

REDWOOD COUNTY, MINNESOTA

JANUARY 3, 2012

The Honorable Judge David Peterson bestowed the Oath of Office at 8:00 a.m. to County Coroner Dr. Gregory B. McCallum.

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 Lon Walling, Priscilla Klabunde, Al Kokesch, John Schueller, and Sharon Hollatz; Administrator Vicki Knobloch; Auditor-Treasurer Jean Price; County Attorney Steven Collins; Sheriff Randy Hanson; Highway Engineer Willy Rabenberg; Highway Department Maintenance Specialist II Jonathon Evans

Auditor-Treasurer Price called the Organizational Meeting to order asking for the Pledge of Allegiance to the Flag.

She then called for nominations for the Office of Chair of the Board for 2012. Kokesch nominated Walling. Hollatz seconded the motion and requested nominations cease and that a unanimous vote be cast for Walling, with Klabunde, Kokesch, and Hollatz voting aye, and Schueller voting nay.

Chair Walling then called for nominations for the 2012 Vice-Chair of the County Board. Hollatz nominated Klabunde. Kokesch seconded the motion and requested nominations cease and that a unanimous vote be cast for Klabunde, with all members voting aye.

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

**CONSENT AGENDA**

- On motion by Klabunde, second by Kokesch, the Board voted unanimously to approve the following:
  - December 20, and December 27<sup>th</sup> 2011, Board minutes.
  - Payment of bills as follows:

Revenue Fund	\$ 10,747.71
Building Fund	\$ -0-
Ditch Maintenance Fund	\$ -0-
Solid Waste Fund	\$ 11,468.90

**BOARD CHAIR**

- On motion by Schueller, second by Kokesch, the Board voted unanimously to authorize the Board Chair to act on behalf of Redwood County in case of emergencies.
- On motion by Hollatz, second by Schueller, the Board voted unanimously to adopt Roberts Rules of Order as the County Board meeting procedural guide.
- The Board reviewed and Chair Walling made necessary appointments and changes to the Committee Appointments for 2012. Committee Appointments will be reviewed again at the January 17, 2012 meeting.

**SHERIFF**

- On motion by Kokesch, second by Schueller, the Board voted unanimously to accept the Public Safety Interoperable Communications Grant in the amount of \$41,036.52 for the purchase of 800MHz mobile and portable radios with a county match of \$10,292.84.
- On motion by Klabunde, second by Hollatz, the Board voted unanimously to approve the quote from Motorola in the amount of \$52,342.04 for the purchase of 12 Motorola mobile radios and 3 Motorola portable radios; State contract #20927 MN DOT; to be funded with the Public Safety Interoperable Communications Grant.

**CLOSED SESSION-PERSONNEL**

- At 9:07 a.m., on motion by Schueller, second by Hollatz, the Board voted unanimously to enter into closed session for the purpose of discussing personnel. Present were Knobloch, Commissioners Walling, Klabunde, Kokesch, Schueller, and Hollatz. Closed session ended at 9:41 a.m.

Member Schueller introduced the following Resolution and moved its adoption:

**RESOLUTION CLOSING BOARD MEETING**

**WHEREAS**, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(b); authorizes the Board to close a meeting for preliminary consideration of complaints or charges against an individual subject to its authority; and

**WHEREAS**, there is a complaint against an employee; and

**BE IT RESOLVED** by the Redwood County Board of Commissioner as follows:

1. The Board hereby closes this meeting for preliminary consideration of a complaint against an employee pursuant to Minn. Stat. § 13D.05 Subd. 2(b).
2. The specific subjects to be discussed, pursuant to Minn. Stat. § 13.01, subd. 3, are the allegations, the evidence supporting the allegations, and the possible action(s) that could be taken by the County.

The motion for the adoption of the foregoing Resolution was duly seconded by Hollatz and upon a vote being taken thereon, the following voted in favor thereof: Schueller, Hollatz, Klabunde, Walling, Kokesch  
and the following voted against the same: None

Member Kokesch introduced the following Resolution and moved its adoption:

**RESOLUTION REGARDING EMPLOYEE LEAVE WITHOUT PAY**

**BE IT RESOLVED** by the Redwood County Board of Commissioners as follows:

1. The Board has reviewed and hereby approves the Notice to Employee setting forth the specific terms of the leave.
2. The Board Chair is hereby authorized to sign the Notice to Employee on behalf of the County.
6. The Administrator is hereby directed to have a copy of this Resolution and the Notice to Employee and to place a copy of these documents in the employee's personnel file.

The motion for the adoption of the foregoing Resolution was duly seconded by Hollatz, and upon a vote being taken thereon, the following voted in favor of the motion:  
Hollatz, Schueller, Klabunde, Walling, Kokesch  
and the following voted against the motion: None

**ADMINISTRATOR**

- On motion by Hollatz, second by Schueller, the Board voted unanimously to approve the 2012 Redwood County-Wide Fee Schedule as presented.
- On motion by Kokesch, second by Hollatz, the Board voted unanimously to adopt the following resolution:

**COUNTY OF REDWOOD BOARD OF COMMISSIONERS**

**Resolution to Use Alternative Method to Disseminate Bids and Requests**

**WHEREAS**, Minn. Statute §331A.03 Subd. 3 (b), allows a county to use its website or recognized industry trade journals as an alternative to disseminate solicitations of bids, request for information and requests for proposals;

**NOW THEREFORE**, the County of Redwood Board of Commissioners hereby resolves:

**BE IF RESOLVED**, the County of Redwood may use the County of Redwood website, [www.co.redwood.mn.us](http://www.co.redwood.mn.us), as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

**BE IT FURTHER RESOLVED**, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute §331A.03 Subd. 3.

***Auditor-Treasurer Items:***

On motion by Klabunde, second by Kokesch, 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)

**DEPOSITOR:** County of Redwood  
403 South Mill Street  
Redwood Falls, MN 56283

**FINANCIAL INSTITUTIONS:** Bremer Bank, NA

- Hometown Bank
- Integrity Bank Plus
- Minnwest Bank M.V.
- U.S. Bank
- Wanda State Bank
- MAGIC Fund
- Wells Fargo Advisors
- Multi-Bank Securities
- World’s Foremost Bank
- State Bank of Taunton
- State Bank of Lucan
- First Security Bank

I, the undersigned Administrator of the County named above, hereby certify that the County of Redwood is organized and existing under and by virtue of the laws of the state of Minnesota as a corporation not for profit, with its principal address at 403 South Mill Street, Redwood Falls, MN 56283.

Account Holder: County of Redwood is the complete and correct name of the Account Holder.

**I FURTHER CERTIFY** that at a meeting of the Board of Commissioners of the County of Redwood, duly and regularly called and held on January 3, 2012, at which a quorum was present and voting, the following resolutions were adopted:

**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.

#### **ROAD & BRIDGE**

- On motion by Hollatz, second by Kokesch, the Board voted unanimously to approve payment of Road & Bridge bills in the amount of \$5,075.83, and 2011 accounts payable in the amount of \$12,058.40.

- On motion by Schueller, second by Klabunde, the Board voted unanimously to adopt the Pavement Marking and Traffic Signing Policy.
- Rabenberg informed the Board on the purpose of the MN Transportation Alliance Membership, the solar powered stop sign installation on CSAH 7 & 19, and other activities in the Road & Bridge department.

**COMMISSIONERS**

- The commissioners reported on meetings they attended.

Walling

- RVI Open House

Klabunde

- RVI Open House

Schueller

- Radio Board

**ADJOURN**

- There being no further business, Chair Walling declared the meeting adjourned at 10:33 a.m.

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Lon Walling, Chair  
Board of County Commissioners

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