

REDWOOD COUNTY, MINNESOTA

June 18, 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, County Attorney Jenna Peterson, Assistant County Attorney Marissa Pacheco, Administrative Assistant Sierra Fluck, Redwood County Auditor Treasurer Jean Price, Human Resource Coordinator Peter Brown, Redwood County Sheriff Jason Jacobson, Redwood County Deputy Taft Anderson, Area II Executive Director Kerry Netzke, A.C.E Executive Director Michelle Baumhoefner, A.C.E. Redwood Program Manager Susann Zeug-Hoese.

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

On motion by Wakefield, second by Groebner, the Board voted unanimously to approve the June 18 agenda.

Chair Salfer 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 Forkrud, second by Groebner, with Wakefield abstaining due to a conflict of interest, the Board voted to approve the bills from Lori Wakefield in the amount of \$520.00 and Rick Wakefield in the amount of \$260.00.
- On motion Van Hee, second by Groebner, excluding the bills from Lori Wakefield in the amount of \$520.00 and Rick Wakefield in the amount of \$260.00, the Board voted unanimously to approve the following:
 - June 4th Minutes
 - Payment of bills

General Fund	\$ 75,338.11
Building Fund	\$ 4,690.00
Ditch Fund	\$ 11,543.84
Solid Waste Fund	\$ 136.18
Soil & Water	\$ 3,547.75
Debt Services Fund	\$ 376,988.91
Insurance	\$ 1,603.82

○ **Bills exceeding \$2,000:**

<u>Vendor Name</u>	<u>Amount</u>
ADVANCED CORRECTIONAL HEALTHCAR	10,499.91
BENEDICT/RYAN	2,395.00
COUNTRY ENTERPRISES INC	3,957.12
ELECTION SYSTEMS & SOFTWARE INC	8,925.25

G & R CONTROLS INC	3,080.00
GALLS LLC	3,196.36
KERKHOFF BROS INC	5,665.54
KNOWiNK, LLC	5,585.00
RACF-LINC REDWOOD COUNTY	8,500.00
REDWOOD COUNTY HIGHWAY DEPT	7,351.40
REDWOOD VALLEY LAW LTD	2,560.00
THE MARKET AT REDWOOD LLC	9,321.16
U.S. BANK ST. PAUL	376,988.91
76 Payments less than 2 0 0 0	25,441.86
Final Total:	473,467.51

EMPLOYEE RECOGNITION

- The Board recognized Beau Knutson, Redwood County Jailer for 5 years of Service to Redwood County.

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 May 2024 Disbursements in the amount of \$7,195,879.52.
- Bills exceeding \$2,000:

<u>Vendor Name</u>	<u>Amount</u>
BLUE CROSS BLUE SHIELD OF MINNESO	78,713.65
BLUE CROSS BLUE SHIELD OF MINNESO	39,919.85
BLUE CROSS BLUE SHIELD OF MINNESO	28,629.94
BLUE CROSS BLUE SHIELD OF MINNESO	53,844.88
BLUE CROSS BLUE SHIELD OF MINNESO	16,419.32
MINNESOTA DEPARTMENT of REVENUE	39,425.59
MN COMMISSION OF FINANCE	366,761.90
REDWOOD COUNTY LICENSE CENTER	2,004.60
REDWOOD FALLS PUBLIC UTILITIES	4,525.55
REDWOOD FALLS PUBLIC UTILITIES	6,216.32
WEX LEAP	7,875.27
WEX LEAP	7,875.27
46 Payments less than 2 0 0 0	31,982.53
Final Total:	684,194.67

<u>Vendor Name</u>	<u>Amount</u>
EVERSTRONG CONSTRUCTION INC	248,577.00
REDWOOD FALLS PUBLIC UTILITIES	2,370.65
3 Payments less than 2 0 0 0	778.31
Final Total:	251,725.96

<u>Vendor Name</u>	<u>Amount</u>
CORE PROFESSIONAL SERVICES PA	2,100.00
MN COMMISSION OF FINANCE	4,916.50
RRRSWA	36,220.00
14 Payments less than 2 0 0 0	2,866.87
Final Total:	46,103.37

Amount

Vendor Name

ENERGY SOLUTION PARTNERS, LLC	22,845.45
FARMWARD COOPERATIVE	3,114.39
8 Payments less than 2 0 0 0	984.14
Final Total:	26,943.98

Vendor NameAmount

CORELOGIC TAX SERVICE	5,141.81
7 Payments less than 2 0 0 0	1,364.78
Final Total:	6,506.59

Vendor NameAmount

CENTRAL SPECIALTIES INC	1,532,303.14
JACKSON'S HEAVY EQUIPMENT TRAININ	7,200.00
4 Payments less than 2 0 0 0	1,056.93
Final Total:	1,540,560.07

Vendor NameAmount

METLIFE	4,254.05
SOUTHWEST HEALTH & HUMAN SERVICE	14,739.48
6 Payments less than 2 0 0 0	1,949.84
Final Total:	20,943.37

Vendor NameAmount

MEADOWLAND FARMERS COOP	2,434.33
5 Payments less than 2 0 0 0	750.09
Final Total:	3,184.42

Vendor NameAmount

SCHOOL DISTRICT 2190	7,791.58
SCHOOL DISTRICT 2754	238,404.19
SCHOOL DISTRICT 2884	199,689.26
SCHOOL DISTRICT 2897	1,098,899.59
SCHOOL DISTRICT 2898	107,705.92
SCHOOL DISTRICT 2904	44,336.14
SCHOOL DISTRICT 635	117,297.19
SCHOOL DISTRICT 640	294,604.72
SCHOOL DISTRICT 85	98,040.71
Final Total:	2,206,769.30

Vendor NameAmount

17 Payments less than 2 0 0 0	8,994.87
Final Total:	8,994.87

Vendor NameAmount

CENTRAL SPECIALTIES INC	2,394,177.64
MEADOWLAND FARMERS COOP	3,135.00
4 Payments less than 2 0 0 0	2,640.28
Final Total:	2,399,952.92

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

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).

- On motion by Forkrud, second by Wakefield, the Board voted unanimously to approve the RACC Rental Agreement to hold the Election Judge and Clerk training at the Redwood Area Community Center on June 25th.
- On motion by Van Hee, second by Wakefield, in a roll call vote with Salfer, Forkrud, Van Hee, Groebner, and Wakefield all voting aye the Board adopted the following Resolution:

WHEREAS, Redwood County is required by Minn. Stat. § 203B.121, Subd. 1(a) to establish a County Absentee Ballot Board for the 2024 Primary and General Elections; and WHEREAS, this authorization will bring uniformity in the processing of accepting or rejecting returned regular absentee ballots to Redwood County Elections that would consist of deputy county auditors who have received training in the processing and counting of absentee ballots; and

WHEREAS, would consist of a sufficient number of election judges trained in the handling of absentee ballots and appointed as provided in Minn. Stat. § 204B.19 to Minn. Stat. § 204B.22 to specifically handle those absentee ballots requiring signature comparisons per Minn. Stat. § 203B.121, Subd. 2(b)(3); and

WHEREAS the County Absentee Ballot Board must begin this process 46 days prior to the 2024 Primary and General Elections;

THEREFORE, BE IT RESOLVED THAT, the Redwood County Board of Commissioners hereby establishes the Redwood County Absentee Ballot Board and appoints Jean Price,

Redwood County Auditor/Treasurer; Deputy County Auditors; Julie Zimmermann, Rachel Woelfel, and Lisa Guggisberg, and the following election judges; Quentin Rath, Tamara Houle, Jan Nelson, Jacalyn Lueck, Margaret Blue, Tiffany Lesmeister-Knott, Julie Rath, Mary Bratsch and authorizes the Redwood County Auditor/Treasurer to train and oversee the Redwood County Absentee Ballot Board for the 2024 Primary and General Elections. The Redwood County Auditor/Treasurer is also given authority to hire and train additional election judges in an emergency situation. The hourly rate paid to election judges will be \$20.21 (Grade 8, Step 1).

- On motion by Wakefield, second by Groebner, the board voted unanimously to set temporary employees pay to help with testing of election equipment at Grade 8/Step 1 at \$20.21.
- On motion by Van Hee, second by Forkrud, the Board voted unanimously to approve the budget amendments for EDA.

A.C.E

- Baumhofner presented a review of the 2023 A.C.E Annual report and introduced Redwood Program Manager Susann Zeug-Hoese.

SHERIFF

- The Board reviewed the March 2024 Jail Population.
- Deputy Anderson and Sheriff Jacobson introduced K9 Echo to the Board.

ADMINISTRATION

- On motion Groebner, second by Wakefield, the Board voted unanimously to approve the donation of Surplus Equipment to nonprofit organization RRRSWA.
- On motion by Groebner, second by Van Hee, the Board voted unanimously to approve the 2024 Tobacco License Application for MN Stores LLC dba Snak Atak#57 Formerly Lamberton Handi-Mart.

AREA II

- Netzke provided a review of a Grant/Construction Agreement for the Johnsonville 29 Dam Restoration Project and a Johnsonville 29 flowage easement with the Board. Netzke will work with the Minnesota Board of Water and Soil Resources on the Grant Agreement and will present it to the Board at a later date.

OATH OF OFFICE

- Redwood County Judge, Patrick Rohland, administered the Oath of Office to Jean Price, Jim Salfer, Rick Wakefield, Bob Van Hee, Dave Forkrud, and Dennis Groebner, members of the 2024 Board of Equalization.

Personnel

- On motion by Groebner, second by Forkrud, the Board voted unanimously to acknowledge the resignation of Peter Brown, HR Director, effective July 26, 2024.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve hiring Grady Holtberg as full time Economic Development Coordinator for Redwood County on the Non-Union Salary Schedule grade 12/step 7 at \$32.54 due to experience, effective July 8, 2024.
- On motion by Salfer, second by Wakefield, the Board voted unanimously to approve promotion of Lisa Reynolds to full time Administrative Assistant for the Probation Office on the AFSCME Salary Schedule at Grade 8/Step 4 at \$21.99 due to experience, effective June 24, 2024.
- On motion by Groebner, second by Forkrud, the Board voted unanimously to approve promotion of Shelly Koenig to full time Human Resource Director on the non-union Salary Schedule at grade 12/step 1 at \$27.49, effective July 1, 2024.
- On motion by Van Hee, second by Wakefield, the Board voted unanimously to approve reclassification of the Payroll/Safety Technician position from grade 9 to grade 10 and to change the title to Payroll/HR Technician.

CLOSED SESSION- Pending Litigation

- On motion by Groebner, second by Forkrud, the Board voted unanimously to enter into closed session at 4:47 p.m.
- On motion by Wakefield, second by Salfer, the Board voted unanimously to adjourn the closed session at 5:18 p.m.
- On motion by Wakefield, second by Forkrud, the Board voted unanimously to approve the Walmart Tax Appeal Settlement Agreement and Release.

COMMISSIONERS

Wakefield: Corrections Advisory, Redwood Cottonwood Rivers Control Area II, Plum Creek Library System, Emergency Communications Board

Salfer: Redwood County Collaborative, Southwest Health & Human Services, AMC District 8, Southwest MN Adult Mental Health Consortium.

Groebner: Redwood Renville Regional Solid Waste, Soil & Water Conservation District, AMC District 8,

Forkrud: Redwood Renville Regional Solid Waste, Extension, AMC District 8

Van Hee: Extension, Prime West, Fair Board, AMC District 8, Hungry & Homeless

ADJOURN

- There being no further business, Chair Salfer declared the meeting adjourned at 5:37 p.m.

Jim Salfer, Chair
Board of County Commissioners

Attest: _____
Vicki Kletscher
County Administrator