

REDWOOD COUNTY, MINNESOTA

December 16, 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 Van Hee, Jim Salfer, Rick Wakefield, and Corey Theis, Assistant County Attorney Marissa Pacheco, County Administrator Vicki Kletscher, Administrative Assistant Sierra Fluck, Environmental Director Nick Brozek, Auditor/Treasurer Jean Price, Human Resource Director Michelle Koenig, Sheriff Jason Jacobson, County Engineer Nick Klisch, Building Maintenance Supervisor Loren Gewerth, Technology Director Paul Parsons, Area II MN River Basin Projects Executive Director Kerry Netzke, Xcel Energy representatives Anna Thill, Michelle Bissonette, Jeremy Glik. Commissioner Groebner was absent.

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

On motion by Salfer, second by Van Hee, the Board voted unanimously to approve the December 16 agenda.

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

CONSENT AGENDA

- On motion by Salfer, second by Van Hee, with Wakefield abstaining due to a conflict of interest, the Board voted to approve the bills from Lori Wakefield in the amount of \$390.00 and Rick Wakefield in the amount of \$260.00.
- On motion Salfer, second by Theis, excluding the bills from Lori Wakefield in the amount of \$390.00 and Rick Wakefield in the amount of \$260.00, the Board voted unanimously to approve the following:
 - December 2nd Minutes
 - Payment of bills

General Fund	\$ 161,018.67
Building Fund	\$ 2,039.00
Ditch Fund	\$ 263,198.49
Solid Waste Fund	\$ 226.46
Soil & Water	\$ 169,304.43
Debt Service Fund	\$ 326.04
EDA	\$ 348.70
R&B Fund	\$ 409.02

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN SOLUTIONS FOR BUSINESS	3,756.81

BEHREND/MARK	2,380.00
BOULDER CREEK INC	39,991.44
COLE PAPERS INC	3,371.72
COUDRON/RONALD P	19,200.00
COUNTIES PROVIDING TECHNOLOGY	4,853.00
CR KERKHOFF INC	2,801.50
FREEBURG/DAVID	5,588.40
G & R ELECTRIC INC	2,305.63
HEILING/DUSTIN MAX LEE	9,600.00
HEILING/STEVE L	9,579.00
HOLLATZ/SHARON	27,504.83
IRLBECK/CRAIG	7,201.20
ISG	6,790.00
L & S CONSTRUCTION CORP	203,418.16
MATHIOWETZ/BRUCE	3,900.00
MATHIOWETZ/DOUGLAS	16,452.60
MATHIOWETZ/JOEL DAVID	12,459.60
MATHIOWETZ/MYRON	4,872.00
MATHIOWETZ/TRESTON	3,462.60
MATRIX COMMUNICATIONS INC	4,686.80
NEMITZ/MARK	9,600.00
NETZKE/CHRISTIAN	4,205.40
OPG3	6,309.73
REDWOOD COUNTY AUD-TREAS	16,135.00
REDWOOD COUNTY HIGHWAY DEPT	5,111.24
REGENTS OF THE UNIVERSITY OF MINN	25,000.00
SANDGREN TRUCKING & EXCAVATING	22,954.98
SHELBY FARMS INC	10,656.00
SMITH & JOHNSON	5,787.50
SOUTHWEST SALES & SERVICE	2,247.91
THE MARKET AT REDWOOD LLC	9,669.15
TIMM/BRIAN	18,624.60
VICK CONSTRUCTION	2,039.00
WEELBORG FORD INC	25,770.54
WESTERN MENTAL HEALTH CENTER	6,835.00
ZUEHLSORF/ALLAN	4,200.00
76 Payments less than 2000	26,389.22
Final Total:	595,710.56

AUDITOR/TREASURER

- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and November 2025 Disbursements in the amount of \$3,099,050.31.
- Bills exceeding \$2,000:

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	79,896.36
BLUE CROSS BLUE SHIELD OF MINNESO	29,990.39
BLUE CROSS BLUE SHIELD OF MINNESO	16,520.31
MINNESOTA DEPARTMENT of REVENUE	47,463.17
PAYCOM CORPORATE HEADQUARTERS	2,033.12
PAYCOM CORPORATE HEADQUARTERS	3,534.15
STATE OF MINNESOTA	29,079.90
STATE OF MINNESOTA	27,737.02
STATE OF MINNESOTA	24,792.41
STATE OF MINNESOTA	37,164.04

STATE OF MINNESOTA	50,361.41
STATE OF MINNESOTA	20,966.59
STATE OF MINNESOTA	27,986.45
STATE OF MINNESOTA	65,884.72
STATE OF MINNESOTA	11,902.07
STATE OF MINNESOTA	32,188.49
STATE OF MINNESOTA	17,941.71
STATE OF MINNESOTA	39,438.32
STATE OF MINNESOTA	10,955.26
STATE OF MINNESOTA	25,331.82
STATE OF MINNESOTA	18,554.96
STATE OF MINNESOTA	25,775.50
STATE OF MINNESOTA	43,124.61
WEX LEAP	8,254.87
WEX LEAP	8,254.87
32 Payments less than 2000	14,172.50
Final Total:	719,305.02

<u>Vendor Name</u>	<u>Amount</u>
SCHOOL DISTRICT 2190	2,586.29
SCHOOL DISTRICT 2754	81,685.91
SCHOOL DISTRICT 2884	98,920.84
SCHOOL DISTRICT 2897	657,084.91
SCHOOL DISTRICT 2898	49,197.39
SCHOOL DISTRICT 2904	10,529.57
SCHOOL DISTRICT 635	42,477.99
SCHOOL DISTRICT 640	100,435.21
SCHOOL DISTRICT 85	18,988.99
Final Total:	1,061,907.10

<u>Vendor Name</u>	<u>Amount</u>
METLIFE	4,354.50
SOUTHWEST HEALTH & HUMAN SERVICE	37,542.15
9 Payments less than 2000	1,724.50
Final Total:	43,621.15

<u>Vendor Name</u>	<u>Amount</u>
FARMWARD COOPERATIVE	19,314.27
6 Payments less than 2000	966.65
Final Total:	20,280.92

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	4,578.50
12 Payments less than 2000	2,988.29
Final Total:	7,566.79

<u>Vendor Name</u>	<u>Amount</u>
EVERSTRONG CONSTRUCTION INC	112,717.00
PRAHM CONSTRUCTION INC	276,583.00
4 Payments less than 2000	419.65
Final Total:	389,719.65

<u>Vendor Name</u>	<u>Amount</u>
6 Payments less than 2000	1,940.83
Final Total:	1,940.83

<u>Vendor Name</u>	<u>Amount</u>
DLT SOLUTIONS LLC	24,523.12

SWANSTON EQUIPMENT CORPORATION	201,500.00
ZIEGLER INC	370,054.15
4 Payments less than 2000	705.84
Final Total:	596,783.11
<u>Vendor Name</u>	<u>Amount</u>
ENERGY SOLUTION PARTNERS, LLC	23,027.74
MR PAVING & EXCAVATING INC	233,014.47
6 Payments less than 2000	1,883.53
Final Total:	257,925.74

- On motion Theis, second by Van Hee, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution for Non-Conservation lands forfeited to the State for non-payment of taxes.
*See attached Resolution
- On motion Salfer, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Minnesota Statute 471.38 Subd. 3. allows a local government to make an electronic funds transfer for the following:

- (1) for a claim for a payment from an imprest payroll bank account or investment of excess money;
- (2) for a payment of tax or aid anticipation certificates;
- (3) for a payment of contributions to pension or retirement fund;
- (4) for vendor payments; and
- (5) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, Minnesota Statute 471.38 Subd. 3a. authorizes electronic funds transfer to only those local governments that have enacted policy controls.

NOW, THEREFORE, BE IT RESOLVED, That the Redwood County Auditor/Treasurer is authorized to make electronic funds transfer per Minnesota Statute 471.38 Subd. 3.

BE IT FURTHER RESOLVED, that the authority to make electronic funds transfer is further extended to include the Auditor/Treasurer office staff under the supervision of the Auditor/Treasurer and payroll office staff under the supervision of the Administrator as necessary to initiate and complete electronic funds transfers to pay expenditures of and for Redwood County.

BE IT FURTHER RESOLVED, That as part of the policy control procedures, a list of all claims paid which includes electronic funds transfer be presented to the Board at its next regularly scheduled meeting.

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

WHEREAS, Minnesota Statute 375.16 allows the County Board to authorize the County

Auditor/Treasurer to pay incidental expenses of the county upon the presentation of a properly itemized and verified bill; and

WHEREAS, Minnesota Statute 375.18 allows delegation by the County Board for paying certain claims to a county administrative official;

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor/Treasurer is authorized to pay incidental expenses per Minnesota Statute 375.16 (such as postage, express, freight, telephone, water, light, and other utility charges);

BE IT FURTHER RESOLVED, that the County Board delegates and authorizes that the County Auditor/Treasurer may pay the following types of claims made against the County;

- Payroll activity, including insurance (medical, dental, etc.), all other withholdings, and
- other taxable expenses
- Insurance costs of retirees
- Insurance claims/costs – medical, pharmacy, administrative services, etc.
- Insurance premiums and deductibles – workers’ comp, property casualty, liability, auto, etc.
- Court-ordered payments, including restitution
- Payments with statutory requirements (such as coroner and sexual assault)
- Expenses related to the jail canteen
- Subpoena/service fees
- Leased vehicle costs
- Monthly support and maintenance (CPT, SWHHS, copier leases, etc.)
- Credit cards and/or other charge cards or accounts with supporting detail for transaction(s) -- to company/business only; not reimbursements to employees for use of a personal card or account
- Expenses that would receive a discount if paid before claims submitted at the next regularly scheduled meeting would be issued by the County and reasonably expected to be received by the vendor
- Expenses that would incur a penalty if not paid before claims submitted at the next regularly scheduled meeting would be issued by the County and reasonably expected to be received by the vendor
- Miscellaneous taxes, including property tax and special assessment distributions
- State aid distributions (such as market value credit)
- Refunding overpayments, including tax
- Loans for septic system installations
- Payments to Recorder for document/lien recordings or releases
- Debt payments or other claims with fixed payment schedules (such as clean water partnership loans and capital leases)
- Expenses related to elections
- Payments on board approved contracts or agreements (such as highway projects), including final payments after board approval
- Registrations and dues approved by the department manager

- Reimbursement to employees for travel related expenses (hotel, mileage, parking, overnight meals, etc.) approved by the department manager
- Costs authorized by the County Board but not submitted that meeting as part of Commissioner warrants (such as ditch expenses, Commissioner mileage, and professional and technical services)
- Appropriations authorized by the County Board via the budget
- Pass-through state monies
- To reissue any Commissioner warrant, due to a lost check
- Post office box rental and/or safety deposit box rental
- Transactions authorized by other boards or those boards that have delegated authority for claim payment to the County Auditor/Treasurer (including, but not limited to, Southwest Health and Human Services);

BE IT FURTHER RESOLVED, that on considering the sum charged excessive or for any claims with other possible questions or issues, as determined by the County Auditor/Treasurer, those bills will not be issued but will be presented to the board for action at its next regularly scheduled meeting;

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer will not be held personally liable for payment for any claim falling into the above authorized types the County Board later disagrees with, disapproves of, or questions;

BE IT FURTHER RESOLVED, the above delegation and authority conferred shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to the County Auditor/Treasurer; and

BE IT FURTHER RESOLVED, that as part of internal accounting and administrative control procedures and for informational purposes, a list of all such claims paid be presented to the County Board monthly.

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

WHEREAS, the Governmental Accounting Standards Board (GASB) issued GASB #54 Fund Balance Reporting; and

WHEREAS, the statement substantially changes how fund balances are categorized; and

WHEREAS, to provide a financial environment for Redwood County's operations which allows the County to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time, a policy will serve as the framework upon which consistent operations may be built and sustained;

BE IT THEREFORE RESOLVED, that pursuant to GASB #54, Redwood County is committing fund balance for the following purposes stated below for the year ending 2025, and the dollars used to commit will be used from current fund balance:

- Encumbrances for contracts entered into at year end
- RCEDA Revolving Loan
- Septic System Revolving Loan
- Retiree Health Insurance
- Sheriff Canteen
- United Community Action Area Transit

BE IT FURTHER RESOLVED, the County Administrator and the County Auditor/Treasurer are hereby authorized and directed to adjust the amounts for each of the committed stated purposes above in regards to the transactions made during the 2025 year and amounts budgeted for the 2026 year; and

BE IT FURTHER RESOLVED, the County Administrator and the County Auditor/Treasurer are hereby authorized and directed to adjust and determine assigned balance amounts.

ENVIRONMENTAL

- On motion by Theis, second by Van Hee, the Board voted unanimously to table the Bond and Financing Agreement Amendment to February 17, 2026.
- On motion by Theis, second by Wakefield, the Board voted unanimously to approve the Plum Creek Park reservation cancellation policy and credit card policy of \$10 charge on cancelations and 3% fee to be charged to all credit card transactions.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve the Natural Resources Block Grant from BWSR for 2026 and 2027.

PUBLIC HEARING- Amended Cannabis Ordinance

- Chair Wakefield called to order the public hearing in the matter of the enactment of the amended Redwood County Ordinance to Regulate Cannabis Businesses.
- Kletscher presented the affidavit of Publication.
- No public testimony.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to adopt the amended Cannabis Ordinance.

DITCH AUTHORITY

- Entered into Ditch Authority at 9:03 a.m.
- On motion by Theis, second by Van Hee, the Board voted unanimously to adopt the CD 1202 agenda.
- On motion by Wakefield, second by Van Hee, the Board voted unanimously to accept the petition to reroute and divert CD 1202 and petition to transfer CD 1012 Branch 4.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to appoint engineer Bill Helget of Bolton & Menk as project manager
- On motion by Theis, second by Van Hee, the Board voted unanimously to adopt preliminary findings and order.
- On motion by Van Hee, second by Theis, the Board voted unanimously to approve the engineer's report.

- On motion by Van Hee, second by Salfer, the Board voted unanimously to set public hearing for January 20, 2026, at 9:00 a.m.
- Adjourned Ditch Authority at 9:10 a.m.

SHERIFF

- Jacobson reviewed with the Board the November 2025 Jail Population
- On motion by Van Hee, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Farmers Union Industries wishes to donate \$1000.00 to Redwood County Sheriff’s Office and;

WHEREAS, the Sheriff’s Office will utilize the donation of \$1000.00 for the purpose of training and/or equipment; and

WHEREAS, the Board of Commissioners appreciates the generosity of Farmers Union Industries in supporting the Redwood County Sheriff’s Office;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the acceptance of \$1000.00 from Farmers Union Industries to the Redwood County Sheriff’s Office, on behalf of the County.

XCEL

- Xcel Energy Community Relations Manager Thill, Xcel Energy Bissonette, Xcel Energy project manager Glik updated the Board on the Power ON Midwest project development.

ROAD & BRIDGE

- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve final payment for CSAH 7 emergency culvert replacement to Midwest Contracting in the amount of \$23,750.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve quote for three 1,000-gallon dual wall deiseal tanks for Lucan, Walnut Grove, and Clements to Meadowland Farmers Coop in the amount of \$17,025.

Other Bids received:

<u>Company</u>	<u>Bid Amount</u>
Farmward Coop	\$20,340.00

- On motion by Theis, second by Wakefield, the Board voted unanimously to authorize signatures on the Springdale 30 grant and use agreement with Minnesota Board of Water BWSR and Soil Resources for Springdale 30 road retention (SP 064-620-011).
- On motion by Theis, second by Van Hee, the Board voted unanimously to approve quote for salt bunker for Walnut Grove Outshop to Al’s Concrete Products in the amount of \$35,700.

Other Bids received:

<u>Company</u>	<u>Bid Amount</u>
Hanson Silo Company	\$41,450.00
Weiser Concrete	\$93,188.00

- On motion by Theis, second by Salfer, the Board voted unanimously to declare unit numbers 3868, 3611, 3857, 3207, 3142, 3183, 3173, takeoff/excess truck, motor, and grader tires surplus property and authorized disposal by sale.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to approve Professional Engineering Services Agreement with Bolton & Menk for CSAH 115 in Sanborn for sidewalk and concrete curb reconstruction pending County Attorney approval.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve final pay request to KAMCO for Contract 25-2 in the amount of \$11,234.52.
- On motion by Theis, second by Salfer, the Board voted unanimously to approve final pay request to Midwest Contracting LLC for Contract 24-8 in the amount of \$742,559.01.

MAINTENANCE

- On motion by Theis, second by Van Hee, the Board voted unanimously to approve Monitoring agreement with Summit Fire Protection pending County Attorney approval.

TECHNOLOGY

- On motion by Theis, second by Van Hee, the Board voted unanimously to declare old phone system #12963 and #13369 including 6 nodes and 146 phones surplus property and authorized disposal by sale.

ADMINISTRATION

- On motion by Theis, second by Wakefield, the Board voted unanimously to approve the 2026 Solid Waste Hauler Licenses for Clobes, Renville-Sibley, River View, Southwest, Sweetman, West Central Sanitation, The Picker Uppers, CMF, and Ace Roll Off & Disposal.
- On motion by Wakefield, second by Theis, the Board voted unanimously to approve records destruction for administration files including Belview Learning Center files, Newspaper bids 1989-2014, Board of water and soil grant 2009, Brown County detention center files from 2002-2007, and Solid Waste Collection services from 2006-2009.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to deny \$115.41 reimbursement request for Miranda Trebesch due to late submission of request.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve Cooperative Agreement for RLS Treatment Court pending County Attorney approval.
- On motion by Salfer, second by Van Hee, the Board voted unanimously to approve 2026 Tobacco License application for Snak Attak in Lamberton.
- On motion by Salfer, second by Theis, the Board voted unanimously to approve 2026 Tobacco License application for Grandview Winery.

CLOSED SESSION- Negotiations

- Entered into closed session at 10:36 a.m.

- Out of closed session at 10:50 a.m.
- On motion by Theis, second by Van Hee, the Board voted unanimously to approve the LELS #114 Non-Licensed Agreement for ratification for January 1, 2026, through December 31, 2027.

Personnel

- On motion by Theis, second by Salfer, the Board voted unanimously to set the non-union Department Head 2026 and 2027 Salary Schedules.
- On motion by Van Hee, second by Salfer, the Board voted unanimously to set the 2026-2027 temporary and seasonal salary schedules.
- On motion by Salfer, second by Theis, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

THEREFORE, BE IT RESOLVED that the salary of the Redwood County Commissioners be set for 2026 as listed below per Minnesota Statute 375.055:

County Commissioners	\$26,915.00
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BE IT FURTHER RESOLVED, that a maximum per diem (per day) rate of \$75.00 shall be granted to Redwood County Commissioners for service on any board, committee or commission that has been approved by the full board; for special meetings of the County Board; for attendance at conferences and education/training sessions; and for performance of services as an individual Commissioner relating to the execution of the duties of the Office of County Commissioner. At the discretion of each Commissioner, a lesser per diem amount may be charged.

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

WHEREAS, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Auditor-Treasurer.

NOW, THEREFORE, BE IT RESOLVED that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

THEREFORE, BE IT RESOLVED that the 2026 salary for the Redwood County Auditor-Treasurer shall be set as listed below per Minnesota Statute 384.151 Subd. 1a and 385.373, Subd. 1a:

County Auditor-Treasurer	\$135,427.68
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- On motion by Theis, second by Van Hee, in a roll call vote with Salfer, Theis, Van Hee, and Wakefield all voting aye the Board adopted the following Resolution

WHEREAS, Minnesota Statutes require the County Board of Commissioners to annually set by resolution the salary of the County Sheriff.

NOW, THEREFORE, BE IT RESOLVED that the 2026 salary for the Redwood County Commissioners shall be effective January 1, 2026.

THEREFORE, BE IT RESOLVED that the 2026 salary for the Redwood County Sheriff shall be set as listed below per Minnesota Statute 387.20 Subd. 2

County Sheriff	\$148,227.12
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COMMISSIONERS

Commissioner Reports

Salfer: Redwood Renville Regional Solid Waste Authority, AMC Annual meeting

Wakefield: Redwood-Cottonwood Rivers Control Area, First Children’s Finance, JD 5 Ditch, Chief Elected Officials Board

Theis: JD 5 Ditch, AMC Annual meeting

Van Hee: Primewest, Renewable Energy, District 8 Transportation, Southwest Regional Development Commission

ADJOURN

- There being no further business, Chair Wakefield declared the meeting adjourned at 11:10 a.m.

Rick Wakefield, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator