

REDWOOD COUNTY, MINNESOTA

APRIL 21, 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 Lon Walling, Gary Dahms, Al Kokesch, Bruce Tolzmann and John Schueller; Administrator Vicki Knobloch; Custody Officer Jesse Lund; Public Health Director Genie Simon; Technology Support Specialist Josh Lueck; Building Maintenance Supervisor Loren Gewerth; Human Services Director Patrick Bruflat; Fiscal Supervisor I Lyn Rayburn; Financial Assistant Supervisor Linda Hansen; Private Industry Council Representatives Char Graff and Mary Mulder; Sheriff Randy Hanson; Mike Kearns of CAM and Chris Ziemer of WOLD Architects.

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

On motion by Schueller, second by Walling, the Board voted unanimously to approve the April 7, 2009, minutes.

On motion by Walling, second by Dahms, the Board voted unanimously to approve the April 14, 2009, minutes.

BILLS

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

Revenue Fund	\$ 165,759.65
Building Fund	\$ 251,583.75
Ditch Maintenance Fund	\$ 204.56
Solid Waste Fund	\$ 11,914.73

- On motion by Tolzmann, second by Walling, the Board voted unanimously to approve payment of PHS bills in the amount of \$25,027.81.

PER DIEMS

- Per diems submitted by the commissioners totaling \$196.00 for meetings and miscellaneous expenses (not listed on the committee appointment list) were presented for approval. After review, on motion by Dahms, second by Schueller, the Board voted unanimously to approve the list of per diems and submit for payment.

CONFERENCES

- On motion by Schueller, second by Walling, the Board voted unanimously to authorize attendance at the following training:
 - Human Services Director Patrick Bruflat to attend the Minnesota Association of County Social Service Administrator's Spring Conference in Deerwood at an estimated cost of \$419.00.

EMPLOYEE RECOGNITION

- The Board recognized Public Health Nurse Angie Stephens for 5 years of service to Redwood County.
- The Board recognized new Redwood County part-time Custody Officer Jesse Lund.

PUBLIC HEALTH

- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the new school fees contracts for the 2009-2010 school year for Redwood County school districts.
- On motion by Dahms, second by Tolzmann, the Board voted unanimously to approve a Public Health Service Agreement with New Horizons Crisis Center to render the following services: develop and conduct youth programming designed to address teen pregnancy, dating and sexuality at the ninth grade level.
- On motion by Walling, second by Tolzmann, the Board unanimously approved the renewal of the Agreement between Redwood County Public Health and Springfield Medical Center-Mayo Health System for Physical Therapy and Occupational Therapy.
- Board Chair Kokesch appointed Jeanne Kelsey as a Public Health Task Force Member, as recommended by Simon.
- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the contract between Supporting Hands Nurse Family Partnership Joint Powers Board and Redwood County appointing Redwood County as their Billing Agent through December 31, 2009, pending County Attorney approval.

ADMINISTRATOR

- Knobloch presented the Lease Agreement between Redwood County and the State of Minnesota by and through the Board of Trustees of Minnesota State colleges and Universities, on behalf of Minnesota West Community and Technical College for rental of 2,500 square feet of office and classroom space in the Government Center. The term of this Lease Agreement is five (5) years, commencing on September 1, 2009 and continuing through August 30, 2014 for a total of \$25,000.00. On motion by Walling, second by Dahms, the Board voted unanimously to approve the Lease Agreement as presented.
- The Board reviewed the first quarter per diem report for 2009.
- On motion by Dahms, second by Schueller, the Board voted unanimously to approve the following:

RESOLUTION FOR MN VALLEY SNOW RIDERS-REDWOOD GRANT

- **BE IT RESOLVED** that Redwood County act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for Maintenance of snowmobile trails managed by MN Valley Snow Riders-Redwood.
- **BE IT FURTHER RESOLVED** that upon approval of its application by the state, Redwood County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations stated in the agreement.
- **BE IT FURTHER RESOLVED** that the Chair of the Redwood County Commissioners is authorized to sign such an agreement with the Minnesota Department of Natural Resources.
- **BE IT FURTHER RESOLVED** that the County Auditor-Treasurer is authorized to serve as the fiscal agent for the above mentioned project.
- On motion by Walling, second by Dahms, the Board voted unanimously to approve the Board Chair's signature on a Certificate of Support for the Western Community Action.
- Discussion was held regarding the Rural Minnesota Energy Board Resolution. Schueller will obtain more information and bring to the April 28, 2009, Work Session.
- On motion by Dahms, second by Tolzmann, the Board voted unanimously to approve the amendment to the EDA Revolving Loan with RVI.

Auditor/Treasurer Items:

- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the cash balance report for March 31, 2009.
- On motion by Schueller, second by Walling, the Board voted unanimously to approve the budget report.
- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the March 2009 disbursements in the amount of \$1,232,881.60.

Personnel Action Items:

- Discussion was held regarding the Social Worker Team Leader Job Description. By consensus, the approval of the Social Worker Team Leader job description was tabled until legislative action is finalized.
- The Technology Specialist hire was tabled to the May 5, 2009, Board meeting.

HUMAN SERVICES

- Private Industry Council staff presented their annual update to the Board.
- Bruflat gave an overview of the 2009 MSSA Annual Conference he attended.
- On motion by Dahms, second by Tolzmann, the Board voted unanimously to approve the Board Chair's signature on Redwood County contracts with the following organizations, pending approval by the County Attorney:
 - Consumer Choice, Inc., for support services for a Redwood County Developmentally Disabled client.
 - Divine Home Care Inc., to provide personal care attendants for disabled clients in Redwood County.

- On motion by Schueller, second by Walling, the Board voted unanimously to approve the Licensing Report.
- The Board reviewed the Social Services, Child Support and Income Maintenance Caseload Summaries.
- On motion by Walling, second by Tolzmann, the Board voted unanimously to approve the Social Welfare and Special Projects Funds transactions and balances.
- On motion by Schueller, second by Dahms, the Board voted unanimously to approve the Human Services Expenditures of current month in the amount of \$340,327.20 and Director's action expenditures subsequent to last month's Board meeting in the amount of \$22,858.90.

SHERIFF

- Hanson updated the Board on Redwood County Jail population for March 2009.
- Hanson presented information regarding an opportunity to participate with the City of Redwood Falls in an Edward Byrne Memorial Justice Assistance Grant Application. By consensus, the Board directed Hanson to proceed with the grant opportunity.
- Hanson updated the Board on the PSAP Study Grant and the Armer Towers.

Personnel Action Items:

- On motion by Walling, second by Schueller, the Board voted unanimously to approve the Sheriff's request to hire part-time custody officers Steven Schwartz and Hannah Knudson, effective April 22, 2009, at Jailer Dispatch 1, Step 1, \$13.59.

TECHNOLOGY

- On motion by Walling, second by Tolzmann, the Board voted unanimously to accept the quote from Zayo Managed Services for 2 ISDN point of contact for multiple lines (PRI's) and 260 direct inward dial numbers (DID's) at an average \$835.50 per month for 36 months to cover the telephone service for the county, with Matrix Communications to act as agent for the purpose of ordering, coordinating, discussing and arranging communications services. Other quotes were received by Qwest at \$1645.50 per month and OET at \$1958.40 per month.
- On motion by Walling, second by Tolzmann, the Board voted unanimously to accept the Zayo Managed Services Master Services Agreement, pending County Attorney approval.
- On motion by Dahms, second by Walling, the Board voted unanimously to declare the Computer Inventory listing as excess property and authorized disposal at the Electronic Recycling program on May 28, 2009, at a total cost of \$392.00, to be paid by the Technology budget.
- On motion by Walling, second by Schueller, the Board voted unanimously to authorize the Request for Bids (RFB), written by Elert & Associates, for the Board Room Audio/Visual in the Government Center.
- On motion by Walling, second by Schueller, the Board voted unanimously to accept the quote from Kerkhoff Plumbing and Heating, Inc. for \$22,345.00 to install a computer cooling unit in the data room of the Courthouse. A second quote was received from G & R Controls in the amount of \$45,300.00.

CAM & WOLD ARCHITECTS

- Kearns presented a request to issue change orders for the following Trade Contractors:

Salonek, Inc.	\$ 1,511.58
Total	\$ 1,511.58

SI #21	L & S Electric	\$ 1,223.00
	Total	\$ 1,223.00

PR #10	Salonek, Inc.	\$ 537.00
	Sussner Construction	\$ 2,486.00
	Total	\$ 3,023.00

PR #12R	Northwest Cabinets, Inc.	\$ (300.35)
	Total	\$ (300.35)

PR #15	L & S Electric	\$ 124.00
	St. Aubin Drywall	\$ 425.00
	Northwest Cabinets, Inc.	\$ 4,663.00
	Total	\$ 5,212.00

PR #18	Central Minnesota Ceilings, Inc.	\$ 775.00
	L & S Electric	\$ 114.00
	Northwest Cabinets, Inc.	\$ 2,921.00
	Total	\$ 3,810.00

PR #19R	L & S Electric	\$ 679.00
	Total	\$ 679.00

	St. Aubin Drywall	\$ 3,280.00
	Total	\$ 3,280.00

PR #14RR	St. Aubin Drywall	\$ 360.00
	Kendell Doors & Hardware, Inc.	\$ 1,813.00
	Steve & Sons, Inc.	\$ 106.00
	Sussner Construction	\$ (92.00)
	L & S Electric	\$ 1,036.00
	East Side Glass Co.	\$ 352.00
	Total	\$ 3,575.00

- On motion by Walling, second by Schueller, the Board voted unanimously to approve the total change order request in the amount of \$22,013.23.
- Kearns and Ziemer updated the Board on the status of the County Government Center construction project.

COMMISSIONERS

- The commissioners reported on meetings they attended.

Schueller

- RSVP
- RCRC
- MN River Board
- RC & D

Kokesch

- Redwood Cities/County
- Highway Annual 5-yr. Plan
- Rail Coalition

Walling

- Technology Committee

ADJOURN

- There being no further business, Chair Kokesch declared the meeting adjourned at 12:43 p.m.

Al Kokesch, Chair
Board of County Commissioners

Attest: _____

Vicki Knobloch
County Administrator