

REDWOOD COUNTY, MINNESOTA

December 23, 2014

The Board of County Commissioners met in regular session at 8:30 a.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; County Attorney Steve Collins; HR Coordinator Pete Brown; County Engineer Willy Rabenberg; Jim Salfer, Pat Dingles, Julie Rath and Claire Meyers

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

- Chair Hollatz presented plaques to Commissioner Kokesch and Schueller.
- Chair Hollatz presented certificate of appreciation to Commissioner Schueller from the Extension Office.

On motion by Kokesch, second by Schueller, 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. Klabunde identified a conflict in the Road & Bridge bills.

**CONSENT AGENDA**

- On motion by Walling, second by Klabunde, the Board voted unanimously to approve the following:
  - December 16, 2014 Board minutes
  - Road and Bridge bills in the amount of \$65,085.98 and excluding the bill from Klabunde Electric in the amount of \$572.00, the Board voted to approve the Consent Agenda.
  - On motion by Kokesch, second by Schueller, with Klabunde abstaining due to a Conflict of Interest, the Board voted to approve the bill from Klabunde Electric in the amount of \$572.00.
  - Payment of bills as follows:

Revenue Fund	\$42,629.11
Building Fund	\$53,634.00
Ditch Fund	\$51,077.65
Solid Waste	\$ 7,613.65
R & B Fund	\$ 569.55

**ECONOMIC DELVELOPMENT**

- Rath presented the monthly activity report and the new Map N-Tour website.

**ROAD AND BRIDGE**

- On motion by Klabunde, second by Walling, the Board voted unanimously to approve to enter into an agreement for CSAH 101 with Bolten and Menk for engineering and inspection work.

#### **ADMINISTRATOR**

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

#### **RESOLUTION FOR AQUATIC INVASIVE SPECIES PREVENTION AID**

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid Grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Redwood County was allocated \$9,418 for 2014 and \$20,929 for 2015 and years following, and

WHEREAS, the legislation requires that Redwood County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county, and

WHEREAS, the county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

WHEREAS, the county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received, and

WHEREAS, Aquatic Invasive Species is a priority concern for both the State of Minnesota and Redwood County. The Redwood County Board of Commissioners, through the Redwood County Environmental Office plan to provide both leadership and technical assistance as available, on prevention methods to protect Redwood County water bodies from the spread of Aquatic Invasive Species.

NOW, THEREFORE, BE IT RESOLVED, that Redwood County agrees to maintain and implement the plan as required by Minn. Rules pt. 9215.0530, subp.1 and 2.

BE IT FURTHER RESOLVED, that the Redwood County Board of Commissioners submits this document to the Commissioner of the Minnesota Pollution Control Agency pursuant to applicable Minnesota laws and rules.

- On motion by Schueller, second by Walling, in a three to two vote with Kokesch and Klabunde voting nay, approved setting the 2015 Solid Waste Assessment at \$68.00 per household.
- On motion by Klabunde, second by Kokesch, and in a roll-call vote with Hollatz, Klabunde, Walling, Schueller and Kokesch all voting aye, the Board adopted the following Resolution:

**RESOLVED, THAT THE** Redwood Gazette, a legal newspaper printed and published in the City of Redwood Falls, Redwood County, Minnesota, be and the same is hereby designated by the Board of County Commissioners of said Redwood County, Minnesota as the newspaper in which the notice and list of real estate remaining delinquent on the first working day of January, 2015 shall be published.

**RESOLVED FURTHER, THAT THE** said Redwood County, Minnesota enter into a contract with the Redwood Gazette to print and publish as provided by law that said list of delinquent taxes at a compensation rate allowed by Section 331.08 of the Statutes of the State of Minnesota.

**BE IT FURTHER RESOLVED, THAT THE** Redwood Gazette be named the official newspaper of the County for the insertion of the annual financial statement and all printing of Commissioners' proceedings for 2015 for legal printing rates as prescribed by State Law.

- On motion by Klabunde, second by Schueller, the Board voted unanimously to approve the 2015 EDC Contract as amended.
  
- On motion by Schueller, second by Kokesch, and in a roll-call vote with Hollatz, Klabunde, Walling, Schueller and Kokesch all voting aye, the Board adopted the following Resolution:

#### **RESOLUTION TO ESTABLISH FUND BALANCE POLICY**

**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 2014, and the dollars used to commit will be used from current fund balance:

- Encumbrances for contracts entered into at year end
- RCEDA Revolving Loan - 2008
- RCEDA Revolving Loan - 2011
- Restorative Justice
- Retiree Health Insurance
- Sheriff Canteen
- WESCAP Valley 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 2014 year and amounts budgeted for the 2015 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.

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

### **Resolution Authorizing the Redwood County Auditor-Treasurer To Pay Certain Claims in 2015**

**WHEREAS**, Minnesota Statute 375.16 allows the County Board to authorize the County Auditor/Treasurer to pay incidental expenses of the county; 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 Redwood County Auditor/Treasurer is authorized to pay incidental expenses per Minnesota Statute 375.16.

**BE IT FURTHER RESOLVED**, That the Redwood County Auditor/Treasurer is authorized to pay certain claims made against the County that are included in the Accounting Policies and Procedures Manual.

**BE IT FURTHER RESOLVED**, That as part of the control procedure for informational purposes, a list of all claims paid be presented to the Board at its next regularly scheduled meeting.

- On motion by Schueller and second by Walling, the Board voted unanimously to adopt the Accounting Policies and Procedures Handbook.

#### *Personnel Action Items:*

- On motion by Kokesch, second by Klabunde, the Board voted unanimously to approve the AFSCME Labor Agreement effective January 1, 2015 through December 31, 2016.
- On motion by Klabunde, second by Schueller, in a four to one vote with Walling voting nay, the Board approved to do a Compensation Study with Bjorklund Consulting at an approximate cost of \$12,700 – 15,100.

#### **COMMISSIONER REPORTS**

- The 2015 Committee Assignments were discussed.
- The Commissioners reported on meetings they attended:

Hollatz:

- Ditch Meeting
- MVRRA

Klabunde:

- Southern Prairie
- Ditch Meeting

**ADJOURN**

There being no further business, Chair Hollatz declared the meeting adjourned at 10:36 a.m.

\_\_\_\_\_  
Sharon Hollatz, Chair  
Board of County Commissioners

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