

Notice & Agenda

Swift County Board of Commissioners

Tuesday, August 2, 2016

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 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 July 19, 2016 Meeting
	4-7	(2) Consider approving the 2016 Emergency Management Performance Grant (EMPG) application
	8-9	(3) Consider approving Health Insurance COBRA Premium Rates effective January 1, 2016
9:04 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants reviewed
9:05 a.m.		Jen Johnson, Safe Avenues Update
9:15 a.m.		Scott Collins, Environmental Services Director
	10-14	Consider approval of Conditional Use Permit #5295 requested by Johnson Dairy Properties, LLP (Owner) to expand their dairy operation by building two total confinement barns resulting in a permitted animal unit capacity of 2,592.2, which is a 602 animal unit increase over the previously approved capacity of 1,990.2 animal units.
	15	Consider approving a resolution to prohibit Temporary Family Healthcare Dwellings
9:25 a.m.		Commissioner and Board reports
9:45 a.m.		County Administrator report
9:50 a.m.		Citizens Comments
9:55 a.m.		County Auditor Kim Saterbak
	16-21	Review second quarter 2016 Executive Departmental Budget Report
		Other Business
		Hospital Finance
		2017 Budget Discussion
10:00 a.m.		Adjournment

SWIFT COUNTY BOARD MINUTES

July 19, 2016

Chairman Peter Peterson called the meeting to order at 11:00 AM with all present. Also in attendance were County Administrator Mike Pogge-Weaver, County Attorney Danielle Olson, County Auditor Kim Saterbak, County Treasurer Ron Vadnais, Sheriff John Holtz, Jane Hennagir, and Amanda Ness.

Chairman Peter Peterson asked if there were any changes to the agenda. Administrator Pogge-Weaver requested the addition of the consideration of an offer of employment to the consent agenda.

07-19-16-01 Commissioner Rudningen moved and Commissioner Fox seconded to approve the agenda with the noted addition. Motion carried unanimously.

07-19-16-02 Commissioner Fox moved and Commissioner Hendrickx seconded to approve the Consent Agenda which consisted of: (1) Minutes from the July 5, 2016 Regular Meeting, (2) Approval of the Auditor to sign an agreement with the Secretary of State for the 2016 Primary and General Election, (3) Approval of an updated resolution for the Rental Rehab Deferred Loan Program, and (4) Approval of offer of employment letter to Amanda Bartunek. Motion carried unanimously.

07-19-16-03 Commissioner Rudningen moved and Commissioner Fox seconded to approve the Commissioner warrants as follows: Revenue: \$165,047.30; Solid Waste: \$31,111.83; Road and Bridge: \$353,906.11; Human Services: \$432.97; Debt Service: \$750.00; County Ditches: \$3,021.06; and State Fund Agency: \$15.00 which includes the following bills over \$2,000: CliftonLarsonAllen LLP, \$23,200.00; Comm of MMB, Treas Div, \$2,656.00; Computer Professionals Unlimited Inc., \$15,489.24; Countryside Public Health, \$49,663.75; Craig's Inc., \$4,285.00; Crop Production Services, \$2,370.46; Crysteel Truck Equipment, \$2,116.09; Duinick Inc., \$164,878.89; Emergency Communications Network, LLC, \$2,500.00; Glacial Plains Cooperative, \$4,642.26; Hard Rock Screening LLC, \$13,714.74; Kandiyohi County Sheriff's Dept., \$2,275.00; Maney International of Alexandria, \$3,374.28; Nolan Baker Ford Sales, \$2,591.32; Pflipsen Trucking LLC, \$13,714.74; Pro Action Safety & Sales, \$6,110.11; SeaChange Printing & Marketing Services, \$9,242.22; Swift County Environmental Services, \$4,000.00; Swift County Monitor News, \$2,073.75; Towmaster Inc., \$32,940.00; University of Minnesota, \$18,331.19; Villard Implement Co., \$13,500.00; and Waste Management of Northern Minnesota, \$10,744.60. Motion carried unanimously.

MCIT Risk Management Consultant Jane Hennagir gave a report.

Courthouse employees Ron Vadnais, Wayne Knutson, Mary Amundson, Rob Sommers, Marlene Molden, and Colleen Pederson presented their report out on the LEAN Kaizen event regarding the Deed Transfer process.

07-19-16-04 Commissioner Hendrickx moved and Commissioner Rudningen seconded to approve a resolution for the transfer of duties related to deed transfers from the Treasurer's Department to Land Records. Motion carried unanimously.

Board and Committee Reports were given as follows: Chairman Pete Peterson reported on 6W Corrections and Countryside Public Health. Commissioner Fox reported on Pomme de Terre Watershed, Restorative Practices, Woodland Centers, and SCBH board. Commissioner Edward Pederson reported on the Soil & Water Conservation District. Commissioner Rudningen had no report. Commissioner Hendrickx reported on 6W Corrections, AMC Healthcare, and AMC Conference Planning Committee.

Administrator Pogge-Weaver updated the board on the hospital board.

Treasurer Vadnais reviewed the second quarter 2016 financials.

The board considered a contract approval for 2016 countywide striping to Traffic Marking Service Inc. for \$28,098.83.

07-19-16-05 Commissioner Hendrickx moved and Commissioner Fox seconded to approve the bid. Motion carried unanimously.

The board further considered final approval for payment on the 2016 Gravel Crushing to Hard Rock Screening, LLC of \$6,544.63.

07-19-16-06 Commissioner Hendrickx moved and Commissioner Rudningen seconded to approve final payment. Motion carried unanimously.

County Engineer Andy Sander and Assistant Engineer Paul Petrick requested the approval of a contract for a CSAH 35 grading and paving project with Duininck, Inc. for \$281,066.02.

07-19-16-07 Commissioner Rudningen moved and Commissioner P. Peterson seconded to approve the bid. Motion carried 3-2 with Commissioners Fox and E. Pederson opposing.

Engineer Sander and Assistant Engineer Petrick further requested final board approval for payment on project SP 76-617-11 and 76-617-12 (CSAH 17) to Duininck, Inc. for \$164,878.89.

07-19-16-08 Commissioner Rudningen moved and Commissioner Hendrickx seconded to approve final payment. Motion carried 3-2 with Commissioners Fox and E. Pederson opposing.

Chairman Peterson asked for citizen's comments. Duane Baker and Lois Tostenson came before the board to discuss concerns about a possible encroachment onto their property by an adjacent neighbor. No board action was taken.

The board recessed for lunch at 12:32 PM and reconvened at 1:15 PM.

Administrator Pogge-Weaver requested a discussion and consideration for a Public Hearing on the County's Capital Improvement Plan and issuance of General Obligation Capital Improvement Bonds.

07-19-16-09 Commissioner Rudningen moved and Commissioner Fox seconded to approve a resolution to set a public hearing on the capital improvement plan on September 6, 2016 at 9:00 AM. Motion carried unanimously.

Swift County Benson Hospital CEO Kurt Waldbillig, CFO Dan Enderson and Director of Home Health Services Susan Zaic discussed the hospitals request for financial assistance with an assisted living addition. A special meeting was set with the board, the Benson city council and the hospital board for further discussion.

Administrator Pogge-Weaver updated the board on the 2017 budget process.

07-19-16-10 Commissioner Rudningen moved and Commissioner Hendrickx seconded to adjourn. Motion carried unanimously.

The meeting adjourned at 3:25 PM.

WITNESSED:

Peter Peterson, Chair

ATTEST:

Michel Pogge-Weaver, Clerk of the Board

DRAFT



Request for Board Action

BOARD MEETING DATE:
August 2, 2016

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Emergency Management	REQUESTOR: Bill McGeary	REQUESTOR PHONE: 320-314-2153
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving the 2016 EMPG Grant	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
BACKGROUND/JUSTIFICATION: The MN Dept of Public Safety provides grants to cover part of the cost of staffing the Emergency Manger position. It requires board approve to make the grant application.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: The grant will provide \$18,003 in reimbursement to the County.
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Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None



Minnesota Department of Public Safety (“State”) Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, Minnesota 55101	Grant Program: Emergency Management Performance Grant 2016 Grant Agreement No.: A-EMPG-2016-SWIFTCO-081				
Grantee: Swift Co. Emergency Management 301 14th Street N., Box 288, Courthouse Benson, MN 56215	Grant Agreement Term: Effective Date: 1/1/2016 Expiration Date: 12/31/2016				
Grantee’s Authorized Representative: William McGeary Swift County Emergency Management 301 14th Street N., Box 288, Courthouse Benson, MN 56215 Phone: (320) 314-2153 e-mail: bill.mcgeary@co.swift.mn.us	Grant Agreement Amount: <table border="0"> <tr> <td>Original Agreement</td> <td style="text-align: right;">\$ 18,003.00</td> </tr> <tr> <td>Matching Requirement</td> <td style="text-align: right;">\$ 18,003.00</td> </tr> </table>	Original Agreement	\$ 18,003.00	Matching Requirement	\$ 18,003.00
Original Agreement	\$ 18,003.00				
Matching Requirement	\$ 18,003.00				
State’s Authorized Representative: Matti Gurney Homeland Security and Emergency Management 445 Minnesota St., Suite 223 St. Paul, Minnesota 55101 Phone: 651-201-7422 Matti.Gurney@state.mn.us	Federal Funding: CFDA 97.042 State Funding: none Special Conditions: None				

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:
Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Emergency Management Performance Grant 2016 Application (“Application”) which is incorporated by reference into this grant agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the Emergency Management Performance Grant 2016 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Grant Agreement No. A-EMPG-2016-SWIFTCO-081 / PO# 3000041776

*** 2. GRANTEE**

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Budget Summary (Report)

EMPG			
Budget Category	Award	Match	
Planning			
Regular Salaries and Wages	\$18,003.00	\$18,003.00	
Total	\$18,003.00	\$18,003.00	
Total	\$18,003.00	\$18,003.00	
Allocation	\$18,003.00	\$18,003.00	
Balance	\$0.00	\$0.00	



Request for Board Action

BOARD MEETING DATE:
August 2, 2016

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Michel Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving Health Insurance COBRA Premium Rates effective January 1, 2016	
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: As a self-funded health insurance plan, the County is required to set a COBRA health insurance premium rates. Now that we are more than 2 plan years in we can no longer use the same rates that are charged to the County but rather need to set them based on the plan's utilization cost, the fixed costs of the plan, and up to a 2% administration fee. The attached resolution sets the COBRA health insurance premium rates using this methodology in order to meet the requirement of the US Department of Labor. Staff worked with our insurance advisors (Marsh & McLennan) in setting these COBRA rates.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None

RESOLUTION

**APPROVING HEALTH INSURANCE COBRA RATES
EFFECTIVE JANUARY 1, 2016**

Motion by Commissioner _____ Seconded by Commissioner _____

WHEREAS, as a self-funded health insurance plan, the County is required to set a COBRA health insurance premium that is based on the plan’s utilization, the fixed costs of the plan charged to all plan participants, and up to a 2% administration fee, and

WHEREAS, staff has worked with our insurance advisors to developed a COBRA rate that meets the requirements of the US Department of Labor.

BE IT RESOLVED, by the Swift County Board of Commissioners that the monthly COBRA premiums for the County’s group health insurance effective January 1, 2016, are approved:

<u>Health Insurance Plan</u>	<u>Individual</u>	<u>Dependent</u>
\$500 – 80% Plan	\$643.80	\$1,679.48
\$2,250 VEBA Plan	\$598.31	\$1,543.95
\$2,600 HSA Plan	\$552.05	\$1,406.11

Adopted on a _____ vote by the Swift County Board of County Commissioners the 2nd day of August 2016.

Swift County Board of Commissioners

Peter Peterson, Chairman

ATTEST:

Michel Pogge-Weaver, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____



Request for Board Action

BOARD MEETING DATE:
August 1, 2016

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 Conditional Use Permit #5295 requested by Johnson Dairy Properties, LLP (Owner) to expand their dairy operation by building two total confinement barns. One barn will be a 130 free stall barn extension (88' x 120' x 32'). The second barn will be a new heifer barn (320' x 120' x 24'). This expansion will result in a permitted animal unit capacity of 2,592.2, which is a 602 animal unit increase over the previously approved capacity of 1,990.2 animal units.	
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: Required Conditional Use Permit per subsection 3.3 Code of Ordinances, Agricultural District I. Allowable use with Conditional Use Permit.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING:

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Not submitted for review	RECOMMENDATIONS: Approve
COMMENTS: None	COMMENTS: None

Johnson Dairy, Inc.

Project Summary

Overview

Johnson Dairy, Inc. is a family owned and operated dairy and crop farm located in the Kerkhoven area. Our proposed facility expansion includes an 88' x 120' extension of the original free stall barn built in 2005. This barn will have 130 stalls and will not require changes to be made to existing manure handling process or equipment. The second proposed barn is a 320' x 120' heifer barn that will hold 600 dairy heifers. Both barns are total confinement barns.

This expansion will result in a permitted animal unit (AU) capacity of 2,592.2. This is a 602.0 AU increase over the previously approved capacity of 1,990.2 AU.

Johnson Dairy, Inc. operates under the State of MN General Animal Feedlot National Pollutant Discharge Elimination System (NPDES) permit and has an MPCA approved Manure Management Plan in place.

Existing Facilities

- 111' x 300' - 360 stall free stall barn with concrete pit
- 208' x 280' – 432 stall free stall barn
- 157' x 152' – compost barn
- 160' x 120' heifer barn
- 60' x 120' – heifer barn
- 208' x 34' – calf barn
- 50' x 50' – separator room
- 34' x 112' – breezeway walkway
- 256' x 272' – feed pad
- 507' x 310' – liquid manure storage – earthen basin

Previously Approved Facilities (partially built or in process)

- 60' x 120' – extension of existing heifer barn (construction in process)
- 210' x 50' – commodity shed & pad (partially built)

Proposed Facilities

- 88' x 120' – 130 stall free stall barn extension
- 320' x 120' – heifer barn (600 heifer capacity)

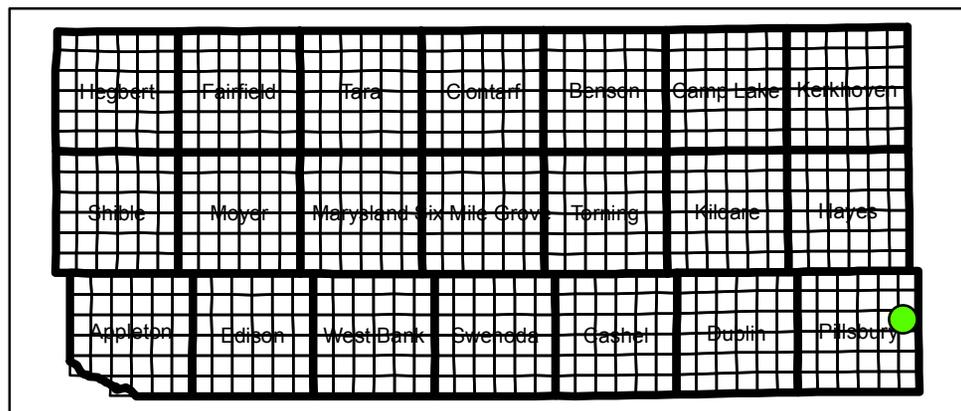
Project Timeline

The project will begin construction upon approval by Swift County. Completion of construction on the free stall barn extension is anticipated to be in the fall of 2016. Construction on the heifer barn is anticipated to start in the spring of 2017 and be completed in the summer of 2017.



Imagery ©2016 Google, Map data ©2016 Google 200 ft

- 1- 111' x 300' Freestall barn
- 2- 208' x 280' Freestall barn
- 3- 60' x 120' Heifer barn
- 4- 60' x 120' Heifer barn (under construction)
- 5- 208' x 34' calf barn
- 6- 160' x 120' Heifer barn
- 7- 157' x 152' compost barn
- 8- 34' x 112' breezeway
- 9- 88' x 120' Freestall barn extension
- 10- 320' x 120' Heifer barn
- 11- 256 x 272' Feed pad
- 12- 507' x 310' LMSA
- 13- 210' x 50' commodity shed and pad
- 14- 50' x 50' separator room



Project: Expanding dairy operation by adding two new confinement barns. Animal units will increase by 602 animal units.

Owner: Johnson Dairy Properties, LLP

Legal: Part SW 1/4 of the NW 1/4 of Sect. 13, Pillsbury Township, in Swift County, MN.

Proposed Special Conditions
Johnson Dairy Properties LLP
Conditional Use Permit #5295

1. The permit holder shall comply with all applicable governmental laws, rules and regulations as they may apply to the project.
2. Applicant's personnel must address all complaints, problems or concerns regarding public health, safety and welfare within 72 hours of presentation of the complaint. Copies of all complaints and responses addressed to them shall be submitted to Swift County Environmental Services.
3. Granting of the conditional use-permit shall be for the plans submitted with the initial application only.
4. All plans regarding approaches and access roads, as well as traffic control must be submitted to the township chairman.
5. Dead animals shall be disposed of in a manner consistent with the Minnesota Board of Animal Health and the Minnesota Pollution Control Agency (MPCA) requirements.
6. The permit holder shall allow the Zoning Administrator or MPCA staff to inspect the site whenever necessary. However, the Zoning Administrator shall provide a 24-hour notice in advance of any inspection that involves accessing the buildings in which the animals are confined.
7. A NPDES permit issued from the Minnesota Pollution Control Agency (MPCA) must be obtained.
8. An animal manure plan must be completed.
9. Drainage in the area cannot be negatively affected.
10. That a Good Neighbor Policy be in effect. Prior to spreading, the residents of dwellings within $\frac{3}{4}$ mile of agitation and spreading sited would be contacted to determine if they have any special events planned which may be affected by the spreading. If possible, another location or time would be chosen. Neighbors are encouraged to contact the applicant with any scheduled events in advance so as to help them plan manure application.
11. Reasonable measures will be taken to minimize offensive odor, fumes, dust and noise so that none of these will constitute a public nuisance.
12. This Conditional Use Permit #5295 shall expire one year from the date of issuance if the permit is not utilized.
13. Violation of any of the above stated conditions may result in revocation of the conditional use permit.

**SWIFT COUNTY RESOLUTION 16-CB-26, OPTING-OUT OF
THE REQUIREMENTS OF
MINNESOTA STATUTES, SECTION 394.307**

WHEREAS, on May 12, 2016, the Governor of Minnesota signed into law Chapter 111 of the 89th Legislature of the State of Minnesota establishing definitions and requirements for Temporary Family Health Care Dwellings, which was introduced during the 2016 legislative session as Senate File 2555 and on House File 2497; and

WHEREAS, Chapter 111 amends Minnesota Statute 394 which regulates county permitting and zoning processes by establishing new rules for the placement of Temporary Family Health Care Dwellings on residential property; and

WHEREAS, the Minnesota Association of County Planning & Zoning Administrators, the professional association for county planning and zoning staff in Minnesota, supports the concept of Temporary Family Health Care Dwellings; and

WHEREAS, Chapter 111 erodes local control of the permitting process; limiting a county's ability to foster and guide development, and placing an undue burden on county staff to forego standard permitting and practices; and

WHEREAS, it is the intent of the Swift County Board of Commissioners to protect the public health, safety and welfare of County residents and the environment of the County; and

WHEREAS, subdivision 9 of Minnesota Statute 394.307 allows a county to "opt-out" of the regulations through the passage of a county board resolution; now therefore,

BE IT RESOLVED, Swift County elects to regulate Temporary Family Health Care Dwellings through already existing permitting standards of the Swift County Zoning Ordinance; and

BE IT RESOLVED, pursuant to authority granted by Minnesota Statutes, Section 394.307, Subdivision 9, the County of Swift opts-out of the requirements of Minnesota Statute 394.307, which defines and regulates Temporary Family Health Care Dwellings.

ADOPTED this _____ day of _____, 2016, by the County Board of Commissioners of the County of _____.

County of _____

By: _____

Chairman

ATTEST:



Request for Board Action

BOARD MEETING DATE:
August 2, 2016

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Auditor	REQUESTOR: Kim Saterbak	REQUESTOR PHONE: 320-843-6108
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Review of the 2nd Quarter 2016 financial information	
AGENDA YOU ARE REQUESTING TIME ON: Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: The 2nd quarter financial information, with comparison to prior year amounts will be presented for the Boards review.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Not submitted for review	RECOMMENDATIONS: n/a
COMMENTS: None	COMMENTS: None

As of Date (MM/YYYY) 06/2016
Budget Name: 2016 Budget Working
Budget Selector: Full Year Budget
Save Report Options: N
Comment:

FUND Range From 01 Thru 40

**** **Swift County** ****
Executive Departmental Budget to Actual Review
As of June 30, 2016



Operational Funds

	Expenditures				Revenues				Net Actual
	Full Year Budget	1/1/2016 06/30/2016 Actual	Variance	PCT	Full Year Budget	1/1/2016 06/30/2016 Actual	Variance	PCT	
1 County General Revenue									
3 General Government	0	369,569	(369,569)	0	5,757,672	3,255,515	(2,502,157)	57	2,885,946
5 Board Of Commissioners	248,010	106,051	141,959	43	0	0	0	0	(106,051)
21 Law Library	18,800	7,611	11,189	40	14,000	7,180	(6,820)	51	(431)
31 County Administration	229,005	104,640	124,365	46	0	0	0	0	(104,640)
40 County Auditor	182,300	86,363	95,937	47	6,000	0	(6,000)	0	(86,363)
41 County Treasurer	207,950	92,551	115,399	45	12,500	9,613	(2,887)	77	(82,938)
42 County Assessor	320,620	139,301	181,319	43	38,700	42,812	4,112	111	(96,489)
43 Public Examiners	68,250	10,335	57,915	15	0	0	0	0	(10,335)
44 Licenses And Permits	1,350	0	1,350	0	3,390	4,110	720	121	4,110
60 Data Processing	99,800	36,164	63,636	36	1,680	0	(1,680)	0	(36,164)
89 Elections	63,475	8,464	55,011	13	16,850	310	(16,540)	2	(8,154)
90 County Attorney	414,610	163,433	251,177	39	4,000	7,290	3,290	182	(156,143)
100 Land Records	399,630	163,582	236,048	41	130,900	45,638	(85,262)	35	(117,943)
110 Courthouse	207,160	73,975	133,185	36	0	0	0	0	(73,975)
111 County Museum building	34,980	6,942	28,038	20	0	0	0	0	(6,942)
112 CPHS building	50,050	4,761	45,289	10	0	0	0	0	(4,761)
113 Prairie 5-Counsel Assoc building	49,200	4,389	44,811	9	0	0	0	0	(4,389)
114 Rental House	1,347	501	846	37	6,000	2,500	(3,500)	42	1,999
120 County Medical Insurance	0	198	(198)	0	0	0	0	0	(198)
122 Veterans Service	158,985	70,936	88,049	45	16,500	1,292	(15,208)	8	(69,644)
123 Planning And Zoning	87,598	34,771	52,827	40	81,348	9,913	(71,435)	12	(24,858)
148 Technology Committee	62,125	7,083	55,042	11	0	0	0	0	(7,083)
149 Technical Support	189,630	85,522	104,108	45	148,000	83,549	(64,451)	56	(1,973)
200 Sheriff	1,324,838	762,899	561,939	58	74,900	45,943	(28,957)	61	(716,956)
202 911 Distribution	130,000	138,685	(8,685)	107	211,060	16,691	(194,369)	8	(121,994)
204 Coroner	12,000	3,420	8,580	29	0	0	0	0	(3,420)
205 Jail	1,017,730	382,085	635,645	38	32,000	19,641	(12,359)	61	(362,445)
251 Grants 6W Community Corrections	212,509	106,254	106,255	50	0	0	0	0	(106,254)
261 Restorative Practices	63,110	27,288	35,822	43	500	571	71	114	(26,717)
280 Emergency Management	78,159	44,348	33,811	57	17,000	0	(17,000)	0	(44,348)
400 Countyside Public Health Service	97,825	48,913	48,913	50	0	0	0	0	(48,913)
406 Youth Programs	0	0	0	0	0	0	0	0	0
490 Ambulance	118,885	40,000	78,885	34	0	0	0	0	(40,000)
520 County Parks	72,000	22,417	49,583	31	32,500	16,020	(16,480)	49	(6,397)
521 Parks And Drainage	206,591	79,051	127,540	38	152,118	12,118	(140,000)	8	(66,933)
600 Extension	150,961	47,925	103,036	32	1,000	1,143	143	114	(46,782)
602 Agriculture Inspector	13,500	12,250	1,250	91	0	0	0	0	(12,250)
603 Predator Control	10,000	1,593	8,407	16	0	0	0	0	(1,593)
701 Economic Development Grow	0	0	0	0	0	0	0	0	0

**** **Swift County** ****
Executive Departmental Budget to Actual Review
As of June 30, 2016



Operational Funds

	Expenditures				Revenues				Net Actual
	Full Year Budget	1/1/2016 06/30/2016 Actual	Variance	PCT	Full Year Budget	1/1/2016 06/30/2016 Actual	Variance	PCT	
703 Grants And Appropriations	448,657	127,901	320,756	29	0	0	0	0	(127,901)
800 Unallocated	0	0	0	0	0	0	0	0	0
1 County General Revenue	7,051,640	3,422,170	3,629,470	49	6,758,618	3,581,848	(3,176,770)	53	159,679
2 Solid Waste Fund									
390 Environmental Services	989,900	451,020	538,880	46	816,250	432,996	(383,254)	53	(18,024)
2 Solid Waste Fund	989,900	451,020	538,880	46	816,250	432,996	(383,254)	53	(18,024)
3 County Road & Bridge									
300 Highway Administration	198,345	105,586	92,759	53	7,764,129	2,584,528	(5,179,601)	33	2,478,942
301 Shared County Engineer	177,884	75,972	101,912	43	88,942	29,647	(59,295)	33	(46,324)
310 Maintenance	1,868,863	471,894	1,396,969	25	0	0	0	0	(471,894)
311 Authorized Work Contributions	12,990	3,138	9,852	24	0	0	0	0	(3,138)
315 Engineering	96,954	50,980	45,974	53	0	0	0	0	(50,980)
320 Construction	4,269,148	371,337	3,897,811	9	0	0	0	0	(371,337)
330 Equipment & Maintenance Shops	791,355	256,499	534,856	32	0	0	0	0	(256,499)
350 Other (Highway)	11,000	1,476	9,524	13	0	0	0	0	(1,476)
360 Accounts Receivable	3,397	742	2,655	22	0	0	0	0	(742)
370 Inter-Governmental Expense	400,921	415,226	(14,305)	104	0	0	0	0	(415,226)
3 County Road & Bridge	7,830,857	1,752,849	6,078,008	22	7,853,071	2,614,175	(5,238,896)	33	861,326
8 Revolving Loan Fund									
700 Revolving Loan Fund	0	48,801	(48,801)	0	0	339,710	339,710	0	290,909
8 Revolving Loan Fund	0	48,801	(48,801)	0	0	339,710	339,710	0	290,909
11 Human Services									
404 Income Maintenance	1,296,066	513,358	782,708	40	1,296,066	578,136	(717,930)	45	64,778
405 Social Services	3,920,160	1,580,044	2,340,116	40	3,920,160	1,786,678	(2,133,482)	46	206,634
11 Human Services	5,216,226	2,093,402	3,122,824	40	5,216,226	2,364,814	(2,851,412)	45	271,412
35 Debt Service									
0 ...	0	14,000	(14,000)	0	0	0	0	0	(14,000)
899 2016A Bonding	0	(115,089)	115,089	0	0	0	0	0	115,089
35 Debt Service	0	(101,089)	101,089	0	0	0	0	0	101,089
40 County Ditches Fund									
3 General Government	0	0	0	0	0	182,761	182,761	0	182,761
800 Unallocated	0	78,227	(78,227)	0	0	0	0	0	(78,227)
40 County Ditches Fund	0	78,227	(78,227)	0	0	182,761	182,761	0	104,534
	21,088,623	7,745,380	13,343,243		20,644,165	9,516,304	(11,127,861)		1,770,925

**SWIFT COUNTY
BUDGET TO ACTUAL COMPARISON - Year End 2015 and 2014**

Fund	Department	Expense	Revenue	Current Year						Prior Year					
				Expenses			Revenue			Expenses			Revenue		
				Actual	Budget	%									
01	003	General Government		\$ 369,569	\$ -	0.00%	\$ 3,255,515	\$ 5,757,672	0.00%	\$ 211,407	\$ -	\$ -	\$ 3,134,987	\$ 5,611,296	55.87%
	5	Board of Commissioners		\$ 106,051	\$ 248,010	42.76%	\$ -	\$ -	0.00%	\$ 114,212	\$ 241,200	47.35%	\$ -	\$ -	0.00%
01	021	Law Library		\$ 7,611	\$ 18,800	40.48%	\$ 7,180	\$ 14,000	51.29%	\$ 7,373	\$ 23,475	31.41%	\$ 7,779	\$ 14,000	55.56%
	31	County Administrator		\$ 104,640	\$ 229,005	45.69%	\$ -	\$ -	0.00%	\$ 100,721	\$ 214,615	46.93%	\$ -	\$ -	0.00%
	40	County Auditor		\$ 86,363	\$ 182,300	47.37%	\$ -	\$ 6,000	0.00%	\$ 81,352	\$ 182,290	44.63%	\$ -	\$ 25,000	0.00%
	41	County Treasurer	Vitals are greater than buget, but about 50% of last years actual annual amounts	\$ 92,551	\$ 207,950	44.51%	\$ 9,613	\$ 12,500	76.90%	\$ 91,589	\$ 202,830	45.16%	\$ 9,483	\$ 12,600	75.26%
	42	County Assessor	Cities get billed for assements made by the county in the 1st qtr and receive payment in the 2nd qtr. Higher this year due to exempt parcels being assessed.	\$ 139,301	\$ 320,620	43.45%	\$ 42,812	\$ 38,700	110.63%	\$ 111,884	\$ 275,395	40.63%	\$ 26,081	\$ 38,700	67.39%
01	043	Public Examiners	December YE work is billed in January, the remaining audit work is completed in June, billed in 3rd Qtr	\$ 10,335	\$ 68,250	15.14%	\$ -	\$ -	0.00%	\$ 700	\$ 63,800	1.10%	\$ -	\$ -	0.00%
01	044	License and Permits	All license are due and usually paid by 2nd Qtr	\$ -	\$ 1,350	0.00%	\$ 4,110	\$ 3,390	121.24%	\$ -	\$ 1,375	0.00%	\$ 4,195	\$ 4,150	101.08%
01	060	Data Processing		\$ 36,164	\$ 99,800	36.24%	\$ -	\$ 1,680	0.00%	\$ 43,145	\$ 93,800	46.00%	\$ -	\$ 24,142	0.00%
01	080	Election	Invoices for election supplies are coming in now, but a majority of the expense will show up in the 3rd and 4th quarters.	\$ 8,464	\$ 63,475	13.33%	\$ 310	\$ 16,850	1.84%	\$ 8,872	\$ 7,700	115.22%	\$ -	\$ 3,850	0.00%
01	090	County Attorney	A \$6,500 forfeiture makes up a majority of the revenue	\$ 163,433	\$ 414,610	39.42%	\$ 7,290	\$ 4,000	182.25%	\$ 189,467	\$ 415,840	45.56%	\$ 3,129	\$ 5,000	62.58%
01	100	Land Records		\$ 163,582	\$ 399,630	40.93%	\$ 45,638	\$ 130,900	34.86%	\$ 104,882	\$ 456,220	22.99%	\$ 44,423	\$ 172,500	25.75%
01	110	Courthouse		\$ 73,975	\$ 207,160	35.71%	\$ -	\$ -	0.00%	\$ 194,369	\$ 205,120	94.76%	\$ (1,638)	\$ -	0.00%
	111	County Museum Building		\$ 6,942	\$ 34,980	19.85%	\$ -	\$ -	0.00%	\$ 8,472	\$ 34,920	24.26%	\$ -	\$ -	0.00%
	112	CPHS Building		\$ 4,761	\$ 50,050	9.51%	\$ -	\$ -	0.00%	\$ 6,368	\$ 50,050	12.72%	\$ -	\$ -	0.00%
	113	Prairie 5 Building		\$ 4,389	\$ 49,200	8.92%	\$ -	\$ -	0.00%	\$ 4,341	\$ 49,200	8.82%	\$ -	\$ -	0.00%
	114	Rental House		\$ 501	\$ 1,347	37.19%	\$ 2,500	\$ 6,000	41.67%	\$ 207	\$ 1,347	15.37%	\$ 2,500	\$ 6,000	41.67%
	120	County Medical Insurance		\$ 198	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
	122	Veterans Services	Grant and Reimbursement (est \$12,500) which comprise most of the revenue will occur in 3rd Qtr.	\$ 70,936	\$ 158,985	44.62%	\$ 1,292	\$ 16,500	7.83%	\$ 68,806	\$ 154,795	44.45%	\$ 1,891	\$ 17,250	10.96%
	123	Planning & Zoning		\$ 34,771	\$ 87,598	39.69%	\$ 9,913	\$ 81,348	12.19%	\$ 34,585	\$ 87,750	39.41%	\$ 78,250	\$ 80,000	97.81%
01	148	Technology Committee		\$ 7,083	\$ 62,125	11.40%	\$ -	\$ -	0.00%	\$ 2,584	\$ 21,400	12.07%	\$ -	\$ -	0.00%
	149	Tech Support		\$ 85,522	\$ 189,630	45.10%	\$ 83,549	\$ 148,000	56.45%	\$ 84,688	\$ 182,920	46.30%	\$ 84,088	\$ 148,000	56.82%
01	200	Sheriff		\$ 762,899	\$ 1,324,838	57.58%	\$ 45,943	\$ 74,900	61.34%	\$ 593,026	\$ 1,259,407	47.09%	\$ 42,787	\$ 95,625	44.74%
01	202	911 Distribution	Dispatch center expenses accrued in 1st Qtr (\$92,500).	\$ 138,685	\$ 130,000	106.68%	\$ 16,691	\$ 211,060	7.91%	\$ 26,196	\$ 197,000	13.30%	\$ 33,309	\$ 197,000	16.91%
01	204	Coroner		\$ 3,420	\$ 12,000	28.50%	\$ -	\$ -	0.00%	\$ 4,715	\$ 14,000	33.68%	\$ -	\$ -	0.00%
01	205	Jail		\$ 382,085	\$ 1,017,730	37.54%	\$ 19,641	\$ 32,000	61.38%	\$ 368,718	\$ 909,800	40.53%	\$ 23,835	\$ 22,000	108.34%
01	251	Grant 6W Community Corrections		\$ 106,254	\$ 212,509	50.00%	\$ -	\$ -	0.00%	\$ 105,202	\$ 210,405	50.00%	\$ -	\$ -	0.00%
01	261	Restorative Justice	Comprised mainly from victim restitution.	\$ 27,288	\$ 63,110	43.24%	\$ 571	\$ 500	114.20%	\$ 25,256	\$ 56,695	44.55%	\$ 939	\$ 500	187.80%
01	280	Emergency Management		\$ 44,348	\$ 78,159	56.74%	\$ -	\$ 17,000	0.00%	\$ 40,478	\$ 74,070	54.65%	\$ -	\$ 16,500	0.00%
01	400	Countryside Public Health		\$ 48,913	\$ 97,825	50.00%	\$ -	\$ -	0.00%	\$ 45,713	\$ 91,425	50.00%	\$ -	\$ -	0.00%
01	406	Youth Programs		\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 99	\$ 30,300	0.33%	\$ -	\$ 300	0.00%
01	490	Ambulance		\$ 40,000	\$ 118,885	33.65%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
01	520	County Parks		\$ 22,417	\$ 72,000	31.13%	\$ 16,020	\$ 32,500	49.29%	\$ 8,905	\$ 21,500	41.42%	\$ 4,533	\$ 10,500	43.17%
01	521	Parks & Drainage		\$ 79,051	\$ 206,591	38.26%	\$ 12,118	\$ 152,118	7.97%	\$ 94,504	\$ 198,438	47.62%	\$ 11,687	\$ 122,118	9.57%
01	600	Extension	Farm book sales/copies make up this revenue. Historically the majority of sales do occur in the beginning of the year.	\$ 47,925	\$ 150,961	31.75%	\$ 1,143	\$ 1,000	114.30%	\$ 29,475	\$ 140,310	21.01%	\$ 1,095	\$ 1,000	109.50%
01	602	Agriculture Inspector	The Inspector was paid in the 1st Quarter for the full year.	\$ 12,250	\$ 13,500	90.74%	\$ -	\$ -	0.00%	\$ 6,750	\$ 13,500	50.00%	\$ -	\$ -	0.00%
01	603	Predator Control	As needed and billed by Township	\$ 1,593	\$ 10,000	15.93%	\$ -	\$ -	0.00%	\$ 7,895	\$ 8,000	98.69%	\$ -	\$ -	0.00%
01	703	Grants and Appropriations		\$ 127,901	\$ 448,657	28.51%	\$ -	\$ -	0.00%	\$ 207,203	\$ 442,419	46.83%	\$ -	\$ -	0.00%
				\$ 3,422,171	\$ 7,051,640	48.53%	\$ 3,581,849	\$ 6,758,618	53.00%	\$ 3,034,159	\$ 6,633,311	45.74%	\$ 3,513,353	\$ 6,628,031	53.01%

Summary of Funds
Actual & Budget Comparison
As of 06/30/2016

	Budget	Actual	Difference	
			\$	%
Revenue Funds:				
General	6,758,618	3,581,848	(3,176,770)	53%
Solid Waste/Environmental	816,250	432,996	(383,254)	53%
Road & Bridge	7,853,071	2,614,175	(5,238,896)	33%
Human Services	5,211,326	2,364,814	(2,846,512)	45%
	20,639,265	8,993,833	(11,645,432)	44%
Expenditures:				
General	7,051,640	3,422,170	(3,629,470)	49%
Solid Waste/Environmental	989,900	451,020	(538,880)	46%
Road & Bridge	7,830,857	1,752,849	(6,078,008)	22%
Human Services	5,211,326	2,093,402	(3,117,924)	40%
	21,083,723	7,719,441	(13,364,282)	37%
Change in Fund Balance	(444,458)	1,274,392	1,718,850	

*** (designates deficit or under budget)

Ending Cash Balance Summary	As of June 30				
	2016	2015	2014	2013	2012
Cash and Bank Accounts	12,743,355	11,541,321	\$ 9,641,134	\$ 7,390,545	\$ 8,178,458
Employee Benefits - CD	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Investments - Health Care	\$ 524,981	\$ 524,981	\$ 524,981	\$ 524,981	\$ 524,981
Loan Receivable - General Fund Summary					
SCBH	\$ 1,705,103	\$ 1,791,475	\$ 1,876,137	\$ 1,959,124	-
CNH Loan #1	\$ 154,633	\$ 462,472	\$ 765,016	\$ 1,062,537	1,354,584
CNH Loan #2	\$ 190,363	\$ 247,248	\$ 303,156	\$ 358,101	-
County Indebtedness	\$ 7,780,000	\$ -	\$ -	\$ -	40,000