

REDWOOD COUNTY, MINNESOTA

JANUARY 20, 2009

The Board of County Commissioners met in regular session at 8:30 a.m. in the Commissioners' Room in the Courthouse, Redwood Falls, Minnesota.

Present for all or portions of the meeting were Commissioners Gary Dahms, Al Kokesch, Bruce Tolzmann and John Schueller; Administrator Vicki Knobloch; Auditor-Treasurer Jean Price; Director of Human Services Patrick Bruflat; Fiscal Supervisor Lyn Rayburn; Sheriff Rick Morris; Chief Deputy Sheriff Randy Hanson; Deputy Sheriff Justin Schroepfer; County Attorney Patrick Rohland; Technology Specialist Rion Erickson; Technology Support Specialist Josh Lueck; Environmental Office Manager Angel Nelson; Accounting Technician Kim Reynolds; Court Services Officer Bob Johnson; 5<sup>th</sup> Judicial District Representative Brenda Pautsch; Court Administrator Patty Amberg; MN Department of Corrections District Supervisor Roman George; MN Office of Safety Representative Brad Kollman and Woniya Kini Behavioral Services Director Mahlon Mace.

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

No one was present for open forum.

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

On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the January 6, 2009, minutes.

On motion by Dahms, second by Schueller, the Board voted unanimously to approve the January 13, 2009, minutes.

**BILLS**

- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve payment of bills as follows:

Revenue Fund	\$ 55,232.34
Building Fund	\$ 261,048.33
Ditch Maintenance Fund	\$ 20,341.42
Solid Waste Fund	\$ 8,534.64

- On motion by Schueller, second by Dahms, the Board voted unanimously to approve payment of PHS bills in the amount of \$55,759.59.

**CONFERENCES**

- On motion by Schueller, second by Tolzmann, the Board voted unanimously to authorize attendance at the following training:

- Deputies Joel Bill and Rob Hillesheim to attend Special Operations Training Association 14<sup>th</sup> Annual Tactical Training Conference in Duluth at an estimated cost of \$500.00.
- Social Worker Kelly Hengel to attend MN Social Service Association Annual Conference in Bloomington at an estimated cost of \$477.00.

### **EMPLOYEE RECOGNITION**

- The Board recognized Social Worker Pat Baumann, Accounting Technician Kim Reynolds, Nutritionist Lori O’Leary and Registered Nurse Lisa Turbes for 5 years of service to Redwood County.
- The Board recognized new Redwood County Employee, Environmental Office Manager/Lead Clerk Angel Nelson.

### **AUDITOR-TREASURER**

- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the 2008 Budget Adjustments as presented by Price.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the following resolution:
- MN Statute 118A.02 subd. 1 (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

### **DESIGNATION OF DEPOSITORIES**

(for Deposit Accounts)

**FINANCIAL INSTITUTIONS:** Bremer Bank, NA

Hometown Bank  
Integrity Bank Plus  
Minnwest Bank M.V.  
U.S. Bank  
Wanda State Bank  
MAGIC Fund  
Wachovia Securities, Inc.  
Multi-Bank Securities  
World’s Foremost Bank

**RESOLVED**, that the Financial Institutions named above at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of the County, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: Any one (1) of the following named officers or employees of the County (“Agents”), whose actual signatures are shown below:

Jean Price; Vicki Knobloch

And that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agent’s signing the same.

**FURTHER RESOLVED**, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the County’s accounts with the Financial Institution bearing the signature or signatures of

Agents, as authorized above or otherwise even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

**FURTHER RESOLVED**, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by Redwood County for deposit with the Financial Institution, or for collection or discount by the Financial Institution; and to accept drafts and other items payable at the Financial Institution.

**FURTHER RESOLVED**, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the County may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution.

**FURTHER RESOLVED**, that the authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained. Financial Institution shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

**I FURTHER CERTIFY** that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of Redwood County; that they are in full force and effect and have not been modified in any manner whatsoever.

- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the following resolution:

**RESOLUTION TO TRANSFER NEGATIVE DITCH BALANCES**

**WHEREAS**, Various Joint County Drainage system's accounts have insufficient funds to pay the expenses incurred in maintaining the efficiency of the drainage systems; and **WHEREAS**, Minnesota State Statutes 103E.655, Subdivision 2 provides that the County Board may transfer funds from other drainage systems' accounts under its jurisdiction.

**NOW, THEREFORE, BE IT RESOLVED**, that the Redwood County Board of Commissioners authorizes a transfer of \$53,198.72 as of 12/31/08 from Lat J JD 33 to the following drainage accounts:

JD 3 L YM & R \$1,470.65  
 JD 5-1 Nelson Branch \$10,067.23  
 JD 15 R & L Imp (1999) \$15,832.34  
 JD 17 R & B \$17,806.18  
 JD 30 R & B \$8,022.32

- On motion by Dahms, second by Tolzmann, the Board voted unanimously to approve the Amended 2009 Budget Resolution submitted by Price as follows:
- **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 2009, and
- **WHEREAS**, the Board of Commissioners has subsequently reviewed each of the department budgets in relationship to the amounts needed from the 2009 Property Tax Levy.
- **NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the Redwood County Board of Commissioners does hereby set the 2009 Redwood County Budgeted Expenditures and Revenues as follows:

<b>Revenue Fund</b>	<i>Expenditures Budget</i>	<i>Expenditures Budget</i>	
<i>General Government</i>			
Commissioners	\$245,785	<i>Conservation of Natural Resources</i>	
Courts	\$0	Extension	\$96,119
Law library	\$0	Agricultural inspection	\$124,176
County administration	\$357,036	Water quality loan program	\$90,000
County Administrator	\$236,928	Other	\$179,845
		<i>Total Conservation of Natural Resources</i>	\$545,282
Auditor-Treasurer	\$325,756	<i>Economic Development</i>	
License center	\$136,842	Other	\$112,141
Assessor	\$289,032	<i>Total Economic Development</i>	\$112,141
Elections	\$11,100	<i>Intergovernmental</i>	
Computer	\$422,575	Library	\$105,592
Attorney	\$377,643	<i>Total Intergovernmental</i>	\$105,592
Recorder	\$283,642	<i>Debt Service</i>	
Buildings and plant	\$314,256	Principal	\$127,717
Veterans service officer	\$155,364	Interest	\$9,705
Other general government	\$14,500	Administrative Charges	\$431
<i>Total General Government</i>	\$3,170,459	<i>Total Debt Service</i>	\$82,711
		<b>Total Revenue Fund Expenditure Budget</b>	<b>\$7,295,086</b>
<i>Public Safety</i>			
Sheriff	\$2,508,829	<b>Road and Bridge Fund</b>	
Coroner	\$11,000	<i>Highways and Streets</i>	
E-911 system	\$106,500	Administration	\$518,772
Probation and parole	\$301,917	Maintenance	\$1,845,708
Emergency management	\$69,132	Construction	\$4,566,444
Other public safety	\$22,100	Equipment and maintenance shops	\$864,076
<i>Total Public Safety</i>	\$3,019,478	<i>Total Highways and Streets</i>	\$7,795,000
<i>Culture and Recreation</i>			
Museum	\$3,200	<b>Human Services Fund</b>	

Parks	\$123,639	<i>Human Services</i>	
Minnesota trails	\$84,084	Income Maintenance	\$1,574,430
Other	\$48,500	Social Services	\$3,764,314
<i>Total Culture and Recreation</i>	\$259,423	<i>Total Human Services</i>	\$5,338,744
<b>Public Health Services Fund</b>		<b>Building Fund</b>	
<i>Health</i>		<i>General Government</i>	
Nursing Services	\$1,563,286	Buildings and plant	\$4,756,500
<i>Total Health</i>	\$1,563,286	<i>Total General Government</i>	\$4,756,500
<b>Solid Waste Fund</b>		<b>Ditch Fund</b>	
<i>Sanitation</i>		<i>Conservation of Natural Resources</i>	
Solid Waste	\$408,559	Other	\$350,424
Recycling	\$250,500	<i>Total Ditch Fund</i>	\$350,424
Hazardous waste	\$10,000		
Waste to energy	\$0		
<i>Total Sanitation</i>	\$669,059	<b>Total Budgeted Expenditures</b>	<b>\$27,768,099</b>

	<b>Revenue Budget</b>		<b>Revenue Budget</b>
<b>Revenue Fund</b>		<b>Road and Bridge Fund</b>	
Taxes-property-current	\$4,421,952	Taxes-property-current	\$1,325,951
Taxes-mortgage registry and deed tax	\$7,800	Intergovernmental	
Special assessments-current [septic/ISTS]	\$77,000	Shared revenues	\$4,607,445
Licenses and permits-general government	\$3,050	Market value credit	\$110,010
Licenses and permits-public safety	\$0	PERA rate reimbursement	\$6,273
Licenses and permits-conservation	\$22,000	Disparity reduction credit	\$6,608
Total IGR - reimbursement for services:		County program aid	\$109,508
Market value credit	\$368,372	Federal Grants	\$1,062,000
PERA rate reimbursement	\$10,700	Charges for services-highways and streets	\$50,000
Disparity reduction credit	\$22,126	Interest on investments	\$60,000
Police aid	\$50,000	Miscellaneous-highways and streets	\$90,000
County program aid	\$365,162	<b>Total Revenues</b>	<b>\$7,427,795</b>
E-911	\$90,000		
Casino credit	\$52,000	<b>Human Services Fund</b>	
IGR - reimbursement for services - general govt	\$33,000	Taxes-property-current	\$2,365,233
State Grants:		Intergovernmental	
Mn dept of water and soil	\$43,888		

resources			
Mn dept of corrections	\$41,450	Market value credit	\$196,237
Mn dept of public safety	\$4,000	PERA rate reimbursement	\$6,130
Federal Grants:		Disparity reduction credit	\$11,787
Emergency mgt			
performance grants	\$13,114	County program aid	\$195,341
Payment in lieu of tax	\$53,000	IGR - reimbursement for services -	
Charges for services-		human services, State Grants &	
general govt.	\$568,100	Federal Grants	\$2,278,784
Charges for services-public			
safety	\$94,500	Charges for services-human services	\$196,430
Gifts and contributions-			
general govt restricted	\$3,000	Miscellaneous-human services	\$100,900
Interest on investments	\$280,000	<b>Total Revenues</b>	<b>\$5,350,842</b>
Miscellaneous-general			
government	\$12,600		
Miscellaneous-public			
safety	\$80,673		
Miscellaneous-culture and			
recreation	\$45,000		
Insurance Dividends	\$340,261		
<i>Total Revenues</i>	\$7,186,832		
Loans Issued (Septic			
System)	\$90,000		
<b>Total Revenues &amp;</b>			
<b>Other Financing Sources</b>	<b>\$7,276,832</b>		
<b>Public Health Services</b>			
<b>Fund</b>		<b>Building Fund</b>	
Taxes-property-current	\$553,380	Taxes-property-current	\$343,208
		Total IGR - reimbursement for	
Intergovernmental		services:	
Shared Revenues:		Market value credit	\$28,487
Market value credit	\$45,925	Disparity reduction credit	\$1,711
PERA rate			
reimbursement	\$4,368	County program aid	\$28,346
Disparity reduction			
credit	\$2,758	Interest on investments	\$20,000
County program aid	\$45,703	Rental income	\$63,500
State Grants:	\$115,699	Bond Proceeds	\$3,800,000
Federal Grants:	\$171,688	<b>Total Revenues</b>	<b>\$4,285,252</b>
Local Grants:	\$1,000		
Charges for services-			
health	\$456,696		
Gifts and contributions-			
health restricted	\$0		

		<b>Ditch Fund</b>	
Interest on investments	\$12,000	Special assessments-current	\$265,350
Miscellaneous-health	\$1,000	PERA rate reimbursement	\$183
<b>Total Revenues</b>	<b>\$1,410,217</b>	Interest on investments	\$130,000
		<b>Total Revenues</b>	<b>\$395,533</b>
<b>Solid Waste Fund</b>			
Special assessments-current	\$351,000	<b>Debt Service Fund</b>	
Licenses and permits-Sanitation	\$1,000	Taxes-property-current	\$783,389
State Grants:		County program aid	\$59,468
Mn dept of pollution control	\$55,000	<b>Total Revenues</b>	<b>\$842,857</b>
Interest on investments	\$30,000		
Miscellaneous-sanitation	\$184,040	<b>Total Budgeted Revenues</b>	<b>\$27,610,368</b>
<b>Total Revenues</b>	<b>\$621,040</b>		
<b>*Breakdown of the Excess of Revenues &amp; Other Sources Over/(Under) by Fund</b>			
<b>Revenue Fund:</b>		<b>Solid Waste Fund:</b>	
Revenue Budget	\$7,276,832	Revenue Budget	\$621,040
Expenditure Budget	\$7,295,086	Expenditure Budget	\$669,059
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$18,254)</b>	<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$48,019)</b>
<b>Road and Bridge Fund:</b>		<b>Building Fund:</b>	
Revenue Budget	\$7,427,795	Revenue Budget	\$4,285,252
Expenditure Budget	\$7,795,000	Expenditure Budget	\$4,756,500
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$367,205)</b>	<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$471,248)</b>
<b>Human Services Fund:</b>		<b>Ditch Fund:</b>	
Revenue Budget	\$5,350,842	Revenue Budget	\$395,533
Expenditure Budget	\$5,338,744	Expenditure Budget	\$350,424
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$12,098</b>	<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$45,109</b>
<b>Public Health Services Fund:</b>		<b>Debt Service Fund:</b>	
Revenue Budget	\$1,410,217	Revenue Budget	\$842,857
Expenditure Budget	\$1,563,286	Expenditure Budget	\$0
<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>(\$153,069)</b>	<b>Excess of Revenues &amp; Other Sources Over (Under)</b>	<b>\$842,857</b>

**ADMINISTRATOR**

- On motion by Dahms, second by Schueller, the Board voted unanimously to approve the Law Enforcement Center Lease between the City of Redwood Falls and Redwood County for space leasing at the new Law Enforcement Center for the Redwood Falls Police Department commencing on the 45<sup>th</sup> day after the “Date of Delivery” and will expire on the last day of the one hundred eightieth calendar month after the month in which the commencement date occurs.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the Amendment to Lease and Service Agreement between the City of Redwood Falls and Redwood County to extend the original agreement an additional twelve months, commencing on April 1, 2009, and terminating on March 31, 2010.
- The Board reviewed the 2008 overtime report.
- On motion by Schueller, second by Dahms, the Board voted unanimously to adopt the following resolution supporting maintenance of local title and registration services:

**RESOLUTION SUPPORTING****MAINTENANCE OF LOCAL TITLE AND REGISTRATION SERVICES**

**WHEREAS**, the State of Minnesota established a public/private deputy registrar system to provide citizens convenient locations to conduct title registration services for motor vehicles and DNR recreational vehicles; and,

**WHEREAS**, the State of Minnesota in 1949 established a user service fee on motor vehicle transactions to be retained by the deputy registrar to defray the cost of providing the local service; and,

**WHEREAS**, the State of Minnesota has shifted increased costs and responsibilities onto the deputy registrar such as regular replacement schedules of computers and associated electronic equipment, printing of previously supplied state forms, and expanded auditing tasks with additional risks and potential liability that was previously the responsibility of the State; and,

**WHEREAS**, the State of Minnesota now competes with deputy registrar offices for the retention of some user fees that were traditionally retained primarily by deputy registrars; and,

**WHEREAS**, collectively the deputy registrar system handles over one billion dollars of state funds for the State of Minnesota annually on a cash basis only with considerable risk whereby dishonored checks are the responsibility of the deputy registrar in the full amount tendered after remitting the bulk of those funds to the State; and,

**WHEREAS**, the user service fee that should fully support the cost for providing motor vehicle transactions no longer covers the operational costs to maintain most deputy registrar offices. Public deputy registrars must use property tax levy proceeds to subsidize this service. Rural areas with lower volumes are in jeopardy of losing service.

**NOW, THEREFORE, BE IT RESOLVED** that Redwood County supports the State Legislature authorizing the acceptance of more secure alternative payments at deputy registrar offices; and to achieve a greater retention of existing fees or a user service fee increase in the year 2009 to maintain local title and registration service to the citizens of Minnesota.

- On motion by Dahms, second by Schueller, the Board voted unanimously to rescind the following motion from the January 6<sup>th</sup>, 2009 Board meeting:
  - *On motion by Dahms, second by Schueller, the Board voted unanimously to designate the Redwood Gazette as the Official Newspaper of Publication for 2009.*
- On motion by Dahms, second by Schueller, the Board voted unanimously to adopt the following Resolution designating the Official Newspaper of Publication:

**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, 2009 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 2009 for legal printing rates as prescribed by State Law.

***Auditor/Treasurer Items:***

- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the cash balance report for December 31, 2008.
- On motion by Tolzmann, second by Schueller, the Board voted unanimously to approve the December, 2008, Budget report.
- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the December 2008 disbursements in the amount of \$5,131,014.18.

**HUMAN SERVICES**

- Bruflat updated the Board on the Southern Prairie Health Purchasing Alliance (SPHPA) and explained that a Health Plan liaison will be meeting with the 13 county group to negotiate.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the contract with Retired Senior Volunteer Program (RSVP) for the Provision of Care Giver Education Services.
- On motion by Dahms, second by Schueller, the Board voted unanimously to approve the contract with MN River A.A.A. for Transition to Housing with Services Consultation.
- Rayburn and Bruflat updated the Board on the Human Service 2008 Fund Balance and presented a report on previous year balances.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the Licensing Report.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve the Social Services, Child Support and Income Maintenance Caseload Summaries.
- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the Social Welfare and Special Projects Funds transactions and balances.

- On motion by Tolzmann, second by Schueller, the Board voted unanimously to approve the Human Services Expenditures of current month in the amount of \$299,125.72 and Director’s action expenditures subsequent to last month’s Board meeting in the amount of \$386.00.

**SHERIFF**

- As a result of successful traffic safety activities conducted by the Redwood County Sheriff’s Office, it was awarded a federal grant of \$2,500 from the Department of Public Safety Office of Traffic Safety. Kollman presented the Safe & Sober Challenge program 3<sup>rd</sup> Place Award to Deputy Justin Schroepfer for his outstanding work in heading the program in 2008.
- Morris updated the Board on Redwood County Jail population for December 2008.

**TECHNOLOGY**

- After review of specifications for the Telephone System by the County Attorney, on motion by Schueller, second by Tolzmann, the Board voted unanimously to authorize request for proposals for the County Wide Telephone and Data System.

**5<sup>TH</sup> JUDICIAL DISTRICT**

- Pautsch informed the Board of the Drug Court system and presented statistics on surrounding counties using the system.
- On motion by Dahms, second by Schueller, the Board voted unanimously to participate in, and submit a letter of support for the Grant application for Multi-County Drug Courts.
- On motion by Schueller, second by Tolzmann, the Board voted unanimously to approve participation in Drug Court Training contingent upon grant approval.

**COMMISSIONERS**

- The commissioners reported on meetings they attended.

Dahms

- New Commissioner Training

Schueller

- RSVP

**ADJOURN**

- There being no further business, Chair Kokesch declared the meeting adjourned at 11:44 a.m.

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Al Kokesch, Chair  
Board of County Commissioners

Attest: \_\_\_\_\_

Vicki Knobloch  
County Administrator