

**OFFICIAL NOTICES/ UPCOMING MEETINGS**

July 1<sup>st</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

July 15<sup>th</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

July 16<sup>th</sup> – 9:00 a.m. –Tax Forfeited Sale– Redwood County Government Center  
Board Room

August 5<sup>th</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

August 19<sup>th</sup> – 8:30 a.m. –Redwood County Board Meeting– Redwood County Government Center  
Board Room

**AGENDA**  
**REDWOOD COUNTY BOARD OF COMMISSIONERS**

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

TUESDAY JULY 1, 2025

COMMISSIONERS ROOM, GOVERNMENT CENTER  
REDWOOD FALLS, MINNESOTA

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

**8:30 a.m.**

- Call to Order; Pledge of Allegiance
- Open Forum
- Review and approve July 1<sup>st</sup> meeting agenda.
- Identification of Conflict of Interest
- Review and approve the Consent Agenda:
  - June 3<sup>rd</sup> amended minutes
  - June 17<sup>th</sup> minutes
  - Bills

**8:30 a.m.**

- **DITCH AUTHORITY**  
Nick Brozek
  - 1) JD 36 & JD 5 Redwood-Brown County- **Zoom**

**8:45 a.m.**

- **ENVIRONMENTAL**  
Nick Brozek
  - 1) Plum Creek Park Improvement Project Contract

**8:50 a.m.**

- **PLANNING & ZONING**  
Jeanette Pidde
  - 1) Application for Conditional Use Permit #4-25

**9:00 a.m.**

- **TECHNOLOGY**  
Paul Parsons
  - 1) Purchase VM Host
  - 2) Zoom Phone Purchase

**9:05 a.m.**

- **ECONOMIC DEVELOPMENT**  
Grady Holtberg
  - 1) SMOC Partnership Agreement
  - 2) Housing Trust Fund Loan

**9:20 a.m.**

- **BREAK**

**9:30 a.m.**

➤ **DITCH AUTHORITY**

Nick Brozek

- 1) JD 28 Murray-Lyon-Redwood -**Zoom**

**9:40 a.m.**

➤ **ROAD & BRIDGE**

Anthony Sellner

- 1) Budget Report
- 2) Bills
- 3) Resolution to update Bridge Priority List
- 4) Purchase Snow Blower
- 5) Purchase a replacement self-propelled Front mount Broom
- 6) Declare excess equipment
- 7) Professional Engineering Services Contract

**10:00 a.m.**

➤ **ADMINISTRATION**

- 1) 2025 Solid Waste Hauler Licenses
- 2) State of MN JPA-Secretarial Services Probation Dept.

*Personnel Action Items:*

- 1) Deputy Sheriff Recruitment Agreement

**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.

REDWOOD COUNTY, MINNESOTA

June 3, 2025

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

Present for all or portions of the meeting were Commissioners Dennis Groebner, Jim Salfer, Corey Theis, Rick Wakefield, County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Assistant County Attorney Marissa Pacheco, Environmental Director Nick Brozek, County Engineer Anthony Sellner, Human Resource Coordinator Michelle Koenig, A.C.E Director Michelle Baumhoefner, Susann Zeug-Hoese, Drug Court Coordinator Alizon Salazar, Marsh McLennan Health Management Consultant Karla Sohre, Tom Daub, Brian Johnson. Brent Lang, Matt Mumme, Clarence Jr. Wurtz, and Commissioner Van Hee was absent.

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

On motion by Salfer, second by Groebner, the Board voted unanimously to approve the June 3 agenda.

Chair Wakefield asked the Board Members to identify any areas in which they had a conflict of interest. Groebner identified a conflict of interest with road & bridge bills.

**CONSENT AGENDA**

- On motion by Theis, second by Groebner, the Board voted unanimously to approve the following:
  - May 20<sup>th</sup> Board Minutes
  - Bills

General Fund	\$ 67,873.32
Ditch Fund	\$ 21,997.44
Soil & Water	\$ 17,604.75
EDA	\$ 10,560.00
Road & Bridge Fund	\$ 600.56

- **Bills exceeding \$2,000:**

<u>Vendor Name</u>	<u>Amount</u>
ELAN CORPORATE PAYMENT SYSTEMS	11,700.10
<b>Final Total:</b>	<b>11,700.10</b>
<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCAR	3,000.00
ALTERMATT FARMS INC	17,604.75
BAIER CONSTRUCTION INC	6,233.75
COUNTY OF NOBLES AUDITOR TREASUR	2,800.00
FLEET SERVICES DIVISION-DEPT OF ADM	12,443.70
KERKHOFF BROS INC	5,944.00
MINNESOTA POLLUTION CONTROL AGEN	4,564.64
MINNESOTA STATE AUDITOR	20,298.00
RACF-LINC REDWOOD COUNTY	8,000.00

RANGER PUMP COMPANY	5,800.00
SCHMIESING FLOWER FARM	2,200.00
SMITH & JOHNSON	5,000.00
TNT CONSTRUCTION-KERKHOFF INC	2,658.18
34     Payments less than 2 0 0 0	10,314.24
<b>Final Total:</b>	<b>106,861.26</b>

## A.C.E

- Baumhofner and Zeug-Hoese updated the Board on the 2024 A.C.E. of Southwest Minnesota annual report.

## DITCH AUTHORITY

### CD 70

- Entered into Ditch authority at 9:00 a.m.
- On motion by Salfer, second by Theis, the Board voted unanimously to adopt the June 3, 2025, CD 70 agenda.
- Brozek presented the Affidavit mailing and posting.
- On motion by Groebner, second by Theis, the Board voted unanimously to approve petition to partially abandon CD 70 submitted by Rosewood Hutterian Brethren and Ryan and Elizabeth Benedict.
- On motion by Salfer, second by Groebner, the Board voted unanimously to direct Brozek to draft findings and order.

### CD 20

- On motion by Theis, second by Wakefield, the Board voted unanimously to adopt the June 3, 2025, CD 20 agenda.
- On motion by Groebner, second by Salfer, the Board voted unanimously to Set hearing date for July 15, 2025, at 10:00 a.m to review Preliminary Engineer's report per the improvement project of CD 20.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the September 3, 2024, CD 20 minutes.

### JD 36- Dauer

- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve payment of \$810.49 to Dauer's for JD36 for seeding expenses.
- Adjourned Ditch authority at 9:18 a.m.

## PLANNING & ZONING

- On motion by Groebner, second by Theis, the Board voted unanimously to approve conditional use permit #3-25- Jeremy Pierson for a dog boarding and breeding business.

## DRUG COURT

- On motion by Wakefield, second by Salfer, the Board voted unanimously to approve the 2026 Drug Court budget in the amount of \$5,304.

**ADMINISTRATION**

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

**Education Identity and Access Management Board Resolution**

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user’s assigned job duties and will revoke that user’s access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

**It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).**

**Designation of the Identified Official with Authority for Education Identity and Access Management**

Organization Name: \_\_\_\_\_Redwood County\_\_\_\_\_

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): \_\_\_0064-91\_\_\_\_\_

Superintendent or Exec. Director Name: \_\_\_Rick Wakefield\_\_\_\_\_

Will act as the Iowa? \_\_\_\_\_ Yes, \_\_X\_\_ No

If no, identify below the individual who will act as the Iowa for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (Iowa) for this organization:

Print Name: Jean Price

Title: Auditor-Treasurer

**ROAD & BRIDGE**

➤ **Public Hearing- 5-year Road & Bridge Plan**

- On motion by Groebner, second by Salfer, the Board voted unanimously to approve the Five-Year Road & Bridge Plan
- On motion by Salfer, second by Theis, excluding the bill with Turbes Ag Sales that Groebner identified a conflict of interest with, the Board voted unanimously to approve the road and bridge bills in the amount of \$94,438.35.

<u>Vendor Name</u>	<u>Amount</u>
BOLTON & MENK INC	32,756.00
COUNTRY ENTERPRISES INC	3,517.12
DUININCK INC	22,187.21
H & R CONSTRUCTION CO	9,160.34
LAMBERTON HEATING & PLUMBING INC	3,649.60
NORTHLAND EROSION CONTROL	9,551.40
TURBES AG SALES & SERVICE LLC	2,390.00
33 Payments less than 2 0 0 0	13,616.68
<b>Final Total:</b>	<b>96,828.35</b>

- On a motion by Salfer, second by Theis, with Groebner abstaining due to a conflict of interest, the Board voted to approve the bill from Turbes Ag Sales in the amount of \$2,390.
- On motion by Theis, second by Groebner, the Board voted unanimously to award Construction Contract 25-3 Bridge Deck Bituminous Mill & Overlay to MR Paving in the amount of \$209,818.

Other Bids Received:

<u>Company</u>	<u>Bid Amount</u>
Duininck, Inc.	\$276,660.70
OMG Midwest Inc.	\$314,878.75
Central Specialties Inc.	\$321,691.35

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the Board Chair and Administrator to sign Construction Contract 25-3, pending County Attorney approval.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve purchase of three 500S 48” Ferris Mowers from Weltsch Equipment for a total amount of \$17,827.14.

Other Bids Received:

<u>Company</u>	<u>Bid Amount</u>
John Deere – Midwest Machinery	\$7,099.00 each

- On motion by Theis, second by Salfer, the Board voted unanimously to approve purchase of ISX 3300 72’ Ferris Lawn Mower from Weltsch Equipment in the amount of \$15,188.17.

Company	Bid Amount
John Deere – Midwest Machinery	\$16,000.00

- On motion by Salfer, second by Theis, the Board voted unanimously to approve purchase of a 950 Whell Loader from Ziegler CAT in the amount of \$370,054.15 from MnDOT State Contract #239130.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve purchase of a John Deere 6R155 Tractor from Kibble Equipment in the amount of \$220,687.72 from Sourcewell State Contract #082923-DAC.
- On motion by Theis, second by Wakefield, the Board voted unanimously to deny the purchase of one Lorenz 96” 8101 snowblower from Kibble Equipment in the amount of \$11,500.00.

Company	Bid Amount
Fair Manufacturing Inc.	\$21,887.50

- On motion by Salfer, second by Theis, the Board voted unanimously to declare the 2001 John Deere 6410 tractor with Miller loader as excess equipment and authorized disposal by sale.
- On motion by Groebner, second by Theis, the Board voted unanimously to approve the purchase of one Miller stump grinder from Farm-Rite Equipment, Inc in the amount of \$21,353 from State Contract #246980.
- On motion by Salfer, second by Theis, the Board voted unanimously to approve the 2024 Highway Department Annual Report.

**MARSH MCLENNAN**

- Sohre presented a Preventative Care Program which includes a yearlong preventative care campaign with a goal of better health outcomes for County employees.
- On motion by Theis, second by Salfer, the Board voted unanimously to authorize a 4 hour wellness incentive for the 2026 wellness program being developed.

***Personnel***

- On motion by Wakefield, second by Theis, the Board voted unanimously to approve the revisions to 6.20 of the Personnel Policy for the Wellness Program.

- On motion by Theis, second by Groebner, the Board voted unanimously to approve hiring Ashton Stephens as Correctional Officer LELS Non-Licensed Co/Step 1 \$23.92 effective May 27<sup>th</sup>, 2025 and hiring Thomas Hazuka as Sentence to Service Crew Leader AFSCME/Non-Union Grade 10/Step 8 \$29.27 due to experience, effective July 7<sup>th</sup>, 2025, and acknowledge the resignation/retirement of Deb Kottschade, Dispatcher, effective August 15<sup>th</sup>, 2025.

**CLOSED SESSION- Client Attorney Privilege**

- Entered Closed Session at 11:55 a.m.
- Out of Closed Session at 12:02 p.m.
- On motion by Theis, second by Wakefield, the Board voted unanimously to approve Taft Stettinius & Hollister LLP Retainer Agreement for River Valley Health and Rehabilitation Center LLC tax appeal.

**COMMISSIONERS**

- The Board discussed the upcoming AMC District 8 meeting.
- Board chair Wakefield authorized the Rural Child Care Innovation Program committee and appointed himself to serve on that committee.

**ADJOURN**

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

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Rick Wakefield, Chair  
Board of County Commissioners

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

REDWOOD COUNTY, MINNESOTA

June 17, 2025

The Board of County Commissioners met in regular session at 4:00 p.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, Corey Theis, Rick Wakefield, County Administrator Vicki Kletscher, Assistant County Attorney Marissa Pacheco, Assistant County Attorney Alex Vang, Redwood County Auditor Treasurer Jean Price, Environmental Director Nick Brozek, Redwood County Sheriff Jason Jacobson, Veteran Service Officer Roger Zollner, Plum Creek Park Supervisor Adam Kletscher, Area Wildlife Manager Jeff Zajac.

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

On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the June 17 agenda.

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

**CONSENT AGENDA**

- On motion by Groebner, second by Theis, the Board voted unanimously to approve the following:
  - June 2<sup>nd</sup> Work Session Minutes
  - June 3<sup>rd</sup> Minutes
  - Payment of bills

General Fund	\$ 107,083.64
Ditch Fund	\$ 24,751.18
Solid Waste Fund	\$ 115.10
Soil & Water	\$ 6,296.00
Forfeited Tax Sale	\$ 22,870.23
EDA	\$ 1,246.30

○ **Bills exceeding \$2,000:**

<u>Vendor Name</u>	<u>Amount</u>
AXON ENTERPRISE INC	4,581.60
CITY OF REDWOOD FALLS	2,613.40
COUNTIES PROVIDING TECHNOLOGY	4,927.00
COUNTY OF RAMSEY	4,182.00
D&K DAUER FARM	6,810.49
FLEET SERVICES DIVISION-DEPT OF ADM	30,922.73
FORESEE STUDIOS LLC	5,750.00
ISG	15,770.00
KNOWiNK, LLC	5,585.00
MARTIN LAW FIRM PLLC	2,714.70
NORTHERN SAFETY TECHNOLOGY INC	7,031.31

REDWOOD COUNTY AUD-TREAS	9,210.67
REDWOOD COUNTY HIGHWAY DEPT	4,894.10
SCHINDLER ELEVATOR CORPORATION	13,500.00
SCHOOL DISTRICT 2884	4,129.79
THE MARKET AT REDWOOD LLC	7,009.69
93 Payments less than 2 0 0 0	30,970.28
<b>Final Total:</b>	<b>160,602.76</b>

**AUDITOR-TREASURER**

- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and May 2025 Disbursements in the amount of \$3,422,730.83.
- Bills exceeding \$2,000:

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	70,353.99
BLUE CROSS BLUE SHIELD OF MINNESO	22,498.16
BLUE CROSS BLUE SHIELD OF MINNESO	46,975.01
BLUE CROSS BLUE SHIELD OF MINNESO	10,521.54
MINNESOTA DEPARTMENT of REVENUE	63,591.06
MN COMMISSION OF FINANCE	377,449.37
PAYCOM CORPORATE HEADQUARTERS	2,166.39
REDWOOD COUNTY LICENSE CENTER	2,750.25
REDWOOD COUNTY LICENSE CENTER	2,884.66
REDWOOD COUNTY LICENSE CENTER	2,569.59
REDWOOD COUNTY LICENSE CENTER	4,733.22
REDWOOD FALLS PUBLIC UTILITIES	6,988.68
WEX LEAP	7,638.62
WEX LEAP	30,650.21
WEX LEAP	7,638.62
41 Payments less than 2 0 0 0	27,896.13
<b>Final Total:</b>	<b>687,305.50</b>

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	20,322.81
MEADOWLAND FARMERS COOP	3,134.40
REDWOOD FALLS PUBLIC UTILITIES	2,288.53
1 Payments less than 2 0 0 0	162.63
<b>Final Total:</b>	<b>25,908.37</b>

<u>Vendor Name</u>	<u>Amount</u>
SCHOOL DISTRICT 2190	9,610.18
SCHOOL DISTRICT 2754	238,028.44
SCHOOL DISTRICT 2884	239,872.36
SCHOOL DISTRICT 2897	1,100,954.33
SCHOOL DISTRICT 2898	123,556.03
SCHOOL DISTRICT 2904	46,358.05
SCHOOL DISTRICT 635	111,731.19
SCHOOL DISTRICT 640	311,789.72
SCHOOL DISTRICT 85	98,973.98
<b>Final Total:</b>	<b>2,280,874.28</b>

<u>Vendor Name</u>	<u>Amount</u>
METLIFE	4,288.66
MN COMMISSION OF FINANCE	5,091.00
RRRSWA	36,220.00
14 Payments less than 2 0 0 0	5,652.19
<b>Final Total:</b>	<b>51,251.85</b>

<u>Vendor Name</u>	<u>Amount</u>
10 Payments less than 2 0 0 0	1,526.55
<b>Final Total:</b>	<b>1,526.55</b>

<u>Vendor Name</u>	<u>Amount</u>
5 Payments less than 2 0 0 0	984.40
<b>Final Total:</b>	<b>984.40</b>

<u>Vendor Name</u>	<u>Amount</u>
3 Payments less than 2 0 0 0	683.46
<b>Final Total:</b>	<b>683.46</b>

<u>Vendor Name</u>	<u>Amount</u>
CORELOGIC TAX SERVICE	16,302.34
CORELOGIC TAX SERVICES LLC	5,175.00
11 Payments less than 2 0 0 0	6,802.59
<b>Final Total:</b>	<b>28,279.93</b>

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	7,480.59
TRUCK CENTER COMPANIES EAST LLC	169,317.56
6 Payments less than 2 0 0 0	1,389.88
<b>Final Total:</b>	<b>178,188.03</b>

<u>Vendor Name</u>	<u>Amount</u>
12 Payments less than 2 0 0 0	7,054.43
<b>Final Total:</b>	<b>7,054.43</b>

<u>Vendor Name</u>	<u>Amount</u>
TRUCK CENTER COMPANIES EAST LLC	160,336.86
2 Payments less than 2 0 0 0	337.17
<b>Final Total:</b>	<b>160,674.03</b>

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

Order of County Board for Sale of MN Conservation Lands forfeited to the State for non-payment of Taxes.

\*See attached resolution

**VETERANS SERVICES**

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

WHEREAS, the 2nd District American Legion Auxiliary President, Kollett Kaehlert to donate 4 Walmart and 3 Kwik Trip \$25 gift cards (Value of \$175.00) to Redwood County Veterans Service Office.

WHEREAS, the Veterans Service Office will utilize the donation of the gift cards for county veterans in emergency need that request help.

WHEREAS, the Board of Commissioners appreciates the generosity of the 2nd District ALA President in supporting the Redwood County Veterans Service Office and its veterans.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of the 4 Walmart and 3 Kwik Trip gift cards (Value of \$175.00) from the 2<sup>nd</sup> District ALA President to the Redwood County Veterans Service Office.

#### **SHERIFF**

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

WHEREAS, PROTECTS wishes to donate \$12,270.00 to Redwood County Sheriff's Office; and

WHEREAS, the Sheriff's Office will utilize the donation of \$ 12,270.00 for the purpose of purchasing three ballistic shields; and

WHEREAS, the Board of Commissioners appreciates the generosity of PROTECTS in supporting the Redwood County Sheriff's Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of \$ 12,270.00 from PROTECTS to the Redwood County Sheriff's Office, on behalf of the County.

- The Board reviewed the May 2025 Jail Population.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve the Contract for Guardian RFID for the Redwood County jail logging program.

#### **DNR**

- Zajac presented to the Board the State of Minnesota proposed acquisition of 234 acres of land in Section 14 of Charlestown township for inclusion of the DNR's Wildlife Management Area program and item was tabled to July 15<sup>th</sup>, 2025, Board meeting.

**ENVIRONMENTAL**

- On motion by Groebner, second by Wakefield, the Board voted unanimously to approve the lowest qualified bid for the Plum Creek Park project to Boulder Creek Inc. in the amount of \$800,269.75.

Other Bids Received:

<b>Company</b>	<b>Bid Amount</b>
Shoreline Landscaping	\$1,136,175.00
M.R. Paving and Excavating, Inc.	\$1,014,483.56
Blakeborough Hardscapes	\$972,445.00
Duininck, Inc.	\$843,214.00

**DRAINAGE AUTHORITY**

- Entered Ditch Authority at 4:56 p.m.
- On motion by Groebner, second by Theis, the Board voted unanimously to adopt the June 17<sup>th</sup>, 2025, CD 33 Agenda.
- On motion by Groebner, second by Wakefield, the Board voted unanimously to set the hearing date on July 15, 2025, at 9:30 a.m. to petition for impound, reroute, and diversion of CD 33 Br 5.
- On motion by Theis, second by Groebner, the Board voted unanimously to approve the April 1, 2025, minutes.
- Adjourned Ditch Authority at 4:59 p.m.

**ADMINISTRATION**

- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the agreement to sponsor IDEAg in the amount of \$1,000 for the 2025 FarmFest Exhibitor Lounge.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the letter for support for the Southwestern Minnesota Opportunity Council application to the Department of Children Youth and Families for the Parent Leadership Training Institute Grant.

***Personnel***

- On motion by Salfer, second by Van Hee, the Board voted unanimously to acknowledge hiring Tyler Kuglin as full time Property Appraiser for Redwood County on the AFSCME salary schedule grade 11/step 2 at \$26.71 due to experience, effective July 7, 2025, and resignation of Javon Hering Correctional Officer, effective June 10, 2025.

- On motion by Wakefield, second by Groebner, the Board voted unanimously to acknowledge hiring Nick Klisch as Full Time County Engineer for Redwood County on the Non-Union salary schedule grade 21/step 10 at \$72.19 due to experience, effective July 28, 2025.

**COMMISSIONERS**

- Chair Wakefield approved to appoint Nancy Frank to Extension committee, District 1.

Wakefield: Redwood-Cottonwood Rivers Control Area II, Personnel Sub Committee, Audit Exit, Redwood One Watershed One Plan, Southwest Health & Human Services, AMC District 8

Salfer: Redwood County Collaborative, Personnel Sub Committee, AMC District 8, Southwest Health and Human Services Insurance

Groebner: Redwood Renville Regional Solid Waste Authority, Soil & Water Conservation District, Ditch Meeting

Theis: Extension, Redwood Renville Regional Solid Waste Authority, Ditch, AMC District 8

Van Hee: United Community Action Partnership, Minnesota Rural Counties, Prime West, AMC District 8, Southwest Regional Development Commission

**ADJOURN**

- There being no further business, Chair Salfer declared the meeting adjourned at 5: 28 p.m.

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Rick Wakefield, Chair  
Board of County Commissioners

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

REDWOOD COUNTY BOARD OF EQUALIZATION

JUNE 17, 2025

The Redwood County Board of Appeals and Equalization met in session at 6:00 p.m. in the Commissioner's Room in the Government Center, Redwood Falls, MN.

Present for all or portions of the meeting were Board of Equalization members Rick Wakefield, Jim Salfer, Bob Van Hee, and Corey Theis, Assistant County Attorney Marissa Pacheco, Auditor-Treasurer Jean Price, Administrator Vicki Kletscher, County Assessor Jesse Jacobson, Paul Schmidt, Property Appraiser Ross Polla, Deputy Tyler Agre.

**OATH OF OFFICE**

Chair Wakefield, administered the Oath of Office to Commissioners Salfer, Groebner, Theis, Van Hee, and Auditor-Treasurer Jean Price

Commissioner Salfer administered the Oath of Office to Commissioner Wakefield.

Jacobson presented an overview of the 2025 Assessment.

**HEARING CLOSE**

- Chair Wakefield declared the Board of Appeals and Equalization Hearing closed at 7:02 p.m.

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Rick Wakefield, Chair  
Board of County Commissioners

ATTEST: \_\_\_\_\_  
Vicki Kletscher  
County Administrator



RACHELW  
6/25/25 3:59PM

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



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

Print List in Order By: 2 1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept) Page Break By: 1 1 - Page Break by Fund  
3 - Vendor Number 2 - Page Break by Dept  
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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\*\*\* Redwood County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
31	DEPT 13055 COLUMN SOFTWARE PBC				COUNTY ADMINISTRATION			
6	01-031-000-2847-6899			559.91	2024 TAX FORFEITED SALE NOTICE 06/19/2025 06/19/2025	MBGCMUBX-0001	TAX FORFEITED PROPERTIES	N
	<b>13055 COLUMN SOFTWARE PBC</b>			<b>559.91</b>	<b>1 Transactions</b>			
31	<b>DEPT Total:</b>			<b>559.91</b>	<b>COUNTY ADMINISTRATION</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
42	DEPT 64868 ONE OFFICE SOLUTION				ASSESSOR			
20	01-042-000-0000-6401			245.99	OFFICE CHAIR 06/16/2025 06/16/2025	607368-00	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>64868 ONE OFFICE SOLUTION</b>			<b>245.99</b>	<b>1 Transactions</b>			
42	<b>DEPT Total:</b>			<b>245.99</b>	<b>ASSESSOR</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
64	DEPT 16090 DELL MARKETING LP				COMPUTER			
60	01-064-000-0000-6601			16,324.70	DESKTOPS, LAPTOPS, LATITUDE 05/06/2025 05/06/2025	3000186973809.10	CAPITAL OUTLAY (\$5,000 AND OVER)	Y
	<b>16090 DELL MARKETING LP</b>			<b>16,324.70</b>	<b>1 Transactions</b>			
64	<b>DEPT Total:</b>			<b>16,324.70</b>	<b>COMPUTER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
91	DEPT 13370 COUNTY OF DAKOTA - SHERIFF				ATTORNEY			
30	01-091-000-0000-6271			80.00	SUBPOENA SERVICE - 42CR23558 06/13/2025 06/13/2025	219489	SUBPOENA SERVICE	N
	<b>13370 COUNTY OF DAKOTA - SHERIFF</b>			<b>80.00</b>	<b>1 Transactions</b>			
	13675 COUNTY OF MEEKER							
31	01-091-000-0000-6271			80.00	SUBPOENA SERVICE 64CR24584 05/27/2025 05/27/2025	202500249	SUBPOENA SERVICE	N
	<b>13675 COUNTY OF MEEKER</b>			<b>80.00</b>	<b>1 Transactions</b>			
	13919 COUNTY OF YELLOW MEDICINE - SHERIFF							
32	01-091-000-0000-6271			75.00	SUBPOENA SERVICE 64CR24584 06/12/2025 06/12/2025	3453	SUBPOENA SERVICE	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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13919	COUNTY OF YELLOW MEDICINE - SHERIFF			75.00		1 Transactions		
82467	SMITH & JOHNSON							
35	01-091-000-0000-6276			5,000.00	2025 JUN - CONTRACTED SERVICES 06/01/2025 06/30/2025	STMT	APPEALS	Y
82467	SMITH & JOHNSON			5,000.00		1 Transactions		
91	DEPT Total:			5,235.00	ATTORNEY	4 Vendors	4 Transactions	
101	DEPT				RECORDER			
63900	OFFICE DEPOT							
19	01-101-000-0000-6401			61.98	COPY PAPER, PENS 06/17/2025 06/17/2025	428263197001	OFFICE SUPPLIES & EQUIPMENT MAI	N
63900	OFFICE DEPOT			61.98		1 Transactions		
101	DEPT Total:			61.98	RECORDER	1 Vendors	1 Transactions	
118	DEPT				COURTHOUSE MAINTENANCE			
4495	AUDIO & SECURITY ENGINEERS							
2	01-118-000-0000-6301			3,590.28	DOOR CONTROLLER REPAIR - LEC 06/18/2025 06/18/2025	18679	EQUIPMENT & BUILDING MAINTENAN	N
4495	AUDIO & SECURITY ENGINEERS			3,590.28		1 Transactions		
13037	COLE PAPERS INC							
5	01-118-000-0000-6410			1,030.23	PT, TP, CLEANER, WIPES, TRASHB 06/16/2025 06/16/2025	65676000	FLOOR & CLEANING SUPPLIES	N
13037	COLE PAPERS INC			1,030.23		1 Transactions		
19180	ECOLAB PEST ELIMINATION DIV							
12	01-118-000-0000-6251			320.06	PEST CONTROL - JC 06/11/2025 06/11/2025	8388376	UTILITIES - COURTHOUSE/JC	N
19180	ECOLAB PEST ELIMINATION DIV			320.06		1 Transactions		
118	DEPT Total:			4,940.57	COURTHOUSE MAINTENANCE	3 Vendors	3 Transactions	
201	DEPT				SHERIFF			
13800	COUNTY OF RENVILLE							
7	01-201-000-0000-6354			21,943.66	2025 MAY - INMATE BOARDING	10871	BOARDING PRISONERS	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
8	01-201-000-0000-6355			957.71	05/01/2025 05/31/2025 2025 MAY - INMATE MEDICAL	10871	BOARDING PRISONER MEDICAL EXPI N	
	<b>13800 COUNTY OF RENVILLE</b>			<b>22,901.37</b>	05/01/2025 05/31/2025 2 Transactions			
	14050 CREATIVE DETAILS							
10	01-201-000-0000-6343			185.00	06/17/2025 06/17/2025 INSTALL GRAPHICS - SQD 13107	28061	PATROL CAR LEASE	Y
9	01-201-000-0000-6343			170.00	06/19/2025 06/19/2025 GRAPHICS REMOVAL	28068	PATROL CAR LEASE	Y
	<b>14050 CREATIVE DETAILS</b>			<b>355.00</b>	2 Transactions			
	15481 DAVE'S REFRIGERATION & APPLIANCE SV							
11	01-201-000-0000-6407			105.00	05/16/2025 05/16/2025 WASHER REPAIR	64258	JAIL EXPENSES	N
	<b>15481 DAVE'S REFRIGERATION &amp; APPLIANCE SV</b>			<b>105.00</b>	1 Transactions			
	25810 FLEET SERVICES DIVISION-DEPT OF ADMII							
14	01-201-000-0000-6343			14,148.53	05/01/2025 05/31/2025 2025 MAY - PATROL CAR LEASE	2025110030	PATROL CAR LEASE	N
	<b>25810 FLEET SERVICES DIVISION-DEPT OF ADMII</b>			<b>14,148.53</b>	1 Transactions			
	57700 MINNESOTA SHERIFFS ASSOCIATION							
17	01-201-000-0000-6242			175.00	06/12/2025 06/12/2025 REG @ ADVANCED DATA PRACT - ST	3181	DUES & REGISTRATION FEES	N
	<b>57700 MINNESOTA SHERIFFS ASSOCIATION</b>			<b>175.00</b>	1 Transactions			
	63622 NORTHERN SAFETY TECHNOLOGY INC							
18	01-201-000-0000-6343			834.41	06/10/2025 06/10/2025 TEAR DOWN & EQUIP - 13107	59541	PATROL CAR LEASE	N
	<b>63622 NORTHERN SAFETY TECHNOLOGY INC</b>			<b>834.41</b>	1 Transactions			
	74900 QUILL LLC							
34	01-201-000-0000-6401			129.17	06/12/2025 06/13/2025 PENS, PAPER, TONER	894555	OFFICE SUPPLIES & EQUIPMENT MAI N	
	<b>74900 QUILL LLC</b>			<b>129.17</b>	1 Transactions			
	80695 SCOTTS LAWN SERVICE & SNOW REMOVA							
22	01-201-000-0000-6301			835.00	MOWING & WEED CONTROL	10502	EQUIPMENT & BUILDING MAINTENAN Y	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
80695	SCOTTS LAWN SERVICE & SNOW REMOVA			835.00	05/23/2025 06/06/2025 1 Transactions			
84150	SWARD-KEMP DRUG							
24	01-201-000-0000-6355			68.44	2025 MAY - INMATE MEDICAL 05/01/2025 05/31/2025 1 Transactions	020368	BOARDING PRISONER MEDICAL EXPI N	
84150	SWARD-KEMP DRUG			68.44				
85233	TACTICAL SOLUTIONS							
25	01-201-000-0000-6302			535.00	CERTIFICATION OF RADAR UNITS 06/16/2025 06/16/2025 1 Transactions	10824	POLICE EQUIPMENT MAINTENANCE N	
85233	TACTICAL SOLUTIONS			535.00				
92610	WARMKA TOWING LLC							
27	01-201-000-0000-6343			318.00	TOW VEHICLE 06/18/2025 06/18/2025 1 Transactions	25-3508	PATROL CAR LEASE Y	
92610	WARMKA TOWING LLC			318.00				
93350	WESTERN MENTAL HEALTH CENTER							
28	01-201-000-0000-6355			2,215.00	SUBSTANCE ABUSE TREATMENT 05/01/2025 05/31/2025 1 Transactions	7365	BOARDING PRISONER MEDICAL EXPI N	
93350	WESTERN MENTAL HEALTH CENTER			2,215.00				
201	DEPT Total:			42,619.92	SHERIFF	12 Vendors	14 Transactions	
520	DEPT				PARKS			
3045	ARCTIC GLACIER USA INC							
1	01-520-000-0000-6301			374.80	ICE 06/12/2025 06/12/2025 1 Transactions	3451514110	EQUIPMENT & BUILDING MAINTENAN N	
3045	ARCTIC GLACIER USA INC			374.80				
11810	CHARGER DESIGNS							
4	01-520-000-0000-6401			1,588.00	SHIRTS, HOODIES FOR RESALE 06/12/2025 06/12/2025 1 Transactions	137	OFFICE SUPPLIES & EQUIPMENT MAI N	
11810	CHARGER DESIGNS			1,588.00				
21500	ELECTRIC MOTOR COMPANY							
13	01-520-000-0000-6301			51.00	HANDLE ASSEMBLY 06/12/2025 06/12/2025	146892	EQUIPMENT & BUILDING MAINTENAN N	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
21500	ELECTRIC MOTOR COMPANY			51.00		1 Transactions		
15	29400 GH PLUMBING & HEATING LLC 01-520-000-0000-6301			3,226.33	WATER HEATER 06/18/2025 06/18/2025	3394	EQUIPMENT & BUILDING MAINTENAN	Y
	29400 GH PLUMBING & HEATING LLC			3,226.33		1 Transactions		
33	71778 PLUM CREEK EMBROIDERY 01-520-000-0000-6401			88.85	LOGOS, CAPS FOR RESALE 06/12/2025 06/12/2025	729335	OFFICE SUPPLIES & EQUIPMENT MAI	Y
	71778 PLUM CREEK EMBROIDERY			88.85		1 Transactions		
23	83297 SOUTHWEST SANITATION INC 01-520-000-0000-6251			250.00	2025 MAY - GARBAGE SERVICE 05/01/2025 05/31/2025	0186727	UTILITIES	N
	83297 SOUTHWEST SANITATION INC			250.00		1 Transactions		
26	87265 TKDA 01-520-821-2718-6601			4,128.21	PARK DESIGN IMPROVEMENT 04/27/2025 05/24/2025	2920	ARPA: CAPITAL OUTLAY (\$5,000 AND	N
	87265 TKDA			4,128.21		1 Transactions		
29	99250 ZEP SALES & SERVICE 01-520-000-0000-6301			743.54	CLEANERS 05/12/2025 05/15/2025	31019048	EQUIPMENT & BUILDING MAINTENAN	N
	99250 ZEP SALES & SERVICE			743.54		1 Transactions		
520	DEPT Total:			10,450.73	PARKS	8 Vendors	8 Transactions	
601	DEPT				AGRICULTURAL INSPECTION			
16	50753 LARRY'S AUTO CENTER OF REDWOOD FA 01-601-000-0000-6564			85.25	2018 F150 - OIL CHANGE 06/09/2025 06/09/2025	57664	COUNTY VEHICLE EXPENSE	Y
	50753 LARRY'S AUTO CENTER OF REDWOOD FA			85.25		1 Transactions		
601	DEPT Total:			85.25	AGRICULTURAL INSPECTION	1 Vendors	1 Transactions	
620	DEPT				SOIL AND WATER CONSERVATION DISTI			

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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
64521	OLSON CHEVROLET			326.68	2018 TRAVERSE - TRANSMISSION 06/09/2025 06/09/2025	93084	VEHICLE EXPENSES	N
	01-620-000-0000-6564							
	64521 OLSON CHEVROLET			326.68	1 Transactions			
620	DEPT Total:			326.68	SOIL AND WATER CONSERVATION DIST	1 Vendors	1 Transactions	
1	Fund Total:			80,850.73	GENERAL		35 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
611	DEPT 13560				DITCH MAINTENANCE			
	<b>COUNTY OF LYON</b>							
36	15-611-000-0000-6899			457.98	JD 3 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
37	15-611-000-0000-6899			436.48	JD 9 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
38	15-611-000-0000-6899			217.39	JD 10 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
39	15-611-000-0000-6899			330.62	JD12 BR1 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
40	15-611-000-0000-6899			90.59	JD 13 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
41	15-611-000-0000-6899			276.87	JD 14 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
42	15-611-000-0000-6899			36.98	JD 20 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
43	15-611-000-0000-6899			397.57	JD 22 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
44	15-611-000-0000-6899			2,790.87	JD 31 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
45	15-611-000-0000-6899			755.33	JD 34 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
46	15-611-000-0000-6899			910.03	JD 37 - SHARED DITCH EXP 24	STMT	MISCELLANEOUS	N
	<b>13560 COUNTY OF LYON</b>			<b>6,700.71</b>		11 Transactions		
	<b>COUNTY OF YELLOW MEDICINE</b>							
47	15-611-000-0000-6899			47.88	2024 SHARED EXP JD 3	STMT	MISCELLANEOUS	N
48	15-611-000-0000-6899			201.97	2024 SHARED EXP JD 10	STMT	MISCELLANEOUS	N
49	15-611-000-0000-6899			943.10	2024 SHARED EXP JD 32	STMT	MISCELLANEOUS	N
50	15-611-000-0000-6899			1,462.89	2024 SHARED EXP JD 33	STMT	MISCELLANEOUS	N
51	15-611-000-0000-6899			6.91	2024 SHARED EXP JD 33 A	STMT	MISCELLANEOUS	N
52	15-611-000-0000-6899			6.97	2024 SHARED EXP JD 33 C	STMT	MISCELLANEOUS	N
53	15-611-000-0000-6899			527.54	2024 SHARED EXP JD 39	STMT	MISCELLANEOUS	N
54	15-611-000-0000-6899			23.38	2024 SHARED EXP JD 39 A	STMT	MISCELLANEOUS	N
55	15-611-000-0000-6899			32.10	2024 SHARED EXP JD 40	STMT	MISCELLANEOUS	N
56	15-611-000-0000-6899			30.18	2024 SHARED EXP JD 91	STMT	MISCELLANEOUS	N
59	15-611-000-0000-6899			34.06	2024 SHARED EXP JD 33 1-2	STMT	MISCELLANEOUS	N
	<b>13920 COUNTY OF YELLOW MEDICINE</b>			<b>3,316.98</b>		11 Transactions		
	<b>SCHROEPFER BROTHERS</b>							
57	80618 15-611-000-0000-6899			1,718.40	JD 36 LAT 1 LAT U DITCH REPAIR 06/17/2025 06/17/2025	STMT	MISCELLANEOUS	Y
	<b>80618 SCHROEPFER BROTHERS</b>			<b>1,718.40</b>		1 Transactions		
	<b>SMITH PARTNERS PLLP</b>							
58	82475 15-611-000-0000-6899			110.00	LEGAL SERVICES - CD20 05/09/2025 05/12/2025	45826	MISCELLANEOUS	Y
	<b>82475 SMITH PARTNERS PLLP</b>			<b>110.00</b>		1 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
611	DEPT Total:		11,846.09	DITCH MAINTENANCE	4 Vendors	24 Transactions
15	Fund Total:		11,846.09	DITCH		24 Transactions

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80 STATE REVENUE

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

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT				...			
	9008 BUREAU OF CRIMINAL APPREHENSION							
3	80-000-000-0000-2410			350.00	PERMIT TO CARRY - N26R18 01/01/2025 03/31/2025	64-84	PERMIT TO CARRY - STATE'S SHARE N	
	9008 BUREAU OF CRIMINAL APPREHENSION			350.00	1 Transactions			
0	<b>DEPT Total:</b>			<b>350.00</b>	...	<b>1 Vendors</b>	<b>1 Transactions</b>	
80	<b>Fund Total:</b>			<b>350.00</b>	<b>STATE REVENUE</b>		<b>1 Transactions</b>	
	<b>Final Total:</b>			<b>93,046.82</b>	<b>38 Vendors</b>	<b>60 Transactions</b>		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	80,850.73	GENERAL
	15	11,846.09	DITCH
	80	350.00	STATE REVENUE
All Funds		93,046.82	Total

Approved by, .....

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

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2 - Department (Totals by Dept) Page Break By: 1 1 - Page Break by Fund  
3 - Vendor Number 2 - Page Break by Dept  
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

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

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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
41	DEPT 21275	ELAN CORPORATE PAYMENT SYSTEMS			AUDITOR-TREASURER			
34	01-041-000-0000-6401			212.93	CURRENCY COUNTER & DETECTOR 06/04/2025 06/04/2025	4524206 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
	<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>212.93</b>	<b>1 Transactions</b>			
<b>41</b>	<b>DEPT Total:</b>			<b>212.93</b>	<b>AUDITOR-TREASURER</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
42	DEPT 21275	ELAN CORPORATE PAYMENT SYSTEMS			ASSESSOR			
49	01-042-000-0000-6334			120.92	LODGING @ SUMMER SEMINAR - BZ 05/21/2025 05/22/2025	602587	LODGING & EXPENSE	N
55	01-042-000-0000-6334			583.12	LODGING @ IAAO INCOME 102 - SE 06/01/2025 06/05/2025	603318	LODGING & EXPENSE	N
56	01-042-000-0000-6334			330.99	LODGING @ MAAO - JJ 10/05/2025 10/08/2025	85020	LODGING & EXPENSE	N
57	01-042-000-0000-6334			164.61	LODGING DEPOSIT @ MAAO - JJ 10/05/2025 10/08/2025	85020	LODGING & EXPENSE	N
52	01-042-000-0000-6242			150.00	2026 SAMA LICENSE - JJ	STMT	DUES & REGISTRATION FEES	N
50	01-042-000-0000-6334			28.61	MEAL @ SUMMER SEMINAR - BZ 05/22/2025 05/22/2025	STMT	LODGING & EXPENSE	N
51	01-042-000-0000-6334			24.73	MEAL @ IAAO INCOME 102 - SE 06/02/2025 06/02/2025	STMT	LODGING & EXPENSE	N
53	01-042-000-0000-6334			27.25	MEAL @ IAAO INCOME 102 - SE 06/03/2025 06/03/2025	STMT	LODGING & EXPENSE	N
54	01-042-000-0000-6334			23.98	MEAL @ IAAO INCOME 102 - SE 06/04/2025 06/04/2025	STMT	LODGING & EXPENSE	N
	<b>21275</b>	<b>ELAN CORPORATE PAYMENT SYSTEMS</b>		<b>1,454.21</b>	<b>9 Transactions</b>			
<b>42</b>	<b>DEPT Total:</b>			<b>1,454.21</b>	<b>ASSESSOR</b>	<b>1 Vendors</b>	<b>9 Transactions</b>	
61	DEPT 21275	ELAN CORPORATE PAYMENT SYSTEMS			ADMINISTRATOR			
36	01-061-000-0000-6401			179.40	CANVA TEAMS 06/11/2025 06/11/2025	04544-62716554	OFFICE SUPPLIES & EQUIPMENT MAI	N
38	01-061-000-0000-6401			18.47	HANGING FILE FOLDERS 06/13/2025 06/13/2025	0687468 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
39	01-061-000-0000-6401			11.86	FILE FOLDERS, MOUNTING TAPE	6715439	OFFICE SUPPLIES & EQUIPMENT MAI	N

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Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
30	01-061-000-0000-6401			43.94	SHIPPING LABELS 06/18/2025 06/18/2025	2425 6901024	OFFICE SUPPLIES & EQUIPMENT MAI	N
27	01-061-000-0000-6401			21.97	SHIPPING LABELS 05/30/2025 05/30/2025	2425 7468264	OFFICE SUPPLIES & EQUIPMENT MAI	N
					05/22/2025 05/22/2025	2425		
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>			<b>275.64</b>		<b>5 Transactions</b>		
<b>61</b>	<b>DEPT Total:</b>			<b>275.64</b>	<b>ADMINISTRATOR</b>	<b>1 Vendors</b>	<b>5 Transactions</b>	
<b>64</b>	<b>DEPT</b>				<b>COMPUTER</b>			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>							
32	01-064-000-0000-6401			29.97	KEYBOARD, MOUSE 06/05/2025 06/05/2025	0914645 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
33	01-064-000-0000-6401			20.99	CORD ADAPTOR 06/05/2025 06/05/2025	6309835 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
26	01-064-000-0000-6401			136.38	POWER CORD 05/22/2025 05/22/2025	8056228 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
37	01-064-000-0000-6401			19.19	BATTERY PACKS, FUSES 06/11/2025 06/11/2025	9639460 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
28	01-064-000-0000-6264			48.00	HELP DESK SUBSCRIPTION 05/30/2025 06/30/2025	UQEYPOTH-0002 2425	PROGRAMMING EXPENSES	N
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>			<b>254.53</b>		<b>5 Transactions</b>		
<b>64</b>	<b>DEPT Total:</b>			<b>254.53</b>	<b>COMPUTER</b>	<b>1 Vendors</b>	<b>5 Transactions</b>	
<b>91</b>	<b>DEPT</b>				<b>ATTORNEY</b>			
	<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>							
35	01-091-000-0000-6401			27.08	DVDR 06/06/2025 06/06/2025	1813004 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
31	01-091-000-2769-6401			192.04	VIDEO DOORBELLS 06/05/2025 06/05/2025	6759406 2425	OFFICE & PROGRAM EXPENSES	N
19	01-091-000-0000-6242			159.00	LAWYER REG - MP 06/13/2025 06/13/2025	LAWYER000343687 2425	DUES & REGISTRATION FEES	N
20	01-091-000-0000-6242			305.00	LAWYER REG - SN 06/13/2025 06/13/2025	LAWYER000343705 2425	DUES & REGISTRATION FEES	N
18	01-091-000-0000-6401			7.07	FT 06/12/2025 06/12/2025	STMT	OFFICE SUPPLIES & EQUIPMENT MAI	N

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



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

1 GENERAL

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
21275	ELAN CORPORATE PAYMENT SYSTEMS		690.19		5 Transactions		
91	DEPT Total:		690.19	ATTORNEY	1 Vendors	5 Transactions	
118	DEPT			COURTHOUSE MAINTENANCE			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
2	01-118-000-0000-6301		59.98	FLOOR CLEANER 06/12/2025	0660223 2425	EQUIPMENT & BUILDING MAINTENAN	N
4	01-118-000-0000-6301		45.60	FLOOR CLEANER 06/05/2025	4352214 2425	EQUIPMENT & BUILDING MAINTENAN	N
3	01-118-000-0000-6301		41.98	SPRAYER 06/12/2025	9433821 2425	EQUIPMENT & BUILDING MAINTENAN	N
1	01-118-000-0000-6301		37.96	BIT SETS 05/28/2025	9873056 2425	EQUIPMENT & BUILDING MAINTENAN	N
5	01-118-000-0000-6301		14.25	UPS SHIPPING 06/18/2025	STMT	EQUIPMENT & BUILDING MAINTENAN	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		199.77		5 Transactions		
118	DEPT Total:		199.77	COURTHOUSE MAINTENANCE	1 Vendors	5 Transactions	
201	DEPT			SHERIFF			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
44	01-201-000-0000-6401		15.88	FLASH DRIVES 05/30/2025	0545858 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
61	01-201-000-0000-6407		46.35	SHARPS CONTAINERS 06/17/2025	06162025	JAIL EXPENSES	N
48	01-201-000-0000-6401		17.70	BATTERIES 06/18/2025	0939402 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
45	01-201-000-0000-6302		230.94	SIM ROUNDS 06/11/2025	1766130	POLICE EQUIPMENT MAINTENANCE	N
41	01-201-000-0000-6407		235.43	SECURITY BAGS - JAIL 05/28/2025	181592	JAIL EXPENSES	N
42	01-201-000-0000-6401		88.46	DNA SWABS 05/27/2025	1922646 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
43	01-201-000-0000-6302		428.80	SQUAD GRAPHICS 05/28/2025	216929	POLICE EQUIPMENT MAINTENANCE	N
67	01-201-000-0000-6242		300.00	REG @ TELECOMM CERT - JK 06/06/2025	3159	DUES & REGISTRATION FEES	N

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



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
60	01-201-000-0000-6334			310.00	REG @ JAIL ACADEMY - JM&PW 06/10/2025 06/10/2025	3164	LODGING & EXPENSE	N
46	01-201-000-0000-6302			121.24	PISTOL EVIDENCE BOXES 06/12/2025 06/12/2025	37708	POLICE EQUIPMENT MAINTENANCE	N
40	01-201-000-0000-6242			375.00	REG @ DMT TRAINING - TD 05/23/2025 05/23/2025	MPORTAL-DEHMLC	DUES & REGISTRATION FEES	N
58	01-201-000-0000-6407			43.56	TOOTHPASTE 05/23/2025 05/23/2025	SO0376183	JAIL EXPENSES	N
69	01-201-000-0000-6401			6.62	POSTAGE 06/13/2025 06/13/2025	STMT	OFFICE SUPPLIES & EQUIPMENT MAI	N
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>				<b>2,219.98</b>	<b>13 Transactions</b>			
<b>201</b>	<b>DEPT Total:</b>			<b>2,219.98</b>	<b>SHERIFF</b>	<b>1 Vendors</b>	<b>13 Transactions</b>	
<b>202</b>	<b>DEPT</b>				<b>E-911 SYSTEM</b>			
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>								
66	01-202-000-2756-6406			79.89	AIR PURIFIER - DISPATCH 05/28/2025 05/28/2025	5469026 2425	DISPATCH EXPENSES	N
47	01-202-000-2756-6406			275.40	ACTIVE 911 PAGING 06/17/2025 06/17/2025	629953	DISPATCH EXPENSES	N
65	01-202-000-2756-6406			75.15	PSAP TV 05/28/2025 05/28/2025	STMT	DISPATCH EXPENSES	N
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>				<b>430.44</b>	<b>3 Transactions</b>			
<b>202</b>	<b>DEPT Total:</b>			<b>430.44</b>	<b>E-911 SYSTEM</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>249</b>	<b>DEPT</b>				<b>OTHER PUBLIC SAFETY</b>			
<b>21275 ELAN CORPORATE PAYMENT SYSTEMS</b>								
68	01-249-000-2872-6275			92.12	K9 FOOD 06/07/2025 06/07/2025	1686574224	LAW ENFORCEMENT DOG FUND	N
62	01-249-000-2815-6802			187.92	CANTEEN SUPPLIES 06/17/2025 06/17/2025	1961242	CANTEEN EXPENSES	N
63	01-249-000-2815-6802			40.00	CANTEEN SUPPLIES 06/17/2025 06/17/2025	1961424	CANTEEN EXPENSES	N
64	01-249-000-2815-6802			20.00	CANTEEN SUPPLIES 06/17/2025 06/17/2025	1961428	CANTEEN EXPENSES	N
59	01-249-000-2815-6802			46.25	CANTEEN SUPPLIES 06/01/2025 06/01/2025	STMT	CANTEEN EXPENSES	N

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



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
21275	ELAN CORPORATE PAYMENT SYSTEMS		386.29		5 Transactions		
249	DEPT Total:		386.29	OTHER PUBLIC SAFETY	1 Vendors	5 Transactions	
520	DEPT			PARKS			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
73	01-520-000-0000-6401		80.00	COFFEE FOR RESALE 06/10/2025 06/10/2025	0000171	OFFICE SUPPLIES & EQUIPMENT MAI	N
24	01-520-000-0000-6301		19.95	RANGER REARVIEW MIRROR 06/12/2025 06/12/2025	8401815 2425	EQUIPMENT & BUILDING MAINTENAN	N
72	01-520-000-0000-6301		190.87	DEADBOLT 05/28/2025 05/28/2025	MRS62491	EQUIPMENT & BUILDING MAINTENAN	N
74	01-520-000-0000-6301		173.29	MINI FRIDGE 06/10/2025 06/10/2025	MRS64814	EQUIPMENT & BUILDING MAINTENAN	N
75	01-520-000-0000-6301		55.99	RANGER OIL CHANGE 06/12/2025 06/12/2025	P14731	EQUIPMENT & BUILDING MAINTENAN	N
70	01-520-000-0000-6301		10.55	PVC PIPE 05/21/2025 05/21/2025	STMT	EQUIPMENT & BUILDING MAINTENAN	N
71	01-520-000-0000-6401		216.52	ICE CREAM FOR RESALE 05/22/2025 05/22/2025	STMT	OFFICE SUPPLIES & EQUIPMENT MAI	N
76	01-520-000-0000-6401		216.44	ICE CREAM FOR RESALE 06/19/2025 06/19/2025	STMT	OFFICE SUPPLIES & EQUIPMENT MAI	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		963.61		8 Transactions		
520	DEPT Total:		963.61	PARKS	1 Vendors	8 Transactions	
601	DEPT			AGRICULTURAL INSPECTION			
21275	ELAN CORPORATE PAYMENT SYSTEMS						
25	01-601-000-0000-6242		150.00	REG @ LAND USE ISSUES - JP&NB 06/18/2025 06/18/2025	14168	DUES & REGISTRATION FEES	N
22	01-601-000-0000-6242		140.00	REG @ WEBINAR - NB 11/25/2025 11/25/2025	58E50797V8028243N	DUES & REGISTRATION FEES	N
21	01-601-000-0000-6242		17.17	TELECOM SOFTWARE - ZOOM 05/23/2025 06/22/2025	INV306554860	DUES & REGISTRATION FEES	N
23	01-601-000-0000-6242		305.00	LAWYER REG - JP 06/11/2025 06/11/2025	LAWYER000343489	DUES & REGISTRATION FEES	N
21275	ELAN CORPORATE PAYMENT SYSTEMS		612.17		4 Transactions		

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



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
601	DEPT Total:			612.17	AGRICULTURAL INSPECTION	1 Vendors	4 Transactions	
602	DEPT 21275 ELAN CORPORATE PAYMENT SYSTEMS				EXTENSION			
29	01-602-000-0000-6401			55.16	PACKING TAPE, LAMINATE SHEETS 05/29/2025 05/29/2025	8931457 2425	OFFICE SUPPLIES & EQUIPMENT MAI	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS			55.16		1 Transactions		
602	DEPT Total:			55.16	EXTENSION	1 Vendors	1 Transactions	
620	DEPT 21275 ELAN CORPORATE PAYMENT SYSTEMS				SOIL AND WATER CONSERVATION DISTI			
79	01-620-000-0000-6242			10.00	ATV CERT - KM 06/03/2025 06/03/2025	74344508	DUES & REGISTRATION	N
78	01-620-000-0000-6242			37.35	REG @ ATV COURSE - KM 05/29/2025 05/29/2025	8637104	DUES & REGISTRATION	N
77	01-620-000-0000-6242			125.00	REG @ SOIL HEALTH - BP 07/29/2025 07/30/2025	STMT	DUES & REGISTRATION	N
80	01-620-000-0000-6401			17.95	POSTAGE 06/09/2025 06/09/2025	STMT	OFFICE SUPPLIES & EQUIP MNTCE	N
82	01-620-000-0000-6401			9.96	CERTIFIED MAIL 06/12/2025 06/12/2025	STMT	OFFICE SUPPLIES & EQUIP MNTCE	N
81	01-620-000-0000-6411			49.99	HUNT PREMIUM 06/12/2025 06/12/2026	WDGDIFLG-0001	FIELD SUPPLIES/EXPENSES	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS			250.25		6 Transactions		
620	DEPT Total:			250.25	SOIL AND WATER CONSERVATION DIST	1 Vendors	6 Transactions	
1	Fund Total:			8,005.17	GENERAL		70 Transactions	

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3 ROAD AND BRIDGE

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



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT 21275			ROAD & BRIDGE ADMINISTRATION			
	ELAN CORPORATE PAYMENT SYSTEMS						
16	03-301-000-0000-6401		96.46	STORAGE BOXES, BINDER 06/11/2025 06/11/2025	0041853 2425	OFFICE SUPPLIES	N
13	03-301-000-0000-6401		13.95	NAME PLAQUE 06/11/2025 06/11/2025	14937964	OFFICE SUPPLIES	N
10	03-301-000-0000-6401		119.91	CELL PHONE CASES, SCREEN PROT 06/10/2025 06/10/2025	4135411 2425	OFFICE SUPPLIES	N
12	03-301-000-0000-6334		542.50	LODGING @ MCEA CON - AS 06/11/2025 06/13/2025	704681	LODGING & EXPENSE	N
6	03-301-000-0000-6401		181.15	BINDER, CHAIR CUSHION 05/21/2025 05/21/2025	9437002 2425	OFFICE SUPPLIES	N
15	03-301-000-0000-6401		39.41	LEGAL PADS, CORK WALL STRIPS 06/13/2025 06/13/2025	9973005 2425	OFFICE SUPPLIES	N
7	03-301-000-0000-6334		13.13	MEAL @ CON - AS 05/22/2025 05/22/2025	STMT	LODGING & EXPENSE	N
11	03-301-000-0000-6334		14.59	MEAL @ MCEA CON - AS 06/11/2025 06/11/2025	STMT	LODGING & EXPENSE	N
17	03-301-000-0000-6401		37.48	STORAGE BOXES 06/16/2025 06/16/2025	STMT	OFFICE SUPPLIES	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS		1,058.58		9 Transactions		
301	DEPT Total:		1,058.58	ROAD & BRIDGE ADMINISTRATION	1 Vendors	9 Transactions	
310	DEPT 21275			HIGHWAY MAINTENANCE			
	ELAN CORPORATE PAYMENT SYSTEMS						
8	03-310-000-0000-6501		30.99	ANEMOMETER 05/21/2025 05/21/2025	3385054 2425	ROAD MAINTENANCE SUPPLIES & MA	N
	21275 ELAN CORPORATE PAYMENT SYSTEMS		30.99		1 Transactions		
310	DEPT Total:		30.99	HIGHWAY MAINTENANCE	1 Vendors	1 Transactions	
330	DEPT 21275			EQUIPMENT MAINTENANCE & SHOP			
	ELAN CORPORATE PAYMENT SYSTEMS						
9	03-330-000-0000-6503		14.00	TRUCK WASH #1245 06/10/2025 06/10/2025	STMT	EQUIPMENT REPAIR PARTS & SUPPL	N
14	03-330-000-0000-6503		46.13	FUEL FOR #1245 06/13/2025 06/13/2025	STMT	EQUIPMENT REPAIR PARTS & SUPPL	N

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



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

3 ROAD AND BRIDGE

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
21275	ELAN CORPORATE PAYMENT SYSTEMS		60.13		2 Transactions		
330	DEPT Total:		60.13	EQUIPMENT MAINTENANCE & SHOP	1 Vendors		2 Transactions
3	Fund Total:		1,149.70	ROAD AND BRIDGE			12 Transactions
	Final Total:		9,154.87	16 Vendors	82 Transactions		

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



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

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	8,005.17	GENERAL
	3	1,149.70	ROAD AND BRIDGE
<b>All Funds</b>		<b>9,154.87</b>	<b>Total</b>

Approved by, .....

.....

.....



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 1, 2025	<b>Originating Dept.:</b>	Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	<b>Presenter:</b> Nick		
8:30 am Meeting of JD5 and JD 36 Redwood & Brown Ditch Authority	<b>estimated time needed:</b>	10 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Set public hearing on Petition for Outlet into JD 36 for Tuesday, July 29, 2025, at 2:00 PM at the Springfield Community Center. Set public hearing on Petition to Remove from of JD 5 for as soon thereafter as may be on the same date and place. Consider appointing ISG engineer.

**Background Information:**

A landowner on JD 5 is seeking to remove land from JD 5 and outlet instead into JD 36. This is in connection with the JD 5 improvement project. The Petitions request an engineer be appointed to review the effect thereof.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

# Redwood-Brown County Joint JD 36 Drainage Authority

## Agenda

July 1, 2025 @ 8:30 a.m.

Zoom meeting:

<https://us06web.zoom.us/j/82248861195?pwd=xRMeOYxqua7Cb0uuldjEv71PAQhQWy.1>

Redwood County Commissioners: Rick Wakefield, Dennis Groebner, Corey Theis  
Brown County Commissioners: Brian Braun, Jeff Veerkamp

1. Adopt Agenda
2. Set hearing date and time: Petition to Outlet into JD 36 – July 29, 2025 at 2:00 p.m. at the Springfield Community Center, 33 S Cass Avenue, Springfield, MN.
3. Consider appointing ISG engineer to review the petition.
4. Adjourn.

# Redwood-Brown County Joint JD 5 Drainage Authority

## Agenda

July 1, 2025 @ 8:30 a.m.

Zoom meeting:

<https://us06web.zoom.us/j/82248861195?pwd=xRMeOYxqua7Cb0uuldjEv71PAQhQWy.1>

Redwood County Commissioners: Rick Wakefield, Dennis Groebner, Corey Theis  
Brown County Commissioners: Brian Braun, Jeff Veerkamp

1. Adopt Agenda
2. Set hearing date and time: Petition to Remove Lands from JD 5 – July 29, 2025 at 2:00 p.m., or as soon thereafter as may be, at the Springfield Community Center, 33 S Cass Avenue, Springfield, MN.
3. Consider appointing ISG engineer to review the petition.
4. Adjourn.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 1, 2025	<b>Originating Dept.:</b>	Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>	July 15, 2025		
<b>Discussion Item:</b>		<b>Presenter:</b>	Nick Brozek
Plum Creek Park improvement project: Approve Contract		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Approve project contract with previously accepted low bidder Boulder Creek Inc.

**Background Information:**

The County Attorney's office reviewed the contract language and their suggested edits are included in the contract.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: 5/23/25

Date Requestor Requires Review Completion: 6/6/25

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

**DOCUMENT 00 5200**

**AGREEMENT FORM**

Contract No:

Date of Award:

Contract For: Plum Creek County Park Improvement Project

Agreement:

This Agreement is entered into under the authority granted by Redwood County Board of Commissioners at its regular meeting on June 17, 2025 and after the consideration of sealed bids which were submitted at a public opening at 2pm on June 16, 2025. The Agreement is between Redwood County existing under the laws of the State of Minnesota, hereinafter referred to as the Owner, party of the first part, and \_\_\_\_\_ hereinafter called the Contractor, party of the second part.

Witnesseth:

Article 1:

The Contractor, for and in consideration of the payment or payments, herein specified, hereby covenants and agrees to perform all Work as indicated and related on the attached Bid Form for the completion of the Work in strict conformance with the Contract Documents consisting of this Agreement between Owner and Contractor (hereinafter the Agreement), Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. Said Contract Documents are hereby referred to and made a part of this Contract to the same extent as if herein set forth.

Article 2:

Nondiscrimination:

A. During the performance of this Contract the Contractor agrees as follows:

1. In the hiring of common or skilled labor for the performance of any work under any contract or any subcontract, no contractor, material supplier, or vendor, shall by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
2. No contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or person identified in the preceding paragraph or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color;
3. A violation of the nondiscrimination article is a misdemeanor;

4. This contract may be canceled or terminated, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this nondiscrimination article.

Article 3:

The current minimum wage rate per hour to be paid for each classification of work shall be the local prevailing rate, including fringe benefits as defined in Minnesota Statute 177.41-177.44.

Article 4:

The Contractor agrees to commence said work as herein provided at the earliest practicable date and substantially complete this work no later than May 18, 2026. The Work shall be finally complete on or before June 1, 2026.

Article 5:

The Contractor further agrees to make, execute and deliver to the Owner, a Performance Bond and Labor and Material Payment Bond executed by himself and a surety company approved by the Owner, each in the sum of \_\_\_\_\_, for the use of said Owner and of all persons doing work or furnishing skill, tools, machinery or materials under or for the purpose of this Contract by said Contractor, and this Contract shall not become effective until said Bonds have been received and approved by the Owner.

Article 6:

In consideration of the covenants and agreements stated above, the Owner agrees to pay the Contractor the Contract Sum of \$\_\_\_\_\_ as mentioned in the Bid of said Contractor which is made a part of this Contract and attached hereto. Installment payments, if any, on account of work done and the materials furnished by said Contractor under this Contract and actually in place in said project, shall be made in accordance with the provisions of the General Contract Conditions and final payment therefore shall be due and payable on or before thirty (30) days after receipt by the Owner of a certificate by the Owner's representative that the work has been fully completed and this Contract fully performed by the Contractor and the opinion of the Owner's attorney that the Owner is then obligated to pay the sum contracted for herein.

Article 7:

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

7.2 Indemnification by Contractor. Contractor 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 Contractor arising from the performance of its services pursuant to this Agreement, and against all loss by reason of the failure of the Contractor 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. 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 Contractor 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. The terms and provisions of this Section 7 shall survive the expiration, suspension or termination of this Agreement.

Article 8:

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

Article 9:

Contractor 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, Contractor shall allow the County or other persons or agencies authorized by the County, including the Legislative or State Auditor, access to the records of Contractor at reasonable hours, including all books, records, documents, and accounting procedures and practices of Contractor relevant to the subject matter of the Agreement, for purposes of audit.

Article 10:

General Provisions:

1. 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.
2. The Contractor 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 Contractor's performance of the provisions of this Agreement. It shall be the obligation of the Contractor to maintain, pay for and obtain all licenses required by any governmental agency for the provision of those services contemplated herein.
3. 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.

4. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.
5. 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.
6. 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.

**Redwood County**

Witnessed By:

\_\_\_\_\_

\_\_\_\_\_  
Name, Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Name, Superintendent  
and Secretary to the Board

\_\_\_\_\_  
Date

Witnessed By:

CONTRACTOR

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

CORPORATE SEAL

**END OF DOCUMENT 00 5200**

## EXHIBIT D

### INSURANCE REQUIREMENTS

Contractor 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 Contractor.

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 Contractor's employment is an excluded employment under Minn. Stat. § 176.041 and Contractor elects not to purchase workers' compensation coverage, Contractor shall provide County with a written waiver of workers' compensation coverage in a form acceptable to County. Contractor 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: Contractor 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 Contractor 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 Contractor provides County with financial documentation sufficient for County to determine whether Contractor has the financial resources to cover the requested deductible.

4. Additional Insurance Conditions:

- a. Contractor'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 Contractor'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. Contractor 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.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 1, 2025	<b>Originating Department:</b>	Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>		<b>Presenter:</b>	Jeanette Pidde
Application for Conditional Use Permit #4-25		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Approve Application for Conditional Use Permit #4-25, filed by Jared Jenniges pursuant to the recommendation of the Planning Commission.

The Planning Commission recommends the permit for approval with the recommended conditions.

**Background Information:**

Mr. Jenniges is requesting a permit to operate a Level 3 Home Occupation consisting of a welding business on his home site located in Section 2, Vail Township. The business will be run out of a new 60'x80' shop building. He currently operates out of a smaller building on site. Jenniges has 3 employees. He performs contract work only, and the business is not open to the general public.

He has a dumpster service for the property and a portable toilet available for employee use.

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 \*\***



## AGENDA

### REDWOOD COUNTY PLANNING COMMISSION

*Tuesday, June 24<sup>th</sup>, 2025 – 1:00 p.m.*

1. Call to Order
2. Public Hearing on Application for Conditional Use Permit submitted by Jared Jenniges
3. Other Business:
  - a. Review and approve the minutes from the May 27<sup>th</sup>, 2025, Planning Commission meeting
  - b. Any other business

**TO: Redwood County Planning Commission**

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

**DATE: June 16, 2025**

**RE: Planning Commission Hearing on June 24, 2025**



A meeting of the Redwood County Planning Commission has been scheduled for Tuesday, the 24<sup>th</sup> day of June, 2025, beginning at 1:00 p.m. in the Board Room of the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

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

**1. Public Hearing on Application for Conditional Use Permit (4-25) submitted by Jared Jenniges.**

Jared Jenniges is seeking a Conditional Use Permit for a Level III home occupation, consisting of a welding business, on his home property located at 26167 270<sup>th</sup> St., in Section 2 of Vail Township.

The property is located in the Agricultural District. In said district, a Level III home occupation is a Conditional Use. A Level III home occupation may consist of a business with no more than 5 employees and shall utilize no more than 5,000 square feet of dwelling and accessory building combined floor area.

Currently, Jenniges utilizes a Quonset building on site for a shop. He plans to construct a 60'x80' shop building that will be used for both the welding business and personal use. Jenniges has three employees who do not live on-site. A porta-potty is available for employee use. The business will not be open to the general public, as Jenniges performs contract work only. A dumpster service has been established for use by the business.

Hours of operation are 7:30 a.m. to 4:30 p.m., Monday-Friday. The site is accessed from 270<sup>th</sup> Street, a gravel township road. Employee travel and 2-3 deliveries per week results in traffic of 5-7 cars each day. There is adequate parking on site.

The site is 4,500 feet from JD36, Lat 2B, and 1,400 feet from Doubs Lake. The nearest county tile is 1,300 feet from the site.

The closest third-party dwellings to the site are as follows: (1) 26190 270<sup>th</sup> St., about 760 feet south of the site; (2) 27092 County Hwy 6, about 4,125 feet east of the site; and (3) 27314 County Hwy 6, about 4,400 feet northeast of the site.

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



Redwood County

www.co.redwood.mn.us

### Application for Conditional Use Permit

Permit #: 4-25 Date: 5-16-25

**Location of Proposed Use:**

Address: 26167 270<sup>th</sup> St. City: Wabasso State: MN Zip: 56293  
House # Street Name

Parcel #: 71-002-3000 Township: Vail Section: 2 Twp #: 111 Range: 37

**Legal Description:**

See attached.

**Information about the Site:**

Zoning District: Ag

**General description of the building(s) and proposed use:**

Constructing new 60'x80' shop for welding business. Landowners will have 3 employees. Up to all of the building may be used. Perform contract work only. Not open to the general public. Will have dumpster service and porta-potty.  
  
Level III home occupation.

**Building Size:** (Please enter dimensions in feet)

Width: 60 Length: 80 Diameter: \_\_\_\_\_ Total Height: 31

**Setbacks:** (Please enter in feet)

Side Yard Setback: 260' Direction: East

Side Yard Setback: 360' Direction: West

Rear Yard Setback: 230' Direction: North

Road Type: Township Setback from the Right-of-Way: 277

Right-of-Way Width from Centerline 310 ft

**Type of Sewer System:**

None - Portable toilet available

**Drainage Plan:**

Natural

**Other Information:**

[Empty box for other information]

**Applicant Information:**

First Name: Jared Last Name: Jenniges  
Business Name: Elevation Industries, LLC  
Address: 26167 270th St. City: Wabasso State: MN Zip: 56293  
Home Phone: \_\_\_\_\_ Cell Phone: 507-626-4961 Email: jared@elevationindustriesllc.com

**Operator Information:** (Complete only if different from Applicant)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Address: [ ] \_\_\_\_\_ City: \_\_\_\_\_ State: MN Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Land Owner Information:** (Complete only if different from applicant)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Address [ ] \_\_\_\_\_ City: \_\_\_\_\_ State: MN Zip: \_\_\_\_\_  
HomePhone: \_\_\_\_\_ CellPhone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Land Owner Signature Jared Jenniges Date: 5-16-25

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

Permit Fee: \$ 700.00 Receipt #: 32855 Date Approved: \_\_\_\_\_

Application Received: 5-16-2025

**Commission Action:** Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_  
**County Board Action:** Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_

Conditional Use Permit #4-25

Legal Description

That part of the Southwest Quarter of Section 2, Township 111, Range 37, described as follows:

Commencing at a point on the south line of the Southwest Quarter of Section 2, Township 111, Range 37, 473 feet east of the southwest corner and running thence North parallel to the west line of said Southwest Quarter 610 feet; thence East parallel to the south line of said Southwest Quarter 715 feet; thence South parallel with the said west line 610 feet to the south line of said Southwest Quarter; thence West along said south line 715 feet to the point of beginning.

# Neighborhood





### Land Use/Zoning Permit

Permit #: 47-25 Date: 5/16/2025

**Location of the Proposed Structure:**

Address: 26167 270th St City: Wabasso State: MN Zip: 56293  
House # Street Name

Parcel #: 71-002-3020 Township: Vail Section: 2 Twp #: T-111-N Range: R-37-W

Road Type: Township

**Brief Tax Description:**

TR BEG 473' E OF SW COR SW1/4, TH N 610', E 715', S 610', W 715' TO POB, 10.01A M/L

**General description or proposed use of request/building:**

NOTICE: Change of land use may affect your property taxes.

Construct shop building for personal and commercial use. 20' sidewalls.

**Building 1:**

Building Type: Shop If Other: \_\_\_\_\_

Will it have a basement? No

(Please enter dimensions in feet)

Width: 60 Length: 80 Diameter: \_\_\_\_\_ Total Height: 31

Bushel Capacity \_\_\_\_\_

**Building 2:**

Building Type: \_\_\_\_\_ If Other: \_\_\_\_\_

Will it have a basement? \_\_\_\_\_

(Please enter dimensions in feet)

Width: \_\_\_\_\_ Length: \_\_\_\_\_ Diameter: \_\_\_\_\_ Total Height: \_\_\_\_\_

Bushel Capacity \_\_\_\_\_

**Energy Efficiencies:** Will the building use: Geothermal? No SolarPanels? No

**Zoning District:** Agricultural Go to Appropriate Section:

**Agricultural and Urban Expansion Districts**

Complete only for a new dwelling:

Number of dwellings within the same 40 acres: \_\_\_\_\_

**Rural Residential District**

Addition Name: \_\_\_\_\_ Block #: \_\_\_\_\_ Lot #: \_\_\_\_\_

Lot Length: \_\_\_\_\_ Lot Width: \_\_\_\_\_

**Highway Service Business and Industry Districts**

Amount of lot area covered by buildings (no more than 50%): \_\_\_\_\_ %

Scenic River

Setback to the Bluff Line: \_\_\_\_\_

**Setback Requirements:**

County/Judicial Drainage Ditch: ok

County Tile Line: 1350

River, Stream, or Lake: 1530

Well: 210

Septic: 135

Side Yard: 260      Direction: East

Side Yard: 360      Direction: West

Rear Yard: 230      Direction: North

Road Right-Of-Way 277      Direction: South      Setback from the center of the road 310 ft

Are you within the Airport Zoning District? No      Are you within a possible shoreland area? No

Estimated Cost: \$390,000.00

-- This permit is valid only for the location and structure listed above and is subject to existing regulations. Changes made after an approved permit is issued must be reapproved before or during construction.

-- Zoning permits are good for one (1) year from the date the permit is signed by the Zoning Administrator.

-- Approval from the Minnesota Pollution Control Agency (MPCA) is required before the local zoning permit is valid on livestock buildings.

-- It is the applicant's responsibility to obtain any and all federal, state, and county permits prior to construction.

**Applicant Information:**

First Name: Jared      Last Name: Jenniges

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

Address: 26167 270th St      City: Wabasso      State: MN      Zip: 56293

Home Phone: \_\_\_\_\_      Cell Phone: (507) 626-4961      Email Address: jared@elevationindustriesllc.co

**Land Owner Information:** (If different from Applicant)

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

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

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

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

Permit Fee: \$280.00      Receipt #: 32855      \$40 - Fee reduced due to CUP app fee.

Comments: Mr. Jenniges plans to have a Level III home occupation (welding business) in the shop. He has submitted an application for a CUP for the use.

Zoning Officer: 

Date: 5-16-25

Zoning Administrator: 

Date Approved: 5/19/25



Overview



Legend

-  Municipal Boundaries
-  Surrounding Counties
-  Townships
-  Parcels
- Major Roads**
  -  State/Federal
  -  County
  -  County/Twp/City
  -  Minor Roads

<b>Parcel ID</b>	71-002-3020	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	JENNIGES/JARED/&
<b>Sec/Twp/Rng</b>	2-111-37	<b>Class</b>	RESIDENTIALSINGLE UNIT		MELISSA RAAK
<b>Property Address</b>	26167 270 ST WAB	<b>Acreage</b>	10.01		26167 270 ST
	TOWN OF VAIL				WABASSO MN 56293
<b>District</b>	n/a				
<b>Brief Tax Description</b>	TR BEG 473' E OF SW COR SW1/4, TH N 610', E 715', S 610', W 715' TO POB, 10.01A M/L				
	(Note: Not to be used on legal documents)				

Date created: 5/16/2025  
 Last Data Uploaded: 5/15/2025 9:59:09 PM

Developed by  **SCHNEIDER**

**Conditions for Permit No. 4-25 (Jared Jenniges – Welding Business)**

1. The permit holder shall comply with all applicable laws, rules, and regulations, including but not limited to Redwood County Code, as hereafter amended from time to time.
2. The permit holder shall allow the Redwood County Environmental Office to inspect the site of the project for all purposes permitted by law whenever deemed necessary by the Redwood County Environmental Office.
3. The permit holder shall contact all relevant local, state, and federal authorities/entities and inquire as to whether a permit and/or license is required. If a permit and/or license is required, the permit holder shall apply for and obtain any and all required permits and/or licenses. A copy of all such permits and/or licenses shall be provided to the Redwood County Environmental Office upon request.
4. The permit holder shall not allow the conditional use to be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. The permit holder shall not allow the conditional use to impede the normal and orderly development and improvement of surrounding vacant property for uses predominant to the area.
5. All waste, refuse, and the like generated by or from the conditional use shall be disposed of in the manner provided by the applicable local, state, and federal statutes, rules, and regulations. The permit holder shall maintain a garbage dumpster and other appropriate waste storage receptacles from an approved waste hauler for the temporary storage of general waste and refuse. The dumpster and other appropriate waste storage receptacles must be located on site and no burning of any material shall be allowed in the dumpster or other waste storage receptacles. The approved waste hauler shall remove the waste and refuse from the garbage dumpster and other appropriate waste storage receptacles, and thereafter, dispose of the waste and refuse in a proper manner and in accord with all applicable laws, rules, and regulations. A copy of all disposal records and receipts must be kept on file for no less than five (5) years and shall be provided to the Redwood County Environmental Office upon request.
6. Adequate utilities, access roads, drainage, and other necessary facilities will be provided and continue to be provided by the permit holder now and in the future.
7. Adequate measures shall be taken to provide sufficient off-street parking and loading space to serve the proposed conditional use. Parking shall comply with and is subject to all relevant local, state, and federal laws, rules, and regulations.
8. Adequate measures shall be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of the foregoing will constitute a nuisance now or in the future and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result now or in the future.
9. All materials and equipment on the premises in connection with the conditional use shall be stored within a building or fully screened so as not to be visible from the adjoining properties, except for the following: construction on the premises, agricultural equipment and materials if these are used or intended for use on the premises, and off-street parking except as otherwise regulated by Redwood County Ordinance.

10. The Redwood County Planning Commission shall review the conditional use permit and shall be authorized to take any and all necessary action(s), including but not limited to revoking the conditional use permit and/or requiring the permit holder to reapply for a conditional use permit, if: 1) The Redwood County Environmental Office acquires information previously unavailable that indicates the terms and conditions of the permit do not accurately represent the actual circumstances of the permitted facility or the conditional use; 2) It is discovered subsequent to the issuance of the permit the permit holder failed to disclose all facts relevant to the issuance of the permit or submitted false or misleading information to the Redwood County Environmental Office, the Redwood County Planning Commission, or the Redwood County Board of Commissioners; 3) The Redwood County Environmental Office determines the permitted facility or conditional use endangers human health or the environment; and/or (4) The permit holder violates any of the herein described conditions, the Redwood County Ordinances, State statutes, or Federal laws.



Parcel ID	NAME	C/O	Address	Address 2	CITY	STAT	ZIP
710112040	STATE OF MINNESOTA IN TRUST	ATTN: TAX SPECIALIST	26167 270 ST	PO BOX 45	ST PAUL	MIN	55155
710023320	DNR-REAL ESTATE MGT	MELISSA RAAK	PO BOX 91		WABASSO	MIN	56293
710112090	JENNIGES/JARED/&		PO BOX 670		WABASSO	MIN	56293
710112080	JOHANNECK/DANIEL		1964 EUGENE ST		PEQUOT LAKES	MIN	56472
710112070	JOHANNECK/PETER		25624 290 ST		WHITE BEAR LAKE	MIN	55110
710031020	MAERTENS/ROBERT J/LT		28260 ST HWY 67		WABASSO	MIN	56293
710101020	RAMEY/KARIN L		BOX 183		REDWOOD FALLS	MIN	56283
710111040	SALFER/CHARLOTTE M/ETAL	SHEILA RAE	27314 CO HWY 6		WABASSO	MIN	56293
710112060	WARNER/ANDREW E & HANNAH S		26190 270 ST		WABASSO	MIN	56293
710112020	MCGUIGGAN/TIMOTHY MARK/&	CONNIE MAE MCGUIGGAN	1904 SUMMIT AVE		WORTHINGTON	MIN	56187
710101040	VAIL TOWNSHIP BOARD OF SUPERVISORS	c/o Candy Sobocinski, Clerk	24649 230th St		WABASSO	MIN	56293

APPLICANT

TO: Whom It May Concern  
FROM: Jeanette Pidde   
Land Use and Zoning Supervisor  
Redwood County Environmental Office  
DATE: May 11, 2025  
RE: Notice of Public Hearing on Application for Conditional Use Permit



Please find enclosed a Notice of Public Hearing regarding an Application for Conditional Use Permit submitted by Jared Jenniges pursuant to Redwood County Code of Ordinances, Title XV, Sections 153.446 and 153.142(A)(13). Mr. Jenniges is proposing to operate a Level III home occupation, consisting of a welding business, in a newly constructed shop building on the following described real property:

That part of the Southwest Quarter of Section 2, Township 111, Range 37, described as follows:

Commencing at a point on the south line of the Southwest Quarter of Section 2, Township 111, Range 37, 473 feet east of the southwest corner and running thence North parallel to the west line of said Southwest Quarter 610 feet; thence East parallel to the south line of said Southwest Quarter 715 feet; thence South parallel with the said west line 610 feet to the south line of said Southwest Quarter; thence West along said south line 715 feet to the point of beginning.

A public hearing thereon will be held before the Redwood County Planning Commission at the regularly scheduled Planning Commission meeting starting at 1:00 p.m. on Tuesday, the 24th day of June, 2025. The meeting will be held in the Board Room of the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

Pursuant to Redwood County Zoning Ordinance, all property owners of record within five hundred (500) feet of the incorporated areas and/or one-quarter (1/4) of a mile of the affected property or the ten (10) properties nearest to the affected property, whichever would provide notice to the greatest number of landowners in the unincorporated areas, the township in which the affected property is located, and all municipalities within two (2) miles of the property are required to be notified in writing of the time and place of the public hearing.

If you have any comments or questions regarding this matter, please contact the Redwood County Environmental Office by telephone at (507) 637-4023, via email at [Environmental@redwoodcounty-mn.gov](mailto:Environmental@redwoodcounty-mn.gov), or by mail at Redwood County Environmental Office, P.O. Box 130, Redwood Falls, MN 56283, and/or attend the public hearing at the time and date set forth in the Notice of Public Hearing.

enclosure



## NOTICE OF PUBLIC HEARING

An *Application for Conditional Use Permit* has been filed by Jared Jenniges pursuant to Redwood County Code of Ordinances, Title XV, Sections 153.446 and 153.142(A)(13). Mr. Jenniges is proposing to operate a Level III home occupation, consisting of a welding business, in a newly constructed shop building on the following described real property:

That part of the Southwest Quarter of Section 2, Township 111, Range 37, described as follows:

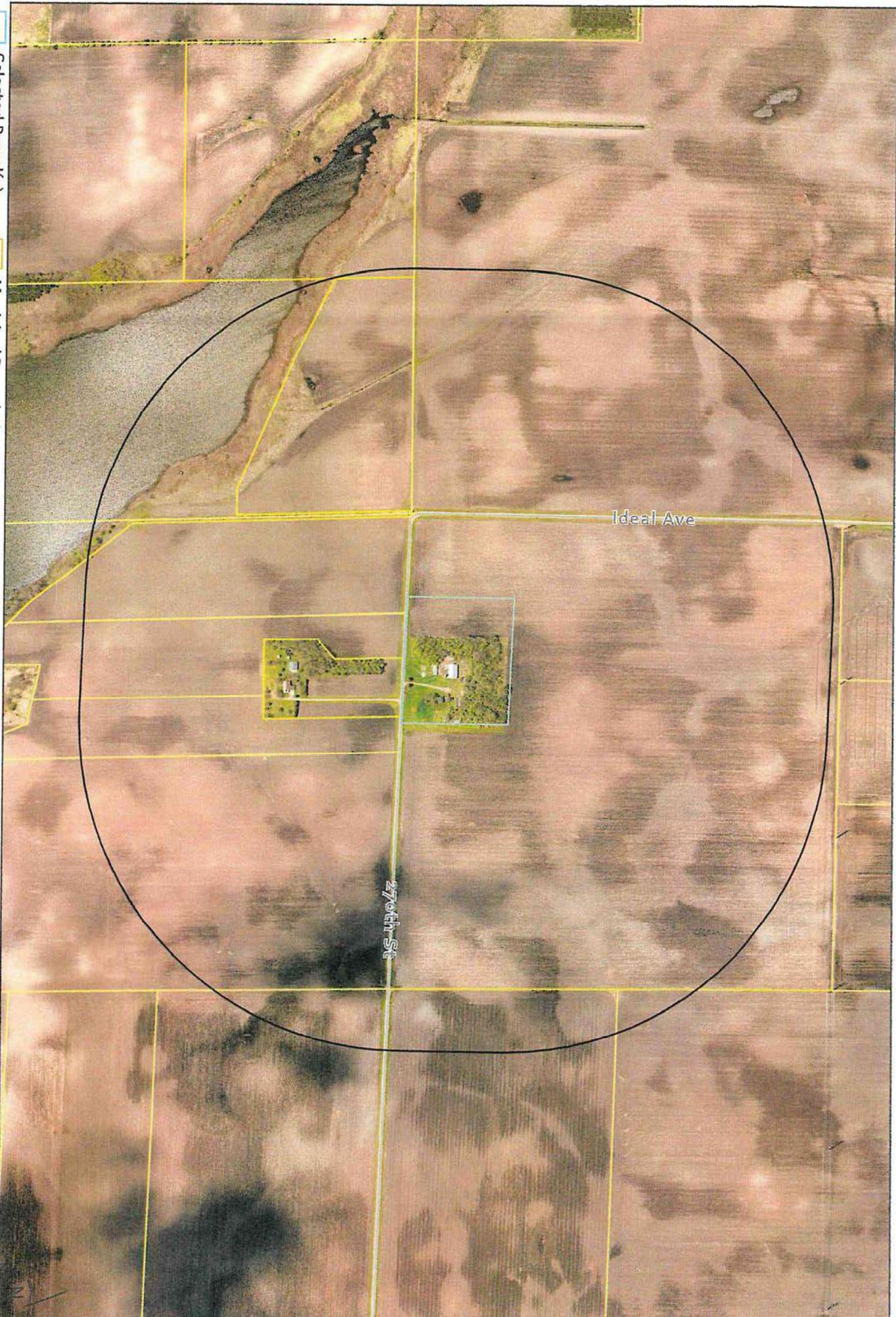
Commencing at a point on the south line of the Southwest Quarter of Section 2, Township 111, Range 37, 473 feet east of the southwest corner and running thence North parallel to the west line of said Southwest Quarter 610 feet; thence East parallel to the south line of said Southwest Quarter 715 feet; thence South parallel with the said west line 610 feet to the south line of said Southwest Quarter; thence West along said south line 715 feet to the point of beginning.

A public hearing thereon will be held before the Redwood County Planning Commission at the regularly scheduled Planning Commission meeting starting at 1:00 p.m. on Tuesday, the 24<sup>th</sup> day of June, 2025. The meeting will be held in the Board Room of the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

If you have any comments or questions regarding this matter, please contact the Redwood County Environmental Office by telephone at (507) 637-4023, via email at [Environmental@redwoodcounty-mn.gov](mailto:Environmental@redwoodcounty-mn.gov), or in writing at *Redwood County Environmental Office, P.O. Box 130, Redwood Falls, MN 56283*.

DATED: June 5, 2025

Jeanette Pidde  
Land Use and Zoning Supervisor  
Redwood County Environmental Office



Selected Parcel(s)

Notification Area

Parcels

Municipal Boundaries

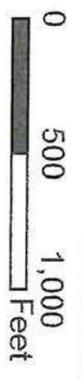
Sections

Roads

Variance Notice Area:

0.35 miles from selected parcel

Parcel ID: 71-002-3020



**NOTICE OF PUBLIC HEARING**

**AFFIDAVIT OF PUBLICATION**

**Redwood Gazette**  
219 So Washington PO Box 299, Redwood Falls, MN 56283  
(507) 637-2929

State of Florida, County of Broward, ss:

I, Edmar Corachia, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Redwood Gazette, County of Redwood, Minnesota.

The Redwood Gazette has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspapers' known office of issue is located in Brown, Chippewa, Lyon, Polk, Redwood, Watonwan & Yellow Medicine counties. The newspapers comply with the conditions in §580.033, subd. 1, clause (1) or (2). If the newspaper known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

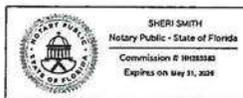
The affixed notice appeared in said newspaper on the following issues:

- Jun 12, 2025

**Publication Fee: \$121.77**  
**Order No. 3562880**

*Edmar Corachia*

Agent



**VERIFICATION**

State of Florida  
County of Broward

Signed or attested before me on this: 06/13/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

**THIS IS NOT AN INVOICE!**

Please do not use this form for payment remittance.

An Application for Conditional Use Permit has been filed by Jared Jenniges pursuant to Redwood County Code of Ordinances, Title XV, Sections 153.446 and 153.142(A)(13). Mr. Jenniges is proposing to operate a Level III home occupation, consisting of a welding business, in a newly constructed shop building on the following described real property:

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DATED: June 5, 2025

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Jeanette Pidde  
Land Use and  
Zoning Supervisor  
Redwood County  
Environmental Office

Published in Redwood Ga-  
zette June 12, 2025.  
3562880

**REDWOOD COUNTY PLANNING COMMISSION**

Jared Jenniges

Conditional Use Permit Application #4-25

June 24, 2025



**FINDINGS OF FACT**

***ORDINANCE CRITERIA – The Planning Commission may recommend the granting of a Conditional Use Permit in any district provided the proposed use is listed as a conditional use for the district and upon a showing that the standards and criteria stated in this Ordinance will be satisfied and that the use is in harmony with the general purposes and intent of this Ordinance and the Comprehensive Plan.***

In determining whether the proposed use is in harmony with the general purposes and intent of the Ordinance and the Comprehensive Plan, the Planning Commission shall consider and make findings on the following questions:

- 1) What potential health safety and welfare impacts were raised at the hearing and why will they, or why won't they, impact the neighboring residents?

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- 2) What potential impacts on area property uses were raised at the hearing and why will they, or why won't they, impact the use and enjoyment of other property in the area?

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3) What potential impacts on property values or future development were raised at the hearing, and why will they, or why won't they, impact the neighboring properties?

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4) What infrastructure is needed to support the proposed use and how will it be provided?

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5) How do the goals, purpose and policies of the Zoning Ordinance and Comprehensive Plan apply to the proposed project?

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NAME: \_\_\_\_\_

DATE: \_\_\_\_\_



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	07-01-2025	<b>Originating Dept.:</b>	Technology
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	Purchase VM Host		
	<b>Presenter:</b>	Paul Parsons	
	<b>estimated time needed:</b>	5 Minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Please review and provide direction for the purchase of a new VM Host for the Logger system at the Sheriff's Department. The purchase of the logging system was approved at the May 20th Board Meeting. Recommendation to purchase from Morris Electronics in the amount of \$ 23,905.83. A second quote was obtained.

**Background Information:**

To be in compliance with the BCA we are required to have a logging system on the CJIS Network at the LEC. We will need new hardware (VM Host) to run, and store the data for this project.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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





MNJ Technologies Direct, Inc.  
 1025 Busch Parkway  
 Buffalo Grove, IL 60089  
 (800) 870-4340  
 www.mnjtech.com

**QUOTE**

QUOTE DATE	QUOTE NO	PO	ORDERED BY	PRINTED ON	ORDER BALANCE
06/25/2025	S001713575		Paul Parsons	6/25/25 11:04 AM	24,669.74

<b>BILL TO (C007004088):</b>	<b>SHIP TO (000491461):</b>	<b>ATTN TO:</b>
Redwood County 403 S MILL ST  REDWOOD FALLS, MN 562831671,USA	Redwood County 403 S MILL ST  REDWOOD FALLS, MN 562831671,USA	<b>NAME:</b> Paul Parsons  <b>PHONE:</b> 5076371134 <b>EMAIL:</b> paul_p@RedwoodCounty-MN.gov
<b>CONFIRM TO:</b> Alex Carusiello		
<b>ACCOUNT MANAGER:</b> <b>EMAIL:</b> <b>PHONE:</b>	Alex Carusiello acarusiello@mnjtech.com +1 8723654714	<b>Comment:</b>

LINE	PRODUCT	DESCRIPTION	QUANTITY	PRICE(\$)	AMOUNT(\$)
1	MNJ18826401	HPE ProLiant DL380 G11 2U Rack Server - 1 Xeon Gold 5418Y 2 GHz - 64 GB RAM - Serial ATA Controller MFG PART NO: P60638-B21	1	5,480.99	5,480.99
2	MNJ16120581	HPE SR932i-p Gen11 x32 Lanes 8GB Wide Cache PCI SPDM Plug-in Storage Controller MFG PART NO: P47184-B21	1	1,632.26	1,632.26
3	MNJ14376313	HPE SN1610Q 32Gb 2-port Fibre Channel Host Bus Adapter MFG PART NO: R2E09A	1	3,849.50	3,849.50
4	MNJ21253974	HPE Sourcing 32Gb FC shortwave 100m SFP+ Transceiver, 1pk MFG PART NO: P9H30A	2	207.11	414.22
5	MNJ16207700	HPE 64GB DDR5 SDRAM Memory Module MFG PART NO: P43331-B21	4	570.05	2,280.20
6	MNJ16244521	HPE Xeon Gold (4th Gen) 5418Y Tetracore (24 Core) 2 GHz Processor Upgrade MFG PART NO: P49612-B21	1	2,386.89	2,386.89



**MNJ**  
TECHNOLOGIES

MNJ Technologies Direct, Inc.  
1025 Busch Parkway  
Buffalo Grove, IL 60089  
(800) 870-4340  
www.mnjtech.com

**QUOTE**

LINE	PRODUCT	DESCRIPTION	QUANTITY	PRICE(\$)	AMOUNT(\$)
7	MNJ16236117	HPE ProLiant DL380/DL560 Gen11 2U High Performance Heat Sink Kit MFG PART NO: P48818-B21	2	128.43	256.86
8	MNJ14911102	HPE Broadcom BCM57412 Ethernet 10Gb 2-port SFP+ Adapter for HPE MFG PART NO: P26259-B21	1	266.50	266.50
9	MNJ16249612	HPE ProLiant DL380 Gen11 2U 8SFF x1 Tri-Mode U.3 Drive Cage Kit MFG PART NO: P48813-B21	2	233.11	466.22
10	MNJ15386327	HPE 1.92 TB Solid State Drive - 2.5" Internal - SATA (SATA/600) - Read Intensive MFG PART NO: P40499-B21	10	582.13	5,821.30
11	MNJ15355159	HPE 800W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit - Hot-pluggable - 96% Efficiency MFG PART NO: P38995-B21	1	120.39	120.39

<b>SHIP VIA:</b>	FedEx-Ground	<b>PLEASE REMIT TO:</b>	<b>AMOUNT:</b>	22,975.33
<b>TERMS:</b>	Credit Card	MNJ Technologies Direct, Inc.	<b>SALES TAX:</b>	1,694.41
		PO Box: 771861	<b>SHIPPING CHARGES:</b>	0.00
		Chicago, IL 60677-1861	<b>TOTAL:</b>	24,669.74
			<b>ORDER TOTAL:</b>	24,669.74

Thank you for the opportunity. We appreciate your business.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	07-01-2025	<b>Originating Dept.:</b>	Technology
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	<b>Presenter:</b> Paul Parsons		
Zoom Phone Purchase	<b>estimated time needed:</b>	5-7 minutes	
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Redwood County Board of Commissioners: Please review Zoom phone purchase and provide discussion to purchase for Redwood County a new phone system. Professional Services in the amount of \$7,500.63 (one time purchase), \$14,518.31 for physical phones (one time purchase), and \$34,664.12 for two year subscription. Year one \$17,332.06, and year two \$17,332.06.

**Background Information:**

Our current NEC phone system is end of life and we need to move forward with purchasing a new system. This will be a cloud supported/managed system and will have more flexibility in how we do business. We will have the physical phones at desks, soft phones for desktop, and Phone App for mobile devices.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: 04-24-2025

Date Requestor Requires Review Completion: 06-26-2025

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

Quote Number 25484	Reference N/A	Payment Type Pay In Full	Date Created 06/09/2025
Zoom Account Executive Lauren Mittelman	Email lauren.mittelman@zoom.us	Phone (888) 799-9666	Expiration Date 07/09/2025

<b>Customer</b> Paul Parsons	<b>Email</b> paul_p@co-redwood.mn.us	<b>Company Name</b> Redwood County
<b>Billing Address</b> 403 S Mill St Redwood Falls, MN 56283 Redwood Falls MN 56283	<b>Shipping Address</b> 403 S Mill St Redwood Falls, MN 56283 Redwood Falls MN 56283	

	<b>Yealink SIP-T46U Dual-port , without Power SupplySIP Phone</b> t46u	\$126.52	x	QTY 100	<b>\$12,652.00</b>
	<b>Yealink T33G Classic Business Phone, without Power Supply</b> t33g	\$77.71	x	QTY 21	<b>\$1,631.91</b>
	<b>Yealink EXP43 Color LCD Expansion Module</b> EXP43	\$117.20	x	QTY 2	<b>\$234.40</b>

**Price Adjustment & Tariff Policy**

As pricing continues to change based on the government implemented tariffs, quotes are estimates only, and subject to change at any time without notice. Within the UCDirect portal, quotes may only be purchased within 10 days of creation. A Zoom AE or Specialist or UCDirect Rep may clone/duplicate a quote for refreshed pricing and creation date update. If prices change within first 10 days of quote creation and purchase is attempted, UCDirect will notify purchaser of the price change prior to placing order, if applicable.

**Return Policy**

If you identify an Out of Box Failure (OBF) within 14 days of receipt of the item, please reach out to zoomsupport@ucdirect.com

UCDirect will accept unopened boxes up to 30 days from the time of shipment. Please contact zoomsales@ucdirect.com

**Summary**

Sub Total	\$14,518.31
Tax	*
<b>Total</b>	<b>\$14,518.31</b>

\_\_\_\_\_ or \_\_\_\_\_

**Estimated Payment** **\$403.32 / mo\***

\* This quote qualifies for our Fair Market Value (FMV) lease at 36-months promotion for 0% Financing. The estimated monthly payment on this quote would be \$403.32. Taxes and shipping are not included. Any change in devices or quantity would change the lease quote.

\* Tax is based on final Total and Shipping Address, and will be calculated during Checkout.

Most items ship free with UCDirect. However, certain large items may require a Freight Quote.

QUOTE NO: 52-2189693  
 Quote Date: 4/18/2025  
 Quote Expires: 6/30/2025  
 Shipping: ESD  
 Total Price: \$34,664.12  
 Total Quote: \$34,664.12



**Year 1**

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY.	EXT PRICE
1	PAR1-PRO-BASE-NH1Y-2	Zoom One - Pro - 1 Year Tier Start: 1 Tier End 49 Zoom Video Communications, Inc. - PAR1-PRO-BASENH1Y	\$149.08	14	\$2,087.12
2	ZP-USCA-UN-10-1YP-2	Zoom Phone Pro with Phone Number and US/Canada Unlimited Calling Plan Annual Tier 2 (10-99 Users). Provides 1 US/CA DID per license. Zoom Video Communications, Inc. - ZP-USCA-UN-10-1YP	\$159.42	79	\$12,594.18
3	ZP-USCA-TN-10-1YP-2	Zoom Phone US/Canada Telephone Number Annual Tier 2 (10-99 Users) Zoom Video Communications, Inc. - ZP-USCA-TN -10-1YP	\$10.33	73	\$754.09
4	PAR2-ZP-COMM-1YR-2	Zoom Phone Common Area Only - Annual Tier Start: 10 Tier End 99 Zoom Video Communications, Inc. - PAR2-ZPCOMM-1YR	\$42.51	21	\$892.71
5	ZP-PRO-PAYG-USG-1-1YP-2	Zoom Phone Pay As You Go - Committed Usage - 1 Year Prepay Zoom Video Communications, Inc. - ZP-PROPAYG-USG-1-1YP	\$165.31	1	\$165.31
6	USF Fee	Estimated Universal Services Fund Fee - Zoom Video Communications, Inc.	\$838.65	1	\$838.65
SUBTOTAL					\$17,332.06
TOTAL PRICE:					\$17,332.06
TOTAL QUOTE:					\$17,332.06

**Year 2**

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY.	EXT PRICE
1	PAR1-PRO-BASE-NH1Y-2	Zoom One - Pro - 1 Year Tier Start: 1 Tier End 49 Zoom Video Communications, Inc. - PAR1-PRO-BASENH1Y	\$149.08	14	\$2,087.12
2	ZP-USCA-UN-10-1YP-2	Zoom Phone Pro with Phone Number and US/Canada Unlimited Calling Plan Annual Tier 2 (10-99 Users). Provides 1 US/CA DID per license. Zoom Video Communications, Inc. - ZP-USCA-UN-10-1YP	\$159.42	79	\$12,594.18
3	ZP-USCA-TN-10-1YP-2	Zoom Phone US/Canada Telephone Number Annual Tier 2 (10-99 Users) Zoom Video Communications, Inc. - ZP-USCA-TN -10-1YP	\$10.33	73	\$754.09
4	PAR2-ZP-COMM-1YR-2	Zoom Phone Common Area Only - Annual Tier Start: 10 Tier End 99 Zoom Video Communications, Inc. - PAR2-ZPCOMM-1YR	\$42.51	21	\$892.71
5	ZP-PRO-PAYG-USG-1-1YP-2	Zoom Phone Pay As You Go - Committed Usage - 1 Year Prepay Zoom Video Communications, Inc. - ZP-PROPAYG-USG-1-1YP	\$165.31	1	\$165.31
6	USF Fee	Estimated Universal Services Fund Fee - Zoom Video Communications, Inc.	\$838.65	1	\$838.65

SUBTOTAL	\$17,332.06
	<u>TOTAL PRICE:</u> \$17,332.06
	<u>TOTAL QUOTE:</u> \$17,332.06

Auto Renew: Yes  
 Initial Paid Subscription Term: 24 Months  
 Renewal Subscription Term: 24 Months

Paid Period Start Date: 06/09/25

The Matrix Communications, Inc. Master Services Agreement is signed and on file between Redwood County and Matrix Communications, Inc. We are a Carahsoft and Zoom partner. License agrees that any order for public sector customers will be governed by the terms and conditions of the Zoom Terms of Service which are found at [https://www.carahsoft.com/application/files/3115/7246/0744/Zoom\\_TOS\\_-\\_Final\\_10.19.pdf](https://www.carahsoft.com/application/files/3115/7246/0744/Zoom_TOS_-_Final_10.19.pdf) as well as Zoom Service's description, located at <https://explore.zoom.us/en/services-description/>  
 The privacy policy has been updated and may be found here <https://zoomgov.com/privacy>  
 The Terms of Service for non public sector customers may be found here <https://zoom.us/terms> as well as Zoom Service's description, located at <https://explore.zoom.us/en/services-description/>  
 Overage charges can be incurred for cloud recording and audio conferencing licenses. Policy and pricing information may be found here <https://support.zoom.us/hc/en-us/articles/360060661511-Cloud-recording-storage-capacity>  
<https://zoom.us/zoomconference/rates>

Please note provisioning of Zoom licenses can take 4-7 business days

<b>Acceptance of Quote</b>	
Client Signature _____	Matrix Comm. Signature _____
Printed _____	Printed _____
Title _____	Title _____
Date _____	Date _____

## **Statement of Work for Professional Services**

This Statement of Work for Professional Services (“SOW”) between Zoom Communications, Inc. (“Zoom”) and Redwood County MN (“Customer”) is effective on the last date of signature below (“SOW Effective Date”). This SOW is governed by the Zoom Terms of Service located at <https://www.zoom.com/en/trust/terms/> (unless Customer and Zoom have entered a written Master Subscription Agreement, in which case such written agreement will govern) (“Service Agreement”), as supplemented by the Zoom Professional Services Terms and Conditions located at <https://www.zoom.com/en/trust/professional-services-terms/> (“PS Terms”). Capitalized terms used but not defined in this SOW have the meanings ascribed to them in the Service Agreement or the PS Terms, as applicable.

<b>Bill To:</b>	<b>Sold To:</b>
Redwood County MN 250 S Jefferson St Redwood Falls, Minnesota 56283 United States	Redwood County MN 250 S Jefferson St Redwood Falls, Minnesota 56283 United States
Contact: Paul Parsons Phone: 651-637-1134 Email: paul_p@co-redwood.mn.us	Contact: Paul Parsons Phone: 651-637-1134 Email: paul_p@co-redwood.mn.us
<b>SOW Generated Date:</b>	06/09/2025 (SOW pricing and details are only valid for 30 days from the generated date)
<b>SOW Number:</b>	PSO-043730
<b>Total Professional Services Fees:</b>	\$ 7,500.63 USD

### **1. Project Scope**

The Professional Services included within the scope of this SOW are detailed in Appendix A to this SOW.

### **2. Professional Services Fees**

The Professional Services Fees including the invoicing schedule and related terms are detailed in Appendix B to this SOW.

### **3. Project Overview**

#### **3.1. Project Phases**

Zoom employs a delivery methodology for the Professional Services based on project phases as further detailed in Section 3.1 below.

- a. **Initiate** - The initiate phase commences at project kickoff and concludes upon mutual agreement and sign off on the initiate phase.

- b. **Plan** - The plan phase involves conducting discovery, including identifying architecture, design, configuration, and testing decisions. This phase will be deemed complete once Zoom and Customer have agreed to and signed off on the plan phase.
- c. **Execute** - The execute phase encompasses the deployment, configuration, and build activities as agreed upon and documented in the plan phase, followed by testing, training, and cut-over. This phase will be deemed complete once Customer has signed off on the execute phase.
- d. **Close** - The close phase encompasses any included post cut-over implementation support (i.e., hypercare), transition to Zoom technical support, and the final project closure meeting.

**3.2. Project Management Professional Services**

Zoom will provide the following project management support as part of the Professional Services under this SOW:

- a. Assign a project manager to oversee the project. The project manager will serve as the primary point of contact for the delivery of the Professional Services under this SOW.
- b. Create, maintain and update the Project Communication Plan.
- c. Manage and monitor the project schedule.
- d. Monitor and communicate project status.
- e. Conduct weekly project status meetings, up to one (1) hour in duration.
- f. Prepare and distribute meeting agendas and post-meeting action items and owners.
- g. Monitor and track project Deliverables identified in Section 3.3.
- h. Collaborate with the Customer to manage Change Orders.
- i. Schedule and facilitate the project closure meeting.

**3.3. Project Deliverables**

The following Deliverables are included within the scope of this SOW. These Deliverables help delineate the scope of work and provide measurable criteria to evaluate the project's progress.

<b>Deliverable Name</b>	<b>Description</b>	<b>Project Phase</b>
Project Communication Plan	Outline of the project scope, stakeholders and responsibilities, and escalation path.	Initiate
Project Schedule	Outlines essential dates, critical dependencies, and specific responsibilities to ensure adherence to mutually agreed upon project timelines.	Plan

High Level Design	High-level documentation of architecture decisions and diagrams outlining workflow requirements for each included flow (where applicable), based on decisions identified during the discovery and design sessions. This documentation will require Customer approval before proceeding to the Execute phase, wherein the Zoom project team will utilize this information to configure the system for deployment.	Plan
Project Workbook	This workbook contains the agreed-upon configuration and build documentation required for the Zoom Service(s) that are within the scope of the Professional Services under this SOW. Customer will approve this prior to advancing to the Execute phase, where the Zoom project team will utilize this data to configure the system for deployment.	Plan
Training Plan	The plan encompasses the quantity and categories of sessions, maximum participant capacity, educational objectives, and schedule for each session.	Plan
User Acceptance Testing (UAT) Template	A template encompassing common testing scenarios to help facilitate the user acceptance testing process conducted by Customer.	Execute

#### 4. Customer Responsibilities, Exclusions, and Assumptions

##### 4.1. Customer Responsibilities and Exclusions

Customer acknowledges and agrees that Customer is responsible for the following:

- a. Fulfilling any Customer specific obligations as outlined in this SOW including any Customer specific obligations set forth in the applicable Deliverables, and fully cooperating with Zoom on the delivery of the Professional Services.
- b. Provision of all Zoom-requested details necessary for the configuration and build of the Zoom Services that are in-scope for the Professional Services under this SOW.
- c. Providing all requested information and data in the format required by Zoom. This may include, based on the scope of the Professional Services, but not be limited to, usernames, email addresses, DIDs, emergency services notification groups, extensions, physical locations, phone carrier information, service addresses, authorized contacts for each phone bill carrier, account, billing telephone number. If Customer requests to deliver data in an alternate format, a Change Order for data

- normalization and rationalization may be necessary.
- d. Installing, provisioning and adopting the applicable Zoom Services.
  - e. Purchasing any required hardware, software, and licenses, where applicable.
  - f. Providing appropriate resources to support the project delivery in accordance with the agreed upon timelines.
  - g. Gathering and assembling data from existing or legacy systems.
  - h. Configuring and installing software on Customer PCs.
  - i. Configuring, diagnosing and/or troubleshooting Customer-side premise trunk configuration.
  - j. Configuring customized settings on individual user endpoints including, but not limited to, any phones.
  - k. Configuring, diagnosing and/or troubleshooting Customer mobile device software or settings.
  - l. Ensuring compliance with the minimum network requirements for the applicable Zoom Services, as specified on the Zoom support website, and implementing any recommended network modifications as identified by Zoom.
  - m. Post cut-over support.
  - n. Post-production moves/adds/changes.
  - o. Third party software and/or hardware integration, configuration, decommissioning, and troubleshooting, unless otherwise expressly set forth in the Professional Services description in Appendix A.
  - p. Endpoints not listed as Zoom certified hardware on the list located at: <https://support.zoom.us/hc/en-us/articles/360001299063-Certified-Zoom-Phone-device-sHeadsets>.
  - q. Customized user guides, documentation, references, or training materials, except where expressly agreed to by Zoom in the project scope.
  - r. Reporting and data analysis beyond assistance with native Zoom reporting/dashboard tools.
  - s. Cross-organization coordination and gathering of required information.
  - t. Providing and facilitating access to any Customer-third party representatives and cooperating with any other third parties as necessary in the delivery of the Professional Services.
  - u. Regarding any training: (i) participate in the discovery session, providing availability and required details for each training session; (ii) provide a qualified facilitator to be available during all training sessions to address participant queries unique to Customer business processes and work instructions; (iii) provide details regarding how participants join training sessions, access recorded training sessions, and submit questions prior to scheduled training sessions; (iv) provide all computers, hardware, and other equipment and sufficient network connectivity in order to join the Zoom meeting provided for training; (v) provide Zoom with Customer's logo to include on training materials or other training collateral; and (vi) confirm Customer's preferred login method for the applicable Zoom Service that is the subject of the training and preferred user experience as applicable to the training (e.g. web portal, client, headphones, etc.).
  - v. Any additional Customer-specific responsibilities or exclusions set forth in Appendix A.

## **4.2. Assumptions**

- a. The Professional Services under this SOW only includes the design and deployment of those features and functionality of the applicable Zoom Services available under

Customer's specific subscription that are generally available as of the SOW Effective Date.

- b. All Professional Services and Deliverables will be conducted and delivered in English except where explicitly specified within the project scope.
- c. To perform the Professional Services outlined in this SOW, Zoom may require administrator access to Customer's Zoom administrator portal for members of the Zoom project team. Customer acknowledges this requirement and agrees that Zoom may access Customer's Zoom administrator portal. Furthermore, where necessary in Zoom's reasonable judgment, Customer authorizes Zoom to create administrator accounts in order to perform the Professional Services.
- d. Regarding any training: (i) it is designed to educate attendees on the usage of the applicable Zoom Service, rather than for troubleshooting or specific configuration related to Customer use and deployment; (ii) any training material customization is limited to the applicable Zoom Service and the main features and functionality used by Customer; (iii) Zoom will host the training session through a Zoom sandbox instance via screen share and not on Customer's Zoom instance; (iv) it is limited to the applicable Zoom Service and does not encompass custom third-party integrations or external devices and hardware; (v) agent or user training sessions shall not exceed fifty (50) participants unless Zoom provides written consent; (vi) sessions must be scheduled with a minimum of two weeks' advance notice; and (vii) Customer may request a postponement of a training session only once, the postponement request must be made at least two (2) calendar days prior to the scheduled training session date, and the postponement and rescheduling of the training session is subject to Zoom's availability.
- e. Professional Services may be provided by Zoom or Zoom's subcontractor.
- f. Any additional Professional Services-specific assumptions set forth in Appendix A.

## 5. Project Acknowledgment / Signature

Customer acknowledges and agrees that the Professional Services are limited to the descriptions listed in Appendix A to this SOW, and that the delivery, installation, and payment for the Professional Services rendered under this SOW for any specific location is not dependent on the delivery, installation, and payment for the Professional Services for any other location or location(s).

The parties have caused this SOW to be signed by duly authorized officers or representatives as of the SOW Effective Date.

### CUSTOMER

### ZOOM COMMUNICATIONS, INC.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

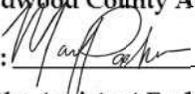
Date: \_\_\_\_\_

PO Number (if applicable): \_\_\_\_\_

APPROVED AS TO FORM

Redwood County Attorney's Office

Master PSO SOW

By:  \_\_\_\_\_

Title: Assistant Redwood County Attorney

Date: 06.26.2025

v.1



## **Appendix A**

### **In Scope Professional Services**

The Following 1 Sites are in scope for this professional services engagement:

250 S Jefferson St  
Redwood Falls, Minnesota 56283  
United States

The Zoom Phone installation and configuration items described in Appendix A will be provided up to the following quantities:

- 79 - Users
- 21 - Common Area Phones (CAPs)
- 1 - Sites
- 1- Porting Events
- 1- Go Live Event(s)
- Nomadic 911 Configuration: TRUE
- 5- IVR Menu(s)
- 5- Call Queue(s)
- 2- End User or Admin Training Session(s)

## **Zoom Phone Professional Services Provided**

Zoom Professional Services will perform the following tasks to facilitate the Zoom Phone deployment, up to the quantities specified:

- **Validate Purchased Licensing.** Ensure the appropriate Zoom Phone licenses have been purchased and are correctly provisioned in the system.
- **Discovery and Planning Workshop.** Conduct Zoom Phone discovery workshop(s) to review and assess the desired configurations and workflows for all components Zoom will configure or deploy.
- **Number Porting and BYOC Support.** Support Bring Your Own Carrier (BYOC) setup for documented Direct Inward Dial (DID) and toll-free numbers.
  - If porting:
    - Compile a list of customer-provided DID and toll-free numbers that need to be ported into the Zoom Phone solution.
    - Collaborate with the customer to complete the necessary documentation required for the porting process.
  - If BYOC:
    - Review customer diagrams and configurations.
    - Provide guidance on SIP BYOC trunk configuration, dial-peers, translations, and go-live readiness requirements.
- **Design and Documentation.** Document the high-level design along with a project workbook containing the desired configuration and submit it to the customer for approval.
- **Configure system components,** up to the quantities specified.

- Configure Zoom Web Portal settings and standards.
  - Configure IVR menus.
  - Configure call queues.
  - Configure standard E911 settings.
  - Build DIDs.
  - Deploy hardware devices (e.g., phones, ATAs, paging devices).
- User Setup
    - Configure the agents and supervisors, up to the purchased amount.
    - Configure roles and user groups.
    - Support deployment of standard Zoom Phone endpoint(s) (e.g., Zoom native client or a standard Zoom-supported device).
- Testing
    - Provide guidance and a standardized template for customer-conducted user acceptance testing (UAT).
- Go-Live Support
    - Support go-live event(s).
    - Complete Zoom Technical Support transition documentation.
    - Provide up to ten (10) days of post-go-live implementation support ("Hypercare").
    - Issues unrelated to implementation deliverables, or those reported outside of standard business hours, will be addressed by Zoom Technical Support according to the purchased level of support services.
- Number Porting - Zoom shall provide guidance on porting data collection and shall assist with submission of porting request(s) for those locations identified as in-scope for this engagement. The Zoom Project Team and Customer will jointly own the porting responsibility by performing the following tasks for each location together:
    - Facilitate meeting between Zoom and the customer to review the porting process and review letters of authorization, billing information, recent phone bills and authorized signers for each location.
    - Plan for mapping numbers to the correct sites/locations as "company" number or direct dial phone numbers, as required.
    - The Zoom team shall manage initial submission of port requests and any subsequent LOA modifications and submissions.
- Implementation of Nomadic 911 services to ensure dynamic location tracking and real-time emergency call routing, providing enhanced safety and compliance for remote and mobile users
  - Provision IVR Menus

## **Zoom Phone Training Services Provided**

### Standard Training for Zoom Phone

Training will be scheduled and delivered up to the quantities specified. Training is only provided for purchased products.

- Admin training session(s) of up to sixty (60) minutes
- End User Training session(s) of up to sixty (60) minutes

## **Zoom Phone Professional Services-specific Customer Responsibilities and Assumptions**

The customer is responsible for the following tasks and agrees to the following statements to support the Zoom Phone deployment:

- Number Porting Responsibilities
  - Provide the necessary documentation to identify the specific telephone number(s) and associated carrier(s).
  - Approve the list of numbers for porting.
  - Authorize Zoom to port the approved telephone number(s) by signing the standard Zoom Letter of Authority (LOA) document.
  - Agree to and accept the porting process and timelines as outlined in the Zoom support article titled "Common Issues and Questions for Porting," accessible at the provided link: Zoom Support Article.
- Disposal - Customer is responsible for the removal and any offsite waste disposal of any hardware and associated packaging or other waste, and acknowledges and agrees that Zoom is not required to relocate or dispose of any such items.
- Number Porting Responsibilities:
  - Customer shall provide to Zoom as requested:
  - All pages of all recent phone bills for those locations requiring the porting of DID's.
  - Customer Service Reports and/or Requests for Information from current carriers and authorized signer for each location.
    - Porting submissions will include numbers mapped to correct location as "company" numbers or Direct Dial phone numbers.
    - Manage any subsequent port rejections.

**Appendix B**

**Professional Services Fees**

Professional Services	Professional Services Fees
Professional Services - Phone	\$7,500.63
<b>Total Professional Services Fees:</b>	<b>\$ 7,500.63 USD</b>
Prices quoted are in USD unless a different currency is specified in this SOW	

**Invoicing Schedule**

Upon Zoom’s email notification to Customer, Zoom will invoice Customer according to the following invoicing schedule.

- a. Thirty percent (30%) of the Professional Services Fees will be invoiced upon the completion of the High Level Design Deliverable as applicable to each Professional Service set forth in Appendix A of the SOW.
- b. The remaining seventy percent (70%) of the Professional Services Fees will be invoiced upon the completion of the Professional Services for each location based on the number of Zoom licenses, devices, users, or features deployed at each location or group of locations as further delineated in the High Level Design and Project Workbook Deliverables.

In the event that the Professional Services under this SOW are not fully completed within six (6) months of the SOW Effective Date (or by the agreed upon completion date as documented in the Project Schedule Deliverable) due to any delays that are not solely caused by Zoom, Zoom has the right to invoice Customer the balance of any remaining unbilled Professional Services Fees under this SOW.

If a purchase order is required for processing an invoice, Customer will provide such purchase order no later than the SOW Effective Date and will add the purchase order number in the space immediately below Customer’s signature on this SOW. If issuance of a purchase order is delayed, Customer will provide the purchase order within five (5) days of the SOW Effective Date by email to [gs\\_sales+po@zoom.us](mailto:gs_sales+po@zoom.us) with reference to the SOW Number. Notwithstanding the foregoing, the period for payment shall commence in accordance with the PS Terms, and such payment period shall not restart based on any delays in issuing a purchase order or any other Customer required procurement process.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/25	<b>Originating Dept.:</b>	EDA
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	SMOC partnership agreement		
	<b>Presenter:</b>	Grady Holtberg	
	<b>estimated time needed:</b>	10 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Southwestern Minnesota Opportunity Council is applying for a grant to implement the Parent Leadership Training Institute in Region 8, and is seeking partners from counties within the region to support implementation of the program.

**Background Information:**

The Parent Leadership Training Institute is a 20-week training program designed to equip parents and caregivers with the tools to become effective advocates for children and agents of positive change in their communities. SMOC is applying for grant funds available from DEED to implement this training program, free of charge to parents and caregivers across region 8, including Redwood County. As part of this application process, SMOC is seeking partners to assist in implementing this training program, as outlined in the attached partnership agreement.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

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

# **PARTNERSHIP AGREEMENT**

## **Parent Leadership Training Institute (PLTI) Grant**

Southwestern Minnesota Opportunity Council (SMOC)  
&  
Redwood County

This Partnership Agreement is entered into by and between SMOC, a nonprofit organization located at 1106 3<sup>rd</sup> Ave, Worthington, MN 56187, and Redwood County located at 403 S. Mill St., Redwood Falls, MN 56283, to support the implementation of the Parent Leadership Training Institute (PLTI) in Region 8.

### **Purpose**

The purpose of this agreement is to outline the roles and responsibilities of each organization in supporting the PLTI program, a civic engagement and leadership initiative for parents and caregivers, as part of a regional strategy to uplift family voice and build stronger, more equitable communities.

### **Term**

This agreement is effective from July 1, 2025, through July 1, 2027, and may be renewed upon mutual agreement.

### **Relationship Between Parties**

Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint ventures, or an association, nor shall SMOC be considered an employee, agent, or representative of the County. SMOC is to be and shall remain an independent entity with respect to all services performed under this Agreement.

SMOC 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.

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

## **Roles and Responsibilities**

### **SMOC agrees to:**

- Serve as the lead agency and fiscal agent for the PLTI grant.
- Coordinate all training cycles and curricula in alignment with PLTI national standards.
- Recruit, train, and support participating parents/caregivers and facilitators.
- Ensure culturally responsive outreach, access, and accommodations.
- Collect and submit required evaluation and progress reports.
- Facilitate a regional Civic Design Team composed of community partners and parent leaders.

### **Redwood County agrees to:**

- Provide meeting space and outreach.
- Designate a representative to participate in the Civic Design Team.
- Collaborate on outreach and participant recruitment.
- Support family-friendly engagement practices that reflect shared values.

## **Mutual Commitments**

- Maintain open communication and meet regularly to support coordination.
- Promote the PLTI program in alignment with shared values.
- Share feedback and data to improve implementation and impact.

## **Non-binding Agreement**

This agreement reflects a shared commitment to collaboration and is not legally binding. No funds are being exchanged at this time. Future funding opportunities or memoranda of understanding may be negotiated and entered by the parties.

Either party may terminate collaboration with notice to the other. Upon notice, the parties are discharged from their duties under this agreement. Any duties or provisions reached in any follow-up agreements are not discharged unless expressly agreed to by both parties.

## **Signatures**

Southwestern Minnesota Opportunity Council

By: \_\_\_\_\_

Name: Katie Kardell

Title: Community Development Director/Family Resource Center Program Manager

Date: June 4, 2025

Redwood County Board of Commissioners

By: \_\_\_\_\_

Name: Rick Wakefield

Title: Board Chair

Date:

**APPROVED AS TO FORM**  
**Redwood County Attorney's Office**

By:  \_\_\_\_\_

Title: Assistant Redwood County Attorney

Date: 06.25.2025



**REQUEST FOR BOARD ACTION**

Requested Board Date: Preferred 2 <sup>nd</sup> Date:	<input type="text" value="000025"/>	Originating Dept.:	<input type="text" value="0D0"/>
Discussion Item:	Presenter: <input type="text" value="0r0d0 00000r0"/>		
<input type="text" value="000r0000000 000000 0r000000d 0000"/> <input type="text" value="00d 00rr000000d000 d00000 0000"/>	estimated time needed:	<input type="text" value="5 0 00000"/>	
Board Action:	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

**Background Information:**

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

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

Redwood County Economic Development Authority:  
Housing Trust Fund Application Advisory Opinion



- Application Date:** April 10, 2025
- Application Address:** 301 S. Washington Street, Redwood Falls, MN, 56283, PID: 88-200-2000
- Applicant:** Peterson Family Property Holdings LLC.
- Business Address:** 10975 Quantico Lane N. Maple Grove, MN 55369
- Ownership:** Christian and Amy Peterson 100%
- Applicant Contact:** Christian Peterson
- Finance Contacts:** Deryk Everett, Vision Bank AVP/Credit Analyst
- Amount Requested:** \$50,000
- Financing Structure:** \$227,500 – Vision Bank; 7.00% interest, 25-year term  
\$50,000 – Redwood County EDA; 3.75% interest, 10-year term  
\$97,500 - Cash
- Total Project:** \$375,000
- Collateral:** Second position lien on property located at 219 Washington St, Redwood Falls.
- Project:** Christian Peterson of Peterson Family Property Holdings LLC met with Economic Development Coordinator Grady Holtberg in April 2025 to discuss potential opportunities to partner with Redwood County to create and/or rehabilitate housing units within the County. Specifically, Peterson Family Property Holdings LLC had a purchase agreement in place to acquire the property at 301 S. Washington Street in Redwood Falls, a vacant building in the downtown area with a retail space on the main level and 3 apartment units on the upper level, all in need of repair. Peterson Family Property Holdings LLC plans to refurbish this building in phases, starting by renovating the upstairs apartments into one 1-br/Studio apartment and two 2-br apartments. Once the apartments are complete, renovation will begin on the lower-level retail space, which Mr. Peterson has several potential tenants for currently. Local contractors Klabunde Electric and Goblirsch Plumbing will be completing the infrastructure work for this project. The tentative project timeline is as follows: The sale of the property closed in May 2025, construction began in mid-June and will be completed in late August/early September, and will be available for rent, if not occupied by mid-September.
- Applicant Overview:** Christian Peterson, proprietor of Peterson Family Property Holdings LLC, has over 18 years of experience in real estate sales, brokerage, and law; property redevelopment, and property management. Since 2018, Peterson Family Property Holdings LLC has invested in various commercial, owner-occupied, and rental real estate opportunities, specifically across the southwest region of Minnesota, including Renville, Redwood, Brown, and Sibley Counties. These investments have included rehabilitation and renovation of commercial buildings, single-family and multi-family housing units, many of which the business still owns, leases, and maintains, and some have been sold on the open market. As part of this application process, Peterson Family Property Holdings LLC has provided proof of this concept with documentation of similar projects



that the business has recently completed in Redwood County and the surrounding area. Peterson Family Property Holdings LLC has been successful in this investment endeavor and Mr. Peterson has expressed great interest in expanding investments to additional municipalities, such as Wabasso, within Redwood County. Peterson Family Property Holdings LLC offered three credit references, which were contacted by EDA Coordinator Grady Holtberg, each of whom attested to the consistency and reliability of the business as a borrower and investment partner. Additionally, Peterson Family Property Holdings LLC brings to the table strong relationships with investors and contractors to support this project and ensure its timely completion.

**Loan Review Committee Application Review Summary:**

The Loan Review Committee (LRC) reviewed the application and supporting documents individually. The Committee met virtually on April 24 and May 1, 2025. The following considerations were accounted for during the review:

- The project meets the criteria as a qualifying project, under the HTF guidelines to include: a leverage of outside financing, property located in Redwood County, eligible fund use, meets the definition of a housing rehabilitation project, and meets the required 80% AMI rental affordability limit.
- The following items were received and reviewed: Vision Bank notes, assets and liabilities statement, property cashflow projection, personal and business tax returns for the past three years, personal/business balance sheet, source and uses statement, purchase agreement, construction estimates, preliminary floor plan, business filings, operating agreement, insurance coverage and County HTF application.
- U.S. Prime Interest Rate as of 5/1/2025 is 7.5%. Per the Redwood County HTF Guidelines, interest rates for any loan will not exceed 2% over prime.
- As of 5/1/2025, the Redwood County RLF Fund balance is \$222,976.00.
- As of 5/8/2025, all property taxes are current for PID 88-200-2000.
- Pros: The project will rehabilitate 3 currently uninhabitable housing units within The County and revitalize the currently unusable, decrepit retail space in downtown Redwood Falls. The applicant has extensive experience in real estate sales, brokerage, and law; housing redevelopment, and property management; financial strength to serve existing and new debt; and satisfactory collateral offering.
- Cons: No cons were discovered during board review.

**Recommendation:** Authorization to extend a Redwood County EDA Housing Trust Fund construction loan in the amount of \$50,000 at a 3.75% fixed interest rate, over a 10-year (120 months) term to Peterson Family Property Holdings LLC.

**Approval:** Redwood County EDA Board developed the above recommendation at their May 14, 2025 board meeting; on a motion by Jenniges, seconded by Cohrs, the board voted unanimously to support the recommendation.

*Approved loans must execute a loan agreement addressing all of the terms and conditions, including monitoring procedures, repayments, delinquencies, defaults and remedies for the project. Additionally, all notes, mortgages, security agreements, UCC filings and other legal documents necessary to close the loan will be prepared by the Redwood County Economic Development Coordinator and approved by the Redwood County Attorney.*



## **LOAN AGREEMENT (Redwood County EDA Housing Trust Fund)**

THIS LOAN AGREEMENT ("Loan Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the Redwood County Economic Development Authority, 403 South Mill Street, P.O. Box 130, Redwood Falls, Minnesota 56283 (hereinafter "Lender"), and Peterson Family Property Holdings LLC., a Minnesota Corporation, located at 10975 Quantico Ln N. Maple Grove, Minnesota, 55369 (hereinafter "Borrower").

In consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **LOAN, INTEREST RATE, AND PAYMENTS.** Borrower agrees to borrow from Lender, and Lender agrees to lend to Borrower, the sum of Fifty Thousand and No/100th Dollars (\$50,000.00); such loan proceeds shall be used by Borrower for the following purposes and subject to all of the terms, provisions and conditions of this Agreement: for the acquisition of property, real estate, renovation, reconstruction, materials and labor or other eligible costs incurred by Borrower. The Lender shall advance loan funds to the Borrower upon signature of the Loan Documents, once eligible expenses have been incurred by the Borrower and approved by the Lender.

A. Expenses and Advances Secured by Loan Documents. All disbursements, advances or payments made by Lender hereunder, all amounts expended by Lender pursuant to this Loan Agreement, Lender's reasonable attorneys' fees, if any, and all other loan expenses, as and when advanced or incurred by Lender, will be secured by the Loan Documents (as hereinafter defined) executed of even date herewith.

B. Interest. The unpaid principal balance of the Note (as hereinafter defined) shall accrue interest at an annual rate (the "Interest Rate") equal to the rate of three and three-quarters percent (3.75%) and shall remain fixed for the term of this loan. Interest on the unpaid principal balance shall be computed based on a 360-day year but shall be charged for the actual number of days interest is unpaid (actual+ 360). If the loan has not been repaid on or before the Maturity Date (as hereinafter defined) or if an Event of Default (as hereinafter defined) occurs, then the unpaid principal balance shall thereafter accrue interest at an annual rate of seven percent (7%) per annum in excess of the Interest Rate, as such rate changes from time to time (the "Default Rate"), until the unpaid principal balance is paid in full or such Event of Default is cured.

If for any reason whatsoever the interest and other consideration payable to Lender under the Loan Documents (as defined below) exceeds the limit prescribed by any applicable usury statute or any other applicable law, such interest and other consideration shall be reduced to the limit provided in such statute or law, so that in no event shall such interest and other consideration be in excess of such limit. If any interest payments or other consideration have been made to the Lender in excess of such limits, such excess amount shall be applied to the principal balance or, if the loan has been fully paid, refunded to the Borrower.

C. Payments. The loan amount shall be amortized over a period of 120 months. Beginning September 1, 2025, and thereafter for the term of the loan, the principal balance and accrued interest on the Note shall be payable on the first day of each calendar month. The payment shall be in the amount of Five Hundred Dollars and 31/100 Cents (\$500.31), the first installment being due on the 1<sup>st</sup> day of September 2025, with a like amount on the same day of each and every month thereafter.

All payments paid after September 1, 2025, shall be applied first to accrued interest, then to late payment charges, and then to the payment of the principal balance; provided, however, if an Event of Default exists, the Lender may elect to apply any payments in any order as it deems appropriate. Payments of principal of, and interest on, the Note and all late payment charges, fees, expenses, and other obligations of Borrower under the Loan Documents which are payable to Lender shall be made to Lender without set off or counterclaim in immediately available funds on the due date thereof.

D. Origination Fee Payment. On or before July 1, 2025, Borrower will pay to Lender the amount of One Hundred and *Noll* 00 Dollars (\$100.00) as an origination fee.

E. Prepayment. The unpaid principal balance of the Note and accrued interest thereon may be prepaid in full or in part at any time, without premium or penalty. No partial payment shall change any due date or the amount of any regularly scheduled installment payment. The lender shall not be obligated hereunder to re-advance to Borrower any sums prepaid by Borrower, whether prepaid voluntarily or involuntarily.

F. Lending Prohibited. No loans shall be made to partners, employees, shareholders, directors, or related parties of Borrower until all debt obligations hereunder, including principal, interest, or other costs, are paid in full to the Lender. Any such existing loans are hereby subordinated to all indebtedness to Lender.

G. Repayment Prohibited. There shall be no repayment of loans from partners, employees, shareholders, directors, or family members of partners, employees, shareholders, or directors until such time that all debt obligations hereunder, including principal, interest, or other costs, are paid in full to Lender. Any such existing loans are hereby subordinated to all indebtedness to Lender.

H. Late Payment Charge. In the event that any required payment of principal or interest hereunder is not made within five days after the due date thereof, the Borrower shall pay to Lender a late payment charge equal to five percent (5%) of the amount of the overdue payment, to reimburse Lender for a portion of the expense incident to handling the overdue payment.

I. Loan Commitment Amount. As of the Closing Date, Lender commits to disburse the Loan principal in the total amount of the Loan ("Loan Commitment Amount"). After the Closing Date, the Loan Commitment Amount will equal the principal amount of the Loan less the total amount of Disbursements made to date. Any Loan Commitment Amount that remains after all Disbursements have been made will be credited as a partial prepayment of the principal amount of the Loan at the time of the final Disbursement.

J. Disbursements; Conditions To Disbursements. Each of the promises the Borrower makes in this Loan Agreement will be considered made again as of the time (i) Lender, or Lender's escrow agent, receives any request from the Borrower and Contractor for a Disbursement ("Request for Disbursement"), or (ii) the Borrower endorse any Loan Proceeds check to Contractor or a Supplier. Lender will hold ten (10%) percent of each Disbursement for the Work ("Holdback"). The lender will disburse Holdback only as part of the final Disbursement. Lender will disburse payments to the Borrower under the following conditions;

1. Plans Approved. The Borrower has reviewed the Plans; the Plans are satisfactory and have been approved by all Government Authorities having jurisdiction over the Property and the Work.

2. Work Completed; Invoices and Lien Waivers. The Work for which a Disbursement is requested has been completed to professional standards, complies with the Construction Contract, the Plans, the Permits, and all Government Regulations.

3. Borrower's Financial Condition: No Defaults. There has been no material adverse change in the Borrower's financial condition or employment status since the time the Borrower applied for the Loan. The Borrower is not in default under any of the Loan Documents or the Construction Contract. The Borrower has complied completely with all its promises about the Work (including the promises in Section 2.1.5 of this Loan Agreement).

4. Request for Disbursement. If the Loan will be disbursed from an Escrow Account, or directly by Lender, Contractor will deliver to Lender or Lender's escrow agent: (i) a Request for Disbursement, properly completed, and signed by the Borrower and the Contractor; (ii) the invoices for the Work; (iii) unconditional lien waivers from Contractor and Suppliers for all Work covered by the Request for Disbursement; and (iv) all other required information described in the Request for Disbursement. The Lender may rely on the Borrower's statements and the Contractor's statements in the Request for Disbursement and on the invoices and lien waivers submitted by the Contractor. The lender does not have to verify any of that information. The funds obtained with the Request for Disbursement will be used to pay for the Work described in the Request for Disbursement.

5. Completion of Improvements. The Work will be completed as required by this Loan Agreement. The Borrower acknowledges that before the final Disbursement, the Lender must obtain a certification of

completion stating the Work was completed in accordance with the Plans ("Certification of Completion"), and the final, unconditional certificate of occupancy issued by the responsible Government Authority, if required by law. The Borrower acknowledges and agrees that if the Lender or its designee are unreasonably denied entry to the Property to inspect the Work to obtain a Certification of Completion, it will constitute an Event of Default under Section 3.1 of this Loan Agreement.

2. **RELOCATION.** The Borrower agrees that the funds loaned will not be used for any activity that serves to create, rehabilitate, or relocate housing units from one labor market (commuting) area to another. The Borrower agrees that the housing being financed will not be created, rehabilitated, or moved to a different labor market area to the detriment of local residents.

3. **ELIGIBLE LENDING AREA.** The Borrower agrees that the housing activity being financed will be accomplished in Redwood County. The Borrower agrees that the housing being financed will not be moved out of the said area.

4. **SECURITY.** Prior to disbursement of any funds Borrower shall deliver to Lender a Promissory Note ("Note"); a second position lien on the 219 S Washington Street, Redwood Falls, Minnesota real estate; a personal guaranty by Christian Peterson and any other security agreement reasonably requested by Lender to secure its interest in the collateral (the Note, the lien and personal guaranty and other loan documents are collectively, the "Loan Documents"), all of which shall incorporate the terms and conditions of this Agreement by reference and where in direct conflict, the terms of such Loan Documents shall prevail. The terms and conditions of all Loan Documents are incorporated herein by reference.

5. **NON-SUBSTITUTION FOR PRIVATE CAPITAL.** The purpose of the Redwood County EDA Housing Trust Fund ("Fund") is to directly loan funds to assist new and existing housing units located within Redwood County. Should the Lender determine that Borrower's documentation supporting said conditions is inaccurate, Borrower shall be deemed to be in default and Lender shall have rights and remedies set forth in this agreement and other Loan Documents.

7. **INSURANCE.** Borrower shall obtain fire, theft, and extended coverage insurance covering all collateral given by Borrower to Lender to secure the loan. The insurance shall be in a sum at least equal to the fair market value of the collateral. The insurance shall contain a loss payable clause in favor of the Lender, which shall not be impaired by the acts or omissions of the Borrower, and the Lender shall otherwise be afforded all rights and privileges customarily provided by a Lender under the so-called standard mortgage clause. The insurance that Borrower is required to procure and maintain shall be issued by an insurance company or companies licensed to do business in the State of Minnesota and acceptable to Lender. The insurance shall be maintained by the Borrower at all times while any amount remains unpaid under the promissory note. The insurance policy shall provide for not less than twenty (20) days' written notice to the Lender before cancellation, non-renewal, termination, or change of coverage, and Borrower shall deliver to Lender a duplicate original or certificate of such insurance policy or policies.

8. **FINANCIAL STATEMENTS.** The Borrower and any of its subsidiaries or affiliates shall provide the Lender with financial statements, upon request. The records, books, documents, and accounting procedures and practices of the Borrower, subsidiaries, affiliates, and any subcontractor relating to this program and this contract shall be subject to audit and examination by the Lender and the State of Minnesota. Every guarantor of the promissory note shall provide the Lender with an annual financial statement in a form acceptable to the Lender. The financial statement shall be provided within four months of the end of each calendar year.

9. **LEGAL STANDING.** If the Borrower is required to be registered with the Secretary of State of the State of Minnesota, the Borrower shall provide Lender with a certificate from the Secretary of State evidencing that the Borrower is in good standing with the State of Minnesota.

10. **INDEMNIFICATION.** Borrower agrees to indemnify, save and hold harmless the Lender, and all its agents, and employees from any and all claims, demands, actions, cause of action, or expense incurred by Lender, including attorney fees of whatsoever nature or character arising out of or by reason of the Lender's functions and of

any activities connected with the performance of this Agreement, and further agrees to defend at the Borrower's sole cost and expense any action or proceeding commenced for the purpose of asserting any claims of whatsoever character arising as a result of the Lender's functions and of any activities connected with the performance of this Agreement, whether or not such action or claim was negligence of the Lender, its agents or employees.

The Borrower and its principals agree to indemnify and hold harmless the Lender, its agents, and assigns from and against any damages, costs liability or expense, including attorney and other professional fees directly or indirectly attributable to the release, threatened release, discharge, manufacture, production, storage, disposal or presence of hazardous toxic substances, either on or under Borrower's property or property in which the Borrower has an interest, including adjoining real property, brought on by the Borrower's conduct of business.

The indemnification will specifically survive, and is entirely independent of: 1) the Borrower's contractual obligation to repay the primary obligation held by Lender as amended, extended or renewed by Borrower; 2) the repayment in full of the borrower's indebtedness to Lender; and 3) the release of Lender's liens on Borrower's real or personal property by payment, foreclosure or other action, including Lender's discretionary abandonment of lien.

Furthermore, the Borrower and its principals, as individuals, hereby assure the Lender they will abide by all federal and state statutes and/or regulations regarding environmental protection issues.

12. **HOUSING UNITS.** One affordable housing unit must be created or retained for every twenty-five thousand (\$25,000.00) dollars of loan proceeds from the Lender. The Borrower shall provide the Lender with a statement as to the number of types of housing units created or retained as a result of this loan. The statements will be provided on an annual basis until notified by the Lender to discontinue. An affordable housing unit is defined as a community-based housing model that offers rental to individuals or families with an annual income at or below eighty percent (80%) of the area median income set by the Department of Housing and Urban Development (HUD).

13. **DEFAULT.** The principal and interest owed under any indebtedness made and arising under this Loan Agreement shall immediately become due and payable without notice, presentment, demand, protest or notice of protest of any kind, all of which are expressly waived by the Borrower, in the following events ("Event of Default"):

A. Borrower defaults in the performance or observation of any of the conditions or covenants of this Agreement or any other Loan Document described herein.

B. Any sum payable on account of principal and interest shall not be paid within fifteen (15) days after it becomes due.

C. After notice from the appropriate regulatory body, Borrower fails to comply with any applicable law or regulation within a reasonable period of time, it being agreed that nothing shall prevent Borrower from contesting, in good faith, the applicability or legality of any such law or regulation.

D. Borrower shall make a general assignment to the benefit of creditors or file a petition in voluntary bankruptcy or a petition or answer seeking reorganization of Borrower or a readjustment of its indebtedness under the Federal Bankruptcy law, or consent to the appointment of a receiver or trustee of its property.

E. The Borrower shall be adjudged bankrupt or insolvent or a petition or proceedings for the bankruptcy or for reorganization shall be filed against it and it shall admit the material allegations thereof, or an Order, Judgment or Decree shall be made approving such a petition, and such Order, Judgment or Decree shall not be vacated or stayed within thirty (30) days of its entry or a receiver or trustee shall be appointed for Borrower or its properties or any part thereof and remain in possession thereof for thirty (30) days.

F. Lender reasonably deems itself insecure.

G. Borrower fails to comply with the covenants and agreements contained in the promissory note, mortgage, and/or security agreement, application documents, or any agreements signed by Borrower in connection with this loan.

H. Any statement or representation made by the Borrower in any loan document proves to be false or inaccurate.

14. **RIGHTS OF LENDER UPON DEFAULT.** Upon default by Borrower, Lender may proceed to exercise any of its legal rights and remedies provided by law, including, but not limited to, proceedings against Borrower's collateral. No delay or failure on the part of Lender in exercising any right, power, or privilege, nor shall any single or partial exercise thereof prevent any further exercise thereof, or the exercise of any other rights, power, or privileges.

15. **LEGAL REMEDIES OF LENDER.** The Borrower acknowledges Lender's right to pursue any legal

remedies against the Borrower and to recover from the Borrower any amounts paid by Lender to the Borrower under this Agreement, together with interest and all reasonable costs of collection, including attorney fees.

16. **DUTIES OF BORROWER.** The Borrower agrees, as it relates to the completion of the housing project being funded, to do the following:

- A. To keep all records, receipts, invoices, quotes/bids, or other documentation relevant to the completion of the housing project.
- B. To furnish Lender, upon request, with periodic financial documents, including receipts, invoices, quotes/bids, balance sheets, and analysis budgets. This paragraph is in addition to the requirements of paragraph 8 herein.
- C. To invest the entire proceeds of the loan in Borrower's property at 301 S. Washington St., Redwood Falls, MN 56283, PID: 88-200-2000, and not intermingle the funds with the funds of other projects of Borrower.
- D. To execute a promissory note, mortgage and/or security agreement, and personal guaranty, granting to Lender a security interest in the property described in said security agreement. The Borrower also agrees to execute such documents as are necessary to perfect the security interests.
- E. Abide by all other documents signed in connection with this loan.
- F. To give Lender and the Minnesota State Auditor, through any authorized representatives, access to and the right to examine all records, books, papers, or documents related to the loan.
- G. Contractors. The Borrower has entered into a written agreement ("Construction Contract") with the contractor(s) listed below for all the Work. The Construction Contract states the total amount that the Borrower will pay Contractor for the Work ("Contract Price"), and includes: (i) the blueprints, shop drawings, plans, and specifications for the Work ("Plans"); (ii) a written itemization of the Work and the Contract Price; and (iii) an itemized description of each segment of the Work that sets the timetable for completing the Work, and the corresponding payments for the Work ("Work and Payment Schedule"). The Borrower has provided the Lender with a copy of the Construction Contract. The Construction Contract comprises the entire agreement between the Contractor and Borrower regarding the Work. The Contractor will give Lender the name, address, and telephone number of each person authorized by the Contractor to supply materials or labor for the Work (each, a "Supplier"). The Borrower acknowledges that it is authorized to provide the Contractor with a copy of this Loan Agreement.  
Contractor 1: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contractor 2: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contractor 3: \_\_\_\_\_  
Address: \_\_\_\_\_
- H. Permits. The Borrower shall obtain, and keep in force, all approvals of the Work (each, a "Permit") that are required by any federal, state, county, or local government agency (each, a "Government Authority"). The Borrower will comply with all applicable laws of any Government Authority ("Government Regulations"). The contractor(s) will have any license required by any Government Authority. The Borrower will obtain from the Contractor and provide the Lender copies of all licenses and Permits required by any applicable Government Authority.
- I. Change Orders. Any material changes in the Contract Price, the Work, or the Work and Payment Schedule must be in a written agreement signed by the Borrower and Contractor and approved by Lender ("Change Order").
- J. Care of the Property. If Lender requests, the Borrower will provide Lender with a certified report that the Property is free of wood-boring insects, asbestos, and mold. The Borrower will comply with all reasonable recommendations of any engineer making a report for the Property. The Borrower will notify the Lender promptly of any fire or other casualty relating to the Property or the Work.
- K. Completion of the Work. The Borrower will cause the Contractor(s) to begin the Work promptly after the loan closing and all permits are in place. The Borrower will make its best efforts to ensure the Contractor continues the Work diligently according to the Schedule, under the Construction Contract and all Government Regulations. The Work will not violate any of the conditions, covenants, or restrictions on the Property.
- L. The Borrower will notify the Lender promptly in writing if: (i) the Borrower believes that the Work does

not comply with the Construction Contract or this Loan Agreement; (ii) any notice of lien on the Property is served on the Borrower or Contractor; or (iii) any Government Authority issues any notice or claim relating to the Property.

- M. The Borrower acknowledges that the Construction Contract represents that the Work will be completed on or before July 1, 2026 (“Completion Date”), subject to modifications in approved Change Orders. The Borrower agrees that the Work must be completed no later than six (6) months after the loan closing (“Completion Deadline”), and no later than eighteen (18) months after the loan closing if Lender agrees in writing to extend the Completion Deadline. The Borrower may request that the Lender extend the Completion Deadline only if (i) the Borrower is not in default under any of the Loan Documents or the Construction Contract, and (ii) the construction cannot be completed on time because extenuating circumstances exist that are beyond the Borrower’s control. Lender will accept the Work as completed when the Borrower satisfies all conditions of this Loan Agreement. The Borrower acknowledges and agrees that if the Work is not completed by the Completion Deadline, it will constitute an Event of Default of this Loan Agreement.
- N. Inspections. Lender and those acting on Lender’s behalf have the right to enter the Property to inspect the Work, with a minimum 24-hour notice to the Borrower, during normal business hours, or any other times that Lender arranges with Borrower. The Borrower will pay for all inspections performed at the request of the Lender or any Government Authority, at the prevailing rate.
- O. Lender inspections are for the Lender’s benefit only. Lender’s inspections create no liability or responsibility to the Borrower, Contractors, any Suppliers, or any third parties. Lender is not obligated to inspect the Property or the Work. The Borrower acknowledges and agrees that if the Lender or its designee are unreasonably denied entry to the Property to inspect the Work, it will constitute an Event of Default of this Loan Agreement.
- P. Responsibility for the Work. The Borrower agrees that the Work must be completed according to the Construction Contract, including the Plans, subject to Change Orders. The Borrower has full and sole responsibility to make sure that the Work complies with the Construction Contract and all Government Regulations, and that the Work is completed no later than the Completion Deadline. The Borrower acknowledges and agrees that if the Work is not completed according to the Construction Contract (including any modification by Change Order), it will constitute an Event of Default of this Loan Agreement.
- Q. Costs and Expenses. The Borrower will pay all costs and expenses required to satisfy the conditions of this Loan Agreement, including any Change Orders, closing costs, and recording fees.
- R. Lender has no liability, obligation, or responsibility for the Work. Lender is not liable for any failure to construct, complete, protect, or insure the Work. The lender is not liable for any costs of the Work. No activity by the Lender (including inspecting the Work or disbursing any part of the Loan) will be a representation or warranty by Lender that the Work complies with the Construction Contract, this Loan Agreement, the Permits, or any Government Regulations. If the Lender requests in writing, the Borrower will repair or replace at its expense any Work that does not comply with the Plans. The Borrower has no right to assert or claim any offset, counterclaim, or defense against Lender because of any claim the Borrower may have against the Contractor(s) or any Suppliers.

18. **WAIVER.** Lender shall not, by an act, delay, or omission, be deemed to have waived any of its rights or remedies against Borrower, and any delay or omission shall not be construed as a bar to or waiver or any such right or remedy against Borrower which Lender would have had on any future occasion.

19. **ENTIRE AGREEMENT INVALIDITY.** This Agreement sets forth the entire agreement between the parties, and there are no representations or warranties except as expressly set forth herein. No amendment or modification of this Agreement shall be valid unless in writing and signed by the parties hereto. Should any clause or provision of this Agreement become invalid for any reason, such invalidity shall not result in the invalidity or unenforceability of any other clause or provision of this Agreement.

20. **NO AGENCY.** Borrower shall have no authority to act as agent of Lender, and nothing herein shall be construed as constituting Borrower as agent for Lender.

21. **ASSIGNMENT.** This Agreement shall not be assignable by Borrower without the written consent

of Lender.

22. **SUCCESSORS AND ASSIGNS.** This Agreement shall be binding upon the parties hereto, their heirs, personal representatives, successors, and assigns.

23. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota.

24. **NOTICES.** Notices and other communications required herein shall be in writing and mailed to the last known address of each party, to be effective on the date of mailing. The address of each party, unless notified as required herein, is as follows:

Lender:

Redwood County Economic Development Authority  
403 South Mill Street  
P.O. Box 130  
Redwood Falls, MN 56283

Borrower:

Christian Peterson  
Peterson Family Property Holdings LLC  
10975 Quantico Ln N.  
Maple Grove, MN 55369

25. **TITLES AND HEADINGS.** The titles and headings used herein are for convenience only and do not constitute any part of this Agreement.

IN WITNESS WHEREOF, the parties hereto executed this Agreement on the day and year first above written.

**Redwood County Economic  
Development Authority**

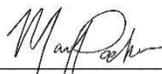
BY: \_\_\_\_\_

Rick Wakefield  
County Board of Commissioners Chairman  
Redwood County

**BORROWER**

\_\_\_\_\_  
Christian R. Peterson, Peterson Family Properties LLC.

\_\_\_\_\_  
Amy Peterson, Peterson Family Properties LLC.

Approved as to form:  \_\_\_\_\_  
Assistant Redwood County Attorney



**GUARANTY  
(APPLICANT NAME)**

THIS GUARANTY (“Guaranty”), dated as of this \_\_\_ day of \_\_\_, 2025, is made and given by Peterson Family Properties LLC., with an address at 10975 Quantico Ln N, Maple Grove, Minnesota, 55369 (“Guarantors”), in favor of the Redwood County Economic Development Authority, 403 South Mill Street, PO Box 130, Redwood Falls, Minnesota 56283 (“Lender”).

**RECITALS:**

A. Lender had agreed to extend to Peterson Family Properties LLC., (“Borrower”), an economic development loan in the sum of Fifty Thousand Dollars and No/100 Cents (\$50,000.00) (the “Loan”), which Loan is evidenced by a Promissory Note in such amount of even date herewith (the “Note”), and is the subject of a Loan Agreement of even date herewith between Borrower and Lender (the “Loan Agreement”); the Note, the Loan Agreement, this Guaranty and the other “Loan Documents” (as that term is defined in the Loan Agreement) are sometimes hereinafter collectively referred to as the “Loan Documents.” Any capitalized term used herein and otherwise defined herein shall have the meaning ascribed to such term in the Loan Agreement.

B. It is a condition precedent to the obligation of Lender to make the Loan to Borrower that this Guaranty be executed and delivered by Guarantors.

NOW, THEREFORE, in consideration of the recitals, the truth and correctness of which are hereby confirmed by Guarantors, of the making of the Loan, and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Guarantor hereby covenants and agrees with Lender as follows:

Section 1. The Guaranty. Guarantors hereby primarily, absolutely, irrevocably and unconditionally guaranteed to Lender the following (collectively referred to herein as the “Obligations”): (i) the prompt payment when due (whether at a stated maturity date or earlier by reason of acceleration of otherwise) of all periodic amounts now and hereafter made by Lender to Borrower under the Loan Documents; (ii) all indebtedness (principal, interest and other), liabilities and monetary obligations of Borrower to Lender of every kind, nature and description under the Loan Documents; (iii) the prompt performance of all other covenants, obligations and agreements to be kept and performed by Borrower under the Loan Documents; and (iv) all representations and warranties made by Borrower in the Loan Documents being true, correct and complete. This is a guaranty of payment and performance and not of collection. If there is more than one guarantor of the Obligations, this guaranty shall be a joint and several guaranty of the Obligations of each person who executes this guaranty or any other Guaranty of the Loan.

Section 2. Continuing Guaranty. This Guaranty is an absolute, irrevocable, direct, primary, unconditional, complete and continuing guaranty of payment and performance of the Obligations. The obligations of Guarantors hereunder shall not be released by any action which might, but for the provisions of this Guaranty, be deemed a legal or equitable discharge of a surety or guarantor, other than irrevocable payment and performance in full of the Obligations. No notice of any renewal or extension of the Obligations need be given to Guarantors. Guarantors hereby waive (a) diligence, demand for payment, presentment, protest, notice of demand, of protest, of dishonor, of nonpayment, of default

or of nonperformance of any and all of the Obligations; (b) notices of advances of any Obligations; (c) all other notices and demands of any kind and description relating to the Obligations now or hereafter provided for by any agreement, statute, law, rule or regulation; and (d) all defenses of Borrower pertaining to the Obligations, except for the defense of discharge by irrevocable payment and performance. The Obligations shall constitute the direct and primary obligations of Guarantors, and the obligations of Guarantors hereunder are irrevocable. Guarantors shall be and remain liable for any deficiency remaining after foreclosure of any mortgage, whether or not the liability of Borrower or any other person for such deficiency is discharged pursuant to statute, judicial decision or otherwise. The acceptance of this Guaranty by Lender is not intended to and does not release any liability previously existing of any guarantor or surety of any indebtedness of Borrower to Lender.

Section 3. Other Transactions. Lender is authorized (a) to make the loan as requested by Borrower pursuant to the Loan Agreement; (b) to exchange, surrender or release, with or without consideration, any collateral or security which may be placed with it by Borrower or to deliver any such collateral or security directly to Borrower for collection and remittance or for credit, or to collect the same in any manner without notice to Guarantors; and (c) to amend, extend or supplement the Loan Documents, to waive compliance by Borrower with the terms thereof and to settle or compromise any of the Obligations without notice to or consent of Guarantors and without affecting the liabilities of Guarantors hereunder. No invalidity, irregularity or unenforceability of all or any part of the Obligations or of any security therefor or other recourse with respect thereto shall affect, impair or be a defense to this Guaranty. The liabilities of Guarantors shall not be affected by any failure, delay, neglect or omission on the part of Lender to realize upon any of the obligations of Borrower to Lender, or upon any collateral or security for any of the Obligations, nor by the taking by Lender of (or its failure to take) any other guaranty or guaranties to secure the Obligations, nor by the taking by Lender of (or its failure to take or its failure to perfect its security interest in or other lien on) collateral or security of any kind. No act or omission of Lender, whether or not such action or failure to act varies or increases the risk, or affects the rights or remedies, of Guarantors, shall affect or impair the obligations of Guarantors hereunder. This Guaranty is in effect and binding without reference to whether this Guaranty is signed by any other person. Possession of this Guaranty by Lender shall be conclusive evidence of due delivery hereof by Guarantors and acceptance hereof by Lender. This Guaranty shall continue in full force and effect, notwithstanding (a) the release of Borrower or any extension of time to Borrower, (b) the release of or any extension of time to any other guarantor of the Obligations or any part thereof, and/or the making of any other loans by Lender to Borrower.

Section 4. Actions Not Required. Guarantors hereby waive any and all right to cause a marshalling of the assets of Borrower or any other action by any court or other governmental body with respect thereto or to cause Lender to proceed against any security for the Obligations or any other recourse which Lender may have and waives any requirement that Lender institute any action or proceeding at law or in equity, or obtain any judgment, against Borrower or any other person, or with respect to any collateral or security for the Obligations, as a condition precedent to making demand on, or bringing an action or obtaining and/or enforcing a judgment against, Guarantors upon this Guaranty. Time is of the essence with respect to Guarantors' obligations under this Guaranty. If any remedy or right hereby granted shall be found to be unenforceable, such unenforceability shall not limit or prevent enforcement of any other remedy or right hereby granted.

Section 5. No Subrogation. Unless and until the Obligations have irrevocably been paid in full, and notwithstanding any payment or payments made by Guarantors hereunder, Guarantors irrevocably waive all rights of subrogation to any of the rights of Lender against Borrower or any other person liable for payment of any of the Obligations or any collateral security or guaranty or right of offset held by Lender for the payment or performance of the Obligations, and Guarantor irrevocably waives all legal and equitable rights to seek any recourse to or contribution, recovery or reimbursement from, or subrogation against, Borrower or any other person liable for

payment or performance of any of the Obligations in respect of payments or performance made by Guarantors hereunder.

Section 6. Application of Payments. Any and all payments made by Guarantors or by any other person, and/or the proceeds of any or all collateral or security for any of the Obligations, may be applied by Lender on such items of the Obligations as Lender may elect.

Section 7. Recovery of Payment. If any payment received by Lender and applied to the Obligations is subsequently set aside, recovered, rescinded or required to be returned or repaid for any reason (including, without limitation, the bankruptcy, insolvency or reorganization of Borrower), the Obligations to which such payment was applied shall for the purposes of this Guaranty be deemed to have continued in existence, notwithstanding such application, and this Guaranty shall be enforceable as to such Obligations as fully as if such application had never been made. No payment shall be deemed to be irrevocable for the purpose of this Guaranty if it remains subject to any possible such set aside, recovery, rescission, return or repayment for any reason.

Section 8. Representations and Warranties of Guarantors. Guarantors hereby represent and warrant to, and covenant with, Lender that:

- a. Borrower's Financial Condition. Guarantors are familiar with the financial condition of Borrower and with all other facts and circumstances which a diligent inquiry would reveal and which would bear upon the risk of nonpayment or nonperformance of the Obligations, and Guarantors have executed and delivered this Guaranty based on his or her own judgment and not in reliance upon any statement or representation of Lender. Lender shall have no obligation to provide any Guarantors with any advice or information whatsoever or to inform any Guarantors at any time of Lender's actions, evaluations or conclusions on the financial condition of or any other matter concerning Borrower.
- b. Guarantors are individual persons who are citizens of the United States of America and both are a citizen and resident of the State of Minnesota, who is under no legal disability. This Guaranty, when executed and delivered, will be the legal and binding obligation of Guarantors, enforceable against Guarantors in accordance with its terms. The execution and delivery of this Guaranty will not violate any law, statute, ordinance, code or governmental rule or regulation applicable to Guarantors, and will not violate or cause a default under, or permit acceleration of, any agreement to which Guarantors are a party or by which he or she or any of his or her assets or property is bound. Guarantors are not in default (beyond any applicable grace period) in the performance of any loan, agreement, order, writ, injunction, decree or demand to which it is a party or by which it is bound, and the execution and delivery of this Guaranty will not constitute a default thereunder.
- c. Litigation. There are no actions, suits or proceedings pending or, to the knowledge of Guarantors, threatened against or affecting Guarantors which, if determined adversely to Guarantors, would have a material adverse effect on the condition of Guarantors or on the ability of Guarantors to perform his or her obligations under this Guaranty. No unsatisfied judgments have been entered against Guarantors; and no unsatisfied liens have been filed against Guarantors.
- d. Taxes. Guarantors have filed all federal, state and local tax returns required to be filed and has paid or made provision for the payment of all taxes due and payable pursuant to such returns and pursuant to any assessments made against Guarantors.

Section 9. Financial Statements and Reports. Upon request, and as required by the Loan Agreement, Guarantors will furnish to Lender such annual financial statements prepared in accordance with recognized accounting principles consistently applied, all filed income tax returns, and such other financial reports and information as are requested by Lender.

Section 10. Remedies. All remedies afforded to Lender by this Guaranty are separate and cumulative remedies, and no one of such remedies, whether or not exercised by Lender, shall limit any of the other remedies available to Lender hereunder, under the Loan Documents, at law, in equity by statute or otherwise, and shall in no way limit or prejudice any other remedy which Lender may have. Mere delay or failure to act shall not preclude the exercise or enforcement of any such rights and remedies available to Lender.

Section 11. Bankruptcy of Borrower. The liabilities and obligations of Guarantors under this Guaranty shall not be impaired or affected by the institution by or against Borrower or any other person of any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings, or any other similar proceedings for relief under any bankruptcy law or similar law for the relief of debtors. Any discharge of any of the Obligations pursuant to any such bankruptcy or similar law or other law shall not diminish, discharge or otherwise affect in any way the obligations of Guarantors under this Guaranty, and upon the institution of any of the above actions, such obligations shall be enforceable against Guarantors.

Section 12. Costs and Expenses. Guarantors shall pay or reimburse Lender on demand for all out-of-pocket expenses (including in each case all reasonable fees and expenses of counsel) incurred by Lender arising out of or in connection with the enforcement of this Guaranty against Guarantors or arising out of or in connection with any failure of Guarantors to fully and timely perform the obligations of Guarantors hereunder.

Section 13. Waivers and Amendments. This Guaranty can be waived, modified, amended, terminated or discharged only explicitly in writing signed by Lender. A waiver so signed shall be effective only in the specific instance and for the specific purpose given.

Section 14. Transfer of Assets. Guarantors agree not to transfer any material portion of his, her, it's or their assets without fair and adequate consideration, except for gifts made for the ordinary course to a spouse or child, or as otherwise agreed to in writing by Lender.

Section 15. Notices. All notices, requests, demands and other communications required or permitted to be given hereunder will be sufficiently given if in writing and delivered in person, sent by United States certified mail, return receipt requested, postage prepaid, sent by overnight mail by a nationally recognized courier service or sent by fax (provided that a copy of such fax is also sent to such party on the same business day) by certified mail or by an overnight courier service to the party being given such notice at the appropriate address or fax number set forth on page 1 hereof, or to such other address or fax number as any party may give to the others in writing at least 10 days prior to the effective date of said change of address or fax number.

Section 16. Guarantor Acknowledgments. Guarantors acknowledges that (a) Guarantors will benefit by and from the making of the Obligations by Lender to Borrower; (b) Guarantors have received legal and adequate consideration for the execution of this Guaranty and has executed and delivered this Guaranty to Lender in good faith in exchange for reasonably equivalent value; (c) Guarantors are not presently insolvent and will not be rendered insolvent by virtue of the execution and delivery of this Guaranty; (d) Guarantors have not executed or delivered this Guaranty with actual intent to hinder, delay or defraud Guarantors' creditors; (e) Lender has agreed to make the Loan in reliance upon this Guaranty; (f) Guarantors' independent counsel has advised Guarantors in the negotiation, execution and delivery of this Guaranty; (g) Lender has no fiduciary relationship to Guarantors, their relationship being solely that of debtors and creditor; (h)

no joint venture exists between Guarantors and Lender; and (i) Guarantors have received a true and correct copy of the Loan Agreement and Note.

Section 17. Successors and Assigns. This Guaranty shall (a) remain in full force and effect until irrevocable payment and performance in full of the Obligations, and the expiration of the obligation, if any, of Lender to make Discretionary Advances to Borrower under the Loan Agreement, (b) be binding upon Guarantors and the heirs, representatives, successors and assigns of Guarantors, and (c) inure to the benefit of, and be enforceable by, Lender and its successors, transferees and assigns. In the event of the death of Guarantors, this Guaranty shall be enforceable as a claim against his or her estate or otherwise against the representatives of said estate, his or her heirs at law, the devisees or beneficiaries of said estate and each of them.

Section 18. GOVERNING LAW; JURISDICTION; VENUE. THIS GUARANTY, THE RIGHTS OF THE PARTIES HEREUNDER AND THE INTERPRETATION HEREOF SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE INTERNAL LAWS OF THE STATE OF MINNESOTA, WITHOUT GIVING EFFECT TO CONFLICT OF LAWS PRINCIPLES THEREOF. AT THE OPTION OF LENDER, THIS GUARANTY MAY BE ENFORCED IN THE STATE COURT SITTING IN REDWOOD COUNTY, MINNESOTA; GUARANTOR CONSENTS TO THE JURISDICTION AND VENUE OF ANY SUCH COURT AND WAIVES ANY ARGUMENT THAT JURISDICTION IN SUCH FORUMS IS NOT PROPER OR THAT VENUE IN SUCH FORUMS IS NOT CONVENIENT. IN THE EVENT AN ACTION IS COMMENCED IN ANOTHER JURISDICTION OR VENUE UNDER ANY TORT OR CONTRACT THEORY ARISING DIRECTLY OR INDIRECTLY FROM THE RELATIONSHIP CREATED BY THIS GUARANTY, LENDER AT ITS OPTION SHALL BE ENTITLED TO HAVE THE CASE TRANSFERRED TO ONE OF THE JURISDICTIONS AND VENUES ABOVE DESCRIBED, OR IF SUCH TRANSFER CANNOT BE ACCOMPLISHED UNDER APPLICABLE LAW, TO HAVE SUCH CASE DISMISSED WITHOUT PREJUDICE.

Section 19. Severability. Whenever possible, each provision of this Guaranty and any other statement, instrument or transaction contemplated hereby or relating hereto, shall be interpreted in such manner as to be effective and valid under applicable law, but, if any provision of this Guaranty or any other statement, instrument or transaction contemplated hereby or relating hereto shall be held to be prohibited or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Guaranty or any other statement, instrument or transaction contemplated hereby or relating hereto.

Section 20. WAIVER OF JURY TRIAL. GUARANTORS AND LENDER HEREBY JOINTLY AND SEVERALLY WAIVE ANY AND ALL RIGHT TO TRIAL BY JURY IN ANY ACTION OR PROCEEDING RELATING TO THIS GUARANTY, THE OBLIGATIONS HEREUNDER, ANY COLLATERAL SECURING THE OBLIGATIONS, OR ANY TRANSACTION ARISING THEREFROM OR CONNECTED THERETO. GUARANTORS AND LENDER EACH REPRESENTS TO THE OTHER THAT THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY GIVEN.

Section 21. General. All representations and warranties contained in this Guaranty, or in any other agreement between Guarantors and Lender, shall survive the execution, delivery and performance of this Guaranty and the creation, payment and performance of the Obligations. Captions in this Guaranty are for reference and convenience only and shall not affect the interpretation or meaning of any provision of this Guaranty.

IN WITNESS WHEREOF, Guarantors have executed this Guaranty as of the date first above written.

GUARANTOR:

\_\_\_\_\_  
Christian R. Peterson

STATE OF MINNESOTA    )  
                                  ) ss.  
COUNTY OF REDWOOD    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by Christian R. Peterson.

\_\_\_\_\_  
NOTARY PUBLIC

GUARANTOR:

\_\_\_\_\_  
Amy Peterson

STATE OF MINNESOTA    )  
                                  ) ss.  
COUNTY OF REDWOOD    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by Amy Peterson.

\_\_\_\_\_  
NOTARY PUBLIC

Approved as to form: \_\_\_\_\_  
*Mary Peterson*  
Assistant Redwood County Attorney



**PROMISSORY NOTE**  
**Redwood County EDA Revolving Loan Fund**

AT: Redwood Falls, MN  
AMOUNT: \$50,000  
DATED: \_\_\_\_\_, 2025

FOR VALUE RECEIVED, the undersigned Borrower, Christian Peterson and Amy Peterson, whose address is 10975 Quantico Ln N Maple Grove, MN 55369, promises to pay to the order of the Redwood County Economic Development Authority 403 South Mill Street, PO 130, Redwood Falls, Minnesota 56283, or at such other place as the holder may from time to time designate in writing, the sum of Fifty thousand and no/100ths Dollars (\$50,000), or so much as may have been advanced hereunder, together with interest thereon as hereinafter provided.

The Loan Agreement of even date herewith between Borrow and Lender (the “Loan Agreement”) sets forth the interest rate, default rate, late payment charge, payment and prepayment provisions, the maturity date and other provisions applicable to this Note, all of herein, but not defined herein, shall have the meaning given such term in the Loan Agreement.

This Note is secured by a lien on real estate at 219 S Washington St. Redwood Falls MN 56283, Personal Guaranties and certain other security agreements (collectively, the “Loan Documents”), all of even date herewith. The terms of the Loan Documents are incorporated herein. Disbursements of the principal of this Note will be made pursuant to the Terms of the Loan Agreement.

Except as otherwise described in the Loan Agreement, all payments shall first be applied to interest due on the unpaid principal balance and thereafter the reduction of principal. The entire outstanding principal balance and interest, if not sooner paid, shall be paid in full on or before the tenth anniversary of this Note.

If a default occurs under this Note and is not cured with fifteen (15) days after written notice to the Borrower, Lender is entitled to all of the rights and remedies provided for in the Loan Documents, including without limitation the right to declare the principal balance hereof to be immediately due and payable and any other rights and remedies of Lender at law or in equity, and Lender may enforce the covenants, agreements and undertakings of Borrowers contained in the Note, in the Loan Agreement or in the other Loan Documents and may exercise the remedies provided for thereby or otherwise available in respect to this Note and the other Loan Documents, all in accordance with the terms thereof.

The undersigned shall pay a late charge of five percent (5%) of the payment due of principal or interest if payment for any of these installments is not received within fifteen (15) calendar days following the due date. The late charge shall be considered unpaid if not received within thirty (30) calendar days of the missed due date for which it was imposed. Any unpaid late charge shall be added to principal and bear interest at the same rate as specified in the Loan Agreement. Acceptance of a late charge by Lender does not constitute a waiver of default.

The undersigned agrees to pay all costs of collection, including reasonable attorney’s fees and legal expenses, incurred by the holder in the event this Note is not duly paid. The holder may at any time

renew this Note or extend its maturity date for any period and release any security for, or any party to, this Note, all without notice to or consent of and without releasing any party, maker, endorser or guarantor from any liability on this Note. Presentment or other demand for payment and notice of dishonor and protest are hereby waived by the undersigned and each endorser and guarantor.

IN WITNESS WHEREOF, the undersigned has caused this Note to be executed as of the day and year first above written.

BORROWER

\_\_\_\_\_  
Christian R. Peterson

STATE OF MINNESOTA                    )  
  ) ss.  
COUNTY OF REDWOOD                    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by Christian R. Peterson.

\_\_\_\_\_  
NOTARY PUBLIC

BORROWER

\_\_\_\_\_  
Amy Peterson.

STATE OF MINNESOTA                    )  
  ) ss.  
COUNTY OF REDWOOD                    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by Amy Peterson.

\_\_\_\_\_  
NOTARY PUBLIC

Approved as to form:   
Assistant Redwood County Attorney



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 1, 2025	<b>Originating Dept.:</b>	Environmental
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	<b>Presenter:</b> Murray County		
Redetermination of JD 28 - Murray, Redwood, Lyon	<b>estimated time needed:</b>	15 minutes	
<b>Board Action:</b>	<input checked="" type="checkbox"/> <b>Yes, action required</b>	<input type="checkbox"/> <b>No, informational only</b>	

**If Action, Board Motion Requested:**

Establish joint drainage authority for Judicial Ditch 28.

Ratify actions of the Murray County Board initiating redetermination of benefits and appointing viewers.

**Background Information:**

Murray County ordered a redetermination of benefits for JD 28 and appointed H2Over Viewers to report the benefits and damages. The viewers discovered property in Redwood and Lyon Counties that is potentially benefitted by JD 28. Upon this discovery, the Murray County Board recessed the proceedings in order to establish a Joint Drainage Authority between the three counties.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

Administrators Comments:

Reviewed by Administrator:  Yes  No

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

STATE OF MINNESOTA  
MURRAY COUNTY BOARD OF COMMISSIONERS  
LYON COUNTY BOARD OF COMMISSIONERS  
REDWOOD COUNTY BOARD OF COMMISSIONERS  
SEATED JOINTLY PURSUANT TO MINNESOTA STATUTES SECTION 103E.235 FOR  
THE PURPOSE OF ESTABLISHING A JOINT DRAINAGE AUTHORITY FOR MURRAY  
COUNTY JUDICIAL DITCH 28

**NOTICE OF SPECIAL MEETING**

Please take notice of the following meeting of the Murray County Board of Commissioners, Lyon County Board of Commissioners and Redwood County Board of Commissioners seated jointly pursuant to Minnesota Statutes Section 103E.235 for the purpose of Establishing a Joint Drainage Authority Board for Murray County Judicial Ditch 28.

**Date:** Tuesday, July 1, 2025

**Time:** 9:30 a.m.

**Location:** Interactive video teleconference from the following locations:

- Murray County Commissioner Room, Murray County Government Center (2500 28<sup>th</sup> Street, Slayton MN 56172)
- Lyon County Commissioner Room, Lyon County Government Center (607 W. Main St, Marshall MN 56258)
- Redwood County Commissioner Room, Redwood County Government Center (403 South Mill Street, Redwood Falls, MN 56283)

**Purpose:** To establish a Joint Drainage Authority for Murray County Judicial Ditch 28 (JD28) and to ratify certain actions of the Murray County Board initiating a redetermination of benefits for JD 28 and appointing viewers.

**Agenda:**

1. Welcome and Introductions
2. Presentation
3. Board Discussion
4. Consider Order establishing Joint Drainage Authority, ratifying action and directing further proceedings.
5. Adjourn

STATE OF MINNESOTA  
MURRAY COUNTY BOARD OF COMMISSIONERS  
REDWOOD COUNTY BOARD OF COMMISSIONERS  
LYON COUNTY BOARD OF COMMISSIONERS  
SEATED JOINTLY PURSUANT TO MINNESOTA STATUTES SECTION 103E.235 FOR THE PURPOSE  
OF ESTABLISHING A JOINT DRAINAGE AUTHORITY FOR MURRAY COUNTY JUDICIAL DITCH 28

---

The matter of the Redetermination of Benefits  
for Murray County Judicial Ditch 28

**Order establishing Joint Drainage  
Authority, ratifying actions, and  
directing further proceedings**

---

The County Boards of Commissioners of Murray, Redwood and Lyon Counties, upon proper notice, met jointly on \_\_\_\_\_, 2025, for the purpose of considering the establishment of a Joint Drainage Authority for Murray County Judicial Ditch (JD) 28 and to ratify certain actions of the Murray County Board initiating a redetermination of benefits for JD 28 and appointing viewers. After a presentation and discussion of the matters herein, Commissioner \_\_\_\_\_ (\_\_\_\_\_ County) made a motion to adopt the following Findings and Order:

**WHEREAS**, the Murray County Board of Commissioners, Drainage Authority for Murray County Judicial Ditch (JD) 28, investigated whether conditions exist to warrant the redetermination of benefits of JD 28; and

**WHEREAS**, upon investigation, the Board determined the following:

1. Benefits for JD 28 were last determined prior to the enactment of various laws, regulations and programs protecting wetlands.
2. The current benefits roll reflects the benefitted properties, benefitted areas, and benefit values as determined by viewers based on assumptions regarding the ability of landowners to convert wetlands for agricultural purposes.
3. Additionally, since the most recent determination of benefits and damages, land uses and drainage practices have evolved, changing the nature and value of benefits accruing to lands from the drainage systems' construction.
4. Since the most recent determination of benefits and damages, additional lands not previously determined to be benefitted have improved drainage to take advantage of JD 28 as an outlet for drainage.
5. Since the most recent determination of benefits and damages, land values have changed within the benefitted area of JD 28.

**WHEREAS**, based upon its determinations, the Murray County Board of Commissioners found that the conditions required for the initiation of a redetermination of benefits for JD 28 existed, that the original benefits and damages do not reflect reasonable present day land values, and the benefitted areas have changed; and

**WHEREAS**, the Murray County Board of Commissioners ordered a redetermination of Benefits for JD 28, appointed viewers Bryan Murphy, Aaron Goemann, Larry Murphy, Robert Conely and Kenneth DeGier of H2Over Viewers, LLC to redetermine and report the benefits and damages for JD 28; and

**WHEREAS**, the Murray County Auditor-Treasurer ordered the viewers to confirm their qualification and execute oaths as required by statute; and

**WHEREAS**, Bryan Murphy later disqualified himself as a viewer in the proceedings; and

**WHEREAS**, Aaron Goemann's employment with the viewing services provider, H2Over Viewers, LLC, ended and the Murray County Board of Commissioners rescinded Mr. Goemann's appointment as a viewer on September 3, 2024; and

**WHEREAS**, upon review, it was determined that Scott Henderson is a disinterested resident of Minnesota qualified to assess benefits and damages and meets the qualifications and the requirements of Minnesota Statutes, section 103E.305 to serve as viewer for the redetermination of benefits and damages of Murray County Judicial Ditch 28; and

**WHEREAS**, during their initial viewing the viewers discovered property in Redwood and Lyon Counties that is potentially benefitted by JD 28. Upon this discovery, the Murray County Board recessed the proceedings in order to establish a Joint Drainage Authority for the Redetermination of Benefits; and

**THEREFORE**, based on the foregoing, the Boards of Commissioners of Murray, Redwood and Lyon Counties, seated jointly, adopt the following:

**ORDER**

1. The Boards hereby establish a Joint Drainage Authority pursuant to Minnesota Statutes Section 103E.235 for Murray County Judicial Ditch 28.
2. The Joint Drainage Authority shall consist of the following initial members:

Woelber	(Murray County, District 1)
Carlson	(Murray County, District 2)
Zins	(Murray County, District 5)

\_\_\_\_\_ (Redwood County, District \_\_\_)  
\_\_\_\_\_ (Lyon County, District \_\_\_)

3. Future vacancies on the Joint Drainage Authority shall be filled by the successor Commissioner from the district indicated.
4. Murray County is designated as the “majority” county for the Joint Drainage System resulting from the redetermination of benefits. The Murray County Auditor-Treasurer and appropriate staff shall coordinate with the Redwood County Auditor and Lyon County Auditor and proceed with future management and administration of the resulting Joint System according to Minnesota Statutes Chapter 103E.
5. Except for the original appointment of Bryan Murphy and Aaron Goemann as viewers in the proceedings, the Boards hereby ratify and readopt the findings, determinations, and orders of the Murray County Drainage Authority Board initiating the redetermination of benefits and appointing viewers and any amendments; ratify and accept the Auditor’s Orders and Viewers’ Oaths; and direct continued work on the redetermination.
6. The Joint Drainage Authority appoints Scott Henderson as a replacement viewer in the proceedings and directs the Murray County Auditor-Treasurer to obtain viewer qualification and oaths as required by statute.
7. The Joint Drainage Authority established herein shall be perpetual until either dissolved or modified by future action of the Murray, Redwood and Lyon County Boards of Commissioners, seated jointly.

The motion was seconded by Commissioner \_\_\_\_\_ (\_\_\_\_\_ County), and after discussion, the motion **Passed** and the Findings and Order were **Adopted** by a majority of Commissioners from each County.

Dated this \_\_\_ day of \_\_\_\_\_, 2025

MURRAY COUNTY BOARD OF COMMISSIONERS

By \_\_\_\_\_  
Chairperson

Dated this \_\_\_ day of \_\_\_\_\_, 2025

REDWOOD COUNTY BOARD OF COMMISSIONERS

By \_\_\_\_\_  
Chairperson

Dated this \_\_\_ day of \_\_\_\_\_, 2025

LYON COUNTY BOARD OF COMMISSIONERS

By \_\_\_\_\_  
Chairperson



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Highway Engineer
Approve bills		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve Highway Department bills

**Background Information:**

.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

IFX  
6/24/25 2:13PM

\*\*\* 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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6/24/25 2:13PM

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



3 ROAD AND BRIDGE

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
76720	AUTO VALUE OF REDWOOD FALLS							
1	03-330-000-0000-6502			17.58	Shop Supplies		SHOP MATERIALS & SUPPLIES	N
2	03-330-000-0000-6503			755.29	Filters		EQUIPMENT REPAIR PARTS & SUPP	N
3	03-330-000-0000-6503			307.20	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
76720	AUTO VALUE OF REDWOOD FALLS			1,080.07	3 Transactions			
7570	BOLTON & MENK INC							
4	03-320-000-0000-6291			373.50	Consult Engineer Fees / Bridge	0364588	PROFESSIONAL & TECHNICAL SERV	N
5	03-320-000-0000-6291			6,141.50	Consult Engineer Fees	0364589	PROFESSIONAL & TECHNICAL SERV	N
6	03-320-000-0000-6291			34,844.00	Consult Engineer Fees	0364590	PROFESSIONAL & TECHNICAL SERV	N
7	03-320-000-0000-6291			741.50	Consult Engineer Fees	0364591	PROFESSIONAL & TECHNICAL SERV	N
7570	BOLTON & MENK INC			42,100.50	4 Transactions			
10066	CARDIO PARTNERS INC							
9	03-330-000-0000-6502			83.63	AED Pads	600069070	SHOP MATERIALS & SUPPLIES	N
10066	CARDIO PARTNERS INC			83.63	1 Transactions			
13055	COLUMN SOFTWARE PBC							
8	03-301-000-0000-6230			194.72	Public Notice		PRINTING & PUBLISHING	N
13055	COLUMN SOFTWARE PBC			194.72	1 Transactions			
13242	COUNTRY ENTERPRISES INC							
10	03-310-000-0000-6501			94.00	Door Decals	94117	ROAD MAINTENANCE SUPPLIES & M	N
13242	COUNTRY ENTERPRISES INC			94.00	1 Transactions			
15560	DIAMOND MOWERS LLC							
11	03-330-000-0000-6503			1,261.23	Blades, Nuts & Bolts	285438	EQUIPMENT REPAIR PARTS & SUPP	N
15560	DIAMOND MOWERS LLC			1,261.23	1 Transactions			
18802	DUININCK INC							
12	03-310-000-0000-6501			464.00	Blade (Sand) Mix		ROAD MAINTENANCE SUPPLIES & M	N
13	03-310-000-0000-6501			8,396.80	Blade (Sand) Mix	564887	ROAD MAINTENANCE SUPPLIES & M	N
14	03-310-000-0000-6501			3,566.40	Blade (Sand) Mix	565019	ROAD MAINTENANCE SUPPLIES & M	N
15	03-310-000-0000-6501			982.40	Blade (Sand) Mix	565041	ROAD MAINTENANCE SUPPLIES & M	N
18802	DUININCK INC			13,409.60	4 Transactions			
20730	ECOWATER SYSTEMS OF REDWOOD FALL:							
16	03-301-000-0000-6401			85.00	Office Supplies		OFFICE SUPPLIES	N
20730	ECOWATER SYSTEMS OF REDWOOD FALL:			85.00	1 Transactions			

IFX  
6/24/25 2:13PM  
3 ROAD AND BRIDGE

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
17	21500 ELECTRIC MOTOR COMPANY 03-330-000-0000-6502			14.99	Rocker Switch	146963	SHOP MATERIALS & SUPPLIES	N
	21500 ELECTRIC MOTOR COMPANY			14.99	1 Transactions			
18	22283 ETTERMAN ENTERPRISES INC 03-330-000-0000-6502			779.68	Shop Supplies	371032	SHOP MATERIALS & SUPPLIES	N
	22283 ETTERMAN ENTERPRISES INC			779.68	1 Transactions			
19	47911 FLINT HILLS RESOURCES LP 03-310-000-0000-6501			19,688.10	Tack Oil		ROAD MAINTENANCE SUPPLIES & M	N
	47911 FLINT HILLS RESOURCES LP			19,688.10	1 Transactions			
20	26663 FULTZ/MALLORY 03-320-000-0000-6366			2,671.00	Parcel #66-030-2040		RIGHT OF WAY - PERMANENT EASE	Y
21	03-320-000-0000-6367			401.75	Parcel #66-030-2040		RIGHT OF WAY-TEMP.EASE.& OTHE	Y
	26663 FULTZ/MALLORY			3,072.75	2 Transactions			
22	29675 GMS INDUSTRIAL SUPPLIES INC 03-330-000-0000-6502			19.62	Shop Supplies		SHOP MATERIALS & SUPPLIES	N
	29675 GMS INDUSTRIAL SUPPLIES INC			19.62	1 Transactions			
23	32001 H & L PRINTING SERVICE 03-301-000-0000-6401			2,394.00	Envelopes, Time Cards, PO Book		OFFICE SUPPLIES	N
	32001 H & L PRINTING SERVICE			2,394.00	1 Transactions			
24	43095 JOHN DEERE FINANCIAL 03-330-000-0000-6503			205.10	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
25	03-330-000-0000-6503			29.96	Repair Part		EQUIPMENT REPAIR PARTS & SUPP	N
	43095 JOHN DEERE FINANCIAL			235.06	2 Transactions			
27	53100 LOCATORS & SUPPLIES INC 03-310-000-0000-6507			269.20	PPE - Spray Program		MISCELLANEOUS EXPENSES	N
28	03-310-000-0000-6507			486.71	PPE		MISCELLANEOUS EXPENSES	N
	53100 LOCATORS & SUPPLIES INC			755.91	2 Transactions			
26	53227 LOFFLER COMPANIES INC 03-301-000-0000-6310			112.14	Copier Maint Contract		OFFICE EQUIPMENT REPAIR & MAIN	N
	53227 LOFFLER COMPANIES INC			112.14	1 Transactions			
	55610 M-R SIGN CO INC							

IFX  
6/24/25 2:13PM  
3 ROAD AND BRIDGE

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
29	03-310-000-0000-6501			257.90	Sand Bags		ROAD MAINTENANCE SUPPLIES & M	N
	<b>55610</b>	<b>M-R SIGN CO INC</b>		<b>257.90</b>		1 Transactions		
	<b>56300</b>	<b>MEADOWLAND FARMERS COOP</b>						
31	03-310-000-0000-6501			2,763.38	Spray Chemicals		ROAD MAINTENANCE SUPPLIES & M	N
32	03-330-000-0000-6503			770.70	Oil		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>56300</b>	<b>MEADOWLAND FARMERS COOP</b>		<b>3,534.08</b>		2 Transactions		
	<b>56582</b>	<b>MEYER/BARTON J</b>						
34	03-320-000-0000-6366			7,690.00	Parcel #66-019-3040		RIGHT OF WAY - PERMANENT EASE	Y
33	03-320-000-0000-6367			861.00	Parcel #66-019-3040		RIGHT OF WAY-TEMP.EASE.& OTHE	Y
35	03-320-000-0000-6505			1,100.00	Parcel #66-019-3040 - Tree Rem		ENG. & CONST.MATERIALS & SUPPL	Y
	<b>56582</b>	<b>MEYER/BARTON J</b>		<b>9,651.00</b>		3 Transactions		
	<b>56665</b>	<b>MIDSTATES EQUIPMENT &amp; SUPPLY INC</b>						
36	03-330-000-0000-6503			451.37	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>56665</b>	<b>MIDSTATES EQUIPMENT &amp; SUPPLY INC</b>		<b>451.37</b>		1 Transactions		
	<b>57390</b>	<b>MN DEPT OF LABOR &amp; INDUSTRY</b>						
37	03-330-000-0000-6305			10.00	Pressure Vessel		BLDG - REPAIRS & MAINTENANCE	N
	<b>57390</b>	<b>MN DEPT OF LABOR &amp; INDUSTRY</b>		<b>10.00</b>		1 Transactions		
	<b>57397</b>	<b>MN DEPT OF TRANSPORTATION</b>						
38	03-320-000-0000-6291			326.04	Structural Metals Inspection		PROFESSIONAL & TECHNICAL SERV	N
	<b>57397</b>	<b>MN DEPT OF TRANSPORTATION</b>		<b>326.04</b>		1 Transactions		
	<b>58281</b>	<b>MOREY'S SMALL ENGINE SPECIALIST</b>						
30	03-330-000-0000-6503			25.00	Repair Part		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>58281</b>	<b>MOREY'S SMALL ENGINE SPECIALIST</b>		<b>25.00</b>		1 Transactions		
	<b>78103</b>	<b>ROAD MACHINERY &amp; SUPPLIES CO</b>						
39	03-330-000-0000-6503			332.41	Filters		EQUIPMENT REPAIR PARTS & SUPP	N
40	03-330-000-0000-6503			1,728.67	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>78103</b>	<b>ROAD MACHINERY &amp; SUPPLIES CO</b>		<b>2,061.08</b>		2 Transactions		
	<b>78815</b>	<b>RSS GROUP INTERNATIONAL INC</b>						
41	03-330-000-0000-6502			362.39	Misc Shop Tools		SHOP MATERIALS & SUPPLIES	N
	<b>78815</b>	<b>RSS GROUP INTERNATIONAL INC</b>		<b>362.39</b>		1 Transactions		
	<b>76758</b>	<b>RTS LLC</b>						

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3 ROAD AND BRIDGE

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
43	03-330-000-0000-6306			90.00	Tire Repair		MAINTENANCE - EQUIPMENT	Y
42	03-330-000-0000-6502			140.00	Tire Disposals		SHOP MATERIALS & SUPPLIES	Y
<b>76758</b>	<b>RTS LLC</b>			<b>230.00</b>		2 Transactions		
<b>79500</b>	<b>RUNNINGS FARM &amp; FLEET</b>							
44	03-330-000-0000-6502			729.98	Trimmers		SHOP MATERIALS & SUPPLIES	N
45	03-330-000-0000-6503			78.62	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
<b>79500</b>	<b>RUNNINGS FARM &amp; FLEET</b>			<b>808.60</b>		2 Transactions		
<b>80009</b>	<b>S W DUST TREATMENT INC</b>							
46	03-310-000-0000-6501			4,428.00	Dust Treatment		ROAD MAINTENANCE SUPPLIES & M	N
<b>80009</b>	<b>S W DUST TREATMENT INC</b>			<b>4,428.00</b>		1 Transactions		
<b>80075</b>	<b>SAFETY-KLEEN SYSTEMS INC</b>							
48	03-330-000-0000-6502			144.96	Parts Washer		SHOP MATERIALS & SUPPLIES	N
<b>80075</b>	<b>SAFETY-KLEEN SYSTEMS INC</b>			<b>144.96</b>		1 Transactions		
<b>80084</b>	<b>SALFER WELDING MFG &amp; REPAIR LLC</b>							
50	03-330-000-0000-6502			321.25	Skids		SHOP MATERIALS & SUPPLIES	Y
49	03-330-000-0000-6503			78.80	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	Y
<b>80084</b>	<b>SALFER WELDING MFG &amp; REPAIR LLC</b>			<b>400.05</b>		2 Transactions		
<b>80180</b>	<b>SCHMIDT CONSTRUCTION INC</b>							
51	03-310-000-0000-6501			29,200.00	Tree Clearing		ROAD MAINTENANCE SUPPLIES & M	N
<b>80180</b>	<b>SCHMIDT CONSTRUCTION INC</b>			<b>29,200.00</b>		1 Transactions		
<b>80695</b>	<b>SCOTTS LAWN SERVICE &amp; SNOW REMOVA</b>							
47	03-310-000-0000-6341			1,460.00	May, June Mowing - Normandale		EQUIPMENT RENTAL	Y
<b>80695</b>	<b>SCOTTS LAWN SERVICE &amp; SNOW REMOVA</b>			<b>1,460.00</b>		1 Transactions		
<b>83380</b>	<b>SPRINGFIELD ADVANCE PRESS</b>							
52	03-301-000-0000-6230			64.50	ROW Posting		PRINTING & PUBLISHING	N
<b>83380</b>	<b>SPRINGFIELD ADVANCE PRESS</b>			<b>64.50</b>		1 Transactions		
<b>86590</b>	<b>THE MARKET AT REDWOOD LLC</b>							
53	03-301-000-0000-6332			13.94	5-Year Plan Open House		STAFF DEVELOPMENT	N
<b>86590</b>	<b>THE MARKET AT REDWOOD LLC</b>			<b>13.94</b>		1 Transactions		
<b>88135</b>	<b>TOTAL GLASS OF REDWOOD FALLS INC</b>							
55	03-330-000-0000-6306			200.00	Install Windshield		MAINTENANCE - EQUIPMENT	N

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3 ROAD AND BRIDGE

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
54	03-330-000-0000-6503			827.42	LH & RH Windshield		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>88135 TOTAL GLASS OF REDWOOD FALLS INC</b>			<b>1,027.42</b>	2 Transactions			
56	03-330-000-0000-6503			325.00	UV Protection Film		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>88615 TRIBBLE/DAVID ALLEN</b>			<b>325.00</b>	1 Transactions			
57	03-330-000-0000-6503			921.06	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	Y
58	03-330-000-0000-6503			260.59	Filters		EQUIPMENT REPAIR PARTS & SUPP	Y
	<b>88743 TRUCK CENTER COMPANIES EAST LLC</b>			<b>1,181.65</b>	2 Transactions			
60	03-330-000-0000-6306			184.50	Tire Repair		MAINTENANCE - EQUIPMENT	Y
59	03-330-000-0000-6503			15.50	Tire Patches		EQUIPMENT REPAIR PARTS & SUPP	Y
	<b>89002 TURBES AG SALES &amp; SERVICE LLC</b>			<b>200.00</b>	2 Transactions			
62	03-310-000-0000-6341			520.00	Blading		EQUIPMENT RENTAL	N
63	03-310-000-0000-6341			750.00	Mowing		EQUIPMENT RENTAL	N
64	03-310-000-0000-6341			4,160.00	Blading	1170	EQUIPMENT RENTAL	N
65	03-310-000-0000-6341			1,105.00	Blading	1174	EQUIPMENT RENTAL	N
66	03-310-000-0000-6341			910.00	Blading	1185	EQUIPMENT RENTAL	N
67	03-310-000-0000-6341			1,040.00	Blading	1200	EQUIPMENT RENTAL	N
68	03-310-000-0000-6341			62.50	Mowing	1201	EQUIPMENT RENTAL	N
	<b>90661 VALLEY EARTHWORKS INC</b>			<b>8,547.50</b>	7 Transactions			
61	03-310-000-0000-6507			406.58	DOT Drug Testing		MISCELLANEOUS EXPENSES	N
	<b>91159 VAULT HEALTH</b>			<b>406.58</b>	1 Transactions			
69	03-330-000-0000-6502			221.36	Uniforms, Mats, Shop Towels		SHOP MATERIALS & SUPPLIES	Y
	<b>91230 VESTIS SERVICES LLC</b>			<b>221.36</b>	1 Transactions			
70	03-330-000-0000-6503			4,065.75	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
71	03-330-000-0000-6503			48.13	Filters		EQUIPMENT REPAIR PARTS & SUPP	N
	<b>93070 WELTSCH EQUIPMENT INC</b>			<b>4,113.88</b>	2 Transactions			

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3 ROAD AND BRIDGE

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
72	93251 WESTBROOK AG POWER INC	03-330-000-0000-6503		435.46	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
	93251 WESTBROOK AG POWER INC			435.46	1 Transactions			
	93110 WIDSETH SMITH NOLTING & ASSOCIATES I							
73	03-320-000-0000-6291			1,955.00	Consult Engineer Fees	237831	PROFESSIONAL & TECHNICAL SERV	N
74	03-320-000-0000-6291			3,564.92	Consult Engineer Fees	238098	PROFESSIONAL & TECHNICAL SERV	N
75	03-320-000-0000-6291			1,740.00	Consult Engineer Fees	238099	PROFESSIONAL & TECHNICAL SERV	N
76	03-320-000-0000-6291			2,790.00	Consult Engineer Fees	238100	PROFESSIONAL & TECHNICAL SERV	N
77	03-320-000-0000-6291			3,480.00	Consult Engineer Fees	238101	PROFESSIONAL & TECHNICAL SERV	N
78	03-320-000-0000-6291			1,822.62	Consult Engineer Fees	238102	PROFESSIONAL & TECHNICAL SERV	N
79	03-320-000-0000-6291			8,322.50	Consult Engineer Fees	238103	PROFESSIONAL & TECHNICAL SERV	N
80	03-320-000-0000-6291			6,944.25	Consult Engineer Fees	238104	PROFESSIONAL & TECHNICAL SERV	N
81	03-320-000-0000-6291			2,392.50	Consult Engineer Fees	238105	PROFESSIONAL & TECHNICAL SERV	N
82	03-320-000-0000-6291			3,750.00	Consult Engineer Fees	238106	PROFESSIONAL & TECHNICAL SERV	N
83	03-320-000-0000-6291			3,876.25	Consult Engineer Fees	238107	PROFESSIONAL & TECHNICAL SERV	N
	93110 WIDSETH SMITH NOLTING & ASSOCIATES I			40,638.04	11 Transactions			
	99290 ZIEGLER INC							
84	03-330-000-0000-6503			3,536.74	Repair Parts		EQUIPMENT REPAIR PARTS & SUPP	N
	99290 ZIEGLER INC			3,536.74	1 Transactions			
<b>3 Fund Total:</b>				<b>199,443.54</b>	<b>ROAD AND BRIDGE</b>	<b>46 Vendors</b>	<b>84 Transactions</b>	
<b>Final Total:</b>				<b>199,443.54</b>	<b>46 Vendors</b>	<b>84 Transactions</b>		

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



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	199,443.54	ROAD AND BRIDGE
All Funds	199,443.54	Total

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



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Highway Engineer
Budget Report		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input checked="" type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

For information only

**Background Information:**

See attached budget report

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

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



**REVENUES & EXPENDITURES BUDGET REPORT**

Budget Name for Report:	2025 BUDGET (ACTIVE)	Page Break Option:	1	1 - Page Break by FUND
Include on the Report:	1 B - Both Revenues And Expenditures			2 - Page Break by DEPT
	E - Expenditure Accounts Only	Report Basis:	2	1 - Cash
	R - Revenue Accounts Only			2 - Modified Accrual
Report Thru:	06/2025			3 - Full Accrual
Save Report:	N			
Comment:				

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



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2025

Report Basis: Modified Accrual

Account Number	Status	Quarter To Date	Year To Date	Percent of Year Budget	50% % of BDG
3 FUND ROAD AND BRIDGE					
301 DEPT ROAD & BRIDGE ADMINISTRATION					
----- REVENUES -----					
03-301-000-0000-5001	PROPERTY TAXES-CURRENT	2,042,035.03-	2,042,035.03-	3,493,074.00-	58
03-301-000-0000-5004	PROPERTY TAXES-DELINQUENT	6,947.82-	6,947.82-	0.00	0
03-301-000-0000-5015	WHEELAGE TAX	68,881.38-	140,638.35-	360,000.00-	39
03-301-000-0000-5016	LOCAL SALES TAX	267,904.63-	387,947.92-	1,174,000.00-	33
03-301-000-0000-5020	SEVERED MINERAL TAXES	0.00	6.31-	5.00-	126
03-301-000-0000-5205	DISPARITY REDUCTION AID	0.00	0.00	9,430.00-	0
03-301-000-0000-5208	MARKET VALUE CREDIT	0.00	0.00	85,628.00-	0
03-301-000-0000-5225	SPECIAL TOWN BRIDGE	656,604.61-	736,203.85-	1,514,500.00-	49
03-301-000-0000-5230	TOWN BRIDGE REVENUE	0.00	0.00	995,681.00-	0
03-301-000-0000-5235	TOWN ROAD REVENUE	0.00	850,340.00-	720,556.00-	118
03-301-000-0000-5240	ST. OF MN. - REG. MAINT.	221,824.50-	1,388,217.50-	2,297,317.00-	60
03-301-000-0000-5242	ST. OF MN. - MUN.MAINT.	0.00	181,822.00-	358,911.00-	51
03-301-000-0000-5244	ST. OF MN. - REG.CONST.	485,519.57-	500,904.61-	3,414,072.00-	15
03-301-000-0000-5246	ST. OF MN - MUN. CONST.	0.00	0.00	538,123.00-	0
03-301-000-0000-5247	ST. OF MN - BRIDGE INSPECTION REIM	0.00	22,044.00-	0.00	0
03-301-000-0000-5333	BRIDGE BONDING REVENUE	0.00	0.00	3,607,609.00-	0
03-301-000-0000-5455	FEDERAL FUNDS - HIGHWAY	0.00	9,175.12-	446,344.00-	2
03-301-000-0000-5502	FEES & SERVICES	0.00	0.00	12,089.00-	0
03-301-000-0000-5503	OVERWEIGHT TRUCK PERMITS	1,650.00-	1,650.00-	24,800.00-	7
03-301-000-0000-5810	LAND LEASE & RENTAL	100.00-	100.00-	0.00	0
03-301-000-0000-5850	SALES OF MATERIALS	17,128.49-	31,057.71-	158,367.00-	20
03-301-000-0000-5920	SALE OF CAPITAL ASSET	0.00	8,577.50-	35,000.00-	25
----- EXPENDITURES -----					
03-301-000-0000-6103	SALARIES & WAGES-REGULAR	56,128.00	130,511.86	366,235.00	36
03-301-000-0000-6113	MEAL EXPENSE-TAXABLE	456.07	646.50	0.00	0
03-301-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	9,610.00	24,025.00	57,660.00	42
03-301-000-0000-6163	PERA-COUNTY SHARE	4,209.60	9,787.33	27,468.00	36
03-301-000-0000-6172	WORKERS' COMPENSATION	0.00	34,183.00	34,183.00	100
03-301-000-0000-6175	FICA-COUNTY SHARE	3,292.71	7,668.92	22,707.00	34
03-301-000-0000-6176	MEDICARE-COUNTY SHARE	770.06	1,793.52	5,310.00	34
03-301-000-0000-6202	TELEPHONE/FAX EXPENSE	4,709.14	8,846.05	18,837.00	47
03-301-000-0000-6210	POSTAGE	535.37	1,400.16	2,044.00	69
03-301-000-0000-6230	PRINTING & PUBLISHING	463.48	568.31	2,039.00	28
03-301-000-0000-6235	DOR LOCAL SALES TAX COSTS	2,411.15	3,491.54	20,428.00	17

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



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2025

3 FUND ROAD AND BRIDGE

Report Basis: Modified Accrual

Account Number	Status	Quarter To Date	Year To Date	Percent of Year		
				Budget	50% % of BDG	
03-301-000-0000-6241	SUBSCRIPTIONS	0.00	0.00	124.00	0	
03-301-000-0000-6242	DUES	835.00	3,755.00	3,433.00	109	
03-301-000-0000-6262	STATE AUDIT	0.00	0.00	2,520.00	0	
03-301-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	444.73	15,477.98	14,649.00	106	
03-301-000-0000-6310	OFFICE EQUIPMENT REPAIR & MAINT.	254.68	1,503.64	1,550.00	97	
03-301-000-0000-6331	MILEAGE	0.00	0.00	87.00	0	
03-301-000-0000-6332	STAFF DEVELOPMENT	1,836.18	3,227.84	6,000.00	54	
03-301-000-0000-6334	LODGING & EXPENSE	2,647.02	3,032.84	2,183.00	139	
03-301-000-0000-6351	INSURANCE-PROPERTY & LIABILITY	0.00	107,881.00	109,870.00	98	
03-301-000-0000-6401	OFFICE SUPPLIES	2,058.22	3,427.36	5,827.00	59	
03-301-000-0000-6507	MISCELLANEOUS EXPENSES	45.00	45.00	1,239.00	4	
03-301-000-0000-6891	EXP REIMBURSEMENTS - EXTERNAL	1,511.78-	2,037.76-	9,668.00-	21	
301 DEPT	Totals ROAD & BRIDGE ADMINISTRATION	Revenue Expend. Net	3,768,596.03- 89,194.63 3,679,401.40-	6,307,667.72- 359,235.09 5,948,432.63-	19,245,506.00- 694,725.00 18,550,781.00-	33 52 32
310 DEPT	HIGHWAY MAINTENANCE					
----- REVENUES -----						
03-310-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	11,431.72-	11,431.72-	9,845.00-	116	
03-310-000-0000-5301	STATE GRANTS	21,825.00-	21,825.00-	0.00	0	
03-310-000-0000-5401	DISASTER GRANTS	65,475.00-	65,475.00-	50,000.00-	131	
----- EXPENDITURES -----						
03-310-000-0000-6103	SALARIES & WAGES-REGULAR	164,245.88	380,704.04	1,110,691.00	34	
03-310-000-0000-6105	SALARIES & WAGES-PART TIME	1,191.21	1,191.21	39,426.00	3	
03-310-000-0000-6107	SALARIES & WAGES-OVERTIME	3,435.87	12,699.78	38,199.00	33	
03-310-000-0000-6113	MEAL EXPENSE-TAXABLE	0.00	0.00	132.00	0	
03-310-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	55,680.00	138,083.00	328,332.00	42	
03-310-000-0000-6163	PERA-COUNTY SHARE	12,576.14	29,485.04	86,167.00	34	
03-310-000-0000-6175	FICA-COUNTY SHARE	9,567.51	22,433.16	73,676.00	30	
03-310-000-0000-6176	MEDICARE-COUNTY SHARE	2,237.54	5,246.46	17,231.00	30	
03-310-000-0000-6202	TELEPHONE/FAX EXPENSE	120.00	300.00	360.00	83	
03-310-000-0000-6292	CONTRACT PAYMENTS	0.00	0.00	130,000.00	0	
03-310-000-0000-6332	STAFF DEVELOPMENT	0.00	583.00	14,000.00	4	
03-310-000-0000-6341	EQUIPMENT RENTAL	17,340.70	17,340.70	143,594.00	12	
03-310-000-0000-6501	ROAD MAINTENANCE SUPPLIES & MATERIALS	195,339.23	264,984.11	1,502,784.00	18	
03-310-000-0000-6506	MINOR EQUIP. PURCHASES	33,015.31	33,015.31	0.00	0	
03-310-000-0000-6507	MISCELLANEOUS EXPENSES	2,585.45	4,474.63	93,086.00	5	
03-310-000-0000-6508	TOWN ROAD DISTRIBUTION	0.00	850,340.00	720,556.00	118	

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



**REVENUES & EXPENDITURES BUDGET REPORT** As of 06/2025

Report Basis: Modified Accrual

				Percent of Year		50%
<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of</u>	<u>BDG</u>
03-310-000-0000-6601	CAPITAL OUTLAY (\$5,000 AND OVER)	329,654.42	343,534.42	927,701.00	37	
03-310-000-0000-6910	TRANSFERS IN	0.00	0.00	326,376.00-	0	
<b>310 DEPT</b>	<b>Totals HIGHWAY MAINTENANCE</b>	<b>Revenue</b>	<b>98,731.72-</b>	<b>98,731.72-</b>	<b>59,845.00-</b>	<b>165</b>
		<b>Expend.</b>	<b>826,989.26</b>	<b>2,104,414.86</b>	<b>4,899,559.00</b>	<b>43</b>
		<b>Net</b>	<b>728,257.54</b>	<b>2,005,683.14</b>	<b>4,839,714.00</b>	<b>41</b>
<b>320 DEPT</b>	<b>HIGHWAY CONSTRUCTION &amp; ENGINEERING</b>					
----- REVENUES -----						
03-320-000-0000-5249	INTERGOVERNMENTAL REIMBURSEMENTS-LC	0.00	0.00	80,000.00-	0	
03-320-000-0000-5383	MN IT SERVICES GEOSPATIAL INFO OFF GRAN	71,509.50-	71,509.50-	0.00	0	
----- EXPENDITURES -----						
03-320-000-0000-6103	SALARIES & WAGES-REGULAR	35,176.77	84,878.05	244,755.00	35	
03-320-000-0000-6105	SALARIES & WAGES-PART TIME	0.00	0.00	13,500.00	0	
03-320-000-0000-6107	SALARIES & WAGES-OVERTIME	0.00	0.00	20,949.00	0	
03-320-000-0000-6113	MEAL EXPENSE-TAXABLE	0.00	0.00	51.00	0	
03-320-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	12,470.00	31,175.00	74,820.00	42	
03-320-000-0000-6163	PERA-COUNTY SHARE	2,685.99	6,413.59	19,928.00	32	
03-320-000-0000-6175	FICA-COUNTY SHARE	1,944.44	4,695.07	17,311.00	27	
03-320-000-0000-6176	MEDICARE-COUNTY SHARE	454.75	1,098.04	4,048.00	27	
03-320-000-0000-6230	PRINTING & PUBLISHING	0.00	0.00	57.00	0	
03-320-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	63,898.94	94,158.94	434,521.00	22	
03-320-000-0000-6292	CONTRACT PAYMENTS	764,705.55	442,330.96	11,043,602.00	4	
03-320-000-0000-6297	GO BONDING CONTRACT PAYMENTS	0.00	202,901.89-	166,299.00	-122-	
03-320-000-0000-6331	MILEAGE	0.00	0.00	47.00	0	
03-320-000-0000-6366	RIGHT OF WAY - PERMANENT EASEMENTS	1,346.00	1,346.00	100,000.00	1	
03-320-000-0000-6367	RIGHT OF WAY-TEMP.EASE.& OTHER	5,955.78	5,955.78	40,000.00	15	
03-320-000-0000-6505	ENG. & CONST.MATERIALS & SUPPLIESS	619.51	5,973.51	44,435.00	13	
----- REVENUES -----						
03-320-000-2720-5240	2021A GO BOND INTEREST REIM - REG MAINT	0.00	102,325.00-	0.00	0	
03-320-000-2720-5244	2021A GO BOND PRINCIPAL REIM - REG CONST	0.00	325,000.00-	325,000.00-	100	
03-320-000-2720-5249	2021A GO BOND INTEREST REIM - REG MAINT	0.00	0.00	196,525.00-	0	
----- EXPENDITURES -----						
03-320-000-2720-6702	PRINCIPAL PAYMENTS 2021A BONDS	0.00	325,000.00	325,000.00	100	
03-320-000-2720-6705	INTEREST PAYMENTS 2021A BONDS	0.00	102,325.00	196,525.00	52	
<b>320 DEPT</b>	<b>Totals HIGHWAY CONSTRUCTION &amp; ENGINEERING</b>	<b>Revenue</b>	<b>71,509.50-</b>	<b>498,834.50-</b>	<b>601,525.00-</b>	<b>83</b>
		<b>Expend.</b>	<b>889,257.73</b>	<b>902,448.05</b>	<b>12,745,848.00</b>	<b>7</b>
		<b>Net</b>	<b>817,748.23</b>	<b>403,613.55</b>	<b>12,144,323.00</b>	<b>3</b>
<b>330 DEPT</b>	<b>EQUIPMENT MAINTENANCE &amp; SHOP</b>					

IFX  
6/24/25 7:20AM

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



## REVENUES & EXPENDITURES BUDGET REPORT As of 06/2025

3 FUND ROAD AND BRIDGE

Report Basis: Modified Accrual

<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Percent of Year Budget</u>	<u>50% % of BDG</u>
----- REVENUES -----					
03-330-000-0000-5980	INSURANCE RECOVERIES	33,324.50-	33,324.50-	0.00	0
----- EXPENDITURES -----					
03-330-000-0000-6103	SALARIES & WAGES-REGULAR	20,086.40	46,700.88	131,064.00	36
03-330-000-0000-6107	SALARIES & WAGES-OVERTIME	96.12	1,369.71	5,010.00	27
03-330-000-0000-6153	EMPLOYER CAFETERIA CONTRIBUTION	4,468.00	11,170.00	26,808.00	42
03-330-000-0000-6163	PERA-COUNTY SHARE	1,513.69	3,605.29	10,206.00	35
03-330-000-0000-6175	FICA-COUNTY SHARE	1,213.91	2,894.66	8,437.00	34
03-330-000-0000-6176	MEDICARE-COUNTY SHARE	283.89	676.98	1,973.00	34
03-330-000-0000-6251	UTILITIES	10,035.86	26,078.08	81,619.00	32
03-330-000-0000-6291	PROFESSIONAL & TECHNICAL SERVICES	1,500.00	1,500.00	0.00	0
03-330-000-0000-6305	BLDG - REPAIRS & MAINTENANCE	8,705.58	14,909.24	99,065.00	15
03-330-000-0000-6306	MAINTENANCE - EQUIPMENT	5,357.87	6,320.37	34,216.00	18
03-330-000-0000-6332	STAFF DEVELOPMENT	0.00	0.00	38.00	0
03-330-000-0000-6502	SHOP MATERIALS & SUPPLIES	17,600.24	28,228.97	56,293.00	50
03-330-000-0000-6503	EQUIPMENT REPAIR PARTS & SUPPLIES	27,722.52	44,883.35	283,617.00	16
03-330-000-0000-6504	FUEL	63,082.27	104,594.69	432,296.00	24
330 DEPT	Totals EQUIPMENT MAINTENANCE & SHOP	<b>Revenue</b> 33,324.50-	<b>33,324.50-</b>	<b>0.00</b>	<b>0</b>
		<b>Expend.</b> 161,666.35	<b>292,932.22</b>	<b>1,170,642.00</b>	<b>25</b>
		<b>Net</b> 128,341.85	<b>259,607.72</b>	<b>1,170,642.00</b>	<b>22</b>
3 FUND	Totals ROAD AND BRIDGE	<b>Revenue</b> 3,972,161.75-	<b>6,938,558.44-</b>	<b>19,906,876.00-</b>	<b>35</b>
		<b>Expend.</b> 1,967,107.97	<b>3,659,030.22</b>	<b>19,510,774.00</b>	<b>19</b>
		<b>Net</b> 2,005,053.78-	<b>3,279,528.22-</b>	<b>396,102.00-</b>	<b>828</b>
FINAL TOTALS	104 Accounts	<b>Revenue</b> 3,972,161.75-	<b>6,938,558.44-</b>	<b>19,906,876.00-</b>	<b>35</b>
		<b>Expend.</b> 1,967,107.97	<b>3,659,030.22</b>	<b>19,510,774.00</b>	<b>19</b>
		<b>Net</b> 2,005,053.78-	<b>3,279,528.22-</b>	<b>396,102.00-</b>	<b>828</b>



**REQUEST FOR BOARD ACTION**

Requested Board Date: <input type="text" value="2025"/>	Preferred 2 <sup>nd</sup> Date: <input type="text"/>	Originating Dept.: <input type="text" value="Road &amp; Ord"/>
Discussion Item: <input type="text" value="Road &amp; Ord"/>		Presenter: <input type="text"/>
		estimated time needed: <input type="text" value="5"/>
Board Action: <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only		

**If Action, Board Motion Requested:**

**Background Information:**

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney:

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

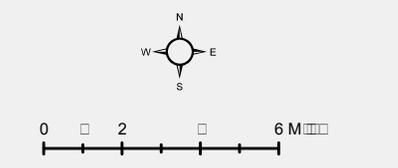
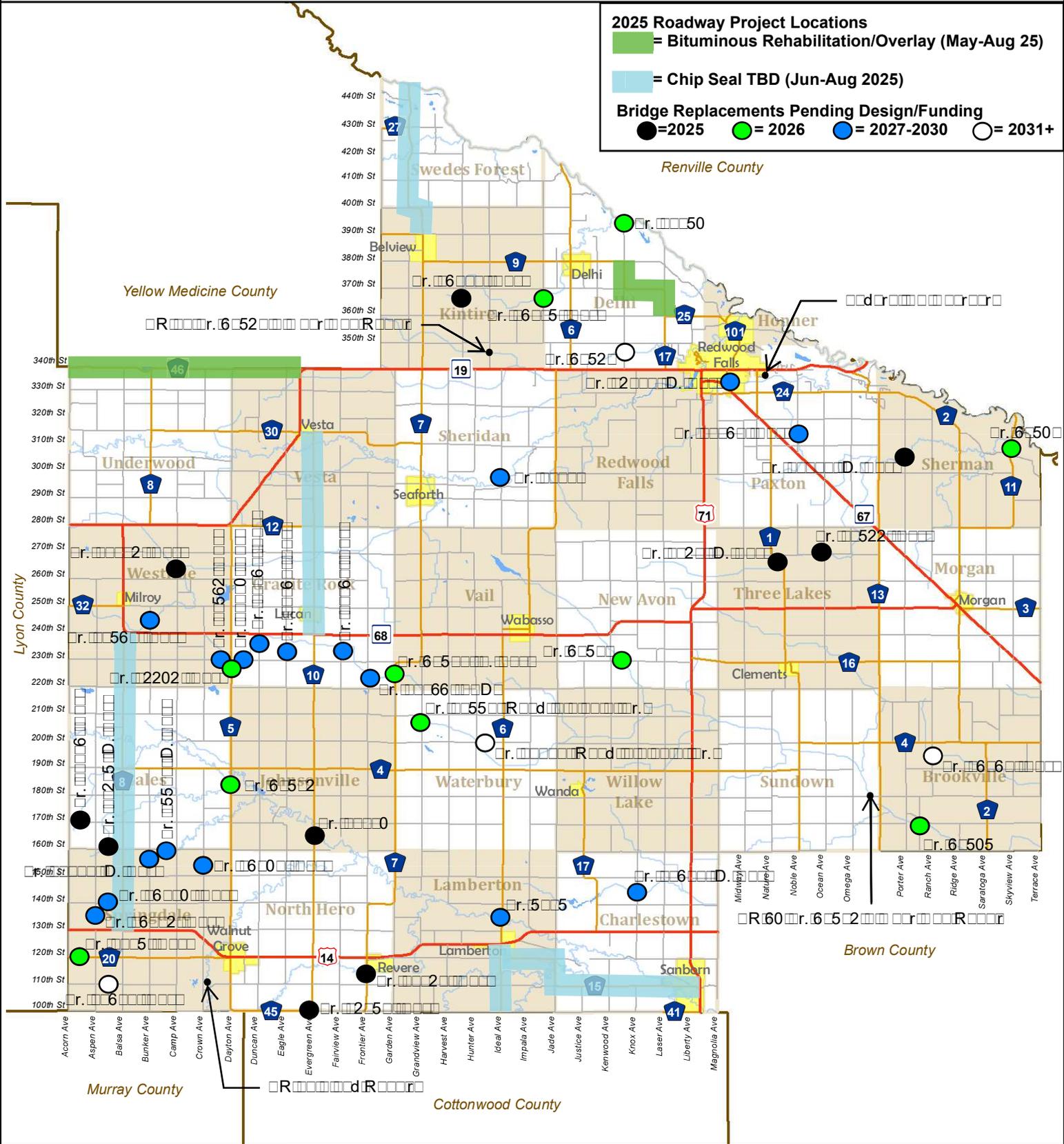
**\*\* The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day \*\***

# 2025 Project Map Redwood County, MN

Updated  
6/2/2025

**2025 Roadway Project Locations**  
 = Bituminous Rehabilitation/Overlay (May-Aug 25)  
 = Chip Seal TBD (Jun-Aug 2025)

**Bridge Replacements Pending Design/Funding**  
 = 2025     = 2026     = 2027-2030     = 2031+



Roads	Boundaries	Water
<span style="display:inline-block; width:20px; height:2px; background-color:red;"></span> <span style="display:inline-block; width:20px; height:2px; background-color:orange;"></span> <span style="display:inline-block; width:20px; height:2px; background-color:gray;"></span>	<span style="display:inline-block; width:20px; height:10px; background-color:yellow;"></span> <span style="display:inline-block; width:20px; height:10px; background-color:lightgray;"></span> <span style="display:inline-block; width:20px; height:10px; background-color:tan;"></span>	<span style="display:inline-block; width:20px; height:10px; background-color:lightblue;"></span> <span style="display:inline-block; width:20px; height:10px; background-color:blue;"></span>

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.

## 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



### Resolution Prioritized Bridge Replacement List July 1, 2025

The following Resolution was offered by Commissioner \_\_\_\_\_ and moved for adoption at a Regular Meeting held on July 1, 2025 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
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	52.0
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	72.0
1195	CSAH 20	Springdale	\$555,000	\$352,500			\$202,500	25/26	44.0
64511	CSAH 7	Vail	\$770,000	\$535,000			\$235,000	25/26	45.0
64532	CSAH 5	Johnsonville	\$1,135,750	\$456,594			\$679,156.50	2026	49.0
89850	CSAH 17	Delhi	\$4,325,250	\$2,612,500			\$1,712,750	2026	36.0
64501	CSAH 11	Sherman	\$1,395,625	\$847,500			\$548,125	2026	44.0
92202	CSAH 5	Granite Rock	\$545,000	\$297,500			\$247,500	2026	51.0
92194	CSAH 101	City Redwood	\$825,000	\$475,000			\$350,000	2029	56.0
5745	CSAH 6	Lamberton	\$1,767,000	\$958,500			\$808,500	2029	60.0
64517	CSAH 10	Granite Rock	\$1,221,000	\$685,500			\$535,500	TBD	47.0

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2nd District  
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**COREY THEIS**  
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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
92177	CSAH 2	Brookville	\$362,500	\$193,750			\$168,750	TBD	54.0
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
89819	CSAH 8	Springdale	\$790,500	\$470,250			\$320,250	TBD	54.0
89852	CSAH 19	Kintire	\$614,400	\$344,700			\$269,700	TBD	63.0
64521	CSAH 19	Kintire	\$701,400	\$388,200			\$313,200	TBD	65.0
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	73.0
3824	CSAH 2	Sherman	\$600,000	\$375,000			\$225,000	TBD	60.0
4065	CSAH 2	Sherman	\$1,654,000	\$952,000			\$702,000	TBD	68.0
89844	CSAH 16	New Avon	\$465,000	\$325,000			\$140,000	TBD	78.0
L6880	140th St.	Springdale	\$434,700		\$414,700	\$20,000		26/27/28	35.0
L6892	Aspen Ave.	Springdale	\$474,575		\$454,575	\$20,000		26/27/28	41.0
L6909	Crown Ave.	Springdale	\$442,675		\$422,675	\$20,000		26/27/28	32.0
L8558	Grandview Ave.	Waterbury	\$665,975		\$645,975	\$20,000		26/27/28	35.0
64505	Prairie Ave	Brookville	\$873,325		\$853,325	\$20,000		2026	49.0
L6945	Impala Ave.	Delhi	\$400,362		\$380,362	\$20,000		2026	39.0
L8563	Bunker Ave.	Westline	\$384,000		\$364,000	\$20,000		2027	58.0
L8764	Duncan Ave.	Granite Rock	\$360,000		\$340,000	\$20,000		2027	56.0
L8766	Frontier Ave	Granite Rock	\$530,400		\$510,400	\$20,000		2027	53.0
L9434	Noble Ave	Paxton	\$320,000		\$300,000	\$20,000		2028	55.0
L8767	Fairview Ave.	Granite Rock	\$538,375		\$518,375	\$20,000		2028	55.0
L9684	Knox Ave.	Charlestown	\$360,000		\$340,000	\$20,000		2028	55.0
L9778	Bunker Ave	Springdale	\$720,000		\$700,000	\$20,000		2029	55.0
95578	160th St	Springdale	\$720,000		\$700,000	\$20,000		2029	55.0
L8763	Eagle Ave.	Granite Rock	\$360,000		\$340,000	\$20,000		2030	56.0

**1st District  
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Bridge No.	Route	Township	Total Cost	State Aid	Town Bridge	Local	LBRP	Const. Year	LPI
L8770	230th St.	Granite Rock	\$360,000		\$340,000	\$20,000		2030	56.0
L8562	230th St	Westline	\$360,000		\$340,000	\$20,000		2030	56.0
L8797	200th St.	Waterbury	\$626,100		\$606,100	\$20,000		TBD	50.0
L9687	110th St	Springdale	\$320,000		\$300,000	\$20,000		TBD	55.0
L6969	Ranch Ave	Brookville	\$420,000		\$400,000	\$20,000		TBD	58.0
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	\$480,000		\$460,000	\$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	61.0

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 1st day of July, 2025

\_\_\_\_\_  
Chairman, Redwood County

ATTEST:

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

*1st District*  
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**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Highway Engineer
Authorization to purchase snow blower		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Authorization to purchase one 96" Lorenz 8101 snowblower from Kibble Equipment in the amount of \$11,500.

**Background Information:**

The snow blower will be used as an attachment on the new John Deere tractor. The Highway Department has another 96" Lorenz snowblower that was purchased in 2020, which works well with the 2020 145hp John Deere Tractor that was purchased at that time. Having a snowblower that is the same make/model additionally creates consistency in our inventory of repair parts and repair knowledge.

Quotes received include:

- Lorenz 96" 8101 Snowblower: \$11,500.00
- Snowcrete 96" 848C Snowblower: \$21,887.50

The purchase will be funded from the 2025 Miscellaneous Small Equipment fund.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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



**Quote Summary**

**Prepared For:**  
REDWOOD COUNTY HIGHWAY DEPT  
PO BOX 6  
REDWOOD FALLS, MN 56283

**Prepared By:**  
Gregory Torkelson  
Kibble Equipment  
1100 Highway 59 N  
Marshall, MN 56258  
Phone: 507-537-1523  
greg.torkelson@kibbleeq.com

**Quote Id:** 32853908  
**Created On:** 16 May 2025  
**Last Modified On:** 16 May 2025  
**Expiration Date:** 30 May 2025

<b>Equipment Summary</b>	<b>Suggested List</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
2025 LORENZ 8101	\$ 13,678.30	\$ 11,500.00 X	1 =	\$ 11,500.00
<b>Equipment Total</b>				<b>\$ 11,500.00</b>

**Quote Summary**

Equipment Total	\$ 11,500.00
SubTotal	\$ 11,500.00
Est. Service Agreement Tax	\$ 0.00
<b>Total</b>	<b>\$ 11,500.00</b>
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 11,500.00</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

**Fair Manufacturing, Inc**

2900 Alumax Road  
 Yankton, SD 57078  
 USA

Voice: 605-653-3247  
 Fax: 605-653-3800

**QUOTATION**

Quote Number: 0397  
 Quote Date: May 13, 2025  
 Page: 1

<b>Quoted To:</b>
Redwood County PO Box 6 Redwood Falls, MN 56283

<b>Customer ID</b>	<b>Good Thru</b>	<b>Payment Terms</b>	<b>Sales Rep</b>
Redw County	6/12/25	Net 30 Days	Scott Sprang

Quantity	Item	Description	Unit Price	Amount
1.00		Snocrete Model 848C snow blower complete with quick hitch and PTO, Contract Price	21,037.50	21,037.50
1.00		Optional Reverse Rotation	850.00	850.00
1.00		F.O.B. Yankton, SD		
			<b>Subtotal</b>	<b>21,887.50</b>
			<b>Sales Tax</b>	
			<b>TOTAL</b>	<b>21,887.50</b>



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Highway Engineer
Authorization to purchase a replacement self propelled front mount broom		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Authorization to purchase a 2025 SM74J self propelled, front mount broom from John Deere in the amount of \$91,667.00 from Sourcewell contract #111522-SBM.

**Background Information:**

The 1999 Rosco self propelled broom has 2,400 hours and is in overall poor condition. The broom is primarily used during chip sealing and shouldering operations and cleanup of roadways after accidents. Replacing the broom core on this 1999 model takes a substantial amount of time and has to be completed on multiple occasions each year when chip sealing (3 hours to replace versus 15 minutes to replace the new broom cores). The broom has re-occurring air conditioning issues (system does not perform anymore, despite new compressors, accumulator dryer, and condensers), which is a health issue when sweeping on a chip sealing crew in a closed cab in the extreme heat of summer. The new broom will have improved driver ergonomics for employee health and better sightlines based on the window designs, improving operator safety on the roadway.

The Highway Department has been planning to replace the broom for the past four years now and does not recommend delaying the purchase any longer. The purchase will be funded from the 2025 Miscellaneous Small Equipment fund (\$29,132) and from the proposed 2026 Capital Outlay Budget (03-310-000-000-6601) (\$62,525).

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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



## Trade Information

Serial Number	Year / Make / Model	Payoff Information	Trade In Hours	Trade In Value
36405	1999 ROSS AVERY & ASSOC. RB-48	\$0.00	2220	(\$5,000.00)
				<b>Total Trade in Value:</b> (\$5,000.00)
				<b>Trade Balance Owed:</b> \$0.00
				<b>Net Difference:</b> (\$5,000.00)

## Purchase Order Totals

<b>Balance:</b>	\$91,667.00
<b>Total Taxable Amount:</b>	\$0.00
<b>MN STATE TAX:</b>	\$0.00
<b>MN SPECIAL TAX:</b>	\$0.00
<b>Sales Tax Total:</b>	\$0.00
<b>Sub Total:</b>	\$91,667.00
<b>Cash with Order:</b>	\$0.00
<b>Balance Due:</b>	\$91,667.00



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Highway Engineer
Authorization to declare excess equipment		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b>	<input type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Board authorization to declare the following excess equipment for trade:  
1999 Rosco Self Propelled Broom

**Background Information:**

The 1999 Rosco self propelled broom has 2,400 hours and is in overall poor condition. The broom is primarily used during chip sealing and shouldering operations and cleanup of roadways after accidents. Replacing the broom core on this 1999 model takes a substantial amount of time and has to be completed on multiple occasions each year when chip sealing (3 hours to replace versus 15 minutes to replace the new broom cores). The broom has re-occurring air conditioning issues (system does not perform anymore, despite new compressors, accumulator dryer, and condensers), which is a health issue when sweeping on a chip sealing crew in a closed cab in the extreme heat of summer. The new broom will have improved driver ergonomics for employee health and better sightlines based on the window designs, improving operator safety on the roadway.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: NA

Date Requestor Requires Review Completion: NA

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	7/1/2025	<b>Originating Dept.:</b>	Road & Bridge
<b>Preferred 2<sup>nd</sup> Date:</b>	Next		
<b>Discussion Item:</b>		<b>Presenter:</b>	Anthony Sellner, County Engineer
Approve Professional Engineering Services Contract		<b>estimated time needed:</b>	5 minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> Yes, action required <input type="checkbox"/> No, informational only			

**If Action, Board Motion Requested:**

Approve Collins bridge design contract for 4 township bridges and structures in the amount of \$114,400.

**Background Information:**

Four township bridges will be designed for replacement. Township Bridge proposals received include: Widseth: \$115,000 and Collins: \$114,400. A summary of the cost proposals for this group of structures is attached. Collins was the lowest proposed cost and is recommended. Each township is responsible for \$10,000 of design costs. The remaining design funds are paid for through State of Minnesota Township Bridge Bonds.

The total estimated construction cost of the 4 structures is \$1.7M. Design for bridges 95238 and L6816 will not begin until the structures are eligible for replacement funds. This occurs when the planning index (LPI) for the bridges are at 60 or below. At the moment the LPI for these two structures is 64 and 61, respectively. The planning index changes based on the reviewed condition of each bridge during annual safety inspections.

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: 6/25/2025

Date Requestor Requires Review Completion: 7/10/2025

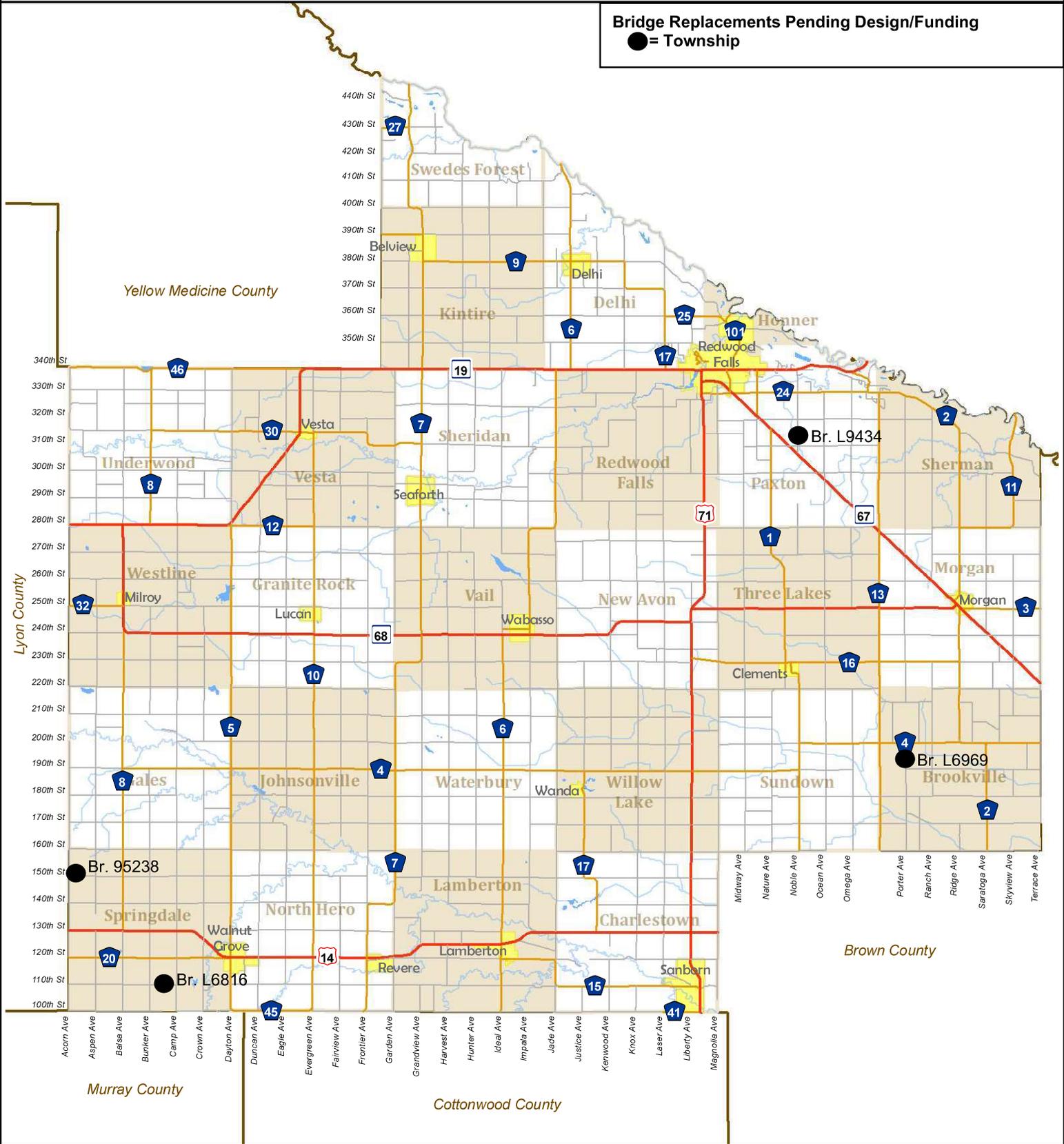
**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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

# Redwood County, MN

Bridge Replacements Pending Design/Funding  
 ● = Township



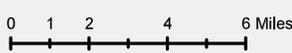
Lyon County

Yellow Medicine County

Brown County

Murray County

Cottonwood County



**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.

Redwood County Bridge Design Professional Engineering Services - Proposal Summary											WIDSETH		Collins Engineers, Inc.		
SAP No.	Bridge No.	Route	Township	Const. Year	Total Const. Cost	LPI	Load Posting	Township Resolution	Bridge Type	Yr. Built	Bridge No.	Price	Comp. Date	Price	Comp. Date
TBD	L9434	T 233 / Noble Ave	Paxton	2028	\$320,000	55		Incomplete	12.7' csp arch	1959	L9434	\$28,500	9/28/2026	\$28,600	4/30/2026
TBD	L6969	T 243 / Ranch Ave	Brookville	TBD	\$420,000	58		Incomplete	14' csp arch	1957	L6969	\$28,500	9/28/2026	\$28,600	4/30/2026
TBD	95238	T-137 / 150th St	Springdale	TBD	\$480,000	64		Incomplete	30' csp arch	1980	95238	\$29,500	6/30/2029	\$28,600	6/30/2029
TBD	L6816	T-19 / 110th St.	Springdale	TBD	\$466,600	61		Incomplete	16' steel beam span	1925	L6816	\$28,500	6/30/2029	\$28,600	6/30/2029
<b>TOTALS:</b>												\$115,000		\$114,400	

**REDWOOD COUNTY  
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made and entered into this 1<sup>st</sup> day of July, 2025 (the “Effective Date”) by and between the County of Redwood, a political subdivision of the State of Minnesota (the “County”), 1820 East Bridge Street, Redwood Falls, Minnesota 56283, and Collins Engineers, Inc (the “Consultant”), 1599 Selby Avenue, Suite 206, Saint Paul, MN 55104.

WHEREAS, the County is in need of Professional Bridge Engineering Services (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 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. **Michael Hulstein** 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 **\$114,400.00** (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:

Collins Engineers, Inc.  
1599 Selby Ave Suite 206  
St. Paul, MN 55104

5. AUTHORIZED REPRESENTATIVE.

Anthony Sellner and his successor, Nick Klisch 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 Highway Department  
C/O Nick Klisch  
P.O. Box 6  
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 days 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**

**COLLINS ENGINEERS, INC.**

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:

Design of our township bridge replacement projects as shown below:

Bridge No.	Route	Township	Const. Year	LPI	Bridge Type	Yr. Built
L9434	T 233 / Noble Ave	Paxton	2028	55	12.7' csp arch	1959
L6969	T 243 / Ranch Ave	Brookville	TBD	58	14' csp arch	1957
95238	T-137 / 150th St	Springdale	TBD	64	30' csp arch	1980
L6816	T-19 / 110th St.	Springdale	TBD	61	16' steel beam span	1925

When economically beneficial and technically feasible, bridges will be replaced by precast concrete box structures.

Each bridge design plan should include the following items and meet all State Aid plan and funding requirements:

- 1) Project kickoff meeting (in person), review project delivery schedule and review bridge(s);
- 2) Bridge number request;
- 3) GSOC to obtain utility info/maps;
- 4) Topographic Suvey (completed by County);
- 5) Hydraulic design and risk assessment;
- 6) Preliminary bridge and approach plans;
- 7) Virtual preliminary plan review meeting (1 hour);
- 8) Final Bridge and approach plans;
- 9) Signed engineers estimate;
- 10) State Aid Plan Review Checklist;
- 11) Division SB specifications;
- 12) Permits (DNR, COE, NPDES);
- 13) Lab Testing and Plan Inspection Services Request Form;
- 14) Load Rating form for new bridge;

The Consultant will need to delineate wetlands, provide delineation report, TEP meeting, complete MN Interagency Water Resource Application Form, Transaction Form to Withdraw Credits, and coordinate purchase agreement for wetland banking credits. Wetland impacts on remaining bridges will be handled on a case by case basis as design progresses.

Soil borings, if needed, will be completed by a geotechnical engineer, with work coordinated by Consultant. If muck is encountered, Consultant shall call County for approval to bore to bottom of muck.

Asbestos and Hazardous Waste Report, if needed, will be coordinated by the County.

In the case the plans need to be updated with a new MnDOT specification year, in the event the bridge is built in a different year than plan generation due to unforeseen funding limitations, the Consultant will be responsible to provide any necessary updates to the County by request within 45 days.

County will be responsible for Right Of Way (“ROW”) and easement acquisition, utility relocation meetings, and agency coordination including submitting completed packages to MnDOT for review and approval.

Consultant will provide ROW parcel sketches, provide utility information on plans and summarize conflicts for each bridge structure in a spreadsheet for submission to the County.

The following list are requirements for Redwood County bridge plans:

**On Township Roads:**

- a. If proposed structure is a Bridge:
  - i) Minimum 11’ lanes, 3’ shoulders (28’ wide bridge)
  - ii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 28’ wide
  - iii) If State Aid determines that funding will not cover additional width (when applicable), we will give townships the option to pay for the extra width. If funding source does not exist, bridge will decrease in width per MN Statute 8820.9922. This may decrease down to 26’ bridge width.
- b. If proposed structure is a Culvert:
  - i) Minimum 11’ lanes, 3’ shoulders
  - ii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 28’ wide
  - iii) If State Aid determines that funding will not cover additional width (when applicable), we will give townships the option to pay for the extra width. If funding source does not exist, bridge will decrease in width per MN Statute 8820.9922. This may decrease down to 26’ bridge width.
  - iv) Check existing PI-PI width on roadway, add 2’ rounding if PI-PI is > minimums
  - v) 4:1 to lintel beam when bury depths minimal
  - vi) 3:1 in-slopes past clear zone on all structures

**Plan Common Requirements:**

- a) Box culvert – granular backfill slopes at 2:1, and pay material by the ton.
- b) Prefer concrete bridge barriers. Open to other barrier/rail options pending justification.
- c) Utilize pile points on all piling.
- d) If bedrock is found in borings, conduct two additional borings at each proposed abutment/pier location at edge of each driving lane.
- e) Prefer concrete bridge barriers. Open to other barrier/rail options pending justification.
- f) Prefer to eliminate piers when economical.

- g) No 2:1 or steeper slopes, use 3:1 or better outside of clear zone, 4:1 preferred if no large right-of-way impacts.
- h) Subcut 1' in road core areas where widen, more if presence muck/organics.
- i) No geotextile fabric in road unless substantial organics/muck in area borings.
- j) Cross slopes:
  - o Township: 0.02 lanes, 0.02 shoulders
- k) Signs: all new.
- l) Tree Removal: Clear out to ROW and in in easements to limits plus 5' to 10' to allow room for equipment.
- m) Driveways and field entrances:
  - o 6:1 slopes.
  - o 4:1 slopes on County Ditch/Judicial Ditch side from top of entrance to culvert outlet, if driveway abuts CD/JD
  - o Match existing width up to 40 foot maximum top width
  - o No spiral CSP.
  - o No need for apron when discharge onto bridge channel riprap.
- n) Quantities:
  - o Aggregate material paid for by ton when possible so we can take tickets, unless it is a plan quantity.
  - o Granular backfill pay by ton, not a plan quantity.
  - o Can re-use aggregate material salvaged on site.
  - o Filter fabric under riprap incidental.
  - o Typically 6" bituminous and 12" class 5 on paved CSAH and CR
  - o 6 inches aggregate base class 5 on township gravel roads.
  - o Shoulder base aggregate class 1 on CR/CSAH
  - o Bituminous 110 pounds/sy/inch.
  - o Bituminous typically use C oils in Redwood County for new pavement sections.
  - o Tack coat incidental.
  - o 10 hours of non-participating dozer and 3 cubic yard shovel time.
  - o Dewatering incidental for contractor.
- o) Judicial and County ditches maintain grade. 1 rod easement at top of ditches.
- p) Erosion Control:
  - o Category 20 blanket on all non-rip-rap areas with rapid stabilization method 4 interim option.
- q) Traffic Control:
  - o Traffic control is part of the plan and contractor is responsible for.
  - o Low volume township roads barricades only.
  - o Confirm detour route with County before creating detour plan, to de-conflict with other projects.
- r) General Note to Place on the Plans: Contractor to obtain written notice from property owner for work outside of row/easements.

## **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 December 31, 2029, or upon construction of the last bridge, whichever occurs later.

The scope of work for township bridges L9434 and L6969 must be complete by December 31, 2026. The scope of work for township bridges 95238 and L6816 does not begin until the Local Planning Index for these two bridges is 60 or below. Plans must be complete by December 1, 2029 for these two structures. The County intends for construction of bridges L9434 and L6969 boxes to be complete by December 31, 2028.

## EXHIBIT C

### COMPENSATION

The County shall pay Consultant \$114,400 for the performance of the services in **Exhibit A** pursuant to the terms and conditions of section 4. PAYMENT TO CONSULTANT of the Agreement. Each of the bridges has a separate billing maximum, shown in the table below. Consultant will bill at standard hourly rates for work performed on each bridge project. Any additional expenses, will require pre-approval by the County's Authorized Representative prior to incurring the expense.

Bridge No.	Route	Township	Price
L9434	T 233 / Noble Ave	Paxton	\$28,600
L6969	T 243 / Ranch Ave	Brookville	\$28,600
95238	T-137 / 150th St	Springdale	\$28,600
L6816	T-19 / 110th St.	Springdale	\$28,600

All billing statements must be billed separately by each bridge and include contract not to exceed amount, existing bridge number, proposed bridge number (once acquired), road number, SAP number (once acquired), township name and existing bridge type.

Geotechnical Engineering including borings and reports will be paid for by the County via a separate contract if required. Two quotes are needed for this work coordinated by the Consultant.

Asbestos and Regulated Waste Reports will be paid for by the County via a separate contract.

## 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).
  - 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).
  - 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 the Consultant elects not to purchase workers' compensation coverage, the Consultant shall provide the County with a written waiver of workers' compensation coverage in a form acceptable to the County. The Consultant agrees that under no circumstances shall the 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:
    - \$2,000,000 per occurrence
    - \$3,000,000 annual aggregate
    - \$3,000,000 products and completed operations aggregate
    - \$1,000,000 aggregate limit – Umbrella Policy
  - b. Business Automobile Liability and if necessary, Umbrella Liability:
    - \$2,000,000 per occurrence

- c. Employers Liability:
  - as required by the State of Minnesota
- d. Professional/Technical Liability or Errors and Omissions:
  - \$500,000 per occurrence – Errors & Omissions
  - \$1,000,000 per occurrence – Bond (conduct by employee constituting malfeasance, willful neglect of duty or bad faith)
  - \$3,000,000 annual aggregate

3. Deductibles and Self-Insurance:

- a. Any deductibles will be the sole responsibility of the Consultant and may not exceed \$50,000 without the written consent of the County. Any request for a higher deductible must first be approved by the County after Consultant provides the County with financial documentation sufficient for the 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 the County. The 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 the NCDA 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 the County with certificates of insurance and original endorsements showing that the Consultant has each type of insurance coverage and limits required under this Agreement. All certificates and endorsements are to be received and approved by the County before work commences.

## **Appendix A to Exhibit A: Redwood County Bridge Design Guidance – May 1, 2024**

*A design layout must be submitted for review and approval prior to completing construction plans.*

### **1. CSAH & CR – Paved Roadway**

#### a. Bridge

- i) Minimum of 12' lanes, 6' shoulders on bridge (36' wide bridge)
- ii) Add 2' rounding on approach roadway to bridge when feasible (40' PI to PI, allows for future overlays)
- iii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 36' wide
- iv) Will pay for extra width to get to 36' wide bridge deck

#### b. Culvert

- i) 12' lanes, 6' shoulders, 2' rounding (40' PI to PI, allows for future overlays)
- ii) 4:1 to lintel beam when bury depths minimal
- iii) 3:1 to clear zone when extreme bury depths

### **2. CSAH - Unpaved Roadway**

#### a. Bridge

- i) Minimum of 12' lanes, 6' shoulders, no rounding needed (36' wide bridge)
- ii) Check existing PI-PI width on roadway, add 2' rounding if PI-PI is > 40'
- iii) Will pay for extra width

#### b. Culvert

- i) 12' lanes, 6' shoulders (36' road top), no 2' rounding necessary unless existing PI-PI is > 40'
- ii) 4:1 to lintel beam when bury depths minimal
- iii) 3:1 to clear zone when extreme bury depths

### **3. CR - Unpaved Roadway**

#### a. Bridge

- i) Minimum of 12' lanes, 4' shoulders (32' wide bridge)
- ii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 32' wide
- iii) Case by case, County might not pay for extra width, will make request to DSAE and Programs Eng.

#### b. Culvert

- i) 12' lanes, 6' shoulder (36' road top), no 2' rounding necessary unless existing PI-PI is > 40'
- ii) 4:1 to lintel beam when bury depths minimal
- iii) 3:1 to clear zone when extreme bury depths

### **4. Township Roads**

#### a. Bridge:

- i) Minimum 11' lanes, 3' shoulders (28' wide bridge)
- ii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 28' wide
- iii) If State Aid determines that funding will not cover additional width (when applicable), we will give townships the option to pay for the extra width. If funding source does not exist, bridge will decrease in width per MN Statute 8820.9922. This may decrease down to 26' bridge width.

#### b. Culvert

- i) Minimum 11' lanes, 3' shoulders
- ii) If greater ADT allows, per Minimum Bridge Width Summary, increase bridge width above 28' wide
- iii) If State Aid determines that funding will not cover additional width (when applicable), we will give townships the option to pay for the extra width. If funding source does not exist, bridge will decrease in width per MN Statute 8820.9922. This may decrease down to 26' bridge width.
- iv) Check existing PI-PI width on roadway, add 2' rounding if PI-PI is > minimums
- v) 4:1 to lintel beam when bury depths minimal
- vi) 3:1 in-slopes past clear zone on all structures

### **5. Other Items:**

- a. Check ADT, adjust with minimum 0.5% growth per year from previous ADT study
  - i) Check business growth, elevators, large farms, etc in surrounding area and revise ADT if needed
- b. Check existing road top width, including turf shoulders
- c. Check existing PI to PI measurements, including turf shoulders
- d. Check existing bridge widths in corridor adjacent to bridge being replaced
- e. Note: PI-PI as listed above = Approach surface width
- f. Ensure bridge survey sheet existing typical section shows the PI-PI width, not just the surveyed gravel surfacing width

## **Appendix B to Exhibit A: Redwood County Bridge Plan Common Requirements:**

**Updated 5/1/2024**

- a) Box culvert – granular backfill slopes at 2:1, and pay material by the ton.
- b) Utilize pile points on all piling.
- c) If bedrock is found in borings, conduct two additional borings at each proposed abutment/pier location at edge of each driving lane.
- d) Prefer concrete bridge barriers. Open to other barrier/rail options pending justification.
- e) Prefer to eliminate piers when economical.
- f) No 2:1 or steeper slopes, use 3:1 or better outside of clear zone, 4:1 preferred if no large right-of-way impacts.
- g) Subcut 1' in road core areas where widen, more if presence muck/organics.
- h) No geotextile fabric in road unless substantial organics/muck in area borings.
- i) Cross slopes:
  - o CR/CSAH: 0.02 lanes, 0.04 shoulders
  - o Township: 0.02 lanes, 0.02 shoulders
- j) When paving, pave bituminous the following year and provide temporary aggregate surfacing.
- k) Striping: 4" latex centerline and edge lines, except use 6" ground in epoxy edge lines on CSAH 101, CSAH 24, CSAH 1 (TH19 to MN 67).
- l) Signs: all new.
- m) Tree Removal: Clear out to ROW and in in easements to limits plus 10' to allow room for equipment.
- n) CSAH and CR bridge approaches install 4" perforated PE drain tile at edge of shoulder. Outlet with 4" concrete headwalls.
- o) Driveways and field entrances:
  - o 6:1 slopes.
  - o 4:1 slopes on County Ditch/Judicial Ditch side from top of entrance to culvert outlet, if dwy abuts CD/JD
  - o Match existing width up to 40 foot maximum top width
  - o No spiral CSP.
  - o No need for apron when discharge onto bridge channel riprap.
- p) Quantities:
  - o Aggregate material paid for by ton when possible so we can take tickets, unless it is a plan quantity.
  - o Granular backfill pay by ton, not plan CY or quantity.
  - o Can re-use aggregate material salvaged on site.
  - o Filter fabric under riprap incidental.
  - o Typically 6" bituminous and 12" class 5 on paved CSAH and CR with class 7 geotextile.
  - o 6 inches aggregate base class 5 on township gravel roads.
  - o Shoulder base aggregate class 1 on CR/CSAH
  - o Bituminous 110 pounds/sy/inch with an extra 10% leveling.
  - o Bituminous typically use C oils in Redwood County for new pavement sections.
  - o Tack coat incidental.
  - o 10 hours of non-participating dozer and 3 cubic yard shovel time.
  - o Dewatering incidental for contractor.
- q) Judicial and County ditches maintain grade. 1 rod easement at top of ditches.
- r) Erosion Control:
  - o Category 20 blanket on all non rip-rap areas with rapid stabilization method 4 interim option.
- s) Traffic Control:
  - o Traffic control is part of the plan and contractor is responsible for.
  - o Low volume township roads barricades only.
  - o Confirm detour route with County before creating detour plan, to de-conflict with other projects.
- t) General Note: Contractor to obtain written notice from property owner for work outside of row/easements.



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	07/01/2025	<b>Originating Dept.:</b>	RRRSWA
<b>Preferred 2<sup>nd</sup> Date:</b>	Next Available		
<b>Discussion Item:</b>		<b>Presenter:</b>	Vicki Knobloch-Kletscher
2025 Solid Waste Hauler Licenses		<b>estimated time needed:</b>	5 Minutes
<b>Board Action:</b> <input checked="" type="checkbox"/> <b>Yes, action required</b> <input type="checkbox"/> <b>No, informational only</b>			

**If Action, Board Motion Requested:**

Approve yearly Solid Waste Hauler Licenses for the following:

Purple Roll-Off

**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. \$2,150 was collected for 2024 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,

## **Purple Roll-Off**

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, 2025.

Dated, this 1<sup>st</sup> day of July, 2025

BOARD OF REDWOOD COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Chairperson



**REQUEST FOR BOARD ACTION**

<b>Requested Board Date:</b>	July 1, 2025	<b>Originating Dept.:</b>	Administration
<b>Preferred 2<sup>nd</sup> Date:</b>			
<b>Discussion Item:</b>	State of MN JPA-Secretarial Services Probation Dept		
	<b>Presenter:</b>	Vicki K	
	<b>estimated time needed:</b>	5 min	
<b>Board Action:</b>	<input checked="" type="checkbox"/> Yes, action required	<input type="checkbox"/> No, informational only	

**If Action, Board Motion Requested:**

Approve JPA Agreement with the State of MN-Corrections for Secretarial Services in the Probation dept

**Background Information:**

DOC reimburses Redwood County for 1.5 FTE secretarial positions in the Probation department. For FY26 & 27, reimbursement is in the amount of \$106,033.80

Supporting Documents:  Attached  None

County Attorney Reviewed Information:  Completed  In Progress  Not applicable

Date Legal Request Submitted to County Attorney: 6/24/25

Date Requestor Requires Review Completion:

**Administrators Comments:**

Reviewed by Administrator:  Yes  No

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



# State of Minnesota

## Joint Powers Agreement

SWIFT Contract Number: 271482

This Agreement is between the State of Minnesota, acting through its Commissioner of Corrections ("State") and Redwood County, 403 South Mill Street, PO Box 130, Redwood Falls, MN 56283

### Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of secretarial services for the Department of Corrections felony agent(s) in the New Ulm district.

### Agreement

#### 1. Term of Agreement

- 1.1  Effective Date: July 1, 2025, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2  Expiration Date: June 30, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

#### 2. Agreement between the Parties

The Governmental Unit will provide administrative services to the State agent(s) office in Redwood County as needed and required by the State agent. The staff compliment shall consist of 1.5 Full Time Equivalent (FTE) positions completing up to 240 hours of work per month.

#### 3. Payment

The State will pay the Governmental Unit up to the amounts listed below based on quarterly invoicing for services performed. Invoices must be submitted no later than the last day of the month stated below in tables for each fiscal year.

FY2026				FY2027			
Jul-25	Oct-25	Jan-26	Apr-26	Jul-24	Oct-24	Jan-25	Apr-25
3 months							
0002060000	0002060000	0002060000	0002060000	0006000500	0006000500	0006000500	0006000500

The total obligation of the State under this Agreement will not exceed \$106,033.80

#### 4. **Authorized Representatives**

The State's Authorized Representative is Sarah Eischens, District Supervisor 1 S State St, Box 248, New Ulm MN 56073 phone 507-344-5284, or his/her successor.

The Governmental Unit's Authorized Representative is Vicki Knobloch, 403 South Mill Street, PO Box 130, Redwood Falls, MN 56283, or his/her successor.

#### 5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1  **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2  **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3  **Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4  **Contract Complete.** This Agreement contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

#### 6. **Indemnification.**

6.1  In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:

- Intentional, willful, or negligent acts or omissions; or
- Actions that give rise to strict liability; or
- Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

6.2  Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

#### 7. **State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor,

or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

#### **8. Government Data Practices.**

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

#### **9. Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

#### **10. Termination**

10.1  Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2  Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

#### **11. E-Verify Certification (in accordance with Minn. Stat. § 16C.075).**

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

**1. State Encumbrance Verification**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

Print Name: Blair Bjerkeset  
DocuSigned by: Blair Bjerkeset

Signature: Blair Bjerkeset  
8CCC78BDC59A473...

Title: Accounting Officer Date: 6/24/2025

SWIFT Contract No. 271482 PO# 271482 3-174156

**2. Governmental Unit – Redwood County**

Print Name: Vicki Knobloch

Signature: \_\_\_\_\_

Title: Administrator Date: \_\_\_\_\_

APPROVED AS TO FORM  
Redwood County Attorney's Office

By: 

Title: Assistant Redwood County Attorney

Date: 06.26.2025

**3. State Agency**

*With delegated authority*

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**4. Commissioner of Administration**

*As delegated to The Office of State Procurement*

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_