

Notice & Agenda
Swift County Board of Commissioners
Tuesday, May 19, 2020
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
9:01 a.m.		Approve Agenda
9:02 a.m.		Consent Agenda
	1-3	(1) Minutes from May 5, 2020 Regular Meeting
	4-12	(2) Consider approval of Workforce Innovation and Opportunity Act (WIOA) Joint Powers Agreement
	13	(3) Consider approval of tobacco licenses for the following business: Casey's General Store #3268
	14	(4) Consider approval of a Daycare Grant
	15-16	(5) Consider approval of letter of support to Lac Qui Parle Health Network
9:04 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants
9:05 a.m.		Commissioner and Board reports
9:25 a.m.		County Administrator report
9:30 a.m.		Citizens Comments
9:35 a.m.		Liz Auch, Countryside Public Health COVID-19 update
9:45 a.m.		Scott Collins, Environmental Services Director Consider approval of a Conditional Use Permit #5703 requested by Byron Giese, Etal for a gravel pit operation, but not limited to Mining, hot mix plant, crushing, mixing and screening
9:55 a.m.		Kim Saterbak, County Auditor Consider approval to purchase a tax-forfeited property by the HRA
10:05 a.m.	17-18	Catie Lee, Human Service Monthly Update
10:15 a.m.	19-22	Kelsey Baker, County Administrator Phased Reopening Plan
	23-25	
10:30 a.m.		Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/81362163569?pwd=cFlnbW9lNDJhOEtpaXBCd2hCYXIYUT09>

Meeting ID: 813 6216 3569

Password: 780555

One tap mobile

+13126266799,,81362163569#,,1#,780555# US (Chicago)

SWIFT COUNTY BOARD MINUTES
May 5, 2020

Chairman Hendrickx called the meeting to order at 9:00 AM with all members present. Also present: County Administrator Kelsey Baker, Countryside Public Health Director Liz Auch, Sheriff John Holtz, and Terri Orr.

Chairman Hendrickx asked if there were any changes or additions to the agenda. There were none.

05-05-20-01 Commissioner Rudningen moved and Commissioner E. Pederson seconded to approve the agenda.

Roll Call:

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

Motion carried unanimously.

The Consent Agenda was corrected to approve the April 21st minutes as presented in the board packet.

Commissioner P. Peterson asked to remove #7 approval of tobacco licenses for the following businesses: Ascheman Uni-Mart & DeGraff Municipal Liquor Store from the consent agenda due to a conflict of interest.

05-05-20-02 Commissioner P. Peterson moved and Commissioner Rudningen seconded to approve the Consent Agenda items as amended: (1) Approval of Minutes from April 21, 2020 Regular Meeting, (2) Approval of Chippewa Watershed Association Joint Powers Agreement, (3) Approval of resolution 01-2020 to support a Minnesota River-Headwaters One Watershed, One Plan Project, (4) Approval to accept NG9-1-1 GIS Grant Federal Grant Funds in the amount of \$16,045.05, (5) Approval to accept NG9-1-1 Grant Call Premise Equipment (CPE) Federal Grand Funds in the amount of \$26,082.00, (6) Approval of Daycare Grant, (7) Approval of tobacco licenses for the following business: Ascheman Uni-Mart & DeGraff Municipal Liquor Store (item was removed to regular agenda items)

Roll Call:

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

Motion carried unanimously.

Discussion on the tobacco licenses for the following businesses: Ascheman Uni-Mart & DeGraff Municipal Liquor Store. P. Peterson abstained from voting due to a conflict of interest with the DeGraff Municipal Liquor Store.

05-05-20-03 Commissioner E. Pederson moved and Commissioner Rudningen seconded to approve the tobacco licenses for the following businesses: Ascheman Uni-Mart & DeGraff Municipal Liquor Store.

Roll Call:

Fox	Y
Hendrickx	Y
E. Pederson	Y
P. Peterson	abstain
Rudningen	Y

Motion carried 4-0.

05-05-20-04 Commissioner P. Peterson moved and Commissioner Fox seconded to approve the Commissioner warrants as follows: Revenue: \$63,841.50; Solid Waste: \$16,953.27; County Road & Bridge: \$27,693.33; County Ditches Fund: \$8,369.53; County Health Insurance, \$492.00; which includes the following bills over \$2,000: Appleton Press, \$2,139.67; Bolton & Menk, Inc., \$5,925.50; Campion, Barrow & Associates, \$2,300.00; Geyer Recycling, \$6,221.33; Guardian Fleet Safety, \$11,439.15; Lincoln National Corporation, \$2,458.94; Lund Implement Company, \$11,500.00; Macqueen Equipment Inc., \$5,639.76; Maximus Inc., \$3,350.00; North Central International LLC, \$3,733.55; Northern Lights Trail Snowmobile Club, \$13,359.88; Swift County HRA, \$5,357.14; Swift County Treasurer, \$7,856.38; Treasurer, City of Kerkhoven, \$2,850.00; Waste Management Of WI-MN, \$10,590.94.

Roll Call:

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

Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner Rudningen reported on Extension Committee, Prairie Lakes Youth Program, Kerkhoven EDA meeting and Countryside Public Health. Commissioner Fox reported on Hospital Board, Hospital Finance Committee and a special Hospital meeting. Chairman Hendrickx reported on AMC and Health & Human Services. Commissioner E. Pederson reported on Extension Committee, Counties Providing Technology and Historical Society. Commissioner P. Peterson reported on HRA & RDA, Prairie Five Rides and Countryside Public Health.

Administrator Baker reported on Hospital Finance, lease option for Ambulance, a plan on reopening up the courthouse, Finance meeting, cancelation of the road tour and move it to a later date, and RDA.

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

Countryside Public Health Liz Auch updated the Board on Covid-19.

Swift County Sheriff John Holtz updated the Board on the Sheriff's department.

County Engineer Andrew Sander requested approval for Fairfield Township Bridge replacement project number SAP 076-599-059.

05-05-20-05 Commissioner Fox moved and Commissioner P. Peterson seconded to approve Fairfield Township Bridge replacement project number SAP 076-599-059.

Roll Call:

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

Motion carried unanimously.

Discussion on cancelling the May 19th road tour and move it to a later date.

05-05-20-06 Commissioner P. Peterson moved and Commissioner Rudningen seconded to approve cancelling the road tour for May 19th to a later date.

Roll Call:

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

Motion carried unanimously.

Human Service Director Catie Lee requested approval for early payment to Woodland Centers for 2nd half of year.

05-05-20-07 Commissioner Rudningen moved and Commissioner P. Peterson seconded to approve early payment to Woodland Centers for 2nd half of year. A brief discussion was held.

Roll Call:

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

Motion carried unanimously.

County Treasurer Ron Vadnais updated the board on 1st Quarter 2020 cash & investments.

County Auditor Kim Saterbak updated the board on 1st Quarter 2020 Executive Department Budget Report.

Swift County Benson Health Services Dan Enderson requested approval of Resolution from Swift County Benson Health Services with a correction of the dollar amount \$1,311,038.00.

05-05-20-08 Commissioner Fox moved and Commissioner Rudningen seconded to approve the amended resolution from Swift County Benson Health Services. Brief discussion was held.

Roll Call:

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

Motion carried unanimously.

Northland Securities George Eilertson reviewed calendar of hospital re-financing bonds.

George Eilertson further requested approval to review and sign the engagement letter with Northland Securities as the Underwriter for the issuance of Hospital Revenue Refunding Bonds (Swift County General Obligation) to refund the District's Hospital Revenue Bonds, Series 2013 and the District's Promissory Notes dated February 23, 2018(the "Issue").

05-05-20-09 Commissioner P. Peterson moved and Commissioner Fox seconded to approve signing the engagement letter with Northland Securities as Underwriter for the issuance of Hospital Revenue Refunding Bonds (Swift County General Obligation) to refund the District's Hospital Revenue Bonds, Series 2013 and the District's Promissory Notes dated February 23, 2018(the "Issue"). Lengthy discussion was held.

Roll Call:

Fox Y
Hendrickx Y
E. Pederson N
P. Peterson Y
Rudningen Y

Motion carried 4-1.

04-21-20-10 Chair Hendrickx adjourned the meeting.

The meeting adjourned at 11:07 AM.

WITNESSED:

Gary Hendrickx, Chair

ATTEST:

Kelsey Baker, County Administrator

**WORKFORCE DEVELOPMENT AREA #6
SOUTHWEST MINNESOTA**

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
JOINT POWERS AGREEMENT**

For the Counties of

**REGION 6W & REGION 8
(Big Stone, Chippewa, Cottonwood, Jackson, Lac qui Parle, Lincoln, Lyon,
Murray, Nobles, Pipestone, Redwood, Rock, Swift and Yellow Medicine)**

**SOUTHWEST MINNESOTA
CHIEF ELECTED OFFICIALS JOINT POWERS BOARD**

JULY 1, 2016 - JUNE 30, 2018

Renewed for the Period of:

JULY 1, 2018 – JUNE 30, 2020

JULY 1, 2020 – JUNE 30, 2022

ADOPTED BY

COUNTIES OF:

**Big Stone, Chippewa, Cottonwood, Jackson, Lac qui Parle, Lincoln, Lyon,
Murray, Nobles, Pipestone, Redwood, Rock, Swift and Yellow Medicine)**

AND

**SOUTHWEST MINNESOTA
CHIEF ELECTED OFFICIALS JOINT POWERS BOARD**

Southwest Minnesota Joint Powers Agreement Workforce Investment Program

This Joint Powers Agreement (“Agreement”) is made and entered into this 1st day of July, 2016, by the Board of Commissioners of the following Counties of the State of Minnesota: Big Stone, Chippewa, Cottonwood, Jackson, Lac qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Rock, Swift and Yellow Medicine (hereinafter referred to as participating County Boards) as follows:

Recitals

WHEREAS, Congress enacted the Workforce Innovation and Opportunity Act (WIOA) of 2014, (Public Law 113 – 128) and

WHEREAS, the United States Department of Labor (DOL) has made available funds through the Workforce Innovation and Opportunity Act; and

WHEREAS, the Governor of the State of Minnesota, through the Department of Employment and Economic Development (DEED), pursuant to the, Workforce Innovation and Opportunity Act, hereinafter referred to as the Act, will make available funds for the delivery of services provided for under the Act, and

WHEREAS, Minn. Stat. §471.59 permits governmental units to jointly exercise powers that each may separately exercise; and

WHEREAS, the participating County Boards desire to provide planning and coordination as set forth in the Act within the multi-county area covered by this Agreement,

NOW THEREFORE, in consideration of the recitals and mutual agreements contained herein, and pursuant to the foregoing, the participating counties do hereby establish/extend the Southwest Minnesota Chief Elected Officials Joint Powers Board, having the composition, powers and duties provided in this agreement as follows:

ARTICLE I - PURPOSE

As cited in Minn. Stat 471.59, subd. 2 requiring purpose of Joint Powers Agreement, the following is set forth in accordance with said requirement:

To carry out the purpose of the Workforce Innovation and Opportunity Act (WIOA) as cited in Section 2 of the WIOA law as:

1. To increase, for individuals in the United States, particularly those individuals with barriers to employment, access to and opportunities for the employment, education, training, and support services they need to succeed in the labor market.
2. To support the alignment of workforce investment, education, and economic

development systems in support of a comprehensive, accessible, and high-quality workforce development system in the United States.

3. To improve the quality and labor market relevance of workforce investment, education, and economic development efforts to provide America's workers with the skills and credentials necessary to secure and advance in employment with family-sustaining wages and to provide America's employers with the skilled workers the employers need to succeed in a global economy.
4. To promote improvement in the structure of and delivery of services through the United States workforce development system to better address the employment and skill needs of workers, jobseekers, and employers.
5. To increase the prosperity of workers and employers in the United States, the economic growth of communities, regions, and states, and the global competitiveness of the United States.
6. For purposes of subtitle A and B of Workforce Innovation and Opportunity Act (WIOA) of 2014, (Public Law 113 – 128), to provide workforce investment activities, through statewide and local workforce development systems, that increase the employment, retention, and earnings of participants, and increase attainment of recognized postsecondary credentials by participants, and as a result, improve the quality of the workforce, reduce welfare dependence, increase economic self-sufficiency, meet the skill requirements of employers, and enhance the productivity and competitiveness of the Nation.

ARTICLE II – GOVERNANCE

The Southwest Minnesota Chief Elected Officials Joint Powers Board shall have the following governance structure:

1. The WIOA Joint Powers Board will be comprised of one County Commissioner from each of the fourteen (14) counties represented in the Joint Powers Board. Each County Board will annually appoint a County Commissioner to serve on the Joint Powers Board in January of each year.
2. Each representative of the Joint Powers Board shall be appointed for one-year terms, commencing January 1 of each year, except that each representative may be removed by resolution without cause, by the County Board of Commissioners that appointed him/her.
3. If the office of any Joint Powers Board representative becomes vacant, the vacancy shall be filled by appointment of the County Board of Commissioners with the authority under Article II, Section 1 of this Agreement to appoint that representative. Said appointment shall occur within thirty (30 days) of the existence of the vacancy.
4. Meetings - The Joint Powers Board will meet at least semi-annually. Special meetings may be held at any time upon the call of the Chair. All meetings of the Joint Powers

Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law, Minnesota Statutes - Chapter 13D.

5. Voting - Each representative shall be entitled to cast one vote on any matter before the Joint Powers Board. No vote shall be cast by one representative on behalf of another representative. Unless otherwise provided, any action within the authority of the Joint Powers Board may be taken by the affirmative vote of the majority of the representatives present at a regular meeting or at a duly held special meeting, if a quorum is present. A majority of the fourteen (14) representatives shall constitute a quorum. Once established, a quorum may not be lost until a meeting is adjourned.
6. Officers - The Joint Powers Board elects a chairperson and vice-chairperson from its membership. The Chair or Vice-Chair shall preside at all meetings of the Joint Powers Board and shall perform all other duties and functions assigned to them by the Joint Powers Board. For the purpose of entering into agreements with the State of Minnesota, the Chairperson or Vice Chair, upon approval of the Joint Powers Board, is authorized to sign agreements on behalf of the parties. Elections of offices will occur annually, at the first meeting following the 1st of each year.
7. Minutes and all official documents of the Joint Powers Board meetings and other action will be maintained at the Southwest Minnesota Private Industry Council, Inc. Office located at 607 West Main Street, Marshall, MN 56258.

ARTICLE III - RESPONSIBILITIES OF THE JOINT POWERS BOARD

The Joint Powers Board shall have all powers that may be necessary or proper to discharge the duties imposed upon it by the Act and the rules and regulations promulgated by the U.S. Department of Labor and the State of Minnesota pursuant thereto, provided, that the Joint Powers Board shall be subject to those limitations contained in Minnesota Statutes Section 471.59. Such powers shall include:

1. The Joint Powers Board may enter into any contract or any lease necessary, or proper for the exercise of its powers, or the accomplishments of its purposes. Since such contracts could create a liability to individual member's counties, the vote required to enter into such contract must be a unanimous vote.
2. The Joint Powers Board may adopt standards and guidelines relating to the exercise of its powers or the accomplishment of its purpose.
3. The Joint Powers Board shall appoint a 27-member Southwest Minnesota Workforce Development Board in accordance with the Workforce Innovation and Opportunity Act Section 107 (b) (2). All appointments shall be for 2 years. There shall be at least one private industry member, as defined in category (a) below, appointed from each of the 14 counties. The Southwest Minnesota Chief Elected Officials Joint Powers Board shall appoint additional members from category (b), category (c) and category (d) below, in numbers sufficient to maintaining a 27-member board. No county shall have

more than one member from category (a) below. The Southwest Minnesota Chief Elected Officials Joint Powers Board shall appoint a sufficient number of members from category (a) below to assure that the required majority of private industry members are maintained.

- (a) Majority of the members of the Board shall be representatives of business who (1) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (2) represent businesses, including small businesses, or organizations representing businesses that provide employment opportunities, that at a minimum, include high-quality, work-relevant training and development in in-demand work-relevant training and development in in-demand industry sectors or occupations in the local area; and (3) are appointed from among individuals nominated by local business organizations and business trade associations.
- (b) Not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who – (1) shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representative of employees; (2) shall include a representative who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (3) may include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive, integrated employment for individuals with disabilities; and (4) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;
- (c) Shall include representatives of entities administering education and training activities in the local area, who – (1) shall include a representative of eligible providers administering adult education or literacy activities under title II; (2) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (3) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;
- (d) Shall include representatives of governmental and economic and community development entities serving the local area, who – (1) shall include a representative of economic and community development entities; (2) shall include an appropriate representative from the State employment service office under the

Wagner-Peyser Act serving the local area; (3) shall include an appropriate representative of the programs carried out under title I of the Rehabilitation Act of 1973 serving the local area; (4) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and may include representatives of philanthropic organizations serving the local area; and

- (e) May include such other individuals or representatives of entities as the chief elected officials in the local area may determine to be appropriate.
4. The nomination and recommendation of the individuals to serve on the Southwest Minnesota Workforce Development Board shall be made as follows:
- (a) Private sector representatives on the Southwest Minnesota Workforce Development Board shall be selected by the members of the Southwest Minnesota Chief Elected Officials Joint Powers Board from among individuals nominated by general purpose business organizations after consulting with, and receiving recommendations from, other business organizations in the Workforce Development Area. Such nominations, and the individuals selected from such nominations, shall reasonably represent the industrial and demographic composition of the business community and targeted industries within the region. Whenever possible, at least one-half of such business and industry representatives shall be representatives of small business, including minority business.
 - (b) The education representatives on the Southwest Minnesota Workforce Development Board shall be selected from individuals nominated by regional or local education agencies, vocational education institutions, institutions of higher education (including entities offering adult education) or general organizations of such institutions, within the Workforce Development Area.
 - (c) Labor representatives on the Southwest Minnesota Workforce Development Board shall be selected from individuals recommended by recognized State and local federations. If the State or local labor federation fails to nominate a sufficient number of individuals to meet the labor representation required, individual workers may be included on the Board to complete the labor representation.
 - (d) The remaining members of the Southwest Minnesota Workforce Development Board shall be selected from individuals recommended by interested organizations. No person who is a member of a County Board of Commissioners shall be appointed as a Southwest Minnesota Workforce Development Board member.
 - (e) Recruitment for all positions includes public notice in the legal papers in appropriate county/counties newspapers, notice sent to the local Chamber of Commerce and other business/civic organizations throughout the region and

personal recruitment by Joint Powers and Workforce Development Board members. Nominations are provided to the Joint Powers Board and approved for appointment by the Joint Powers Board.

- (f) The Southwest Minnesota Chief Elected Officials Joint Powers Board shall exercise good judgment and comply with all affirmative action guidelines in selecting Southwest Minnesota Workforce Development Board members. The Southwest Minnesota Workforce Development Board may be incorporated and independent from the Southwest Minnesota Chief Elected Officials Joint Powers Board.
5. The Southwest Minnesota Chief Elected Officials Joint Powers Board shall work with the Southwest Minnesota Workforce Development Board as required by law in the development and delivery of the Workforce Innovation and Opportunity Act Programs. The Southwest Minnesota Chief Elected Officials Joint Powers Board and the Southwest Minnesota Workforce Development Board may jointly consider the establishment of advisory groups and/or task forces. These advisory groups should be on a regional and area-wide basis in order to obtain more local input on the development and delivery of effective Workforce Innovation and Opportunity Act Programs. The membership of such groups should be determined by mutual agreement between the Southwest Minnesota Chief Elected Officials Joint Powers Board and the Southwest Minnesota Workforce Development Board.
6. The Joint Powers Board shall enter into an Agreement with the Southwest Minnesota Workforce Development Board and the Southwest Minnesota Private Industry Council (WDA #6 Grant Sub-Recipient & Fiscal Agent). This agreement shall define the responsibilities of the Joint Powers Board, the Grant Sub-Recipient and the Southwest Minnesota Workforce Development Board. Nothing in the Agreement shall serve to limit or supersede the functions of the Southwest Minnesota Workforce Development Board pursuant to Section 107 of the Workforce Innovation and Opportunity Act of 2014.
7. On an annual basis the Joint Powers Board will review the financial contribution made by each county to the Southwest Minnesota Workforce Development Board to support the work of the Joint Powers Board and the Southwest Minnesota Workforce Development Board.

ARTICLE IV - INSURANCE AND INDEMNIFICATION

Parties to this Agreement shall maintain workers compensation insurance, automobile insurance and general liability insurance for bodily injury, personal injury, and property damage for their officials and employees in the performance of duties arising from this Agreement and provide certification and evidence of such coverage to the other Parties within thirty (30) days of signing this Agreement.

Each party to this Agreement agrees to defend the action of its own employees and/or agents and agrees to hold harmless, indemnify and defend the other parties, its commissioners, officers,

employees and agents against any and all claims, losses, damages or lawsuits for damages, including the payments of reasonable attorney's fees, arising from, allegedly arising from or related to the acts of its own employees and /or agents in the performance of duties contemplated by this agreement.

The parties do not waive the limits of liability and immunity as governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable laws. The Southwest Minnesota Private Industry Council, Inc., as fiscal agent, shall maintain a two million dollar (\$2 million) liability insurance coverage.

Each party shall be responsible and liable for its own personnel, equipment and supplies and shall have sole title and interest in the equipment and supplies it utilizes as part of this agreement unless some alternative arrangement is provided for in writing.

ARTICLE V - DISPOSAL OF SURPLUS FUNDS OR PROPERTY

Upon termination of this Agreement, all property, real and personal, held by the Joint Powers Board at the time of termination shall be distributed by resolution of the Joint Powers Board in accordance with law and in a manner to best accommodate Joint Powers Board efforts and as specified by the State of Minnesota, Department of Employment and Economic Development (DEED) as outlined in WIOA legislation/regulations.

ARTICLE VI - INDEBTEDNESS

Obligations or other forms of indebtedness issued pursuant to this Agreement shall require authorization by the Joint Powers Board and each member County Board.

ARTICLE VII - FISCAL AGENCY HOST

Southwest Minnesota Private Industry Council, Inc. shall be responsible for fiscal management of grants and other resources such as cash contributions, program income and oversight of funds. Each Member County may, at any time, review and examine the financial records of the Joint Powers Board.

ARTICLE VIII - AMENDMENT

This Agreement may be amended only upon the agreement of 10 of 14 participating counties by resolution of their County Boards of Commissioners. Notice of any proposed amendment must be provided to all participating County Boards of Commissioners at least 30 days prior to the effective date of the proposed amendment.

ARTICLE IX - TERMINATION

Any one participating County Board may withdraw from this Agreement only on notice of an intention to withdraw delivered to the other participating County Boards and to the

Commissioner of the Department of Employment and Economic Development not less than 60 days before the effective date of the withdrawal. The participating counties may terminate this Agreement upon majority vote of all parties to the Agreement.

Termination shall not act to discharge any liability incurred by the fourteen-county Workforce Development Area or by the individual parties. A party shall be responsible for its actions and the actions of the fourteen-county Workforce Development Area to the extent consistent with state and local laws. This fourteen-county Workforce Development Area shall cease to exist thirty days after the Joint Powers Board, by unanimous vote, approves a final report of the activities and affairs of this fourteen-county Workforce Development Area.

If federal or state funding necessary to support the purchased services ends, then the contract will end.

ARTICLE X - EFFECT OF WITHDRAWAL

Where a party exercises its option to withdraw under the terms of this Agreement, no fiscal liability shall accrue subsequent to the effective date of such withdrawal. The withdrawing party shall remain liable for actions of the Joint Powers Board prior to the effective date of withdrawal.

EFFECTIVE DATE

The effective date of this Agreement shall be upon initial agreement of the participating County boards.

IN WITNESS WHEREOF, the participating _____ County Board, by
(County Name)

Resolution, has caused this Joint Powers Agreement to be executed by its respective officers.

(Signature)
Chairperson: County Board

Date: _____

ATTEST:

(Signature)
County Joint Powers Board Representative

Date: _____

May 6, 2014

Request for Board Action

BOARD MEETING DATE:
May 19, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Auditor	REQUESTOR: Marlene Molden/Kim Saterbak	REQUESTOR PHONE: 320-843-4069
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of tobacco licenses for the following businesses: Casey's General Store #3268	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: Tobacco licenses are required to be reviewed by the Board of Commissioners
BACKGROUND/JUSTIFICATION: Yearly renewal of tobacco license.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	The license has been reviewed by the County Attorney and County Sherriff. Both have signed off on the license. No violations of their license have been reported.

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Approval	RECOMMENDATIONS: Approval
COMMENTS: None	COMMENTS: None



Request for Board Action

BOARD MEETING DATE:
May 19, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Human Services	REQUESTOR: Catie Lee	REQUESTOR PHONE: 320-843-3601
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approval of daycare grant			
AGENDA YOU ARE REQUESTING TIME ON: Consent		ARE YOU SEEKING APPROVAL OF A CONTRACT? No	
IS THIS MANDATED? No		EXPLANATION OF MANDATE: NA	
BACKGROUND/JUSTIFICATION:			
Name and address	Amount Requested	Date committee approved	Requested items
Teresa Staton 506 14 th St. N Benson, MN 56215	\$2400	5/13/20	Concrete pad for her families to drop off instead of the very busy streets outside. Her house is next to the high school where traffic can be very high when school is in session. Requested to improve safety.
Click here to enter text.			
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?		NA	

Budget Information

FUNDING: Currently in the budget

Review/Recommendation

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



Request for Board Action

BOARD MEETING DATE:
May 19, 2020

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Human Services	REQUESTOR: Catie Lee	REQUESTOR PHONE: 320-843-3601
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving letter of support to Lac Qui Parle Health Network	
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: NA
BACKGROUND/JUSTIFICATION: Lac Qui Parle Health Network is requesting a behavioral Health Division Grant to improve accessibility and quality of outpatient mental health services by reducing the number of patients admitted to regional treatment centers and expedite discharges from the hospitals. The Empath unit they are looking to develop would hopefully provide a place for people struggling with mental health issues a place to receive help and hopefully divert them from hospitalizations. Click here to enter text.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	NA

Budget Information

FUNDING: Currently in the budget

Review/Recommendation

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



Human Services

Catie Lee,
Director



410 21st Street South
P.O. Box 208
Benson, MN 56215-0208
(320) 843-3160
Fax: (320) 843-4582

May 8, 2020

Bernice Robinson
Lac qui Parle Health Network
900 Second Avenue
Madison, MN 56256

Dear Mrs. Robinson:

We write this letter in support of Lac qui Parle Health Network's (LqPHN) application to the Minnesota Department of Human Services, Behavioral Health Division's RFP to improve accessibility and quality of community-based, outpatient mental health services and reduce the number of clients admitted to, and expedite discharges from Anoka Metro Regional Treatment Center and Community Behavioral Health Hospitals.

The EmPath Unit you propose to establish will improve accessibility and quality of outpatient mental health services in the Swift County region. The EmPath unit will reduce the number of clients admitted to Anoka Metro Regional Treatment Center and Community Behavioral Health Hospitals. The EmPath unit will provide prompt access to services and treatments for behavioral health clients.

Swift County is pleased to establish a relationship with the Lac qui Parle Health Network that benefits the community and the people who live in Swift County and the surrounding area.

Sincerely,

Swift County Board of Commissioners



Request for Board Action

BOARD MEETING DATE:
May 19, 2020

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approval of a Conditional Use Permit #5703 requested by Byron Giese, Etal for a gravel pit operation, but not limited to mining, hot mix plant, crushing, mixing and screening.	
AGENDA YOU ARE REQUESTING TIME ON: Click here to enter text.	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: Required Conditional Use Permit per subsection 3.3 Code of Ordinances, Agricultural District I and per subsection 4.3 Code of Ordinances, Agricultural District II. Allowable use with Conditional Use Permit.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING:

Review/Recommendation

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

Board Action

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

Proposed Special Conditions
Byron Giese Etal
Conditional Use Permit #5703

1. The permit holder shall comply with all applicable governmental laws, rules and regulations as they may apply to the project.
2. All complaints, problems or concerns regarding public health, safety and welfare must be addressed by property owner within 30 days of presentations of the complaint. Copies of all complaints and responses addressed to him shall be submitted to Swift County Environmental Services.
3. Surface water drainage in the area cannot be disturbed.
4. Compliance with the preceding conditions shall be the responsibility of the property owner. Failure to comply with these conditions shall be cause for revoking this permit until conditions are corrected.
5. Roads that are damaged due the activities of the Conditional Use Permit will be repaired by the owner or operator to their pre-existing condition.
6. This Conditional Use Permit #5703 shall expire one year from the date of issuance if the permit is not utilized.
7. Granting of the conditional use permit shall be for the plans submitted with the initial application only.
8. The applicant will be responsible for signage and will follow Swift County rules and regulations



Request for Board Action

BOARD MEETING DATE:
May 19, 2020

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 purchase a tax-forfeited property by the HRA	
AGENDA YOU ARE REQUESTING TIME ON: Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: Tax-Forfeited Property must be approved by the Board of Commissioners
BACKGROUND/JUSTIFICATION: Parcels #23-0502-000 tax-forfeited to the State of Minnesota for lack of payment of the property taxes. The HRA Board has offered to purchase price of \$1 plus fees. An email with the breakdown of the additional fees was provided to the HRA board prior to their meeting in April 2020. I would recommend the sale of this parcel	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: n/a

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: Click here to enter text.	RECOMMENDATIONS: Click here to enter text.
COMMENTS: None	COMMENTS: None

RESOLUTION
Sale of Tax Forfeiture Property

Motion by Commissioner _____ Seconded by Commissioner _____

WHEREAS, pursuant to statute 282.01, Subd. 1a, para (d), the Board of Commissioners approves the sale of Parcel #23-0502-000 to the Housing and Redevelopment Authority (HRA) for the purpose of developing affordable housing. The land is described as:

MCKINNEY'S 3RD ADDITION

LT 1 BLK 1; PT NW1/4 OF SW1/4 & PT SW1/4 OF NW1/4 SEC 5 121 39 DESC AS BEG AT A PT ON THE W LINE OF SEC 5 WHERE THE E LINE OF BLK 1 MCKINNEY'S 3RD ADDN INTERSECT SAID SEC LINE, THIS PT IS 202.7 FT NLY FROM THE SE COR OF SAID BLK 1, THEN NLY 47.3 FT, THEN WLY 18.3 FT TO SAID SEC LINE, THEN SO ON SAID SEC LINE 50.71 FT TO PT OF BEG

Approved on a _____ vote by the Swift County Board of County Commissioners
the _____ day of May 19, 2020.

Swift County Board of Commissioners

Gary Hendrickx, Chairman

ATTEST:

Kelsey Baker, County Administrator

From: [Vicki Syverson](#)
To: [Kim Saterbak](#)
Subject: HRA Board
Date: Tuesday, April 28, 2020 9:31:08 AM

The HRA Board approved an offer of \$1 plus recording fees for the property at 313 16th St No.

Vicki

Vicki Syverson
Executive Director
Swift County HRA
Office phone: 320-843-4676
Cell phone: 1-320-808-9466

The Housing and Redevelopment Authority (HRA) is requesting the opportunity to purchase the tax forfeiture property listed as:

Parcel #23-0502-000
Lot 1, Block 1
McKinney's 3rd Addition
City of Benson

Legal Description of:

LT 1 BLK 1; PT NW1/4 OF SW1/4 & PT SW1/4 OF NW1/4 SEC 5 121 39
DESC AS BEG AT A PT ON THE W LINE OF SEC 5 WHERE THE E LINE OF BLK
1 MCKINNEY'S 3RD ADDN INTERSECT SAID SEC LINE, THIS PT IS 202.7 FT
NLY FROM THE SE COR OF SAID BLK 1, THEN NLY 47.3 FT, THEN WLY 18.3
FT TO SAID SEC LINE, THEN SO ON SAID SEC LINE 50.71 FT TO PT OF BEG

Physical Address:

315 16th Street N
Benson, MN 56215

HRA is offering to pay \$1 plus any special assessments and fees for this property.

This property will be developed to be used as a workforce housing site or for low-income housing.



COVID-19 Preparedness Plan for Swift County

Swift County is committed to providing a safe and healthy workplace for all our workers. To ensure that, we have developed the following Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces, and that requires full cooperation among workers and management. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces.

Management and workers are responsible for implementing and complying with all aspects of this Preparedness Plan. **Swift County** managers and supervisors have our full support in enforcing the provisions of this plan.

Communications and training

COUNTY OFFICES OPENING UNDER A PHASED APPROACH

Swift County will comply with MN Governor Executive Order 20-40 and 20-56 ordering all workers that may work from home (remotely) to continue to do so until the time that this Executive Order is lifted. The first phase will begin on May 20th and will be continued Closure to the public of buildings but opening for appointments. We will continue with the majority of employees staying status quo. We will ask that you wear a mask for common areas such as hallways, bathrooms and in working spaces where 6 feet of social distancing cannot be obtained. We have added some plexiglass shields. Employees will be asked to conduct a pre-screening prior to coming to work. We are using a template provided to us by Countryside Public Health.

- Swift County will consider the health of all employees and the public as we move forward with reopening offices for public on site access while applying the best practices for social distancing in the workplace.
- Swift County Departments will continue to serve the public by appointment only and building access escort until social distancing and hand sanitation engineering practices are in place for the public.
- Swift County will limit public service operational hours to accommodate the work from home order, which limits staff available for face to face service.
- Swift County will use signage to educate the public on access controls to prevent the spread of disease during county business:

In phase 2 we will open our doors to the public Monday through Thursday, **starting with appointment only on June 1**. We will be closed to the public on Friday and will use those days for deep cleaning. We plan to return up to 50% of our employees who are currently teleworking back to the work place during this phase.

Phase 3 will be a return to work and fully open to the public, starting **July 6**. The majority of employees will return to work except those who are in the risk category and we will continue to allow them to telework.

- No out of town business travel during this time and until further notice

- Interviews (via conference call/videoconference)
- Postpone nonessential in-person meetings (or use videoconference/conference calls)
- Individualized department plan for home visits/inspections once that begins.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at **Swift County**. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our workers in this process by our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines and federal OSHA standards related to COVID-19 and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- housekeeping – cleaning, disinfecting and decontamination;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

Screening forms for employees exhibiting signs and symptoms of COVID-19

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms.

Swift County has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Accommodations for workers with underlying medical conditions or who have household members with underlying health conditions have been implemented

Handwashing

Basic infection prevention measures are being implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All visitors to the facility will be instructed to wash their hands prior to or immediately upon entering the facility. Some workplaces may have hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Respiratory etiquette: Cover your cough or sneeze

Workers and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory

etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers and visitors.

Social distancing

Social distancing is being implemented in the workplace through the following engineering and administrative controls: Workers and visitors are prohibited from gathering in groups and confined areas, including elevators, and from using other workers' personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment.

Housekeeping

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, break rooms, lunch rooms and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, etc.