

REDWOOD COUNTY, MINNESOTA

December 16, 2014

The Board of County Commissioners met in regular session at 4:00 p.m. in the Commissioners’ Room in the Government Center, Redwood Falls, Minnesota.

Present for all or portions of the meeting were Commissioners Al Kokesch, Lon Walling, Priscilla Klabunde, John Schueller, and Sharon Hollatz. Also present were Administrator Vicki Knobloch; Sheriff Randy Hanson; Recycling Coordinator Brian Sams; Technology Coordinator Paul Parsons; County Attorney Steve Collins; HR Coordinator Peter Brown; Auditor Jean Price; Emergency Management Director Jim Sandgren; Financial Accountant Julie Zimmerman; County Engineer Willy Rabenberg; Claire Meyers; Jim Salfer; Denny Groebner and Jeff Paskewitz.

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

On motion by Schueller, second by Klabunde, the Board voted unanimously to approve the agenda.

Chair Hollatz asked the Board members to identify any areas for which they had a Conflict of Interest. There were none.

**CONSENT AGENDA**

- On motion by Klabunde, second by Kokesch, the Board voted unanimously to approve the following:
  - December 2, 2014 Board minutes
  - Payment of bills as follows:

Revenue Fund	\$ 87,930.05
Ditch Maintenance Fund	\$ 2,694.01
Solid Waste Fund	\$ 4,200.86

**BOARD RECOGNITION**

The Board recognized Julie Zimmerman, Financial Accountant in the Auditor’s Office for 10 years; Greg Boettger, Maintenance Specialist II in the Highway Department for 5 years and Nancy Schmidt, Highway Accountant in the Highway Department for 40 years of service to Redwood County.

**ENVIRONMENTAL**

- On motion by Schueller, second by Kokesch, the Board voted unanimously to approve yearly solid waste hauler licenses to Waste Management of Minnesota, Southwest Sanitation, West Central Sanitation, Renville-Sibley Sanitation, Hometown Sanitation, Braun & Borth and R & E Sanitation.

**TECHNOLOGY**

- On motion by Schueller, second by Kokesch the Board voted unanimously to approve the American Communications, Inc. Contract Renewal in the amount of \$22,800.00.
- On motion by Klabunde, second y Walling, the Board voted unanimously to approve the purchase of a VM Server in the amount of \$8,509.66 from Morris Electronics.

**SHERIFF**

- Hanson updated the Board on the Redwood County Jail Population for November, 2014.

- On motion by Schueller, second by Kokesch, the Board voted unanimously to approve the contract with the City of Wabasso to provide Law Enforcement services from January 1, 2015 to December 31, 2015 for 15 hours per week at \$41 per hour.
- On motion by Schueller and second by Klabunde and in a roll-call vote with Hollatz, Schueller, Klabunde, Walling and Kokesch all voting aye, the Board adopted the following Resolution:

**BOARD OF COMMISSIONERS RESOLUTION  
ADOPTING AMENDMENT TO 2012 REDWOOD COUNTY  
ALL-HAZARDS MITIGATION PLAN**

WHEREAS, the County of Redwood adopted the Redwood County All-Hazards Mitigation Plan (the "Plan") via Resolution dated February 7, 2012; and

WHEREAS, inclusion of additional language in the Plan relative to acquisition, Demolition/relocation of structures and infrastructure to prevent loss of property and would allow eligible entities to apply for grant funding to support such acquisition, demolition or relocation; and

WHEREAS, the Amendment to the 2012 Redwood County All-Hazards Mitigation Plan includes the additional language with regard to acquisition, demolition/relocation of structures;

NOW, THEREFORE, BE IT RESOLVED, that the County of Redwood continues to support the hazard mitigation planning efforts and adopts said Amendment to the 2012 Redwood County All Hazards Mitigation Plan.

**AUDITOR-TREASURER**

- On motion by Kokesch, second by Schueller, the Board voted unanimously to approve the following consent agenda: Cash Balance Report; Investment Summary; Budget Report: Revenue Fund; Building Fund; Ditch Maintenance; Ditch Bond Interest; Solid Waste; and November Disbursements.

**ROAD & BRIDGE**

- On motion by Walling, second by Schueller, and in a roll-call vote with Hollatz, Schueller, Klabunde, Walling and Kokesch all voting aye, the Board adopted the following Resolution:

**Resolution No. 2014  
Resolution of Sponsorship from Sponsoring Agency**

The following Resolution was offered by Commissioner Walling and moved for adoption at a Regular Meeting held on December 16, 2014, at the Redwood County Government Center, Redwood Falls, MN.

WHEREAS, the Township of Springdale is a Township within Redwood County; and

WHEREAS, the Township of Springdale would like to submit a project for Local Road Improvement Program Funds; and

WHEREAS, the Township of Springdale has requested Redwood County be the sponsoring agency;

**NOW THEREFORE BE IT RESOLVED**, that Redwood County, Minnesota agrees to act as a sponsoring agency for Local Road Improvement Program Project identified as Crown Avenue from 500 ft South of Crown Ave. & C.R. 52 intersection to 500 ft North of Crown Ave. & C.R. 52 intersection, which is a rural local collector roadway having regional significance providing access to C.R. 52, C.R. 57, and T.H. 14, moving agricultural products to Walnut Grove where they are loaded onto rail cars for transport across the United States. Crown Avenue also serves as a regional school bus route linking the communities of Walnut Grove, Tracy, and Westbrook. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

**BE IT FURTHER RESOLVED**, that Redwood County Engineer is hereby authorized to act as agent on behalf of this applicant.

- On motion by Schueller, second by Walling, the Board voted unanimously to approve and sign certification sheet for the Minnesota Department of Commerce Petroleum Reimbursement Application for contaminated soil cleanup in Lamberton.
- On motion by Klabunde, second by Kokesch, and in a roll-call vote with Hollatz, Schueller, Klabunde, Walling and Kokesch all voting aye, the Board adopted the following Resolution:

#### RESOLUTION

WHEREAS, Redwood County has determined that the following deficient bridges on the CSAH, County Road and Township systems are a high priority and require replacement or rehabilitation within the next five (5) years,

BRIDGE NO	ROAD NO.	EST PROJ COST	FED FUNDS	CSAH FUNDS	TWP BR FUNDS	PR TAX FUNDS	BOND FUNDS	SUFF RATING
L6878	Springdale 137	120,000	0	0	100,000	20,000	0	40.0
L9383	Sherman 245	300,000	0	0	280,000	20,000	0	59.0
L6909	Springdale 166	120,000	0	0	100,000	20,000	0	45.5
L6921	Granite Rock 305	350,000	0	0	330,000	20,000	0	50.4
L6924	Granite Rock 181	350,000	0	0	330,000	20,000	0	39.0
89885	CR 62	350,000	0	0	0	50,000	300,000	30.3
64508	CR 67	350,000	0	0	0	50,000	300,000	70.0
89844	CSAH 16	500,000	0	340,000	0	0	160,000	71.0
L6869	North Hero 127	165,000	0	0	145,000	20,000	0	59.9
L6835	Sheridan 56	200,000	0	0	180,000	20,000	0	65.9
2629	CSAH 8	236,000	0	118,000	0	0	118,000	66.9
L6910	Springdale	150,000	0	0	130,000	20,000	0	70.0
89826	CSAH 8	380,000	0	190,000	0	0	190,000	77.8
93245	CR 71	200,000	0	0	0	50,000	150,000	65.8
89828	CSAH 10	300,000	0	150,000	0	0	150,000	54.2
94129	CSAH 7	150,000	0	75,000	0	0	75,000	54.5
89819	CSAH 8	320,000	0	160,000	0	0	160,000	67.7
93517	CSAH 5	150,000	0	75,000	0	0	75,000	67.7
92859	CSAH 45	150,000	0	75,000	0	0	75,000	67.8
92189	CSAH 1	150,000	0	75,000	0	0	75,000	67.9
L8551	Waterbury 73	200,000	0	0	180,000	20,000	0	72.0
L8557	Waterbury 196	250,000	0	0	230,000	20,000	0	72.0
92194	CSAH 101	250,000	0	125,000	0	0	125,000	76.0
L6863	Brookville 118	220,000	0	0	200,000	20,000	0	64.0
L8761	Brookville 29	360,000	0	0	340,000	20,000	0	64.0
L6811	Westline 15	150,000	0	0	130,000	20,000	0	65.9

89888	CR 65	800,000	0	0	0	160,000	640,000	63.9
89893	CR 68	200,000	0	0	0	50,000	150,000	65.9
89903	CR 75	200,000	0	0	0	50,000	150,000	53.2
93246	CR 52	200,000	0	0	0	50,000	150,000	65.8
L1954	Redwood 149	150,000	0	0	130,000	20,000	0	65.9
7149	CSAH 101	2,000,000	0	1,500,000	0	0	1,500,000	69.2
L1946	Three Lakes 234	150,000	0	0	130,000	20,000	0	65.9

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road systems, and

WHEREAS, State support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the Townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above, and

WHEREAS, Redwood County intends to proceed with the replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available,

BE IT RESOLVED, that Redwood County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that Funds are available in order to permit construction to take place within one year of notification.

**ADMINISTRATION**

- On motion by Klabunde, second by Walling, the Board voted unanimously to set the 2015 Board Meeting dates.

**REDWOOD COUNTY BOARD OF COMMISSIONERS**

**2015 REGULAR MEETING DATES**

<u>January</u>	6 *8am (Env/Hwy) Organizational 20 (Sheriff & EDC) Mtg.	<u>February</u>	3 (Env/Hwy) 17 (Sheriff & EDC)
<u>March</u>	3 (Env/Hwy) 17 (Sheriff & EDC)	<u>April</u>	7 (Env/Hwy) 21 (Sheriff & EDC)
<u>May</u>	5 (Env/Hwy) 19 (Sheriff & EDC)	<u>June</u>	2 (Env/Hwy) 16 *4 p.m. (Sheriff & EDC) 16 6:30 p.m. Board of Equalization
<u>July</u>	7 (Env/Hwy) 21 (Sheriff & EDC)	<u>August</u>	4 *8am (Env/Hwy) 18 (Sheriff & EDC)
<u>September</u>	1 (Env/Hwy) 15 (Sheriff & EDC)	<u>October</u>	6 (Env/Hwy) 20 (Sheriff & EDC)
<u>November</u>	3 (Env/Hwy) 17 (Sheriff & EDC)	<u>December</u>	1 8:30 a.m. (Env/Hwy) Regular Meeting 15 *4:00 p.m. (Sheriff & EDC) 6:00 p.m. Truth in Taxation Meeting 28 Last Yearly Meeting

(Note: Bills Due Daily after the 15<sup>th</sup>)

Board meetings will be held the **first** and **third Tuesday** of the month at 8:30 a.m. unless otherwise stated. Bills will be paid at both meetings.

Generally the first Tuesday of the month is designated for Environmental/Solid Waste and Highway. The third Tuesday of the month is designated for Sheriff and EDC.

Work Sessions will be held as necessary, and will take place in the afternoon of a regular meeting date.

- On motion by Schueller, second by Kokesch, the Board voted unanimously to renew the following 2015 Liquor and Tobacco Licenses:

2015 Liquor License Renewals

Staples Enterprises, Inc.

2015 Tobacco License Renewals

Farmers Coop Oil Co, Belview

BJ's Backroads Bar & Grill, Clements

Erickson's Amoco Handi-marts, DBA Lamberton Amoco, Lamberton

Meadowland Farmers Coop

Farmers Coop Assn of Milroy, Milroy

Wayne's, Inc., Morgan

Staples Enterprises, Inc. DBA Expressway Sanborn, Sanborn

Lower Sioux Community DBA Dacotah Ridge Golf Club

- On motion by Walling, second by Kokesch, the Board voted unanimously to approve the 2 year lease agreement with Southwest Health and Human Services at \$132,500 per year.
- On motion by Walling, second by Schueller, the Board voted unanimously to approve Museum building inspection with Pro-Specmn at an approximate cost of \$900.
- On motion by Klabunde, second by Schueller, the Board voted unanimously to approve the Redwood County Reimbursement Policies for 2015.
- On motion by Kokesch, second by Walling, the Board voted unanimously to approve the Information Technology Support Contract with Southwest Health and Human Services at a cost of \$50.00 per hour for a term commencing January 1, 2015 and terminating December 31, 2015.
- On motion by Schueller, second by Kokesch, the Board voted unanimously to approve the renewal of the five-year Grant-in-Aid Trail Permit with the MN Department of Natural Resources.
- On motion by Schueller, second by Walling, and in a roll call vote with Schueller, Klabunde, Walling, Kokesch and Hollatz voting aye, the Board adopted the following Resolution:

**REDWOOD COUNTY BOARD OF COMMISSIONERS**

The County Board shall, in accordance with Minnesota Statutes 375.055, annually set the salary of the County elected officials.

**THEREFORE, BE IT RESOLVED**, that the salaries of the County elected officials be set for 2015 as listed below:

County Commissioners	\$ 26,915.00
County Recorder	\$ 72,912.96
County Auditor-Treasurer	\$ 85,106.88
County Attorney	\$ 90,138.96
County Sheriff	\$ 97,071.12

**FURTHER**, 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.

*Personnel Action Items:*

- On motion by Schueller, second by Hollatz, the Board voted unanimously to acknowledge the resignation of Sarah Groebner from her position as License Center Clerk in the Licensing Department effective 12-26-14.

**RECESS**

- The Board recessed at 5:46 p.m. and entered into Truth in Taxation at 6:00 p.m.

**TRUTH IN TAXATION**

- On motion by Klabunde, second by Kokesch, and in a roll-call vote with Hollatz, Schueller, Klabunde, Walling and Kokesch all voting aye, the Board adopted the following Resolution:

**RESOLUTION**

**BE IT HEREBY RESOLVED**, by the Board of Commissioners for Redwood County, that the 2015 property tax levies for Redwood County Funds be set as follows:

REVENUE FUND .....	\$6,152,782
HUMAN SERVICES FUND.....	2,217,454
PUBLIC HEALTH FUND .....	265,295
ROAD AND BRIDGE FUND .....	1,795,000
BUILDING FUND .....	90,000
DEBT SERVICE FUND .....	664,232
REGIONAL LIBRARY .....	94,438
SPECIAL TAXING DISTRICT.....	25,000

**BE IT FURTHER RESOLVED**, that the 2015 Redwood County property tax levy be certified to the Redwood County Auditor-Treasurer at \$11,279,201.

**BE IT FURTHER RESOLVED**, that the 2015 Redwood County adjusted property tax levy be set at \$10,968,138, a 2.2% change from the 2014 adjusted tax levy of \$10,655,680.

- On motion by Klabunde, second by Walling and in a roll-call vote with Hollatz, Schueller, Klabunde, Walling and Kokesch all voting aye, the Board adopted the following Resolution:

**RESOLUTION**

WHEREAS, the Redwood County Board of Commissioners has individually met with the Redwood County Department Heads to discuss budgets proposed for the staffing, supplies, and general operation of their departments during Calendar year 2014 and;

WHEREAS, the Redwood County Board of Commissioners has subsequently reviewed each of the Departmental Budgets in relationship to the amounts needed from the 2015 Property Tax Levy, and;

NOW, THEREFORE, BE IT RESOLVED, that the Redwood County Board of Commissioners does hereby set the 2015 Redwood County Budgeted Revenues and Expenditures as follows:

	<u>Revenue Budget</u>		<u>Revenue Budget</u>
<b>Revenue Fund</b>		<b>Solid Waste Fund</b>	
Taxes-property-current	\$5,878,271	Special assessments	\$364,400
Other Taxes	\$9,325	Licenses and permits	\$850
Special assessments-current [septic/ISTS]	\$45,756	State Grant and Contribution	\$71,655
Licenses and permits	\$57,630	Earnings on investments	\$600
Total Intergovernmental Revenue (IGR)	\$744,487	Miscellaneous Revenue	<u>\$320,664</u>
Local Grants and Contributions		<b>Total Revenues</b>	<b>\$758,169</b>
State Grants and Contributions	\$209,376		
Federal Grants and Contributions	\$17,000	<b>Debt Service Fund</b>	
Charges for services	\$666,293	Taxes-property	\$647,471
Earnings on investments	\$35,840	Intergovernmental Revenues	\$16,761
Gifts and contributions	\$14,000	Miscellaneous Revenue	<u>\$4,706</u>
Miscellaneous	\$397,986	<b>Total Revenues</b>	<b>\$668,938</b>
Other Sources: Loans Issued		<b>Road and Bridge Fund</b>	
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$8,075,964</b>	Taxes-property-current	\$1,795,000
		Intergovernmental	\$4,600,000
<b>Building Fund</b>		Charges for Services	\$2,000
Taxes-property		Earnings on Investments	\$2,000
Intergovernmental Revenues	\$90,000	Miscellaneous Revenue	<u>\$45,000</u>
Earnings on Investments	\$3,000	<b>Total Revenues</b>	<b>\$6,444,000</b>
Miscellaneous Revenue	<u>\$38,656</u>		
<b>Total Revenues</b>	<b>\$131,656</b>	<b>Public Health Services Fund</b>	
		Taxes-property	\$252,261
<b>Ditch Fund</b>		Intergovernmental Revenues	<u>\$13,034</u>
Special assessments	\$398,341	<b>Total Revenues</b>	<b>\$265,295</b>
Ditch Bond Interest	\$500		
<b>Total Revenues</b>	<b>\$398,841</b>	<b>Human Services Fund</b>	
		Taxes-property	\$2,156,213
		Intergovernmental Revenues	<u>\$61,241</u>
		<b>Total Revenues</b>	<b>\$2,217,454</b>
		<b>Total Budgeted Revenues</b>	<b>\$18,296,085</b>
		<u>Expenditures Budget</u>	<u>Expenditures Budget</u>
<b>Revenue Fund</b>		<b>Revenue Fund cont.</b>	

*General Government*

Commissioners	\$247,401
Law library	\$9,000
County administration	\$435,004
County Administrator	\$302,618
Auditor-Treasurer	\$360,699
License center	\$183,821
Assessor	\$449,122
Elections	\$40,000
Computer	\$351,127
Attorney	\$466,230
Recorder	\$281,752
Buildings and plant	\$461,193
Veterans service officer	\$181,783
	<u>\$3,769,750</u>

*Public Safety*

Restorative Justice	\$68,793
Sheriff	\$2,767,209
Coroner	\$15,000
E-911 system	\$206,000
Sentence to Service	\$70,314
Probation and parole	\$280,836
Emergency management	\$74,823
Other public safety	\$25,600
	<u>\$3,508,575</u>

*Culture and Recreation*

Museum	\$2,000
Parks	\$130,092
Minnesota trails	\$87,331
Other	\$48,500
	<u>\$267,923</u>

*Conservation of Natural Resources*

Extension	\$103,319
Agricultural inspection	\$247,777
Water quality loan program	\$25,000
Other	\$167,791
	<u>\$543,887</u>

*Economic Development*

*Debt Service*

Principal	\$44,700
Interest	\$2,363
Administrative Charges	
	<u>\$47,063</u>

**Total Revenue Fund Expenditure Budget \$8,311,639**

**Road and Bridge Fund**

*Highways and Streets*

Administration	\$512,000
Maintenance	\$2,106,000
Construction	\$3,000,000
Equipment and maintenance shops	\$756,000
Intergovernmental Highway	
Maintenance	\$400,000
	<u>\$6,774,000</u>

**Human Services Fund**

*Intergovernmental*

Human Services Fund	\$2,217,454
	<u>\$2,217,454</u>

**Public Health Services Fund**

*Intergovernmental*

Public Health Services Fund	\$265,295
	<u>\$265,295</u>

**Solid Waste Fund**

Solid Waste	\$339,093
Recycling	\$437,000
Hazardous waste	\$10,000
Debt Service-RRRSWA Joint Powers	\$60,000
Debt Service-Interest RRRSWA Joint Powers	\$23,508
	<u>\$869,601</u>

**Building Fund**

*General Government*

Buildings and plant	\$300,000
	<u>\$300,000</u>

**Ditch Fund**

*Conservation of Natural Resources*

Other	\$524,735
	<u>\$524,735</u>

**Debt Service Fund**

*Debt Service*

Principal	\$435,000
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Other	<u>\$80,003</u>	Interest	\$193,598
	\$80,003	Administrative Charges	<u>\$850</u>
<i>Intergovernmental</i>			<b>\$629,448</b>
Library	<u>\$94,438</u>		
	\$94,438	<b>Total Budgeted Expenditures</b>	<b>\$19,892,172</b>

**\*Breakdown of the Excess of Revenues & Other Sources Over/(Under) by Fund**

**Revenue Fund:**

Revenue Budget	\$8,075,964
Expenditure Budget	<u>\$8,311,639</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$235,675)</b>

**Solid Waste Fund:**

Revenue Budget	\$758,169
Expenditure Budget	<u>\$869,601</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$111,432)</b>

**Road and Bridge Fund:**

Revenue Budget	\$6,444,000
Expenditure Budget	<u>\$6,774,000</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$330,000)</b>

**Building Fund:**

Revenue Budget	\$131,656
Expenditure Budget	<u>\$300,000</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$168,344)</b>

**Human Services Fund:**

Revenue Budget	\$2,217,454
Expenditure Budget	<u>\$2,217,454</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$0</b>

**Ditch Fund:**

Revenue Budget	\$398,841
Expenditure Budget	<u>\$524,735</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$125,894)</b>

**Public Health Services Fund:**

Revenue Budget	\$265,295
Expenditure Budget	<u>\$265,295</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$0</b>

**Debt Service Fund:**

Revenue Budget	\$668,938
Expenditure Budget	<u>\$629,448</u>
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$39,490</b>

**COMMISSIONER REPORTS**

- Commissioner Hollatz updated the Board on the Minnesota Pollution Control Agency Southwest Regional Solid Waste Commission Solid Waste Management Plan.
- The Commissioners reported on meetings they attended:

Kokesch:

- MN Valley Regional Rail Authority

Hollatz:

- SRDC – MN Area Agency on Aging
- Extension Committee
- EDA/RADC Meeting
- AMC Annual Meeting
- Plum Creek Library Board

Walling:

- Chief Elected Officer Board
- Redwood/Renville Regional Solid Waste Board
- AMC Annual Meeting

Klabunde:

- Restorative Justice
- Southern Prairie Community Health
- AMC Annual Meeting

Schueller:

- AMC Board of Directors – Transportation Committee
- Soil and Water

**ADJOURN**

There being no further business, Chair Hollatz declared the meeting adjourned at 6:20 p.m.

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Sharon Hollatz, Chair  
Board of County Commissioners

Attest: \_\_\_\_\_  
Vicki Knobloch  
County Administrator