

REDWOOD COUNTY, MINNESOTA

December 13, 2016

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 Dennis Groebner, Lon Walling, Priscilla Klabunde, Jim Salfer, and Sharon Hollatz. Also present were Administrator Vicki Knobloch; Technology Coordinator Paul Parsons; Technology Support Specialist Brian Schulte; County Attorney Steve Collins; Auditor/Treasurer Jean Price; Planning and Zoning Supervisor Nick Brozek; Environmental Director Scott Wold; Economic Development Coordinator Julie Rath; Extension Director Stacy Johnson; County Engineer Willy Rabenberg; Sheriff Randy Hanson; HR Coordinator Peter Brown; Recorder Joyce Anderson; Dave Forkrud; Bruce Johnson; Childcare Aware representative Karen DeBuer and Tom Beske.

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

On motion by Walling, second by Salfer, the Board voted unanimously to approve the agenda.

Chair Klabunde asked the Board members to identify any areas for which they had a Conflict of Interest. Klabunde identified a conflict in the Abstract of Bills.

**CONSENT AGENDA**

- On motion by Hollatz, second by Groebner, and excluding the bills from Klabunde Electric in the amount of \$48.65 and 48.50, the Board voted unanimously to approve to approve the consent agenda.
- On motion by Salfer, second by Hollatz, with Klabunde abstaining due to a Conflict of Interest, the Board voted to approve the bills from Klabunde Electric in the amount of \$48.65 and \$48.50.
  - November 29, 2016 Board minutes
  - Payment of bills as follows:

General Fund	\$ 77,204.26
Building Fund	\$ 858.30
Ditch Maintenance Fund	\$ 23,557.92
Solid Waste Fund	\$ 49.68

**EXTENSION APPRECIATION**

- Johnson presented an acknowledgement of appreciation from the Extension Department for Commissioner Hollatz's support of the Extension and 4H program.

**ECONOMIC DEVELOPMENT**

- Rath presented the November Activity Report update to the Board.
- On motion by Walling, second by Salfer, the Board voted unanimously to fund \$1,000 for the Minnesota Infant/Toddler Credential Training.

- Rath recommended establishing committee representation to the Tatanka Bluff Board.

### **TECHNOLOGY**

- On motion by Hollatz, second by Groebner, the Board voted unanimously to approve the Email Retention Policy Amendment to include the retention period to be changed from six years to two years.
- On motion by Salfer, second by Groebner, the Board voted unanimously to approve the 2017 Contract renewal with American Communications in the amount of \$13,560.

### **PLANNING AND ZONING**

- An application for an Extractational use permit #17-16 filed by TNT Construction/Kerkhoff on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: S ½ NE ¼ & TR in N ½ of SE ¼ Lying N & E of Township road 53.67A of Section 24, Twp. 112N, Range 34W, Sherman Township. On motion by Groebner, second by Hollatz, the Board voted unanimously approve the CUP #17-16 with (19) Conditions as set forth by the Planning Commission.
- An application for an animal confinement feedlot CUP #18-16 filed by Alex on the following described real property, situated in the County of Redwood, State of Minnesota, to wit: E ½ of SE ¼ of Section 22, Twp. 111N, Range 35W, Three Lakes Township. On motion by Groebner, second by Walling, the Board voted unanimously to approve CUP #18-16 with (21) conditions as set forth by the Planning Commission.

### **ENVIRONMENTAL**

- Wold requested that an Aquatic Invasive Species (AIS) Committee be implemented to best utilize AIS funding with implementation of this plan. On motion by Hollatz, second by Groebner, the Board voted unanimously to establish an AIS Committee in 2017.
- On motion by Walling, second by Groebner, the Board voted unanimously to establish an Ordinance Task Force to participate in the Redwood County Ordinances revision and codification project.
- On motion by Groebner, second by Walling, the Board voted unanimously to approve the lease agreement with Dennis Hemish to continue to farm the 9.94 acre parcel for 2017 in the amount of \$2,485.

### **ASSESSOR**

- On motion by Walling, second by Hollatz, the Board voted unanimously to approve the Fourth Addendum to the Assessment Agreement with the City of Redwood Falls extending the agreement to December 31, 2019.

### **ROAD AND BRIDGE**

- On motion by Salfer, second by Klabunde, the Board voted unanimously to approve the road and bridge bills in the amount of \$25,865.91.
- On motion by Salfer, second by Hollatz, the Board voted unanimously to approve the purchase of a Cat Motorgrader from Ziegler Caterpillar in the amount of \$272,135 which includes \$60,000 trade in of a 1992 Cat 140G Motorgrader off State Contract 115838.

**SHERIFF**

- The Board reviewed the November Jail Report.
- On motion by Salfer, second by Hollatz, the Board voted unanimously to approve the Law Enforcement One-year Contract with the City of Wabasso for 15 hours per week at \$41.00 per hour.
- On motion by Groebner, second by Walling, the Board voted unanimously to approve the Law Enforcement One-year contract with the City of Sanborn for 5 hours per week at \$41.00 per hour.
- On motion by Hollatz, second by Groebner, in a roll-call vote with Hollatz, Klabunde, Walling, Salfer and Groebner all voting aye, the Board adopted the following resolution:

**RESOLUTION FOR ADOPTION AND ACCEPTANCE  
OF EMERGENCY OPERATIONS PLAN**

WHEREAS, each County in the State of Minnesota is required by MSS Chapter 12.25 (2) to have an updated Emergency Operations Plan,

WHEREAS, the State of Minnesota Division of Homeland Security and Emergency Management has a rotating review process: First year – County Board Review, second year – Regional Review Committee Review, third year – Peer County Emergency Management Review, and fourth year – State of Minnesota Homeland Security and Emergency Management Review,

WHEREAS, the Homeland Security and Emergency Management rotation for 2016 requires Redwood County’s Emergency Operations Plan to be reviewed by the Redwood County Board,

WHEREAS, the Homeland Security and Emergency Management review requirement states that the Redwood County Board, after reviewing the Emergency Operations Plan, must adopt and accept the Emergency Operations Plan by Resolution.

NOW THEREFORE, BE IT RESOLVED, on this 13<sup>th</sup> day of December, 2016, that the Redwood County Board hereby adopts and approves the current Emergency Operations Plan for Redwood County, as managed by the Redwood County Sheriff’s Office.

**AREA LEGISLATURES**

- No area legislatures were able to attend the board meeting.

**AUDITOR-TREASURER**

- On motion by Walling, second by Hollatz, 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 in the amount of \$2,388,827.46.

**ADMINISTRATION**

- On motion by Hollatz, second by Klabunde, the Board voted unanimously to set the 2017 Board Meeting dates:

## 2017 REGULAR MEETING DATES

<u>January</u>	3 (Env/Hwy) Organizational 17 (Sheriff & EDC) Mtg.	<u>February</u>	7 (Env/Hwy) 21 (Sheriff & EDC)
<u>March</u>	7 (Env/Hwy) 21 (Sheriff & EDC)	<u>April</u>	4 (Env/Hwy) 18 (Sheriff & EDC)
<u>May</u>	2 (Env/Hwy) 16 (Sheriff & EDC)	<u>June</u>	6 (Env/Hwy) 20 *3:00 p.m. (Sheriff & EDC) 6:00 -7:00 p.m. Board of Equalization
<u>July</u>	5 (Env/Hwy) 18 (Sheriff & EDC)	<u>August</u>	1 *8am (Env/Hwy) 15 (Sheriff & EDC)
<u>September</u>	5 (Env/Hwy) 19 (Sheriff & EDC)	<u>October</u>	3 (Env/Hwy) 17 (Sheriff & EDC)
<u>November</u>	7 (Env/Hwy) 21 (Sheriff & EDC) 28 *4:00 p.m. (Env/Hwy) 6:00 p.m. Truth in Taxation Meeting	<u>December</u>	12 (Sheriff & EDC) 26 Last yearly meeting

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 Walling, second by Groebner, the Board voted unanimously to approve the Elected Officials Out of State Travel Policy.
- On motion by Salfer, second by Hollatz, the Board voted unanimously to approve 2017 Tobacco License Renewals to Farmers Coop Oil Co., BJ's Backroads Bar and Grill, Erickson's Handi-Marts, Lower Sioux Community, Wayne's Inc., Meadowland Farmer's Coop, City of Lamberton and Wabasso, Farmer's Coop Association of Milroy and Staples Enterprise.

- On motion by Hollatz, second by Groebner, the Board voted unanimously to award the newspaper bid to Redwood Gazette at \$11.10 per column inch for all legal publications. No other bids received.
- On motion by Walling, second by Salfer, in a roll-call vote with Hollatz, Salfer, Klabunde, Walling and Groebner 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, 2017 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 2017 and 2018 for legal printing rates as prescribed by State Law.

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

**Revolving Loan Fund Transfer from the Redwood Area  
Development Corporation to Redwood County**

**WHEREAS** the partnership between Redwood County and the Redwood Area Development Corporation (RADC) will end on December 31, 2016, and

**WHEREAS** the RADC was the applicant to United State Department of Agriculture (USDA) and its Rural Development Program when the County revolving loan fund was established in 2009, and acted as the administrator and contact for the Revolving Loan Fund since its inception through December 31, 2016, and

**WHEREAS**, the RADC approved the transfer the USDA Rural Business Enterprise Grant (RBEG) Revolving Loan Fund to Redwood County on December 2, 2016, and

**WHEREAS**, Redwood County acknowledges the transfer with all applicable USDA Rural Development Program regulations,

**THEREFORE BE IT RESOLVED**, that Redwood County will assume the administrative duties of the Revolving Loan Fund effective January 1, 2017.

- On motion by Groebner, second by Hollatz, the Board voted unanimously to approve the 2017 Solid Waste Hauler Licenses to SW Sanitation, Braun & Borth Sanitation, West Central Sanitation, Hometown Sanitation and Renville-Sibley Sanitation.

*Personnel Action Items:*

- On motion by Hollatz, second by Salfer, the Board voted unanimously to approve to post for an additional full-time Deputy Sheriff.
- On motion by Groebner, second by Hollatz, the Board voted unanimously to approve to post for an additional full-time appraiser.
- On motion by Hollatz, second by Groebner, the Board voted unanimously to promote Paula Olson to full-time Highway Accountant for the Highway Department effective December 14, 2016 on the AFSCME Scale, Grade 12, Step 5 at \$21.49/hour.
- On motion by Groebner, second by Walling, the Board voted unanimously to post for full-time Administrative Assistant at the Highway Department.
- On motion by Klabunde, second by Groebner, the Board voted unanimously to renew the annual contract with Safe Assure in the amount of \$7,501.28.
- On motion by Salfer, second by Groebner, the Board tabled the Resolution setting elected officials salaries to the December 27, 2016 meeting.
- On motion by Salfer, second by Hollatz, the Board voted unanimously to approve the 2017 Non-union and Department Head salary schedules.
- On motion by Walling, second by Hollatz, the Board voted unanimously to approve the 2017 Temporary and Seasonal Pay Scales.

#### **COMMISSIONER ITEMS**

- Bruce Johnson was present to discuss the role of the EDA Committee members in 2017.
- On motion by Hollatz, second by Groebner, and in a roll-call vote with Klabunde, Salfer, Hollatz, Groebner and Walling all voting aye, the Board adopted the following resolution:

#### **A RESOLUTION SUPPORTING A FASTLANE GRANT APPLICATION FOR MINNESOTA VALLEY REGIONAL RAIL AUTHORITY**

**WHEREAS**, the Minnesota Valley Regional Rail Authority serving five counties owns and maintain 94 miles of rail, and provides service for shippers on a larger regional basis, and

**WHEREAS**, the ongoing and growing demand for shipping by rail is increasing, and

**WHEREAS**, the joint venture relations with other rail lines opens additional markets to other parts of the United States, and

**WHEREAS**, MVRRA knows from first-hand experience what restoration of this rail line means to our County. It has been demonstrated already on the portions of the line that have been rehabilitated that safe, reliable and dependable rail service is the catalyst for new, private capital investment in building structures that grow business and stimulate our regional economy, and

**WHEREAS**, new private investment in business expansion increases the tax base for our local schools and government services, resulting in lower tax rates for everybody, and

**WHEREAS**, healthy and growing industry means new, good paying jobs for our citizens, and

**WHEREAS**, increased employment means more spending in our local economy and at our Main Street businesses, and

**WHEREAS**, a safe and dependable rail line means fewer long distance trucks on our streets and highways, and

**WHEREAS**, access to the Twin Cities terminal means better access to multiple national and international markets, better prices, and better freight rates, and

**WHEREAS**, this means more money stays in our local, regional and state economies, which is a winning combination for everyone, and

**WHEREAS**, MVRRA has been a recipient of State Bond funds, and Federal Rail Administration funds since 2002 totaling \$28M which has been used for 34 miles of track rehabilitation.

**NOW THEREFORE BE IT RESOLVED**, that the Redwood County Board of Commissioners strongly supports this project and MVRRA's application for funding under the Federal FASTLANE grant program to secure further funding to complete rail and bridge rehabilitation on the remaining 60 miles of track from Winthrop to Hanley Falls, Minnesota.

- The Board acknowledged a thank you from Springsted in reference to the recent bonding.
- The Board acknowledged letter from Rep. Rod Hamilton in reference to the County Program Aid funding.

#### **COMMISSIONER REPORTS**

- Commissioners reported on meetings they attended.

##### Hollatz

- Association of MN Counties Winter Conference – Cyber security
- Parks and Trails Committee
- Intercultural Meeting – EDA
- SAMMIE – (Plum Creek Library)
- Emergency Management (Public Safety)
- Southwest Regional Development

##### Klabunde

- Southern Prairie Community Care
- Personnel Sub-Committee

##### Walling

- Ditch Meetings

- Parks and Trails Committee
- Local Buffer Legislation

Salfer

- Economic Development
- Personnel Sub-Committee
- Association of Minnesota Counties Winter Conference  
- Minnesota Rural Counties Caucus

**ADJOURN**

There being no further business, Chair Klabunde declared the meeting adjourned at 12:05 p.m.

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Priscilla Klabunde, Chair  
Board of County Commissioners

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