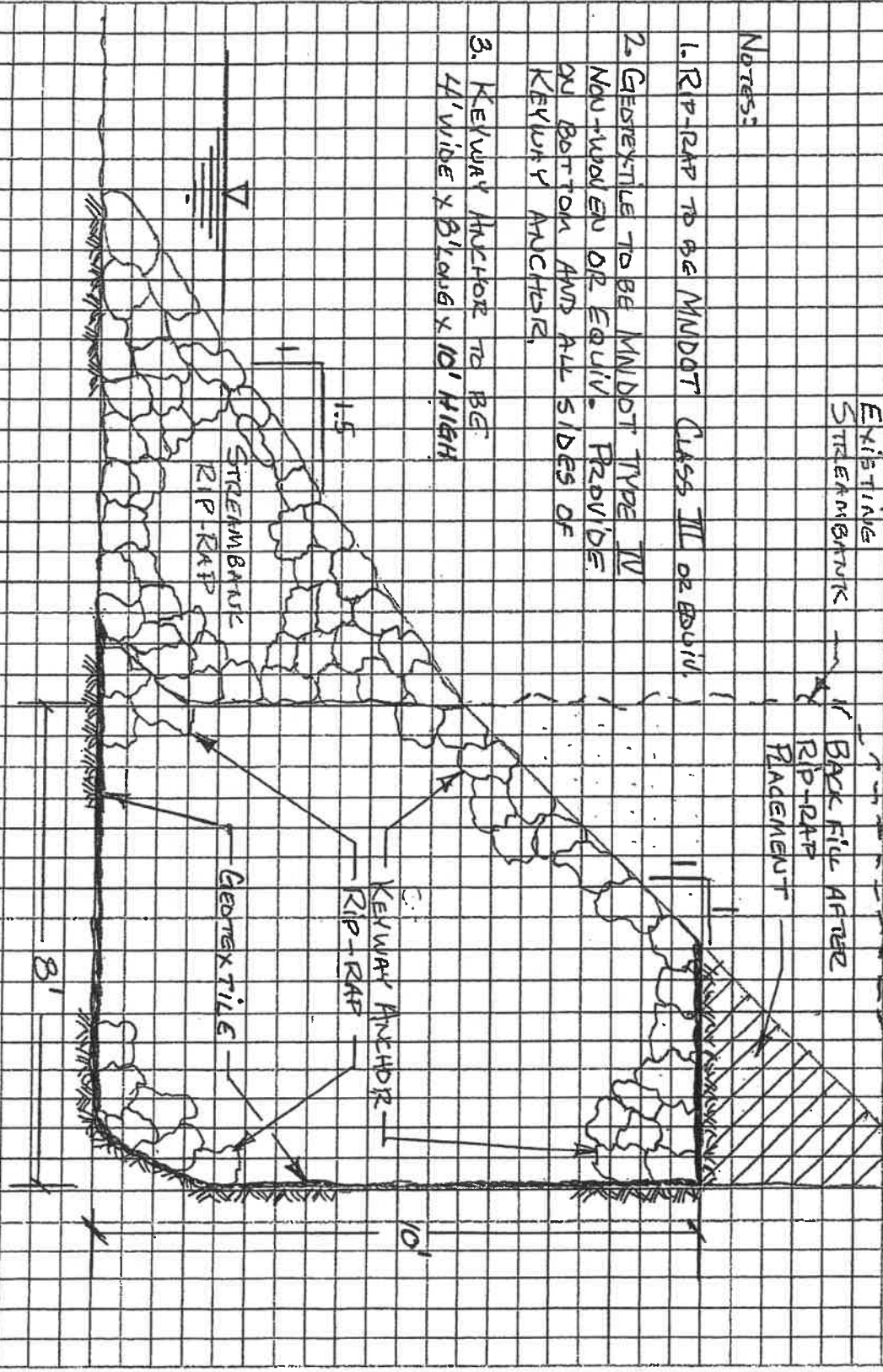
NOTES:

1. RIP-RAP TO BE MNDDOT CLASS III OR EQUIV.
2. GEOTEX-TILE TO BE MNDDOT TYPE IV NON-WOVEN OR EQUIV. PROVIDE ON BOTTOM AND ALL SIDES OF KEYWAY ANCHOR.
3. KEYWAY ANCHOR TO BE 4' WIDE X 8' LONG X 10' HIGH

EXISTING
STREAMBANK

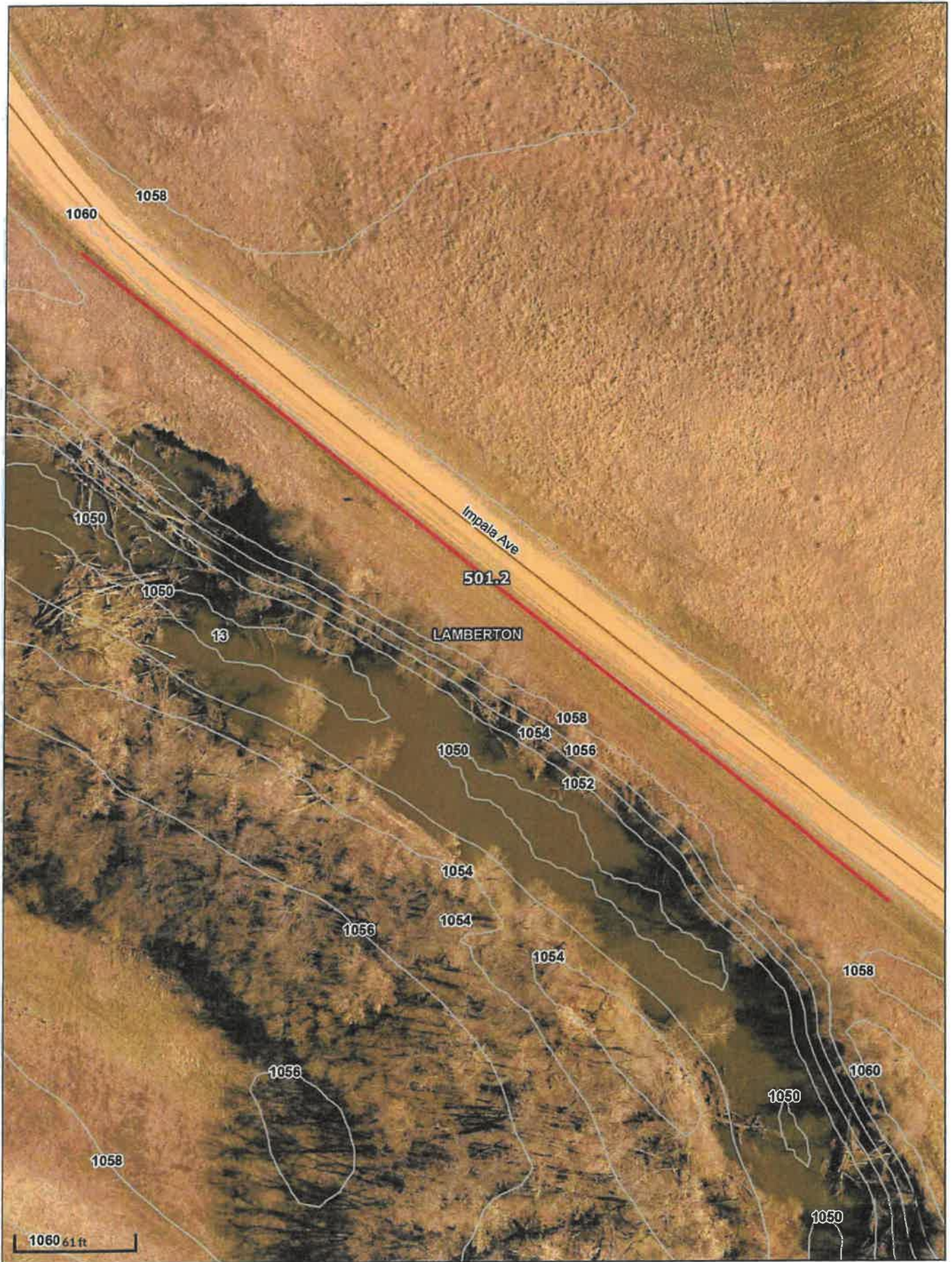
BACK FILL AFTER
RIP-RAP
PLACEMENT

ELEV. 1058 ±



ND SCALE





Lamberton Township Meeting Dec 4th 2023

Meeting was called to order at 7:50 pm by Bill followed by a salute to our flag. Brad Gish also attended the meeting.

Minutes were read and approved after changes were made, Motion Dan, 2nd Cole, carried

Treasurers report was read and approved, Motion Dan, 2nd Cole, carried. Beginning balance was \$76,284.88 with expenditures of \$20,829.55 and additions of \$37,541.32 leaving a balance of \$92,996.65

Jeremy Loose didnt replace the culvert that was found by Edie Coulters, but dug out alot around both sides of it to unplug it. Bill said it really looks good. Wait to see if he sends a bill or not.

Bill is working on getting some money for the sec 13, Impala Ave stream Project. Project would run around \$23,000.00 and we we would need to cover around 25%, the rest would be state funding. Dan made a motion to cover our percentage on the repairs at Sec 13, Impala Ave as long as the State funding is there to fix the problem. 2nd by Cole, carried. Bill will talk to Brian to make sure the Permit application has been submitted.

Tractor is leaking again and was taken back to Westbrook Ag where it was recently torn apart and put back together.

Building is in place and tractors are inside, door could have been a bit taller. May have to add gravel to the approach to build it up a bit to get a more flat surface for entry. Will most likely

need to use some forks to get the mower in or possibly leave it on the tractor.

Snow plow truck ? Dan received some specs and info on 2 different trucks that belonged to the city of Shakopee, a 2006 and a 2007, both have C7 engines...one for \$40,000 and the other for \$45,000. Bill asked for opinions with Cole stating we should keep eyes open to see what else is out there and also depending on what trade in value would be. Bill would like Dan to pursue further on the 2006 and 2007. Dan will get ahold of the guy and talk to him more in depth on these trucks and find out where they are located etc.

As no further business meeting was adjourned at 8:59 pm, with the next meeting being held on Tuesday January 2nd at 8pm

Wendy Mattison

Township Clerk



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/23	Originating Department:	Environmental
Preferred 2nd Date:	1/2/23		
Discussion Item:	Presenter: Jeanette P.		
Phase I Archeological Survey Contract	estimated time needed:	5 minutes	
Board Action:	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Approve proposed Agreement for Professional Services with Kogel Archaeological Consulting Services to provide a Phase I archaeological survey, in connection with the Plum Creek Park improvement grant, for an amount not to exceed \$5,900.00.

Background Information:

[Redacted area for background information]

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

Administrators Comments:

[Redacted area for 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
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made and entered into this _____ day of _____, 2023 (the "Effective Date") by and between the County of Redwood, a political subdivision of the State of Minnesota (the "County"), 250 S Jefferson Street, Redwood, Minnesota 56283, and Kogel Archaeological Consulting Services (the "Consultant"), 2101 S. Lincoln Avenue, Sioux Falls, South Dakota 57105.

WHEREAS, the County is in need of Phase I Archaeological Survey (the "Project"); and

WHEREAS, the Consultant meets the needs of the County and is willing to provide the services provided for in this Agreement; and

WHEREAS, the County wishes to purchase the services from the Consultant pursuant to the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and understandings contained herein, the County and Consultant enter into the following Agreement:

AGREEMENT

1. **TERM.**

Notwithstanding the date of the signatures of the parties to this Agreement, the term of this Agreement shall commence on the Effective Date and, unless earlier terminated pursuant to this Agreement, shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County. The Consultant shall not commence work on the Project until the County's Authorized Representative issues a written notice to proceed.

2. **DUTIES OF THE CONSULTANT.**

2.1 **Nature of Duties.** The Consultant shall provide the various professional and consulting services for the the Project as set forth in the Consultant's Scope of Services attached hereto as **Exhibit A** and incorporated into this Agreement by reference. The Consultant shall confer with the County's Authorized Representative as often as is necessary in connection with the services to be performed under this Agreement.

2.2 **Personnel.** All work the Consultant is to perform shall be performed by competent and qualified personnel. Troy Kogel will have primary responsibility for performing the work under this Agreement on behalf of the Consultant and will serve as the Consultant's primary contact with the County. The Consultant shall not change the person primarily responsible for performing the work under this Agreement without the prior written approval of the County's Authorized Representative.

2.3 Project Timing. The Consultant shall not start work on the Project until the Consultant has received from the County's Authorized Representative written notice to proceed. All work and services required by this Agreement shall be completed in accordance with the schedule attached hereto as **Exhibit B**. The Consultant acknowledges that the time within which services must be rendered is of primary importance to the County and is of the essence to this Agreement. All services and information to be performed or furnished under this Agreement shall be performed or furnished as promptly as possible.

2.4 Final Documents. The Consultant shall provide all documentation of the work to be performed under this Agreement. The documents shall be furnished in a format acceptable to the County. Upon completion of the work, the Consultant shall also deliver to the County copies of all correspondence, drawings, reports and all other documents either generated by or received by the Consultant in the performance of the work and services required by this Agreement.

2.5 Standard of Care and Liability for Work. In performing the work under this Agreement, the Consultant will use that degree of care, knowledge and skill ordinarily exercised by other reputable professionals in the field under like circumstances within the State of Minnesota.

3. ITEMS PROVIDED BY THE COUNTY.

After authorizing the Consultant to begin work, the County will furnish any data or materials in its possession relating to the Project that may be of use to the Consultant in performing the work. The Consultant shall make an analysis of all data and information furnished by the County. If any data or information is found to be incorrect or incomplete by the Consultant, this fact shall be brought to the attention of the County's Authorized Representative before the Consultant proceeds with any affected portion of the Project. All data or materials provided to the Consultant will remain the property of the County and must promptly be returned to the County upon expiration or termination of this Agreement.

4. PAYMENT TO CONSULTANT.

4.1 Rates and Contract Maximum. For services satisfactorily completed in accordance with this Agreement, the County shall pay the Consultant in accordance with the project amounts specified in **Exhibit C**. Notwithstanding any provision to the contrary, the total compensation payable to the Consultant for services and expenses under this Agreement shall not exceed \$ 5,900.00 (the "Contract Maximum"). In the event the County requests services that would require payment in excess of the Contract Maximum, the Consultant shall not proceed until such time as the County has approved such modification or addition by written amendment to this Agreement.

4.2 Payment of Costs. Reimbursable expenses are included in the project amounts specified in **Exhibit C**. No additional charges for expenses or reimbursements will be

allowed without the prior written authorization of the County's Authorized Representative.

4.3 Billing by Consultant. The amounts to be paid under this Agreement shall be paid only if work has been satisfactorily performed as determined by the County's Authorized Representative and consistent with the amounts set forth in **Exhibit C**. The Consultant shall submit an invoice monthly in a form acceptable to the County's Authorized Representatives.

4.4 Payment by County. Within thirty-five (35) days of the approval of the invoice by the County, the County shall mail payment of the approved amount to the Consultant for all services satisfactorily performed or make reasonable arrangements for payment acceptable to the Consultant. No claim for expenses or services not specifically provided for herein shall be honored by the County. Amounts disputed need not be paid until the dispute is resolved. Final payment due to the Consultant will be made by the County when all work and services have been satisfactorily performed and all documents have been delivered to the County in accordance with this Agreement. All payments shall be issued to:

Kogel Archaeological Consulting Services
2101 S. Lincoln Avenue
Sioux Falls, South Dakota 57105

5. AUTHORIZED REPRESENTATIVE.

Nick Brozek shall serve as the Authorized Representative of the County and as the liaison with the Consultant. The County shall have the right to change its Authorized Representative from time to time and shall inform the Consultant of any such change. The Authorized Representative shall have the express authority to make all contacts with the Consultant on behalf of the County and to instruct the Consultant to perform the various services described in this Agreement. The Consultant shall submit reports, invoices and other materials prepared pursuant to this Agreement to the County's Authorized Representative, by mailing or delivering them to:

Redwood County Environmental Office
PO Box 130
Redwood Falls, MN 56283

6. RELATIONSHIP BETWEEN THE PARTIES.

6.1 Independent Contractor. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint ventures, or an association, nor shall the Consultant, be considered an employee, agent or representative of the County. The Consultant is to be and shall remain an independent contractor with respect to all services performed under this Agreement. Consultant shall utilize the Redwood County Attorney's Office personnel to perform all services under this Agreement.

6.2 No Agency. Consultant shall have the authority to act on behalf of the County only to the extent expressly provided for in this Agreement, unless otherwise modified by the parties in writing.

7. INSURANCE AND INDEMNIFICATION.

7.1 Insurance. Consultant shall comply with the insurance requirements set forth in **Exhibit D**, attached to this Agreement and incorporated herein by reference.

7.2 Indemnification by Consultant. Consultant agrees to indemnify and hold harmless the County and its officers, officials, agents, volunteers and employees from any liability, claims, losses, damages, costs, judgments, or expenses, including reasonable attorneys' and other professional fees, resulting directly or indirectly from any negligent, tortious or illegal act or omission, including without limitation, professional errors or omissions by the Consultant arising from the performance of its services pursuant to this Agreement, and against all loss by reason of the failure of the Consultant to fully to perform all obligations under this Agreement. For clarification and not by way of limitation, this obligation to indemnify and hold harmless shall apply to all materials prepared or furnished pursuant to this Agreement, including, without limitation, and the unlawful disclosure or use of protected data or other noncompliance with the Records and Information provisions set forth in Section 8. The terms and provisions of this Section 7 shall survive the expiration, suspension or termination of this Agreement.

7.3 Indemnification by County. County agrees to indemnify and hold harmless the Consultant from any liability, claims, losses, damages, costs, judgments, or expenses, including reasonable attorneys' and other professional fees, resulting directly or indirectly from any negligent, tortious or illegal act or omission by the County (including its officers, employees, agents and subcontractors) arising from the terms of this Agreement, and against all loss by reason of the failure of the County, its agents, employees or subcontractors fully to perform all obligations under this Agreement. For clarification and not by way of limitation, this obligation to indemnify and hold harmless shall apply to all materials prepared or furnished pursuant to this Agreement, including, without limitation, the unlawful disclosure or use of protected data or other noncompliance with the Records and Information provisions set forth in Section 8. The terms and provisions of this Section 7 shall survive the expiration, suspension or termination of this Agreement.

8. RECORDS AND INFORMATION.

8.1 Ownership of Documents, Intellectual Property Rights and Confidentiality. All documents, reports, recommendations, and other work prepared or furnished by Consultant pursuant to this Agreement are work products of the County and shall be the property of the County. Consultant represents and certifies that the works and documents created and paid for under this Agreement do not and will not infringe upon any intellectual property rights of other persons or entities. Consultant shall furnish the County with all products upon completion of the work, and at any other time as requested

by the County. Consultant may retain copies of all such work products and related documents, but Consultant may not use the work products and related documents for any purpose not related to the Project without the County's consent. No reports, documents, or other information that are generated under this Agreement shall be released by Consultant except as required to be released by the Minnesota Data Practices Act or with the approval of the Authorized Representative.

8.2 Data Practices. The Consultant must comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) as it applies to all data provided to the Consultant by the County under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Consultant pursuant to this Agreement. If the Consultant receives a request to release data pursuant to this Section 8.2, the Consultant shall notify the County immediately and consult with the County as to how the Consultant should respond to the request. The Consultant's response shall comply with applicable law.

8.3 Private and Confidential Data. The Consultant shall comply with the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes Ch. 13) and all other applicable state and federal laws, rules and regulations relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act (HIPAA and/or the Health Information Technology for Economic and Clinical Health Act (HITECH). Consultant further acknowledges that the classification of data as trade secret data will be determined based on applicable law, and labeling data as trade secret data will not necessarily make it so.

8.4 County Network Connection. Consultant acknowledges that this Agreement does not authorize Consultant to make any connection to the County's network through the use of any hardware or through a Virtual Private Network (VPN). In the event a VPN or other network connection becomes necessary or convenient during the term of this Agreement, Consultant shall not make any such connection without first obtaining the express written consent of the County's Information Technology Director and executing and delivering to the County copy of the County's then-current Information Technology Usage Agreement.

9. AUDIT.

Consultant shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, Consultant shall allow the County or other persons or agencies authorized by the County, including the Legislative or State Auditor, access to the records of Consultant at reasonable hours, including all books, records, documents, and accounting procedures and practices of Consultant relevant to the subject matter of the Agreement, for purposes of audit.

10. NOTICE.

Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.

11. DISPUTES.

The County's Authorized Representative will be the initial interpreter of the requirements of this Agreement and will determine the acceptability of the work to be provided hereunder. All claims, disputes and other matters relating to the acceptability of the work must be referred to the County's Authorized Representative in writing with a request that a formal decision be made within a reasonable period of time. Written notice of each claim, dispute or other matter must be delivered to the County's Authorized Representative within 30 days of the occurrence of the event giving rise to the claim, dispute or other matter. All data supporting the claim, dispute or other matter must be submitted to the County's Authorized Representative within 45 days of the event, unless the County's Authorized Representative allows for additional time based on the availability of complete and accurate data. The Consultant shall continue to perform while the claim or dispute is pending. The issuance of a decision by the County's Authorized Representative shall be a condition precedent to the Consultant's exercise of the rights and remedies the Consultant may have under this Agreement or at law with respect to the claim, dispute or other matter.

12. TERMINATION AND SUSPENSION.

12.1 County Termination and Suspension With Cause. This Agreement may be suspended or terminated by the County if the Consultant violates any of the terms or conditions of this Agreement as determined by the County. In the event the County exercises its right to suspend or terminate this Agreement, the County shall submit written notice to the Consultant specifying the extent of the suspension or termination and the reasons therefore, and the date upon which suspension or termination becomes effective.

12.2 County Termination and Suspension Without Cause. The County may terminate this Agreement without cause by giving at least 30 days written notice to the Consultant. Upon receipt of a notice of such termination, the Consultant shall take all action necessary to discontinue work or further commit County funds.

12.3 Consultant Termination With Cause. This Agreement may be terminated by the Consultant if the County violates any of the terms or conditions of this Agreement as determined by the Consultant. In the event the Consultant exercises its right to terminate this Agreement, the Consultant shall submit written notice to the

County specifying the reasons therefore, and the date upon which termination becomes effective.

12.4 Consultant Termination Without Cause. The Consultant may terminate this Agreement without cause by giving at least 30 days written notice to the County. Upon County's receipt of a notice of such termination, the Consultant shall cease all work on the Project and provide all documents pertaining to the Project to the County as soon as is reasonably feasible, but not longer than five (5) business dates from the County's receipt of the notice of termination.

12.5 Payment upon Termination and Suspension With or Without Cause. The Consultant shall be entitled to payment for all work satisfactorily performed up to the day the termination or suspension takes effect, as determined by the County.

13. SURVIVAL.

The provisions of this Agreement which, by their terms, impose obligations that are continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Sections 2.5 (Standard of Care and Liability for Work); 7 (Insurance and Indemnification); 8 (Records and Information); 9 (Audit); 14.3 (Governing Law; Jurisdiction; Venue).

14. GENERAL PROVISIONS.

14.1 Entire Agreement; Amendments; Conflicts. This Agreement (including the exhibits attached hereto) constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals, oral or written, between the parties with respect thereto. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification (i) is in writing and signed by authorized representatives of both parties and (ii) references this Agreement. The terms and conditions of the exhibits are integral parts of this Agreement and are fully incorporated herein by this reference.

14.2 Compliance with Applicable Law. The Consultant agrees to comply with applicable federal, state and local laws or ordinances, and applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Consultant's performance of the provisions of this Agreement. It shall be the obligation of the Consultant to maintain, pay for and obtain all licenses required by any governmental agency for the provision of those services contemplated herein.

14.3 Governing Law; Jurisdiction; Venue. This Agreement shall be governed by the laws of the State of Minnesota, without regard to its conflict of laws rules. For the purpose of resolving conflicts related to or arising out of this Agreement, the parties expressly agree that venue shall be exclusively in the State of Minnesota, County of

Redwood. The parties hereby expressly consent to the exclusive personal jurisdiction of the federal and state courts located in the State of Minnesota, regardless of the citizenship or residency of either party at the time of the commencement of any legal proceeding.

14.4 Debarment. Consultant certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of any debarment or suspension proceedings. Consultant's certification is a material representation upon which the County's approval of this Agreement is based. Consultant shall provide immediate written notice to the County's authorized representative if at any time Consultant learns that this certification is erroneous or becomes erroneous due to changed circumstances.

14.5 Conflict of Interest. The Consultant affirms that, to the best of the Consultant's knowledge, the Consultant's involvement in this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. The Consultant agrees that, should any conflict or potential conflict of interest become known to the Consultant, it will immediately notify the County of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the County whether the Consultant will or will not resign from the other engagement or representation.

14.6 Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Agreement without receiving the prior written consent of the other party.

14.7 Successors in Interest. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.

14.8 Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.

14.9 Execution. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the Effective Date set forth above.

REDWOOD COUNTY

**KOGEL ARCHAEOLOGICAL
CONSULTING SERVICES**

By: _____

By: _____

Print Name

Print Name

Title

Title

Date: _____

Date: _____

APPROVED AS TO FORM:

By: _____
Redwood County Attorney

Date: _____

EXHIBIT A

SCOPE OF SERVICES

The Consultant agrees to provide Consultation Services for the County during the term of this Agreement. The Consultant shall use sound and independent professional judgment in performing these duties. Said “Consultation Services” include the following:

See attached Phase I Archaeological Survey Proposal for The Plum Creek County Park Improvement Project Area Near Walnut Grove, Redwood County, Minnesota

EXHIBIT B

PROJECT SCHEDULE

The Consultant will provide the County with the services in **Exhibit A** beginning upon the date of the Agreement and shall end on April 28, 2024.

EXHIBIT C

COMPENSATION

The County shall pay Consultant for the performance of the services in **Exhibit A** pursuant to the terms and conditions of section 4. PAYMENT TO CONSULTANT of the Agreement. Any additional expenses, will require pre-approval by the County's Authorized Representative prior to incurring the expense.

EXHIBIT D

INSURANCE REQUIREMENTS

Consultant shall procure and maintain for the duration of the Agreement, insurance coverage for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Consultant.

1. Minimum Scope of Insurance: Coverage shall be at least as broad as follows:
 - a. General Liability coverage (occurrence form CG 00 01 or a substitute form providing equivalent coverage), and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). County **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. County must also be named as additional insured on the excess or umbrella policy.
 - b. Automobile Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or substitute for providing equivalent liability coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). County **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. County must also be named as additional insured on the excess or umbrella policy.
 - c. Workers' Compensation as required by the State of Minnesota, and Employer's Liability insurance. If the Consultant's employment is an excluded employment under Minn. Stat. § 176.041 and Consultant elects not to purchase workers' compensation coverage, Consultant shall provide County with a written waiver of workers' compensation coverage in a form acceptable to County. Consultant agrees that under no circumstances shall County be responsible for workers' compensation for injuries suffered in connection with this Agreement.
2. Minimum Limits of Insurance: Consultant shall maintain **NO LESS THAN** the following limits of insurance:
 - a. General Liability Insurance, and if necessary, Umbrella Liability:
 - \$1,500,000 per occurrence
 - \$3,000,000 annual aggregate
 - \$3,000,000 products and completed operations aggregate
 - b. Business Automobile Liability and if necessary, Umbrella Liability:

- \$1,500,000 per occurrence
 - \$3,000,000 aggregate
- c. **Worker's Compensation:**
- as required by the State of Minnesota
- d. **Employer's liability coverage with minimum limits of:**
- Bodily injury by accident: \$500,000 each employee
 - Bodily injury by accident: \$1,500,000 each incident
 - Bodily injury by disease: \$500,000 each employee
 - Bodily injury by disease: \$1,500,000 policy limit
- f. **Professional/Technical Liability or Errors and Omissions:**
- \$2,000,000 per occurrence – Errors & Omissions
 - \$2,000,000 per occurrence – Bond (conduct by employee constituting malfeasance, willful neglect of duty or bad faith)
 - \$4,000,000 annual aggregate
3. **Deductibles and Self-Insurance:**
- a. Any deductibles will be the sole responsibility of Consultant and may not exceed \$50,000 without the written consent of County. Any request for a higher deductible must first be approved by County after Consultant provides County with financial documentation sufficient for County to determine whether Consultant has the financial resources to cover the requested deductible.
4. **Additional Insurance Conditions:**
- a. Consultant's insurance shall apply as primary insurance with respect to any other insurance or self-insurance program maintained by County. County's insurance or self-insurance program shall be excess of Consultant's insurance and shall not contribute to it.
- b. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to County or its officers, officials, employees or volunteers.
- c. Consultant must obtain insurance policies from insurance companies having an "AM BEST" rating of A:VII or better and authorized to do business in the State of Minnesota.

5. Verification of Coverage:

Consultant shall provide County with certificates of insurance and original endorsements showing that Consultant has each type of insurance coverage and limits required under this Agreement. A Certificate of Insurance for each policy must be on file with County within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice of cancellation, nonrenewal, or material change to all named and additional insureds. If insurance expires during the term of this Agreement a new Certificate of Insurance must be provided to County at least 10 days prior to the expiration date. The new insurance must meet all the same terms as outlined in this Exhibit D. The County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Consultant. All subcontractors shall provide evidence of similar coverage.



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Department:	Environmental
Preferred 2nd Date:			
Discussion Item:		Presenter:	Nick B.
2024 ditch levy - County Ditch 35C		estimated time needed:	5 minutes
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Reduce the levy on County Ditch 35C from 2% to 1%.

Background Information:

This ditch levy affects the city of Vesta. The City of Vesta inquired about the size of their levy, and after review it was discovered that the levy was inadvertently set higher than needed. It was set at 2%, but should be 1%.

The change was discussed with the County Auditor, and she supports the proposed change.

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 ****



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Dept.:	Administration
Preferred 2nd Date:			
Discussion Item:	Presenter: Scott Walker, Farmers Co-op Mgr		
2024 Tobacco License Application-Farmers Co-op of Renville Lamberton C-Store	estimated time needed:	20 min	
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve, Deny, or Delay the License application

Background Information:

December 12, 2023, Board delayed action on the application and requested the Manager, Scott Walker of Farmer's Co-op Renville to come before the Board. Requested discussion on actions/measures that the Lamberton C-Store management and employees will take to ensure compliance of the Redwood County Tobacco Ordinance.

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 ****



REQUEST FOR BOARD ACTION

Requested Board Date: 12/26/23	Originating Dept.: Sheriff's Office
Preferred 2 nd Date:	
Discussion Item:	Presenter: Jason Jacobson
Accept Donation from Farmers Union Industries	estimated time needed: 5 Minutes
Board Action: <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

If Action, Board Motion Requested:

Accept \$1,000.00 donation from Farmer's Union Industries.

Background Information:

[Empty box for background information]

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

Administrators Comments:

[Empty box for 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
403 South Mill Street
P.O. Box 130
Redwood Falls, MN 56283
Phone: (507) 637-4016 Fax: (507) 637-4017
redwoodcounty-mn.us



**A RESOLUTION ACCEPTING THE DONATION OF \$1,000.00 FROM FARMERS
UNION INDUSTRIES**

WHEREAS, Farmers Union Industries wishes to donate \$1,000.00 to Redwood County Sheriff's Office and;

WHEREAS, the Sheriff's Office will utilize the donation of \$1,000.00 for the purpose of a K9 program 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 \$1,000.00 from Farmers Union Industries to the Redwood County Sheriff's Office, on behalf of the County.

PASSED and ADOPTED by the Redwood County Board of Commissioners this 26th day of December, 2023.

Jim Salfer, Chair
Redwood County Board of Commissioners

Vicki Knobloch-Kletscher
County Administrator

1st District
RICK WAKEFIELD
P.O. Box 473
Walnut Grove, MN 56180
(507) 859-2369
Rick_W@co.redwood.mn.us

2nd District
JIM SALFER
865 Pine Street
Wabasso, MN 56293
(507) 342-2431
Jim_S2@co.redwood.mn.us

3rd District
DENNIS GROEBNER
250 Center Street
Clements, MN 56224
(507) 692-2235
Dennis_G@co.redwood.mn.us

4th District
BOB VANHEE
503 Fallwood Road
Redwood Falls, MN 56283
(507) 616-1000
Bob_V@co.redwood.mn.us

5th District
DAVE FORKRUD
P.O. Box 235
Belview, MN 56214
(507) 430-1907
Dave_F@co.redwood.mn.us



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/23	Originating Dept.:	Maintenance
Preferred 2nd Date:			
Discussion Item:		Presenter:	Loren Gewerth
Approve 5 years PMA with G&R Controls		estimated time needed:	10 Min
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve the 5 Year Preventative Maintenance Agreement with G&R Controls for the price of \$40340.

Background Information:

Selected options of #1 - \$17024, #2 - \$1614 , #3 - \$5005, #5 - \$3449, and #6 - \$13248 for a total \$40340 annually.

Second quote from NAC is for \$21995 for mechanical and hydronic services. It did not include control service and software. Additional option of 12 Hours monthly was \$22680 annually bing their total to \$44675 without controls options.

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 ****



Preventive Maintenance Agreement (PMA)

Prepared for

Redwood County

Redwood Falls, MN



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PROPOSED SOLUTION

The following is a customized Preventive Maintenance Agreement for your facility. Included are the services to be provided on the specific equipment in your facility as shown in the attached List of Maintained Equipment.

Customer Support Services

Educational Services: Through our educational services, your employees will learn how to take advantage of your HVAC equipment and control system's capabilities, thus realizing a greater return on your investment. These services can be provided through in-house courses in conjunction with Siemens Building Technologies or personalized on-site training or remote access with the owner directly.



HVAC CONTROL SERVICES: AUTOMATION

Operator Coaching: Through our individual operator coaching, we will review and reinforce learned skills, leading to greater utilization of the HVAC equipment and control system in your facility. Our system experts assist your operators in identifying, verifying and resolving problems found in executing tasks. During the coaching sessions we can address logbook issues, assist your operators in becoming more self-sufficient, and tailor HVAC control system applications to the needs of your facility and to your operators' specific job responsibilities.

Automation Controls Analysis & Optimization: Automation controls can drift out of calibration with changes in mechanical component performance, building use, and climatic conditions. We will analyze and optimize automation controls in accordance with a program of standard routines, including preventive maintenance, as determined by our experience, equipment application and location. Automation Controls Analysis & Optimization will extend equipment life, reduce energy consumption, and reduce the risk of costly and disruptive breakdowns. The List of Maintained Equipment details the equipment included under this service.

Control Loop Analysis & Optimization: Control devices, such as valves, dampers, actuators, etc., by their nature drift out of calibration with changes in mechanical efficiency, building use, and climatic conditions. Through Control Loop Analysis & Optimization, we ensure the control loops throughout your HVAC control system experience minimized overshooting and oscillatory behavior. You will benefit from lower energy consumption through more efficient equipment usage. You will realize a more comfortable and productive environment.

Network Analysis & Optimization: Through Network Analysis & Optimization, we ensure reliable and optimized communication throughout your HVAC control system's building level network data trunks. You will have higher data network up time, and when infrequent problems do occur, you will benefit from faster problem resolution. Using our network performance diagnostic technologies, our proactive calibration and tuning of the data network analyzes variables that are impacting network performance. These variables include node tables, token passes, turn speed, change of values over the network, unresolved points, and overall operation.

Software Analysis & Optimization: Software Analysis & Optimization ensures that HVAC control system application programming changes made by your staff are clear and consistent. We will address any programming errors, failed points, points in alarm, or points in operator priority. This will increase system efficiency, assure compliance to specified conditions, and reduce the risk of costly and disruptive system problems.

Business Protection & Recovery Services: Business Protection & Recovery Services safeguard your HVAC control system's vital databases of business information from unforeseen and costly catastrophic events (lightning strike, electrical power surge, flood, physical damage, etc.). We will back-up your HVAC control system workstation software, graphics and field panel databases periodically to provide safe storage of this critical business information. Should a catastrophic event occur, we will respond onsite (or online if available) to reload the databases and system files from our stored backup copy and to ensure proper operation and performance.

Emergency Onsite Response: To reduce the costs and disruptions of downtime when an unexpected problem does occur, we will provide emergency onsite response within **(1) one working day** upon your notification. Emergencies will be determined by your staff and G & R Controls. Non-emergency calls will be incorporated into the next scheduled service call.

Emergency Online Response (if available): To provide faster response to emergency service requests and to reduce the cost and disruptions of downtime, we will respond online within **4 hours** of receiving notification for emergency service. Emergencies will be determined by your staff and G & R Controls.



Repair & Replacement Services: To reduce the effects of unbudgeted repairs, we will repair or replace failed or worn components to maintain your system in peak operating condition. Components that are suspected of being faulty may be repaired or replaced in advance to minimize the occurrence of system interruptions. See the List of Maintained Equipment for service intervals and coverage details. **For certain limitations of maintenance or service obligations not included refer to the Terms and Conditions Article 7.**

Discounted Labor Rate: Additional automation service beyond the scope as described above will be provided at a 20% discount from current published labor rates.

Exhibit A: See attached Exhibit A for a full list of points associated with your existing Siemens Direct Digital Control (DDC) system. This list identifies all of the points that are currently managed by your Building Automation System (BAS).

System Performance Upgrades

Desigo CC Software Subscription: With the annual Software Subscription, you will benefit from new features and enhancements that will improve building operations and extend the life of your Building Automation System investment. We will provide you with software and documentation upgrades to your existing Desigo CC software based on the Siemens Software release cycle. Each new version of the product includes functionalities, changes and improvements in existing features and architectural changes. It also contains fixes for errors reported in preceding releases. All sites are encouraged to keep their management station software up to date with the latest revisions of software. These upgrades deliver the benefits of Siemens Building Technologies' commitment to compatibility by design, a commitment unique in our industry.

Customer is responsible for compatibility of virtual machine or workstation hardware (CPU tower, display and input peripherals) to maintain manufacturer warranty and/or satisfy Desigo CC software minimum hardware requirements.



MECHANICAL SERVICES: HVAC EQUIPMENT MAINTENANCE

Operating Inspection: Through this service, we will help to assure your mechanical equipment continues to operate efficiently, safely and with little operating disruptions during the operating season. We will provide routine operating inspection(s) to check system performance in accordance with a program of standard routines as determined by our experience, the equipment manufacturer's published recommendations, equipment application, and location. This service will focus on equipment operation, fluid levels, operating and safety controls, and safe equipment operation. This service will be performed at the intervals noted in the List of Maintained Equipment.

Air Cooled Condenser Coil Cleaning: Through this service, we will improve airflow across condenser coils, and improve heat transfer. This service will extend the life of the compressors. Coil cleaning consists of cleaning the outside surface of the condensing unit coils to remove any airborne particles, dirt build-up by using a brush, high-pressure air, chemical with low pressure wash or chemical with high pressure wash at our discretion based on condition of outside environment and coil accessibility. This service will be performed at the intervals noted in the List of Maintained Equipment.

Refrigerant Analysis: We will perform refrigerant analysis and trend the refrigerant condition to identify contaminants and possible system malfunctions caused by the wear of moving parts; such as bearings and shafts. This predictive wear analysis provides early identification of problems prior to them becoming unplanned and costly. Based on the analysis results, we will make additional recommendations to you regarding the operation and maintenance of your chiller plant. Replacement refrigerant is outside the scope of this service. This service will be performed as needed on the equipment shown in the List of Maintained Equipment.

Emergency Onsite Response: To reduce the costs and disruptions of downtime when an unexpected problem does occur, we will provide emergency onsite response within **(1) one working day** upon your notification. Emergencies will be determined by your staff and G & R Controls. Non-emergency calls will be incorporated into the next scheduled service call.

Service Hours: Additional mechanical labor will be provided for onsite repair service. Travel is to be included as part of the allotted hours. The inclusion of this service is dependent on HVAC Control Services being accepted as part of this agreement.

Discounted Labor Rate: Additional mechanical service beyond the scope as described above will be provided at a 20% discount from current published labor rates.

All filter materials and labor for replacements are to be handled by the owner.

HYDRONIC SERVICES: BOILER, BURNER, PUMPS MAINTENANCE

Annual Inspection: We will perform scheduled annual preventive maintenance in accordance with a program of standard routines as determined by our experience, equipment application, and equipment operating hours that are recommended by each equipment manufacturer and location. This service is designed to optimize the reliability and efficiency of the equipment, and provide you with possible indications of excessive wear and damage to your systems before a catastrophic failure occurs during the next operating season. Depending on our findings, we may also provide recommendations for additional service(s) that will better enhance equipment performance. This service will be performed at the intervals noted in the List of Maintained Equipment.

Combustion Analysis & Adjustment: We will utilize electronic flue gas analysis to perform combustion analysis whereby we adjust the burner controls and linkages as required for efficiency and pollution control. If existing equipment cannot meet current pollution requirements, we will make recommendations for system improvements. This service will be performed at the intervals noted in the List of Maintained Equipment.

Water Circulating Pumps: We will check hot water circulating pumps and lubricate as required. Couplers will be inspected for wear and alignment issues and we will bring any concerns in this regard to the owner's attention. This service will be performed at the intervals noted in the List of Maintained Equipment.

Water Sample: We will take a water sample at each scheduled visit. The sample will be tested for existing chemical levels and/or water quality. Our staff will document the findings and communicate any suggested treatment plan adjustments.

Emergency Onsite Response: To reduce the costs and disruptions of downtime when an unexpected problem does occur, we will provide emergency onsite response within **(1) one working day** upon your notification. Emergencies will be determined by your staff and G & R Controls. Non-emergency calls will be incorporated into the next scheduled service call.

Discounted Labor Rate: Additional hydronic service beyond the scope as described above will be provided at a 20% discount from current published labor rates.



LIST OF MAINTAINED EQUIPMENT

Public Health - 266 E Bridge St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
HVAC Control Services					
1-Lot	Direct Digital Controls	DDC	Facility	Siemens	2
Mechanical Services					
1	Roof Top Unit	RTU-1		1	D
1	Roof Top Unit	RTU-2		1	D
1	Roof Top Unit	RTU-3		1	D
1	Roof Top Unit	RTU-4		1	D
1	Roof Top Unit	RTU-5		1	D
1-Lot	Exhaust Fans	EF		1	D

Government Center - 403 South Mill St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
HVAC Control Services					
1-Lot	Direct Digital Controls	DDC	Facility	Siemens	2
Mechanical Services					
1	Air Handling Unit	AHU-1	Trane	1	D
1	Condensing Unit	CU-1	Trane	1	D
1	Split System	MS		1	D
1-Lot	Exhaust Fans	EF		1	D
Hydronic Services					
1	Hot Water Boiler	B-1	LES	1	D
1	Hot Water Boiler	B-2	LES	1	D
1-Lot	Hot Water Pumps			1	D

Justice Center - 250 S. Jefferson St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
HVAC Control Services					
1-Lot	Direct Digital Controls	DDC	Facility	Siemens	2
Mechanical Services					
1	Air Handling Unit	AHU-1	Daikin	1	D
1	Condensing Unit	CU-1		1	D
1	Split System	MS	Daikin	1	D
1-Lot	Exhaust Fans	EF		1	D
Hydronic Services					
1	Hot Water Boiler	B-1	Lochinvar	1	D
1	Hot Water Boiler	B-2	Lochinvar	1	D
1-Lot	Hot Water Pumps			1	D

Law Enforcement Center - 303 E 3rd St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
HVAC Control Services					
1-Lot	Direct Digital Controls	DDC	Facility	Siemens	2
Mechanical Services					
1	Roof Top Unit	RTU-1	AAON	1	D
1	Roof Top Unit	RTU-2	AAON	1	D
1	Roof Top Unit	RTU-3	AAON	1	D
1	Roof Top Unit	RTU-4	AAON	1	D
1	Roof Top Unit	RTU-5	AAON	1	D
1	Roof Top Unit	RTU-6	AAON	1	D
1	Roof Top Unit	RTU-7	AAON	1	D
1	Roof Top Unit	RTU-8	AAON	1	D
3	Split Systems	MS	Daikin	1	D
1-Lot	Exhaust Fans	EF		1	D
Hydronic Services					
1	Hot Water Boiler	B-1	Lochinvar	1	D
1	Hot Water Boiler	B-2	Lochinvar	1	D
1-Lot	Hot Water Pumps			1	D



Government Services Building - 503 E 3rd St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
HVAC Control Services					
1-Lot	Direct Digital Controls	DDC	Facility	Siemens	2
Mechanical Services					
1	Roof Top Unit	RTU-1	Daikin	1	D
2	Split Systems	MS	Daikin	1	D
1-Lot	Exhaust Fans	EF		1	D

Highway Building - 1820 E Bridge St.

Qty	Equipment	Tag	Manufacturer	Services Per Year	¹ Coverage
Mechanical Services					
1	Furnace	F-1		1	D
1	Furnace	F-2		1	D
1	Furnace	F-3		1	D
1	Furnace	F-4		1	D
1	Condensing Unit	CU-1		1	D
1	Condensing Unit	CU-2		1	D
1	Condensing Unit	CU-3		1	D
1	Condensing Unit	CU-4		1	D
1-Lot	Exhaust Fans	EF		1	D
Hydronic Services					
1	Hot Water Boiler	B-1		1	D
1-Lot	Hot Water Pumps			1	D

¹Coverage Code Key:

A = Labor and Materials Included

B = Preventive Maintenance, Repair Labor, and Materials Included

C = Preventive Maintenance, Repair Labor Included – Materials Not Included

D = Preventive Maintenance Included – Repair Labor and Materials Not Included

E = Materials Included – Labor Not Included

F = Airside Testing & Balancing Labor Included – Repair Labor and Materials Not Included



SIGNATURE PAGE

By and Between:

G & R Controls, Inc.
4909 North Lewis Avenue
Sioux Falls, SD 57104
(605) 336-3788

Redwood County
403 South Mill Street
Redwood Falls, MN 56283

Servicing Office:

4909 N. Lewis Ave.
Sioux Falls, SD 57104
(605) 336-3788

1221 Concourse Dr.
Rapid City, SD 57703
(605) 343-7037

5425 51st Ave., S.
Fargo, ND 58104
(701) 237-3763

2910 E Broadway Ave., Ste. 19
Bismarck, ND 58501
(701) 751-4870

Duration: This agreement shall remain in effect for an original term of 5 Year(s) beginning **January 1, 2024** and from term to term thereafter. Either party may cancel at the end of a term by giving written notice of cancellation 30 days prior to the end of a term.

Billable Overtime Hours: Unless otherwise specified in this agreement as a covered service, all remote support and/or onsite repair labor performed outside of normal business hours will be billable. Work associated with equipment covered by this agreement (i.e. DDC, Mechanical, Hydronic) will be billable at our applicable reduced contracted customer overtime rates. Work associated with equipment not covered by this agreement will be billable at our applicable normal overtime rates. Normal business hours are defined as 7:00 AM-5:00 PM Monday - Friday, excluding major Holidays.

Year 1 Annual Contract Amounts:

Option 1: HVAC Control Services - Automation	\$ <u>17,024.00</u>	_____
		Initial to Accept
Option 2: Desigo CC Software Subscription	\$ <u>1,614.00</u>	_____
		Initial to Accept
Option 3: Mechanical HVAC Services	\$ <u>5,005.00</u>	_____
		Initial to Accept
Option 4: Mechanical HVAC Services – 2 nd Visit	\$ <u>4,149.00</u>	_____
		Initial to Accept
Option 5: Hydronic Services	\$ <u>3,449.00</u>	_____
		Initial to Accept
Option 6A: Service Hours (12 hours per Month) <i>Dependent on Option 1 being accepted</i>	\$ <u>13,248.00</u>	_____
		Initial to Accept
Option 6B: Service Hours (24 hours per Month) <i>Dependent on Option 1 being accepted</i>	\$ <u>26,496.00</u>	_____
		Initial to Accept
Total annual amount of accepted options	\$ <u>.00</u>	_____

5 Year Contract Term Option:

If a 5 year contract term is approved, there will be an annual 2.5% inflationary increase.

Initial to Accept

The total amount for this agreement will be billed in advance: ___ Annually ___ Semi-Annually ___ Quarterly

Prices quoted in this proposal do not include applicable taxes and are firm for 30 days.

Proposal accepted by:

Name: _____
Title: _____
Redwood County

Proposal submitted by:

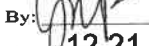
Tracy Kerkhove
Service Sales Representative
G & R Controls, Inc.

 _____
Signature Date

Signature Date



APPROVED AS TO FORM
Redwood County Attorney

By: 
Date: 12.21.2023

Redwood County

October 2023

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TERMS AND CONDITIONS

The following terms and conditions are attached to and form an integral part of G & R Controls' Preventive Maintenance Agreement ("Proposal"). The portions of such Proposal relating to "Scope of Work" or any "Proposed Solution" (in either case, referred to herein as the "Proposed Solution"), together with these terms and conditions, are collectively referred to as the "Preventive Maintenance Agreement (PMA)".

Article 1: General

1.1 a) The PMA, when accepted in writing by the Customer and approved by an authorized representative of G & R CONTROLS shall constitute the entire, complete and exclusive agreement between the parties relating to a technical support program ("Services") for the equipment and software identified in the List of Equipment or the Service Coverage Report attached to the PMA ("Equipment") and shall supersede and cancel all prior agreements and understandings, written or oral, relating to the subject matter of the PMA. The PMA and any rights or obligations hereunder may not be assigned by either party without the advance written consent of the other.

1.1 (b) The terms and conditions of this PMA shall not be modified or rescinded except in writing, signed by an authorized representative of G & R CONTROLS and Customer. G & R CONTROLS' performance under this PMA is expressly conditioned on Customer's assenting to all of the terms of this PMA, notwithstanding any different or additional terms contained in any writing at any time submitted or to be submitted to G & R CONTROLS by Customer relating to this subject matter.

1.1 c) The terms and conditions set forth herein shall supersede, govern and control any conflicting terms of the Proposed Solution or the Proposal.

1.2 This PMA shall automatically renew for successive one (1) year periods beginning on the anniversary date of the original term as set forth in the Proposal, unless stated otherwise in the PMA.

1.3 This PMA shall be governed by and enforced in accordance with the laws of the State in which the contract applies. The parties shall endeavor to resolve all claims or disputes arising under this PMA by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the PMA.

1.4 The Services are outlined in the attached PMA's Proposed Solution provisions, incorporated by reference herein, and shall be performed on the Equipment during G & R CONTROLS' normal working hours, Monday through Friday inclusive, excluding holidays, unless otherwise set forth herein.

1.5 Customer will at all times designate a contact person with authority to make decisions for Customer regarding the Services. Customer will provide G & R CONTROLS with information sufficient to contact such person in an emergency. If such representative cannot be reached, any request for Service received from a person located at Customer's premises will be deemed authorized by Customer, and G & R CONTROLS will, in its discretion, act accordingly.

1.6 G & R CONTROLS will be permitted to control and/or operate all Equipment necessary to perform the Services.

1.7 G & R CONTROLS will not be required to conduct safety or other tests, install new devices or equipment or make modifications to any Equipment beyond the Proposed Solution set forth in this PMA. Any Customer request to change the Proposed Solution or the nature of the Services must be in the form of a mutually agreed change order, effective only when executed by all parties hereto.

1.8 If the Equipment is altered or moved by Customer, or any person not authorized by G & R Controls, Customer shall immediately notify G & R CONTROLS in writing, and G & R CONTROLS reserves the right to perform a reacceptance test on, or if necessary, a recommissioning of the system at Customer's expense.

1.9 After any of the following events, G & R CONTROLS will have no liability or obligation under this PMA, whether relating to the testing, inspection, maintenance or operation of any Equipment, and may terminate or suspend services under this PMA immediately upon giving notice to Customer: Customer fails to (a) authorize a reacceptance test or recommissioning that G & R CONTROLS deems necessary; (b) notify G & R CONTROLS of any modifications or changes to the Equipment per Section 1.8; (c) notify G & R CONTROLS of any conditions, malfunctions or changes per Section 6.2; or (d) provide the access required by Section 6.3.

Article 2: Equipment Testing, Inspection and Maintenance

2.1 The Customer represents that all Equipment is in satisfactory working condition. By the latter of the first thirty (30) days of this PMA or the first scheduled inspection, G & R CONTROLS will have inspected all the Equipment.

2.2 If G & R CONTROLS determines as a result of such inspection that any Equipment is in need of repair or replacement, the Customer will be so notified and

shall take corrective action within thirty (30) days, or such Equipment shall be automatically removed from coverage hereunder.

G & R CONTROLS will not be liable or responsible for the continued testing, maintenance, repair, replacement or operating capabilities of any portion of the Equipment until it has been restored to an acceptable condition at Customer's sole expense. Any services provided by G & R CONTROLS in the course of such restoration will be separately charged, on a time and materials basis, and not included in fees paid hereunder. If individual items of Equipment cannot, in G & R CONTROLS' sole determination, be properly repaired or replaced due to age, obsolescence, lack of availability of refrigerant gas, halon gas, necessary parts, materials, compatibility or otherwise, or as a result of excessive wear or deterioration, G & R CONTROLS may, within ten (10) days of such inspection, give written notice that it is withdrawing such items from coverage under this PMA and adjust the amounts to be paid hereunder accordingly.

2.3 If the Proposed Solution provides for maintenance, any repairs and replacements of Equipment are limited to restoring the proper working condition of such Equipment. G & R CONTROLS will not be obligated to provide replacement Equipment that represents significant capital improvement compared to the original. Exchanged components become the property of G & R CONTROLS, except Hazardous Materials. Hazardous Materials will under all circumstances remain the property and responsibility of Customer.

Article 3: Charges, Fees and Invoices

3.1 Payments to be made under this PMA will provide for, and be in consideration of, only Services specifically included under the Proposed Solution. All other Services, including but not limited to the following, shall be separately billed or surcharged on a time and materials basis: (a) emergency Services performed at Customer's request, if inspection does not reveal any deficiency covered by this PMA; (b) Services performed other than during G & R CONTROLS' normal working hours; and (c) Service performed on equipment not covered by this PMA.

3.2 Invoices are due upon receipt or otherwise as may be set forth therein. If any payment is not received within sixty (60) days, invoice will be considered past due. If invoice is past due, G & R CONTROLS may deem Customer to be in breach hereof and may enforce any remedies available to it hereunder or at law, including without limitation suspension or termination of Services and acceleration of payments. Any amount not paid within sixty (60) days of the date due shall accrue interest from the date due, until paid, at the rate of eighteen percent (18%) per annum.

3.3 Customer is responsible for paying any present or future sales, use, occupancy, excise or other federal, provincial, or local tax due or owing as a result of this PMA.

3.4 Card not present credit card transactions will be charged a convenience fee as detailed on the contract invoice.

Article 4: Allocation of Risk

4.1 (a) Until one year from either the date hereof or the date the Equipment is installed, whichever date occurs first, all equipment provided and installed by G & R CONTROLS will be free of defects in material and workmanship arising from normal use and service.

4.1 (b) Labor for all Services under this PMA is warranted for 90 days after the work is performed.

4.2 (a) The limited warranties set forth in Section 4.1 will be void as to, and shall not apply to, any Equipment (i) repaired, altered or improperly installed by any person other than G & R CONTROLS or its authorized representative; (ii) subjected to unreasonable or improper use or storage, used beyond rated conditions, operated other than per G & R CONTROLS' or the manufacturer's instructions, or otherwise subjected to improper maintenance, negligence or accident; (iii) damaged because of any use of the Equipment after Customer has, or should have, knowledge of any defect in the Equipment; or (iv) not provided and installed by G & R CONTROLS.



(b) Any claim under the limited warranty granted above must be made in writing to G & R CONTROLS within thirty (30) days after discovery of the claimed defect, unless discovered directly by G & R CONTROLS. Such limited warranty only extends to Customer and not to any subsequent owner of the Equipment. Customer's sole and exclusive remedy for any Equipment or Services not conforming with this limited warranty is limited to, at G & R CONTROLS' option, (i) repair or replacement of defective components of covered Equipment, or (ii) re-performance of the defective portion of the Services, or (iii) to the extent previously paid, the issuance of a credit or refund for the original purchase price of such defective component or portion of the Equipment or Services.

c) G & R CONTROLS shall not be required to repair or replace more than the component(s) of the Equipment actually found to be defective. G & R CONTROLS' warranty liability for repaired or replaced Equipment shall be one year from either the date hereof or the date the repaired or replaced Equipment is installed, whichever date occurs first, all repaired or replaced equipment provided and installed by G & R CONTROLS will be free of defects in material and workmanship arising from normal use and service. G & R CONTROLS assigns to Customer, without recourse, any and all assignable warranties available from any manufacturer, supplier, or subcontractor of such Equipment.

4.3 The express limited warranties provided above are in lieu of and exclude all other warranties, statutory, express, or implied, including without limitation any warranty of merchantability or fitness for a particular purpose, which are hereby expressly disclaimed. G & R CONTROLS makes no warranty, express or implied, that any equipment provided hereunder will prevent any loss, or will in all cases provide the protection for which it is installed or intended. The limited express warranties and representations set forth in this PMA may only be modified or supplemented in a writing signed by a duly authorized representative of G & R CONTROLS.

4.4 Indemnification by G & R CONTROLS. G & R CONTROLS agrees to indemnify and hold harmless the Customer and its officers, officials, agents, volunteers and employees from any liability, claims, losses, damages, costs, judgments, or expenses, including reasonable attorneys' and other professional fees, resulting directly or indirectly from any negligent, tortious or illegal act or omission, including without limitation, professional errors or omissions by G & R CONTROLS arising from the performance of its services pursuant to this Agreement, and against all loss by reason of the failure of G & R CONTROLS to fully to perform all obligations under this Agreement. For clarification and not by way of limitation, this obligation to indemnify and hold harmless shall apply to all materials prepared or furnished pursuant to this Agreement, including, without limitation, and the unlawful disclosure or use of protected data or other noncompliance with the Records and Information provisions set forth in Article 11. The terms and provisions of this Article 4 shall survive the expiration, suspension or termination of this Agreement.

4.5 Indemnification by Customer. Customer agrees to indemnify and hold harmless G & R CONTROLS from any liability, claims, losses, damages, costs, judgments, or expenses, including reasonable attorneys' and other professional fees, resulting directly or indirectly from any negligent, tortious or illegal act or omission by the Customer (including its officers, employees, agents and subcontractors) arising from the terms of this Agreement, and against all loss by reason of the failure of the Customer, its agents, employees or subcontractors fully to perform all obligations under this Agreement. For clarification and not by way of limitation, this obligation to indemnify and hold harmless shall apply to all materials prepared or furnished pursuant to this Agreement, including, without limitation, the unlawful disclosure or use of protected data or other noncompliance with the Records and Information provisions set forth in Article 11. The terms and provisions of this Article 4 shall survive the expiration, suspension or termination of this Agreement.

Article 5: Environmental

5.1 Except as disclosed pursuant to Section 5.3, Customer represents that there is no asbestos or any other hazardous or toxic materials, as defined in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, the regulations promulgated there under, and other applicable federal, state or local law ("Hazardous Materials"), present at Customer's locations where Services are performed. G & R CONTROLS will notify Customer immediately if it discovers or suspects the presence of any Hazardous Material. All Services have been priced and agreed to by G & R CONTROLS in reliance on Customer's representations as set forth in this Section 5.1. The presence of Hazardous Materials constitutes a change in the Proposed Solution equivalent to a change order whose terms must be agreed to by G & R CONTROLS before its obligations hereunder will continue.

5.2 Customer shall be solely responsible for testing, abating, encapsulating, removing, remedying or neutralizing such Hazardous Materials, and for the costs thereof. Even if an appropriate change order has been entered into pursuant to Section 5.1 above, G & R CONTROLS will continue to have the right to stop providing Services until the job site is free from Hazardous Materials. In such event, G & R CONTROLS will receive an equitable extension of time to complete its Services, and compensation for delays caused by Hazardous Materials remediation.

5.3 Customer warrants that, prior to the execution of the PMA, it has notified G & R CONTROLS in writing of any and all Hazardous Materials present, potentially present or likely to become present at Customer's locations and has provided a copy of any jobsite safety policies, including but not limited to lock-out and tag procedures, laboratory procedures, chemical hygiene plan, material safety data sheets, and other items covered or required to be disclosed or maintained by federal, state, or local laws, regulations or ordinances.

5.4 Customer hereby indemnifies and holds harmless G & R CONTROLS from and against any damages, losses, costs, liabilities or expenses arising from Customer's breach of, or failure to perform its obligations under, Sections 5.1, 5.2 or 5.3 above.

Article 6: Customer Responsibilities

6.1 Customer will operate and maintain all Equipment in accordance with applicable manufacturer's specifications, including those set forth in the manufacturer's operating manuals or instructions, as well as all requirements of applicable law or of authorities having jurisdiction. Such Equipment shall be operated only in the specified operating environment, which shall be supplied by Customer, including without limitation: (a) suitable electrical service, including clean, stable, properly conditioned power, to all Equipment; (b) telephone or network lines, capacity and connectivity as required by such Equipment; and (c) heat, light, air conditioning or other environmental controls, and other utilities in accordance with the specifications for the Equipment. Failure to maintain the operating environment will terminate immediately any maintenance obligations G & R CONTROLS may have hereunder.

6.2 Customer will promptly notify G & R CONTROLS of any unusual operating conditions, system malfunctions or building changes that may affect the Equipment or any Services.

6.3 Customer will provide G & R CONTROLS with reasonable means of access to the Equipment and shall make any necessary provisions to reach the Equipment and peripheral devices. Customer will be solely responsible for any removal, replacement or refinishing of the building structure or finishes that may be required to gain access to such Equipment.

6.4 Customer shall properly dispose of all ballasts, mercury bulb thermostats, used oil, contaminated filters, contaminated absorbents, refrigerant and any other Hazardous Materials that at any time are present at Customer's premises, in accordance with all applicable federal, state, and local laws, regulations, and ordinances. At no time and under no circumstances will G & R CONTROLS be responsible for any such removal or disposal and Customer hereby indemnifies and holds G & R CONTROLS harmless from and against any liability or claim arising there from.

Article 7: Limitations of Maintenance or Service Obligations

7.1 G & R CONTROLS will not be responsible for the maintenance, repair or replacement of, or Services for Equipment necessitated by reason of: (a) non-maintainable, non-replaceable, or obsolete parts of the Equipment, including but not limited to ductwork, shell and tubes, heat exchangers, coils, unit cabinets, casings, refractory material, electrical wiring, water and pneumatic piping, structural supports, cooling tower fill, slats and basins, etc. unless otherwise specifically stated herein; or (b) negligence, abuse, misuse, improper or inadequate repairs or modifications, improper operation, lack of operator maintenance or skill or failure to comply with manufacturer's operating and environmental requirements on behalf of Customer, or Acts of God. G & R CONTROLS assumes no responsibility for any service performed on any Equipment other than by G & R CONTROLS or its agents.

7.2 G & R CONTROLS shall not be responsible for loss, delay, injury or damage that may be caused by circumstances beyond its control, including but not restricted to acts or omissions by Customer or its employees or agents, Acts of God, war, civil commotion, acts of government, fire, theft, corrosion, water damage, freeze-ups, strikes, and lockouts.

7.3 G & R CONTROLS is not responsible for repairs, replacements or services to Equipment due to corrosion, erosion, improper or inadequate water treatment by others, electrolytic action, chemical action or other reasons beyond its reasonable control.

7.4 G & R CONTROLS shall not be responsible for the removal or reinstallation of replacement valves, dampers, water flow and tamper switches required from pipes and duct work including any venting or draining systems.

Article 8. Personnel. All work G&R is to perform shall be performed by competent and qualified personnel. Tracy Kerkhove will have primary responsibility for performing the work under this Agreement on behalf of G&R and will serve as G&R's primary contact with the Customer. G&R



shall not change the person primarily responsible for performing the work under this Agreement without prior written notice to the Customer.

Article 9. Standard of Care and Liability for Work.

In performing the work under this Agreement, G&R will use that degree of care, knowledge and skill ordinarily exercised by other reputable professionals in the field under like circumstances within the State of Minnesota.

Article 10. RELATIONSHIP BETWEEN THE PARTIES.

(a) Independent Contractor. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint ventures, or an association, nor shall the G&R, be considered an employee, agent or representative of the Customer. G&R is to be and shall remain an independent contractor with respect to all services performed under this Agreement. G&R shall utilize the Redwood County Maintenance personnel to perform all services under this Agreement.

(b) No Agency. G&R shall have the authority to act on behalf of the Customer only to the extent expressly provided for in this Agreement, unless otherwise modified by the parties in writing.

Article 11. RECORDS AND INFORMATION.

(a) Ownership of Documents, Intellectual Property Rights and Confidentiality. All documents, reports, recommendations, and other work prepared or furnished by G&R pursuant to this Agreement are work products of the Customer and shall be the property of the Customer. G&R represents and certifies that the works and documents created and paid for under this Agreement do not and will

not infringe upon any intellectual property rights of other persons or entities. G&R shall furnish the Customer with all products upon completion of the work, and at any other time as requested by the Customer. G&R may retain copies of all such work products and related documents, but G&R may not use the work products and related documents for any purpose not related to this Agreement without the Customer's consent. No reports, documents, or other information that are generated under this Agreement shall be released by G&R except as required to be released by the Minnesota Data Practices Act or with the approval of the Customer.

(b) Data Practices. G&R must comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) as it applies to all data provided to the G&R by the Customer under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Customer pursuant to this Agreement. If G&R receives a request to release data pursuant to this Section 11(b), G&R shall notify the Customer as to how G&R should respond to the request. G&R's response shall comply with applicable law.

Article 12. AUDIT.

G&R shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, G&R shall allow the Customer or other persons or agencies authorized by the Customer, including the Legislative or State Auditor, access to the records of



G&R at reasonable hours, including all books, records, documents, and accounting procedures and practices of G&R relevant to the subject matter of the Agreement, for purposes of audit.

Article 13. NOTICE.

Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if delivered personally, when received, (b) if sent from within the United States by registered or certified mail, postage prepaid, return receipt requested, on the third business day after mailing, or (c) if sent by messenger or reputable overnight courier service, on the next business day after mailing; and (iii) shall be addressed to each party at its address set forth in this Agreement, or at such other address as the parties shall designate in writing by personal delivery, certified mail, or overnight courier service.

Article 14. TERMINATION AND SUSPENSION.

- (a) Customer Termination and Suspension With Cause. This Agreement may be suspended or terminated by the Customer if G&R violates any of the terms or conditions of this Agreement as determined by the Customer. In the event the Customer exercises its right to suspend or terminate this Agreement, the Customer shall submit written notice to G&R specifying the extent of the suspension or termination and the reasons therefore, and the date upon which suspension or termination becomes effective.
- (b) Customer Termination and Suspension Without Cause. The Customer may terminate this Agreement without cause by giving

at least 60 days written notice to G&R. Upon receipt of a notice of such termination, G&R shall take all action necessary to discontinue work or further commit Customer funds.

- (c) G&R Termination With Cause. This Agreement may be terminated by G&R if the Customer violates any of the terms or conditions of this Agreement as determined by G&R. In the event G&R exercises its right to terminate this Agreement, G&R shall submit written notice to the Customer specifying the reasons therefore, and the date upon which termination becomes effective.
- (d) G&R Termination Without Cause. G&R may terminate this Agreement without cause by giving at least 60 days written notice to the Customer. Upon Customer's receipt of a notice of such termination, G&R shall cease all work pursuant to this Agreement and provide all documents pertaining to the Agreement to the Customer as soon as is reasonably feasible, but not longer than five (5) business dates from the Customer's receipt of the notice of termination.
- (e) Payment upon Termination and Suspension With or Without Cause. G&R shall be entitled to payment for all work satisfactorily performed up to the day the termination or suspension takes effect, as determined by the Customer.

Article 13. SURVIVAL.

The provisions of this Agreement which, by their terms, impose obligations that are



continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Standard of Care and Liability for Work; Insurance and Indemnification; Records and Information; Audit; Governing Law; Jurisdiction; Venue.

Article 14. INSURANCE REQUIREMENTS

G&R shall procure and maintain for the duration of the Agreement, insurance coverage for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by G&R.

1. Minimum Scope of Insurance: Coverage shall be at least as broad as follows:
 - a. General Liability coverage (occurrence form CG 00 01 or a substitute form providing equivalent coverage), and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Customer **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Customer must also be named as additional insured on the excess or umbrella policy.
 - b. Automobile Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or substitute for providing equivalent liability coverage. Such insurance shall cover liability

arising out of any auto (including owned, hired, and non-owned autos). Customer **must be named as additional insured**. An excess or umbrella liability policy may be used in conjunction with primary coverages to meet the minimum limit requirements. Customer must also be named as additional insured on the excess or umbrella policy.

- c. Workers' Compensation as required by the State of Minnesota, and Employer's Liability insurance. If G&R's employment is an excluded employment under Minn. Stat. § 176.041 and G&R elects not to purchase workers' compensation coverage, G&R shall provide Customer with a written waiver of workers' compensation coverage in a form acceptable to Customer. G&R agrees that under no circumstances shall Customer be responsible for workers' compensation for injuries suffered in connection with this Agreement.
2. Minimum Limits of Insurance: G&R shall maintain **NO LESS THAN** the following limits of insurance:
 - a. General Liability Insurance, and if necessary, Umbrella Liability:
 - \$1,500,000 per occurrence
 - \$3,000,000 annual aggregate
 - \$3,000,000 products and completed operations aggregate
 - b. Business Automobile Liability and if necessary, Umbrella Liability:
 - \$1,500,000 per occurrence
 - \$3,000,000 aggregate
 - c. Worker's Compensation: as required by the State of Minnesota



do business in the State of Minnesota.

- d. Employer's liability coverage with minimum limits of:
- Bodily injury by accident: \$500,000 each employee
 - Bodily injury by accident: \$1,500,000 each incident
 - Bodily injury by disease: \$500,000 each employee
 - Bodily injury by disease: \$1,500,000 policy limit
3. Deductibles and Self-Insurance:
- a. Any deductibles will be the sole responsibility of G&R and may not exceed \$50,000 without the written consent of Customer. Any request for a higher deductible must first be approved by Customer after G&R provides Customer with financial documentation sufficient for Customer to determine whether G&R has the financial resources to cover the requested deductible.
4. Additional Insurance Conditions:
- a. G&R's insurance shall apply as primary insurance with respect to any other insurance or self-insurance program maintained by Customer. Customer's insurance or self-insurance program shall be excess of G&R's insurance and shall not contribute to it.
- b. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Customer or its officers, officials, employees or volunteers.
- c. G&R must obtain insurance policies from insurance companies having an "AM BEST" rating of A:VII or better and authorized to

5. Verification of Coverage:

G&R shall provide Customer with certificates of insurance and original endorsements showing that G&R has each type of insurance coverage and limits required under this Agreement. A Certificate of Insurance for each policy must be on file with Customer within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice, or the maximum amount of notice allowed by policy provisions, whichever is less, of cancellation, nonrenewal, or material change to all named and additional insureds. If insurance expires during the term of this Agreement a new Certificate of Insurance must be provided to Customer at least 10 days prior to the expiration date. The new insurance must meet all the same terms as outlined in this Section 14. The Customer reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against G&R. All subcontractors shall provide evidence of similar coverage.

Article 15. GENERAL PROVISIONS.

- (a) Compliance with Applicable Law.
G&R agrees to comply with applicable federal, state and local laws or ordinances, and applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the G&R's performance of the provisions of this Agreement. It shall be the obligation of G&R to maintain, pay for and obtain all licenses required by any governmental agency for the



provision of those services contemplated herein.

- (b) Jurisdiction; Venue. For the purpose of resolving conflicts related to or arising out of this Agreement, the parties expressly agree that venue shall be exclusively in the State of Minnesota, County of Redwood. The parties hereby expressly consent to the exclusive personal jurisdiction of the federal and state courts located in the State of Minnesota, regardless of the citizenship or residency of either party at the time of the commencement of any legal proceeding.
- (c) Debarment. G&R certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of any debarment or suspension proceedings. G&R's certification is a material representation upon which the Customer's approval of this Agreement is based. G&R shall provide immediate written notice to the Customer if at any time G&R learns that this certification is erroneous or becomes erroneous due to changed circumstances.
- (d) Conflict of Interest. G&R affirms that, to the best of the G&R's knowledge, G&R's involvement in this Agreement does not result in a conflict of interest with any party or entity, which may be affected by the terms of this Agreement. G&R agrees that, should any conflict or potential conflict of interest become known to G&R, it will immediately notify the Customer of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the Customer whether G&R will or will not resign from the other engagement or representation.
- (e) Successors in Interest. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.
- (f) Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.
- (g) Execution. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies of this Agreement, including without limitation, those transmitted by facsimile or scanned to an image file, shall be considered originals.





November 13, 2023

Loren Gewerth
Redwood County
403 South Mill Street.
Redwood Falls MN, 56283

Re: Redwood County HVAC maintenance contract

Loren,

NAC is pleased to offer the following proposal to perform the HVAC repair and preventive maintenance contract for 2023-2028 at the county's 6 building locations based on the project summary provided by Redwood County.

Service Includes:

- Public Health
- Government Center
- Justice Center
- Law Enforcement Center
- Government Services Building
- Highway Building

Client Investment for the work above for year one with a 5% escalation for each additional year for a total of 5 years.

Public Health:	\$4,883
Government Center:	\$5,124
Justice Center:	\$1,828
Law Enforcement Center:	\$3,232
Government Services Building:	\$2,070
Highway building:	\$4,858
Total Year One:	\$21,995
Total Year Two:	\$23,094
Total Year Three:	\$24,249
Total Year Four:	\$25,462
Total Year Five:	\$26,735
Five Year Total:	\$121,535



Nate Brekke, Account Manager
1001 Labore Industrial Court, Suite B
Vadnais Heights, MN 55110

507-508-0521 Cell
nbrekke@nac-hvac.com

To provide monthly service hours:

12 hours: \$1,890

24 hours: \$3,780

Note:

1. Quote good for 30 days.
2. All work will be performed during normal working hours, no overtime figured.

If you have any questions feel free to contact us anytime.

Nate Brekke

NAC Mechanical Account Manager

ROAD & BRIDGE AGENDA

December 26, 2023

1. Approve Bills-Please note that we will email the bill list Monday ASAP to get as many bills included as possible
2. Resolution to approve bridge priority list
3. Authority to advertise 2024 and 2025 projects
4. Approve purchase of R12i survey equipment.



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/2023	Originating Dept.:	Highway
Preferred 2nd Date:	NEXT AVAILABLE		
Discussion Item:		Presenter:	Anthony Sellner, County Engineer
Approve December Bills		estimated time needed:	5 mins
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve RCHD December bills

Background Information:

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 ****

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12/22/23 11:34AM

*** **Redwood County** ***



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

Print List in Order By: 1 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

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3 ROAD AND BRIDGE

*** 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
1	32437 ANDERSON ELECTRIC OF LAMBERTON INC 03-330-000-0000-6305		596.88	Clements Shop - Wire Tube Heat	43136	BLDG - REPAIRS & MAINTENANCE	N
	32437 ANDERSON ELECTRIC OF LAMBERTON INC		596.88	1 Transactions			
2	2940 ARAMARK 03-330-000-0000-6502		103.64	Uniforms, Rugs, Shop Towels		SHOP MATERIALS & SUPPLIES	N
	2940 ARAMARK		103.64	1 Transactions			
3	76720 AUTO VALUE OF REDWOOD FALLS 03-330-000-0000-6503		152.99	Battery	31248150	EQUIPMENT REPAIR PARTS & SUPP	N
4	03-330-000-0000-6503		310.97	Oil	31248423	EQUIPMENT REPAIR PARTS & SUPP	N
5	03-330-000-0000-6503		61.97	Headlight Bulbs & Lynch Pins	31248549	EQUIPMENT REPAIR PARTS & SUPP	N
6	03-330-000-0000-6503		10.88	Thermostat & Gasket	31248610	EQUIPMENT REPAIR PARTS & SUPP	N
7	03-330-000-0000-6503		65.94	Antifreeze	31248610	EQUIPMENT REPAIR PARTS & SUPP	N
8	03-330-000-0000-6503		136.97	Rotors & Pads	31248722	EQUIPMENT REPAIR PARTS & SUPP	N
9	03-330-000-0000-6502		54.98	Tire & Vinyl Shine	31248763	SHOP MATERIALS & SUPPLIES	N
	76720 AUTO VALUE OF REDWOOD FALLS		794.70	7 Transactions			
10	7570 BOLTON & MENK INC 03-320-000-0000-6291		2,960.00	Consult Engineer Fees	325710	PROFESSIONAL & TECHNICAL SER\	N
11	03-320-000-0000-6291		7,368.66	Consult Engineer Fees	326030	PROFESSIONAL & TECHNICAL SER\	N
12	03-310-000-0000-6501		975.00	Consult Engineer Fees Driveway	326032	ROAD MAINTENANCE SUPPLIES & M	N
13	03-320-000-0000-6291		4,157.00	Consult Engineer Fees	326035	PROFESSIONAL & TECHNICAL SER\	N
	7570 BOLTON & MENK INC		15,460.66	4 Transactions			
14	10065 CARASOFT TECHNOLOGY CORPORATION 03-301-000-0000-6310		1,045.00	SignCAD Software	41697420	OFFICE EQUIPMENT REPAIR & MAINT	N
	10065 CARASOFT TECHNOLOGY CORPORATION		1,045.00	1 Transactions			
15	14080 CRYSTEEL TRUCK EQUIPMENT INC 03-330-000-0000-6503		190.17	Pusharm Spring	LP218278	EQUIPMENT REPAIR PARTS & SUPP	N
16	03-330-000-0000-6503		1,465.29	56" Lo-Side Alum Tool Boxes	LP218283	EQUIPMENT REPAIR PARTS & SUPP	N
	14080 CRYSTEEL TRUCK EQUIPMENT INC		1,655.46	2 Transactions			
17	19045 DUSCHER/DEAN 03-330-000-0000-6305		420.00	Mowing @ Milroy / 2023 Season	312941	BLDG - REPAIRS & MAINTENANCE	N
	19045 DUSCHER/DEAN		420.00	1 Transactions			
18	20730 ECOWATER SYSTEMS OF REDWOOD FALL 03-301-000-0000-6401		39.00	Office Supplies	115765	OFFICE SUPPLIES	N

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3 ROAD AND BRIDGE

*** 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
	20730 ECOWATER SYSTEMS OF REDWOOD FALL		39.00		1 Transactions		
19	21500 ELECTRIC MOTOR COMPANY 03-330-000-0000-6503		27.94	LP Tank Refill	139428	EQUIPMENT REPAIR PARTS & SUPP	N
	21500 ELECTRIC MOTOR COMPANY		27.94		1 Transactions		
20	24500 FALLS AUTOMOTIVE 03-330-000-0000-6502		50.99	Radiator Funnel	807137	SHOP MATERIALS & SUPPLIES	N
	24500 FALLS AUTOMOTIVE		50.99		1 Transactions		
21	24589 FARMWARD COOPERATIVE 03-330-000-0000-6503		9,234.67	Tube Heater, LP Tank - Clement	11043617	EQUIPMENT REPAIR PARTS & SUPP	N
	24589 FARMWARD COOPERATIVE		9,234.67		1 Transactions		
22	26651 FRONTIER PRECISION, INC 03-310-000-0000-6501		156.60	Hand Level	288181	ROAD MAINTENANCE SUPPLIES & M	N
	26651 FRONTIER PRECISION, INC		156.60		1 Transactions		
23	35806 HUBERT/LARRY 03-310-000-0000-6507		155.99	Boot Reimbursement		MISCELLANEOUS EXPENSES	N
	35806 HUBERT/LARRY		155.99		1 Transactions		
24	41293 JD PLUMBING & HEATING 03-330-000-0000-6503		4,982.00	New Heater Install - Walnut Gr	3147	EQUIPMENT REPAIR PARTS & SUPP	Y
	41293 JD PLUMBING & HEATING		4,982.00		1 Transactions		
26	43095 JOHN DEERE FINANCIAL 03-330-000-0000-6502		18.76	Pins	4076358	SHOP MATERIALS & SUPPLIES	N
25	03-330-000-0000-6503		60.74	Hose & Fittings	4076358	EQUIPMENT REPAIR PARTS & SUPP	N
	43095 JOHN DEERE FINANCIAL		79.50		2 Transactions		
27	43099 JOHNS UPHOLSTERY 03-330-000-0000-6306		100.00	Recover Tractor Seat	2113	MAINTENANCE - EQUIPMENT	N
	43099 JOHNS UPHOLSTERY		100.00		1 Transactions		
28	45745 KECK TREE SERVICE 03-310-000-0000-6501		1,450.00	Clearing Trees in ROW		ROAD MAINTENANCE SUPPLIES & M	Y
29	03-310-000-0000-6501		2,700.00	Clearing Trees & Brush in ROW		ROAD MAINTENANCE SUPPLIES & M	Y
	45745 KECK TREE SERVICE		4,150.00		2 Transactions		

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*** 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
31	53100 LOCATORS & SUPPLIES INC 03-310-000-0000-6507		327.80	Gloves	0311579	MISCELLANEOUS EXPENSES	N
	53100 LOCATORS & SUPPLIES INC		327.80	1 Transactions			
30	53227 LOFFLER COMPANIES INC 03-301-000-0000-6310		57.80	Copier Contract	4543869	OFFICE EQUIPMENT REPAIR & MAINT	N
	53227 LOFFLER COMPANIES INC		57.80	1 Transactions			
32	55610 M-R SIGN CO INC 03-310-000-0000-6501		1,804.95	Chevron Alignment Signs	222535	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
33	03-310-000-0000-6501		642.00	Curve Signs	222573	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
34	03-310-000-0000-6501		285.34	Caution Signs	222584	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
35	03-310-000-0000-6501		1,774.15	Blank Signs	222666	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
	55610 M-R SIGN CO INC		4,506.44	4 Transactions			
37	63540 NORTH CENTRAL INTERNATIONAL INC 03-330-000-0000-6306		1,072.00	Remove and Replace Air Compres	130457	MAINTENANCE - EQUIPMENT	N
36	03-330-000-0000-6503		3,894.24	Parts to Replace Air Compresso	130457	EQUIPMENT REPAIR PARTS & SUPPLIES	N
38	03-330-000-0000-6503		32.96	Radiator Cap	412363	EQUIPMENT REPAIR PARTS & SUPPLIES	N
39	03-330-000-0000-6503		19.80	Washer Fluid Cap	578781	EQUIPMENT REPAIR PARTS & SUPPLIES	N
40	03-330-000-0000-6503		70.81	Air Fitting	578922	EQUIPMENT REPAIR PARTS & SUPPLIES	N
	63540 NORTH CENTRAL INTERNATIONAL INC		5,089.81	5 Transactions			
41	63625 NORTHERN STATES SUPPLY INC 03-310-000-0000-6501		306.21	HX Cap	1723159	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
	63625 NORTHERN STATES SUPPLY INC		306.21	1 Transactions			
42	64208 O'REILLY AUTO PARTS 03-330-000-0000-6503		56.58	Trans Filter & TransFix	257404	EQUIPMENT REPAIR PARTS & SUPPLIES	N
	64208 O'REILLY AUTO PARTS		56.58	1 Transactions			
43	64521 OLSON CHEVROLET 03-330-000-0000-6503		177.44	Lug Nuts & Bolts	107399	EQUIPMENT REPAIR PARTS & SUPPLIES	N
44	03-330-000-0000-6503		205.00	Bed Mat	107414	EQUIPMENT REPAIR PARTS & SUPPLIES	N
	64521 OLSON CHEVROLET		382.44	2 Transactions			
45	76758 REDWOOD TIRE SERVICE INC 03-330-000-0000-6306		20.00	Dismount & Mount Trailer Tire	10082	MAINTENANCE - EQUIPMENT	N
46	03-310-000-0000-6501		36.00	Tire Disposal	9877	ROAD MAINTENANCE SUPPLIES & MATERIALS	N
47	03-330-000-0000-6306		30.00	Tire Repair	9880	MAINTENANCE - EQUIPMENT	N

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*** 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
76758	REDWOOD TIRE SERVICE INC		86.00		3 Transactions		
48	78460 RRRSWA 03-310-000-0000-6501		27.45	Demolition Material	24750	ROAD MAINTENANCE SUPPLIES & M	N
	78460 RRRSWA		27.45		1 Transactions		
49	78815 RSS GROUP INTERNATIONAL INC 03-330-000-0000-6502		583.71	Misc Shop Supplies		SHOP MATERIALS & SUPPLIES	N
	78815 RSS GROUP INTERNATIONAL INC		583.71		1 Transactions		
50	79500 RUNNINGS FARM & FLEET 03-310-000-0000-6501		75.96	Batteries	4234373	ROAD MAINTENANCE SUPPLIES & M	N
51	03-330-000-0000-6502		46.32	Misc Pins	4238412	SHOP MATERIALS & SUPPLIES	N
	79500 RUNNINGS FARM & FLEET		122.28		2 Transactions		
52	80075 SAFETY-KLEEN SYSTEMS INC 03-330-000-0000-6502		125.44	Parts Washer	R003054389	SHOP MATERIALS & SUPPLIES	N
	80075 SAFETY-KLEEN SYSTEMS INC		125.44		1 Transactions		
53	80084 SALFER WELDING MFG & REPAIR LLC 03-330-000-0000-6503		710.00	Snow Plow Shoes	240052	EQUIPMENT REPAIR PARTS & SUPP	Y
	80084 SALFER WELDING MFG & REPAIR LLC		710.00		1 Transactions		
54	83965 SUMMIT FIRE PROTECTION 03-330-000-0000-6305		564.95	Inspections & Monitoring		BLDG - REPAIRS & MAINTENANCE	N
	83965 SUMMIT FIRE PROTECTION		564.95		1 Transactions		
55	86020 TBEI INC 03-330-000-0000-6503		160.16	Tarp - Motor Cover	LC00086753	EQUIPMENT REPAIR PARTS & SUPP	N
	86020 TBEI INC		160.16		1 Transactions		
56	91159 VAULT HEALTH 03-310-000-0000-6507		183.48	DOT Drug Screenings	FL00611925	MISCELLANEOUS EXPENSES	N
	91159 VAULT HEALTH		183.48		1 Transactions		
57	92945 WEE'S CLEANING SERVICE LLC 03-330-000-0000-6305		2,030.00	Floor Scrubbing and Carpet Cle		BLDG - REPAIRS & MAINTENANCE	Y
	92945 WEE'S CLEANING SERVICE LLC		2,030.00		1 Transactions		
	93110 WIDSETH SMITH NOLTING & ASSOCIATES I						

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*** 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
58	03-320-000-0000-6291		7,100.50	Consult Engineering Fees	227127	PROFESSIONAL & TECHNICAL SER\	N
59	03-320-000-0000-6291		5,357.00	Consult Engineering Fees	227128	PROFESSIONAL & TECHNICAL SER\	N
60	03-320-000-0000-6291		4,577.50	Consult Engineering Fees	227129	PROFESSIONAL & TECHNICAL SER\	N
61	03-320-000-0000-6291		2,472.00	Consult Engineering Fees	227130	PROFESSIONAL & TECHNICAL SER\	N
62	03-320-000-0000-6291		1,606.00	Consult Engineering Fees	227131	PROFESSIONAL & TECHNICAL SER\	N
63	03-320-000-0000-6291		1,040.00	Consult Engineering Fees	227132	PROFESSIONAL & TECHNICAL SER\	N
64	03-320-000-0000-6291		2,860.00	Consult Engineering Fees	227133	PROFESSIONAL & TECHNICAL SER\	N
65	03-320-000-0000-6291		2,339.72	Consult Engineering Fees	227210	PROFESSIONAL & TECHNICAL SER\	N
93110	WIDSETH SMITH NOLTING & ASSOCIATES I		27,352.72		8 Transactions		
3 Fund Total:			81,726.30	ROAD AND BRIDGE	35 Vendors	65 Transactions	
Final Total:			81,726.30	35 Vendors	65 Transactions		

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*** **Redwood County** ***



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	81,726.30	ROAD AND BRIDGE
All Funds		81,726.30	Total

Approved by,

.....

.....



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/2023	Originating Dept.:	Highway
Preferred 2nd Date:	NEXT AVAILABLE		
Discussion Item:		Presenter:	Jeff Bommersbach
Resolution to update bridge priority list		estimated time needed:	5 mins
Board Action:		<input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Pass resolution to update Redwood County's Bridge Priority List.

Background Information:

The new list adds bridges that need to be replaced based on the 2023 Bridge Safety Inspections and based upon MnDOT's statewide SHV Load Ratings. Six steel arch pipe crossings have been closed and posted three steel arch pipe crossings have been posted to 5 ton. The bridges have also been re-prioritized based on condition and township feedback.

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

Administrators Comments:

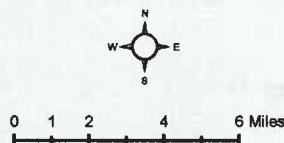
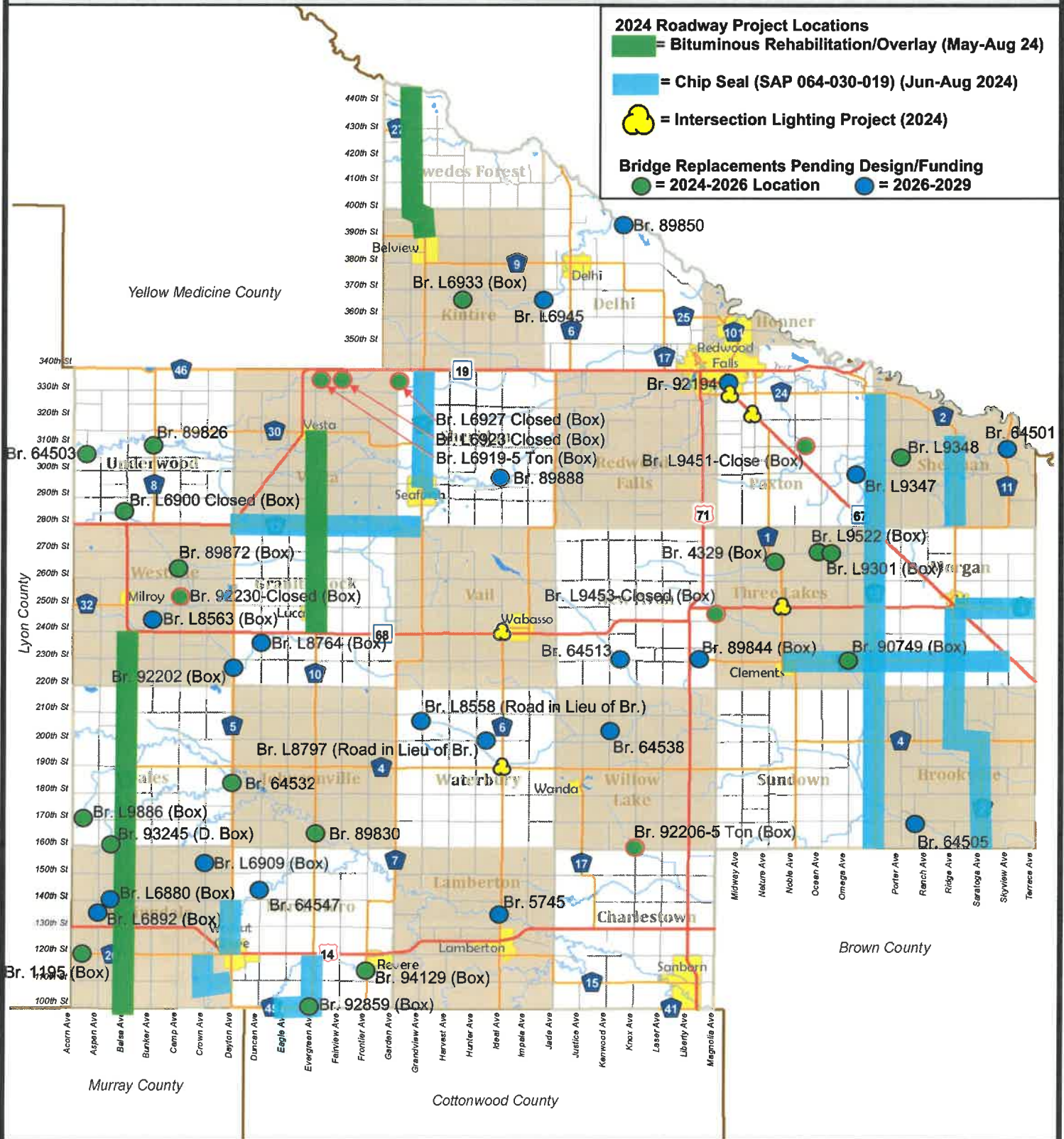
Reviewed by Administrator: Yes No

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

2024 Project Map Redwood County, MN

\$10M Bond Option
11/29/2023

- 2024 Roadway Project Locations**
- = Bituminous Rehabilitation/Overlay (May-Aug 24)
 - = Chip Seal (SAP 064-030-019) (Jun-Aug 2024)
 - = Intersection Lighting Project (2024)
- Bridge Replacements Pending Design/Funding**
- = 2024-2026 Location
 - = 2026-2029



- | | | |
|---|--|--|
| Roads | Boundaries | Water |
| Federal and State | Cities | Lakes |
| County State Aid | Townships | Rivers |
| All other County and Township | Counties | |

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.

Bridge Replacements Key - Pending Design and/or Funding

● = 2024-2026 Location ● = 2026-2029 Location

2024-2026 Bridge List

1. Br. 64503 CR 51 (Everstrong) (Closed)
 2. Br. 89826 CSAH 8 (Everstrong) (22-40-40)
 3. 90749 CSAH 16 Box (funds secured) (10-18-18)
 4. 92230 CR 57 Box (design in progress) (Closed)
 5. 92206 CR 67 Box (design in progress (5 Ton)
 6. L6923 Vesta Fairview Ave Box (design in progress) (Closed)
 7. L6927 Sheridan Garden Ave Box (design in progress) (Closed)
 8. L9451 Paxton 310th St Box (design in progress) (Closed)
 9. L9453 Three Lakes Magnolia Ave Box (design in progress) (Closed)
 10. L6900 Underwood Balsa Ave Box (design in progress) (Closed)
 11. L6919 Vesta Evergreen Ave Box (design in progress) (5 Ton)
 12. L9301 Three Lakes 270th St Box (design in progress) (5 Ton)
 13. 1195 CSAH 20 Box (design TBD) (14-26-26)
 14. Br. 89830 CSAH 10 (funds secured)
 15. 92859 CSAH 45 Box (design in progress)
 16. 94129 CSAH 7 Box (funds secured) (40-40-40)
 17. 4329 CSAH 1 Box (fund secured)
 18. 89872 CR 57 Box (funds secured)
 19. 93245 CR 71 Box (funds secured)
 20. L9522 Three Lakes 270th St Box (design in progress) (12-20-20)
 21. L9886 Gales 170th Box (design in progress) (18-32-32)
 22. Br. L9348 Sherman Porter Ave TBD (design in progress) (10-18-18)
 23. L6933 Kintire Harvest Ave Box (design in progress) (14-24-24)
 24. Br. 64532 CSAH 5 (design in progress) (16-30-30)
 25. Br. 89850 CSAH 17 Goldmine (funds secured, design in progress) (Closed)
- Target Year: 2024
- Target Year: 2025-2026

2026-2029 Bridge List

26. L8558 Waterbury Grandview Ave RILB (TBD yr) (design in progress) (16-24-24)
27. L8797 Waterbury 200th St RILB (TBD yr) (design in progress)
28. L6880 Springdale 140th St Box (TBD yr) (design in progress - DNR) (12-22-22)
29. L6909 Springdale Crown Ave Box (TBD yr) (design in progress - Township) (3-0-0)
30. L6892 Springdale Aspen Ave Box (TBD yr) (design in progress - DNR) (10-16-16)
31. Br. 64505 Brookville Prairie Ave (2026) (design TBD) (30-40-40)
32. Br. 64501 CSAH 11 (2026) (design TBD) (26-40-40)
33. 92202 CSAH 5 Box (2026) (design TBD)
34. Br. 64513 CR 70 TBD (2026) (design in progress)
35. Br. 89888 CR 65 (2027) (design in progress) (22-38-38)
36. Br. L6945 Delhi Impala Ave TBD (2027) (design in progress) (28-40-40)
37. L8563 Westline Bunker Ave Box (2028) (design in progress)
38. L8764 Granite Rock Duncan Ave Box (2028) (design in progress)
39. 89844 CSAH 16 Box (design in progress) (2029)
40. 92194 CSAH 101 Box (design in progress) (2029)
41. Br. 5745 CSAH 6 (2029) (design TBD)
42. Br. 64538 Willow Lake Kenwood Ave (TBD yr) (design in progress) (24-40-40)
43. Br. L9347 Paxton 300th St TBD (TBD yr) (design in progress) (34-0-0)
44. Br. 64547 North Hero Duncan Ave (TBD yr) (design in progress)

Exhibit E: Redwood County Bridge Priority List

Updated 9/6/2023

ENGINEER	Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI	Survey	Design	Const.	Load Posting	Twp. Res.	Bridge No.	Bridge Type	Yr. Built
WSN	92230	CR 57	Westline	\$525,000			\$75,000	\$450,000	2024	68.0	I	I	I	Closed (Nov 2023)	N/A	92230	13' csp arch	1958
WSN	92206	CR 67	Willow Lake	\$525,000			\$75,000	\$450,000	2024		I	I	I	5-0-0 (Nov 2023)	N/A	92206	10' csp arch	1965
WSN	89872	CR 57	Westline	\$328,415			\$82,701	\$245,714	2025	56.0	C	C	I		N/A	89872	14' csp arch	1955
WSN	93245	CR 71	Springdale	\$337,344			\$52,258	\$285,086	2025	55.0	C	C	I		N/A	93245	27' csp arch	1977
WSN	64513	CR 70	New Avon	\$706,800			\$75,000	\$631,800	2026	55.0	I	I	I		N/A	64513	36' timber slab span	1965
WSN	89888	CR 65	Sheridan	\$1,713,525			\$75,000	\$1,638,525	2027	54.0	I	I	I	22-38-38	N/A	89888	161' timber beam span	1957
	64542	CR 60	Sundown	\$1,057,100			\$75,000	\$982,100	TBD	62.0	I	I	I	30-40-40	N/A	64542	84' timber slab span	1980
	64528	CR 78	Springdale	\$1,125,300			\$75,000	\$1,050,300	TBD	64.0	I	I	I		N/A	64528	92' timber slab span	1977
	89874	CR 57	Gales	\$682,000			\$75,000	\$607,000	TBD	61.0	I	I	I	18-32-32	N/A	89874	42' steel beam span	1916
	89875	CR 57	Gales	\$792,825			\$75,000	\$717,825	TBD	75.0	I	I	I	24-40-40	N/A	89875	53' steel beam span	1952
SEI	90749	CSAH 16	Three Lakes	\$466,812	\$322,284			\$144,528	2024	29.0	C	C	I	10-18-18	N/A	90749	16' csp arch	1974
WSN	1195	CSAH 20	Springdale	\$555,000	\$352,500			\$202,500	2025	44.0	I	I	I	14-26-26	N/A	1195	12' concrete box	1941
WSN	89830	CSAH 10	Johnsonville	\$2,250,000	\$1,200,000			\$1,050,000	2025	59.0	P	P	I		N/A	89830	160' steel continuous beam	1959
WSN	92859	CSAH 45	North Hero	\$430,000	\$290,000			\$140,000	2025	55.0	P	P	I		N/A	92859	13' csp arch	1971
WSN	94129	CSAH 7	North Hero	\$234,066	\$61,524			\$172,542	2025	50.0	C	C	I	40-40-40 (2023)	N/A	94129	15' timber box culvert	1968
WSN	4329	CSAH 1	Three Lakes	\$640,223	\$395,632			\$244,591	2025	58.0	P	P	I		N/A	4329	18' concrete box + csp arch	1925
WSN	89850	CSAH 17	Delhi	\$2,825,250	\$1,612,500			\$1,212,750	2026	19.0	I	I	I	Closed (2023)	N/A	89850	191' steel high truss beam span	1903
WSN	64501	CSAH 11	Sherman	\$1,395,625	\$847,500			\$548,125	2026	54.0	I	I	I	26-40-40	N/A	64501	105' timber slab span	1960
WSN	92202	CSAH 5	Granite Rock	\$495,000	\$247,500			\$247,500	2026	51.0	I	I	I		N/A	92202	11' csp arch	1964
BMI	92194	CSAH 101	City Redwood	\$825,000	\$475,000			\$350,000	2029	56.0	C	P	I		N/A	92194	20' precast channel span	1962
WSN	5745	CSAH 6	Lamberton	\$1,801,800	\$1,050,500			\$751,300	2029	60.0	I	I	I		N/A	5745	128' steel beam span	1938
WSN	89844	CSAH 16	New Avon	\$465,000	\$325,000			\$140,000	2029	79.0	P	P	I		N/A	89844	12' concrete box	1941
	64517	CSAH 10	Granite Rock	\$1,221,000	\$685,500			\$535,500	TBD	47.0	I	I	I	32-40-40	N/A	64517	62' timber slab span	1969
	64531	CSAH 5	Johnsonville	\$2,117,500	\$1,208,500			\$909,000	TBD	58.0	I	I	I	36-40-40	N/A	64531	180' timber beam span	1978
	64518	CSAH 4	Johnsonville	\$1,058,750	\$679,000			\$379,750	TBD	60.0	I	I	I	40-40-40	N/A	64518	70' timber slab span	1971
	64511	CSAH 7	Vail	\$770,000	\$535,000			\$235,000	TBD	45.0	I	I	I	8-20-20 (2023)	N/A	64511	40' timber slab span	1965
WSN	64532	CSAH 5	Johnsonville	\$1,135,750	\$456,594			\$679,156.50	TBD	49.0	I	I	I	16-30-30	N/A	64532	78' timber slab span	1978
	89819	CSAH 8	Springdale	\$790,500	\$470,250			\$320,250	TBD	64.0	I	I	I	26-40-40 (2021)	N/A	89819	21' steel beam span	1956
	89852	CSAH 19	Kintire	\$614,400	\$344,700			\$269,700	TBD	63.0	I	I	I		N/A	89852	18' timber slab span	1958
	64521	CSAH 19	Kintire	\$701,400	\$388,200			\$313,200	TBD	66.0	I	I	I	36-40-40	N/A	64521	32' timber slab span	1973
	64514	CSAH 7	Lamberton	\$1,607,375	\$953,500			\$653,875	TBD	70.0	I	I	I	40	N/A	64514	127' timber beam span	1968
	89845	CSAH 17	Willow Lake	\$895,125	\$522,563			\$372,562.50	TBD	70.0	I	I	I	22-40-40	N/A	89845	53' steel beam span	1950
	4067	CSAH 1	Sundown	\$895,125	\$597,500			\$297,625	TBD	72.0	I	I	I	34-40-40	N/A	4067	44' steel beam span	1959
BMI	3824	CSAH 2	Sherman	\$600,000	\$375,000			\$225,000	TBD	62.0	I	I	I	22-34-34 (2023)	N/A	3824	15' concrete box	1922
BMI	4065	CSAH 2	Sherman	\$1,654,000	\$952,000			\$702,000	TBD	69.0	I	I	I	40-40-40 (2023)	N/A	4065	23' concrete box	1923
WSN	L6923	T-180/Fairview Ave	Vesta	\$405,000		\$385,000	\$20,000		2024	67.0	I	I	I	Closed (Nov 2023)	I	L6923	11' csp arch	1956
WSN	L6927	T-186/Garden Ave	Sheridan	\$405,000		\$385,000	\$20,000		2024	58.0	I	I	I	Closed (Nov 2023)	C	L6927	12' csp arch	1956
WSN	L9451	T-52/310th St	Paxton	\$405,000		\$385,000	\$20,000		2024	56.0	I	I	I	Closed (Nov 2023)	C	L9451	13' csp arch	1974
WSN	L9453	T-225/Magnolia Ave	Three Lakes	\$405,000		\$385,000	\$20,000		2024	68.0	I	I	I	Closed (Nov 2023)	I	L9453	10' csp arch	1974
WSN	L6919	T-177/Evergreen Ave	Vesta	\$405,000		\$385,000	\$20,000		2024	56.0	I	I	I	5-0-0 (Nov 2023)	I	L6919	10' csp arch	1956
WSN	L9301	T-75 / 270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2024	24.0	P	P	I	5-0-0	C	L9301	20' csp arch	1957
WSN	L9522	T-234 / 270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2025	25.0	P	P	I	12-20-20 (2022)	C	L9522	15' csp arch	1974
WSN	L6900	T-159 / Balsa Ave.	Underwood	\$405,000		\$385,000	\$20,000		2025	40.0	P	P	I	Closed (Nov 2023)	C	L6900	12' csp arch	1956
WSN	L9886	T-126 / 170th St.	Gales	\$630,000		\$610,000	\$20,000		2025	38.0	P	P	I	18-32-32	I	L9886	29' csp arch	1979
WSN	L9348	T-241 / Porter Ave.	Sherman	\$594,200		\$574,200	\$20,000		2025	58.0	P	P	I	10-18-18	C	L9348	32' timber beam span	1971
WSN	L6933	T-197 / Harvest Ave.	Kintire	\$466,600		\$446,600	\$20,000		2025	41.0	P	P	I	14-24-24 (2022)	C	L6933	16' steel beam span	1935
WSN	L6880	T-139 / 140th St.	Springdale	\$434,700		\$414,700	\$20,000		24/25/26	35.0	P	P	I	20-36-36/12-22-22 (2021)	C	L6880	12' steel beam span	1925
WSN	L6892	T-155 / Aspen Ave.	Springdale	\$474,575		\$454,575	\$20,000		24/25/26	41.0	P	P	I	10-16-16 (2023)	C	L6892	17' steel beam span	1925
WSN	L6909	T-166 / Crown Ave.	Springdale	\$422,675		\$422,675	\$20,000		24/25/26	32.0	P	P	I	3-0-0 (2023)	C	L6909	13' steel beam span	1925
WSN	L8797	T-36 / 200th St.	Waterbury	\$626,100		\$606,100	\$20,000		24/25/26	50.0	P	P	I		P	L8797	36' timber slab span	1965
WSN	L8558	T-96 / Grandview Ave.	Waterbury	\$665,975		\$645,975	\$20,000		24/25/26	35.0	C	P	I	16-24-24 (2021)	C	L8558	41' timber slab span	1965
WSN	64505	T-336 / Prairie Ave	Brookville	\$873,325		\$853,325	\$20,000		2026	49.0	I	I	I	30-40-40	I	64505	67' timber slab span	1963

Exhibit E: Redwood County Bridge Priority List

Updated 9/6/2023

WSN	L6945	T-206 / Impala Ave.	Delhi	\$490,525		\$470,525	\$20,000		2027	39.0	I	I	I	28-40-40 (2023)	P	L6945	19' steel beam span	1947
WSN	L8563	T-161 / Bunker Ave.	Westline	\$405,000		\$385,000	\$20,000		2028	58.0	C	I	I		C	L8563	12' csp arch	1959
WSN	L8764	T-171 / Duncan Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		2028	56.0	P	I	I		C	L8764	13' csp arch	1964
	L8766	T-181 / Frontier Ave	Granite Rock	\$530,400		\$510,400	\$20,000		TBD	53.0	I	I	I		I	L8766	24' timber slab span	1966
	L8767	T-179 / Fairview Ave.	Granite Rock	\$538,375		\$518,375	\$20,000		TBD	55.0	I	I	I		C	L8767	25' timber slab span	1965
	L9684	T-147 / Knox Ave.	Charlestown	\$405,000		\$385,000	\$20,000		TBD	55.0	I	I	I		C	L9684	30' csp arch	1977
	L9778	T-160 / Bunker Ave	Springdale	\$840,000		\$820,000	\$20,000		TBD	55.0	I	I	I		I	L9778	33' csp arch	1978
	95578	T-132 / 160th St	Springdale	\$630,000		\$610,000	\$20,000		TBD	55.0	I	I	I		I	95578	36' csp arch	1982
	L8763	T-39 / Eagle Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		TBD	56.0	I	I	I		C	L8763	14' csp arch	1964
	L6919	T-177 / Evergreen Ave	Vesta	\$405,000		\$385,000	\$20,000		TBD	56.0	I	I	I		I	L6919	11' csp arch	1956
	L8770	T-17 / 230th St.	Granite Rock	\$405,000		\$385,000	\$20,000		TBD	56.0	I	I	I		C	L8770	12' csp arch	1964
	L8562	T-17 / 230th St	Westline	\$405,000		\$385,000	\$20,000		TBD	56.0	I	I	I		I	L8562	11' csp arch	1966
	L9687	T-19 / 110th St	Springdale	\$280,000		\$260,000	\$20,000		TBD	57.0	I	I	I		I	L9687	12' csp arch	1977
	64527	T-221 / Kenwood Ave	Delhi	\$817,500		\$797,500	\$20,000		TBD	59.0	I	I	I		I	64527	60' timber slab span	1977
WSN	64538	T-218 / Kenwood Ave	Willow Lake	\$610,150		\$590,150	\$20,000		TBD	64.0	I	I	I	24-40-40	I	64538	90' timber slab span	1980
	95238	T-137 / 150th St	Springdale	\$540,000		\$520,000	\$20,000		TBD	64.0	I	I	I		I	95238	30' csp arch	1980
WSN	L9347	T-57 / 300th St.	Paxton	\$610,150		\$590,150	\$20,000		TBD	65.0	I	I	I	34-0-0	C	L9347	34' timber beam span	1971
	L6816	T-19 / 110th St.	Springdale	\$466,600		\$446,600	\$20,000		TBD	65.0	I	I	I		C	L6816	16' steel beam span	1925
WSN	64547	T-171 / Duncan Ave	North Hero	\$881,300		\$861,300	\$20,000		TBD	72.0	I	I	I	36-0-0	I	64547	68' timber slab span	1990

Bridge Location	Total Cost	State Aid	Town Bridge	Local	LBRP
County Road	\$7,793,309	\$0	\$0	\$734,959	\$7,058,350
County State Aid Highway	\$26,444,701	\$15,348,246	\$0	\$0	\$11,096,455
Township Road	\$18,518,150	\$0	\$17,798,150	\$720,000	\$0
Total	\$52,756,160	\$15,348,246	\$17,798,150	\$1,454,959	\$18,154,805

Key
I=Incomplete
P=In Progress
C=Complete
N/A=Not Applicable

Redwood County Board of Commissioners

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Resolution
Prioritized Bridge Replacement List
December 26, 2023

The following Resolution was offered by Commissioner _____ and moved for adoption at a Regular Meeting held on December 26, 2023 at the Redwood County Courthouse, Redwood Falls, MN:

WHEREAS, Redwood County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, Redwood County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Redwood County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
92230	CR 57	Westline	\$525,000			\$75,000	\$450,000	2024	68.0
92206	CR 67	Willow Lake	\$525,000			\$75,000	\$450,000	2024	
89872	CR 57	Westline	\$328,415			\$82,701	\$245,714	2025	56.0
93245	CR 71	Springdale	\$337,344			\$52,258	\$285,086	2025	55.0
64513	CR 70	New Avon	\$706,800			\$75,000	\$631,800	2026	55.0
89888	CR 65	Sheridan	\$1,713,525			\$75,000	\$1,638,525	2027	54.0
64542	CR 60	Sundown	\$1,057,100			\$75,000	\$982,100	TBD	62.0
64528	CR 78	Springdale	\$1,125,300			\$75,000	\$1,050,300	TBD	64.0
89874	CR 57	Gales	\$682,000			\$75,000	\$607,000	TBD	61.0
89875	CR 57	Gales	\$792,825			\$75,000	\$717,825	TBD	75.0
90749	CSAH 16	Three Lakes	\$466,812	\$322,284			\$144,528	2024	29.0
1195	CSAH 20	Springdale	\$555,000	\$352,500			\$202,500	2025	44.0
89830	CSAH 10	Johnsonville	\$2,250,000	\$1,200,000			\$1,050,000	2025	59.0
92859	CSAH 45	North Hero	\$430,000	\$290,000			\$140,000	2025	55.0

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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
94129	CSAH 7	North Hero	\$234,066	\$61,524			\$172,542	2025	50.0
4329	CSAH 1	Three Lakes	\$640,223	\$395,632			\$244,591	2025	58.0
89850	CSAH 17	Delhi	\$2,825,250	\$1,612,500			\$1,212,750	2026	19.0
64501	CSAH 11	Sherman	\$1,395,625	\$847,500			\$548,125	2026	54.0
92202	CSAH 5	Granite Rock	\$495,000	\$247,500			\$247,500	2026	51.0
92194	CSAH 101	City Redwood	\$825,000	\$475,000			\$350,000	2029	56.0
5745	CSAH 6	Lamberton	\$1,801,800	\$1,050,500			\$751,300	2029	60.0
89844	CSAH 16	New Avon	\$465,000	\$325,000			\$140,000	2029	79.0
64517	CSAH 10	Granite Rock	\$1,221,000	\$685,500			\$535,500	TBD	47.0
64531	CSAH 5	Johnsonville	\$2,117,500	\$1,208,500			\$909,000	TBD	58.0
64518	CSAH 4	Johnsonville	\$1,058,750	\$679,000			\$379,750	TBD	60.0
64511	CSAH 7	Vail	\$770,000	\$535,000			\$235,000	TBD	45.0
64532	CSAH 5	Johnsonville	\$1,135,750	\$456,594			\$679,156.50	TBD	49.0
89819	CSAH 8	Springdale	\$790,500	\$470,250			\$320,250	TBD	64.0
89852	CSAH 19	Kintire	\$614,400	\$344,700			\$269,700	TBD	63.0
64521	CSAH 19	Kintire	\$701,400	\$388,200			\$313,200	TBD	66.0
64514	CSAH 7	Lamberton	\$1,607,375	\$953,500			\$653,875	TBD	70.0
89845	CSAH 17	Willow Lake	\$895,125	\$522,563			\$372,562.50	TBD	70.0
4067	CSAH 1	Sundown	\$895,125	\$597,500			\$297,625	TBD	72.0
3824	CSAH 2	Sherman	\$600,000	\$375,000			\$225,000	TBD	62.0
4065	CSAH 2	Sherman	\$1,654,000	\$952,000			\$702,000	TBD	69.0
L6923	Fairview Ave	Vesta	\$405,000		\$385,000	\$20,000		2024	67.0
L6927	Garden Ave	Sheridan	\$405,000		\$385,000	\$20,000		2024	58.0
L9451	310th St	Paxton	\$405,000		\$385,000	\$20,000		2024	56.0
L9453	Magnolia Ave	Three Lakes	\$405,000		\$385,000	\$20,000		2024	68.0
L6919	Evergreen Ave	Vesta	\$405,000		\$385,000	\$20,000		2024	56.0
L9301	270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2024	24.0
L9522	270th St.	Three Lakes	\$405,000		\$385,000	\$20,000		2025	25.0
L6900	Balsa Ave.	Underwood	\$405,000		\$385,000	\$20,000		2025	40.0
L9886	170th St.	Gales	\$630,000		\$610,000	\$20,000		2025	38.0

<p>1st District RICK WAKEFIELD P.O. Box 473 Walnut Grove, MN 56180 (507) 859-2369 Rick_W@co.redwood.mn.us</p>	<p>2nd District JIM SALFER 865 Pine Street Wabasso, MN 56293 (507) 342-2431 Jim_S2@co.redwood.mn.us</p>	<p>3rd District DENNIS GROEBNER 250 Center Street Clements, MN 56224 (507) 692-2235 Dennis_G@co.redwood.mn.us</p>	<p>4th District BOB VANHEE 503 Fallwood Road Redwood Falls, MN 56283 (507) 616-1000 Bob_V@co.redwood.mn.us</p>	<p>5th District DAVE FORKRUD P.O. Box 235 Belview, MN 56214 (507) 430-1907 Dave_F@co.redwood.mn.us</p>
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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
L9348	Porter Ave.	Sherman	\$594,200		\$574,200	\$20,000		2025	58.0
L6933	Harvest Ave.	Kintire	\$466,600		\$446,600	\$20,000		2025	41.0
L6880	140th St.	Springdale	\$434,700		\$414,700	\$20,000		24/25/26	35.0
L6892	Aspen Ave.	Springdale	\$474,575		\$454,575	\$20,000		24/25/26	41.0
L6909	Crown Ave.	Springdale	\$442,675		\$422,675	\$20,000		24/25/26	32.0
L8797	200th St.	Waterbury	\$626,100		\$606,100	\$20,000		24/25/26	50.0
L8558	Grandview Ave	Waterbury	\$665,975		\$645,975	\$20,000		24/25/26	35.0
64505	Prairie Ave	Brookville	\$873,325		\$853,325	\$20,000		2026	49.0
L6945	Impala Ave.	Delhi	\$490,525		\$470,525	\$20,000		2027	39.0
L8563	Bunker Ave.	Westline	\$405,000		\$385,000	\$20,000		2028	58.0
L8764	Duncan Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		2028	56.0
L8766	Frontier Ave	Granite Rock	\$530,400		\$510,400	\$20,000		TBD	53.0
L8767	Fairview Ave.	Granite Rock	\$538,375		\$518,375	\$20,000		TBD	55.0
L9684	Knox Ave.	Charlestown	\$405,000		\$385,000	\$20,000		TBD	55.0
L9778	Bunker Ave	Springdale	\$840,000		\$820,000	\$20,000		TBD	55.0
95578	160th St	Springdale	\$630,000		\$610,000	\$20,000		TBD	55.0
L8763	Eagle Ave.	Granite Rock	\$405,000		\$385,000	\$20,000		TBD	56.0
L6919	Evergreen Ave	Vesta	\$405,000		\$385,000	\$20,000		TBD	56.0
L8770	230th St.	Granite Rock	\$405,000		\$385,000	\$20,000		TBD	56.0
L8562	230th St	Westline	\$405,000		\$385,000	\$20,000		TBD	56.0
L9687	110th St	Springdale	\$280,000		\$260,000	\$20,000		TBD	57.0
64527	Kenwood Ave	Delhi	\$817,500		\$797,500	\$20,000		TBD	59.0
64538	Kenwood Ave	Willow Lake	\$610,150		\$590,150	\$20,000		TBD	64.0
95238	150th St	Springdale	\$540,000		\$520,000	\$20,000		TBD	64.0
L9347	300th St.	Paxton	\$610,150		\$590,150	\$20,000		TBD	65.0
L6816	110th St.	Springdale	\$466,600		\$446,600	\$20,000		TBD	65.0
64547	Duncan Ave	North Hero	\$881,300		\$861,300	\$20,000		TBD	72.0

1st District

RICK WAKEFIELD

P.O. Box 473
 Walnut Grove, MN 56180
 (507) 859-2369

Rick_W@co.redwood.mn.us

2nd District

JIM SALFER

865 Pine Street
 Wabasso, MN 56293
 (507) 342-2431

Jim_S2@co.redwood.mn.us

3rd District

DENNIS GROEBNER

250 Center Street
 Clements, MN 56224
 (507) 692-2235

Dennis_G@co.redwood.mn.us

4th District

BOB VANHEE

503 Fallwood Road
 Redwood Falls, MN 56283
 (507) 616-1000

Bob_V@co.redwood.mn.us

5th District

DAVE FORKRUD

P.O. Box 235
 Belview, MN 56214
 (507) 430-1907

Dave_F@co.redwood.mn.us

Redwood County Board of Commissioners

403 South Mill Street
P.O. Box 130
Redwood Falls, MN 56283
Phone: (507) 637-4016 Fax: (507) 637-4017
redwoodcounty-mn.us



FURTHERMORE, Redwood County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Redwood County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

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

This Resolution shall be effective immediately and without publication.

Adopted by the following vote: Ayes _ Nays _

Dated this 26th day of December, 2023

Chairman, Redwood County

ATTEST:

Administrator, Redwood County

1st District

RICK WAKEFIELD

P.O. Box 473
Walnut Grove, MN 56180
(507) 859-2369

Rick_W@co.redwood.mn.us

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Redwood Falls, MN 56283
(507) 616-1000

Bob_V@co.redwood.mn.us

5th District

DAVE FORKRUD

P.O. Box 235
Belview, MN 56214
(507) 430-1907

Dave_F@co.redwood.mn.us



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/2023	Originating Dept.: Highway
Preferred 2nd Date:	NEXT AVAILABLE	
Discussion Item:	Authorization to advertise for 2024 and 2025 projects.	Presenter: Jeff Bommersbach, PE
		estimated time needed: 5 mins
Board Action:	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

If Action, Board Motion Requested:

Authorization to advertise for 2024 Highway Department projects with individual letting dates to be determined by the County Engineer.

Background Information:

Construction projects that the Highway Department is requesting authorization to advertise for, as funding is secured, are shown in the attached document and map. The project list includes:

- 2024 Bituminous Mill and Overlays
- 2024 Bridge and Box Culvert Projects
- Federal Intersection Lighting Project (SP 064-070-009 and 010)
- CR 78 Flood Repair Project
- Federal EV Charger Project (SP 064-596-001)
- 2024 Chip Sealing Project (SAP 064-030-019)
- 2024 Bituminous Road Repair Materials Quotes
- 2024 Annual Road Striping Project (23-CPM)

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

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 ****

2024 Project Map Redwood County, MN

**\$10M Bond Option
11/29/2023**

2024 Roadway Project Locations

= Bituminous Rehabilitation/Overlay (May-Aug 24)

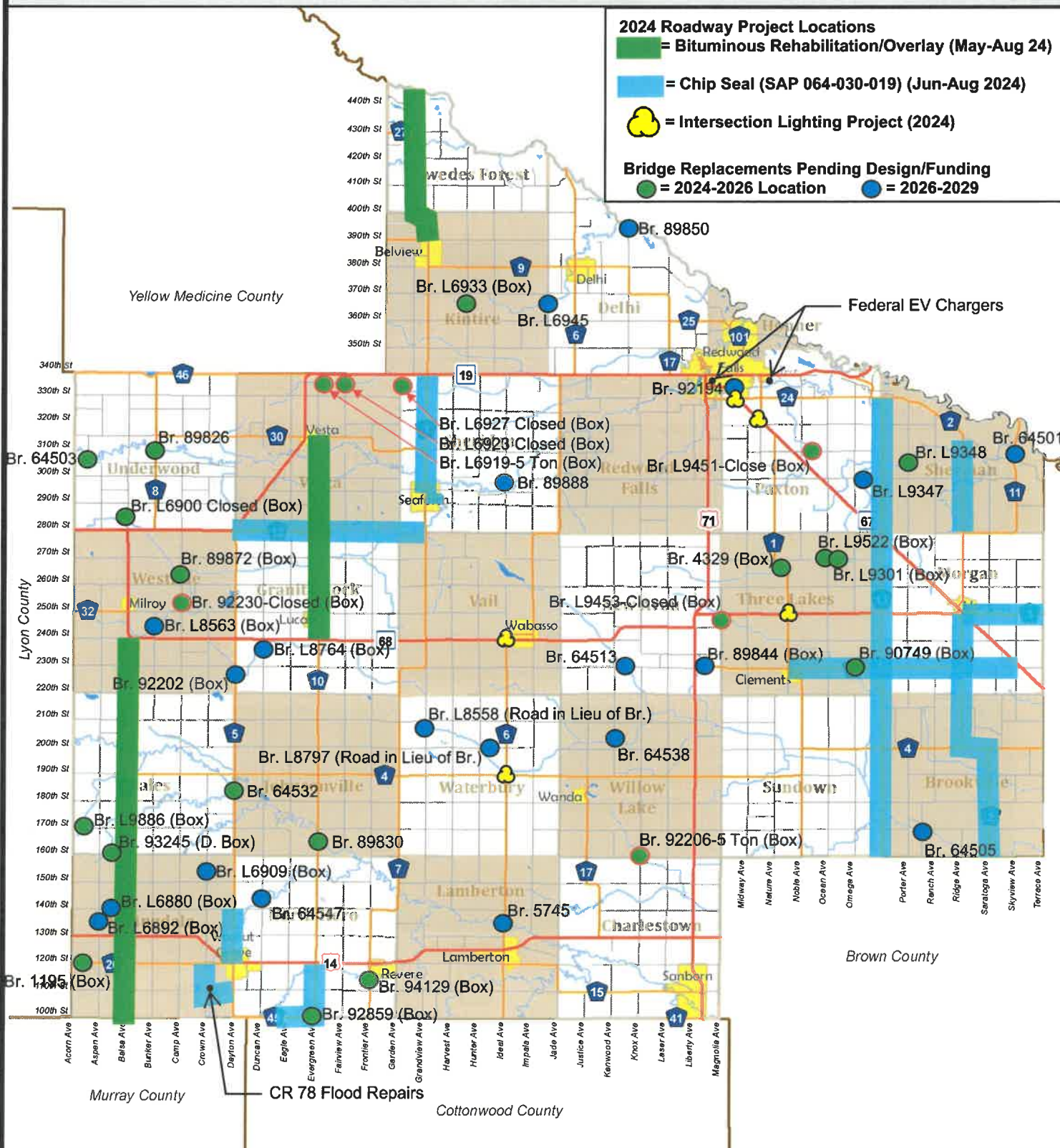
= Chip Seal (SAP 064-030-019) (Jun-Aug 2024)

= Intersection Lighting Project (2024)

Bridge Replacements Pending Design/Funding

= 2024-2026 Location

= 2026-2029



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.

Bridge Replacements Key - Pending Design and/or Funding

● = 2024-2026 Location ● = 2026-2029 Location

2024-2026 Bridge List

1. Br. 64503 CR 51 (Everstrong) (Closed)
 2. Br. 89826 CSAH 8 (Everstrong) (22-40-40)
 3. 90749 CSAH 16 Box (funds secured) (10-18-18)
 4. 92230 CR 57 Box (design in progress) (Closed)
 5. 92206 CR 67 Box (design in progress (5 Ton)
 6. L6923 Vesta Fairview Ave Box (design in progress) (Closed)
 7. L6927 Sheridan Garden Ave Box (design in progress) (Closed)
 8. L9451 Paxton 310th St Box (design in progress) (Closed)
 9. L9453 Three Lakes Magnolia Ave Box (design in progress) (Closed)
 10. L6900 Underwood Balsa Ave Box (design in progress) (Closed)
 11. L6919 Vesta Evergreen Ave Box (design in progress) (5 Ton)
 12. L9301 Three Lakes 270th St Box (design in progress) (5 Ton)
 13. 1195 CSAH 20 Box (design TBD) (14-26-26)
 14. Br. 89830 CSAH 10 (funds secured)
 15. 92859 CSAH 45 Box (design in progress)
 16. 94129 CSAH 7 Box (funds secured) (40-40-40)
 17. 4329 CSAH 1 Box (fund secured)
 18. 89872 CR 57 Box (funds secured)
 19. 93245 CR 71 Box (funds secured)
 20. L9522 Three Lakes 270th St Box (design in progress) (12-20-20)
 21. L9886 Gales 170th Box (design in progress) (18-32-32)
 22. Br. L9348 Sherman Porter Ave TBD (design in progress) (10-18-18)
 23. L6933 Kintire Harvest Ave Box (design in progress) (14-24-24)
 24. Br. 64532 CSAH 5 (design in progress) (16-30-30)
 25. Br. 89850 CSAH 17 Goldmine (funds secured, design in progress) (Closed)
- Target Year: 2024
- Target Year: 2025-2026

2026-2029 Bridge List

26. L8558 Waterbury Grandview Ave RILB (TBD yr) (design in progress) (16-24-24)
27. L8797 Waterbury 200th St RILB (TBD yr) (design in progress)
28. L6880 Springdale 140th St Box (TBD yr) (design in progress - DNR) (12-22-22)
29. L6909 Springdale Crown Ave Box (TBD yr) (design in progress - Township) (3-0-0)
30. L6892 Springdale Aspen Ave Box (TBD yr) (design in progress - DNR) (10-16-16)
31. Br. 64505 Brookville Prairie Ave (2026) (design TBD) (30-40-40)
32. Br. 64501 CSAH 11 (2026) (design TBD) (26-40-40)
33. 92202 CSAH 5 Box (2026) (design TBD)
34. Br. 64513 CR 70 TBD (2026) (design in progress)
35. Br. 89888 CR 65 (2027) (design in progress) (22-38-38)
36. Br. L6945 Delhi Impala Ave TBD (2027) (design in progress) (28-40-40)
37. L8563 Westline Bunker Ave Box (2028) (design in progress)
38. L8764 Granite Rock Duncan Ave Box (2028) (design in progress)
39. 89844 CSAH 16 Box (design in progress) (2029)
40. 92194 CSAH 101 Box (design in progress) (2029)
41. Br. 5745 CSAH 6 (2029) (design TBD)
42. Br. 64538 Willow Lake Kenwood Ave (TBD yr) (design in progress) (24-40-40)
43. Br. L9347 Paxton 300th St TBD (TBD yr) (design in progress) (34-0-0)
44. Br. 64547 North Hero Duncan Ave (TBD yr) (design in progress)



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/2023	Originating Dept.:	Highway
Preferred 2nd Date:	NEXT AVAILABLE		
Discussion Item:		Presenter:	Jeff Bommersbach
Purchase R12i Survey Equipment from Frontier Precision		estimated time needed:	5 mins
Board Action:		<input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Approve purchase of R12i survey equipment from Frontier Precision in the amount of \$26,381.50 from State Contract No. 171661.

Background Information:

The purchase of this survey equipment is necessary to allow more efficient and accurate design and construction surveys using current technology and equipment. This equipment will also prepare the Highway Department for a robust bridge (and road) construction program and enable surveys to occur at multiple locations at any given time.

This equipment is programmed for funding from the 2024, 03-320-6505 Engineering and Construction Supplies and Materials budget.

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

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 ****



10900 73rd Ave N
 Maple Grove, MN 55369
 763-496-1366
 www.frontierprecision.com

Quote 78252
 Date: Jul 25, 2023 01:49 PM
 By: Dustin Harr
dharr@frontierprecision.com
 Minnesota State Contract 171661

BILL TO:

REDWOOD COUNTY - HWY. DEPT.
 Jeff Bommersbach
 41 Elm St.
 Redwood Falls, MN 56283-0006
 United States
Jeff_b@Co.redwood.mn.us
[507-637-4056](tel: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
[507-637-4056](tel:507-637-4056)

Product Details	Qty	Price	Discount	Total
R12I-101-60-01 Trimble R12i, Model 60, ROW	1	\$ 8,265.00	\$ 826.50	\$ 7,438.50
R12I-CFG-001-40 Trimble R12i Configuration Level - R12i Base and Rover Mode	1	\$ 22,605.00	\$ 2,260.50	\$ 20,344.50
FPI-R10-1 Trade-in R10-1	1	\$ -2,000.00	\$ 0.00	\$ -2,000.00
101070-00-01 Trimble Geospatial Accessory - Dual Battery Charger w/ Power Supply and Power Cord	1	\$ 665.00	\$ 66.50	\$ 598.50

Sub Total: \$ 26,381.50
 Discount: \$ 0.00
 Tax: \$ 0.00
 Shipping: \$ 0.00
Grand Total: \$ 26,381.50

Valid Until: Aug 25, 2023

Special Notes

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

Terms and Conditions

All invoices are in U.S. Dollars. Prices are good for 30 days.

Payment terms are net 30 days upon approved credit. We also accept VISA, MasterCard and American Express. Returns may be accepted within 30 days from invoice. A restocking fee of up to 25% may be charged for any return. Special orders are not returnable.

Shipping and handling charges are prepaid and added to invoice. Shipment will be made by UPS Ground unless otherwise specified, FOB Shipping Point.

{{Signature*}}

{{Signdate*}}

{{Fullname*}}



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Dept.:	Administration
Preferred 2nd Date:			
Discussion Item:	Presenter: Vicki K		
2024 Liquor License Application for Lower Sioux Community dba Dacotah Ridge Golf Club	estimated time needed:	5 min	
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve 2024 Liquor License Application for Lower Sioux Community dba Dacotah Ridge Golf Club

Background Information:

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 ****

2024 Liquor License Application

Redwood County, Minnesota

Lower Sioux Community dba Dacotah Ridge Golf Club

-Township of Sherman

-Brian Pendleton, Redwood Falls

Board of Commissioner's Approval

County Auditor Approval

No. 64-24-11

Fee \$ 850.00



County REDWOOD

COUNTY LIQUOR LICENSE - "ON SALE"

THIS CERTIFIES THAT:

LICENSEE LOWER SIOUX COMMUNITY IN MINNESOTA

TRADE NAME DACOTAH RIDGE GOLF CLUB

STREET ADDRESS OR LOT AND BLOCK NO 31042 CO HWY 2, MORTON, MN 56270

Is authorized to sell intoxicating liquor at on sale subject to the laws and regulations of the State of Minnesota and municipal ordinances for the period beginning JANUARY 1, 2024 to DECEMBER 31, 2024

THIS LICENSE IS APPROVED

Chair Person or President
Given under my hand and the Corporate Seal of

Date

Alcohol & Gambling Enforcement Director Date

CLERK or Recorder

PS90381 (10/03)



REQUEST FOR BOARD ACTION

Requested Board Date: December 26, 2023	Originating Dept.: Administration
Preferred 2nd Date:	
Discussion Item:	Presenter: Vicki K
2024 Dacotah Ridge Golf Club Tobacco License application	estimated time needed: 5 min
Board Action: <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

If Action, Board Motion Requested:

1. Approve and issue the license
 2. Deny the license (this does not preclude the applicant from applying again)
 3. Delay action for such reasonable period of time as necessary to complete any investigation of the application or the applicant as the Board deems necessary

Background Information:

(3) If the Board chooses to delay action, an investigation may include a requirement of the manager of Dacotah Ridge Golf Club to attend a future Board meeting and explain what has happened and what are they going to do about it. Ask them to explain how they are going to train employees so the Club will be in compliance.

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

Administrators Comments:

Memos from County Attorney Peterson and Sheriff Jacobsen are attached. Both cite concerns of recent violations and they are unable to recommend the Applicant for licensure as the concern is based upon the cited violations and they cannot find that the Applicant will comply with the laws, regulations, and ordinances relating to the sale of tobacco.

Reviewed by Administrator: Yes No

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

memo

Redwood County

To: Redwood County Commissioners
From: Jenna Peterson
CC: Vicki Knobloch Kletscher
Date: February 27, 2023
Re: Dacotah Ridge Golf Club Tobacco License

Comments: I have reviewed the Application as provided by the above referenced Applicant. In review of the Applicant's history of compliance, I note two violations of Minn. Stat. 609.685 Sale of Tobacco to Persons Under Age 21 in each of the past two years by Applicant's employees.

On July 21, 2022, the RCSO conducted a compliance check and Applicant's employee sold a pack of cigarettes to a 19 year old individual. The employee was cited and convicted under MN statute.

On April 17, 2021, the RCSO conducted a compliance check and Applicant's employee sold a pack of cigarettes to a 20 year old individual. The employee was cited and convicted under MN statute.

The police reports involving each incident are included for additional reference.

Given there have been two violations documented in each of the preceding two years, I am unable to recommend the Applicant for licensure at this time as I cannot find based on the cited violations that the Applicant will comply with the laws, regulations, and ordinances relating to the sale of tobacco.



REDWOOD COUNTY SHERIFF'S OFFICE
JASON JACOBSON - SHERIFF

Chief Deputy Sheriff
Katelyn Torgerson

Phone: 507-637-4036
Fax: 507-637-1348
Email: sheriff@co.redwood.mn.us

Jail Administrator
Matt Luitjens

303 E Third Street
PO Box 47
Redwood Falls, MN 56283-0047

December 6, 2023

To Whom It May Concern:

Our office has completed the background check regarding this tobacco application. It was found that on 04/17/2021 and 07/21/2022, there were tobacco compliance violations at Dacotah Ridge Golf Club. Due to these violations, citations were issued to the individuals that were employed at this business, for the sale of tobacco to a person under 21 years old, MN Statute 609.685 Subd.1a. (a). The business was compliant during a check on 10/03/2023.

Due to the recent violations, issuance of this license will be left to the discretion of the County Board of Commissioners.

If you have any questions, please feel free to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Jacobson".

Jason Jacobson
Sheriff



REDWOOD COUNTY SHERIFFS OFFICE
INCIDENT REPORT

ICR# 21102354	AGENCY ORI# MN0640000	JUVENILE:
Reported: 04-17-2021 1802 First Assigned: 1802 First Arrived: 1802 Last Cleared: 1655 Committed Start: Committed End: Title: Compliance Check Tobacco How Received: Summary: Noncompliant -See report for more detail [Officer 105; Citation 640097111004]		
Location(s) Dacotah Ridge Golf Club Address: 31042 CSAH 2 City: Redwood County State: MN Zip: Country: Custom Attributes Supplemental Report		
Officer Assigned: Torgerson, Katelyn Badge No: 105 Primary: Yes		
Involvement: Mentioned Name: Dacotah Ridge Golf Club Address: (Business) 31042 County Hwy 2 City: Morton State: MN Zip: 56270 Country: Phone: (Work) (507) 644-5051		
<hr/> Involvement: Mentioned Name: Messner, Andrew Ryan [REDACTED] Age: 20 Address: (Residence) 404 S Lincoln St City: Redwood Falls State: MN Zip: 56283 Country: Address: (Residence) 20654 CSAH 10 City: Lucan State: MN Zip: 56255 Country: US		
<hr/> Involvement: Arrested Name: Mace, Mariah Kay [REDACTED] Age: 26 Address: (Residence) 121 Firewood Dr City: Redwood Falls State: MN Zip: 56283 Country: Phone: (Unknown) (507)430-7094 Arrest Date Time: 04-20-2021 1735		
# 640097111004	Dt/tm: 04-17-2021	Officer: Katelyn Torgerson 105
Description: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd Last Name: Mace First: Mariah Middle: Kay DOB:		

Address: (Residence) 121 Firewood Dr	City: Redwood Falls	State: MN	08-23-1994 Zip: 56283	Country:
Offense(s)				
Offense: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd 05/15/21 Pled guilty, convicted, fine/fees \$ 135 (609.685.1a(a)) Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd				
Locations(s)				
Address: (Business) 31042 CSAH 2	City: Redwood County	State: MN	Zip:	Country:
Court Dctm: -- Court Location: Redwood County				
Offense: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd 05/15/21 Pled guilty, convicted, fine/fees \$ 135 (609.685.1a(a)) Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd				

Supplemental Report

ICR: 21102354 **Last Modified:** 04-21-2021 1056

Title: Narrative - #105 **Created By:** Katelyn Torgerson

On April 17th, 2021, I, Sergeant Torgerson, was conducting tobacco compliance checks within Redwood County.

At approximately 1802 hours, this officer sent Andrew Ryan Messner (DOB 2000/05/06) - age 20, into the Dacotah Ridge Golf Club to attempt to buy tobacco. Andrew was able to purchase a pack of "Marlboro Red" cigarettes valued at \$10.00 without being asked for his ID by the cashier. Andrew came outside and showed this officer that he was successful in purchasing the tobacco. Andrew described the cashier as a female with blonde hair and wearing a pink shirt. It should be noted that the receipt said the cashier's name was "Sadie."

This officer went inside the business and identified the cashier as Mariah Kay Mace (DOB 1994/08/23). This officer explained to her that tobacco compliance checks were being conducted, and she had just sold to someone who was under the age of 21. Ms. Mace's information was obtained, and this officer advised her that she would be receiving a citation in the mail. It should be noted that Ms. Mace rang up Andrew's purchase under her co-worker, Sadie's, identification number on the register.

Pictures were taking of the pack of cigarettes as well as the serial number obtained. It should be noted that the pack of "Marlboro Red" was destroyed once back at the office.

A citation was issued to Ms. Mace and will be placed in the mail.

End of report.
#105/Torgerson



REDWOOD COUNTY SHERIFFS OFFICE
INCIDENT REPORT

ICR# 22104950	AGENCY ORI# MN0640000	JUVENILE:
Reported: 07-21-2022 1132 First Assigned: 1132 First Arrived: 1132 Last Cleared: 2128 Committed Start: Committed End: Title: Compliance Check Tobacco How Received: Summary: Business was non-compliant - see report for more detail. [Officer 105; Citation 64002022000022] Citation issued for sale of tobacco 12/16/22: ICF link was archived. lbt		
Location(s) Dakota Ridge Golf Course Address: 31042 CSAH 2 City: Redwood County State: MN Zip: Country: US Custom Attributes Supplemental Report		
Officer Assigned: Torgerson, Katelyn		Badge No: 105 Primary: Yes
Involvement: Mentioned Address: (Business) 31042 County Hwy 2 Phone: (Work) (507) 644-5051	Name: Dacotah Ridge Golf Club City: Morton State: MN Zip: 56270 Country:	
Involvement: Mentioned Age: 19 Address: (Residence) 203 3rd St NW Phone: (Home) (507)430-1551	Name: Kaiser, Carter Michael [REDACTED] City: Fairfax State: MN Zip: 55332 Country: US	
Involvement: Arrested Age: 40 Address: (Residence) 32932 County Highway 2 Arrest Date Time: 07-24-2022 2127	Name: Pendleton, Douglas Eric [REDACTED] City: Morton State: MN Zip: 56270-1267 Country:	
# 64002022000022	Dt\Tm: 07-21-2022	Officer: Katelyn Torgerson 105
Description: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd Summary:		

see report

Notes:

see report

Last Name: Pendleton

First: Douglas **Middle:** Eric

DOB:



Address:

(Residence) 32932 County Highway 2

City: Morton **State:** MN

Zip: 56270-1267

Country:

Offense(s)

Offense: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd 09/13/22 Pled guilty, convicted, fine/fees \$ 135 (609.685.1a(a)) Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd

Locations(s)

Address: (Business) 31042 CSAH 2

City: Redwood County

State: MN

Zip: **Country:** US

Court Dttm: -- **Court Location:** Redwood County

Offense: Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd 09/13/22 Pled guilty, convicted, fine/fees \$ 135 (609.685.1a(a)) Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense Misd

Supplemental Report

ICR: 22104950

Title: Narrative - #105

Last Modified: 07-26-2022 1232

Created By: Katelyn Torgerson

On July 21st, 2022, I, Sergeant Torgerson, was conducting tobacco compliance checks within Redwood County.

At approximately 1132 hours, this officer sent Carter Michael Kaiser (DOB 2003/03/25) - age 19 into the Dacotah Ridge Golf Club to attempt to buy tobacco. Carter was able to purchase a pack of "Marlboro" red cigarettes valued at \$10.00 without being asked for an ID by the cashier. Carter came out and showed this officer that he was successful in purchasing the tobacco. Carter described the cashier as a middle aged male with black hair wearing a light blue shirt. It should be noted that Carter did not receive a receipt from the cashier and advised the cashier seemed like a new employee.

This officer went inside the business and identified the cashier as Douglas Eric Pendleton (DOB 1982/07/04). This officer explained to him that tobacco compliance checks were being conducted, and that he had just sold to someone who was under the age of 21. Mr. Pendleton's information was obtained, and this officer advised him that he would be receiving a citation in the mail. Mr. Pendleton stated he thought the age of purchasing tobacco was still 18 years old. It should be noted that this officer observed a sign behind Mr. Pendleton stating that tobacco could not be purchased along with alcohol unless you were 21 or older. This officer also noticed a similar sign on the front door of the business.

Pictures were taken of the pack of cigarettes as well as the serial number obtained. It should be noted that the pack of "Marlboro" red cigarettes were destroyed once back at the office.

A citation was issued to Mr. Pendleton and will be placed in the mail.

End of report.
#105/Torgerson

Supplemental Report

ICR: 22104950

Title: iCrimefighter Link

<https://cloud.icrimefighter.com/app/cases/230914>

Last Modified: 07-26-2022 1135

Created By: Katelyn Torgerson

REDWOOD COUNTY TOBACCO ORDINANCE LICENSE APPLICATION

NOV 27 2023
REDWOOD COUNTY
AUDITOR - THE W

Instructions:

- Type or print legibly in black ink.
- Complete entire application
- Remit application plus \$100 license fee payable to:
Redwood County Treasurer
PO Box 130
Redwood Falls, MN 56283
- Return 2024 Application Packet by: **Monday, October 16, 2023.**

Business Name:	Lower Sioux Community	dba: Dacotah Ridge Golf Club		
Business Address:	31042 Co Hwy 2	Morton, MN 56270		
	(Street)	(City)	(State)	(Zip)
Business Phone:	(507) 697 - 8000			
Manager Name:	Pendleton	Brian	Douglas	2/7/65
	(Last)	(First)	(Middle)	(DOB)
Manager Address:	33628 Oak Ridge Ave Redwood Falls MN 56283			
	(Street)	(City)	(State)	(Zip)
Yes	No			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Have you had a tobacco license revoked within the last 12 months?		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Have you been convicted, within the past five years, of any violation of a federal, state or local law, ordinance provision, or any other regulations relating to tobacco?		

I affirm that all of the information I have provided on this application is true and correct.
I agree to abide by the provisions of the Redwood County Tobacco Licensing Ordinance.

9/25/23
(Date)

Brian Pendleton
(Signature)

PROOF OF WORKER'S COMPENSATION, FEDERAL I.D. AND SOCIAL SECURITY NUMBER

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd.2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner and the Department of Labor and Industry payable to the Special Compensation Fund.

Minnesota Statutes section 270.72 also requires that all licensing authorities must obtain the applicant's social security number and Minnesota Federal Identification Number on all license applications. Upon request of the commissioner, the licensing authority must provide the commissioner with a list of all applicants, including the name, address, business and name and address, social security number, and business identification number of each applicant.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

BUSINESS NAME: Dacotah Ridge Golf Club **FEDERAL TAX ID #** 4-1501664

INSURANCE COMPANY: Cottingham & Butler
(Not Agent)
POLICY NUMBER OR SELF-INSURANCE PERMIT NUMBER: #SNGL000179-01
DATES OF COVERAGE: 10-1-23 - 10-1-24

---OR---

I AM NOT REQUIRED TO HAVE WORKERS' COMPENSATION LIABILITY COVERAGE BECAUSE:

I have no employees covered by the law

Other (Specify) _____

I have read and understand my rights and obligations with regards to business licenses, permit and workers' compensation coverage, and I certify that the information provided is true and correct.

B. Landolt
Signature

[REDACTED]
Social Security Number



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/2023	Originating Dept.:	RRRSWA
Preferred 2nd Date:	Next Available		
Discussion Item:		Presenter:	Vicki Knobloch-Kletscher
2024 Solid Waste Hauler Licenses		estimated time needed:	5 Minutes
Board Action:		<input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Approve yearly Solid Waste Hauler Licenses for the following:

- Sweetman Sanitation
- Waste Management
- West Central Sanitation
- River View Sanitation
- CMF
- Clobes Sanitation
- Renville-Sibley Sanitation
- R & E Sanitation
- Southwest Sanitation

Background Information:

Since the 1970's, Redwood County has required its' haulers to apply and obtain a Solid Waste Haulers License from the County. At this time, I'd like to ask the Board for approval.

Each license requires a \$50.00/truck fee. \$2,250 was collected for 2023 licensing, but that amount can fluctuate each year with the number of trucks each hauler chooses to license.

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 ****

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

Clobes Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

CMF LLC

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

R & E Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

Renville-Sibley Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

River View Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

Southwest Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

Sweetman Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

Waste Management

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson

SOLID WASTE HAULERS LICENSE

Pursuant to Section V, Subd. 5, Solid Waste Ordinance of the
County of Redwood, State of Minnesota,

West Central Sanitation

is authorized and is granted this license to collect and haul solid
waste for hire within the County of Redwood, State of Minnesota,
for and during the year ending December 31, 2024.

Dated, this 26th day of December, 2023

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: _____
Chairperson



REQUEST FOR BOARD ACTION

Requested Board Date:	December 26, 2023	Originating Dept.:	Administration
Preferred 2nd Date:			
Discussion Item:		Presenter:	Vicki K
CPT Agreement		estimated time needed:	5 min
Board Action: <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

If Action, Board Motion Requested:

Approve CPT Professional Services Agreement for FY 2024-2026

Background Information:

Although County Attorney Peterson will not approve the agreement as to form, the CPT Executive Board has requested the Redwood County Board consider approving the agreement. CPT Attorney Ann Goering's opinion is each member County of the Joint Powers Agreement, as well as the non-member counties utilizing the software provided by CPT are required to enter into an agreement with CPT to identify the selected software options and be aware of the pricing structure during the term of the agreement.

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 ****

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT (the "Agreement") is made effective as of January 1, 2024
by and between Counties Providing Technology ("CPT"), and
Redwood County ("Participating Agency"). CPT and the
Participating Agency are referred to herein collectively as the "parties" and individually as a "party."

WHEREAS, the Participating Agency wishes to retain professional services to obtain support, maintenance, computer programming, and technical assistance for certain software systems created and maintained by CPT; and

WHEREAS, CPT is able and willing to provide such services on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

- 1. Term of the Agreement.** This Agreement shall commence on January 1, 2024 and terminate on December 31, 2026. Except in the event of a non-remedied breach of a party's obligations under this Agreement, the Agreement may not be terminated before its expiration.
- 2. Software Systems to be Supported.** CPT agrees to provide support, maintenance, and computer programming and technical assistance to the Participating Agency for the duration of this Agreement, for the Software Systems and at the rates set forth in Attachments A through C.

Additionally, during the duration of this Agreement, the Participating Agency may elect support maintenance and computer programming and technical assistance for the following Software Systems:

Real Estate Tax System,
CAMA, Land Calc,
CAMA Mobile, Planning and
Zoning, Tax Web Access,
Human Resources, Payroll,
Payroll Web Access,
IFS - Support Only,
Cash Register
CostRite – Highway Costing,
Capital Assets,
Treasurer Financial, Hosting
and such other software programs as may be developed under this agreement.

CPT will provide said support, maintenance and computer programming and technical assistance to the Participating Agency for said Software Systems on an "à la carte" basis with

said services for a particular Software System offered only if the Participating Agency has elected to purchase a particular Software System and pay a maintenance fee for that particular Software System.

3. Election of Software Systems.

At the beginning of the term of this Agreement, the Participating Agency shall elect which Software Systems it desires to be supported by CPT. The Participating Agency will indicate the Software Systems it elects in a separate Addendum. If the Participating Agency has not previously purchased a particular Software System it intends to use, it shall do so under the rates set forth in Attachment A: System Prices. For each Software System elected, the Participating Agency agrees to pay the installation cost, as set forth in Attachment A: System Prices. The Participating Agency further agrees that it will continue to pay the maintenance fee, as set forth in Attachment B: Flat Fee Schedule, for the Software System for three years unless the software system support is discontinued by CPT. If a Participating Agency elects to discontinue use of a selected Software System, it shall notify CPT of its decision at least six months before the end of this contract. If an individual Participating Agency elects to add a new Software System it may do so at any time during the term of this Agreement, but shall be obligated to use and pay the maintenance fee for that new Software System until the end of this contract unless the software system support is discontinued by CPT. If, at any point, a particular Software System is not being used by a sufficient number of participating agencies to make providing support, maintenance and computer programming and technical assistance for that Software System appropriate for CPT, at CPT's sole discretion, CPT may, upon twelve months' notice to Participating Agency, cease providing services for that Software System.

The Participating Agency may have the same Software System installed and supported in more than one department at no additional cost provided it only uses one file set. However, if the Participating Agency uses the Software System with more than one file set, each file set shall be considered a separate user and charged accordingly. For each installation (or fee paid), CPT will support a single version and establish a single point of contact for support services.

4. Scope of Services.

- A. Installation. For each Software System elected under this Agreement, CPT will install, and/or convert, if necessary, the Software System for the Participating Agency at the rate set forth in Attachment A: System Prices. The Participating Agency and CPT agree that, for purposes of monthly operations support billing, the package shall be considered installed at the beginning of the next month following the completion of the installation process or until the participating agency is using the software systems.
- B. Flat Fee Services Provided by CPT. CPT shall provide the following services to the Participating Agency and the Participating Agency shall pay a maintenance fee according to the rate schedule set forth in Attachment B: Flat Fee Schedule:

- i. CPT will provide general support (over-the-phone training and problem solving) to the Participating Agency for each Software System the Participating Agency uses.
- ii. CPT will, on a reasonably timely basis, modify its Software Systems to reflect changes mandated by applicable State of Minnesota rules or laws. These modifications shall take precedence over any other project or service being performed pursuant to this Agreement.
- iii. CPT will provide group or individualized instruction for the purpose of maintaining self-sufficiency in using and operating a Software System on-site to any Participating Agency personnel using that Software System. CPT will charge for the cost of mileage, meals and lodging for in-person training.

C. Time and Services Provided by CPT. CPT shall provide the following services to the Participating Agency according to Attachment A: Hourly Rate Schedule:

- i. Design and Development. CPT will provide all services necessary for the modification of existing Software Systems as requested by the Participating Agency.
- ii. Data Conversions: Data conversion costs not otherwise provided for on Schedule A.

These hourly rates shall apply only to work that has prior approval of the Participating Agency. At no time shall the Participating Agency incur time-and-materials charges without a written request for such services.

5. **Expenses.** CPT will bill and the Participating Agency receiving services will pay any and all lodging and meals incurred in the performance of services under this Agreement at actual cost, plus mileage at allowed IRS rates from Morris, Minnesota.

6. **Allocation of Charges and Payment.**

- A. CPT shall bill the Participating Agency on the first of each month for that month's flat fee charge for all services provided. All charges shall be itemized to show the type of service provided and the cost of each activity.
- B. Time-and-materials charges shall be billed to the Participating Agency in the month following the month the charge was incurred.
- C. The Participating Agency shall pay CPT the amount billed within 30 days of its receipt of the invoice.

7. Facilities to be Maintained by CPT.

- A. CPT shall maintain unrestricted access to appropriate computing resources and necessary associated peripheral equipment for the development and support of the Software Systems for the duration of this Agreement.
- B. CPT shall maintain financial systems supplying adequate audit trails and accounting of time and materials used in supporting the Participating Agency.
- C. CPT shall maintain an auditable ticketing system that tracks Participating Agency issues and concerns along with their resolution.

8. Standards.

- A. CPT shall use the appropriate standards and controls in the preparation of system and user documentation, in modifications to the systems, when developing new software, and when conducting acceptance testing of newly developed or newly installed software.
- B. CPT and the Participating Agency agree that the modifications or enhancements provided hereunder shall include all user documentation to the Participating Agency to utilize the modifications or enhancements on their systems in accordance with the standards and specifications agreed upon by the parties.
- C. The parties agree to cooperate to troubleshoot any difficulties and to implement the services provided under this Agreement.

9. Ownership/Proprietary Rights.

- A. All source code, object code, and documentation generated for Real Estate Tax System, as well as all Software Systems shall be the property of CPT. CPT shall have and retain all right, title, and interest in and to the source code, object code and documentation, free from any claim, license, title or retention of rights thereto. Under no circumstance may the Participating Agency provide access to, give, sell or distribute any source code, object code, file layouts or documentation to any third-party. CPT has the right to market and disseminate said services and deliverables to others to maintain the user base.
- B. It is understood by the Participating Agency that CPT is the owner of any and all rights, intellectual and otherwise, for the materials, services and other deliverables that are delivered under this Agreement. All materials developed, produced, or in the process of being so under this Agreement shall be and remain the sole and exclusive property of CPT and the Participating Agency shall, to the extent necessary, be granted a limited revocable license to use such mentioned materials during the term of this Agreement and for the sole and exclusive purpose of giving effect to this Agreement. Upon the

expiration or termination of this Agreement, the Participating Agency shall return to CPT any and all property, documentation, records, materials, or information which is the property of CPT.

- C. All data records, and reports relating to the Participating Agency shall be treated by CPT as the exclusive property of the Participating Agency. Furnishing of such records to, or access to such items by, CPT shall not grant any express or implied interest in or license to CPT and/or its agents relating to such records other than as is necessary to perform and provide the services to the Participating Agency pursuant to this Agreement.

10. Limitation of Warranties and Liabilities.

- A. LIMITATIONS OF WARRANTIES. CPT MAKES NO WARRANTY, REPRESENTATION OR PROMISE NOT EXPRESSLY SET FORTH IN THIS AGREEMENT. CPT DISCLAIMS AND EXCLUDES ANY AND ALL IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NONINFRINGEMENT. CPT DOES NOT WARRANT THAT THE PROVIDED SERVICES AND PROGRAMMING ARE WITHOUT DEFECT OR ERROR OR THAT THE OPERATION OF ITS SOFTWARE AND SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.
- B. LIMITATION ON LIABILITY. EXCEPT TO THE EXTENT CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF CPT, IN NO EVENT SHALL CPT BE LIABLE FOR ANY INTERRUPTION OF THE PARTICIPATING AGENCY'S SERVICE OR OPERATIONS, OR FOR ANY OTHER SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING IN ANY MANNER WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, CPT'S NEGLIGENCE. IN NO EVENT SHALL CPT'S LIABILITY UNDER THIS AGREEMENT EXCEED THE TOTAL AMOUNT OF FEES PAID TO CPT BY THE PARTICIPATING AGENCY UNDER THIS AGREEMENT.

- 11. **Default.** If a party breaches its obligations under this Agreement, the non-defaulting party shall have the right to terminate the Agreement following not less than 30 days prior written notice to the other party specifying the nature of such failure, and the defaulting party fails to cure such failure within that 30 day period; *provided*, when a default cannot reasonably be cured within such 30 day period, the time for curing such default may be extended for such period of time as may be reasonably necessary to complete such cure; *provided further* that the defaulting party shall have proceeded promptly to cure such default and shall continue to prosecute such curing with due diligence.

- 12. **Notices.** All notices required to be given under this Agreement shall be in writing and delivered as follows: Participating Agency must provide such notices required under this Agreement by electronic mail or U.S. Mail addressed to CPT Executive Director at cpt@cptmn.us or at 509 Atlantic Avenue, Morris, MN 56267. CPT must provide such notices required under this Agreement by electronic mail or U.S. Mail addressed to

[name/title] Vicki Kleischer, County Administrator _____ at
[email address] vicki_k@co.redwood.mn.us _____ or at
[physical address] 403 S Mill St, Redwood Falls, MN 56283 _____.

Either party may designate a different addressee or address at any time by giving written notice to the other party. Notice that is delivered by mail is effective upon mailing. Notice that is delivered by email is effective upon transmission.

13. Miscellaneous.

- A. Entire Agreement: Requirement of a Writing. It is understood and agreed that the entire Agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreement presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the authorized representatives of the parties.
- B. Conflicts of Interest. CPT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance under this Agreement. CPT further covenants that in the performance of this Agreement no persons having any such conflicting interest shall be employed.
- C. Expenses Incurred. No payments shall be made under this Agreement for any expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state or local law, rule or regulations.
- D. Independent Contractor. For the purposes of this Agreement, CPT shall be deemed an independent contractor, and not an employee of the Participating Agency. The parties to this Agreement acknowledge and agree that the relationship arising from this Agreement is that of contracting entities, and does not constitute or create a general agency, joint venture, partnership, employment relationship, investment contract or franchise between them.
- E. Insurance. CPT further agrees it will maintain general liability insurance for its operations throughout the term of this Agreement as follows:
 - i. Automobile liability insurance (single limit or combined limit or excess umbrella) covering all vehicles used in providing services to Participating Agency in an amount of one million dollars (\$1,000,000) per accident for property damage, one million dollars (\$1,00,000) per accident for any damages to any one person and one million dollars (\$1,000,000) for total bodily injuries and damages arising from a single accident.

- ii. General liability insurance (single limit, combined limit, or excess umbrella) of not less than two million dollars (\$2,000,000) for property damage arising from one occurrence, two million dollars (\$2,000,000) for total personal injury arising from one occurrence.
- F. Severability. The provisions of this Agreement are severable; if any paragraph, section, subdivision, sentence, clause or other phrase of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provisions of this Agreement.
- G. Governing Laws. The laws of the State of Minnesota shall govern as to the interpretation, validity and effect of this Agreement. The parties further agree that any lawsuit to enforce or challenge any provision of this Agreement or the application of any such provision shall be venue only in State or Federal courts having jurisdiction over Stevens County, Minnesota.
- H. Non-Discrimination. In carrying out the terms of this Agreement, CPT shall not discriminate against any employee applicant for employment, or other person, supplier or contractor because of race, color, religion, sex, marital status, national origin, handicap or public assistance.
- I. Whereas Clauses. The matters set forth in the "Whereas" clauses on page one hereof are incorporated into and made a part of this Agreement.
- J. Paragraph Headings. The paragraph and subparagraph headings used in this Agreement are for reference purposes only and shall not be deemed to be part of this Agreement.
- K. Equal Drafting. This Agreement must be construed to have been drafted equally by the parties.
- L. Compliance with Law/Standards. CPT will comply with all applicable federal, state and local laws and regulations in its performance of and provisioning of the services. The Participating Agency shall comply with all applicable federal, state and local laws and regulations in its use of the services.
- M. Data Privacy. CPT agrees to maintain and protect data on individuals received, or to which CPT has access. No private or confidential data developed, maintained or reviewed by CPT under this Agreement may be released to the public by CPT or CPT's employees or representatives without written authorization from the Participating Agency.
- N. Assignability. Neither party may assign this Agreement to any other person or entity without the written consent of the other party.

- O. Force Majeure. With the exception of payment of charges due under the Agreement, a party shall be excused from performance if the performance is prevented by acts or events beyond the party's reasonable control, including but not limited to: severe weather and storms, earthquakes or other natural occurrences; strikes or other labor unrest; power failures; nuclear or other civil or military emergencies; or acts of legislative, judicial, executive or administrative authorities.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed.

COUNTIES PROVIDING TECHNOLOGY

Its: CPT Board Share

Date: _____

PARTICIPATING AGENCY

Its: Redwood County Board Chair

Date: _____

- Attachment A – System Prices/Hourly Rate
- Attachment B – Flat Fee Schedule.
- Attachment C – Optional Programs

SELECTED SOFTWARE OPTIONS

The Participating Agency elects to receive services for the following Software Systems and Other Programs and agrees to all terms of Master Service Agreement.

SOFTWARE SYSTEMS PLEASE MARK SELECTIONS

- | | |
|--|---|
| <input checked="" type="checkbox"/> Real Estate Tax System | Other Software |
| <input checked="" type="checkbox"/> Computer Aided Mass Appraisal (CAMA) | <input type="checkbox"/> County Collection |
| <input type="checkbox"/> Land Calc | <input type="checkbox"/> Land Tract |
| <input type="checkbox"/> CAMA Mobile | <input type="checkbox"/> Vital Statistics |
| <input type="checkbox"/> Planning and Zoning | <input type="checkbox"/> Nightingale Interface |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Rural Water |
| <input type="checkbox"/> Payroll | <input type="checkbox"/> Sewer |
| <input type="checkbox"/> Payroll Web Access | <input type="checkbox"/> Social Welfare |
| <input checked="" type="checkbox"/> IFS Support | |
| <input type="checkbox"/> Cash Register | Tax Web Access |
| <input type="checkbox"/> CostRite – Highway Costing | <input checked="" type="checkbox"/> Tax & Values |
| <input checked="" type="checkbox"/> Capital Assets | <input checked="" type="checkbox"/> Tax & Statement |
| <input type="checkbox"/> Treasurer Financial | <input type="checkbox"/> Valuation Notices |
| | <input type="checkbox"/> TNT Notices |
| | <input type="checkbox"/> Appraisal Summary |

Attachment A System Prices

System	Conversion	Purchase	Installation Cost*
Real-estate Tax System -Includes Sales Ratio, LandCalc, Delinquent, Mobile Home, and GA modules.	\$8,000	\$50,000	\$3,640
Comp Aided Mass App (CAMA)	N/A	\$5,000	\$1560
CAMA Mobile	N/A	\$3,000	Agency IT Installation
Human Resources	N/A	\$8,000	\$520
Payroll	\$2,000	\$2,500	\$1,560
Payroll Web Access	N/A	\$3,250	\$520
IFS Financial (support only)	N/A	N/A	\$1,040
CostRite - Highway	N/A	\$12,000	\$2,600
Capital Assets	N/A	\$1,500	\$520
Hourly Rates	2024	2025	2026
Program Specialist	\$135	\$140	\$145
Support Specialist	\$115	\$120	\$125

❖ Installation does not include mileage, meals, or lodging.

Attachment B
Flat Fee Schedule
 Monthly Maintenance Per County

System	2024	2025	2026
Real-estate Tax System	\$3,774	\$3,887	\$4,004
CAMA <5000 Parcels	\$312	\$321	\$331
CAMA >5000 Parcels	\$365	\$376	\$387
Land Calc w/out CAMA	\$121	\$124	\$128
CAMA Mobile	\$121	\$124	\$128
Planning and Zoning	\$121	\$124	\$128
Human Resources	\$363	\$374	\$385
Payroll	\$282	\$290	\$299
Payroll Web Access	\$168	\$173	\$178
Financial (IFS) -Support only	\$239	\$246	\$254
Cash Register	\$121	\$124	\$128
CostRite – Highway	\$666	\$686	\$707
Capital Assets	\$121	\$124	\$128
Treasurer Financial	\$121	\$124	\$128

Attachment C
Optional Programs
 Monthly Maintenance Per County

CPT Tax Web Access – Any increases for these would be subject to board approval			
Tax & Values	\$120		
Tax & Statement	\$50		
Valuation Notices	\$50		
TNT Notices	\$50		
Appraisal Summary	\$50		

System	2024	2025	2026
County Collection	\$82	\$85	\$87
Social Welfare	\$82	\$85	\$87
Sewer	\$164	\$169	\$174
Land Tract	\$110	\$114	\$117
Vital Statistics	\$107	\$110	\$114
Nightingale Interface	\$74	\$76	\$79
Rural Water	\$258	\$265	\$273



REQUEST FOR BOARD ACTION

Requested Board Date:	12/26/23	Originating Dept.:	Administration
Preferred 2 nd Date:			
Discussion Item:	Presenter: Vicki		
2024 Elected Officials out of state Travel Policy	estimated time needed:	5 mins	
Board Action:	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

If Action, Board Motion Requested:

Approve Elected Officials Out-of-State travel Policy for 2024.

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

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. Travel travels with 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 that 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 Board of Commissioners County.



REQUEST FOR BOARD ACTION

Requested Board Date: 12/26/23	Originating Dept.: Administration
Preferred 2nd Date:	
Discussion Item:	Presenter: Vicki K.
Reimbursement Policy for 2024	estimated time needed: 5 mins
Board Action: <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

If Action, Board Motion Requested:

Approve the 2024 Reimbursement Policies

Background Information:

The IRS has increased the standard mileage rate by 1.5 cents per mile for 2024. New mileage rate will be .67 beginning January 1, 2024.

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 REIMBURSEMENT POLICIES FOR 2024

MILEAGE REIMBURSEMENT

As of January 1, 2024, the mileage reimbursement rate will be set at the federal rate. 2024 mileage reimbursement will be paid at the rate of .67 cents per mile, with .55.5 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 \$35.00 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 \$50.

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 1-2-24



REQUEST FOR BOARD ACTION

Requested Board Date: 12/26/23	Originating Dept.: Administration
Preferred 2nd Date:	
Discussion Item:	Presenter: Vicki
2024 Board Meeting Dates	estimated time needed: 5 mins
Board Action: <input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only

If Action, Board Motion Requested:

Set the meeting dates for 2024 Board Meetings.

Background Information:

[Empty text box for background information]

Supporting Documents: Attached None

County Attorney Reviewed Information: Completed In Progress Not applicable

Administrators Comments:

[Empty text box for 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

2024 REGULAR MEETING DATES

<u>January</u>	2 (Env/Hwy) Organizational 16 (Sheriff) Mtg.	<u>February</u>	6 (Env/Hwy) 20 (Sheriff)
<u>March</u>	5 (Env/Hwy) 19 (Sheriff)	<u>April</u>	2 (Env/Hwy) 16 (Sheriff)
<u>May</u>	7 (Env/Hwy) 21 (Sheriff)	<u>June</u>	4 (Env/Hwy) 18 *3:00 p.m. (Sheriff) 6:00 -7:00 p.m. Board of Equalization
<u>July</u>	2 (Env/Hwy) 16 (Sheriff)	<u>August</u>	6 (Env/Hwy) 20 (Sheriff)
<u>September</u>	3 (Env/Hwy) 17 (Sheriff)	<u>October</u>	1 (Env/Hwy) 15 (Sheriff)
<u>November</u>	5 (Env/Hwy) 19 (Sheriff)	<u>December</u>	3 *4:00 p.m. (Env/Hwy) 6:00 p.m. Truth in Taxation 17 (Sheriff) (Last yearly meeting)

(Note: Bills Due Daily after the 15th)

Board meetings will generally be held the first and third Tuesday of the month at 8:30 a.m. unless otherwise stated. Bills will be paid at both meetings.

Generally, the first Tuesday of the month is designated for Environmental and Highway. The third Tuesday of the month is designated for Sheriff.

Work Sessions will be held as necessary and will take place in the afternoon of a regular meeting date.

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
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APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
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21	22	23	24	25	26	27
28	29	30				

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
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23	24	25	26	27	28	29
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JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY

- 01: New Years Day Holiday
- 02: Board Organizational Meeting
- 15: Martin Luther King, Jr. Day

FEBRUARY

- 19: President's Day

MARCH

- 29: Friday before Easter offices close at noon

MAY

- 27: Memorial Day

JUNE

- 18: Board Meeting (3:00 p.m.)
Board of Equalization (6:00-7:00 p.m.)

JULY

- 4: Independence Day

SEPTEMBER

- 02: Labor Day

NOVEMBER

- 11: Veterans Day
- 28-29: Thanksgiving Holiday

DECEMBER

- 03: Board Meeting (4:00 p.m.)
Truth in Taxation (6:00 p.m.)
- 24: Christmas Eve office close at noon
- 25: Christmas Holiday



* Board Meetings are typically the 1st & 3rd Tuesday of every month

* Meetings begin at 8:30 a.m. unless otherwise noted

* County recognized Holidays noted in Yellow (Offices are closed)

* Board Meetings noted in Grey