

Notice & Agenda

Swift County Board of Commissioners

Tuesday, March 6, 2012

9:00 AM

Swift County Board Room – 301 14th St N, Benson, MN

If you need any type of accommodation to participate in this meeting, please contact the County Auditor at 320-843-4069 at least 48 hours prior to the meeting.

| <u>Time</u> | <u>Reference</u> | <u>Item</u> |
|-------------|------------------|--|
| 9:00 a.m. | | Call to Order and Roll Call |
| 9:01 a.m. | | Approve Agenda |
| 9:03 a.m. | | Consent Agenda |
| | 1-2 | (1) Minutes Feb 21, 2012 |
| | 3-4 | (2) Amended JT Powers MCCC |
| 9:05 a.m. | | Auditor Warrants reviewed |
| 9:08 a.m. | | Commissioner and Board reports |
| 9:25 a.m. | | Citizens Comments |
| 9:30 a.m. | | (1) Shelly Vergin 4-H update |
| 9:45 a.m. | 5-8 | (2) Vicki Syverson HRA Update |
| 10:00 a.m. | | (3) Mike Johnson Update |
| 10:15 a.m. | 9 | (4) Andy Sander |
| 10:30 a.m. | 10 | (5) Appointment Resolution |
| 11:00 a.m. | | (6) Lynn Sebek Wildlife easement |
| 11:30 a.m. | | (7) Jane Hennagir MCIT update |
| | | Other Business |
| | | Employee Issues Restorative Justice & Custodian Redistricting Time line |
| 11:59 a.m. | | Adjournment |

SWIFT COUNTY BOARD MINUTES February 21, 2012

Chairman Hendrickx called the meeting to order with all members present.

02-21-12-01 Commissioner Peterson moved and Commissioner Fox seconded to approve the agenda as updated. Motion carried.

02-21-12-02 Commissioner Fox moved and Commissioner Klemm seconded to approve the Consent Agenda which consisted of the February 7, 2012, Board Meeting minutes, HRA Board Appointments of Paula Grace, Peter Peterson, and Marlene Hauge, a Resolution for State Aid Project 76-599-48, a Resolution supporting Northern Lights Trails Snowmobile Club, and authorization for the Parks, Drainage, and Wetlands Supervisor to advertize for quotes for a ditch project. Motion carried.

02-21-12-03 Commissioner Anderson moved and Commissioner Fox seconded to approve the Commissioner Warrants as follows: Revenue: \$274,135.42; Solid Waste: \$22,027.89; Road & Bridge: \$389,000.37; and Ditch: \$959.64; which includes the following bills over \$2,000: 6W Community Corrections, \$79,597.96; American Solutions for Business, \$2,431.33; CEE VI Task Force, \$39,621.15; Center Point Energy, \$3,174.59; Chamberlain Oil Co., \$2,113.56; City of St Cloud, \$2,060.47; CPUI, \$4,861.37; Darold's Super Value, \$2,019.51; Don's Flooring, \$4,400.00; Dooley Petroleum, \$4,247.36; Gibson Transfer Inc, \$8,066.40; Kandiyohi County Sheriff's Dept, \$12,088.65; Lyle Signs Inc, \$2,217.92; Maney International of Alexandria, \$4,025.43; Neopost Inc, \$2,235.63; Olsen Companies, \$2,160.30; Pemberton Sorlie Rufer, \$9,881.53; Prairie Five Rides, \$3,494.22; Safe Avenues, \$3,000.00; Soil Conservation Dept, \$11,250.00; Treasurer, Appleton Twp, \$17,290.07; Treasurer, Benson Twp, \$22,699.34; Treasurer, Camp Lake Twp, \$14,340.20; Treasurer, Cashel Twp, \$15,713.91; Treasurer, City of Appleton, \$4,344.05; Treasurer, Clontarf Twp, \$8,007.69; Treasurer, Dublin Twp, \$16,275.50; Treasurer, Edison Twp, \$14,523.85; Treasurer, Fairfield Twp, \$17,562.93; Treasurer, Hayes Twp, \$20,063.72; Treasurer, Hegbert Twp, \$13,322.58; Treasurer, Kerkhoven Twp, \$21,731.74; Treasurer, Kildare Twp, \$16,838.73; Treasurer, Marysland Twp, \$12,924.60; Treasurer, Moyer Twp, \$14,497.01; Treasurer, Pillsbury Twp, \$22,581.14; Treasurer, Shible Twp, \$12,871.56; Treasurer, Six Mile Grove Twp, \$13,183.58; Treasurer, Swenoda Twp, \$15,795.15; Treasurer, Tara Twp, \$14,368.89; Treasurer, Torning Twp, \$30,921.79; Treasurer, West Bank Twp, \$18,928.02; Waste Mgmt of No Mn, \$11,063.99; and West Central Communications, \$45,321.13. Motion carried.

Committee and Board Reports were given as follows: Commissioner Hendrickx reported on AMC. Commissioner Klemm reported on SCEMO, RDA, and Prairie Lakes Youth. Commissioner Peterson reported on CPHS. Commissioner Anderson reported on SWCD, RC & D, DAC, Chippewa River Watershed, Woodland Centers, and Glacial Trails Tourism. Commissioner Fox reported on Woodland Centers, Pomme de Terre Watershed, and Restorative Justice.

Environmental Services Director, Scott Collins, met with the County Board. Discussion was held on reviewing zoning fees and per diems. Action was tabled.

Sheriff John Holtz met with the County Board. He reviewed the 2011 Jail Statistics.

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02-21-12-04 Commissioner Fox moved and Commissioner Klemm seconded to appoint Carla Roberts to the position of Chief Deputy Recorder and give her credit for her years of service. Motion carried.

02-21-12-05 Commissioner Anderson moved and Commissioner Fox seconded to increase the Pay Grade of the IT Director to Grade 19, the Assistant IT Director to Grade 12, the County Recorder to Grade 13, and the Emergency Manager to Grade 11 and to give credit to the Sheriff and Deputy Sheriff for their years of service on the step scale. All to be effective February 22, 2012. Motion carried.

02-21-12-06 Commissioner Peterson moved and Commissioner Fox seconded to accept the bid of James and Kathryn Becker for tax forfeited parcel 22-0286-000 in the amount of \$1,000.00. Motion carried.

02-21-12-07 Commissioner Anderson moved and Commissioner Peterson seconded to adopt a resolution placing signs in county buildings for Weapons Restrictions and to approve the change of the County Policies 201.116 and 201.202. Motion carried.

02-21-12-08 Commissioner Peterson moved and Commissioner Fox seconded to adjourn. Motion carried.

WITNESSED:

Gary Hendrickx, Chair

ATTEST:

Byron L. Giese, Swift County Auditor

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**AMENDED AND RESTATED
JOINT POWERS AGREEMENT**

THIS AMENDED AND RESTATED JOINT POWERS AGREEMENT, made as of the 6th day of June, 2007, by and between the Minnesota Counties Computer Cooperative ("MCCC") and _____ ("Member"), to amend, restate and redefine the operation of MCCC, and the rights, benefits, obligations and liabilities of MCCC members.

WITNESSETH:

WHEREAS, MCCC and its participating members have established by agreement an organization through which the parties may jointly and cooperatively provide for the establishment, operation, and maintenance of data processing facilities and management information systems for the use and benefit of the parties; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes two or more units of government jointly or cooperatively to exercise any power common to the contracting parties or any other similar power and by agreement to provide for a joint board representing the parties to the agreement;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, and pursuant to Minnesota Statutes, Section 471.59, as amended, and any other applicable statutes, the parties hereto do hereby mutually agree, affirm and contract with each other as follows:

**Article I
Purpose**

Member and the other members of MCCC have established a cooperative mechanism whereby they may jointly exercise powers common to each participating member to:

- A. Develop and acquire or license software programs and related information systems and services of interest to MCCC members and licensees;
- B. Provide for post-installation training, maintenance, enhancement and related services for software programs and related information systems;
- C. Pursue government and related technology grants and related opportunities to acquire or improve software programs and information systems of interest to MCCC members and eligible licensees;
- D. Assess, collect, hold and disburse dues, contract payments and other member contributions authorized by the Board;
- E. Employ a full time Executive Director to administer MCCC operations and directives of the Board, and such other employees as may be necessary or desirable to administer MCCC operations;

Ramsey County, Minnesota, ~~and~~ Member and MCCC each agree that ~~said~~ such courts shall be the exclusive venue for any disputes arising hereunder.

IN WITNESS WHEREOF, the undersigned member and MCCC have caused this Amendment No. 1 to be signed in duplicate or counterpart originals, all of which are considered to be a single amendment and, pursuant to Article XI, this amendment will become effective upon the approval of at least two-thirds of all MCCC members, effective as of the date of the last required MCCC member approval obtained.

County of _____ (MEMBER) MINNESOTA COUNTIES
COMPUTER COOPERATIVE (MCCC)

ATTEST:

Name:
Chair Board

By: _____
Lisa Christine Meredith, Executive Director

By: _____

By: _____
MCCC Board Chair

By: _____

By: _____

Swift County Housing and Redevelopment Authority
Annual Report
12/31/2011

Board Members:

| | | |
|----------------|---------------------|-----------|
| Greg Hampton | Chairman | Benson |
| Jim Hilleren | Secretary/Treasurer | Benson |
| Paula Grace | Commissioner | Murdock |
| Jacki Anderson | Commissioner | Appleton |
| Pete Peterson | Commissioner | Benson |
| Marlene Hauge | Commissioner | Kerkhoven |
| Karla Schmidt | Commissioner | Appleton |

Mission Statement of the Swift County Housing Authority:

The Swift County Housing and Redevelopment Authority utilizes available federal, state, and local resources to serve the residents of Swift County by working to upgrade and maintain the existing housing stock, strengthening the family through educational service, encouraging the construction of new housing affordable to low and moderate income households, promoting economic development efforts and providing assistance to Swift County communities through community development programs, and to provide low and moderate income families and senior households with decent, safe, and affordable housing opportunities.

HRA Balance Sheet:

| Account Name | Type | Interest | Balance |
|-------------------------|------------------------------|-----------------------|----------------|
| Adminstrative | Checking | 32.17 | \$ 4,519.24 |
| | Savings- Coop Credit | \$ 449.49 | \$ 64,568.58 |
| | Savings - Financial Security | \$ 474.14 | \$ 47,478.70 |
| | CD-Prairie Sun | \$ 499.61 | \$ 51,910.07 |
| | CD - Danvers | \$ 235.15 | \$ 49,826.54 |
| | CD - Coop Credit | \$ 251.50 | \$ 29,682.12 |
| | MoneyMarket - Coop Credit | \$ 349.86 | \$ 25,833.13 |
| | | \$ 2,259.75 sub total | \$ 273,818.38 |
| Section 8 | Checking | | \$ 53,975.63 |
| | Savings | \$ 22.11 | \$ 11,134.78 |
| Appleton Revolving | Savings | \$ 21.37 | \$ 9,955.09 |
| Down Payment Assistance | Savings | \$ 176.77 | \$ 21,157.81 |
| Community Rehab | Checking - Escrow | \$ 115.32 | \$ 129,664.61 |
| | Savings - Coop Credit | \$ 128.21 | \$ 15,625.28 |
| | CD - First Federal | \$ 268.84 | \$ 23,410.74 |
| | | \$ 512.37 sub total | \$ 168,700.63 |
| Tyler TIF District | Savings | \$ 77.93 | \$ 39,902.05 |
| Other Assets | | | |
| 1410 Oregon Ave | EMV | | \$ 63,800.00 |
| 725 11th Street South | EMV | | \$ 58,300.00 |
| Multi Family Housing | | | |
| Security Deposits | Savings | \$ 141.53 | \$ 26,437.19 |
| Essential Function Bond | | Interest Paid | Principal Paid |
| Phase I and II | | \$ 99,984.91 | \$ 52,922.81 |
| Phase III | | \$ 27,386.93 | \$ 20,190.79 |

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Income Statement
Year ending December 31, 2011

Admin Fees

| | |
|---------------------------------------|--------------|
| Appleton Small City Development Grant | \$ 9,881.00 |
| Benson Small City Development Grant | \$ 11,552.00 |
| CFUF - MHFA | \$ 7,763.00 |
| Deferred Grant - MHFA | \$ 760.00 |
| FU Loan - MHFA | \$ 900.00 |
| Rural Development Loan | |
| Section 8 | \$ 36,878.31 |
| Tyler TIF District | \$ 2,270.00 |

Total \$70,004.31

Revolving Loan payments

Down Payment Assistance \$ 636.23

Community Rehab Rent Payments

725 11th Street South \$ 5,220.00
1410 Oregon Ave \$ 6,000.00

Appleton SCDG loan payments \$ 883.76

CVEC Distributions \$ 33,650.00

Other Income - late fees, refunds \$ 4,854.11

In Flows

HUD Section 8 \$ 262,227.00
MHFA - FU Fund \$ 233,453.35
MHFA - ReHab - Deferred \$ 11,544.00

TIF Tyler TIF District \$ 43,124.94

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| | | |
|--|-----------|-------------------|
| Repurchased MHFA Loans | \$ | 57,142.14 |
| Expenses | | |
| Salaries | \$ | 52,710.54 |
| Contract Employee | \$ | 23,025.03 |
| Health Insurance and Health Savings Account Contribution | \$ | 8,250.00 |
| Retirement - HRA portion | \$ | 3,279.72 |
| Payroll taxes - HRA portion | \$ | 4,961.16 |
| Board Per Diem | \$ | 5,040.90 |
| Mileage | \$ | 1,952.89 |
| Appreciation | \$ | - |
| Postage | \$ | 1,582.42 |
| Advertising | \$ | 291.20 |
| Accounting | \$ | 4,540.80 |
| Supplies | \$ | 1,448.26 |
| Dues | \$ | 487.75 |
| Recording Fees | \$ | 1,050.00 |
| Telephone | \$ | 1,111.44 |
| Education | \$ | 1,115.25 |
| Travel | \$ | - |
| Insurance - Agency | \$ | 6,275.00 |
| Bank fees | \$ | 65.00 |
| Participation fees | \$ | - |
| Computer Maintenance | \$ | - |
| Software Maintenance | \$ | 1,773.50 |
| Corn Pool | \$ | 2,475.00 |
| Misc. | \$ | - |
| Total | \$ | 121,435.86 |

| Multi Family Housing | Year end | |
|-----------------------------------|----------|----------------------|
| Income: | | |
| Rent from townhouses | | \$ 283,520.00 |
| Expenses: | | |
| Lawn Care | | \$ 18,519.19 |
| Advertising | | \$ 77.19 |
| Insurance | | \$ 13,222.00 |
| Interest | | \$ 127,371.84 |
| Bond Payments | | \$ 73,113.60 |
| Operations and Maintenance | | \$ 18,491.74 |
| PILOT taxes 07/01/2010-06/30/2011 | | \$ 13,842.00 |
| Property taxes | | \$ 747.00 |
| Snow Removal | | \$ 5,672.79 |
| Utilities | | \$ 2,650.51 |
| Other | | |
| Total | | \$ 273,707.86 |

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Byron Giese

From: "Andrew Sander" <andy.sander@co.swift.mn.us>
To: "Byron Giese" <byron.giese@co.swift.mn.us>
Cc: "Jim Marquardt" <jim.marquardt@co.swift.mn.us>; "Paul Petrick" <paul.petrick@co.swift.mn.us>;
"Lori Rooney" <lori.rooney@co.swift.mn.us>
Sent: Thursday, March 01, 2012 10:31 AM
Subject: Agenda Item
Good Morning Byron,

The highway department would like to have one item on next weeks agenda.

Purchase a tractor.

Andy

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RESOLUTION

WHEREAS, the offices of the Swift County Auditor, Swift County Treasurer, and Swift County Recorder are currently elected; and

WHEREAS, the Swift County Board of Commissioners desires to have statutory authority to make the offices of the Swift County Auditor, Swift County Treasurer, and Swift County Recorder appointed.

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Swift county that said Board fully supports having the authority to appoint the offices of the Swift County Auditor, Swift County Treasurer, and Swift County Recorder; and

BE IT FURTHER RESOLVED, by the Board of County Commissioners of Swift County that Swift County respectfully requests that Senator Joe Gimse, Representative Bruce Vogel, and Representative Paul Anderson moved forward a bill in both the Senate and the House that supports such legislation.

Adopted by Swift County this 6th day of March, 2012.

Swift County Board of Commissioners

Gary Hendrickx, Chairman

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