

Notice & Agenda

Swift County Board of Commissioners

Tuesday, April 2, 2019

9:00 AM

LEC Meeting Room – 301 14th St N, Benson, MN

If you need any type of accommodation to participate in this meeting, please contact the County Administrator at 320-314-8399 at least 48 hours prior to the meeting. Times are only estimates and items may be taken out of order.

<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
	1-3	(1) Minutes from the March 19, 2019 Regular Meeting
	4	(2) Consider approving new policy 3.402 Child Care & Foster Care Provider Grievance Policy
	5	(3) Consider approving of a new vehicle for Swift County Environmental Services
	6	(4) Consider approving a Special Meeting with the City of Benson and Swift County Benson Hospital
9:04 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants reviewed
9:05 a.m.		Commissioner and Board reports
9:20 a.m.		County Administrator report
9:25 a.m.		Citizens Comments
9:30 a.m.		Carrie Bendix, Private Industry Council
	7-9	Discussion on the study being conducted by Swift County Benson Health Services regarding its future direction
9:50 a.m.		Michael Johnson, Parks, Drainage & Wetlands
	10-13	Consider setting public hearing date for petition for outlet JD #5
10:00 a.m.		Other Business
	14	Consider granting additional compensation for an Interim Maintenance Supervisor
	15-16	Discussion and decision on Community Perspective Committee
10:15 a.m.		Closed session to consider strategy for labor negotiations
		Consider approving a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25. (§13D.03)
		Closed session to consider strategy for labor negotiations
		Adjourn close session and return to open session
11:15 a.m.		Recess
11:30 a.m.		Human Services Work Session
3:00 p.m.		Adjournment

SWIFT COUNTY BOARD MINUTES

March 19, 2019

Chairman Hendrickx called the meeting to order at 9:01 AM with all members present. Also present: County Administrator Kelsey Baker, County Attorney Danielle Olson, County Auditor Kim Saterbak and other county employees and members of the public.

Chairman Hendrickx asked if there were any changes or additions to the agenda. Chairman Hendrickx added the Transportation funding resolution. There were no other changes or additions requested.

03-19-19-01 Commissioner Rudningen moved and Commissioner Fox seconded to approve the agenda as amended. Motion carried unanimously.

03-19-19-02 Commissioner P. Peterson moved and Commissioner Fox seconded to approve the Consent Agenda as presented: (1) Minutes from the March 5, 2019 Regular Meeting, (2) Minutes from the March 5, 2019 Executive Meeting, (3) Approval of 3.402 Child Care & Foster Care Provider Grievance Policy. Motion carried unanimously.

03-19-19-03 Commissioner E. Pederson moved and Commissioner Rudningen seconded to approve the Commissioner warrants as follows: Revenue, \$74,846.62; Solid Waste, \$36,512.50; Road and Bridge, \$43,934.45; which includes the following bills over \$2,000: Anoka County Treasury Office, \$2,000.00, Ascheman Oil, \$23,735.53, Benson Bowler, \$2,631.00, Center Point Energy, \$3,536.92, City of St. Cloud/Cashier, \$5,141.39, Counties Providing Technology, \$6,321.00, Craig's Inc., \$6,650.00, Dooley Petroleum Inc., \$2,822.15, E & M Electric LLP, \$3,020.65, Kandiyohi County Sheriff's Dept., \$7,446.25, Macqueen Equipment Inc., \$8,692.81, Maximus Inc., \$3,350.00, Morris Electronics, \$9,053.05, Pflipsen Trucking LLC, \$12,696.17, RDO Equipment Co., \$6,800.00, Swift County Human Services, \$2,001.00, Waste Management of Northern Minnesota, \$8,680.14, Yellow Medicine County Jail, \$4,950.00. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner P. Peterson reported on the Policy committee, HRA, Countryside Public Health and 6W Corrections. Commissioner E. Pederson reported on Annual Township meeting, JD Ditch #18 and SWCD. Chair Hendrickx reported on 6W Corrections, Revolving Loan Fund, JD Ditch #18, AMC Board and Woodland Centers. Commissioner Fox reported on Pomme de Terre River, Revolving Loan Fund, Restorative Practices, Woodland Centers, Chippewa Watershed and Private Industry Council. Commissioner Rudningen reported on the Enhancing the Organization committee and Wellness committee.

Chairman Hendrickx asked for citizen's comments. Jim Hilleren, Mark Hughes, Bill Hoberg and Gwen Dale voiced their concerns on the building project and groundwater. There were no other citizen's comments.

Swift County Benson Health Services Interim CEO, Mary Ellen Wells, provided an overview of the study being conducted regarding the future of the hospital. A brief discussion was held.

Emergency Management Director Bill McGearry presented for approval the resolution for a state of emergency due to area flooding.

03-19-19-04 Commissioner Rudningen moved and Commissioner P. Peterson seconded to approve the resolution declaring a state of emergency. A short discussion was held. Motion carried unanimously.

Administrator Baker reported on the tour at the Prison in Appleton, update to the Commissioners on the flooding in the courthouse, Policy committee, City of Benson Strategic Planning meeting and a reminder for the Human Services Work Session April 2.

The board recessed for a break at 10:03 AM.

The board reconvened at 10:08 AM.

Parkes, Drainage & Wetlands Supervisor Mike Johnson requested approval of a bid for CD #23 ditch repair.

03-19-19-05 Commissioner Fox moved and Commissioner E. Pederson seconded to approve the bid for CD #23 ditch repair. Motion carried unanimously.

A lengthy discussion was held on the SPCC Joint Powers Entity letter. No action was taken.

A short discussion was held on the Personnel Policy regarding Personal Use of County Vehicles.

County Engineer Andy Sander requested approval of final payment to Central Specialties, Inc. for SAP 076-606-046, 076-618-008 and 076-635-028.

03-19-19-06 Commissioner Rudningen moved and Commissioner P. Peterson seconded to approve final payment to Central Specialties, Inc. for SAP 076-606-046, 076-618-008 and 076-635-028. Motion carried unanimously.

County Engineer Andy Sander further requested approval of paving projects SAP 076-625-016, 076-631-027, 076-633-030, CP 019-001 and 002.

03-19-19-07 Commissioner Fox moved and Commissioner E. Pederson seconded to approve paving projects SAP 076-625-016, 076-631-027, 076-633-030, CP 019-001 and 002. Motion carried unanimously.

County Engineer Andy Sander further requested approval to replace unit 32.

03-19-19-08 Commissioner Fox moved and Commissioner P. Peterson seconded to approve replacing unit 32. Motion carried unanimously.

Chairman Hendrickx presented the Transportation Resolution.

03-19-19-09 Commissioner Fox moved and Commissioner P. Peterson seconded to approve the Transportation Resolution. Motion carried unanimously.

A lengthy discussion was held on County Road 35. No action was taken.

03-19-19-10 Commissioner P. Peterson moved and Commissioner E. Pederson seconded to adjourn. Motion carried unanimously.

Meeting adjourned at 11:15 AM.

WITNESSED:

Gary Hendrickx, Chair

ATTEST:

Kelsey Baker, County Administrator

DRAFT

**FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM
Resolution No. 19-04-30**

WHEREAS, the Minnesota Housing Finance Agency has made available Family Homeless Prevention and Assistance Program grant monies to encourage and support innovation at the local level to help prevent homelessness, reduce the length of homeless episodes, and reduce repeated episodes of homelessness, and

WHEREAS, Area service providers who administer programs that address family crisis needs have identified gaps within the service delivery system, and

WHEREAS, Area service providers who administer programs that address family crisis needs have identified strategies to address the identified service gaps,

WHEREAS, Area service providers wish to continue to work together to coordinate their services and improve the service delivery system,

WHEREAS, United Community Action Partnership as the Grantee desires to make an application on behalf of the area service providers for funds to address these identified problems,

NOW THEREFORE BE IT RESOLVED that the County of Swift agrees to support United Community Action Partnership (with Prairie Five Community Action Council as a sub-grantee) in its application and implementation of the proposed Family Homeless Prevention and Assistance Program for the period of July 1, 2019 to June 30, 2021.

Adopted by the County Board of Commissioners the ____ Day of _____, 2019.

WITNESSED:

Gary Hendrickx, Chair

ATTEST:

Kelsey Baker, County Administrator



Request for Board Action

BOARD MEETING DATE:
April 2, 2019

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Environmental Services	REQUESTOR: Scott Collins	REQUESTOR PHONE: 320-843-2356
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approval of a new vehicle for Swift County Environmental Services	
AGENDA YOU ARE REQUESTING TIME ON: Click here to enter text.	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: Purchase new 2019 Ford F150 for Swift County Environmental Director. Nolan Baker Ford's bid is \$33,384.39 and Valu Ford's is \$33,614.31.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Click here to enter text.	RECOMMENDATIONS: Click here to enter text.
COMMENTS: Click here to enter text.	COMMENTS: Click here to enter text.

Board Action

Motions ___ E. Rudningen ___ G. Hendrickx ___ E. Pederson ___ J. Fox ___ P. Peterson	
Action	Vote



Request for Board Action

BOARD MEETING DATE:
April 2, 2019

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Kelsey Baker	REQUESTOR PHONE: 320-314-8399
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving a Special Meeting with the City of Benson and Swift County Benson Hospital on April 22 at 5:30 PM	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: N/A
BACKGROUND/JUSTIFICATION: The Swift County Benson Hospital has requested a joint meeting between the Hospital Board of Directors, City of Benson and the Board of Commissioners. The meeting will be held on April 22, at 5:30 PM, at the Clinic Conference Room. This meeting will be open to the public and will update everyone about the recommendation from the study regarding staying independent or affiliation.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	None

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None

March 18, 2019

Dear County Commissioners and County Administrator,

WorkForce Centers across the state are changing their names to CareerForce. For our region, the WorkForce Centers that will change their names to CareerForce are located in Marshall, Montevideo, and Worthington.

This change is part of a major transition for Minnesota's entire workforce system, bringing multiple partners under a single unified CareerForce brand. Unifying all elements of Minnesota's workforce system will increase efficiency, improve communication and enhance collaboration between CareerForce staff and partners.

A central component of this unified brand is a new, one-of-a-kind online platform, CareerForceMN.com, which provides CareerForce services to employers and career seekers via mobile phone, tablet or computer. Of course, employers and career seekers can access in person the assistance they need in career planning and workforce development by visiting or calling one of our CareerForce locations.

To help celebrate the rebranding of our local workforce development efforts and welcome a new era of service to employers, career seekers and our community, we:

- **Invite you to the CareerForce Open House** on Monday April 15, 2019. Invitation flyers are enclosed.
- **Request that Swift County**, one of a fourteen-county workforce development area, **adopt the attached Proclamation declaring April 15, 2019 as CareerForce Day**. See attached draft proclamation.

On behalf of CareerForce staff, partners and the Southwest Minnesota Workforce Development Board, we thank you for your continual support as we work to address the region's workforce needs and provide employment and training services to valued residents.

Sincerely,

Carrie Bendix
Executive Director

Swift County Proclamation

- Whereas:** CareerForce is Minnesota's career development and talent matching resource; and
- Whereas:** Unifying all elements of Minnesota's workforce system under the CareerForce brand will increase efficiency, improve communication and enhance collaboration between CareerForce staff and partners, enhancing customer service and improving outcomes for career seekers, employers, communities and Minnesota; and
- Whereas:** Minnesota is known for its world class workforce; and
- Whereas:** Unprecedented changes in our state demographics between 2015 and 2035, including more than a half million people reaching the age of 65 and a decline in the share of the working age population from 62% to 57%, mean employers and Minnesota's workforce system must work together to bring all of our population who need sustainable employment into the workforce; and
- Whereas:** By 2035, one in four Minnesotans will be from a community of color or Indigenous population; and
- Whereas:** Bringing all Minnesotans who need sustainable employment into the workforce will help address employment and economic disparities based on race, disability, veteran status or past criminal record; and
- Whereas:** CareerForce, both online and in person, provides tailored resources to help meet the needs of all Minnesota career seekers and employers; and
- Whereas:** CareerForce serves employers by helping them find the right workers from entry level to highly skilled through support for hiring events, workforce strategy development, custom labor market information and analysis and no-fee online job posting; and
- Whereas:** CareerForce serves career seekers no matter where they are in their career from just starting out to mid-level management and beyond through customized career planning, resume revision and interview preparation, plus education and training for eligible career seekers and the ability to search thousands of open positions online; and
- Whereas:** CareerForce is Minnesota's unified workforce system, helping drive prosperity for all Minnesotans

Now, therefore, I, Gary Hendrickx, Chair of the Swift County Commissioner Board on behalf of the Swift County Commissioners, do hereby proclaim that April 15, 2019 shall be observed as: CareerForce Day in Swift County on this _____ day of _____, Two Thousand and Nineteen.

Chair, Swift County Commissioner Board



The Marshall, Montevideo and Worthington WorkForce Centers are changing their name to CareerForce. This change is part of a major transition for Minnesota's entire workforce system, bringing multiple partners under a single unified CareerForce brand.

OPEN HOUSE

Monday, April 15, 2019
10:30 a.m. – 1:00 p.m.

Three Great Locations

Lyon County
Government Center
607 West Main Street
3rd Floor
Marshall, MN
507-476-4040

202 North 1st Street
Montevideo, MN
320-269-5561

Nobles County
Government Center
318 9th Street
2nd Floor
Worthington, MN
507-295-5020

Please join us for:

Program at 11:00 a.m.

Tour of the Facility and Services

Experience the new online platform, CareerForceMN.com

Refreshments

Networking



Request for Board Action

BOARD MEETING DATE:
April 2, 2019

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Swift County Parks	REQUESTOR: Michael Johnson	REQUESTOR PHONE: 320-843-5341
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider setting public hearing date for petition for outlet JD #5	
AGENDA YOU ARE REQUESTING TIME ON: Regular Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: MN Drainage law
BACKGROUND/JUSTIFICATION: Landowner requests to petition unassessed lands into Imp.-JD #5	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? none	Click here to enter text.

Budget Information

FUNDING: Repair Fund

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Click here to enter text.	RECOMMENDATIONS: Click here to enter text.
COMMENTS: Click here to enter text.	COMMENTS: Click here to enter text.

Board Action

Motions ___ J Fox ___ G Hendrickx ___ E. Pederson ___ P Peterson ___ E Rudningen	
Action	Vote



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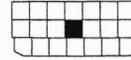
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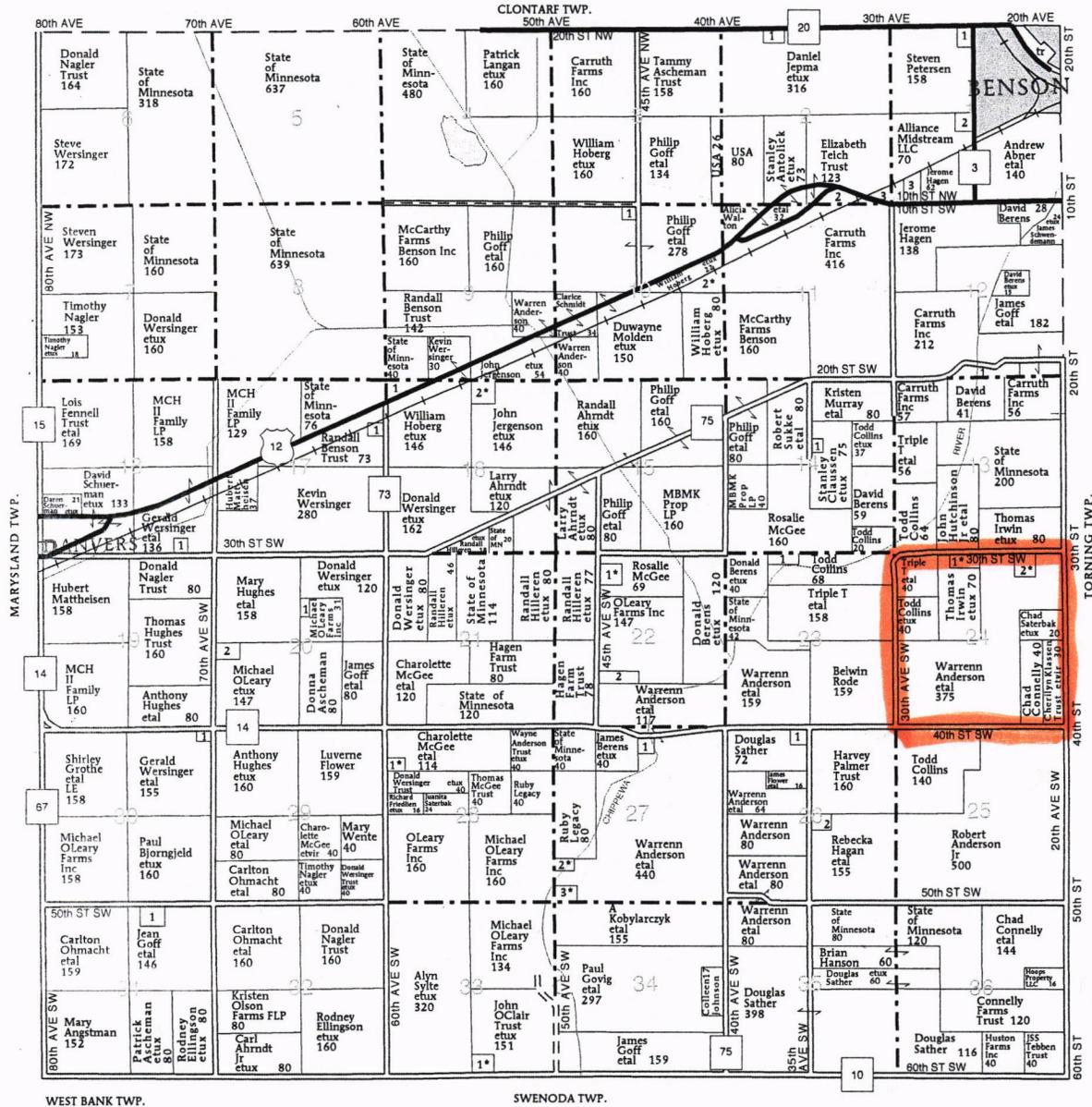
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T-121-N

SIX MILE GROVE PLAT



R-40-W



SIX MILE GROVE TOWNSHIP

SECTION 1

1. Agra-Lite Coop 6
2. Gacial Plains Coop 10
3. Doom Pipeline Corp 8

SECTION 2

1. Holm, Garfield 5
2. Offendahl, James 7
3. Alliance Midstream LLC 6

SECTION 10

1. Ziegler, Timothy 5
2. Hoberg, Robert etux 8

SECTION 12

1. County of Swift 7

SECTION 14

1. Baier, Paul 5

SECTION 16

1. State of Minnesota 9
2. Jergenson, Kevin etux 14

SECTION 17

1. Melby, Peter 8

SECTION 18

1. Petrick, Dennis 5

SECTION 20

1. OLeary, Michele 9
2. Michael OLeary Farms Inc 10

SECTION 22

1. McGee, Robert etux 11
2. Tjosaas, Bonita 11

SECTION 23

1. McGee, Rosalie 11

SECTION 24

1. Grussing, Alan etux 10

SECTION 25

1. Bouta, Joe etux 5

SECTION 26

1. Hanson, Brian 8
2. Anderson, Jason 5

SECTION 27

1. Anderson, Warren 6
2. Lorsung, Patty etal 14
3. Kobylarczyk, A etal 14

SECTION 28

1. McGee, Jess etux 6

SECTION 30

1. Ascheman, Daniel 5

SECTION 31

1. Tjosaas, Todd 14

SECTION 33

1. Overlie, Ronald etux 8

BEFORE THE SWIFT COUNTY BOARD
ACTING AS DRAINAGE AUTHORITY FOR
JUDICIAL DITCH #5

Petition for an Outlet, Pursuant
to Minnesota Statutes § 103E.401

WHEREAS, Warrenn and Geraldine Anderson own the NW ¼ of the NE ¼ and the NW ¼ of the SW ¼ of Section #24 in T121-N, R40-W (Six Mile Grove Twp.)

WHEREAS, Warrenn and Geraldine Anderson are requesting an outlet for the above mentioned property into Judicial Ditch #5

THEREFORE, the petitioners respectfully request the following:

1. That the Auditor set a time and location for a hearing on the above mentioned property, provide notice of the hearing by mail and publication pursuant Min. Stat. § 103E.401, subd. 4.
2. That the Drainage Authority conduct a hearing on the above mentioned property pursuant Min. Stat. § 103E.401, subd. 4 and describe and state in its order the property to be benefited by the drainage system and that an outlet fee and benefits to the property be determined.

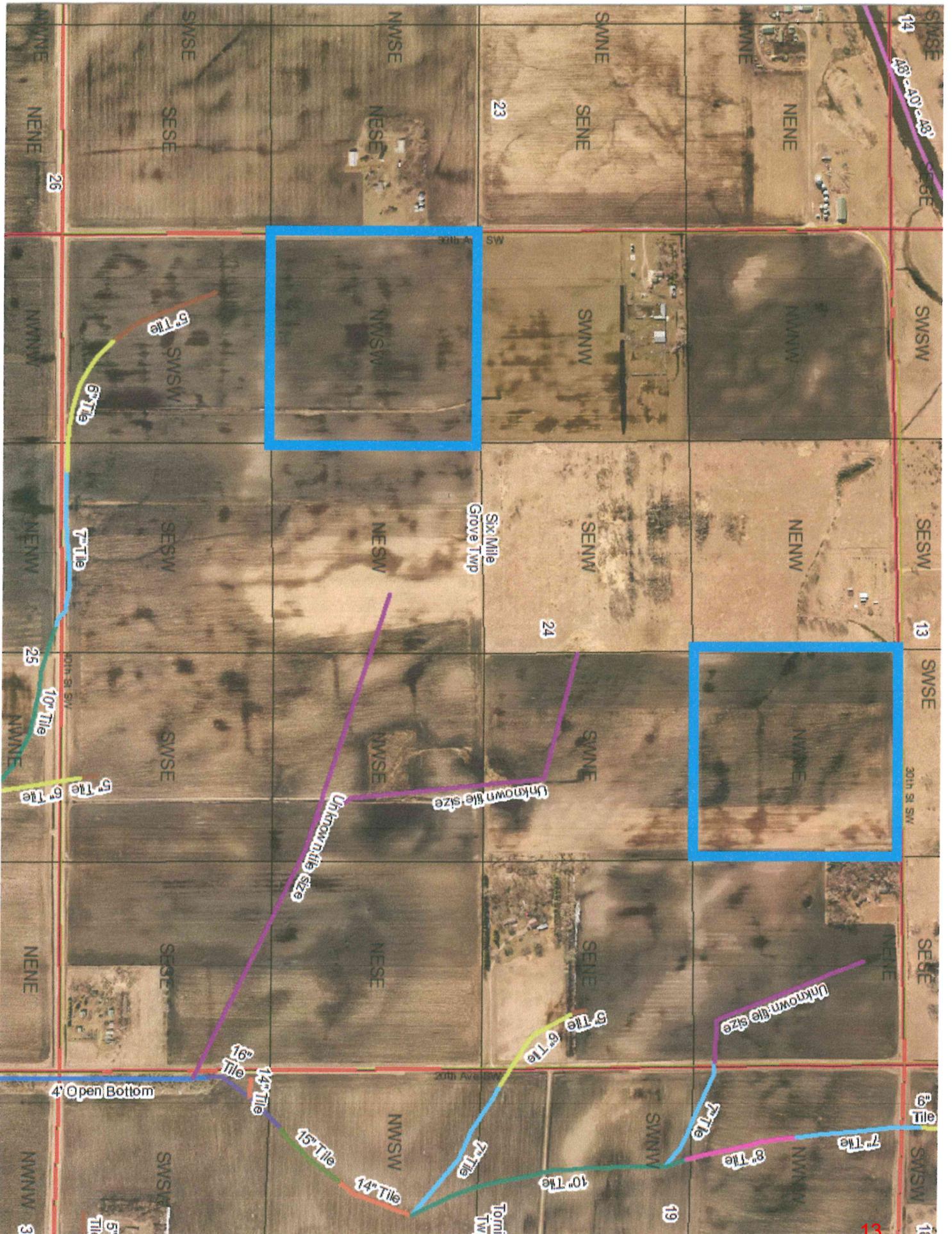
Dated this 2nd day of April, 2019



WARRENN ANDERSON



GERALDINE ANDERSON





Request for Board Action

BOARD MEETING DATE:
April 2, 2019

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Amanda Ness	REQUESTOR PHONE: 320-314-8321
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider granting additional compensation for an Interim Maintenance Supervisor	
AGENDA YOU ARE REQUESTING TIME ON: Other Business	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: N/A
BACKGROUND/JUSTIFICATION: County Policy 201.44 (E) states that “[w]hen an extended vacancy exists in a supervisory or Department Head position and an employee is requested to fill that position, the County Board, at its discretion, may provide additional compensation. “ The policy is silent on the amount of compensation. My recommendation is to consider the amount of time and effort involved with the additional assignments and to grant an increase of \$2.00 as this position is five steps above the Maintenance Worker III position but not all of the duties will be performed during the interim. The additional compensation would begin March 28, 2019 and cease on the date the new Maintenance Supervisor begins employment with the County.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	None

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None



Request for Board Action

BOARD MEETING DATE:
April 2, 2019

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Kelsey Baker	REQUESTOR PHONE: 320-314-8399
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Discussion and decision on moving forward with a Community Perspective Committee regarding the future building projects	
AGENDA YOU ARE REQUESTING TIME ON: Regular board	ARE YOU SEEKING APPROVAL OF A CONTRACT? Click here to enter text.
IS THIS MANDATED?	EXPLANATION OF MANDATE:
BACKGROUND/JUSTIFICATION: Per the discussion at the March 19 th building committee meeting, the building committee is recommending a development of a Community Perspective Committee. This committee would follow the bylaws attached. Preferably this committee would be made up of two individuals from each district throughout the county. These Individuals would submit their name to Kelsey Baker, County Administrator. After the April 15 th deadline the Administrator and the board chair will meet to review compile the list that will be presented at the board meeting. It will be the responsibility of this committee to nominate their committee Chair . The chair will be the spokesperson for this committee that reports to the board.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	Click here to enter text.

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: n/a	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: Click here to enter text.

Greetings!

The Swift County Board of Commissioners is undertaking a feasibility study with Wold Architects and Engineers about an upcoming building project. Specifically, this study will help further define the costs associated with the plan for a new building holding the Jail/Sheriff/Human Services/County Attorney/6W Correction departments or a combination of them.

Throughout this study, Wold will meet with User Groups. These User Groups are comprised of county employees from each department that is involved in the new design. To help the County through this planning process, the Building Committee has determined that a **Community Perspective Committee would be beneficial to the this process**. This committee will be comprised of two people from each district in the county.

Your role as a community leader is important in shaping the future of Swift County. **If you would like to participate on the Community Perspective Committee, please let me know by April 15th.**

The guidelines for this committee are:

- To be the voices of your district to the board
- Look at focused items
- High-level overview of the project
- Work with the County Building Committee members
- Make recommendations, not decisions

You will need to schedule the meetings for this committee on your own. If you are invited to the building committee meeting or the county board meeting, we will notify you of the date, time and location. This committee will need to select a Chair who will be the person that will report to the board. The goal of this committee is also to be educated on how much information and different options the building committee has already reviewed. Another purpose of the committee will be to gain a consensus during the building process and help identify any future initiatives and strategic directions for our County.

Again, please let me know **by April 15th** that you would like to be considered as part of the Community Perspective Committee and willing to participate in this process. The County board will be meeting on April 16th to review the names that have been submitted.

If you have any questions about the County or the building projects, please let me know and we can discuss them further!

Sincerely,

Kelsey Baker
Swift County Administrator