

REDWOOD COUNTY, MINNESOTA

March 5, 2024

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

Present for all or portions of the meeting were Commissioners Dennis Groebner, Bob Van Hee, Jim Salfer, Dave Forkrud, Rick Wakefield. County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, County Engineer Anthony Sellner, County Attorney Jenna Peterson, Environmental Director Nick Brozek, Land Use and Zoning Supervisor Jeanette Pidde, Human Resource Coordinator Peter Brown, Technology Coordinator Paul Parsons, Maintenance Director Loren Gewerth, Mary Bratsch, City of Redwood Falls Administrator Keith Muetzel, Nuvera Representatives Larry Shepard and Monty Marrow, Ditch Viewers Bill Moldestad and Shawn Wohnoutka, City of Redwood Falls Attorney Trenton Dammann, Bolton & Menk Jesse Zeig.

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

Open Forum- Tiffany Knott- Petition Discussion

On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the March 5 agenda.

Chair Salfer asked the Board Members to identify any areas in which they had a conflict of interest. There were none.

CONSENT AGENDA

- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the following:
 - February 20th Board Minutes.
 - Payment of bills.

General Fund	\$ 69,845.60
Ditch Fund	\$ 37,177.11
Road & Bridge Fund	\$ 368.23
Insurance	\$ 2,058.18

<u>Vendor Name</u>	<u>Amount</u>
BREY TILING & EXCAVATION LLC	28,716.00
ELECTION SYSTEMS & SOFTWARE INC	5,384.22
FLEET SERVICES DIVISION-DEPT OF ADM	7,387.24
ISG	3,227.74
KLUVER LAW OFFICE & MEDIATION CNTR	6,160.00
MAAS CONSTRUCTION CO	3,083.45
NELSON OYEN TORVIK PLLP	2,600.00
SMITH & JOHNSON	4,125.00
SOUTHWEST INITIATIVE FOUNDATION	5,500.00
TAFT STETTINIUS & HOLLISTER LLP	6,713.00
UNITED COMMUNITY ACTION PARTNERS	5,321.19

49	Payments less than 2 0 0 0	20,081.94
	Final Total:	98,299.78

<u>Vendor Name</u>	<u>Amount</u>
ELAN CORPORATE PAYMENT SYSTEMS	11,024.54
Final Total:	11,024.54

PUBLIC HEARING- Tobacco, Cannabis, & Amending Code

- Chair Salfer called the Public Hearing to order at 9:00 a.m.
- Kletscher presented an affidavit of Publication.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Amended Tobacco Ordinance to reflect state law age of use to 21 years of age, as well as updated regulatory provisions.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Cannabis Ordinance to regulate use.
- On motion Salfer, second by Wakefield, the Board voted unanimously to approve the Ordinance with annual updated and amending code.
- Chair Salfer closed Public Hearing at 9:12 a.m.

PUBLIC HEARING- CDBG-CV Broadband Project Overview

- Chair Salfer called the Public Hearing to order at 9:15 a.m.
- Kletscher presented an affidavit of Publication.
- Kletscher gave an overview of the Community Development Block Grant Coronavirus Broadband program. Marrow and Shepard discussed the summary of the project's activities.
- Chair Salfer closed the Public Hearing at 9:30 a.m.

DITCH AUTHORITY- CD25

- Entered into Ditch Authority at 9:30 a.m.
 - 1) On motion by Van Hee, second by Forkrud, the Board voted unanimously to adopt the March 5, 2024, CD 25 Drainage Authority Agenda
 - 2) Brozek presented an affidavit of Publication.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the viewer's report as presented.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to set repayment terms to be paid in full within 60 days or for payment to be put on property taxes for up to 3 years at 4% interest, if the amount owed is less than \$100, the entire amount will be put on taxes in the first year.
- On motion by Van Hee, second by Salfer, the Board voted to approve the findings and order as presented, with any additions or changes.
- Ditch Authority Adjourned at 9:44 a.m.

DITCH AUTHORITY- CD 52

- Entered into Ditch Authority at 9:45 a.m.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to adopt the CD 52 Drainage Authority Agenda.

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to accept the Petition to outlet CD 52.
- On motion by Salfer, second by Forkrud, the Board voted unanimously to appoint Mark Behrends as ditch viewer to evaluate drainage benefits.
- Ditch Authority Adjourned at 9:52 a.m.

RECONVENE

- The Board reconvened into Regular Session at 9:52 a.m.

MAINTENANCE

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Emergency Snow Removal Contract with Gordy Serbus & Sons Gravel LLC effective through June 1, 2024.

TECHNOLOGY

- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the purchase of remote desktop application EV Reach aka Goverlan in the amount of \$1,084.00.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the Risk Assessment Checklist per recommended by BCA and State Auditors.
- On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the revised Security and Acceptable Use Policy.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to approve the purchase of the Barracuda email filter renewal for one year in the amount of \$7,200.00.

JOINT DITCH AUTHORITY- JD 9- REDWOOD & LYON

- At 10:30 a.m., the Full joint Boards of Redwood and Lyon met to reconstitute the JD 9 Board with Chair Salfer and Chair Anderson presiding.
- On motion by Wakefield, second by Crowley the Board voted unanimously to adopt the Redwood Lyon JD 9 Drainage Authority Agenda.
- On motion by Salfer, second by Wakefield, the Board voted unanimously to establish the Joint Drainage Board for Redwood County being Wakefield, Groebner, and Forkrud; Lyon County being Anderson and Crowley.
- Entered into Ditch Authority at 10:38 a.m.

RECONVENE

The Board reconvened into Regular Session at 10:45 a.m.

ENVIRONMENTAL

- Brozek reviewed Redwood County's regulatory options in connection with the proposed Xcel Electric Transmission Lines & proposed Carbon Pipeline projects.

ROAD & BRIDGE

- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve Road & Bridge February 2024 bills in the amount of \$187,435.45.

<u>Vendor Name</u>	<u>Amount</u>
BOLTON & MENK INC	44,956.50
KRIS ENGINEERING INC	15,827.80
L & S CONSTRUCTION CORP	9,455.00
M-R SIGN CO INC	3,155.17
REDWOOD TIRE SERVICE	2,390.00
WIDSETH SMITH NOLTING & ASSOCIATE	78,433.16
37 Payments less than 2 0 0 0	17,934.94
Final Total:	172,152.57

<u>Vendor Name</u>	<u>Amount</u>
SCHMIDT CONSTRUCTION INC	15,196.40
1 Payments less than 2 0 0 0	86.48
Final Total:	15,282.88

- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve Lambertson shop repairs with Andy’s Masonry LLC in the amount of \$4,500.00.
- Sellner updated the Board on the advertising for reconstruction of 15 box culvert structures.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve Bridge Inspection Professional Engineering Services Contract with Bolton & Menk in the amount of \$255,000 for 15 box culvert structures.
- On motion by Forkrud, second by Groebner, the Board voted unanimously to approve purchase of heavy-duty grapple attachment from Quick Attach in the amount of \$5,609.00.

Other Bids Received:

<u>Company</u>	<u>Bid Amount</u>
Titan Machinery	\$6,970.00

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to declare homemade grapple excess equipment for sale or auction upon arrival of new grapple.
- Tabled Resolution to make County Surveyor Appointed Position to March 8, 2024.
- Tabled Resolution to appoint Jesse Zeig as County Surveyor to March 8, 2024.
- Tabled Public Land Survey System Grant Assurances to March 8, 2024.
- Tabled Public Land: Survey System Certification to March 8, 2024.
- Tabled Public Land Survey System Resolution to March 8, 2024.
- On motion by Wakefield, second by Van Hee, the Board voted unanimously to approve Motor Grading Training from Jackson’s Heavy Equipment Training, LLC in the amount of \$7,200.00.
- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve payload training from Jackson’s Heavy Equipment Training, LLC in the amount of \$5,400.00.

- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve Contract 24-1 for Bituminous Mill & overlay, Aggregate shoulders, and stripping to Central Specialties Inc. in the amount of \$6,406,581.67.

Other Bids Received:

<u>Company</u>	<u>Bid Amount</u>
Duininck, Inc.	\$6,813,406.97
KNIFE RIVER	\$7,097,331.67
OMG Midwest Inc, dba MN Paving & Materials	\$7,883,487.47

- On motion by Wakefield, second by Salfer, the Board voted unanimously to authorize Board Chair and Administrator to sign Contract 24-1 with Central Specialties Inc.
- On motion by Van Hee, second by Groebner, the Board voted unanimously to approve the sole bid from Two Pines in the amount of \$21,360 for the CSAH 2 Reconstruction Phase 1 Archaeology Study.
- Sellner updated the Board on the CSAH 2 RAISE Grant Application for County State Aid Highway CSAH 2 Road and Shared Use Path improvement Project.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to declare 1994 triaxle trailer 8947 for highway department excess equipment and list for sale or auction.
- On motion by Salfer, second by Wakefield, the Board voted unanimously to approve final pay request to Duinick Inc. for Construction project 23-6 in the amount of \$208,528.40.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve final pay request to Fahmer Asphalt Sealers, LLC for 2023 Spring Striping Project CMP 23-PM in the amount of \$4,740.00.

ADMINISTRATION

- On motion by Wakefield, second by Forkrud, the Board set a special Board meeting for Friday, March 8, 2024, at 8:30 a.m.

Personnel

- On motion by Wakefield, second by Van Hee, the Board voted unanimously to acknowledge the resignation of Joel Mertens, Full Time Property Appraiser, effective March 15, 2024.
- On motion by Forkrud, second by Van Hee, the Board voted unanimously to hire Paul Zaid as Part Time Extension Office Technical Clerk, effective March 6, 2024, to be placed on the AFSCME Union Salary Schedule Grade 5/Step 2 at \$16.50, due to experience.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve position reclassification request for Lead Clerk Position in Sheriff's Department to be moved from Grade 10 to 11 with no change in title, position reclassification request for the Administrative Assistant at the Highway Department to be moved from Grade 8 to

Grade 9 with the title changing to Administrative Assistant/Account Technician, position reclassification request for the Tehcnology Support Specialist in the Technology Department to be moved from grade 10 to grade 11 with the title changing to Network Administrator.

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve MOU between the County and AFSCME Union Council #65 regarding Health Insurance and Employee Sick and Safe Time Law.

COMMISSIONERS

- On motion by Forkrud, second by Van Hee, the Board voted unanimously to send letter of support for Centra Care seeking federal funding.
- The commissioners reported on meetings they attended.

Salfer: Southwest Health & Human Services

Wakefield: Southwest Health & Human Services, Opioid sub-Committee

Van Hee: AMC Legislative Conference, MN Rural Counties

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 11:30 a.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator