

Notice & Agenda

Swift County Board of Commissioners

Tuesday, January 8, 2019

9:00 AM

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

If you need any type of accommodation to participate in this meeting, please contact the County Administrator at 320-314-8399 at least 48 hours prior to the meeting.

<u>Time</u>	<u>Reference</u>	<u>Item</u>
9:00 a.m.		Call to Order and Roll Call (Auditor)
9:01 a.m.	1	Nominations for Chair
9:02 a.m.	2	Nominations for Vice-Chair
9:03 a.m.		Approve Agenda
9:04 a.m.		Consent Agenda
	3-4	(1) Minutes from December 28, 2018 Regular Meeting
	5-47	(2) Consider approving the Limited Use Permit request and Resolution
9:05 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants
9:06 a.m.		Commissioner and Board reports
9:30 a.m.		County Administrator report
9:35 a.m.		Citizens Comments
9:35 a.m.	48	Organizational Meeting
	49-54	Adopt 2019 Committee assignments
	55	Appoint County Medical Examiner
	56	Set 2019 Board Meeting Schedule
	57	Set 2019 mileage rate (58 cents per mile)
	58-63	Adopt an Official newspaper
	64	Elected officials to attend annual conferences
	65	Set bounties for pocket gophers and beavers
	66	Allocate the cost of County Attorney to Welfare Fund
	67	Approve corporate signatures for 2019
	68-69	Designation of corporate depositories for 2019
	70	Define employee for Workers Compensation
9:50 a.m.		Other Business
	71-72	Consider setting elected officials 2019 wages
	73-74	Consider approving the County Engineer 2019 cost of living increase
	75-76	Consider approving AMC policy committee appointments and delegate appointments
10:00 a.m.		Closed session to complete a performance review
		Consider approving a closed meeting to evaluate the performance of an individual who is subject to its authority pursuant to Minnesota Statute 13D.05, Subd 3 for a scheduled annual performance review of County Administrator Kelsey Baker
		Closed session to complete performance review
		Adjourn close session and return to open session
10:20 a.m.		Adjournment

RESOLUTION No. 19-01-01

APPOINTING 2019 SWIFT COUNTY BOARD OF COMMISSIONER CHAIR

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that _____ is hereby appointed the 2019 Chair of the Swift County Board of Commissioners.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___

RESOLUTION No. 19-01-02

APPOINTING 2019 SWIFT COUNTY BOARD OF COMMISSIONER VICE-CHAIR

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that _____ is hereby appointed the 2019 Vice-Chair of the Swift County Board of Commissioners.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

SWIFT COUNTY BOARD MINUTES

December 28, 2018

Chairman Rudningen called the meeting to order at 9:00 AM. with all present with exception of Commissioner Fox. Also in attendance were County Administrator Kelsey Baker, County Auditor Kim Saterbak and Terri Orr.

Chairman Rudningen asked if there were any changes or additions to the agenda. Chairman Rudningen requested the addition of bills to the list and to eliminate the optional closed session and move it to January 8th board meeting. There were no other changes or additions.

12-28-18-01 Commissioner Hendrickx moved and Commissioner P. Peterson seconded to approve the agenda as amended. Motion carried unanimously.

12-28-18-02 Commissioner P. Peterson moved and Commissioner Hendrickx seconded to approve the Consent Agenda which consisted of: (1) Approval of Minutes from the December 18, 2018 Regular Meeting, (2) Approval of Minutes from the December 19, 2018 Work Session Meeting, (3) Approval of the CliftonLarsonAllen Portal Agreement, (4) Approval of the 2019 Grant Agreement for Emergency Management. Motion carried unanimously.

12-28-18-03 Commissioner E. Pederson moved and Commissioner P. Peterson seconded to approve the Commissioner warrants as follows: Revenue: \$461,953.84; Solid Waste, \$16,320.79; Road and Bridge; \$159,789.50; County Ditches, \$14,192.01 which includes the following bills over \$2,000: Ascherman Oil, \$2,350.63; Bolton & Menk Inc., \$8,748.50; Commerford Gravel Inc., \$6,583.82; Dan's Tire & Service Corp., \$3,649.24; Dooley Petroleum Inc., \$2,350.18; Johnson Feed Inc., \$6,766.23; Kandiyohi County Sheriff's Dept., \$9,148.91; Konrad Material Sales LLC, \$12,541.90; Northern Lights Trail Snowmobile Club, \$21,715.27; RDO Equipment Co., \$10,586.47; Riverview LLP, \$400,000.00; Sherod /Jayson & Stephanie, \$3,514.00; Soil Conservation Office, \$6,500.29; Swift County RDA, \$5,646.00; Lee Tollefsrud, \$9,800.00; Townmaster Inc., \$103,755.00, K Van Heuveln Inc., \$4,653.51; Ziegler Inc., \$10,863.69. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner E. Pederson reported on the building meeting held in Kerkhoven and DAC. Commissioner P. Peterson reported on the upcoming 6W meeting. Commissioner Hendrickx reported on Private Industry Council, the building meeting held in Kerkhoven, and Prairie Waters. Commissioner Rudningen reported on Prairie Lakes Youth and the building meeting held in Kerkhoven.

Administrator Baker updated the board on the New Design Website for Swift County, Auditors, 2019 Work Plan, Grow building, HRA interviews, and windows update.

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

Administrator Baker requested approval to go with DDA (David Drown Associates, Inc.) to conduct a market study for update wage scales. A lengthy discussion was held.

12-28-18-04 Commissioner Hendrickx moved and Commissioner P. Peterson seconded to approve to go with DDA (David Drown Associates, Inc.) to conduct a market study for update wage scales. Motion carried unanimously.

Administrator Baker presented the Facility Maintenance job description. A lengthy discussion was held.

12-28-18-05 Commissioner Hendrickx moved and Commissioner P. Peterson seconded to approve the Facility Maintenance job description as presented. Motion carried unanimously.

Human Service Director Catie Lee requested approval to commit \$472,500.00 for investment into PrimeWest Health.

12-28-18-05 Commissioner Hendrickx moved and Commissioner E. Pederson seconded to commit the \$472,500 for investment into PrimeWest Health. Motion carried unanimously.

12-28-18-07 Commissioner P. Peterson moved and Commissioner E. Pederson seconded to adjourn. Motion carried unanimously.

The meeting adjourned at 9:52 AM.

WITNESSED:

Eric Rudningen, Chair

ATTEST:

Kelsey Baker, County Administrator



Request for Board Action

BOARD MEETING DATE:
January 8, 2019

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: Consider approving the Limited Use Permit request and Resolution	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: Authorization by the Board of Commissions is required for Swift County to sign a legal agreement
BACKGROUND/JUSTIFICATION: The State of Minnesota – Department of Transportation is granting a limited use permit (MS 161.434) to Swift County and have supplied a resolution for use by Swift County. This permit allows Swift County to use the area within the right of way of Trunk Highway No. 12, 59, 29, 0, 7, 9 as shown in red on Exhibits "A". This right of way is for use as a snowmobile trail and snowmobile trail – nighttime, two way use.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR:
RECOMMENDATIONS: Has been submitted for review	RECOMMENDATIONS: Click here to enter text.
COMMENTS: None	COMMENTS: None



District 4 Right of Way
1000 Highway 10 West
Detroit Lakes, MN 56501

Office Tel: 218-846-3618
Fax: 218-846-7987
E -mail: John.Gildersleeve@state.mn.us

12/26/2018

County of Swift
Auditor
Swift County Courthouse
301 14th St N - P.O. Box 288
Benson, MN 56215

Subject: C.S. 7603 (T.H. 12)
C.S. 7602 (T.H. 9)
C.S. 7600 (T.H. 0)
C.S. 7606 (T.H. 9)
C.S. 7609 (T.H. 59)
C.S. 7604 (T.H. 12)
C.S. 7605 (T.H. 12)
C.S. 7608 (T.H. 29)
C.S. 7601 (T.H. 7)
LUP # 7600-0018
Limited Use Permit for Snowmobile Trail, Snowmobile Trail - Nighttime,
Two Way Use

Dear Auditor:

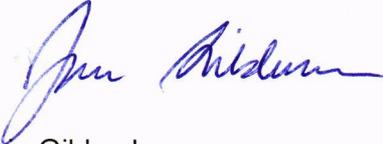
Enclosed find two (2) copies of a Limited Use Permit for Snowmobile Trail, Snowmobile Trail - Nighttime, Two Way Use. Please sign where indicated and return one signed copy to this office for further processing. Keep one signed copy for your records. We also need one (1) signed copy of the resolution enclosed to attach to the permit. The resolution may need to be reformatted to meet the County of Swift requirements.

A final copy will be returned for your records. The County of Swift will need to obtain the right to work in the right of way prior to construction.

Please contact John Gildersleeve at 218-846-3618 for a permit to perform miscellaneous work on the trunk highway right of way.

If you have any additional questions or concerns about this process, please contact me at 218-846-3618.

Sincerely,



John Craig Gildersleeve

Enclosures

cc: R/W Supervisor, Jeremy Flatau
Maintenance Engineer/Area Permit Office
File

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

LIMITED USE PERMIT

C.S. 7603 (T.H. 12)
C.S. 7602 (T.H. 9)
C.S. 7600 (T.H. 0)
C.S. 7606 (T.H. 9)
C.S. 7609 (T.H. 59)
C.S. 7604 (T.H. 12)
C.S. 7605 (T.H. 12)
C.S. 7608 (T.H. 29)
C.S. 7601 (T.H. 7)
County of Swift
LUP # 7600-0018
Permittee: County of Swift
Expiration Date: 10/23/2028

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, ("MnDOT"), hereby grants a Limited Use Permit (the "LUP") to County of Swift, ("Permittee"), to use the area within the right of way of Trunk Highway No. 12, 59, 29, 0, 7, 9 as shown in red on Exhibit "A", (the "Area") attached hereto and incorporated herein by reference. This Limited Use Permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto as Exhibit B.

Snowmobile Trail & Snowmobile Trail – Nighttime, Two Way Use

The Permittee's use of the area is limited to only the constructing, maintaining and operating two types of trails, as follows

- (i) A single and a two way use snowmobile trail ("Single/Two Way Snowmobile Trail Facility") which single directional traffic is shown in "red" on Exhibit A; and
- (ii) A snowmobile trail for Nighttime, Two Way Use Facility ("Nighttime, Two Way Use Facility"), which such Nighttime two-way use is shown in "green", and is authorized in the opinion of the Minnesota Department of Transportation District Traffic Engineer, DNR Enforcement Office and District State Patrol Office. It has been deemed safer to use only side of the road for two way snowmobile traffic. This decision averts the need for trail users driving on the opposite direction to cross the road twice to avoid oncoming snowmobile trail traffic.

Single/Two Way Snowmobile Trail Facility and Nighttime, Two Way Use Facility shall collectively hereinafter be referred to as "Facility".

The definition and operation of snowmobiles shall be in accordance with Minnesota Statutes §84.81 and §84.87. All signs will be in accordance with Minnesota Rules for the Department of Natural Resources §6100.5300 and §6102-0060 and also in accordance with "Minnesota Snowmobile Safety, Laws, Rules and Regulations:".

The permittee agrees that this permit totally replaces and supersedes the previously issued Limited Use Permits affecting the Area, specifically: The first permit, #7601-001, was issued on 1/24/2001 on CS 7601 (TH 7). The second permit, #7603-002, was issued on 1/24/2001 on CS 7603 (TH 12) and CS 7603 (TH 12). The third permit, #7609-003, was issued on 1/24/2001 on CS 7609 (TH 59). The fourth permit, #7610-004, was issued on 1/24/2001 on CS 7610 (TH 59). The fifth permit, #7611-005, was issued on 1/24/2001 on CS 7611 (TH 119). The sixth permit, #7612-006, was issued on 1/24/2001 on CS 7612 (TH 119). Upon issuance of this permit each of these earlier issued permits are cancelled.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. **TERM.** This LUP terminates at 11:59PM on 10/23/2028 ("Expiration Date") subject to the right of cancellation by MnDOT, with or without cause, by giving the Permittee ninety (90) days written notice of such cancellation. This LUP will not be renewed except as provided below.

Provided this LUP has not expired or terminated, MnDOT may renew this LUP for a period of up to ten (10) years, provided Permittee delivers to MnDOT, not later than ninety (90) days prior to the Expiration Date, a written request to extend the term. Any extension of the LUP term will be under the same terms and conditions in this LUP, provided:

- (a) At the time of renewal, MnDOT will review the Facility and Area to ensure the Facility and Area are compatible with the safe and efficient operation of the highway and the Facility and Area are in good condition and repair. If, in MnDOT's sole determination, modifications and repairs to the Facility and Area are needed, Permittee will perform such work as outlined in writing in an amendment of this LUP; and
- (b) Permittee will provide to MnDOT a certified copy of the resolution from the applicable governmental body authorizing the Permittee's use of the Facility and Area for the additional term.

If Permittee's written request to extend the term is not timely given, the LUP will expire on the Expiration Date.

Permittee hereby voluntarily releases and waives any and all claims and causes of action for damages, costs, expenses, losses, fees and compensation arising from or related to any cancellation or termination of this LUP by MnDOT. Permittee agrees that it will not make or assert any claims for damages, costs, expenses, losses, fees and compensation based upon the existence, cancellation or termination of the LUP. Permittee agrees not to sue or institute any legal action against MnDOT based upon any of the claims released in this paragraph.

2. REMOVAL. Upon the Expiration Date or earlier termination, at the Permittee's sole cost and expense Permittee will:
 - (a) Remove the Facility and restore the Area to a condition satisfactory to the MnDOT District Engineer; and
 - (b) Surrender possession of the Area to MnDOT.

If, without MnDOT's written consent, Permittee continues to occupy the Area after the Expiration Date or earlier termination, Permittee will remain subject to all conditions, provisions, and obligations of this LUP, and further, Permittee will pay all costs and expenses, including attorney's fees, in any action brought by MnDOT to remove the Facility and the Permittee from the Area.

3. CONSTRUCTION. The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the MnDOT's District Engineer. Approval in writing from MnDOT District Engineer shall be required for any changes from the approved plan.

The Permittee will construct the Facility at the location shown in the attached Exhibit "A", and in accordance with MnDOT-approved plans and specifications. Further, Permittee will construct the Facility using construction procedures compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this LUP at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

4. MAINTENANCE. Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
5. USE. Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this LUP shall remain subordinate to the right of MnDOT to use the property for highway and transportation purposes. This LUP does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge Facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264. No rights to relocation benefits are established by this LUP.

This LUP is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

6. APPLICABLE LAWS. This LUP does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.

Permittee at its sole cost and expense, agrees to comply with, and provide and maintain the Area, Facilities in compliance with all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivision having jurisdiction and authority in connection with said Area including the Americans with Disabilities Act ("ADA"). If the Area and Facilities are not in compliance with the ADA or other applicable laws MnDOT may enter the Area and perform such obligation without liability to Permittee for any loss or damage to Permittee thereby incurred, and Permittee shall reimburse MnDOT for the cost thereof, plus 10% of such cost for overhead and supervision within 30 days of receipt of MnDOT's invoice.

7. CIVIL RIGHTS. The Permittee for itself, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree that in the event improvements are constructed, maintained, or otherwise operated on the Property described in this Limited Use Permit for a purpose for which a MnDOT activity, facility, or program is extended or for

another purpose involving the provision of similar services or benefits, the Permittee will maintain and operate such improvements and services in compliance with all requirements imposed by the Acts and Regulations relative to nondiscrimination in federally-assisted programs of the United States Department of Transportation, Federal Highway Administration, (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or limited English proficiency will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said improvements.

8. SAFETY. MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this LUP is granted, so as to maintain the safety of both the motoring public and Facility users.
9. ASSIGNMENT. No assignment of this LUP is allowed.
10. IN WRITING. Except for those which are set forth in this LUP, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this LUP.
11. ENVIRONMENTAL. The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall notify in writing MnDOT's District Engineer and shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
12. MECHANIC'S LIENS. The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.
13. NOTICES. All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows: to Permittee at:

Auditor
Swift County Courthouse
301 14th St N - P.O. Box 288
Benson, MN 56215

and to MnDOT at:

State of Minnesota
Department of Transportation
District 4 Right of Way
1000 Highway 10 West
Detroit Lakes, MN 56501

The address to which notices are mailed may be changed by written notice given by either party to the other.

14. INDEMNITY. Permittee shall defend, indemnify, hold harmless and release the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from and against:

(a) all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee's property) occurring on the Facility or connected with Permittee's use and occupancy of the Area, regardless of whether such injury, death, loss or damage is caused in part by the negligence of State of Minnesota or is deemed to be the responsibility of State of Minnesota because of its failure to supervise, inspect or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person.

(b) claims arising or resulting from the temporary or permanent termination of Facility user rights on any portion of highway right of way over which this LUP is granted;

(c) claims resulting from temporary or permanent changes in drainage patterns resulting in flood damages;

(d) any laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever filed or maintained for or on account of any work done or materials furnished; and

(e) any damages, testing costs and clean-up costs arising from spillage of regulated materials attributable to the construction, maintenance or operation of the Facility.

MINNESOTA DEPARTMENT
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: _____

District Engineer

Date _____

APPROVED BY:

COMMISSIONER OF
TRANSPORTATION

By: _____

Director, Office of Land Management

Date _____

COUNTY OF SWIFT

By _____

Its Chairman of the County Board

And _____

Its Auditor in his capacity as
Clerk of the County Board

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

EXHIBIT B

COUNTY OF SWIFT

RESOLUTION No. 19-01-03

IT IS RESOLVED that the County of Swift enter into Limited Use Permit No. 7600-0018 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the County of Swift upon, along and adjacent to Trunk Highway No. 12, 59, 29, 0, 7, 9 the limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED that the Swift County Board of Commissioners does hereby approve said Limited Use Permit and authorizes and directs the County Board Chairperson to execute, on behalf of County of Swift, the aforesaid Limited Use Permit.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Swift County Board of Commissioners at an authorized meeting held on the _____ day of _____, 2018, as shown by the minutes of the meeting in my possession.

Chairperson of Swift County, Minnesota.

Subscribed and sworn to before me this _____ day of _____, 2018

Notary Public _____

My Commission Expires _____

**NOTARY
STAMP**

- C.S. 7603 (T.H. 12)
- C.S. 7602 (T.H. 9)
- C.S. 7600 (T.H. 0)
- C.S. 7606 (T.H. 9)
- C.S. 7609 (T.H. 59)
- C.S. 7604 (T.H. 12)
- C.S. 7605 (T.H. 12)
- C.S. 7608 (T.H. 29)
- C.S. 7601 (T.H. 7)

LUP # 7600-0018

(Signature)

(Type or Print Name)

(Title)

(Signature)

(Type or Print Name)

(Title)

Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use

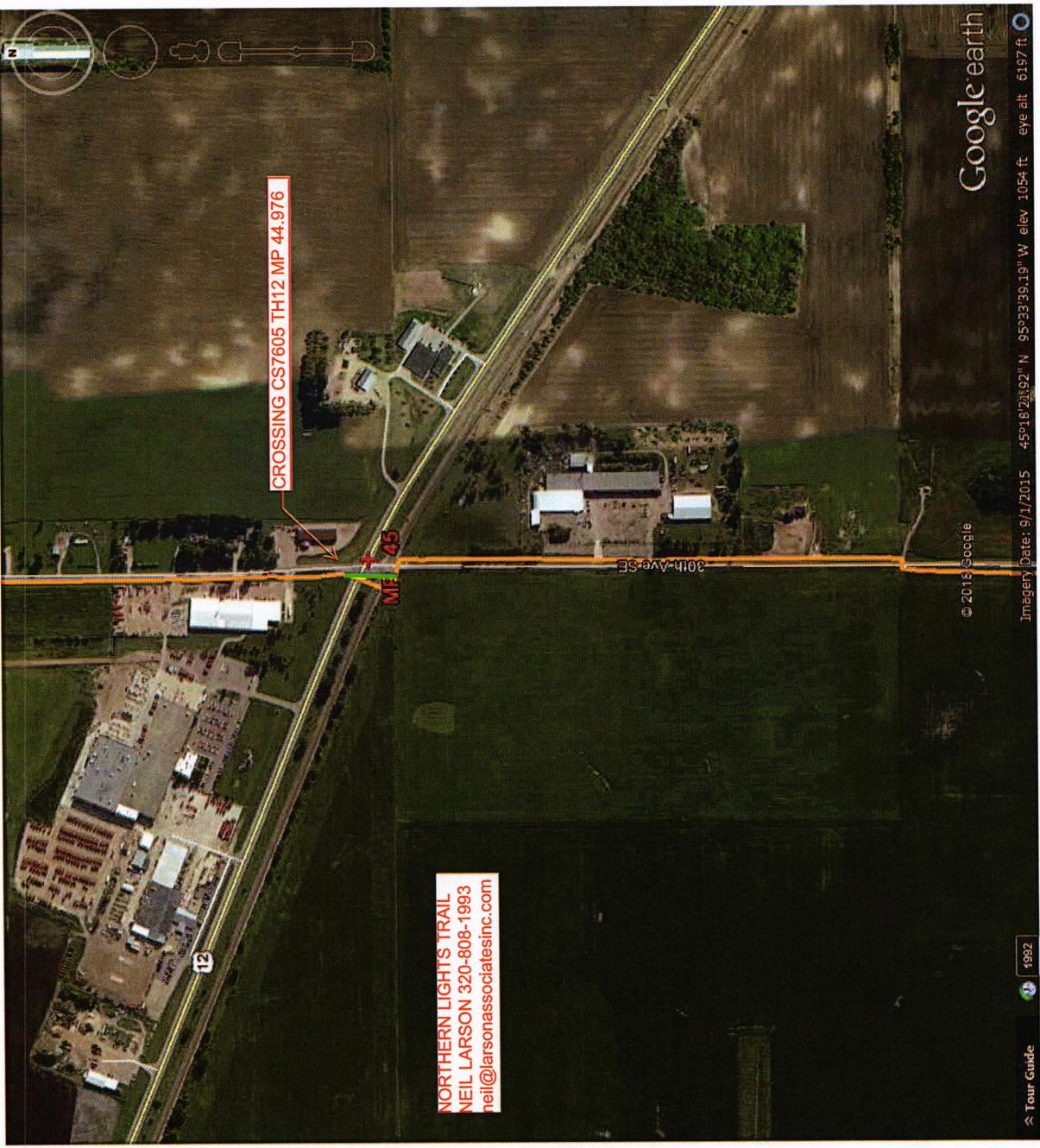
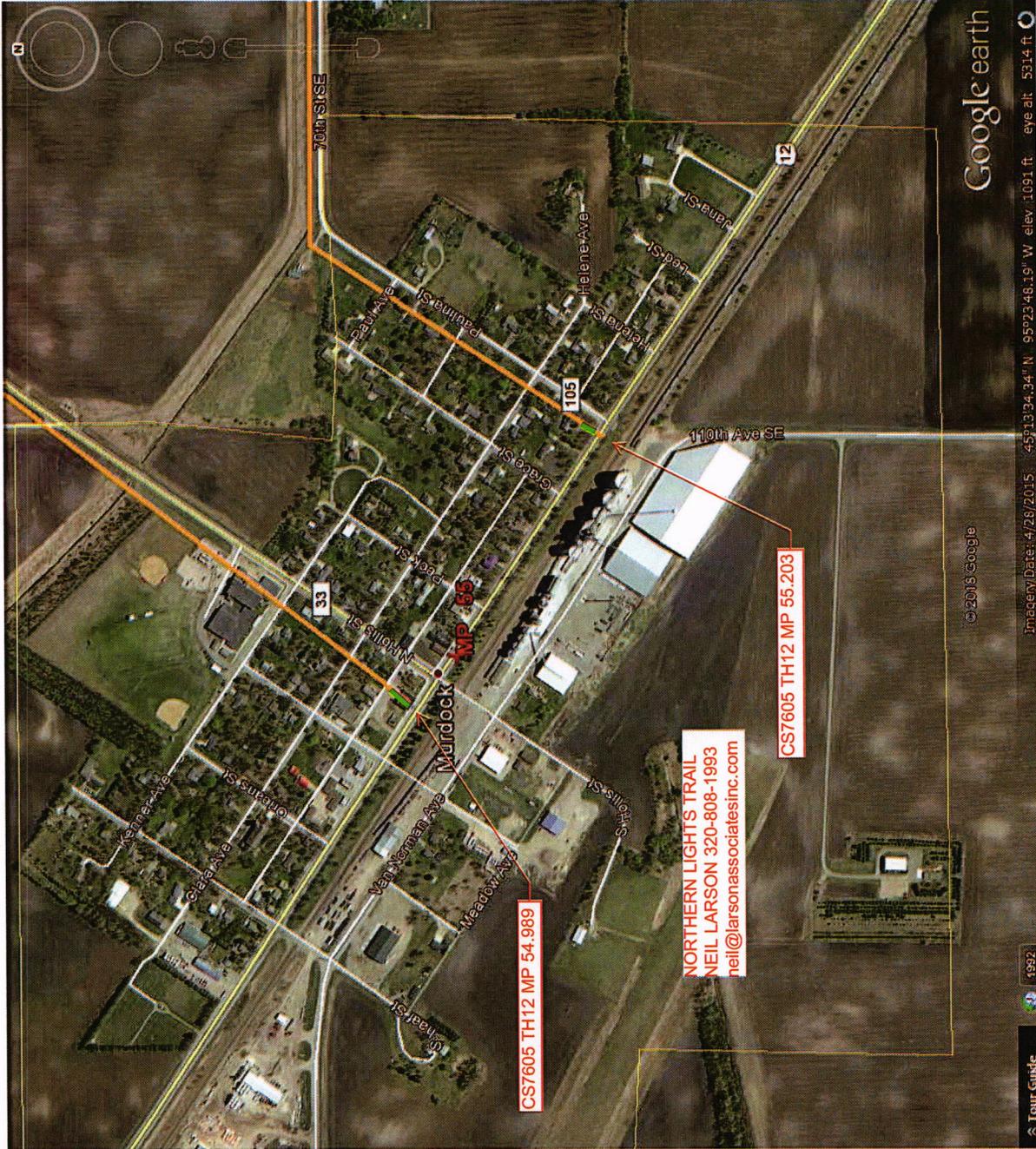
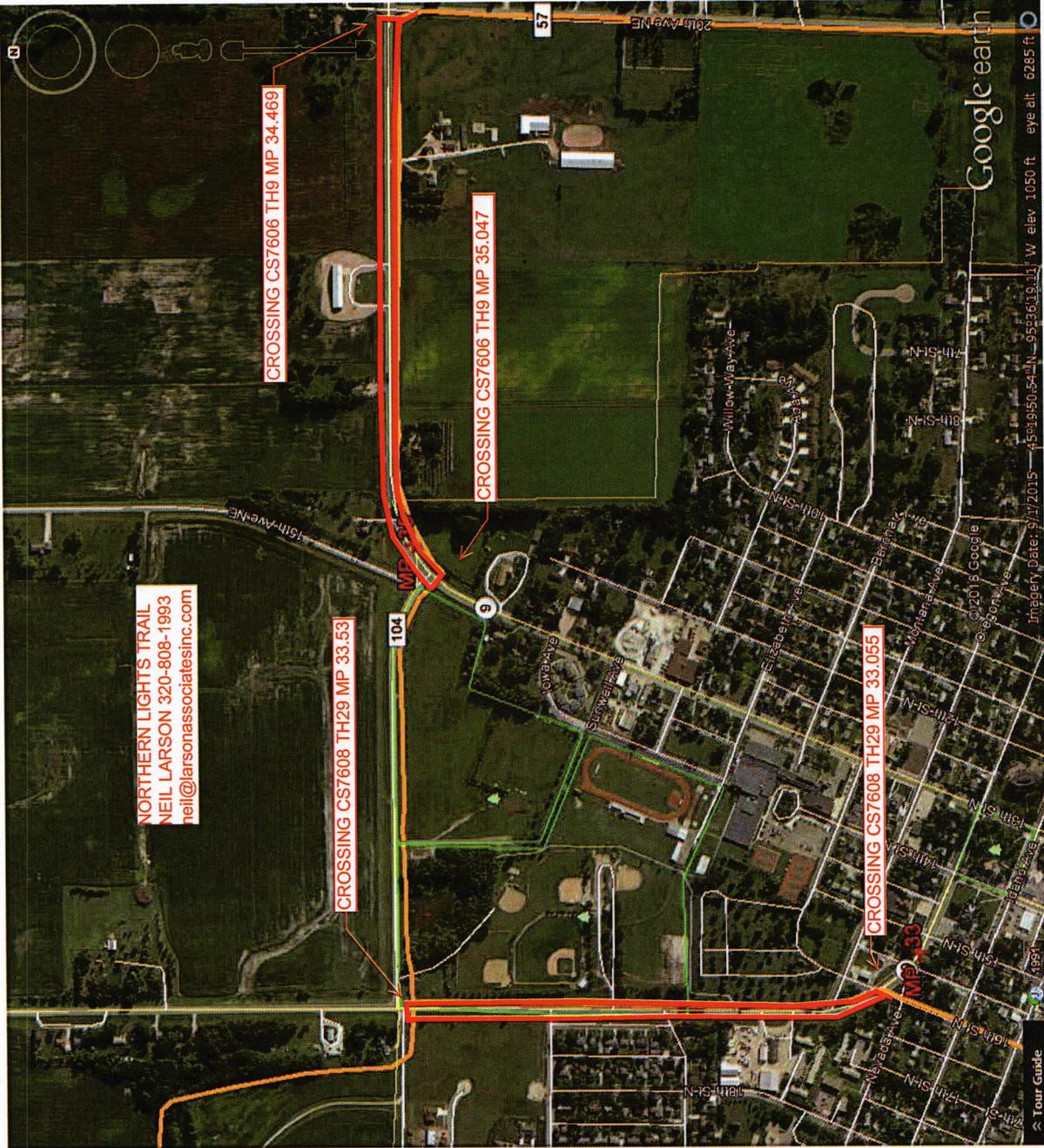


EXHIBIT "A" SHEET #6 OF 31

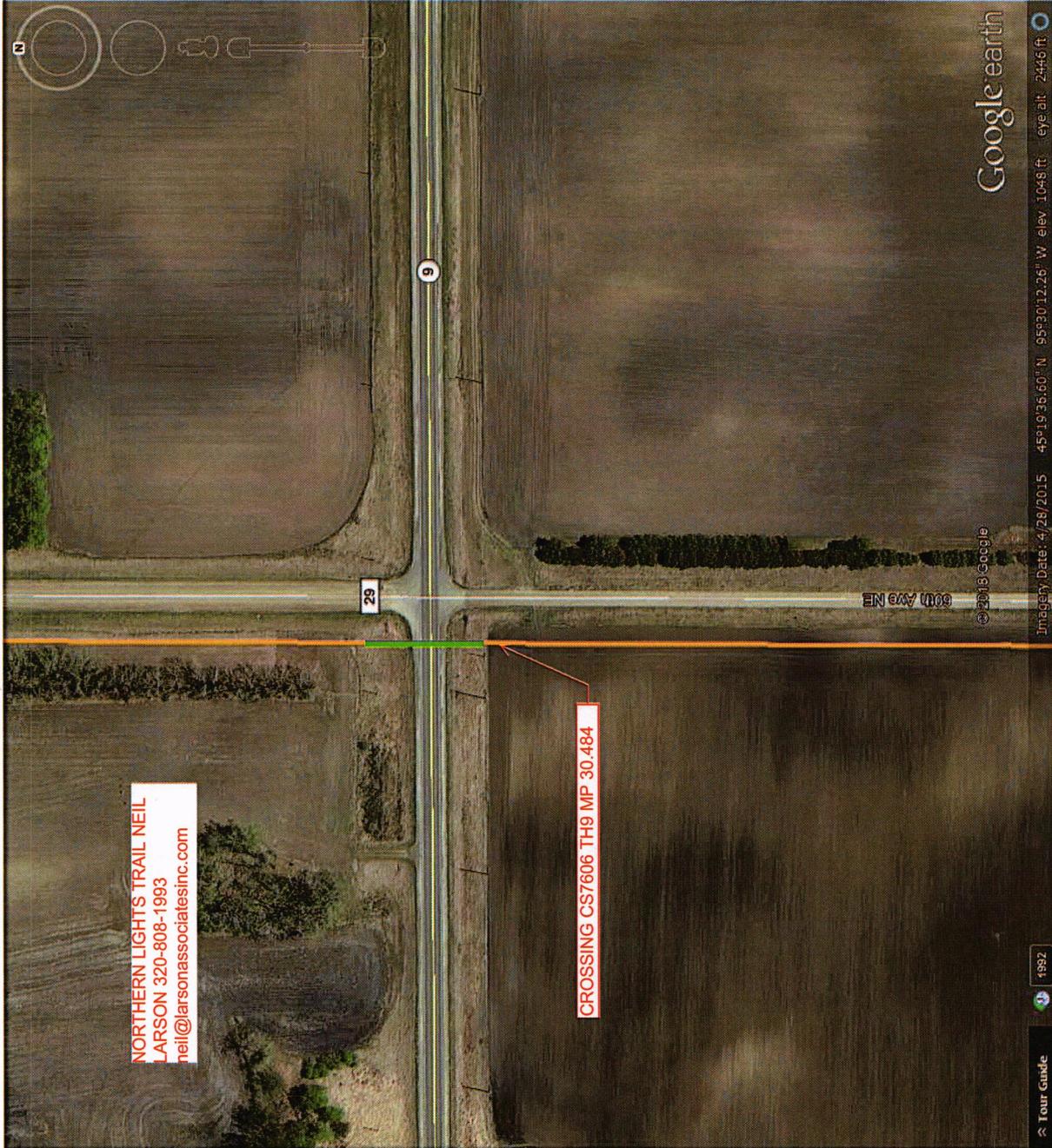
Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



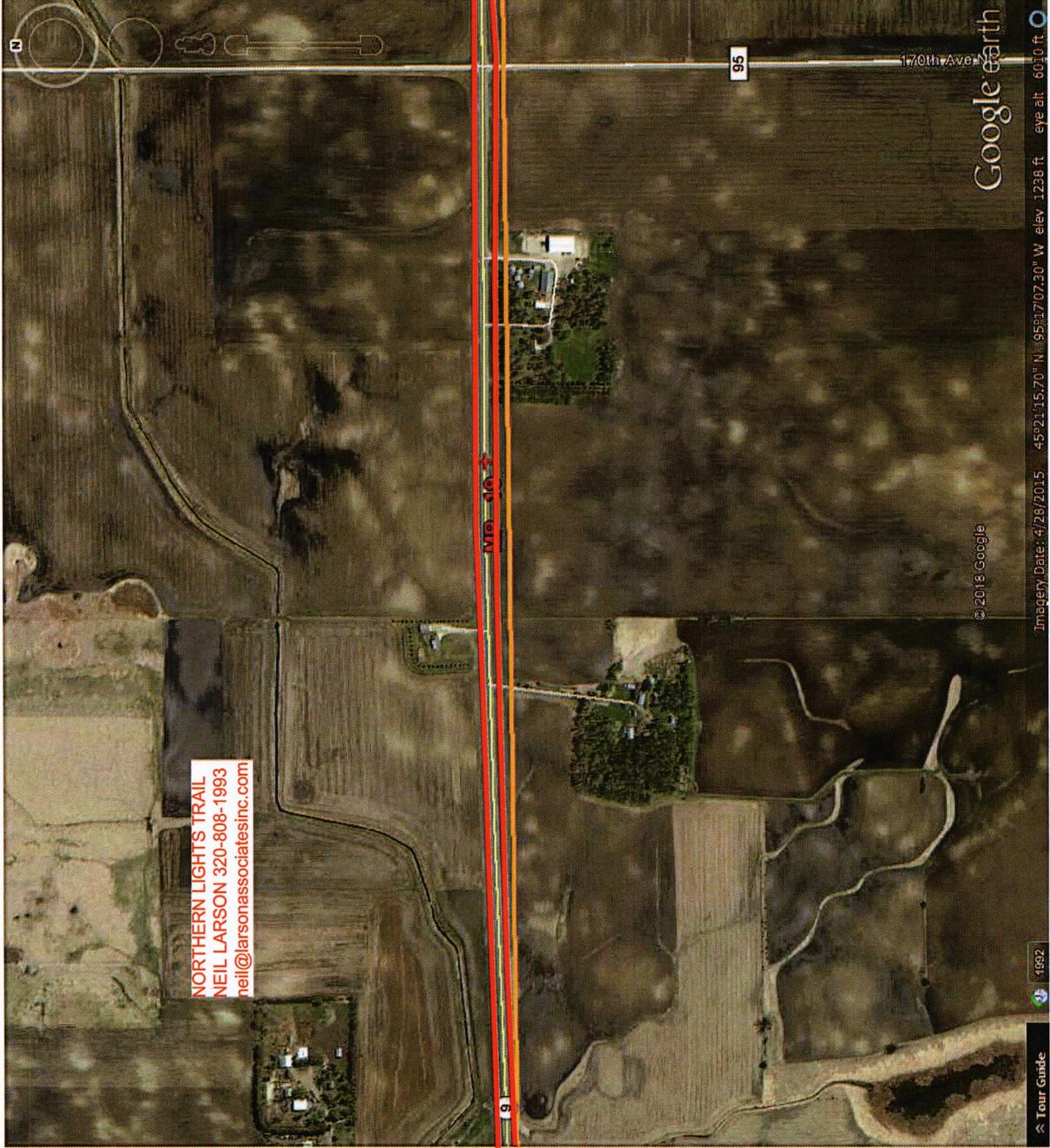
Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



Nighttime Two Way Use
One Way Use



EXHIBIT "A" SHEET #16 OF 31

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

CROSSING CS7608 TH29 MP 38.589

CROSSING CS7608 TH29 MP 38.289

Nighttime Two Way Use
One Way Use



© 2018 Google

Google earth

Imagery Date: 8/30/2016 45°23'29.04" N 95°35'27.74" W elev 1063 ft eye alt 3308 ft

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7522
jkack@mchsi.com

Nighttime Two Way Use
One Way Use



56

12

MP 19

CROSSING CS7603 TH12 MP 18.831

240th Ave NW

Google earth

Imagery Date: 19/1/2015 - 45°17'49.37"N 96°04'18.07"W elev. 1071 ft. eye alt. 3107 ft.



© 1992

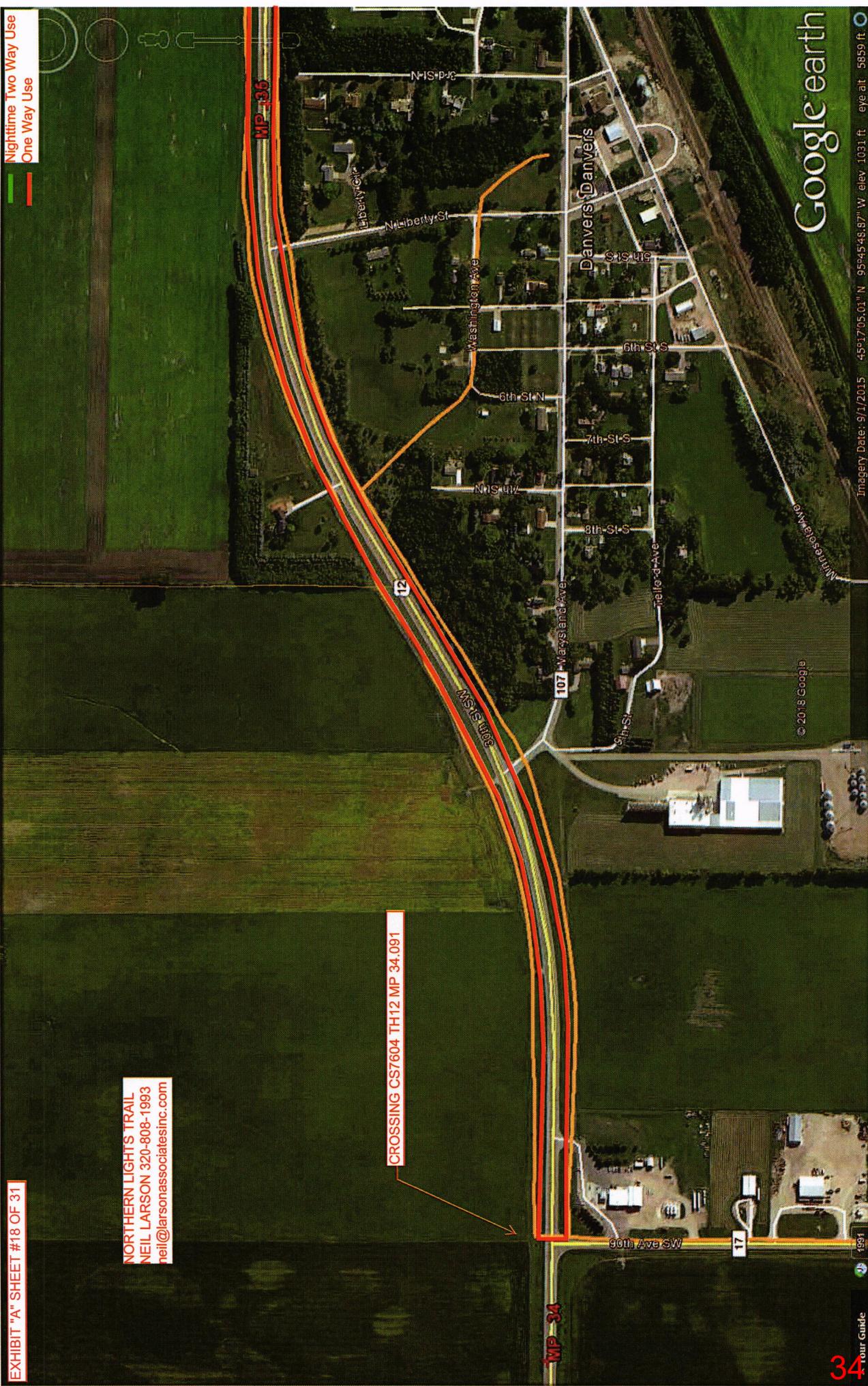
Nighttime Two Way Use
One Way Use



EXHIBIT "A" SHEET #18 OF 31

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsomassociatesinc.com

CROSSING CS7604 TH12 MP 34.091



Google earth

Imagery Date: 9/1/2015 45°17'05.01" N 95°45'48.87" W elev 1031 ft eye at 5859 ft

© 2018 Google

1991

Our Guide

Nighttime Two Way Use
One Way Use



NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com



NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Nighttime Two Way Use
One Way Use



© 2018 Google

Google earth

Imagery Date: 9/1/2015 45°17'38.13" N 95°43'33.67" W elev. 1028 ft eye alt 5859 ft

1991

4 Tour Guide

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Nighttime Two Way Use
One Way Use



Google earth

Imagery Date: 9/1/2015 45°18'03.40" N 95°42'19.62" W elev. 1027 ft eye alt. 5859 ft

© 2018 Google

1991

4our Guide

EXHIBIT "A" SHEET #22 OF 31

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Nighttime Two Way Use
One Way Use



© 2018 Google

Google earth

Imagery Date: 6/7/2015 45°18'13.42" N 95°40'31.71" W elev. 1033 ft. eye alt. 5859 ft.

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Nighttime Two Way Use
One Way Use



© 2018 Google

Google earth

Imagery Date: 9/1/2015 45°18'51.24" N 95°39'48.97" W elev. 1036 ft eye alt. 5859 ft

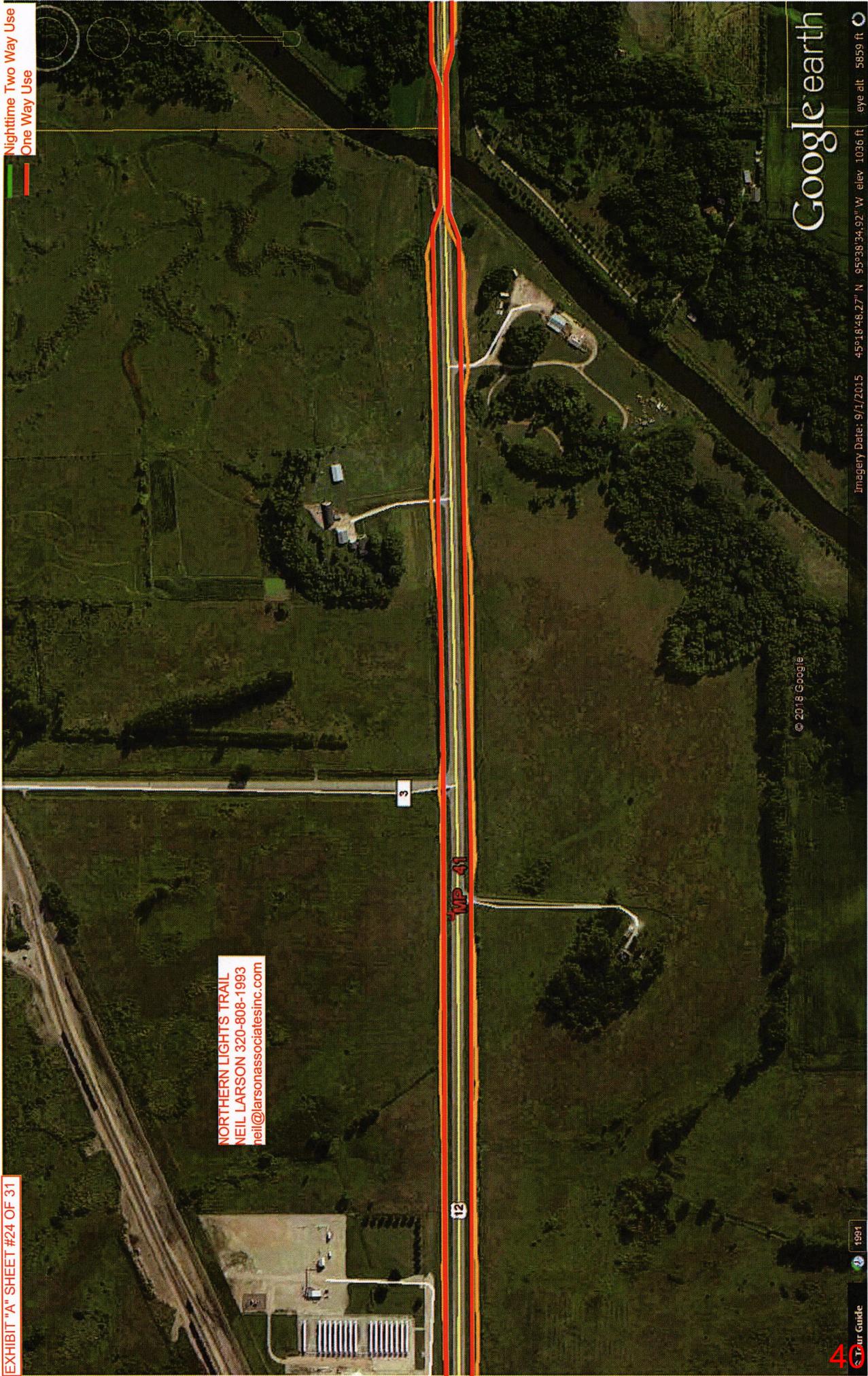


1991

Tour Guide

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Nighttime Two Way Use
One Way Use



Google earth

© 2018 Google

Imagery Date: 9/1/2015 45°18'48.27" N 95°38'34.92" W elev 1036 ft eye alt 5859 ft



Nighttime Two Way Use
One Way Use

EXHIBIT "A" SHEET #25 OF 31

12

MP 42

CROSSING CS7604 TH12 MP 41.882

NORTHERN LIGHTS TRAIL
NEIL LARSON 320-808-1993
neil@larsonassociatesinc.com

Google Earth

Imagery Date: 9/1/2015 4:59:18.41477N 95:26:46.182 W elev 1033 ft eye alt 5899 ft

1991

Tour Guide

41

Nighttime Two Way Use
One Way Use



EXHIBIT "A" SHEET #26 OF 31

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7522
jkack@mchsi.com

MP 136

CROSSING CS7609 TH59 MP 135.993

CROSSING CS7609 TH59 MP 136.476



Google earth

Imagery Date: 9/1/2015 45°12'37.03"N 96°00'57.13"W elev 4016 ft eye alt 3611 ft

© 2015 Google

EXHIBIT "A" SHEET #27 OF 31

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7322
jkack@mchsi.com

Nighttime Two Way Use
One Way Use



© 2016 Google

Google earth

Imagery Date: 9/1/2015 45°13'25.06" N 95°59'05.30" W elev 1017 ft eye alt 6060 ft

3992

Your Guide

Nighttime Two Way
Use One Way Use



EXHIBIT "A" SHEET #28 OF 31

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7522
jkack@mchsi.com

190th Ave SW

MP 120

59

36

60th St SW

190th Ave SW

CROSSING CS7609 TH59 MP 139.611

© 2018 Google

Google earth

Imagery Date: 9/1/2015 45°14'31.59" N 95°57'30.82" W elev. 1031 ft eye alt. 6026 ft

1992

44 Year Guide

Nighttime Two Way
Use One Way Use



EXHIBIT "A" SHEET #29 OF 31

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7522
jkack@mchsi.com

CROSSING CS7609 TH59 MP 142.035

MP 142
Shady St

59

MP 141

© 2018 Google

Google earth

Imagery Date: 9/1/2015 45°14'47.43" N 95°55'46.00" W elev 1024 ft eye alt 6026 ft

1991

Tour Guide

EXHIBIT "A" SHEET #30 OF 31

RIDGE RUNNER TRAILS
JEFF KACK 320-808-7522
jkack@mchsi.com

Nighttime Two Way
Use One Way Use



CS7601 TH7 MP 50.003

MP 50

CROSSING CS7601 TH7 MP 49.929

© 2018 Google

Google earth

EXHIBIT "A" SHEET #31 OF 31

Nighttime Two Way Use
One Way Use





Request for Board Action

BOARD MEETING DATE:
January 8, 2019

Commissioner's Report

Department Information

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

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving organizational meeting actions.	
AGENDA YOU ARE REQUESTING TIME ON: Organizational Meeting	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: State Statute requires the board to take approved a number of items annually at the first meeting in January
BACKGROUND/JUSTIFICATION: The following resolutions are required to be reviewed and action taken on them annually. They include: <ul style="list-style-type: none"> • Adopt 2019 Committee assignments • Appoint County Coroner • Set 2019 Board Meeting Schedule • Set 2019 mileage rate (58 cents per mile) • Adopt an Official newspaper • Elected officials to attend annual conferences • Set bounties for pocket gophers and beavers • Allocate the cost of County Attorney to Welfare Fund • Approve corporate signatures for 2019 • Designation of corporate depositories for 2019 • Define employee for Workers Compensation 	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	None

Budget Information

FUNDING: n/a

Review/Recommendation

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

RESOLUTION No. 19-01-04

**ADOPTING 2019 BOARD COMMITTEE REPRESENTATIVES,
ADVISORY COMMITTEE REPRESENTATIVES, AND
JOINT DITCH BOARD REPRESENTATIVES**

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the 2019 Board Committee Representatives, Advisory Committee Representatives, and Joint Ditch Board Representatives as listed on Exhibit A is here by approved.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___

2019 BOARD REPRESENTATION

COMMITTEE/GROUP	REPRESENTATIVE	DAY OF MEETING	MEETING TIME	PLACE
BOARD COMMITTEES:				
Policy Committee	Peterson Rudningen	As needed	10:30 a.m.	Board Room
Technology Committee	Rudningen	4th Friday	9:00 a.m.	Board Room
Personnel Committee	Hendrickx Rudningen	Mon after 1st Tue	10:00 a.m.	Board Room
Solid Waste Committee	Peterson Fox	As needed	9:00 a.m.	Enivron Ser.
Building Committee	Hendrickx Rudningen	As needed	9:00 a.m.	Board Room
Health Insurace Committee	Hendrickx Rudningen	As needed		
Well-being Committee	Fox Rudningen	As needed		
ADVISORY COMMITTEES:				
Appleton Park Board	Hendrickx			
Revolving Loan Fund	Entire Board			
Extension Committee	Pederson Rudningen	4th Wednesday	Quarterly Jan, April, July, Oct	
RDA/GROW Boards	Pederson Peterson/Alternate	3rd Thursday		
Swift County Law Library	Peterson			
Planning Commission	Rudningen			
Prairie V CAC Board	Peterson	4th Monday	10:00 a.m.	Montevideo
Prairie Lakes Detention Bd	Rudningen Peterson/Alternate	3rd Wednesday	9:00 a.m.	
SCEMO	Peterson Rudningen	bi-monthly		
Swift County DAC Board	Pederson	3rd Wednesday	12:00 Noon	

2019 BOARD REPRESENTATION

COMMITTEE/GROUP	REPRESENTATIVE	DAY OF MEETING	MEETING TIME	PLACE
Upper Mn Val Reg Dev Com	Hendrickx	4th Tuesdays	Evenings	
Water Planning Committee	Pederson			
Jobs Training/Private Ind.Co	Fox		Quarterly	
Pioneerland Library System	Rudningen	3rd Thursday	Quarterly	
Safety	Pederson			
Historical Society	Pederson	4th Thursday		
Countryside Public Health	Peterson	2nd Wednesday	Monthly	Montevideo
West Minn Revolving Loan	Fox			
Swift Falls Park Board	Rudningen			
SW Mental Health Bd	Fox			
RIDES Advisory Council	Peterson			
Region 6W FEMA Board	Peterson		Annually	
Chippewa River Watershed	Fox	3rd Friday	Monthly	
Pomme de Terre Watershed	Fox	2nd Friday		
Hospital Government Group	Pederson Peterson	As needed - 2 or 3 times a year		
Glacial Trail Scenic Biway	Rudningen	4th Monday		
Woodland Centers	Hendrickx Fox	2nd Thursday		
HRA Board	Peterson			
Joint Engineer Committee	Peterson Rudningen	As needed		
SWCD	Pederson	2nd Thursday	8AM	Benson
Restorative Justice	Fox	2nd Tuesday		
Sheriff's Task Force	Pederson Peterson			
Swift County Benson Hospital	Fox			

2019 BOARD REPRESENTATION

COMMITTEE/GROUP	REPRESENTATIVE	DAY OF MEETING	MEETING TIME	PLACE
C 6 Drug Task Force	Rudningen			
Prairie Waters Tourism	Hendrickx			
RDA Loan Committee	Pederson			
6W Corrections	Hendrickx	1st Thursday		
	Peterson			
Radio Board	Rudningen			
	Peterson/Alternate			
Nurse Family Partnership	Peterson	Quarterly 2nd Monday		
		1,4,7,10		
Southern Prairie Community Care	Hendrickx	4th Friday		
	Fox Alternate			
MN Public Sector Collaborative	Rudningen	Quarterly		

2019 JOINT COUNTY DITCH BOARDS

JOINT COUNTY DITCH BOARDS				
JOINT COUNTY DITCH BOARD	REPRESENTATIVE	DAY OF MEETING	MEETING TIME	PLACE
JT CO DITCH NO. 2 (S & S)	Hendrickx			
	Fox			
JT CO DITCH NO. 3 (C & S)	Pederson			
	Fox			
JT CO DITCH NO. 4 (S & P)	Peterson			
	Hendrickx			
	Rudningen			
JT CO DITCH NO. 6 (C & S)	Peterson			
	Fox			
JT CO DITCH NO. 8 (C & S)	Fox			
	Rudningen			
JT CO DITCH NO. 9 (S, S, & P)	Rudningen			
	Fox			
JT CO DITCH NO. 18 (S,K, & C)	Fox			
	Pederson			
	Hendrickx			
LAT B OF JT CO DITCH NO. 18 (S & C)	Fox			
	Pederson			
	Hendrickx			
LAT C OF JT CO DITCH NO. 18 (S,K,&C)	Fox			
	Pederson			
	Hendrickx			
JT CO DITCH NO. 19 (S & K)	Hendrickx			
	Peterson			
	Rudningen			
	Fox			
JT CO DITCH NO. 21 (S, K, & C)	Hendrickx			
	Peterson			
	Rudningen			
JT CO DITCH NO. 22 (S, K & C)	Hendrickx			
	Rudningen			

Appointments made by the County Board

Swift County Board Appointments

Board/Committee/Commission	Appointment	Board District	Start Year	Current Term Ends
SCBH Board of Directors	Patty Schreck	3	2009	12/31/2021
	Joe Fox	4	2010	12/31/2019
	Richard Horecka, MD	3	2013	12/31/2019
	Brian Samuelson	2	2008	12/31/2020
	Tom Anderson		2016	12/31/2018
	Jill Hedman	2014?		12/31/2019
	Pat Langan		2016	12/31/2020
	Grant Herfindahl		2019	1/1/2021
Swift County Extension Committee	Adult Members			
	Earl Molden	4	2017	12/31/2019
	Polly Johnson	2	2014	12/31/2019
	Jess & Tammy Berge	5	2015	12/31/2020
	Cindy Evenson	4	2018	12/31/2020
	Matt Mattheisen	3	2013	12/31/2021
	Tim & Erin Nagler - to be appoi	4	2019	12/31/2021
	Youth Members			
	Madeline Giese	1	2018	12/31/2019
	Zander Hoffman - to be appoint	3	2019	12/31/2020
Swift County HRA * Denotes Section 8 member	* Karla Schmidt	1	2010	12/31/2021
	Julie Commerford		2012	12/31/2022
	Jessy Engelke		2018	12/31/2023
	Pete Peterson	3	2006	1/31/2017
	Deb Kneisl	4	2018	12/31/2023
	Sue Hauer	5	2013	12/31/2023
	Lindsey Bruer	1	2013	12/31/2023
	Swift County RDA	Jon Panzer	1	Second
Heidi Gandsey		2	Pre	12/31/2019
Terri Barrett		5	First	12/31/2019
Ed Pederson		2	First	12/31/2018
Eric Carlson		2	First	12/31/2020
Stephanie Heinzig		3	First	12/31/2020
Richard Molenaar		5	First	12/31/2018
Tom Walsh		4	First	12/31/2020
Swift County Planning Commission * Denotes BOA members	* John Gorres	4	2002	12/31/2015
	* Paul Ahrndt	4	2009	12/31/2015
	* Bruce Felt	5	2001	12/31/2016
	* Tom Walsh	4	2002	12/31/2016
	* Joe Carruth	4	2015	12/31/2018
	Eric Rudningen	5	2015	12/31/2018
	Roger Schmidt	4	2015	12/31/2018

RESOLUTION No. 19-01-05

APPOINTING A COUNTY MEDICAL EXAMINER

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that Dr. A. Quinn Strobl is appointed the Swift County Medical Examiner and may be supported by the Anoka County staff in the Anoka County Medical Examiner’s Office.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___

RESOLUTION No. 19-01-06

2019 SWIFT COUNTY BOARD OF COMMISSIONER’S MEETING SCHEDULE

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the Swift County Board of Commissioner shall hold all meetings in the Swift County Courthouse located at 301 14th St N, in Benson Minnesota with its regular meetings being held the 1st and 3rd Tuesday’s of each month at 9:00 AM with the following exceptions:

- The June 18, 2019 meeting will be moved from 9:00 AM to 5:00 PM for the Board of Equalization
- The December 3, 2019 meeting will be moved to Wednesday, December 4, from 9:00 AM to 5:00 PM and 6:00 PM. for TNT Hearing

BE IT RESOLVED, that the Swift County Board of Commissioner will hold the following special meetings:

- End of the year meeting on Friday, December 27, 2019 at 9:00 AM

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

RESOLUTION No. 19-01-07

ADOPTING A NEW MILEAGE RATE

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the mileage rate as of January 1, 2019 shall be 58 cents per mile.

Adopted on a _____ vote by the Swift County Board of County Commissioners
the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

RESOLUTION No. 19-01-08

ADOPTING 2019 OFFICIAL NEWSPAPER

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the 2019 primary official newspaper for Swift County shall be the Swift County Monitor and the secondary official newspaper shall be the Appleton Press.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

Swift County Monitor-News

101 12th Street South - Benson, MN 56215 320-843-4111
News - reed@monitor-news.com Advertising - ads@monitor-news.com

Thursday, December 20, 2018

Dear Swift County Board of Commissioners,

Community newspapers are essential to keeping our rural citizens informed. Through our reporting, residents are kept up-to-date about what their local governments are proposing and acting on. Through our pages we connect citizens to their neighbors and fellow citizens, helping develop a common sense of community and common purpose. We give citizens the knowledge they need to make informed decisions.

Public notice advertising from our local governments helps ensure that we can continue to provide our county's residents with the information that helps you as elected leaders stay connected to them. Imagine the cost of replacing the trusted source of news the Appleton Press, Kerkhoven Banner and Swift County Monitor-News represent.

We believe Swift County may be unique in America in that in this age of newspaper consolidation and group ownership, our readers have three locally owned publications. Montevideo, Granite Falls and Redwood Falls all have newspapers owned by a corporation based in New York. Morris/Hancock and Willmar are owned by Forum Communications in Fargo. As owners of our newspapers, we are truly connected to our communities and local leaders. We also give back to our communities.

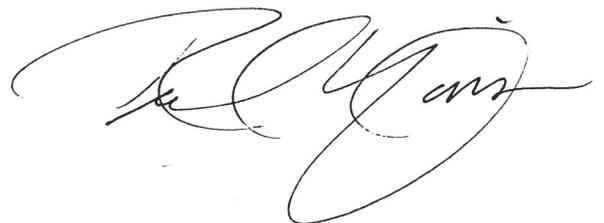
The Swift County Monitor-News respectfully submits the following bid to be Swift County's first publication for public notices to be published for the year 2019.

We will carry, at no charge, the county's public notices on our web site. The public notices will also be available to all of those who subscribe to the Monitor-News' PDF edition.

Attached to this submission is the Appleton Press' bid as the second publication for Swift County in 2019.

Thank you for your consideration of the following bids.

Thank you,
Reed Anfinson
Publisher
Swift County Monitor-News



**PROPOSAL FORM
2019 OFFICIAL NEWSPAPER**

Please state the specific rates to be charged to the County for the following: (include any discounts that may apply to the County in the rate quotation.)

	<u>First Insertion</u>		<u>Subsequent Insertions</u>	
	per word	per col. inch	per word	per col. inch
a. Classified Rates	\$ <u>0.30</u>	\$ <u>12.00</u>	\$ <u>0.28</u>	\$ <u>11.00</u>
b. Public Notices	\$ <u>0.28</u>	\$ <u>11.00</u>	\$ <u>0.21</u>	\$ <u>9.00</u>
c. Display Ads	\$ <u>NA</u>	\$ <u>8⁰⁵</u>	\$ <u>NA</u>	\$ <u>Based on Volume</u>

What are your submission deadlines for the following:

	TIME	DAY
A. Classified Ads -	<u>10:00 AM</u>	<u>MONDAY</u>
B. Legal Notices -	<u>4 p.m.</u>	<u>FRIDAY</u>
C. Display Ads -	<u>4 p.m.</u>	<u>FRIDAY</u>

By signing below, I certify that I am qualified and authorized to submit this proposal and will be responsible for performing all provisions stated above if contract is awarded.

Print/type Name: REED ANTISSON

Title: Publisher/Owner

Signature: 

Date: 12-17-18

Executed by Board Chair (if awarded by Board of Commissioners)

Chair Date: _____

Attest:

Clerk of the Board Date: _____

Appleton

**PROPOSAL FORM
2019 OFFICIAL NEWSPAPER**

Please state the specific rates to be charged to the County for the following: (include any discounts that may apply to the County in the rate quotation.)

	<u>First Insertion</u>		<u>Subsequent Insertions</u>	
	per word	per col. inch	per word	per col. inch
a. Classified Rates	\$ <u>0.30</u>	\$ _____	\$ <u>0.30</u>	\$ _____
b. Public Notices	\$ <u>0.22</u>	\$ <u>9.35</u>	\$ <u>0.18</u>	\$ <u>7.48</u>
c. Display Ads	\$ _____	\$ <u>5.80</u>	\$ _____	\$ <u>5.80</u>

What are your submission deadlines for the following:

	TIME	DAY
A. Classified Ads -	<u>9:00am</u>	<u>Monday</u>
B. Legal Notices -	<u>9:00 am</u>	<u>Monday</u>
C. Display Ads -	<u>9:00am</u>	<u>Monday</u>

By signing below, I certify that I am qualified and authorized to submit this proposal and will be responsible for performing all provisions stated above if contract is awarded.

Print/type Name: Leslie Ehrenberg, The Appleton Press

Title: Publisher/Editor

Signature: Leslie Ehrenberg Date: _____

Executed by Board Chair (if awarded by Board of Commissioners)

_____ Date: _____
Chair

Attest:

_____ Date: _____
Clerk of the Board



PAID for 2019

State of Minnesota
Office of the Minnesota Secretary of State
Steve Simon

September 18, 2018

Swift County Monitor News
101 12th St., S
BENSON, MINNESOTA 56215

Receipt

Account Number: 125460260
Sales Order Number: 10324953

<u>Work Item Number</u>	<u>Description</u>	<u>Fee Amount</u>
103249530003	Legal Newspapers	\$25.00
Total Fees		\$25.00

<u>Payment Type</u>	<u>Reference Number</u>	<u>Payment Amount</u>
Check	14131	\$25.00
Total Payments		\$25.00

An overage amount will be refunded after 60 days from the date on this notice if not used.

Business Services
MN Retirement Systems Building
60 Empire Drive #100
Saint Paul, MN 55103-2141
Phone: 651-296-2803 or 1-877-551-6767 Minnesota Relay Service: 711
E-mail: business.services@state.mn.us

Office of the Minnesota Secretary of State

Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02



Must be filed between September 1 and December 31, each year

Filing Fee: \$25.00

Please read the instructions before completing this form.

1. Current Name and Known Office of Issue Address of Newspaper:

Swift County Monitor-News
101 12th Str S
Benson, MN 56215

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

SEP 25 2018

Steve Piron L.S.
Secretary of State

2. **IF CHANGED**, list the new name and/or address of known office of issue:

Name of Newspaper: _____

Street Address: _____
(Must be a complete street address or rural route and rural route box number)

City: _____ State: MN Zip Code: _____

3. County of Known Office of Issue: (Required) Swift

4. Legal Newspaper Phone Number: (Required) (320) 843-4111
(Area Code) Phone Number

5. Name and daytime phone number of contact person:

Reed Anfinson (320) 843-4111
Contact Name Daytime Phone Number

6. Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

E-Mail Address: reed@monitor-news.com

7. This legal newspaper certifies that it has complied with all of the requirements of Minnesota Statutes, section 331A.02.

I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

[Signature] 7-13-18
Signature of Authorized Representative (Required) Date

RESOLUTION No. 19-01-09

ELECTED OFFICIALS TO ATTEND ANNUAL CONFERENCES

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the County Treasurer, County Sheriff, County Attorney, County Administrator, and County Commissioners are the County Officials designated to attend the annual conferences for their offices.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

RESOLUTION No. 19-01-10

ADOPTING 2019 BOUNTIES

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the 2019 bounties are set as follows:

Beaver Bounty

\$100.00 for beavers (in or out of season) in designated ditches only with the approval of the Parks and Drainage Supervisor.

Pocket Gophers Bounty

Pocket gophers bounties shall only be paid to a township. The County will pay \$3.00 per pocket gopher when the total bounty paid by a township is a minimum of \$5.00 per pocket gopher or \$2.00 per pocket gopher when the total bounty paid by a township is less than \$5.00 per pocket gopher.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

RESOLUTION No. 19-01-11

COUNTY ATTORNEY SERVICES TO SOCIAL WELFARE FUND

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the actual cost of the County Attorney services to Human Services shall be charged to the Social Welfare Fund.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____

RESOLUTION No. 19-01-12

2019 CORPORATE SIGNATURES

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, that the Board Chair _____, County Treasurer Ronald Vadnais, and County Auditor Kimberly Saterbak are the 2019 authorized corporate signatures.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___

RESOLUTION No. 19-01-13

DESIGNATION OF DEPOSITORIES FOR 2018

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, by the Swift County Board of Commissioner, that the following are hereby designated as County depositories for the Year of 2019:

State Bank of Danvers
Citizens Alliance Bank of Murdock
Financial Security Bank of Kerkhoven
First Security Bank of Benson
CO-OP Credit Union of Montevideo, Inc.
Prairie Sun Bank - Appleton
Community Development Bank, FSB - Ogema/Hancock
Wells Fargo Securities LLC
Riverwood Bank of Benson
Franklin Templeton Investments
Bank of the West – Benson
Farmers and Merchants State Bank of Appleton
MAGIC Fund – PFM Asset Management LLC

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

WHEREAS, a local government may make an electronic funds transfer for the following:

- A. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- B. For a payment of tax or aid anticipation certificates;
- C. For a payment of contributions to pension and retirement funds;
- D. For vendor payments; and
- E. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, The County Board shall annually delegate the authority to make electronic funds transfers to the County Treasurer and the County Treasurer may designate Treasurer, Auditor and Health and Human service staff to initiate electronic fund transfers.

THEREFORE, BE IT RESOLVED, that the Swift County Board delegates the authority to make electronic funds transfers to the Swift County Treasurer and for the County Treasurer to designate county staff to make electronic funds transfers

BE IT FURTHER RESOLVED, that the County Treasurer will:

- A. Provide copy of this resolution to the disbursing bank;
- B. Identify the initiator of the transaction and document the transaction with proper approval including confirmation of transactions;

C. Provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___

RESOLUTION No. 19-01-14

WORKERS' COMPENSATION COVERAGE FOR ELECTED OFFICIALS

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, pursuant to the requirements of Minn. Stat. §176.011, subd. 9 (6), that all officers of Swift County who are elected or appointed to a regular term in office, or to complete the unexpired portion of a regular term, shall be included within the definition of “employee” as that term is defined in Minn. Stat. §176.011 subd. 9 for purposes of coverage under the Workers’ Compensation Laws of the State of Minnesota, and

BE IT FURTHER RESOLVED, that this resolution recognizes that Swift County has in the past included said officials in all Workers’ Compensation reports and audits and that this resolution is intended to meet the statutory requirements and confirm an existing practice, not to establish a new practice.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

Kelsey Baker, County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___



Request for Board Action

BOARD MEETING DATE:
January 8, 2019

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider setting elected officials for 2019 wages.	
AGENDA YOU ARE REQUESTING TIME ON: Other Business	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: State Statute requires the board annually set elected officials salaries.
BACKGROUND/JUSTIFICATION: The attached resolution proposes 2019 salaries for the currently elected County Attorney, County Treasurer, and County Sheriff. The COLA for non-union personnel is set at 2% for 2019. The Treasurer is currently on over the top of the range of the pay plan. The offer to non-union personnel who are over the top of the range is half a COLA adjustment, which is 1.0%. The attached Resolution reflects this proposal.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

Budget Information

FUNDING: n/a

Review/Recommendation

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

RESOLUTION No. 19-01-15

ADOPTING 2019 SALARIES FOR CURRENTLY ELECTED OFFICIALS

Motion by Commissioner _____ Seconded by Commissioner _____

WHEREAS, The County Board shall, in accordance with statutes, annually set the salary of the County elected officials at its first meeting in January.

THEREFORE, BE IT RESOLVED, that the salaries of the currently elected County Attorney, County Treasurer, and County Sheriff be set for 2019, as listed below:

County Attorney \$86,748.48	(2018 Salary \$85,044.96)
County Treasurer \$83,527.81	(2018 Salary \$82,700.80)
County Sheriff \$99,361.60	(2018 Salary \$94,556.80)

BE IT FURTHER RESOLVED, that the salaries of the appointed offices of County Auditor, County Assessor, and County Recorder and their assistants, and their clerical staff shall be fixed by the County Board and shall be paid out of the General Fund of the County. The salaries of the County Auditor, County Assessor, and County Recorder are set pursuant to the County Salary Schedule on file in the Administration Office.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Eric Rudningen, Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox _____
P. Peterson _____

Hendrickx _____
Rudningen _____

E. Pederson _____



Request for Board Action

BOARD MEETING DATE:
January 8, 2019

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving a 2019 cost of living increase for the County Engineer	
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: The original contract states that “[future salary adjustments will be in a percentage at least equal to that given to other management employees and will be granted at the same time as for other management employees, subject to Board approval and a satisfactory performance evaluation.” This position is over the top of the pay plan table and will receive the same as the other non-union/management employees who were over the top of the plan which is a 1% COLA for 2019.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? None	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Click here to enter text.
COMMENTS: n/a	COMMENTS: None

RESOLUTION No. 19-01-16

COUNTY ENGINEER 2019 COST-OF-LIVING INCREASE

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED, the County Engineer shall receive the same cost of living and other benefits provided to non-union employees over the top of the pay scale for 2019.

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Eric Rudningen
Chairman

ATTEST:

Kelsey Baker
County Administrator

Fox ___
P. Peterson ___

Hendrickx ___
Rudningen ___

E. Pederson ___



Request for Board Action

BOARD MEETING DATE:
January 8, 2019

Commissioner's Report

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Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving AMC policy committee appointments and delegate appointments	
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: The County is allowed to have one appointment on each policy committee and 8 total delegates to the full body. Our policy committee appointments are as follows: Environment & Natural Resources Policy Committee, Joe Fox; General Government Policy Committee, Pete Peterson; Health & Human Services Policy Committee, Gary Hendrickx; Public Safety Policy Committee, Edward Pederson; and Transportation & Infrastructure Policy Committee, Eric Rudningen. Our current delegates are as follows: Joe Fox, Gary Hendrickx, Pete Peterson, Eric Rudningen, Edward Pederson, Andy Sander, Catie Lee, and Kelsey Baker.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	n/a

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Was not submitted for review	RECOMMENDATIONS: Review and take an action
COMMENTS: n/a	COMMENTS: n/a

RESOLUTION No. 19-01-17

**APPOINTING SWIFT COUNTY DELEGATES AND
POLICY COMMITTEE APPOINTMENT FOR AMC**

Motion by Commissioner _____ Seconded by Commissioner _____

BE IT RESOLVED that the following individuals are selected as for the following AMC policy committee appointments:

Environment & Natural Resources Policy Committee	Joe Fox
General Government Policy Committee	Pete Peterson
Health & Human Services Policy Committee	Gary Hendrickx
Public Safety Policy Committee	Edward Pederson
Transportation & Infrastructure Policy Committee	Eric Rudningen

BE IT RESOLVED that the following individuals are selected as voting delegates to AMC:

Joe Fox, Swift County Commissioner
 Gary Hendrickx, Swift County Commissioner
 Edward Pederson, Swift County Commissioner
 Pete Peterson, Swift County Commissioner
 Eric Rudningen, Swift County Commissioner
 Kelsey Baker, Swift County Administrator
 Andy Sander, Swift County Engineer
 Catie Lee, Swift County CSSA Director

Adopted on a _____ vote by the Swift County Board of County Commissioners the 8th day of January 2019.

Swift County Board of Commissioners

Chairman

ATTEST:

Kelsey Baker, County Administrator

Fox	___	Hendrickx	___	E. Pederson	___
P. Peterson	___	Rudningen	___		