

# Notice & Agenda

## Swift County Board of Commissioners

Tuesday, December 1, 2015

**4:00 PM**

Swift County Board Room – 301 14<sup>th</sup> 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>
4:00 p.m.		<b>Call to Order and Roll Call</b>
4:01 p.m.		<b>Approve Agenda</b>
4:03 p.m.		<b>Consent Agenda</b>
	1-2	(1) Minutes from the November 17, 2015 Meeting
4:04 p.m.		<b>Consider Approval of Commissioner warrants and review Auditor warrants</b>
4:05 p.m.		<b>Commissioner and Board reports</b>
4:20 p.m.		<b>County Administrator report</b>
4:25 p.m.		<b>Citizens Comments</b>
4:25 p.m.	3-21	<b>Public Hearing to consider the adoption of an Ordinance relating to heliport safety zoning ordinance for Benson Heliport</b>
4:35 p.m.		<b>Other Business</b>
	22-23	Consider approving a resolution for the HRA to Purchase Employment Services from Swift County
	22 & 24	Consider approving a resolution for the RDA to Purchase Employment Services from Swift County
	25-29	Consider approving letter of agreements related to union classifications
	None	Discussion on the next steps of the Broadband Grant
	30-54	Update on Wold Space Study
	None	Discussion on appointments to the SCBH Board
		<b>Possible Break</b>
6:00 p.m.	55-62	<b>Truth-in-Taxation Hearing</b> <b>County Administration Mike Pogge-Weaver</b>
6:15 p.m.		<b>Adjournment</b>

## **SWIFT COUNTY BOARD MINUTES**

### **November 17, 2015**

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, and Amanda Ness.

Chairman Peter Peterson asked if there were any changes to the agenda. Administrator Pogge-Weaver requested the addition of discussion under Other Business regarding supporting the development of a corn-based manufacturing facility in Swift County.

**11-17-15-01** Commissioner Edward Pederson moved and Commissioner Rudningen seconded to approve the agenda with the change noted. Motion carried unanimously.

Administrator Pogge-Weaver requested a change to the dental plan resolution allowing the Administrator to make carrier and plan design changes.

**11-17-15-02** Commissioner Fox moved and Commissioner Hendrickx seconded to approve the Consent Agenda which consisted of: (1) Minutes from the November 3, 2015 Regular Meeting, (2) Approval of a health insurance premium holiday, (3) Approval of switching the County's Voluntary Dental Plan to Health Partners, (4) Appointment of David Barrett to a 4 year term as County Veterans Service Officer running until January 28, 2020, and (5) Approval of the 2015 tax forfeiture property listing. Motion carried unanimously.

**11-17-15-03** Commissioner Rudningen moved and Commissioner Hendrickx seconded to approve the Commissioner warrants as follows: Revenue: \$89,772.88; Solid Waste: \$42,438.85; Road and Bridge: \$43,733.93; Human Services: \$521.77; County Ditches: \$4,796.67; and County Health Insurance: \$424.00 which includes the following bills over \$2,000: Michael Ascherman, \$2,400.00; Computer Professionals Unlimited Inc., \$5,238.24; Dooley Petroleum, Inc., \$2,282.40; Goff Public, \$4,999.99; Kandiyohi County Sheriff's Dept, \$6,625.35; MN Pollution Control, \$17,032.71; Morris Electronics, \$8,348.34; Nolan Baker Ford Sales, \$33,721.41; Pflipsen Trucking LLC, \$12,990.38; Pioneerland Library System, \$30,118.25; Swift County DAC, \$2,052.01; Waste Management of Northern Minnesota, \$8,420.67; Wold Architects & Engineers, \$4,032.31; and Yellow Medicine County Jail, \$5,860.00. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner Hendrickx reported on JD #2, JD #18, AMC, 6W Community Corrections, and Woodland Centers. Chairman Pete Peterson reported on the Wold Space Study, 6W Community Corrections, District 6 Fall Meeting, Demolition Taskforce, and HRA. Commissioner Fox reported on JD #2, JD# 18, Woodland Centers, and Southwest 18 Consortium. Commissioner Edward Pederson reported on the Wold Space Study, JD #18, RDA, and SWCD. Commissioner Rudningen reported on Glacial Ridge Scenic Byway.

Administrator Pogge-Weaver updated the board on the HRA and RDA possibly becoming County employees, the Wold Space Study, and reminded the board that the next meeting will be at 4:00 PM and will be followed by the Truth-in-Taxation Meeting.

Chairman Peterson asked for citizen's comments. There were none.

Environmental Services Director Scott Collins requested approval of the County Feedlot Delegation Agreement.

**11-17-15-04** Commissioner Hendrickx moved and Commissioner Edward Pederson seconded to approve

the 2016-2017 MPCA County Feedlot Delegation Agreement. Motion carried unanimously.

County Auditor Kim Saterbak requested approval of the purchase of tax-forfeited property by the City of DeGraff.

**11-17-15-05** Commissioner Rudningen moved and Commissioner Fox seconded to approve the tax-forfeiture purchase. Motion carried unanimously.

Administrator Pogge-Weaver presented and explained the revised Position Descriptions and the new Performance Review Tool.

Administrator Pogge-Weaver discussed the proposed changes to the FLSA Rules.

Administrator Pogge-Weaver requested a resolution supporting the development of a corn-based manufacturing facility in Swift County.

**11-17-15-06** Commissioner Hendrickx moved and Commissioner Fox seconded to approve the resolution supporting an initiative to get a corn-based manufacturing facility to locate in Swift County. Motion carried unanimously.

Administrator Pogge-Weaver further requested the authorization of up to \$4,000 to put together a proposal for the initiative.

**11-17-15-07** Commissioner Hendrickx moved and Commissioner Rudningen seconded to approve up to \$4,000 for the proposal. Motion carried unanimously.

Administrator Pogge-Weaver also updated the board on the strategic plan.

**11-17-15-08** Commissioner Rudningen moved and Commissioner Hendrickx seconded to adjourn. Motion carried unanimously.

The meeting adjourned at 12:06 PM.

WITNESSED:

\_\_\_\_\_  
Peter Peterson, Chair

ATTEST:

\_\_\_\_\_  
Michel Pogge-Weaver, Clerk of the Board



# Request for Board Action

BOARD MEETING DATE:  
November 3, 2015

## Commissioner's Report

### Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Mike Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
---	---------------------------------	----------------------------------

### Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Discussion on Benson Heliport Ordinance	
AGENDA YOU ARE REQUESTING TIME ON: 10:00 AM	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
BACKGROUND/JUSTIFICATION: Rob Wolfington will discuss the Benson Helipad Ordinance. Since a small portion of it is in Torning Township, approval by the County Board is needed.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

### Budget Information

FUNDING: Non
--------------

### Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Review and discuss. No action is requested at this time.
COMMENTS: n/a	COMMENTS: None

**HELIPORT SAFETY ZONING  
ORDINANCE**

**FOR**

**BENSON HELIPORT**

((Provide Adoption Date))

THIS ORDINANCE AMENDS AND REPLACES

((Provide Ordinance Number, if one exists))

# Table of Contents

TITLE AND INTRODUCTION.....	3
SECTION I: PURPOSE AND AUTHORITY.....	4
SECTION II: SHORT TITLE.....	4
SECTION III: DEFINITIONS.....	5
SECTION IV: AIR SPACE OBSTRUCTION ZONING.....	7
SECTION V: LAND USE SAFETY ZONING.....	7
SECTION VI: HELIPORT MAP.....	8
SECTION VII: NONCONFORMING USES.....	8
SECTION VIII: PERMITS.....	9
SECTION IX: VARIANCES.....	10
SECTION X: HAZARD MARKING AND LIGHTING .....	11
SECTION XI: HELIPORT ZONING ADMINISTRATOR.....	11
SECTION XII: BOARD OF ADJUSTMENT.....	11
SECTION XIII: APPEALS .....	12
SECTION XIV: JUDICIAL REVIEW .....	13
SECTION XV: PENALTIES .....	14
SECTION XVI: CONFLICTS.....	14
SECTION XVII: SEVERABILITY .....	14
SECTION XVIII: EFFECTIVE DATE.....	15
EXHIBIT A.....	16

## TITLE AND INTRODUCTION

### BENSON HELIPORT ZONING ORDINANCE

#### CITY OF BENSON AND SWIFT COUNTY JOINT ZONING BOARD

AN ORDINANCE REGULATING AND RESTRICTING THE HEIGHT OF STRUCTURES AND OBJECTS OF NATURAL GROWTH, AND OTHERWISE REGULATING THE USE OF PROPERTY, IN THE VICINITY OF THE BENSON HELIPORT BY CREATING THE APPROPRIATE ZONES AND ESTABLISHING THE BOUNDARIES THEREOF; PROVIDING FOR CHANGES IN THE RESTRICTIONS AND BOUNDARIES OF SUCH ZONES; DEFINING CERTAIN TERMS USED HEREIN; REFERRING TO THE BENSON HELIPORT ZONING MAP WHICH IS INCORPORATED IN AND MADE A PART OF THIS ORDINANCE; PROVIDING FOR ENFORCEMENT; ESTABLISHING A BOARD OF ADJUSTMENT; AND IMPOSING PENALTIES.

IT IS HEREBY ORDAINED BY THE CITY OF BENSON AND SWIFT COUNTY JOINT HELIPORT ZONING BOARD PURSUANT TO THE AUTHORITY CONFERRED BY MINNESOTA STATUTES SECTION 360.061 THROUGH 360.074, AS FOLLOWS:

**SECTION I: PURPOSE AND AUTHORITY**

The City of Benson and Swift County Joint Heliport Zoning Board, created and established by joint action of the City Council of the City of Benson, the Board of Commissioners of Swift County, and the Town Board of Torning Township, pursuant to the provisions and authority of Minnesota Statutes Section 360.063, hereby finds and declares that:

- A. A heliport hazard endangers the lives and property of users of the Benson Heliport, and property or occupants of land in its vicinity; and also if of the obstructive type, in effect reduces the size of the area available for the landing, takeoff, and maneuvering of aircraft, thus tending to destroy or impair the utility of said heliport and the public investment therein.
- B. The creation or establishment of a heliport hazard is a public nuisance and an injury to the region served by the Benson Heliport.
- C. For the protection of the public health, safety, order, convenience, prosperity, and general welfare, and for the promotion of the most appropriate use of land, it is necessary to prevent the creation or establishment of heliport hazards.
- D. The prevention of these heliport hazards should be accomplished, to the extent legally possible, by the exercise of the police power without compensation.
- E. The prevention of the creation or establishment of heliport hazards, and the elimination, removal, alteration, mitigation, or marking and lighting of existing heliport hazards are public purposes for which political subdivisions may raise and expend public funds.
- F. The heliport is an essential public facility that serves an important public transportation role and provides a public good.

**SECTION II: SHORT TITLE**

This Ordinance shall be known as the “Benson Heliport Zoning Ordinance.” Those sections of land affected by this Ordinance are indicated in Exhibit “A”, which is attached to this Ordinance.

### **SECTION III: DEFINITIONS**

As used in this Ordinance, unless the context otherwise requires:

“*HELIPORT*” means the Benson Heliport located in Lot 2, Block One, Benson Industrial Park.

“*HELIPORT ELEVATION*” means the established elevation of the center of the heliport which is established to be 1033.0 (NAVD88)

“*HELIPORT HAZARD*” means any structure, tree, or use of land which obstructs the air space required for, or is otherwise hazardous to, the flight of aircraft in landing or taking off at the heliport; and any use of land which is hazardous to persons or property because of its proximity to the heliport.

“*APPROACH/DEPARTURE PATH*” is the flight track helicopters follow when landing at or departing from the heliport.

“*APPROACH SURFACE*” begins at each end of the primary surface with the same width as the primary surface, and extends outward and upward for a horizontal distance of 4,000 feet, where its width is 500 feet. The slope of the approach surface is 8:1.

“*COMMISSIONER*” means the Commissioner of the Minnesota Department of Transportation.

“*CONFORMING USE*” means any structure, tree, or object of natural growth, or use of land that complies with all the applicable provisions of this Ordinance or any amendment to this ordinance.

“*DWELLING*” means any building or portion thereof designed or used as a residence or sleeping place of one or more persons.

“*FINAL APPROACH AND TAKEOFF AREA*” or “*FATO*” means the defined area over which the pilot completes the final phase of the approach to a hover or a landing and from which the pilot initiates takeoff.

“*HEIGHT*,” for the purpose of determining the height limits in all zones set forth in this Ordinance and shown on the zoning map, the datum shall be NAVD88.

“*NONCONFORMING USE*” means any pre-existing structure, tree, natural growth, or land use which is inconsistent with the provisions of this Ordinance or an amendment hereto.

“*PERSON*” means an individual, firm, partnership, corporation, company, association, joint stock association, or body politic, and includes a trustee, receiver, assignee, administrator, executor, guardian, or other representative.

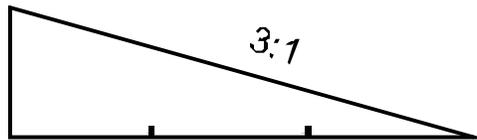
“*PLANNED*,” as used in this Ordinance, refers only to those proposed future heliport developments that are so indicated on a planning document having the approval of the Federal

Aviation Administration, Minnesota Department of Transportation Office of Aeronautics, and the City of Benson.

“PRIMARY SURFACE” is the area that coincides in size and shape with the designated final approach and takeoff (FATO). This surface is a horizontal plane at the elevation of the established heliport elevation.

*PRIOR PERMISSION REQUIRED (PPR) HELIPORT* is a heliport developed for exclusive use of the owner and persons authorized by the owner and about which the owner and operator ensure all authorized pilots are thoroughly knowledgeable. These features include, but are not limited to: approach/departure path characteristics, preferred heading, facility limitations, lighting, obstacles in the area, and size and weight capacity of the facility.

*SLOPE*” means an incline from the horizontal expressed in an arithmetic ratio of horizontal magnitude to vertical magnitude.



Slope = 3:1 = 3 feet horizontal to 1 foot vertical

“*STRUCTURE*” means an object constructed or installed by man, including, but without limitations, buildings, towers, smokestacks, earth formations, and overhead transmission lines.

“*TOUCHDOWN AND LIFTOFF AREA*” or “*TLOF*” is a load-bearing, paved area centered on the FATO, on which the helicopter lands and/or takes off.

“*TRANSITIONAL SURFACES*” are imaginary surfaces that extend outward and upward from the lateral boundaries of the primary surface and from the approach surfaces at a slope of 2:1 for a distance of 250 feet measured horizontally from the centerline of the primary and approach surfaces.

“*TREE*” means any object of natural growth.

“*WATER SURFACES*” for the purpose of this ordinance, shall have the same meaning as land for the establishment of protected zones.

## **SECTION IV: AIR SPACE OBSTRUCTION ZONING**

A. AIR SPACE ZONES: In order to carry out the purpose of this Ordinance, as set forth above, the following air space zones are hereby established: Primary Zone, Approach Zone, and Transitional Zone, and whose locations and dimensions are as follows:

1. PRIMARY ZONE: All that land which lies directly under an imaginary primary surface that coincides in size and shape with the Final Approach and Takeoff Area (FATO).
2. APPROACH ZONE: All that land which lies directly under an imaginary approach surface longitudinally centered on the extended centerline of each approach surface. The inner edge of the approach surface is at the same width and elevation as, and coincides with, the end of the primary surface. The approach surface inclines upward and outward at a slope of 8:1 and extends for a distance of 4,000 feet. The approach zone expands uniformly to a width of 500 feet.
3. TRANSITIONAL ZONE: All that land which lies directly under an imaginary surface extending upward and outward from the lateral boundaries of the primary surface and the approach surface at a slope of 2:1 for a distance of 250 feet measured horizontally from the centerline of the primary and approach surfaces.

B. HEIGHT RESTRICTIONS: Except as otherwise provided in this Ordinance, and except as necessary and incidental to heliport operations, no structure or tree shall be constructed, altered, maintained, or allowed to grow in any air space zone created in SECTION IV A so as to project above any of the imaginary air space surfaces described in said SECTION IV A hereof.

## **SECTION V: LAND USE SAFETY ZONING**

A. SAFETY ZONE BOUNDARIES: In order to carry out the purpose of this Ordinance, as set forth above, to restrict those uses which may be hazardous to the operational safety of aircraft operating to and from the Benson Heliport, and, furthermore, to limit population and building density in the heliport approach areas, thereby creating sufficient open space to protect life and property in case of an accident, there are hereby created and established the following land use safety zones:

1. SAFETY ZONE A: All land in the primary and approach zones, as defined in SECTION IV A hereof.

2. SAFETY ZONE B: All land in the transition zones, as defined in SECTION IV A hereof.

**B. USE RESTRICTIONS:**

1. GENERAL: Subject at all times to the height restrictions set forth in SECTION IV B, no use shall be made of any land in any of the safety zones defined in SECTION V A which creates or causes interference with the operations of radio or electronic facilities on the heliport or with radio or electronic communications between the heliport and aircraft, make it difficult for pilots to distinguish between heliport lights and other lights, results in glare in the eyes of pilots using the heliport, impairs visibility in the vicinity of the heliport, or otherwise endangers the landing, taking off, or maneuvering of aircraft.

2. ZONES A and B: Subject at all times to the height restrictions set forth in Subsection IV B and to the general restrictions contained in Subsection V B 1, any proposals for above-ground improvements, including structures, trees and other such natural growth, or land use, proposed in areas designated as Zone A and/or Zone B shall be submitted to the heliport zoning administrator for review prior to commencement of the project. The heliport zoning administrator shall determine whether the project is permitted or would be require to obtain a variance prior to commencement. The proposed project, if allowed, shall be permitted in accordance with SECTION VIII.

**SECTION VI: HELIPORT MAP**

The several zones herein established are shown on the Benson Heliport Zoning Map consisting of one sheet, prepared by Landteam, Inc., and dated January 1, 2015, attached hereto and made a part hereof, which map, together with such amendments thereto as may from time to time be made, and all notations, references, elevations, data, zone boundaries, and other information thereon, shall be and the same is hereby adopted as part of this Ordinance.

**SECTION VII: NONCONFORMING USES**

Regulations not retroactive. The regulations prescribed by this Ordinance shall not be construed to require the removal, lowering, or other changes or alteration of any structure or tree not conforming to the regulations as of the effective date of this Ordinance, or otherwise interfere with the continuance of any nonconforming use. Nothing herein contained shall require any

change in the construction, alteration, or intended use of any structure, the construction or alteration of which was begun prior to the effective date of this Ordinance.

### **SECTION VIII: PERMITS**

- A. **FUTURE USES:** Except as specifically provided in Paragraphs 1 hereunder, no material change shall be made in the use of land and no structure shall be erected, altered, or otherwise established in any zone hereby created unless a permit therefore shall have been applied for and granted by the zoning administrator, hereinafter, provided for. Each application for a permit shall indicate the purpose for which the permit is desired, with sufficient particularity to permit it to conform to the regulations herein prescribed. If such determination is in the affirmative, the permit shall be granted.
1. Nothing contained herein shall be construed as permitting or intending to permit any construction, alteration, or growth of any structure or tree in excess of any of the height limitations established by this ordinance as set forth in SECTION IV and the land use limitations set forth in SECTION V.
- B. **EXISTING USES:** Before any existing use or structure may be replaced, substantially altered or repaired, or rebuilt within any zone established herein, a permit must be secured authorizing such replacement, change, or repair. No permit shall be granted that would allow the establishment or creation of a heliport hazard or permit a nonconforming use, structure, or tree to become a greater hazard to air navigation than it was on the effective date of this Ordinance or any amendments thereto, or than it is when the application for a permit is made. Except as indicated, all applications for such a permit shall be granted.
- C. **NONCONFORMING USES ABANDONED OR DESTROYED:** Whenever the zoning administrator determines that a nonconforming structure or tree has been abandoned or more than 80% torn down, deteriorated, or decayed, no permit shall be granted that would allow such structure or tree to exceed the applicable height limit or otherwise deviate from the zoning regulations. Whether application is made for a permit under this paragraph or not, the zoning administrator may order the owner of the abandoned or partially destroyed nonconforming structure, at his own expense, to lower, remove, reconstruct, or equip the same in the manner necessary to conform to the provisions of this Ordinance. In the event the owner of the nonconforming structure shall neglect or refuse to comply with such order

for ten days after receipt of written notice of such order, the zoning administrator may, by appropriate legal action, proceed to have the abandoned or partially destroyed nonconforming structure lowered, removed, reconstructed, or equipped and assess the cost and expense thereof against the land on which the structure is or was located. Unless such an assessment is paid within ninety days from the service of notice thereof on the owner of the land, the sum shall bear interest at the rate of eight percent per annum from the date the cost and expense is incurred until paid, and shall be collected in the same manner as are general taxes.

### **SECTION IX: VARIANCES**

Any person desiring to erect or increase the height of any structure, permit the growth of any tree, or use his property not in accordance with the regulations prescribed in this Ordinance may apply to the Board of Adjustment, hereinafter provided for, for a variance from such regulations.

If a person submits an application for a variance by certified mail to the Airport Zoning Administrator and the Board fails to grant or deny the variance within four months after the last member receives the application, the variance shall be deemed to be granted by the Board.

When the variance is granted by reason of the failure of the Board to act on the variance, the person receiving the variance shall notify the Board and the Commissioner, by certified mail, that the variance has been granted. The applicant shall include a copy of the original application for the variance with this notice to the Commissioner. The variance shall be effective sixty days after this notice is received by the Commissioner subject to any action taken by the Commissioner pursuant to Minnesota Statutes Section 360.063, Subdivision 6a. Such variances shall be allowed where it is duly found that a literal application or enforcement of the regulations would result in practical difficulty or unnecessary hardship, and relief granted would not be contrary to the public interest but do substantial justice and be in accordance with the spirit of this Ordinance provided any variance so allowed may be subject to any reasonable conditions that the Board or Commissioner may deem necessary to effectuate the purpose of this Ordinance.

The Board of Adjustment may request review of a variance application by the Mn/DOT Heliport Zoning Director prior to making a decision.

## **SECTION X: HAZARD MARKING AND LIGHTING**

- A. **NONCONFORMING USES:** The owner of any nonconforming structure or tree is hereby required to permit the installation, operation, and maintenance thereon of such markers and lights as shall be deemed necessary by the zoning administrator, to indicate to the operators of aircraft in the vicinity of the heliport the presence of such heliport hazards. Such markers and lights shall be installed, operated, and maintained at the expense of the City of Benson.
- B. **PERMITS AND VARIANCES:** Any permit or variance deemed advisable to effectuate the purpose of this Ordinance and be reasonable in the circumstances, and granted by the zoning administrator or Board, shall require the owner of the structure or tree in question, at his own expense, to install, operate, and maintain thereon such markers and lights as may be necessary to indicate to pilots the presence of an heliport hazard.

## **SECTION XI: HELIPORT ZONING ADMINISTRATOR**

It shall be the duty of the City Manager to administer and enforce the regulations prescribed herein. Applications for permits and variances shall be made to the City Manager upon a form furnished by them. Permit applications shall be promptly considered and granted or denied by them in accordance with the regulations prescribed herein. Variance applications shall be forthwith transmitted by the City Manager for action by the Board hereinafter provided for.

## **SECTION XII: BOARD OF ADJUSTMENT**

- A. **ESTABLISHMENT:** The Board of Adjustment shall consist of five members appointed by the City of Benson and Swift County Joint Heliport Zoning Board, and each shall serve for a term of three years and until his successor is duly appointed and qualified. Of the members first appointed, one shall be appointed for a term of one year, two for a term of two years, and two for a term for three years. Upon their appointment, the members shall select a chairperson to act at the pleasure of the Board. Members shall be removable by the Joint Heliport Zoning Board for cause, upon written charges, after a public hearing.
- B. **POWERS:** The Board of Adjustment shall have and exercise the following powers:
1. Hear and decide appeals from any order, requirement, decision, or determination made by the administrator in the enforcement of this Ordinance.

2. Hear and decide special exceptions to the terms of this Ordinance upon which such Board of Adjustment under such regulations may be required to pass.
3. Hear and decide specific variances.

C. PROCEDURES:

1. The Board of Adjustment shall adopt rules for its governance and procedure in harmony with the provisions of this Ordinance. Meetings of the Board of Adjustment shall be held at the call of the chairperson and at such other times as the Board of Adjustment may determine. The chairperson, or in his absence the acting chairperson, may administer oaths and compel the attendance of witnesses. All hearings of the Board of Adjustment shall be public. The Board of Adjustment shall keep minutes of its proceedings showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall immediately be filed in the office of the zoning administrator and shall be a public record.
2. The Board of Adjustment shall make written findings of facts and conclusions of law giving the facts upon which it acted and its legal conclusions from such facts in reversing, affirming, or modifying any order, requirement, decision, or determination which comes before it under the provisions of this ordinance.
3. The concurring vote of a majority of the members of the Board of Adjustment shall be sufficient to reverse any order, requirement, decision, or determination of the zoning administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance, or to effect any variation in this Ordinance.

**SECTION XIII: APPEALS**

- A. Any person aggrieved, or any taxpayer affected by any decision of the zoning administrator made in his administration of this Ordinance may appeal to the Board of Adjustment. Such appeals may also be made by any governing body of a municipality, county, or heliport zoning board, which is of the opinion that a decision of the zoning administrator is an improper application of this Ordinance as it concerns such governing body or board.
- B. All appeals hereunder must be commenced within 30 days of the zoning administrator's decision, by filing with the zoning administrator a notice of appeal specifying the grounds

thereof. The zoning administrator shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appealed from was taken. In addition, any person aggrieved, or any taxpayer affected by any decisions of the zoning administrator made in his administration of this Ordinance who desires to appeal such decision shall submit an application for a variance, by certified mail, to the members of the Board of Adjustment in the manner set forth in Minnesota Statutes Section 360.068, Subdivision 2.

- C. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the zoning administrator certifies to the Board of Adjustment after the notice of appeal has been filed with it, that by reason of the facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed except by order of the Board of Adjustment on notice to the zoning administrator and on due cause shown.
- D. The Board of Adjustment shall fix a reasonable time for hearing appeals, give public notice and due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person, by agent, or by attorney.
- E. The Board of Adjustment may, in conformity with the provisions of this ordinance, reverse or affirm, in whole or in part, or modify the order, requirement, decision or determination appealed from and may make such order, requirement, decision or determination, as may be appropriate under the circumstances, and to that end shall have all the powers of the zoning administrator.

#### **SECTION XIV: JUDICIAL REVIEW**

Any person aggrieved, or any taxpayer affected by any decision of the Board of Adjustment, or any governing body of a municipality, county, or heliport zoning board, which is of the opinion that a decision of the Board of Adjustment is illegal may present to the District Court of Swift County a verified petition setting forth that the decision or action is illegal, in whole or in part,

and specifying the grounds of the illegality. Such petition shall be presented to the court within 30 days after the decision is filed in the office of the Board of Adjustment. The petitioner must exhaust the remedies provided in this Ordinance before availing himself of the right to petition a court as provided by this section.

#### **SECTION XV: PENALTIES**

Every person who shall construct, establish, substantially change, alter or repair any existing structure or use, or permit the growth of any tree without having complied with the provision of this Ordinance or who, having been granted a permit or variance under the provisions of this Ordinance, shall construct, establish, substantially change or substantially alter or repair any existing growth or structure or permit the growth of any tree, except as permitted by such permit or variance, shall be guilty of a misdemeanor and shall be punished by a fine of not more than \$1,000 or imprisonment for not more than 90 days or by both. Each day a violation continues to exist shall constitute a separate offense. The heliport zoning administrator may enforce all provisions of this Ordinance through such proceedings for injunctive relief and other relief as may be proper under the laws of Minnesota Statutes Section 360.073 and other applicable law.

#### **SECTION XVI: CONFLICTS**

Where there exists a conflict between any of the regulations or limitations prescribed in this Ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, the use of land, or any other matter, the more stringent limitation or regulation shall govern and prevail.

#### **SECTION XVII: SEVERABILITY**

A. In any case in which the provision of this Ordinance, although generally reasonable, is held by a court to interfere with the use or enjoyment of a particular structure or parcel of land to such an extent, or to be so onerous in their application to such a structure or parcel of land, as to constitute a taking or deprivation of that property in violation of the constitution of this state or the constitution of the United States, such holding shall not affect the application of this Ordinance as to other structures and parcels of land, and to this end the provisions of this Ordinance are declared to be severable.

B. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the parts so declared to be unconstitutional or invalid.

**SECTION XVIII: EFFECTIVE DATE**

This ordinance shall take effect on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Copies thereof shall be filed with the Commissioner through the Office of Aeronautics, State of Minnesota and the Register of Deeds, Swift County(s), Minnesota.

Passed and adopted after public hearing by the City of Benson and Swift County Joint Heliport Zoning Board this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

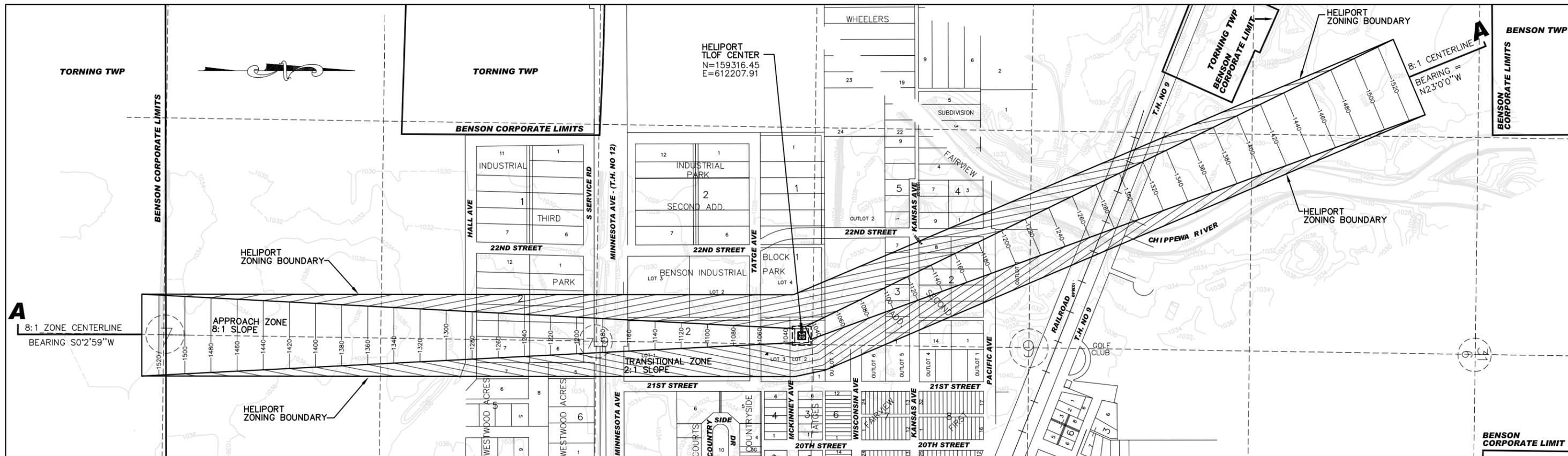
\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

**EXHIBIT A**  
**BENSON HELIPORT ZONING ORDINANCE**

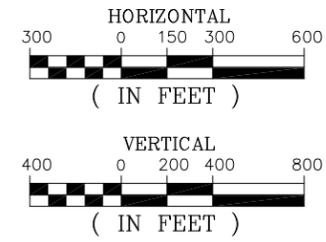
This Ordinance affects all or a portion of the following sections of land:

NAME AND NUMBER OF TOWNSHIP	AIR SPACE OBSTRUCTION ZONING: Section IV of Ordinance; Page 1 of Zoning Map.	LAND USE SAFETY ZONING: Section V of Ordinance; Page 1 of Zoning Map.
Torning Township T121N R39W	Sections: 6, 7	Sections: 6, 7
_____ Township T____N R____W	Sections:	Sections:



**ZONING PLAN**

**SCALES**

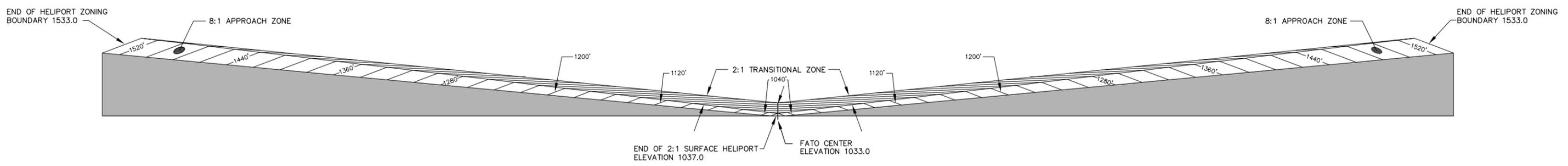


**NOTES**

1. THE AERIAL CONTOURS ILLUSTRATE THE HEIGHT LIMITATIONS WITHIN EACH ZONE.
2. A SLOPE, SUCH AS 8:1, EXPRESSES THE HORIZONTAL DISTANCE OF 8 FEET TO THE VERTICAL DISTANCE OF 1 FOOT.
3. EXISTING CONTOUR INTERVAL = 2 FEET.
4. HELIPORT SURFACE CONTOUR = 20 FEET.
5. HORIZONTAL COORINDATES ARE BASED ON SWIFT COUNTY DATUM (NAVD83).
6. VERTICAL DATUM IS NAVD88.

**LEGEND**

- 1390 --- EXISTING CONTOUR
- 1390 — HELIPORT SURFACE CONTOUR
- - - SECTION LINE
- ⊙ 31 ⊙ SECTION NUMBER
- PROPERTY LINE
- RIGHT OF WAY
- +—+— RAILROAD



**ISOMETRIC VIEW OF SECTION A - A**





# Request for Board Action

BOARD MEETING DATE:  
December 1, 2015

## Commissioner's Report

### Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Mike Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
---	---------------------------------	----------------------------------

### Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving resolutions for the HRA and RDA to Purchase Employment Services from Swift County	
AGENDA YOU ARE REQUESTING TIME ON: Other Business	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
BACKGROUND/JUSTIFICATION: As discussed at the November 3rd, staff has been looking for ways to allow Swift County HRA and Swift County RDA staff to access County Benefits by making them County employees. The HRA board and RDA board have approved their respective resolutions which re attached.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

### Budget Information

FUNDING: This is budget neutral for the County. There would be additional costs to the HRA and RDA as the County health insurance benefits are more expensive than the HRA and RDA benefits.
--

### Review/Recommendation

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



Phone (320) 314-8399  
Fax (320) 843-2275

website:  
<http://www.swiftcounty.com>

**RESOLUTION**

**HRA PURCHASE OF EMPLOYMENT SERVICES  
FROM SWIFT COUNTY**

**WHEREAS**, The Swift County HRA wishes to offer the fringe benefits available through the Swift County Government fringe benefit packages and wishes to make use of the Swift County Payroll Administration System, and Swift County is willing to provide for that, and

**WHEREAS**, Minnesota Statutes Section 469.012(1b) and other statutes specifically make it possible for counties and other local governments to cooperate with HRA to provide needed services, and

**WHEREAS**, The HRA wishes to contract employment services from Swift County to be paid for by the HRA's levy authority.

**THEREFORE BE IT RESOLVED**, that the Swift County Board of Commissioner and the Swift County HRA Board hereby agree to the following:

- Swift County will provide employment services to the Swift County HRA starting January 1, 2016. The HRA will reimburse Swift County for the costs of all salary and benefits provided for the purchase of employment services of a full-time Executive Director and part-time Program Assistant out of its levy, appropriate HUD funding source, and /or other appropriate income sources. These employees shall be subject to Swift County personnel rules and policies. The HRA Board may make advisory recommendations to the County Administrator and/or Swift County Board in personnel policy areas of recruitment and selection, performance review and appraisal, and discipline and/or discharge of the contracted employees.
- That this arrangement may be terminated at any time by either party for any reason with a 90 day notice. The HRA shall be liable to the County for all costs incurred by the County related to the services provided even after termination.

Date: 11-16-15

Paula Grace  
Paula Grace, HRA Board Chair

Date: 11-14-15

Attest: Vicki Syverson  
Vicki Syverson, HRA Executive Director

Date: \_\_\_\_\_

\_\_\_\_\_  
Pete Peterson Chair, Swift County Board of Commissioners

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Michel Pogge-Weaver, Swift County Administrator

**Swift County  
Board of Commissioners**



301 14<sup>th</sup> St N  
P.O. Box 288  
Benson, MN 56215

Phone (320) 314-8399  
Fax (320) 843-2275

website:  
<http://www.swiftcounty.com>

**RESOLUTION**

**RDA PURCHASE OF EMPLOYMENT SERVICES  
FROM SWIFT COUNTY**

**WHEREAS**, The Swift County RDA wishes to offer the fringe benefits available through the Swift County Government fringe benefit packages and wishes to make use of the Swift County Payroll Administration System, and Swift County is willing to provide for that, and

**WHEREAS**, Minnesota Statutes Section 469.012(1b) and other statutes specifically make it possible for counties and other local governments to cooperate with the RDA to provide needed services, and

**WHEREAS**, The RDA wishes to contract employment services from Swift County to be paid for by the RDA's levy authority.

**THEREFORE BE IT RESOLVED**, that the Swift County Board of Commissioner and the Swift County RDA Board hereby agree to the following:

- Swift County will provide employment services to the Swift County RDA starting January 1, 2016. The RDA will reimburse Swift County for the costs of all salary and benefits provided for the purchase of employment services of a full-time Executive Director out of its levy and /or other income sources that are appropriate. These employees shall be subject to Swift County personnel rules and policies. The RDA Board may make advisory recommendations to the County Administrator and/or Swift County Board in personnel policy areas of recruitment and selection, performance review and appraisal, and discipline and/or discharge of the contracted employees.
- That this arrangement may be terminated at any time by either party for any reason with a 90 day notice. The RDA shall be liable to the County for all costs incurred by the County related to the services provided even after termination.

Date: 11.23.15

Amanda Ness  
Amanda Ness, RDA Board Vice-President

Date: 11-23-15

Attest: Jennifer Frost  
Jennifer Frost, RDA Executive Director

Date: \_\_\_\_\_

\_\_\_\_\_  
Pete Peterson Chair, Swift County Board of Commissioners

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Michel Pogge-Weaver, Swift County Administrator



# Request for Board Action

BOARD MEETING DATE:  
December 1, 2015

## Commissioner's Report

### Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Mike Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
---	---------------------------------	----------------------------------

### Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving letter of agreements related to union classifications	
AGENDA YOU ARE REQUESTING TIME ON: Other Business	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? No	EXPLANATION OF MANDATE: n/a
<p>BACKGROUND/JUSTIFICATION:</p> <p>Recently, the AFSCME Courthouse Unit inquired if the Restorative Practices Coordinator, Legal Assistant /Office Manager, and the Technical Support Specialist positions should be part of the AFSCME courthouse unit. Then the AFSCME Courthouse unit was created the following "unit language" was created by the Minnesota Bureau of Mediation Services (BMS) covering the positions that was to be including in the union:</p> <p style="padding-left: 40px;">"All employees of the Swift County, Minnesota, whose employment exceeds the lesser of 14 hours per week or 35 percent of the normal work week and more than 67 work days per year, excluding all employees of the Highway Department, Solid Waste Department, Sheriff's Department, Human Services Department, supervisory and confidential employees."</p> <p>So based on unit definition language it appears these positions should be part of the Courthouse unit as they are: 1) Swift County non-supervisory employees that works more than 14 hour a week and 35% of the work week; 2) are permanent employees and is not part of an excluded department; and 3) are not confidential employee as defined by MPELRA (MN statute 179A). Staff has reviewed this with our labor attorney and she is in agreement with this.</p> <p>Related to the Restorative Practices Coordinator, staff has taken the position that if the Restorative Practices Coordinator needs to be included in a union that it should be part of the AFSCME Human Services unit and not the AFSCME Courthouse Unit since the work of the Restorative Practices Coordinator is more closely alighted to that in Human Service unit then the Courthouse unit. AFSCME has agreed to this point.</p> <p>If the County believes the position should be excluded from the unit and the County could force this to "unit clarification hearing" that would be conducted by BMS. In that case the final determination would be made by BMS and not the County nor AFSCME.</p> <p>Finally, due to the questions we are facing on these positions, have an agreement with AFSCME business manager Jon Anderson to approve an agreement excluding the HRA Executive Director and RDA Executive Directors from the AFSCME units and in principal he is in agreement doing that. In the future if either the HRA or RDA would hire additional employees then those new employee would need to be included in the Courthouse unit.</p>	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

## Budget Information

FUNDING: None
---------------

## Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Was not submitted for review. This was reviewed by the County's labor attorney.	RECOMMENDATIONS: Approve
COMMENTS: n/a	COMMENTS: None

**LETTER OF AGREEMENT**

**WHEREAS**, Swift County referred to herein as *(the Employer)* and the American Federation of State, County and Municipal Employees, Minnesota Council No. 65, Local Union No. 2538 Human services Unit, AFL-CIO referred to herein as *(the Union)* is the Exclusive representative to certain County employees

**NOW, THEREFORE**, the **Employer** and the **Union** have agreed to make certain stipulations concerning job classifications that are covered under that Exclusive representation

**THE EMPLOYER AND THE UNION HAVE AGREED AS FOLLOWS:**

The job classification of Restorative Practices Coordinator shall be considered a Union position under PELRA and under the Union Recognition Clause. This Classification shall be represented by the American Federation of State, County and Municipal Employees, Minnesota Council 65 in the Human Services bargaining unit, Local 2538 effective January 1, 2016.

**NOW, THEREFORE**, the **Employer** and the **Union** have caused this Letter of Agreement to be executed by their duly authorized representatives whose signatures appear below:

**Swift County**

**AFSCME Council 65 Local 2538  
Human Services Bargaining Unit**

\_\_\_\_\_

\_\_\_\_\_

**Jon Anderson  
Staff Representative**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **Dated**

\_\_\_\_\_ **Date**

**LETTER OF AGREEMENT**

**WHEREAS**, Swift County referred to herein as ( *the Employer*) and the American Federation of State, County and Municipal Employees, Minnesota Council No. 65, Local Union No. 2538 AFL-CIO referred to herein as (*the Union*) is the Exclusive representative to certain County employees

**NOW, THEREFORE**, the **Employer** and the **Union** have agreed to make certain stipulations concerning job classifications that are covered under that Exclusive representation

**THE EMPLOYER AND THE UNION HAVE AGREED AS FOLLOWS:**

The job classifications of Legal Assistant Office Manager and Tech Support Specialist shall be considered Union positions under PELRA and under the Union Recognition Clause. These Classifications shall be represented by the American Federation of State, County and Municipal Employees, Minnesota Council 65 in the Courthouse bargaining unit, Local 2538 effective January 1, 2016.

**NOW, THEREFORE**, the **Employer** and the **Union** have caused this Letter of Agreement to be executed by their duly authorized representatives whose signatures appear below:

**Swift County**

**AFSCME Council 65 Local 2538  
Courthouse Bargaining Unit**

\_\_\_\_\_

\_\_\_\_\_

**Jon Anderson  
Staff Representative**

\_\_\_\_\_

\_\_\_\_\_

**Union President**

\_\_\_\_\_ **Dated**

\_\_\_\_\_ **Date**

**LETTER OF AGREEMENT**

**WHEREAS**, Swift County referred to herein as ( *the Employer*) and the American Federation of State, County and Municipal Employees, Minnesota Council No. 65, Local Union No. 2538 AFL-CIO referred to herein as (*the Union*) is the Exclusive representative to certain County employees.

**NOW, THEREFORE**, the **Employer** and the **Union** have agreed to make certain stipulations concerning job classifications that are not covered under that Exclusive representation.

**THE EMPLOYER AND THE UNION HAVE AGREED AS FOLLOWS:**

The job classifications of RDA Executive Director and HRA Executive Director shall be considered a non-union Supervisory positions under PELRA and under the Union Recognition Clause. These positions will remain outside of the bargaining unit certified to American Federation of State, County and Municipal Employees, Minnesota Council 65 in the Courthouse bargaining unit, Local 2538

**NOW, THEREFORE**, the **Employer** and the **Union** have caused this Letter of Agreement to be executed by their duly authorized representatives whose signatures appear below:

**Swift County**

**AFSCME Council 65 Local 2538  
Courthouse Bargaining Unit**

\_\_\_\_\_

\_\_\_\_\_

**Jon Anderson  
Staff Representative**

\_\_\_\_\_

\_\_\_\_\_

**Union President**

\_\_\_\_\_ **Dated**

\_\_\_\_\_ **Dated**



# Request for Board Action

BOARD MEETING DATE:  
December 1, 2015

## Commissioner's Report

### Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Mike Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
---	---------------------------------	----------------------------------

### Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Update on Wold Space Study	
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: Staff will review the progress of the Space Study being completed by Wold at the meeting. Attached is a broad overview of the work do date that was presented to a building space group on Nov 4 <sup>th</sup> .  It is important to note that some of the ideas have not been vetted by the board or myself. Some idea and thoughts, however grand, have been left here for discussion value.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Approved contact with Wold for the project	

### Budget Information

FUNDING: None
---------------

### Review/Recommendation

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



## Space Needs Analysis

Core Group Meeting – November 4, 2015



# Meeting Agenda

1. Review Guiding Principles / Goals
2. Facility Assessment Highlights
3. Existing Program Deficiencies
4. Projections
  - a. Area Populations and Trends
5. Next Steps
  - a. Confirm Needs
  - b. Review Options



# Guiding Principles / Goals

1. Modernize aging infrastructure
2. Respect historic buildings and previous investments
3. Consider community-wide needs
4. Balance safety/security with customer access
5. Improve staff and building (space and infrastructure) efficiencies
6. Provide adequate confidential meeting spaces
7. Maintain all existing services
8. Increase consolidation of services?
9. Accommodate planned operational changes?



# Facility Assessment Highlights

## Architectural Deficiencies

### Courthouse

- non-compliant handrails at stairs
- non-compliant toilet rooms throughout the building (ADA clearances)
- finishes at lower level in need of replacement
- deterioration around windows
- 10% of exterior brick in need of tuck pointing
- non-insulated windows
- entire perimeter ledge in need of tuck pointing
- window caulk joints are peeling
- paint is flaking off of cornice
- signs of efflorescence at balcony



# Facility Assessment Highlights

## Law Enforcement Center

- non-compliant handrails at stairs
- non-insulated pipes in cold attic
- non-compliant fire separation at Elevator Equipment Room and Mechanical Room

## Highway, Parks & Drainage Building #1 (Office)

- non-accessible countertop and sink in Break Room
- concrete sidewalks have settled 2"-3"
- paint at ceiling of Open Office is peeling

## Highway, Parks & Drainage Building #2 (Garage)

- non-compliant handrails at stairs
- finishes, especially flooring, are in need of replacement
- damaged overhead door jambs at Garage



# Facility Assessment Highlights

## Human Services Building

- exterior door stoops are heaving at several locations
- concrete sidewalks have settled 2"-3"

## County Attorney Building

- 3" lip at exterior door (ADA compliance)
- inaccessible exterior door (ADA compliance)
- possible asbestos at tile in the Vestibule

## Countryside Public Health

- water infiltration at corners of windows due inadequate flashing
- no vestibule, no auto operators at main entry
- non insulated glazing and metal panel system at main entry and along west wall





# Facility Assessment Highlights

- door clearance issues at (7) interior doors
- damaged closer hinges at interior doors
- non-accessible countertop and sink in Break Room and Laboratory
- water leak at Laboratory ceiling
- open penetrations between the main building and the storage garage at 1 hour rated wall
- grading problems at storage garage
- no panic hardware at exit

## **Mechanical Deficiencies**

### Courthouse

- Multi-zone ventilation units beyond their life expectancy with aging controls and minimal fresh air
- Inefficient steam boilers beyond their useful life
- Aging plumbing fixtures
- No fire protection



# Facility Assessment Highlights

## Law Enforcement Center

- Multi-zone units at the end of their life expectancy
- Pneumatic controls are functional, but lack sophisticated energy savings strategies
- Penal fixtures are leaking and in need of replacement

## Highway, Parks & Drainage Building #1 (Office)

- Forced air HVAC units are nearing the end of their expected life
- Zone temperature control is limited to damper controls and electric floor heating that does not modulate

## Highway, Parks & Drainage Building #2 (Garage)

- Infrared heaters are either abandoned or past their expected service life
- Atmospheric water heater doesn't have required combustion air
- Existing ventilation systems are no longer compliant with MN Mechanical Code
- Plumbing fixtures are past their useful life



# Facility Assessment Highlights

## Highway, Parks & Drainage Building #3 (Storage)

- Painting area lacks adequate exhaust airflow
- Ventilation and heating systems are past their useful life

## Human Services Building

- Multi-zone units are nearing the end of their useful life and lack adequate zone control
- Building controls systems are aging and lack sophisticated energy savings strategies

## County Attorney Building

- Condition of residential style unit in attic space is unknown, lacks adequate zone control and fresh air
- Plumbing fixtures are in need of replacement
- Perimeter heating lacks proper temperature control system(s)



# Facility Assessment Highlights

## Countryside Public Health

-Above ceiling gas-fired constant volume units are past their expected lifespan and lack controls to provide adequate fresh air and energy savings strategies

## **Electrical Deficiencies**

### Courthouse

Add Lightning Protection:

Multiple reasons for recommendation of adding a system—  
Flammable wood frame construction, tallest building in area,  
historical significance, electrical systems connected to LEC

Attic Electrical Wiring Repair:

Attic wiring is not reliable and a fire hazard.



# Facility Assessment Highlights

## Law Enforcement Center

Technology racks in Mezzanine:

Recommend moving generator out of mezzanine and/or adding additional cooling unit on emergency power to keep technology system heat in check.

Additional Automatic Transfer for Emergency Power:

Code requires separate units for 'Life Safety' and 'Other' systems. Currently there is one with loads that could fall into both categories. This should be addressed if adding any new loads to emergency power.



# Facility Assessment Highlights

## Highway, Parks & Drainage Building #2 (Garage)

### Electrical Service and Distribution:

Recommend replacement of old and poor condition electrical equipment in the building.

### Emergency Lighting:

Add more emergency lighting, especially in shop near equipment that is potentially dangerous during operation.

### Emergency Power Off at Fuel Pumps:

Fuel stations dispensing gasoline/diesel are required by NEC to have an emergency electrical break nearby for pumps if they are unattended.





# Facility Assessment Highlights

## Highway, Parks & Drainage Building #3 (Storage)

Add Fire Alarm Devices:

Recommend adding devices as a branch of system in nearby building. There is additional risk with flammable materials in storage and it will help protect equipment in vehicle storage.



# Existing Program Deficiencies

## Courthouse:

- » Board Room should be more flexible in layout for other meetings
- » A position may be needed for Payroll under the Administrator
- » Server room needs security and dedicated cooling
- » I.T. may add a position
- » Files are remote from Auditor
- » Space for seasonal staff are needed for Auditor
- » Two (2) Assessors may be added due to loss of local appraisers
- » Workroom space is needed to isolate mail machine noise
- » One Stop Shop counter is not large enough and should have better public terminals and a nearby conference room



# Existing Program Deficiencies

## Courthouse (cont.):

- » Vets: Need more confidentiality and accessibility (ADA).
- » Safe Avenues: Desire direct access, more storage, another staff work position and a waiting area not in the hallway are desired.
- » Extension: A position for SNAP-ED/Nutrition is planned. No waiting area.
- » HRA: Two additional staff positions may be needed (Appleton Bldgs) and meeting space is needed for confidential conversations.
- » RDA: Need storage, small meeting space and confidentiality.
  
- » An adequate jury room with dedicated toilets is needed.
- » Additional Attorney/Client meeting spaces are needed.
- » A sink in the courts break room is desired.



# Existing Program Deficiencies

## Law Enforcement Center:

- » Evidence storage is limited and not weather-tight leading to damage.
- » Deputies need better workstations in the patrol area.
- » Jail's average daily population of 15 exceeds its capacity of 9, leading to the consistent practice of housing out 6-10 inmates/day at \$50/day.
- » Corrections: Right-sized offices and Urine Analysis toilet are needed.



# Existing Program Deficiencies

## Highway / Parks & Drainage:

- » Additional meeting space is needed.
- » Cold storage building is undersized (as well as in disrepair)
- » Salt/Sand Storage is needed at the two out-shops.
- » Sign Shop should be relocated to Benson campus from out-shop





# Existing Program Deficiencies

## County Attorney/Restorative Practices:

- » Additional conference space is needed.
- » Break room is desired.
- » RP needs ability to meet in an office
- » RP may add a two more positions



# Existing Program Deficiencies

## Human Services:

- » Current lack of seven private offices and expected growth of four positions results in need for eleven additional offices.
- » Small interview rooms are needed near the lobby
- » A large conference room is needed
- » Storage and shredding space is needed
- » Reception should have privacy (HIPPA)





# Existing Program Deficiencies

## Public Health:

- » Back storage room is not useful due to continual water/ice issues
- » Lacking parking for three fleet vehicles.
- » Lacking a second WIC space (used by Assistant Director as an office)





# Existing Program Deficiencies

## Environmental Services:

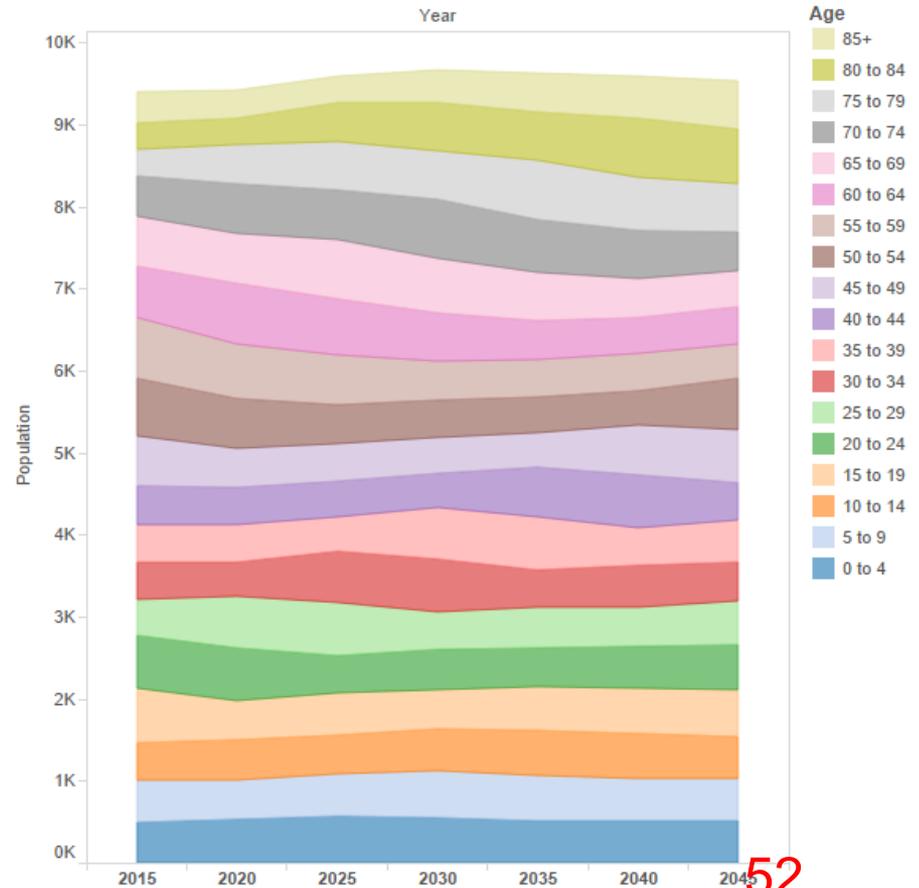
- » Covered storage of recyclables is required
- » Additional office space is needed for growth in ten years (and in a location to view scale)



## Area Populations / Trends

- » 10, 20, & 30 year projections reflect less than 2% population change
- » Aging population increases with “baby boomers”
- » Proportional change with ethnicity

Stacked Area Graph, By Age Groups



## Area Populations / Trends

### Surrounding Counties

- » 10 year trend similar to Swift
- » Largest growth in Kandiyohi around 6%
- » Overall change in eight County area is around 4,000 over ten years





»Next Steps – Confirm Needs and Review Options

»Other topics, items for consideration

»Next Meeting





# Request for Board Action

BOARD MEETING DATE:  
December 1, 2015

## Commissioner's Report

### Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Mike Pogge-Weaver	REQUESTOR PHONE: 320-314-8399
---	---------------------------------	----------------------------------

### Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: 2015 Truth-in-taxation hearing													
AGENDA YOU ARE REQUESTING TIME ON: TNT Public Hearing	ARE YOU SEEKING APPROVAL OF A CONTRACT? No												
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: MN Statute requires counties to conduct a TNT hearing annually. Final budget is required to be set prior to December 30 of each year.												
<p>BACKGROUND/JUSTIFICATION:</p> <p>The County Board is required to conduct a public hearing on its annual budget and proposed levy, known as a Truth-In-Taxation Hearing. This hearing will be held on December 1, 2015 at 6:00 pm.</p> <p>The proposed 2016 budget contains revenues of \$20,658,265 and expenditures of \$21,102,723. While the budget is running a deficit, the budget uses repayment of loans from SCBH (\$121,412) and Case-NHI (\$311,739.16) to keep overall cash on hand balanced. Additionally, past practice shows that while the County budgets for a deficit normally the County will see a surplus at the end of the year due to departments running below budgeted amounts. Of the \$20,658,265 in revenue, \$9,830,278 is proposed in property taxes and \$188,286 is expected in County Program Aids (CPA) for a total 2016 levy of \$9,980,943. The remaining revenues are from user fees, federal &amp; state reimbursements, and solid waste assessment. The 2016 levy is proposed to be distributed as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Revenue</td> <td style="text-align: right;">\$ 5,165,253</td> </tr> <tr> <td>Road and Bridge</td> <td style="text-align: right;">\$ 1,905,027</td> </tr> <tr> <td>Human Services</td> <td style="text-align: right;">\$ 2,786,576</td> </tr> <tr> <td>Library</td> <td style="text-align: right;">\$ 124,087</td> </tr> <tr> <td>Solid Waste</td> <td style="text-align: right;">\$ 0</td> </tr> <tr> <td><b>Total Final Net Levy</b></td> <td style="text-align: right;"><b>\$ 9,980,943</b></td> </tr> </table> <p>The required TNT budget hearing will be held on December 1, 2015 starting at 6:00 PM. The proposed property tax levy for the taxes payable year 2016 and the proposed budget for 2016 will be discussed at the public meeting in detail.</p> <p>Public testimony and questions are encouraged during this hearing on the proposed property tax levy and budget. General questions are also welcomed.</p> <p>Staff is going to ask that the Board take final action on the budget at your December 15th meeting so comments can be incorporated in the budget and after the CSS board meeting on December 15th where minor revisions to the budget are anticipated to be requested. Note, the levy shown above is the maximum levy that the board can set based on the preliminary levy set by the Board on September 15, 2015.</p>		Revenue	\$ 5,165,253	Road and Bridge	\$ 1,905,027	Human Services	\$ 2,786,576	Library	\$ 124,087	Solid Waste	\$ 0	<b>Total Final Net Levy</b>	<b>\$ 9,980,943</b>
Revenue	\$ 5,165,253												
Road and Bridge	\$ 1,905,027												
Human Services	\$ 2,786,576												
Library	\$ 124,087												
Solid Waste	\$ 0												
<b>Total Final Net Levy</b>	<b>\$ 9,980,943</b>												
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None													

## Budget Information

FUNDING: n/a
--------------

## Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Mike Pogge-Weaver
RECOMMENDATIONS: Was not submitted for review prior to meeting	RECOMMENDATIONS: Review and take an action
COMMENTS: n/a	COMMENTS: None

**RESOLUTION  
ADOPTING FINAL SWIFT COUNTY  
2016 BUDGET & LEVY**

Motion by Commissioner \_\_\_\_\_

Seconded by Commissioner \_\_\_\_\_

WHEREAS, pursuant to statute and rule of the Minnesota Department of Revenue, the County's 2016 Final Budget and Levy must be adopted by December 30, 2015; and

WHEREAS, the Swift County Board of Commissioner held its Truth-In-Taxation Public Hearing on December 1, 2015 at 6:00 pm in the Board Room in the Swift County Courthouse.

NOW, THEREFORE BE IT RESOLVED that the Swift County Board of Commissioners hereby adopts its 2016 final budget, dated \_\_\_\_\_ and attached hereto as Appendix A with revenues of \$17,613,827 and expenditures of \$17,722,198.

BE IT FURTHER RESOLVED that the 2016 levy be set as follows:

Revenue	\$ 5,165,253
Road and Bridge	\$ 1,905,027
Human Services	\$ 2,786,576
Library	\$ 124,087
Solid Waste	\$ 0
Total Final Gross Levy	\$ 9,980,943

BE IT FURTHER RESOLVED that the final levy payable in 2015 be set as follows:

Gross Levy	\$ 9,980,943
CPA	\$ 188,286
Operating Levy	\$ 9,792,657
Special Levies	\$ 37,621
Total Final Net Levy	\$ 9,830,278

Adopted on a \_\_\_\_\_ vote by the Swift County Board of County Commissioners the \_\_\_\_\_ day of December 2015.

Swift County Board of Commissioners

\_\_\_\_\_  
Peter Peterson, Chairman

ATTEST:

\_\_\_\_\_  
Michel Pogge-Weaver, County Administrator

Fox \_\_\_\_\_  
P. Peterson \_\_\_\_\_

Hendrickx \_\_\_\_\_  
Rudningen \_\_\_\_\_

E. Pederson \_\_\_\_\_

# 2016 Budget Summary - Approved Preliminary Budget

			2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	
1	3	General Government	Revenues	(\$5,459,791.41)	(\$6,298,190.09)	(\$5,383,557.00)	(\$5,611,296.00)	(\$5,727,047.00)
			Expenditures	\$315,977.59	\$475,144.63	\$0.00	\$0.00	\$0.00
			Net	(\$5,143,813.82)	(\$5,823,045.46)	(\$5,383,557.00)	(\$5,611,296.00)	(\$5,727,047.00)
1	5	Board Of Commissioners	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$232,765.79	\$211,263.67	\$235,225.00	\$241,220.00	\$248,010.00
			Net	\$232,765.79	\$211,263.67	\$235,225.00	\$241,220.00	\$248,010.00
1	21	Law Library	Revenues	(\$14,730.00)	(\$21,116.36)	(\$15,500.00)	(\$14,000.00)	(\$14,000.00)
			Expenditures	\$24,410.76	\$25,576.46	\$23,475.00	\$23,475.00	\$18,800.00
			Net	\$9,680.76	\$4,460.10	\$7,975.00	\$9,475.00	\$4,800.00
1	31	County Administration	Revenues	(\$225.00)	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$162,187.79	\$204,838.86	\$207,565.00	\$214,615.00	\$229,005.00
			Net	\$161,962.79	\$204,838.86	\$207,565.00	\$214,615.00	\$229,005.00
1	40	County Auditor	Revenues	(\$51,854.49)	(\$15.00)	(\$57,200.00)	(\$25,000.00)	(\$6,000.00)
			Expenditures	\$228,551.79	\$165,125.63	\$175,700.00	\$182,290.00	\$182,300.00
			Net	\$176,697.30	\$165,110.63	\$118,500.00	\$157,290.00	\$176,300.00
1	41	County Treasurer	Revenues	(\$15,666.00)	(\$16,751.00)	(\$12,600.00)	(\$12,600.00)	(\$12,500.00)
			Expenditures	\$181,877.52	\$191,109.11	\$197,820.00	\$202,830.00	\$207,950.00
			Net	\$166,211.52	\$174,358.11	\$185,220.00	\$190,230.00	\$195,450.00
1	42	County Assessor	Revenues	(\$38,767.50)	(\$38,816.92)	(\$38,500.00)	(\$38,700.00)	(\$38,700.00)
			Expenditures	\$230,614.42	\$209,339.26	\$223,405.00	\$275,395.00	\$320,620.00
			Net	\$191,846.92	\$170,522.34	\$184,905.00	\$236,695.00	\$281,920.00
1	43	Public Examiners	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$63,946.32	\$64,176.00	\$60,000.00	\$63,800.00	\$68,250.00
			Net	\$63,946.32	\$64,176.00	\$60,000.00	\$63,800.00	\$68,250.00
1	44	Licenses And Permits	Revenues	(\$4,670.00)	(\$2,790.00)	(\$4,100.00)	(\$4,150.00)	(\$3,390.00)
			Expenditures	\$1,375.00	\$1,125.00	\$0.00	\$1,375.00	\$1,350.00
			Net	(\$3,295.00)	(\$1,665.00)	(\$4,100.00)	(\$2,775.00)	(\$2,040.00)
1	60	Data Processing	Revenues	(\$25,768.00)	(\$3,529.41)	(\$24,142.00)	(\$24,142.00)	(\$1,680.00)
			Expenditures	\$65,054.61	\$64,792.77	\$70,000.00	\$93,800.00	\$99,800.00
			Net	\$39,286.61	\$61,263.36	\$45,858.00	\$69,658.00	\$98,120.00
1	89	Elections	Revenues	(\$13,310.89)	(\$1,032.00)	(\$37,200.00)	(\$3,850.00)	(\$16,850.00)
			Expenditures	\$7,346.89	\$51,334.20	\$57,990.00	\$7,700.00	\$63,475.00
			Net	(\$5,964.00)	\$50,302.20	\$20,790.00	\$3,850.00	\$46,625.00
1	90	County Attorney	Revenues	(\$39,159.34)	(\$29,476.77)	(\$13,000.00)	(\$5,000.00)	(\$4,000.00)
			Expenditures	\$390,507.02	\$400,748.80	\$400,750.00	\$415,840.00	\$414,610.00
			Net	\$351,347.68	\$371,272.03	\$387,750.00	\$410,840.00	\$410,610.00

			2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	
1	100	Land Records	Revenues	(\$119,357.22)	(\$84,906.81)	(\$196,000.00)	(\$172,500.00)	(\$130,900.00)
			Expenditures	\$208,346.16	\$194,344.39	\$284,680.00	\$456,220.00	\$418,630.00
			Net	\$88,988.94	\$109,437.58	\$88,680.00	\$283,720.00	\$287,730.00
1	110	Courthouse	Revenues	(\$2,004.74)	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$155,306.84	\$208,052.38	\$231,120.00	\$205,120.00	\$207,160.00
			Net	\$153,302.10	\$208,052.38	\$231,120.00	\$205,120.00	\$207,160.00
1	111	County Museum building	Revenues	(\$25.00)	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$44,576.39	\$13,721.61	\$52,555.00	\$34,920.00	\$34,980.00
			Net	\$44,551.39	\$13,721.61	\$52,555.00	\$34,920.00	\$34,980.00
1	112	CPHS Building	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$7,186.36	\$14,705.19	\$43,080.00	\$50,050.00	\$50,050.00
			Net	\$7,186.36	\$14,705.19	\$43,080.00	\$50,050.00	\$50,050.00
1	113	Prairie 5 Counsel Assoc Building	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$5,637.92	\$19,509.65	\$52,555.00	\$49,200.00	\$49,200.00
			Net	\$5,637.92	\$19,509.65	\$52,555.00	\$49,200.00	\$49,200.00
1	114	Rental House	Revenues	\$0.00	(\$500.00)	\$0.00	(\$6,000.00)	(\$6,000.00)
			Expenditures	\$0.00	\$0.00	\$0.00	\$1,347.00	\$1,347.00
			Net	\$0.00	(\$500.00)	\$0.00	(\$4,653.00)	(\$4,653.00)
1	120	County Medical Insurance	Revenues	(\$1,487,010.18)	(\$1,565.50)	\$0.00	\$0.00	\$0.00
			Expenditures	\$1,513,656.97	(\$25,996.73)	\$0.00	\$0.00	\$0.00
			Net	\$26,646.79	(\$27,562.23)	\$0.00	\$0.00	\$0.00
1	122	Veterans Service	Revenues	(\$16,826.00)	(\$17,139.07)	(\$4,000.00)	(\$17,250.00)	(\$16,500.00)
			Expenditures	\$133,824.77	\$118,542.46	\$132,290.00	\$154,795.00	\$158,985.00
			Net	\$116,998.77	\$101,403.39	\$128,290.00	\$137,545.00	\$142,485.00
1	123	Planning And Zoning	Revenues	(\$88,469.00)	(\$83,089.94)	(\$78,590.00)	(\$80,000.00)	(\$81,348.00)
			Expenditures	\$64,124.77	\$75,475.60	\$82,375.00	\$87,750.00	\$87,598.00
			Net	(\$24,344.23)	(\$7,614.34)	\$3,785.00	\$7,750.00	\$6,250.00
1	148	Technology Committee	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$24,600.51	\$2,849.17	\$19,600.00	\$21,400.00	\$12,500.00
			Net	\$24,600.51	\$2,849.17	\$19,600.00	\$21,400.00	\$12,500.00
1	149	Technical Support	Revenues	(\$165,308.63)	(\$163,237.16)	(\$148,000.00)	(\$148,000.00)	(\$148,000.00)
			Expenditures	\$166,109.34	\$172,128.78	\$180,350.00	\$182,920.00	\$189,630.00
			Net	\$800.71	\$8,891.62	\$32,350.00	\$34,920.00	\$41,630.00
1	150	Missing Heirs	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Net	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1	200	Sheriff	Revenues	(\$183,837.79)	(\$165,821.33)	(\$145,625.00)	(\$95,625.00)	(\$74,900.00)
			Expenditures	\$1,237,892.78	\$1,562,733.63	\$1,517,680.00	\$1,259,407.00	\$1,324,838.00
			Net	\$1,054,054.99	\$1,396,912.30	\$1,372,055.00	\$1,163,782.00	\$1,249,938.00

			2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	
1	202	911 Distribution	Revenues	(\$83,238.45)	(\$87,664.98)	(\$197,000.00)	(\$197,000.00)	(\$211,060.00)
			Expenditures	\$15,534.31	\$39,373.73	\$197,000.00	\$197,000.00	\$130,000.00
			Net	(\$67,704.14)	(\$48,291.25)	\$0.00	\$0.00	(\$81,060.00)
1	204	Coroner	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$11,914.36	\$6,870.60	\$15,000.00	\$14,000.00	\$12,000.00
			Net	\$11,914.36	\$6,870.60	\$15,000.00	\$14,000.00	\$12,000.00
1	205	Jail	Revenues	(\$29,162.48)	(\$30,845.21)	(\$19,000.00)	(\$22,000.00)	(\$32,000.00)
			Expenditures	\$817,930.97	\$822,708.28	\$898,145.00	\$909,800.00	\$1,017,730.00
			Net	\$788,768.49	\$791,863.07	\$879,145.00	\$887,800.00	\$985,730.00
1	251	Grants 6W Community Corrections	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$161,583.86	\$180,803.46	\$180,804.00	\$210,405.00	\$212,509.00
			Net	\$161,583.86	\$180,803.46	\$180,804.00	\$210,405.00	\$212,509.00
1	261	Restorative Justice	Revenues	(\$17,894.94)	(\$496.14)	(\$2,000.00)	(\$500.00)	(\$500.00)
			Expenditures	\$49,600.04	\$49,802.35	\$54,985.00	\$56,695.00	\$63,110.00
			Net	\$31,705.10	\$49,306.21	\$52,985.00	\$56,195.00	\$62,610.00
1	280	Emergency Management	Revenues	(\$25,804.54)	(\$17,394.99)	(\$16,500.00)	(\$16,500.00)	(\$17,000.00)
			Expenditures	\$69,336.07	\$70,143.41	\$72,420.00	\$74,070.00	\$78,159.00
			Net	\$43,531.53	\$52,748.42	\$55,920.00	\$57,570.00	\$61,159.00
1	400	Countyside Public Health Service	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$130,558.00	\$44,381.00	\$88,762.00	\$91,425.00	\$97,825.00
			Net	\$130,558.00	\$44,381.00	\$88,762.00	\$91,425.00	\$97,825.00
1	406	Youth Programs	Revenues	(\$329.00)	(\$189.49)	(\$300.00)	(\$300.00)	\$0.00
			Expenditures	\$99,417.82	\$100,994.99	\$104,160.00	\$30,300.00	\$0.00
			Net	\$99,088.82	\$100,805.50	\$103,860.00	\$30,000.00	\$0.00
1	490	Ambulance	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$118,885.00
			Net	\$0.00	\$0.00	\$0.00	\$0.00	\$118,885.00
1	520	County Parks	Revenues	(\$101,031.10)	(\$29,634.11)	(\$428,000.00)	(\$10,500.00)	(\$32,500.00)
			Expenditures	\$98,744.58	\$20,998.75	\$435,000.00	\$21,500.00	\$72,000.00
			Net	(\$2,286.52)	(\$8,635.36)	\$7,000.00	\$11,000.00	\$39,500.00
1	521	Parks And Drainage	Revenues	(\$135,682.59)	(\$12,118.00)	(\$113,778.00)	(\$122,118.00)	(\$152,118.00)
			Expenditures	\$174,256.13	\$201,911.01	\$223,128.00	\$198,438.00	\$206,591.00
			Net	\$38,573.54	\$189,793.01	\$109,350.00	\$76,320.00	\$54,473.00
1	600	Extension	Revenues	(\$1,422.13)	(\$1,655.04)	(\$1,000.00)	(\$1,000.00)	(\$1,000.00)
			Expenditures	\$127,338.58	\$128,685.65	\$136,355.00	\$140,310.00	\$150,961.00
			Net	\$125,916.45	\$127,030.61	\$135,355.00	\$139,310.00	\$149,961.00
1	602	Agriculture Inspector	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00
			Net	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00

			2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	
1	603	Predator Control	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$7,975.00	\$10,319.00	\$8,000.00	\$8,000.00	\$10,000.00
			Net	\$7,975.00	\$10,319.00	\$8,000.00	\$8,000.00	\$10,000.00
1	703	Grants And Appropriations	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$596,550.59	\$391,740.60	\$440,163.00	\$442,419.00	\$448,657.00
			Net	\$596,550.59	\$391,740.60	\$440,163.00	\$442,419.00	\$448,657.00
Fund Total - 1			Revenues	(\$8,121,346.42)	(\$7,107,975.32)	(\$6,935,592.00)	(\$6,628,031.00)	(\$6,727,993.00)
			Expenditures	\$7,840,118.62	\$6,502,873.35	\$7,115,637.00	\$6,633,331.00	\$7,021,015.00
			Net	(\$281,227.80)	(\$605,101.97)	\$180,045.00	\$5,300.00	\$293,022.00
2	390	Environmental Services	Revenues	(\$859,954.98)	(\$1,044,276.52)	(\$824,550.00)	(\$818,750.00)	(\$816,250.00)
			Expenditures	\$929,104.31	\$921,758.26	\$884,570.00	\$1,036,270.00	\$989,900.00
			Net	\$69,149.33	(\$122,518.26)	\$60,020.00	\$217,520.00	\$173,650.00
Fund Total - 2			Revenues	(\$859,954.98)	(\$1,044,276.52)	(\$824,550.00)	(\$818,750.00)	(\$816,250.00)
			Expenditures	\$929,104.31	\$921,758.26	\$884,570.00	\$1,036,270.00	\$989,900.00
			Net	\$69,149.33	(\$122,518.26)	\$60,020.00	\$217,520.00	\$173,650.00
3	300	Highway Administration	Revenues	(\$5,501,053.27)	(\$6,193,304.58)	(\$5,259,449.00)	(\$5,198,670.00)	(\$7,764,129.00)
			Expenditures	\$1,006,599.46	\$180,101.67	\$200,784.00	\$208,014.00	\$198,345.00
			Net	(\$4,494,453.81)	(\$6,013,202.91)	(\$5,058,665.00)	(\$4,990,656.00)	(\$7,565,784.00)
3	301	Shared County Engineer	Revenues	(\$86,243.03)	(\$74,692.72)	(\$83,286.00)	(\$90,209.00)	(\$88,942.00)
			Expenditures	\$153,094.45	\$154,150.37	\$166,572.00	\$180,058.00	\$177,884.00
			Net	\$66,851.42	\$79,457.65	\$83,286.00	\$89,849.00	\$88,942.00
3	310	Maintenance	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$659,955.10	\$1,816,395.39	\$1,695,341.00	\$1,836,394.00	\$1,868,863.00
			Net	\$659,955.10	\$1,816,395.39	\$1,695,341.00	\$1,836,394.00	\$1,868,863.00
3	311	Authorized Work Contributions	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$144,170.47	\$29,465.68	\$0.00	\$0.00	\$12,990.00
			Net	\$144,170.47	\$29,465.68	\$0.00	\$0.00	\$12,990.00
3	315	Engineering	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$28,149.94	\$102,424.84	\$72,730.00	\$122,765.00	\$96,954.00
			Net	\$28,149.94	\$102,424.84	\$72,730.00	\$122,765.00	\$96,954.00
3	320	Construction	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$1,950,710.67	\$2,864,062.46	\$1,837,838.00	\$1,711,729.00	\$4,269,148.00
			Net	\$1,950,710.67	\$2,864,062.46	\$1,837,838.00	\$1,711,729.00	\$4,269,148.00
3	330	Equipment & Maintenance Shops	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$665,738.93	\$763,065.70	\$799,729.00	\$720,311.00	\$791,355.00
			Net	\$665,738.93	\$763,065.70	\$799,729.00	\$720,311.00	\$791,355.00

			2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	
3	350	Other (Highway)	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$10,131.00	\$8,417.00	\$10,000.00	\$11,000.00	\$11,000.00
			Net	\$10,131.00	\$8,417.00	\$10,000.00	\$11,000.00	\$11,000.00
3	360	Accounts Receivable	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$5,079.53	\$4,501.06	\$0.00	\$0.00	\$3,397.00
			Net	\$5,079.53	\$4,501.06	\$0.00	\$0.00	\$3,397.00
3	370	Inter-Governmental Expense	Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			Expenditures	\$366,435.00	\$379,520.00	\$366,435.00	\$379,520.00	\$400,921.00
			Net	\$366,435.00	\$379,520.00	\$366,435.00	\$379,520.00	\$400,921.00
Fund Total - 3			Revenues	(\$5,587,296.30)	(\$6,267,997.30)	(\$5,342,735.00)	(\$5,288,879.00)	(\$7,853,071.00)
			Expenditures	\$4,990,064.55	\$6,302,104.17	\$5,149,429.00	\$5,169,791.00	\$7,830,857.00
			Net	(\$597,231.75)	\$34,106.87	(\$193,306.00)	(\$119,088.00)	(\$22,214.00)
11	404	Income Maintenance	Revenues	(\$1,155,828.21)	(\$1,262,416.57)	(\$1,261,040.00)	(\$1,208,815.00)	(\$1,345,691.00)
			Expenditures	\$1,134,587.63	\$1,103,325.62	\$1,261,040.00	\$1,208,815.00	\$1,345,691.00
			Net	(\$21,240.58)	(\$159,090.95)	\$0.00	\$0.00	\$0.00
11	405	Social Services	Revenues	(\$3,314,412.51)	(\$3,154,779.79)	(\$3,249,910.00)	(\$3,404,460.00)	(\$3,915,260.00)
			Expenditures	\$3,298,358.08	\$3,234,519.03	\$3,249,910.00	\$3,423,710.00	\$3,915,260.00
			Net	(\$16,054.43)	\$79,739.24	\$0.00	\$19,250.00	\$0.00
Fund Total - 11			Revenues	(\$4,470,240.72)	(\$4,417,196.36)	(\$4,510,950.00)	(\$4,613,275.00)	(\$5,260,951.00)
			Expenditures	\$4,432,945.71	\$4,337,844.65	\$4,510,950.00	\$4,632,525.00	\$5,260,951.00
			Net	(\$37,295.01)	(\$79,351.71)	\$0.00	\$19,250.00	\$0.00
Grand Total			Revenues	(\$19,038,838.42)	(\$18,837,445.50)	(\$17,613,827.00)	(\$17,348,935.00)	(\$20,658,265.00)
			Expenditures	\$18,192,233.19	\$18,064,580.43	\$17,660,586.00	\$17,471,917.00	\$21,102,723.00
			Net	(\$846,605.23)	(\$772,865.07)	\$46,759.00	\$122,982.00	\$444,458.00