

REDWOOD COUNTY, MINNESOTA

March 18, 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 (remote), Jim Salfer, Bob Van Hee, and Corey Theis. Administrator Vicki Kletscher, EDA Coordinator Grady Holtberg, Assistant Ditch/Ag Inspector Matthew Mumme, Auditor-Treasurer Jean Price, County Engineer Anthony Sellner, Highway Maintenance Superintendent Jamie Larsen, Director of Environmental Services Nick Brozek, Ditch/Ag Inspector Brent Lang, Sheriff Jason Jacobson, Building Maintenance Supervisor Loren Gewerth, City Administrator Keith Muetzel, Patrick Schroepfer, Terry & Lisa Dallenbach, Roger Baumann, Matt Boerboom, Ron Coudron, Dean Zimmerli, Mike Marotzke, ISG Engineers Jacob Rishmiller, & Chris Adams. Commissioner Wakefield was absent.

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

On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the March 18th agenda.

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

**CONSENT AGENDA**

- On motion by Groebner, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the following:
  - March 4<sup>th</sup> Board Minutes.
  - Payment of bills.

<u>Vendor Name</u>	<u>Amount</u>
COUNTIES PROVIDING TECHNOLOGY	4,927.00
FRSECURE LLC	8,250.00
ISG	3,560.50
REDWOOD COUNTY HIGHWAY DEPT	3,749.73
RINKE-NOONAN LTD	6,180.50
RRRSWA	45,000.00
STANTEC CONSULTING SERVICES INC	3,507.25
THE MARKET AT REDWOOD LLC	9,683.44
U.S. BANK CHARLOTTE	1,120,471.88
79 Payments less than 2000	25,915.13
<b>Final Total:</b>	<b>1,231,245.43</b>

**EMPLOYEE RECOGNITION**

- The Board recognized Matthew Mumme, Assistant Ditch/Ag Inspector, for 5 years of service to Redwood County.

**AUDITOR/TREASURER**

- On motion by Theis, second by Groebner, and in a roll call vote with all members voting Aye, the Board approved the following consent agenda: Cash Balance Report; Investment Summary; Budget Reports, and February 2025 Disbursements in the amount of \$1,090,470.34.

- Bills exceeding \$2,000:**

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN SOLUTIONS FOR BUSINESS	4,043.92
BLUE CROSS BLUE SHIELD OF MINNESO'	50,544.55
BLUE CROSS BLUE SHIELD OF MINNESO'	7,512.29
BLUE CROSS BLUE SHIELD OF MINNESO'	20,473.53
BLUE CROSS BLUE SHIELD OF MINNESO'	11,132.47
GREAT PLAINS NATURAL GAS CO	2,244.99
GREAT PLAINS NATURAL GAS CO	4,717.08
GREAT PLAINS NATURAL GAS CO	2,772.78
MINNESOTA DEPARTMENT OF REVENUE	20,485.04
REDWOOD COUNTY LICENSE CENTER	2,291.13
REDWOOD COUNTY LICENSE CENTER	3,469.77
REDWOOD COUNTY LICENSE CENTER	2,974.60
REDWOOD COUNTY LICENSE CENTER	2,384.31
REDWOOD COUNTY LICENSE CENTER	5,544.75
REDWOOD FALLS PUBLIC UTILITIES	6,095.00
WEX LEAP	7,596.62
WEX LEAP	7,688.62
32 Payments less than 2000	18,112.72
<b>Final Total:</b>	<b>180,084.17</b>

<u>Vendor Name</u>	<u>Amount</u>
MN COMMISSION OF FINANCE	4,124.00
MN OFFICE OF ENTERPRISE TECHNOLOG	2,125.79
13 Payments less than 2000	5,322.28
<b>Final Total:</b>	<b>11,572.07</b>

<u>Vendor Name</u>	<u>Amount</u>
DESIGN ELECTRIC INC	9,944.37
<b>Final Total:</b>	<b>9,944.37</b>

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	200.00
<b>Final Total:</b>	<b>200.00</b>

<u>Vendor Name</u>	<u>Amount</u>
ENERGY SOLUTION PARTNERS, LLC	20,150.13
MEADOWLAND FARMERS COOP	2,156.00
9 Payments less than 2000	1,439.12
<b>Final Total:</b>	<b>23,745.25</b>

<u>Vendor Name</u>	<u>Amount</u>
5 Payments less than 2000	703.25
<b>Final Total:</b>	<b>703.25</b>

<u>Vendor Name</u>	<u>Amount</u>
TOWNSHIP OF BROOKVILLE	34,432.08
TOWNSHIP OF CHARLESTOWN	29,959.75
TOWNSHIP OF DELHI	38,521.43
TOWNSHIP OF GALES	29,443.03
TOWNSHIP OF GRANITE ROCK	36,253.43
TOWNSHIP OF JOHNSONVILLE	30,088.51
TOWNSHIP OF KINTIRE	31,241.37
TOWNSHIP OF LAMBERTON	28,526.76
TOWNSHIP OF MORGAN	37,858.72
TOWNSHIP OF NEW AVON	34,136.48
TOWNSHIP OF NORTH HERO	30,791.99
TOWNSHIP OF PAXTON	79,499.73
TOWNSHIP OF REDWOOD FALLS	28,445.92
TOWNSHIP OF SHERIDAN	30,955.61
TOWNSHIP OF SHERMAN	38,853.11
TOWNSHIP OF SPRINGDALE	33,526.83
TOWNSHIP OF SUNDOWN	31,160.64
TOWNSHIP OF SWEDES FOREST	16,760.59
TOWNSHIP OF THREE LAKES	34,174.89
TOWNSHIP OF UNDERWOOD	32,532.68
TOWNSHIP OF VAIL	34,322.51
TOWNSHIP OF VESTA	33,650.11
TOWNSHIP OF WATERBURY	30,478.42
TOWNSHIP OF WESTLINE	29,443.89
TOWNSHIP OF WILLOW LAKE	35,281.52
<b>Final Total:</b>	<b>850,340.00</b>

<u>Vendor Name</u>	<u>Amount</u>
13 Payments less than 2000	5,186.04
<b>Final Total:</b>	<b>5,186.04</b>

<u>Vendor Name</u>	<u>Amount</u>
4 Payments less than 2000	1,201.32
<b>Final Total:</b>	<b>1,201.32</b>

<u>Vendor Name</u>	<u>Amount</u>
GREAT PLAINS NATURAL GAS CO	2,407.25
7 Payments less than 2000	2,332.11
<b>Final Total:</b>	<b>4,739.36</b>

<u>Vendor Name</u>	<u>Amount</u>
7 Payments less than 2000	2,754.51
<b>Final Total:</b>	<b>2,754.51</b>

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the quote of \$1,000 with ACI Payments, Inc. and authorized Administrator digital signature.

## ROAD AND BRIDGE

- Salfer motioned to approve the 4<sup>th</sup> Access Permit in ½ mile segment submitted by Patrick Schroeffer. Vice-Chair Salfer called for a second three times. Motion died for lack of a second.

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the Professional Engineering Services contract for the Belview CSAH 7 LRIP project with Bolton and Menk in the amount of \$775,000, pending County Approval. No other bids were received.

### **EDA PUBLIC HEARING**

- The Board entered into a public hearing at 9:17 a.m. for the matter of the enactment of the Redwood County Housing Trust Fund Ordinance.
  - Holtberg presented the Affidavits of Publication and presented an overview of the proposed ordinance.
  - Vice-Chair Salfer opened the hearing for public comment

The public hearing was closed at 9:48

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board adopted Ordinance No. 2025-1 Creating the Redwood County Housing Trust Fund.
- On motion by Salfer, second by Theis, and in a roll call vote with all members voting Aye, the Board adopted the Housing Trust Fund Policy.
- On motion by Theis, second by Groebner, and in a roll call vote with all members voting Aye, the Board adopted the Housing Trust Fund Application.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board authorized to transfer the Statewide Affordable Housing Aid Program funds in the amount of \$182,126 and the unspent 2024 EDA budget in the amount of \$40, 850 to the Redwood County Housing Trust Fund.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board authorized EDA Coordinator to apply for the MN Local Housing Trust Fund Grant Program.
- Holtberg updated the Board on current EDA projects.

### **DITCH AUTHORITY CD 93 PUBLIC HEARING**

- Entered Ditch Authority at 10:14 a.m.
- Vice-chair Groebner appointed Salfer as Chair for today's public hearing.
- On motion by Theis, second by Van Hee, with all members voting Aye, the Board adopted the agenda.
- Brozek presented Affidavits of Publication.
- ISG Engineers Jacob Rishmiller and Chris Adams presented the Engineers Opinion of probable cost.
- Chair Salfer opened the hearing for public comment.
  - Dean Zimmerli, Attorney for petitioner Boerboom Ag Resources, LLC, attested to MN Statute 103E.227 indicated project could be done as a privately constructed project and noted they were not asking drainage authority to assign separable maintenance to the project.
  - Boerboom indicated their ditch holds all the water for Marotzke
  - Marotzke indicated the project will cause additional flooding on his property
  - Coudron doesn't want to lose capacity and requested that land elevations be reviewed around the ditch.

- Groebner asked how many land owners are on the system, (29) and that he would personally like to view the project site before making a decision.
- Chair Salfer closed the hearing at 11:12 a.m.
- On motion by Groebner, second by Van Hee, and in a roll call vote with all members voting Aye, the Board continued the hearing until April 15, 2025 at 10:00 a.m. so the engineers can conduct further research and report back to the Drainage Authority.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the December 3, 2024 CD 93 minutes.
- On motion by Van Hee, second by Groebner, and in a roll call vote with all members voting Aye, the Board approved the bid from Stantec in the amount of \$24,944 for construction consultant bidding contract for 2023 Flood Damage JD 36 pending County Attorney approval. A second bid was received from Bolton & Menk in the amount of \$75,000.
- Chair Salfer declared the Drainage Authority meeting adjourned at 11:21 a.m.

#### **SHERIFF**

The Board reviewed the February 2025 Jail Population.

#### **MAINTENANCE**

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the bid from Everstrong Construction in the amount of \$64,775 for concrete sidewalk, gutters and entrance replacements. A second quote was received from Salonek in the amount of \$67,200.
- On motion by Salfer, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the contract with Everstrong Construction in the amount of \$64,775 to replace concrete sidewalks, gutters and entrances.

#### **ADMINISTRATION**

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the following budget adjustments to account 01-031-2835-6274 in the amount of \$15,400 for the compensation study approved at the January 21, 2025 board meeting; and \$10,750 from account 10-119-6899 to account 01-520-6358 for Plum Creek Park expansion project approved at the November 19, 2024 board meeting.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board acknowledged the gambling application from First Women, Vicki Fredrichs, for a gambling activity on July 9, 2025, at Vicki's Camp N Country Jam.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved to publish the 2025 Spring County Connection newsletter.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved the 2025 Liquor License for Tracy Country Club.
- On motion by Van Hee, second by Salfer, and in a roll call vote with all members voting Aye, the Board approved the 2025 Tobacco License for Dollar General Store #25506 Lamberton.

- On motion by Theis, second by Salfer, and in a roll call vote with all members voting Aye, the Board approved the Benchmark Communities for the 2025 compensation study.
- On motion by Salfer, second by Van Hee, and in a roll call vote with all members voting Aye, the Board approved to establish a working committee to include Commissioners, department heads and employees to ensure a transparent process for reviewing the market data, and to provide a clear understanding of the Board’s pay philosophy in the adoption process of the compensation study.

**PERSONNEL**

- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting Aye, the Board acknowledged the resignation of Jeanne Prescott Soil & Water Office Manager, effective March 21, 2025 and the resignation of Ben Bauer Soil & Water Office Conservation Specialist, effective April 11, 2025.
- On motion by Theis, second by Van Hee, and in a roll call vote with all members voting aye, the Board approved to set the Soil and Water Administrative Assistant job description at Grade 8.

**COMMISSIONERS**

- The commissioners reported on meetings they attended.

Salfer: Redwood Soil and Water Conservation District, Redwood Renville Regional Solid Waste Authority, Annual Township meetings

Theis: Redwood Renville Regional Solid Waste Authority, Annual Township meetings

Van Hee: Prime West, Economic Development Authority, United Community Action, Homeless and Hungry, Southwest Regional Development Commission, Transportation Alliance, Minnesota Rural Counties

**ADJOURN**

- There being no further business, Vice Chair Salfer declared the meeting adjourned at 11:50 A.M.

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Jim Salfer, Vice-Chair  
Board of County Commissioners

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