



Notice & Agenda

Swift County Board of Commissioners

Tuesday, October 16, 2018

9:00 AM

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

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

<u>Time</u>	<u>Reference</u>	<u>Item</u>
9:00 a.m.		Call to Order and Roll Call
9:01 a.m.		Approve Agenda
9:03 a.m.		Consent Agenda
	1-2	(1) Minutes from the October 2, 2018 Regular Meeting
	3	(2) Consider approving 1 daycare deferred loan
	4-8	(3) Consider rejecting all prior bids on the Appleton buildings and approve a revised Scope of Work for the Demolition of three City of Appleton buildings
9:06 a.m.		Consider Approval of Commissioner warrants and review Auditor warrants reviewed
9:07 a.m.		Commissioner and Board reports
9:26 a.m.		Citizens Comments
9:30 a.m.		County Administrator Report
9:35 a.m.	9-14	Blake Knisley, Realty Specialist Consider approving a certification of easement from Steven Svor, of Benson and Warren Svor, of Alexandria
9:50 a.m.	15-26	Scott Collins, Environmental Services Consider approving a Resolution to update and revise Swift County's Comprehensive Local Water Management Plan First reading of Solar Power Energy Ordinance
10:00 a.m.	27-31	Michael Johnson, Parks, Drainage & Wetlands Public hearing for DC #58 petition to outlet water
10:35 a.m.	32-36	Ron Vadnais, County Treasurer Review third quarter 2018 Treasurer Report
10:55 a.m.	37-42	Kim Saterbak, Auditor Review third quarter 2018 Executive Departmental Budget Report
11:05 am.		Swift County Librarian Update
11:20 am.	43-50	Catie Lee, Human Services Consider approving Resolution County Based Purchasing Election and Commitment to Join the Primewest Rural Minnesota Health Care Access initiative Discussion of Out of Home Placement Report Monthly Update
11:40 a.m.		Other Business
	51	Equipment Rental outstanding Bill with Yellow Medicine County
11:50 a.m.		Adjournment

SWIFT COUNTY BOARD MINUTES

October 2, 2018

Chairman Rudningen called the meeting to order at 9:02 AM with all members present. Also present: County Administrator Kelsey Baker, County Attorney Danielle Olson, Terri Orr and several others from the general public.

Chairman Rudningen asked if there were any changes or additions to the agenda. Chair Rudningen had one addition to the consent agenda, consider approving Health Insurance COBRA Rates Effective January 1, 2019. No other changes or additions were requested.

10-02-18-01 Commissioner E. Pederson moved and Commissioner P. Peterson seconded to approve the agenda as amended. Motion carried unanimously.

10-02-18-02 Commissioner Fox moved and Commissioner Hendrickx seconded to approve the Consent Agenda items: (1) Approval of Minutes from the September 18, 2018 Regular Meeting, (2) Approval of WIOA Act Joint Powers Agreement, (3) Approval of the Upper Minnesota River Watershed District certification of Manager appointment, (4) Approval of 2019 Ditch Special Assessments, (5) Approval of Health Insurance COBRA rates effective January 1, 2019. Motion carried unanimously.

Chairman Rudningen requested the removal of two checks, County Rose Floral & Gifts, \$40.08 and Place in the Country, \$32.06.

10-02-18-03 Commissioner Hendrickx moved and Commissioner Fox seconded to approve the Commissioner warrants as follows with the above noted exceptions: County General Revenue, \$30,511.62; Solid Waste Fund, \$24,861.98; Road and Bridge, \$19,206.07; Human Services, \$91.26; County Ditches Fund, \$11,706.59; which includes the following bills over \$2,000: Douglas County Sheriff Dept., \$2,732.17; Ellingson/Judy, \$5,500.00; Geyer Recycling, \$5,980.00; Jeff Johnson Excavation Inc., \$8,844.25; Kandiyohi County Sheriff's Dept., \$10,376.97; Maney International of Alexandria, \$4,700.21; River City Data, \$4,992.07; Royal Tire Inc., \$2,587.43; Soil Conservation Office, \$3,556.07; Treasurer, City of Kerkhoven, \$3,649.50; Waste Management of Northern Minnesota, \$10,622.62. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner Hendrickx reported on AMC Futures, RDC, RDA and Prairie Waters. Commissioner P. Peterson reported on Demolition meeting, Countryside Public Health, HRA, Prairie Five Community Action Council and the Head Start Training Program. Commissioner E. Pederson reported on RDA, DAC, Computer Professional Technology and Historical Society. Commissioner Fox reported on Hospital Finance, Restorative Justice, Chippewa River Watershed, and Hospital meeting. Chairman Rudningen reported on RDA, Prairie Lakes Youth Council, Central Minnesota Emergency Services Radio Board, and a letter from Wayne Knutson recommending Mike Wirth be advanced to the Deputy Assessor position as Wayne moves into a retirement phase.

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

Administrator Baker reported on the following new hires: Shelly Lottman as the Restorative Practices Coordinator, Stacy Gareis and Kelli Gass as Social Workers for Human Services. Administrator Baker further reported on the Government Finance Officers Association conference, RDA, Blandin Broadband Vision Group, MACA and Swift County Summit Meeting.

Veteran's Service Officer Dave Barrett gave his annual update.

A grievance was presented by AFSME Labor Representative Joe McMahon on behalf of the Highway Union. The Commissioners will respond in a timely matter.

Human Services Director Catie Lee requested approval of a resolution joining County Based Purchasing with Primewest Health.

10-02-18-04 Commissioner Hendrickx moved and Commissioner Fox seconded the approval of a resolution Joining County Based Purchasing with Primewest Health.

The board recessed at 10:18 AM.

The board reconvened at 10:45 AM. for the Human Services Work Session.

10-02-18-05 Commissioner P. Peterson moved and Commissioner E. Pederson seconded to adjourn. Motion carried unanimously.

Meeting adjourned at 1:36 PM.

WITNESSED:

Eric Rudningen, Chair

ATTEST:

Kelsey Baker, County Administrator



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Human Services	REQUESTOR: Catie Lee	REQUESTOR PHONE: 320-843-6301
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Consider approving 1 daycare deferred loan					
AGENDA YOU ARE REQUESTING TIME ON: Consent agenda			ARE YOU SEEKING APPROVAL OF A CONTRACT? No		
IS THIS MANDATED? No			EXPLANATION OF MANDATE: County Board action needs to be taken to approve all grants/deferred loan requests		
BACKGROUND/JUSTIFICATION:					
Name	Address	#children in Daycare	Amount requested	Purpose	Committee Approval Date
Samantha Carruth	1700 Hoban Ave. Benson	12	\$1800.00	Repair of front steps for stability and safety	10/11/18
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Click here to enter text.					

Budget Information

FUNDING: Budget approval for these loans has been granted by the board.

Review/Recommendation

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



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider rejecting all prior bids on the Appleton buildings and approve a revised Scope of Work for the demolition of three City of Appleton buildings	
AGENDA YOU ARE REQUESTING TIME ON: Consent Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Click here to enter text.	EXPLANATION OF MANDATE: Contracts must be approved by the Board
BACKGROUND/JUSTIFICATION: At the September 4, board meeting, the TK Excavating bid was approved at \$217,080 and they were awarded the project. After the bid was awarded, additional clarification with needed on part of the Scope of Work. It was recommended by our County Attorney that the board reject the prior bids, revise and further define the Scope of Work. With starting the bidding process over, we are required, per statue, to republish the closed bid request, set a new date and time to receive and open the closed bids. The date to receive the closed bids by is October 31, 2018 at 3:00 p.m. and the bids will be opened at 8:30 on November 1, 2018. The buildings that need to be removed are located on parcels, #22-0080-000, 22-0081-000, and 22-0083.000. A committee was created to review the structures and determine the steps that need to be taken. The bids were submitted to the demolition committee for review. The City of Appleton has budgeted \$30,000, the Demolition Fund will contribute \$22,500 and the rest will be paid out of the Tax Forfeiture fund for the cost to remove these buildings.	
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



SWIFT COUNTY REQUEST FOR PROPOSAL

OWNER: SWIFT COUNTY
301 14th Street North
PO Box 207
Benson, MN 56215

DATE ISSUED: October 16, 2018

BID DATE: October 31, 2018

PROJECT: Demolition of Tax Forfeiture Properties

TO: Qualified General Contractors

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

The Swift County Auditor's Office will be accepting sealed bids for asbestos abatement and demolition of the three commercial buildings on North Miles Street at the corner of West Snelling Street, Appleton, MN (see attached GIS Map for specific locations). Bids will be due Wednesday October 31, 2018 at 3:00 PM. Bids received will be opened and qualified by the Swift County Administrator on Thursday, November 1, 2018 at 8:30 a.m.

General Notes:

1. It is the Contractors responsibility to identify any and all discrepancies in the scope of work, not meeting Industry Standards
2. Contractor will work with the respective City authorities and utility providers to properly terminate all service connections to the commercial buildings, prior to demolition.
3. Contractor will secure all permits and fees.
4. Contractor is responsible for a thorough investigation of the scope of work.
5. Contractor will repair any damage to the property or structure created by the scope of work.
6. Contractor shall be responsible for all debris removal related to all work performed under this work scope.
7. Contractor must sign a sworn construction statement and a lien waiver prior to receiving a final payment.
8. **NO WORK SHALL BE PERFORMED UNTIL ALL REQUIRED PERMITS HAVE BEEN ISSUED AND COPIES IN THE POSSESSION OF THE SWIFT COUNTY ADMINISTRATOR.**

Work Scope Description:

1. Contractor shall provide removal and disposal of the asbestos containing materials identified in the provided Quantem Laboratories report and lab test results.
2. Abatement must include the collection and disposal of all asbestos containing and contaminated materials and subsequent cleaning of contaminated areas as required by applicable law/ regulations.
3. Contractor/Subcontractor (**see definition below**) is responsible for knowledge of and compliance with all applicable laws and regulations in regards to asbestos abatement, collection and disposal, as well as, general demolition.
4. Contractor shall perform all asbestos work in compliance with any and all applicable regulations, including MN Asbestos Abatement Act.

5. Contractor/Subcontractor performing asbestos abatement must be licensed in accordance with Minnesota Department of Health (MDH) to perform asbestos-related work (ARW).
6. Contractor is responsible for securing all required permits and notifications as required by law/regulation for asbestos abatement/disposal and demolition of structures. All fees for such permits and notifications are the responsibility of the Contractor.
Contractor/Subcontractor shall provide copies of all such permits and notifications to the City of Appleton, County, State, as required and the Swift County Administrator shall require copies of all.
 - A. City of Appleton requires permits for demolition.
 - B. The contractor is responsible for completing and submitting the necessary MPCA forms.
 - C. Contractor shall provide Owner with copies of all receipts/ log for landfill disposal.
 - D. Contractor must provide a detailed plan of site safety and security during abatement and demolition operations.
7. Immediately following completion of ACM abatement (Asbestos Containing Material), collection and disposal, contractor must proceed with demolition of the commercial buildings, including foundation, (excluding foundation adjacent to the sidewalks on North Miles Street and West Snelling Avenue). Contractor is responsible for disposal of all debris; and all associated costs.
8. Contractor is responsible for capping municipal water and sewer, including coordinating inspection for City of Appleton.
9. Bids must be honored for 90 calendar days.
10. Contractor is responsible for restoring grade after all construction debris have been removed. Contractor shall include cost of supplying, hauling and placing any fill materials needed and cost from the City of Appleton to restore any damage to streets and curbs. Grade elevation of disturbed areas should match that of the surrounding yard. Contractor is also responsible for supplying, hauling and installing black dirt and lawn seed.
11. Contractor shall be responsible for ensuring all utilities have been properly disconnected prior to the start of demolition. Electric, Natural Gas, Water and Sewer. All utilities shall be the Contractor's responsibility until the demolition has been officially completed (punch list completion).
12. Construction limits: contractor shall be limited to working within confines of the lot's perimeter unless given notice that the property lines are more restrictive.
13. Contract will relieve Swift County and the City of Appleton of any and all liabilities for damages incurred by the Contractor during the demolition of said structures(s). Contractors shall provide certification that they have liability insurance and workman's compensation coverage for any employee on the job site.
14. All contractors must comply with special conditions established concerning equal employment, affirmative action, and business opportunities.
15. No materials shall be stored or accumulated in any area.

****The contractors are responsible for supplying the necessary equipment, material, labor, and services to complete your project. The contractor may hire subcontractors to perform either a portion or all of the work, but the contractor will be held liable for the work of the subcontractors they hire.***

Contacts:

Interested bidders shall contact Kelsey Baker at 320 314-8399 or by email at kelsey.baker@co.swift.mn.us to be included on the bidder's list in the event that any addendums are issued for this project.

Bidding notes:

1. Submit proposal in lump sum (supply and install), not to exceed amount
2. All Contractors (including subcontractors) must comply with Davis Bacon wage requirements.
3. All Contractors must provide the following along with their bid submittal:
 - a. Completed and signed Swift County Construction Bid Form.
 - b. Bonding Surety Letter
 - c. A copy of Current Insurance Certificate
 - d. A copy of Subcontractor/Material Supplier list
 - e. A copy of valid State of Minnesota Contractor's License
 - f. A copy of Authorized Signature Sheet (submitted with first bid submittal)

All proposals MUST be mailed or delivered and labeled as follows:

**Swift County Auditor's Office
Sealed Bid Proposal
301 14th Street North
PO Box 207
Benson, MN 56215**

**Please note that the bids must be submitted via mail to the P.O. Box. FedEx and UPS will not deliver to a P.O. Box or delivered to the courthouse at 301 14th Street North, Benson, Minnesota. Please plan accordingly to ensure the timely receipt of your bid submittal. **

****Swift County reserves the right to reject any bid that it is unable to collect at the Benson, Minnesota post office by the bid deadline date and time, provided that Swift County has made diligent and reasonable efforts to collect the bid. PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.**

Licensing:

1. Contractors must be licensed with the Minnesota Department of Labor and Industry. A copy of this license (or the license application) must accompany each bid.
2. Contractor/Subcontractor performing asbestos abatement must be licensed in accordance with Minnesota Department of Health (MDH) to perform asbestos-related work (ARW).

Permit and Contractor Requirements:

Permits: Contractors are responsible to attain all necessary permits for all work, including City of Appleton.

Bonding Requirements: Swift County is requiring a performance bond. The performance bond shall be at a minimum twenty (20%) percent of the contract price, but not in excess of \$250,000.00.

SWIFT COUNTY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

2018 TAX FORFEITURE DEMOLITION BID
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: City of Appleton, North Miles and West Snelling Street – see attached map)

TOTAL LUMP SUM PRICE:

_____ \$ _____
(Written Value) (Dollar Amount)

ALTERNATE #1:

_____ \$ _____
(Written Value) (Dollar Amount)

ALTERNATE #2:

_____ \$ _____
(Written Value) (Dollar Amount)

Acknowledgement of Addendum(s): 1) _____ date 2) _____ date 3) _____ date

BID GUARANTEE PERIOD:

I agree to hold this bid open for a period of **90 days** after the bid opening. If this bid is accepted I agree to execute a Contract and/or a Purchase Order with Swift County along with furnishing all required bonding (if required) and insurances.

ATTACHMENTS REQUIRED: Failure to provide any of these attachments will result in bid disqualification.

- SWIFT COUNTY BID FORM (MUST BE SIGNED)
- COPY OF CURRENT INSURANCES
- LETTER FROM BONDING SURETY (REQUIRED)
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____



United States Department of the Interior



FISH AND WILDLIFE SERVICE

18965 County Highway 82
Fergus Falls, Minnesota 56537
218-736-0635

IN REPLY REFER TO:

RE – Minnesota W.A.
Swift County
Svor, Steven et al

September 25, 2018

Ms. Kelsey Baker
County Administrator
Swift County
320.314.8399
301 14th Street North: PO Box 207
Benson, MN 56215

Dear Ms. Baker:

The Fish and Wildlife Service recently secured an easement from Steven Svor, of Benson, Minnesota, and Warren Svor, of Alexandria, Minnesota. This is a habitat easement protecting grassland and wetland habitat on the property. The easement covers the property as shown on the enclosed photo and platbook map. This easement allows him to hay this property after July 15, nesting season. The landowner will retain primary responsibility for weed control, recreational use, access, and will continue to be responsible for the payment of property taxes.

This letter confirms my intention to meet with the Board of Commissioners on October 16, 2018, at 9:00 a.m. to request certification of this easement.

Please print out and attach a copy of this letter with the attachments for each of the County Commissioners. The information has been sent to the Township Clerk. If you have any questions, please contact me at 218-736-0635.

Sincerely,

Blake Knisley
Realty Specialist

Attach: certification, legal, plat map, aerial,

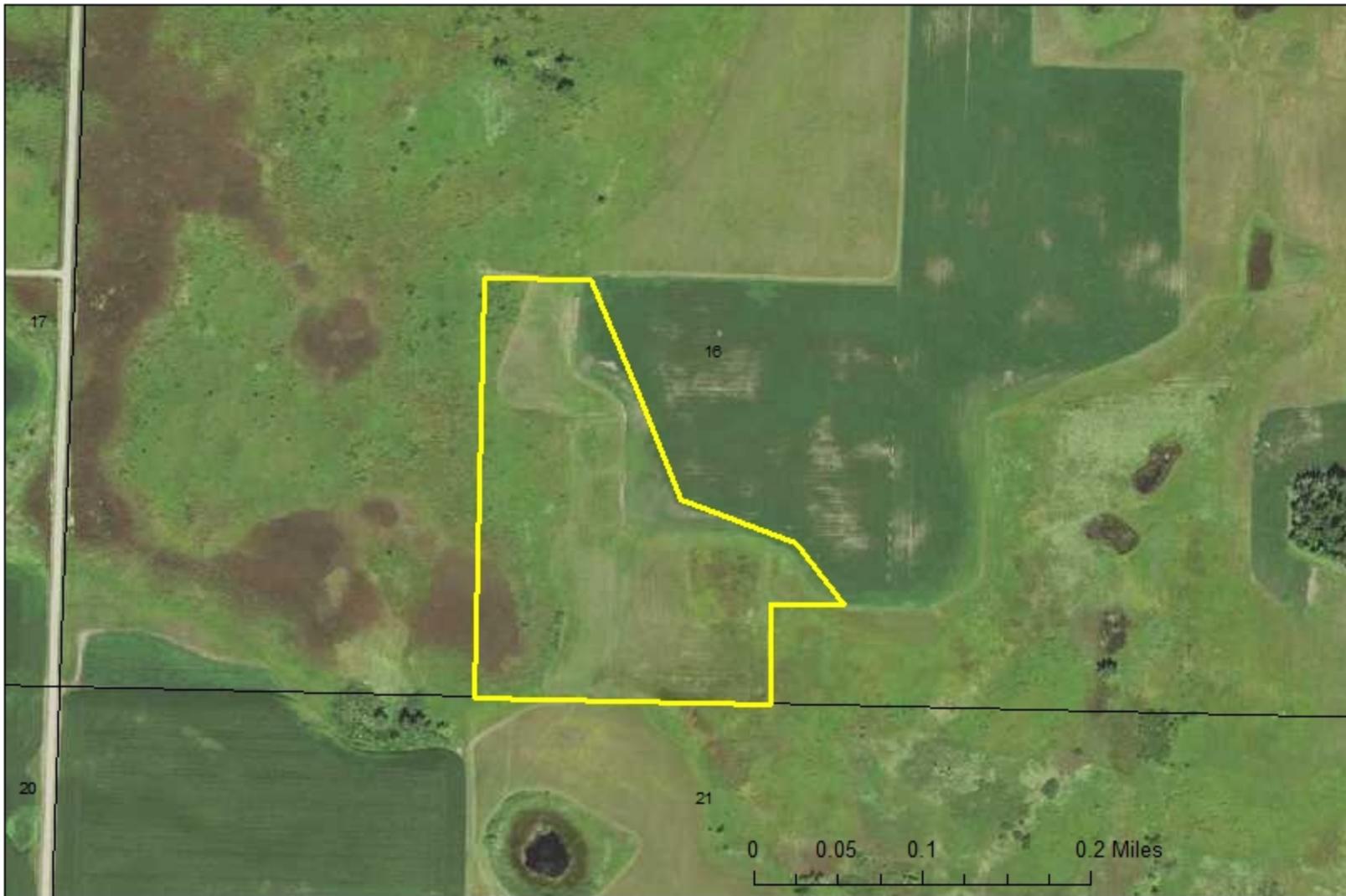
EXHIBIT "A"

Svor, Steven et al

Swift County Waterfowl Production Area
Swift County, Minnesota

T122N, R38W, 5th P.M.

Section 16, part of the SE1/4SW1/4 to be determined by a survey.



**Steve Svor
Habitat Easement
Delineation**

County: Swift

T122N, R38W,

Section 16

Wet Acres: 1

Total Acres: 21.423

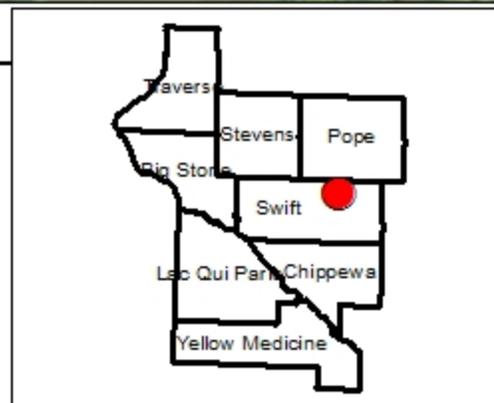
Hay

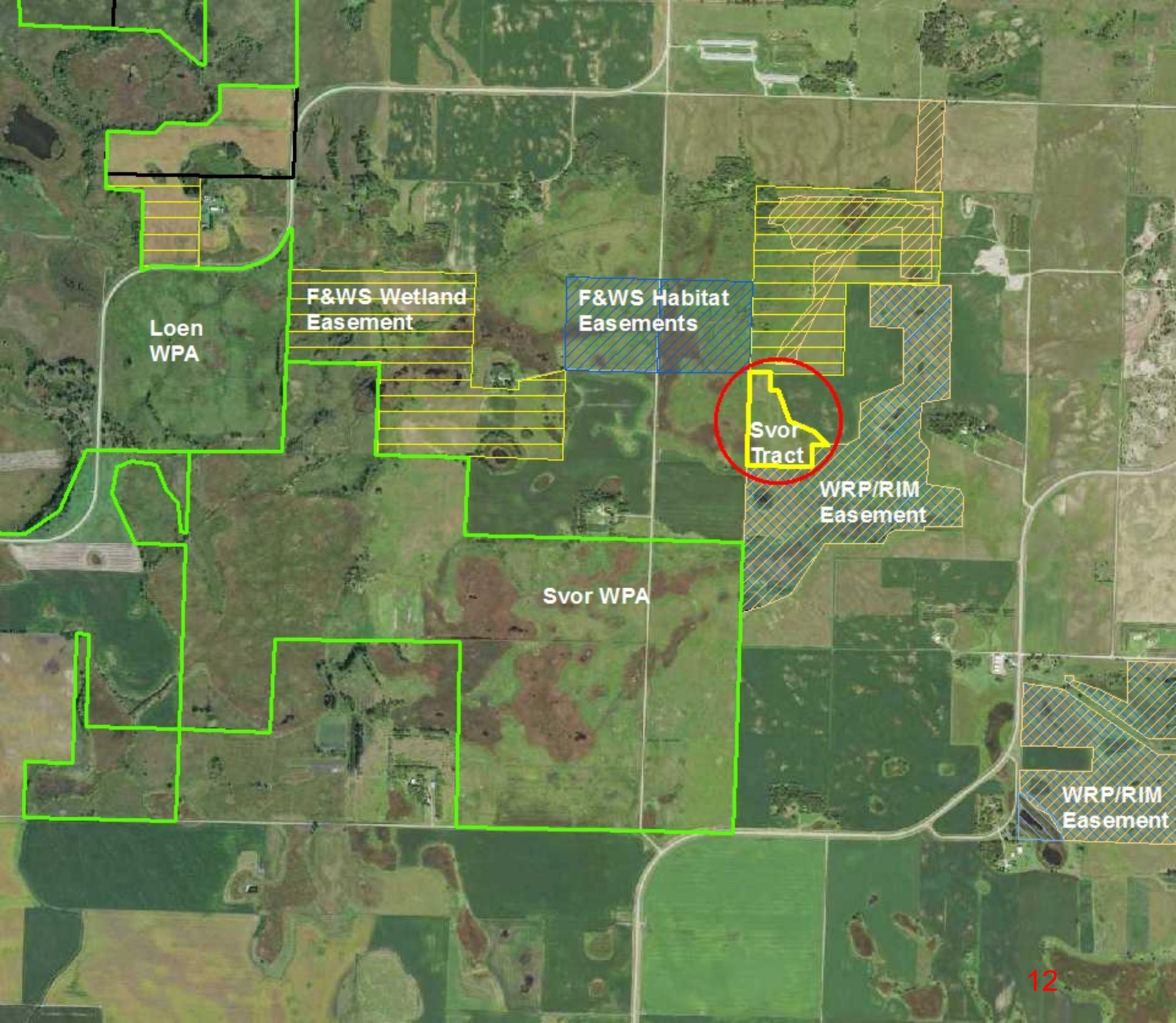


Submitted By _____
Date _____

Legend

- Acquisition Boundary
- Waterfowl Production Areas





Loen
WPA

F&WS Wetland
Easement

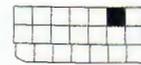
F&WS Habitat
Easements

Svor
Tract

WRP/RIM
Easement

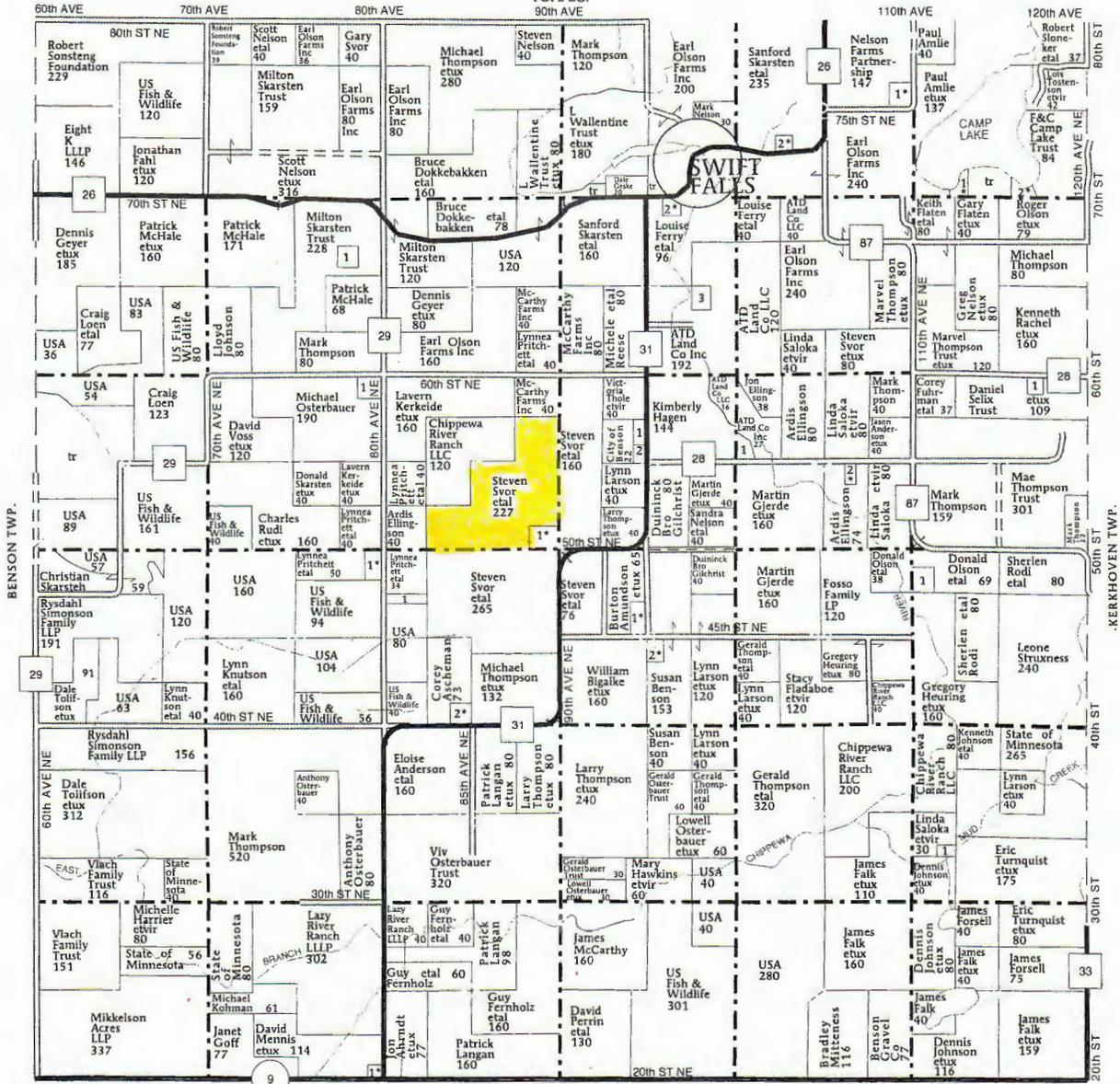
Svor WPA

WRP/RIM
Easement



(Landowners)

POPE CO.



KILDARE TWP.

CAMP LAKE TOWNSHIP

SECTION 1

- 1. Flaten, Keith 10
- 2. Olson, Roger 12

SECTION 2

- 1. Nelson, Darrin 13
- 2. Skarsten, Bryant 5

SECTION 8

- 1. Skarsten, Milton 8

SECTION 9

- 1. Geyer, Jason 11

SECTION 10

- 1. Stublett, Elna 12
- 2. VanTries, James 6
- 3. Anderson, Timothy 7

SECTION 13

- 1. Anderson, Robert 9

SECTION 14

- 1. Hagen, Kimberly 15

SECTION 15

- 1. County of Swift 10

SECTION 16

- 2. Larson, Christopher 8

SECTION 17

- 1. Johnson, Craig 13

SECTION 18

- 1. Marose, Jeffrey 10

SECTION 20

- 1. Trump Jr, James 16

SECTION 21

- 1. US Fish & Wildlife 7

SECTION 22

- 2. Thompson, Michael 7

SECTION 22

- 1. Amundson, Christopher 15

SECTION 24

- 2. Knutson, Lynn 7

SECTION 25

- 1. Baldwin, Pamela 11

SECTION 32

- 1. State of Minnesota 10

SECTION 32

- 1. Sullivan, Terrence 6

RE-Minnesota W.A.
Swift County
Svor, Steven et al

CERTIFICATION OF THE COUNTY BOARD OF COMMISSIONERS

In accordance with a Procedural Agreement between the Minnesota Department of Natural Resources and the U.S. Fish and Wildlife Service, dated May 23, 1962, and subsequently amended, certification by the County Board of Commissioners for acquisition of lands by the U.S. Fish and Wildlife Service is requested.

Representatives of the U.S. Fish and Wildlife Service met with the Board of Commissioners of Swift County, State of Minnesota, on October 16, 2018, and informed the Commissioners that a Grant of Easement for Wildlife Habitat Protection has been secured from Steven Svor and Warren Svor on the following described lands:

See attached legal description

The County Board of Commissioners considered the above request for acquisition by the U.S. Fish and Wildlife Service and the Board's decision is as follows:

CERTIFIED FOR ACQUISITION:

Chair
County Board of Commissioners

Date:_____

NOT CERTIFIED FOR ACQUISITION:

Chair
County Board of Commissioners

Date:_____

Reasons:



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

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: Resolution to update and revise Swift County's Comprehensive Local Water Management Plan	
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: Swift County has determined that the revision and continued implementation of a Comprehensive Local Water Management Plan will help promote the health and welfare of the citizens of Swift County.	
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

**Resolution to Update
The Swift County
Comprehensive Local Water Management Plan**

Whereas, Minnesota Statutes, §103B.301, Comprehensive Local Water Management Act, authorizes Minnesota counties to develop and implement a Comprehensive Local Water Management Plan, and

Whereas, the Act requires that a county update and revise their Comprehensive Local Water Management Plan on a periodic basis, and

Whereas, the Act encourages that a county coordinate its planning with contiguous counties, and solicit input from local governmental units and state review agencies, and

Whereas, the Act requires that plans and official controls of other local governmental units be consistent with the Comprehensive Local Water Management Plan, and

Whereas, Swift County has determined that the revision and continued implementation of a Comprehensive Local Water Management Plan will help promote the health and welfare of the citizens of Swift County, and

Now, Therefore, Be it Resolved, that the Swift County Board of Commissioners resolve to revise and update its current Comprehensive Local Water Management Plan.

Be it Further Resolved that Swift County will coordinate its efforts in the revision and update of its Comprehensive Local Water Management Plan with all local units of government within the county, and the state review agencies; and will incorporate where appropriate any existing plans and rules which have been developed and adopted by watershed districts having jurisdiction wholly or partly within Swift County into its Comprehensive Local Water Management Plan.

Be it Further Resolved that the Swift County Board of Commissioners authorizes the establishment of a Water Management Taskforce with the responsibility of revising and updating the plan and who shall report to the County Board on a periodic basis.

Be it Further Resolved that the Swift County Board of Commissioners delegates Environmental Services the responsibility of coordinating, assembling, writing and implementing the revised Comprehensive Local Water Management Plan pursuant to Minnesota Statutes, §103B.301.

CERTIFICATION

**STATE OF MINNESOTA
COUNTY OF SWIFT**

I do certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of **Swift** at a duly authorized meeting thereof held on the 16th of October, 2018.

Name, Title



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

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: First reading of Solar Power Energy Ordinance	
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: The Swift County Solar Power Energy Ordinance is for the purpose of establishing the processes for permitting solar energy systems and to regulate the installation and operation of solar energy systems within Swift County,	
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

**SWIFT COUNTY LAND AND RELATED RESOURCE
MANAGEMENT ORDINANCE**

SECTION ____

SOLAR POWER MANAGEMENT

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SUBDIVISION 6. DEFINITIONS 2

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SUBDIVISION 1. TITLE

The title of this ordinance is the Swift County Solar Power Management Ordinance, and will be referred to herein as “this Ordinance”.

SUBDIVISION 2. PURPOSE

This ordinance is established to set forth processes for permitting solar energy systems and to regulate the installation and operation of solar energy systems within Swift County pursuant to Minnesota Statutes Chapters 216C.25, 500.30, and Minnesota Rules Chapter 1325.1100, as amended, in order to promote the health, safety, and general welfare of the citizens of Swift County.

SUBDIVISION 3. JURISDICTION

The regulations of this Ordinance shall apply to all the area of Swift County outside the incorporated limits of municipalities.

SUBDIVISION 4. INTERPRETATION

In interpreting and applying the provisions of this Ordinance, they shall be held to be the minimum requirements for the promotion of the public health, safety, and general welfare. Where the provisions of this Ordinance impose greater restriction than those of any statute, other ordinance or regulations, the provisions of this Ordinance shall be controlling. Where the provisions of any statute, other ordinance or regulation impose greater restrictions than this Ordinance, the provisions of such statute, other ordinance or regulation shall be controlling.

SUBDIVISION 5. EXEMPTIONS

Solar arrays with a generator nameplate capacity under one (1) kilowatt, and solar thermal systems with a solar collector surface under fifty (50) square feet in area, are exempt from the requirements of this ordinance.

SUBDIVISION 6. DEFINITIONS

The following words and phrases shall have the meanings ascribed to them in this Ordinance. If not specifically defined in this Section or in Section 22 of the Swift County Zoning Ordinance, terms used in this Ordinance shall have the same meaning as provided in the standards adopted by reference. Words or phrases that are not defined here or in the standards adopted by reference shall have common usage meaning. For purposes of this Ordinance, the words “must” and “shall” are mandatory and the words “may” and “should” are permissive.

1. Array (Solar). Any number of solar photovoltaic modules or panels connected together to provide a single electrical output, or solar thermal collectors connected together to provide a single output.
2. Generator nameplate capacity. The maximum rated output of electrical power production of a generator under specific conditions designated by the manufacturer with a nameplate physically attached to the generator.
3. Ground Mounted Solar Energy System. Freestanding solar panels mounted to the ground by use of stabilizers or similar apparatus.
4. Large Solar Energy System. A solar array designed for wholesale production and sale of

power where the primary land use of the parcel is for a solar energy system.

5. Module (Solar). A number of individual solar cells connected together in an environmentally protected housing producing a standard output voltage and power. Multiple modules/panels can be assembled into an array for increased power and/or voltage.
6. Photovoltaic Array. A group of solar photovoltaic modules connected together to increase voltage and/or power to the level required for a given system.
7. Photovoltaic Device. A system of components that generates electricity from incident sunlight by means of the photovoltaic effect, whether or not the device is able to store the energy produced for later use.
8. Power Purchase Agreement. A legally enforceable agreement between two or more persons where one or more of the signatories agrees to provide electrical power and one or more of the signatories agrees to purchase the power.
9. Roof or Building Mounted Solar Energy System. A solar energy system that is mounted to the roof or building using brackets, stands or other apparatus.
10. Small Solar Energy System. A solar array that is an accessory use in which the energy produced is first used on-site before any excess energy produced is sold back to the operator's regular electrical service provider. Small solar energy systems include solar thermal systems that are designed to provide heat or energy on-site.
11. Solar cell. The basic unit of a photovoltaic solar panel.
12. Solar Collector. A device, structure, or part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.
13. Solar Easement. A right, whether or not stated in the form of a restriction, easement, covenant, or condition, in any deed, will, or other instrument executed by or on behalf of any owner of land or solar skyspace for the purpose of ensuring adequate exposure of a solar energy system as defined in Section 216C.06, Subdivision 17, to solar energy. Required contents of a Solar Easement are defined in Minnesota Statute Section 500.30.
14. Solar energy system. A device or set of devices, a substantial purpose of which is to provide for the collection, storage and distribution of sunlight for space heating or cooling, generation of electricity, or water heating.
15. Solar Thermal System. A system that includes a solar collector and a heat exchanger that heats or preheats water or air for building heating systems or other heat or hot water needs.
16. Tracking Solar Array. A solar array that follows the path of the sun during the day to maximize the solar radiation it receives.

SUBDIVISION 7. PERMIT REQUIRED

Land Use Permits, Conditional Use Permits, and Variances shall be applied for and reviewed under the procedures established by Swift County Ordinance and Minnesota Statutes Chapter 394. A Land Use Permit must be obtained from the Zoning Administrator by the landowner prior to construction or installation of any solar energy system that is subject to this Ordinance.

1. An application for a permit under this section for a solar energy system is not complete unless it contains the following:
 - a. Address, Township, Section, and legal description of the property on which the solar energy system is proposed to be installed.
 - b. General description of the solar energy system, including type, size (area) of the array, generator nameplate capacity, and total height.
 - c. Setbacks from property lines, public ditches and tile lines, road rights-of-way, neighboring dwellings, and natural waterways.
 - d. A site plan showing the existing property lines, existing buildings, and the proposed location of the Solar energy system on the parcel.

2. In addition to the permit application requirements in part 1 above, an application for a permit under this section for a Large Solar energy system is not complete unless it contains the following:
 - a. A site plan of existing conditions showing the following:
 - i. The names of the adjacent property owners and current use of those properties.
 - ii. Existing public and private roads, showing widths of the roads and any associated easements.
 - iii. Location and size of any abandoned wells, sewage treatment systems and dumps.
 - iv. Topography at 2' intervals (or less) and source of contour interval.
 - v. Existing vegetation (list type and percent of coverage; i.e. grassland, plowed field, wooded areas, etc.)
 - vi. Waterways, watercourses, lakes and public water wetlands.
 - vii. Delineated wetland boundaries.
 - viii. The 100-year flood elevation and Regulatory Flood Protection Elevation, if

available. Floodway, flood fringe, and/or general flood plain district boundary, if applicable.

- ix. The shoreland district boundary, the ordinary high water level and the highest known water level, and the toe and top of any bluffs within the project boundaries, if any portion of the project is located in a shoreland district.
 - x. Surface water drainage patterns.
- b. A site plan of proposed conditions showing the following:
- i. Approximate location and spacing of solar panels.
 - ii. Location of access roads.
 - iii. Proposed location of underground or overhead electric lines connecting the solar farm to the building, substation or other electric load.
 - iv. New electrical equipment other than at the existing building or substation that is the connection point for the Large Solar energy system.
 - v. Proposed erosion and sediment control measures.
 - vi. Proposed storm water management measures.
- c. Proposed specifications and recommended installation methods for all major equipment, including solar panels, mounting systems and foundations for poles or racks, if known.
- d. A description of the method of connecting the array to a substation.
- e. A decommissioning plan ensuring that facilities are properly removed in the event they are not in use for 12 consecutive months. The plan shall include provisions for removal of all structures and foundations, restoration of soil and vegetation and a plan ensuring financial resources will be available to fully decommission the site. If necessary, the Board may require the posting of a bond, letter of credit or the establishment of an escrow account to ensure proper decommissioning.

SUBDIVISION 8. DISTRICT REGULATIONS

Solar energy systems will be permitted, conditionally permitted or not permitted based on the generating capacity and land use district as established in the table below (P=Permitted, C=Conditionally Permitted, NP=Not Permitted):

District	Small Solar Energy System	Large Solar Energy System	1 & Less Megawatt	1.1 to 5 Megawatts	5.1 & Over Megawatts
Agricultural	P		P	C	C
Urban Expansion	P		P	C	NP
Floodplain- flood fringe	P		C	NP	NP
Floodplain- floodway/wetlands	NP		NP	NP	NP
Shoreland	P		C	NP	NP
Scenic River	P		P	NP	NP

Nothing herein shall be construed to exempt a solar energy system from the regulations, requirements, and standards of the District in which it is located.

SUBDIVISION 9. SETBACKS AND STANDARDS

1. Solar energy systems shall be subject to the structure setbacks set forth in each respective Zoning District in respect to property lines, road right-of-way lines, County tile lines, and County and Judicial Ditches.
2. Any ground mounted solar energy system larger than .25 acres in area must be located away from a dwelling according to the following chart: (Other than the project owner’s dwelling(s)).

Solar Energy Systems Setbacks - Feet

District	Small Solar Energy System	Large Solar Energy System	1 & Less Megawatt	1.1 to 5 Megawatts	5.1 & Over Megawatts
Agricultural	100		200	250	350
Urban Expansion	100* 100** 50***		200* 200** 100***	300* 300** 100***	NA
Floodplain- flood fringe	100		200	200	200
Floodplain- floodway/wetland	NA		NA	NA	NA
Shoreland	100		250	NA	NA
Scenic River	100		NA	NA	NA
<p>*Adjoining Parcels – Where adjoining parcel contains a residence, Solar Energy Systems shall be set back from adjoining property line to nearest solar panel, transformer or inverter.</p> <p>**Non Adjoining Parcels – Solar Energy Systems shall be set back from residence foundation to solar panel, transformer or inverter.</p> <p>*** Setback when all other setbacks are met.</p>					

Setbacks shall be measured from foundation of neighboring dwelling to closest point of solar panel except where noted above.

3. Standards for all Solar Energy Systems.
 - a. Height. Solar energy systems are subject to the following height requirements:
 - i. Building or roof-mounted solar energy systems shall not exceed the maximum allowed height for structures in the zoning district in which the system is being installed, and shall not extend more than 10 feet above the building or roof on which they are mounted.
 - ii. Ground or pole-mounted solar energy systems shall not exceed 20 feet in height when oriented at maximum tilt.
 - b. Location within Lot. Solar energy systems must meet the accessory structure setback for the zoning district.
 - i. Roof-mounted Solar Energy Systems. In addition to the building setback, the collector surface and mounting devices for roof-mounted solar energy systems that are parallel to the roof surface shall not extend beyond the exterior perimeter of the building on which the system is mounted or built. The collector and racking for roof-mounted systems that have a greater pitch

than the roof surface shall be set back from all roof edges by at least 2 feet. Exterior piping for solar thermal systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.

ii. Ground-mounted Solar Energy Systems.

A. Ground-mounted solar energy systems may not extend into the side-yard, rear, or road right-of-way setback when oriented at minimum design tilt.

B. Ground-mounted solar energy systems that result in the creation of one or more acres of impervious surface, must comply with the MPCA Construction Stormwater Permit Requirements.

c. Approved Solar Components. Electric solar energy system components must have an Underwriters Laboratory (UL) listing.

d. Compliance with State Electric Code. All photovoltaic systems shall comply with the Minnesota State Electric Code.

e. Utility Notification. No grid-intertie photovoltaic system shall be installed until evidence has been given to the Department that the owner has notified the utility company of the customer's intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

f. Vegetative screening or buffering of the solar energy system may be required as part of the conditions of approval. Screening or buffering shall be based on the proximity of the system to residential buildings and to abutting public rights-of-way.

4. Standards for Large Solar Energy Systems.

a. Stormwater Management and Erosion and Sediment Control shall meet the requirements of the MPCA Construction Stormwater Permit requirements.

b. Foundations. The manufacturer's engineer or another qualified engineer shall certify that the foundation and design of the solar panels is within accepted professional standards, given local soil and climate conditions.

c. Other standards and codes. All Large Solar Energy Systems shall be in compliance with any applicable local, state and federal regulatory standards, including the State of Minnesota Uniform Building Code, as amended; and the National Electric Code, as amended.

d. Power and communication lines. Power and communication lines running between banks of solar panels and to electric substations or interconnections with buildings

shall be buried underground, to the extent practicable.

SUBDIVISION 10. DECOMMISSIONING

In the event that a solar energy system is unused or abandoned for a period of 12 consecutive months, the solar energy system must be removed by the system owner or landowner.

1. All structures and foundations must be completely removed and the soil and vegetation restored.
2. Removal must occur within 90 days of a determination that the solar energy system is unused or abandoned, unless a plan is developed and submitted to the Zoning Administrator outlining the steps and schedule for returning the system to service.
3. Disposal of structures, foundations, and any other equipment or material must conform to Federal, State, and local laws, rules, and ordinances.



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Consider Outlet into CD #58	
AGENDA YOU ARE REQUESTING TIME ON: Regular Agenda 10:00 AM Public Hearing	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? Yes	EXPLANATION OF MANDATE: MN Drainage Law requires a public hearing
BACKGROUND/JUSTIFICATION: Public Hearing date was set by Drainage Authority on September 18, 2018	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? No action	Click here to enter text.

Budget Information

FUNDING: Repair Fund

Review/Recommendation

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

Board Action

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

**BEFORE THE SWIFT COUNTY BOARD OF COMMISSIONERS
ACTING AS DRAINAGE AUTHORITY FOR
SWIFT COUNTY DITCH #58**

AGENDA

Public hearing for Outlet

October 16, 2018 10:00 AM

Swift County Commissioners Room

1. Open public hearing – *Board Chairperson*
2. Purpose of Hearing – *Mike Johnson*
3. Record of Notice Requirements – *Mike Johnson*
4. Explanation and presentations of Petition – *Petitioners*
5. Public comments and questions
6. Viewer’s recommendations – *Mike Johnson*
7. Possible action by Drainage Authority
 - Approval or Denial of outlet
 - If outlet is granted, outlet fee and benefits are charged per Viewer’s recommendations

BEFORE THE SWIFT COUNTY BOARD
ACTING AS DRAINAGE AUTHORITY FOR
SWIFT COUNTY DITCH #58
SWIFT COUNTY, MN

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

WHEREAS, Margaret Walsh ETAL ~~Living~~ Trust owns the N ½ of the SE ¼ Sec. #16 T120-N, R38-W (Dublin Twp.)

WHEREAS, Margaret Walsh ETAL ~~Living~~ Trust are requesting an outlet for the above mentioned property into Swift County Ditch #58

THEREFORE, the petitioner respectfully requests the following:

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

Dated this ____ day of September, 2018

Jannet Walsh
Jannet Walsh 9/22/18

Paul Walsh 9-18-18
Paul Walsh

Jannet Walsh for trust 9/22/18
Margaret Walsh ~~Living~~ Trust
JLW

Swift County Ditch Authority

Re: Petition for Outlet into CD No. 58

September 18, 2018

As per your request, I have arrived at an outlet fee and net benefits for the Margaret A. Walsh ETAL Living Trust petition for the N ½ of the SE ¼ (16-120-38) in Dublin Township into CD No. 58.

CD No. 58 had the benefits determined in October of 1962. I viewed the soils on the petitioned parcels, and I looked at the adjacent parcels and how the viewers called the wet acres in 1962. After determining the wet acres for each parcel, I followed their valuation for each wet acre considering a proximity factor. This arrived at the net benefits for each parcel to be included in the current assessment role.

To arrive at an outlet fee, I have used several factors. The 1962 ditch was a 90.02% project. After applying this factor, I multiplied a consumer price index to represent current dollar values to obtain an outlet fee.

I have arrived at the following net benefits to be applied to the present assessment role, and the following outlet fees for the given parcels.

<u>Parcel</u>	<u>Ac. In tract</u>	<u>Ac. Benefited</u>	<u>Benefit Value</u>	<u>Outlet Fee</u>
Margaret A. Walsh ETAL Living Trust To: Jannet Walsh PO Box 96 Murdock, MN 56271				
16-T120N-R38W #06-0076-000				
NW ¼ SE ¼	40	4	\$160.00	\$1195.00
NE ¼ SE ¼	40	2	\$100.00	<u>\$ 750.00</u>
				\$1945.00

Respectfully submitted,

Jim Weidemann
41480 Ideal Avenue
Belview, MN 56214



16

15

N 1/2 of SE 1/4 #16 Dublin
Petitioned Acres
Dublin Twp

CD 60

CD 60 CD 60 CD 60

CD 58

CD 59

CD 58



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Treasurer	REQUESTOR: Ron Vadnais	REQUESTOR PHONE: 320-843-3544
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Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Review 3rd Quarter 2018 Cash & Investments	
AGENDA YOU ARE REQUESTING TIME ON: Department reports	ARE YOU SEEKING APPROVAL OF A CONTRACT? NO
IS THIS MANDATED? NO	EXPLANATION OF MANDATE: N/A
BACKGROUND/JUSTIFICATION: N/A	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED? Click here to enter text.	

Budget Information

FUNDING: N/A

Review/Recommendation

COUNTY ATTORNEY: Danielle Olson	COUNTY ADMINISTRATOR: Kelsey Baker
RECOMMENDATIONS: XXX	RECOMMENDATIONS: XXX
COMMENTS: XXX	COMMENTS: XXX

Board Action

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

Swift County Cash & Investments

(Includes unrealized gains)

As of 9/30/18

Acct	9/30/18 Balance
ASSETS	
Cash and Bank Accounts	
Citizens Alliance Bank-Murdock	28,256.72
Fed RLF#281500-SBD	429,937.47
Health Ins 17-2	200,000.00
Health Ins 18-1	200,000.00
Health Ins 18-2	200,000.00
Health Ins 18-3	200,000.00
HS Clearing acct #1BB29020	75,398.55
HS-MMIS# 14534(Credit Union)	248,672.29
HS17-11	100,000.00
HS17-12	200,000.00
HS17-14	200,000.00
HS17-15	200,000.00
HS17-16	100,000.00
HS18-1	150,000.00
HS18-2	200,000.00
HS18-3	150,000.00
HS18-4	200,000.00
HS18-5	200,000.00
HS18-6	200,000.00
HS18-7	200,000.00
MAGIC(FEDERATED BOND)#651157	603,129.61
MAGIC(R&B)Mmkt#651173	2,030,156.00
MAGIC-CIP BOND ACCT#651168	5,257,923.25
MAGIC-Revenue ACCT#651154	3,152.73
PSB-Appleton	43,837.90
R&B Invest Acct#1BB27605	36,103.38
R&B17-7	200,000.00
R&B17-8	200,000.00
R&B18-1	200,000.00
R&B18-2	249,000.00
R&B18-3	249,000.00
R&B18-4	200,000.00
R&B18-5	200,000.00
R&B18-6	248,000.00
R&B18-7	248,000.00
R&B18-8	248,000.00
Revenue16-22	0.00
Revenue16-24	100,000.00
Revenue16-25	200,000.00
Revenue17-10	200,000.00
Revenue17-11	200,000.00
Revenue17-12	200,000.00
Revenue17-13	200,000.00
Revenue17-3	200,000.00
Revenue17-5	200,000.00
Revenue17-7	200,000.00
Revenue17-8	200,000.00
Revenue18-1	200,000.00
State RLF#281498-SBD	6.63
StBkDanvers	393,896.29
WELLS FARGO	134,945.97
TOTAL Cash and Bank Accounts	16,527,416.79
Other Assets	
REV, R&B & HS-Emp. Benefits CD	200,000.00
TOTAL Other Assets	200,000.00
Investments	

Swift County Cash & Investments

(Includes unrealized gains)

As of 9/30/18

Acct	9/30/18 Balance
REV-HEALTH CARE	524,981.42
TOTAL Investments	524,981.42
TOTAL ASSETS	17,252,398.21
LIABILITIES	0.00
OVERALL TOTAL	17,252,398.21

<u>FUND #</u>	<u>FUND NA</u>	<u>BANK #</u>	<u>BANK #</u>	<u>INSTITUTION</u>	<u>ID#</u>	<u>DATE</u>	<u>MATURITY DATE</u>	<u>TOTAL INVEST.</u>	<u>INT RATE</u>	<u>MONTH ENDED</u>	<u>ACCRUED INTEREST</u>
1097	Revenue	15	15	Ally Bk-Midvale UT	02006LM83	3/22/2018	24-Sep-18	\$0.00		30-Sep-18	\$0.00
111097	HS	15	15	Bk of Bridger MT	06424WGU2	9/28/2018	28-Sep-18	\$100,000.00	1.45%	30-Sep-18	\$7.95
31097	R&B	15	15	FloridaCapital Bk	340569GB2	9/28/2018	28-Sep-18	\$200,000.00	1.50%	30-Sep-18	\$16.44
31097	R&B	16	16	MAGIC R&B acct	651173	9/7/2017	30-Sep-18	\$2,030,156.00	2.07%	30-Sep-18	\$3,457.14
1001	Rev/RLF	1	1	StBkDanvers-Fed RL	281500	1/1/2018	30-Sep-18	\$429,937.47	0.23%	30-Sep-18	\$81.83
1001	Rev/RLF	1	1	StBkDanvers-St RLF	281498	1/1/2018	30-Sep-18	\$6.63		30-Sep-18	
111097	Human Ser	15	15	Human Ser Clearing ,	1BB29020	1/1/2018	30-Sep-18	\$75,398.55	1.53%	30-Sep-18	\$108.22
1001	Tax Accts			Various local banks		1/1/2018	30-Sep-18	\$72,094.62		30-Sep-18	
1001	Rev/checki	2	2	St Bk of Danvers	267151	1/1/2018	30-Sep-18	\$393,896.29	0.23%	30-Sep-18	\$135.44
1092	Revenue	1	1	WELLS FARGO	1AB21819	1/1/2018	30-Sep-18	\$134,945.97	1.53%	30-Sep-18	\$1,339.34
1101	Rev/Health	15	15	Franklin Fund-MF	45789	1/1/2018	30-Sep-18	\$524,981.42		30-Sep-18	
1101	Human Ser	17	17	Co-op Credit-Benson Savings#14534		6/30/2018	30-Sep-18	\$248,672.29	0.35%	30-Sep-18	\$219.38
3500	Bond Debt	16	16	MAGIC Bond Debt A	651157	12/1/2017	30-Sep-18	\$603,129.61	2.07%	30-Sep-18	\$1,027.06
3500	Bond Debt	16	16	MAGIC CIP Acct	651168	8/1/2017	30-Sep-18	\$5,257,923.25	2.07%	30-Sep-18	\$8,953.67
31097	R&B	15	15	R&B Clearing Acct	1BB27605	4/1/2017	30-Sep-18	\$36,103.38	1.53%	30-Sep-18	\$72.09
1097	Revenue	16	16	MAGIC Revenue Fur	651154	9/27/2017	30-Sep-18	\$3,152.73	2.07%	30-Sep-18	\$5.37
111097	Human Ser	15	15	Bk of Baroda-NY	06062RT85	7/31/2018	1-Oct-18	\$150,000.00	1.80%	30-Sep-18	\$451.23
111097	Human Ser	15	15	CityNtlBk-Miami	17801DDSS2	1/5/2018	5-Oct-18	\$100,000.00	1.60%	30-Sep-18	\$1,174.79
111097	Human Ser	15	15	Cadence Bk-Birming.	12738REL4	7/30/2018	30-Oct-18	\$150,000.00	1.80%	30-Sep-18	\$458.63
1097	Revenue	15	15	ZB NA	98878BPK8	11/1/2017	31-Oct-18	\$200,000.00	1.45%	30-Sep-18	\$2,645.75
1097	Revenue	15	15	Ally Bk-Midvale UT	02006LR96	5/25/2018	26-Nov-18	\$100,000.00	1.35%	30-Sep-18	\$473.42
1097	Revenue	15	15	Comm West Bk-CA	20415QFK0	12/27/2017	27-Nov-18	\$200,000.00	1.60%	30-Sep-18	\$2,428.49
1097	Revenue	15	15	Berkshire Bk	084601GN7	5/29/2018	29-Nov-18	\$200,000.00	1.25%	30-Sep-18	\$849.32
111097	HS	15	15	PacificPremier Bk	69478QEJ5	8/29/2018	29-Nov-18	\$200,000.00	1.50%	30-Sep-18	\$263.01
1097	Revenue	15	15	Merrick Bk South-UT	59013JH51	9/19/2018	19-Dec-18	\$200,000.00	1.65%	30-Sep-18	\$99.45
1097	Revenue	15	15	MB Financial Bk NA	55266CWU6	9/27/2018	27-Dec-18	\$200,000.00	1.50%	30-Sep-18	\$24.66
31097	R&B	15	15	FirstSentryBk-WVA	33640RCY1	8/29/2018	28-Dec-18	\$200,000.00	1.60%	30-Sep-18	\$280.55
111097	Human Ser	15	15	BNY Mellon NA	05584CBP0	12/28/2017	28-Dec-18	\$200,000.00	1.65%	30-Sep-18	\$2,495.34
1097	Revenue	15	15	LegacyBk-Plano Tx	524680BM6	9/10/2018	8-Jan-19	\$200,000.00	1.65%	30-Sep-18	\$180.82
1097	Revenue	16	16	CFG Comm Bk-MID	34294	1/18/2018	18-Jan-19	\$200,000.00	2.00%	30-Sep-18	\$2,794.52

31097	R&B	15	Old Ntl Bk-Evansville	680061HE1	1/26/2018	25-Jan-19	\$200,000.00	2.15%	30-Sep-18	\$298.08
111097	Human Ser	15	Level One Bk	52730JDH6	9/4/2018	4-Feb-19	\$200,000.00	2.00%	30-Sep-18	\$284.93
31097	R&B	15	Huntington Ntl Bk-OI	446438RW5	3/26/2018	26-Mar-19	\$249,000.00	2.05%	30-Sep-18	\$1,586.85
1097	Revenue	15	Goldman Sachs	38148PHZ36	4/2/2018	28-Mar-19	\$200,000.00	1.60%	30-Sep-18	\$126.58
31097	R&B	15	UBS Bk USA	903348JCJ7	9/19/2018	4/18/2019	\$200,000.00	2.10%	30-Sep-18	\$336.99
111097	Human Ser	15	DMB CmntyBk-Wi	23322GQH3	8/31/2018	30-Apr-19	\$200,000.00	2.05%	30-Sep-18	\$75.04
31097	R&B	15	Wells Fargo Bk-SD	949763QE9	9/25/2018	28-May-19	\$249,000.00	2.20%	30-Sep-18	\$376.99
111097	Human Ser	15	WashingtonTCo-RI	940637KC4	8/29/2018	29-May-19	\$200,000.00	2.15%	30-Sep-18	\$1,033.97
1097	Revenue	15	St Bk of India	856285BH3	6/11/2018	10-Jun-19	\$200,000.00	1.70%	30-Sep-18	\$1,687.76
31097	R&B	15	BMO Harris Bk. II	05581WYR0	6/14/2018	14-Jun-19	\$248,000.00	2.30%	30-Sep-18	\$324.38
111097	Human Ser	15	Quontic Bk	74909QAH2	8/29/2018	28-Jun-19	\$200,000.00	1.85%	30-Sep-18	\$456.16
111097	Human Ser	15	CustomersBK-PA	23204HGG74	8/24/2018	24-Jul-19	\$200,000.00	2.25%	30-Sep-18	\$667.95
111097	Human Ser	15	Academy Bk-Colo-rad	004000AQ8	8/8/2018	8-Aug-19	\$200,000.00	2.30%	30-Sep-18	\$1,744.83
31097	R&B	15	1st Foundation-Irvine	32026UHT6	6/15/2018	16-Sep-19	\$248,000.00	2.40%	30-Sep-18	\$167.40
31097	R&B	15	Umpqua Bk-OR	90421MBZ5	4/27/2018	28-Oct-19	\$200,000.00	2.35%	30-Sep-18	\$2,008.77
1097	Revenue	15	CitizensBk-Perry FL	17670LAP1	9/13/2018	12-Dec-19	\$200,000.00	1.80%	30-Sep-18	\$167.67
31097	R&B	15	PinnacleBk-Nashville	72345SHC8	9/27/2018	27-Dec-19	\$248,000.00	2.60%	30-Sep-18	\$53.00
1097	Revenue	15	Synchrony Bk	87165HUG3	7/19/2018	21-Jan-20	\$200,000.00	2.10%	30-Sep-18	\$840.00
31097	R&B	15	CNH LOAN#2		7/10/2018	7/9/2019	\$117,409.31	1.75%	30-Sep-18	\$461.60
31097	R&B	15	SCBH-LOAN		9/1/2018	12/1/2032	\$1,548,952.58	2.00%	30-Sep-18	\$2,461.35
							\$17,252,398.21	1.65%		\$33,129.37



Request for Board Action

BOARD MEETING DATE:
October 16, 2018

Commissioner's Report

Department Information

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

BRIEF DESCRIPTION OF YOUR REQUEST: Review of the 3rd Quarter 2018 financial information	
AGENDA YOU ARE REQUESTING TIME ON: Agenda	ARE YOU SEEKING APPROVAL OF A CONTRACT? No
IS THIS MANDATED? No	EXPLANATION OF MANDATE: Click here to enter text.
BACKGROUND/JUSTIFICATION: The 3rd quarter financial information, with comparison to prior year amounts will be presented for the Boards review.	
PREVIOUS ACTION ON REQUEST / OTHER PARTIES INVOLVED?	

Budget Information

FUNDING: n/a

Review/Recommendation

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

Summary of Funds
Actual & Budget Comparison
As of 09/30/2018

	Budget	Actual	Difference	
			\$\$	%
Revenue Funds:				
General	7,231,219	3,858,693	(3,372,526)	53%
Solid Waste/Environmental	857,150	635,072	(222,078)	74%
Road & Bridge	7,063,004	6,174,743	(888,261)	87%
Human Services	5,531,075	3,587,991	(1,943,084)	65%
	20,682,448	14,256,499	(6,425,949)	69%
Expenditures:				
General	7,337,321	5,704,890	(1,632,431)	78%
Solid Waste/Environmental	983,858	836,986	(146,872)	85%
Road & Bridge	7,111,384	4,882,740	(2,228,644)	69%
Human Services	5,531,075	3,763,397	(1,767,678)	68%
	20,963,638	15,188,013	(5,775,625)	72%
Change in Fund Balance	(281,190)	(931,514)	(650,324)	

*** (designates deficit or under budget)

Ending Cash Balance Summary	As of September 30, 2018				
	2018	2017	2016	2015	2014
Cash and Bank Accounts	17,352,408	\$ 20,366,784	\$ 13,006,813	\$ 9,905,758	\$ 7,550,959
Loan Receivable - General Fund Summary					
SCBH	\$ 1,504,339	\$ 1,594,683	\$ 1,683,239	\$ 1,770,043	\$ 1,855,129
CNH Loan #1	\$ -	\$ -	\$ 76,835	\$ 386,012	\$ 689,871
CNH Loan #2	\$ 58,705	\$ 117,854	\$ 175,987	\$ 233,120	\$ 289,270
County Indebtedness	\$ 12,580,000	\$ 7,805,000	\$ 7,805,000	\$ -	\$ -

**per audit

Fund	Department	Expense	Revenue	Current Year						Prior Year						
				Expenses			Revenue			Expenses			Revenue			
				Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	
01	003	General Government		\$ -	\$ 440,897	0%	\$ 6,218,251	\$ 3,209,602	52%	\$ -	\$ 271,986	0%	\$ 6,151,294	\$ 3,636,328	59%	
	5	Board of Commissioners		\$ 241,672	\$ 178,019	74%	\$ -	\$ -	0%	\$ 239,443	\$ 164,463	69%	\$ -	\$ -	0%	
01	021	Law Library		\$ 18,800	\$ 12,047	64%	\$ 14,000	\$ 9,405	67%	\$ 18,800	\$ 10,012	53%	\$ 14,000	\$ 11,450	82%	
	31	County Administrator	Budgeted amount for wages remained consistent to the prior year, but the wages and benefits paid were less with the change in Administrators	\$ 309,973	\$ 175,202	57%	\$ -	\$ -	0%	\$ 313,510	\$ 156,382	50%	\$ 4,300	\$ 64	1%	
	40	County Auditor		\$ 211,084	\$ 147,544	70%	\$ 25,000	\$ 170	1%	\$ 193,947	\$ 137,924	71%	\$ 6,000	\$ -	0%	
	41	County Treasurer		\$ 234,945	\$ 169,878	72%	\$ 15,500	\$ 15,722	101%	\$ 209,087	\$ 146,668	70%	\$ 15,500	\$ 17,314	112%	
	42	County Assessor		\$ 351,334	\$ 250,989	71%	\$ 46,123	\$ 46,244	100%	\$ 330,620	\$ 221,799	67%	\$ 42,400	\$ 46,123	109%	
01	043	Public Examiners	An accrual will be booked at year end for the CLA work done in December, but not billed in January. It has been approximately \$15,000.	\$ 65,000	\$ 39,705	61%	\$ -	\$ -	0%	\$ 61,500	\$ 33,585	55%	\$ -	\$ -	0%	
01	044	License and Permits	CPHS bills us at the end of the year	All license are due and usually paid by 2nd Qtr	\$ 1,250	\$ 1,250	100%	\$ 4,350	\$ 4,430	102%	\$ 1,250	\$ -	0%	\$ 4,350	\$ 4,370	100%
01	060	Data Processing	Supplies in preparation of the election are bought prior to the Primary election. Purchase of the Poll Pads is reflected in the 3rd Qtr.		\$ 70,000	\$ 56,468	81%	\$ 1,200	\$ -	0%	\$ 78,300	\$ 63,082	81%	\$ 1,200	\$ -	0%
01	080	Election		\$ 48,250	\$ 39,741	82%	\$ 4,550	\$ 56,114	0%	\$ 8,275	\$ 7,769	94%	\$ -	\$ -	0%	
01	090	County Attorney		Payment of legal services for the county departments are paid at the year end.	\$ 463,070	\$ 304,338	66%	\$ 33,700	\$ 2,361	7%	\$ 464,905	\$ 282,583	61%	\$ 33,700	\$ 689	2%
01	100	Land Records		\$ 408,947	\$ 272,570	67%	\$ 136,850	\$ 94,114	0%	\$ 397,344	\$ 234,823	59%	\$ 127,750	\$ 74,639	0%	
01	110	Courthouse		\$ 166,830	\$ 133,558	80%	\$ -	\$ -	0%	\$ 192,705	\$ 523,098	271%	\$ -	\$ 2,625	0%	
	111	County Museum Building		\$ 17,787	\$ 16,218	91%	\$ -	\$ -	0%	\$ 17,787	\$ 7,212	41%	\$ -	\$ -	0%	
	112	CPHS Building		\$ 18,500	\$ 8,452	46%	\$ -	\$ -	0%	\$ 18,146	\$ 165,862	914%	\$ -	\$ -	0%	
	113	Prairie 5 Building	Budgeted repairs have been deferred.	\$ 15,006	\$ 5,621	37%	\$ -	\$ -	0%	\$ 15,006	\$ 5,526	37%	\$ -	\$ -	0%	
	114	Rental House		\$ -	\$ -	0%	\$ -	\$ -	0%	\$ 1,358	\$ 1,563	115%	\$ 4,500	\$ 128	3%	
	120	County Medical Insurance		\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ (4,571)	0%	\$ -	\$ -	0%	
	122	Veterans Services		Annual Grant funds were received in 3rd Qtr (\$7,500)	\$ 172,715	\$ 119,005	69%	\$ 9,100	\$ 8,635	95%	\$ 158,699	\$ 117,906	74%	\$ 12,500	\$ 14,211	114%
	123	Planning & Zoning	Only half of the NRBG Grant funds have been spent YTD. Funds budgeted for F & E and the Aquatic Aid have no expenses YTD.	Funding Grants from the MN Board of Water & Soil Resources are received in the 4th Qtr (approx \$65,000).	\$ 140,849	\$ 47,789	34%	\$ 118,449	\$ 47,351	40%	\$ 100,394	\$ 46,805	47%	\$ 83,094	\$ 15,585	19%
01	148	Technology Committee	Purchases for the Technology and Software were \$3,200 more than budgeted.		\$ 25,300	\$ 28,068	111%	\$ -	\$ -	0%	\$ 45,800	\$ 46,433	101%	\$ -	\$ -	0%
	149	Tech Support		\$ 281,400	\$ 197,861	70%	\$ 202,600	\$ 180,665	89%	\$ 259,217	\$ 181,102	70%	\$ 202,600	\$ 166,143	82%	
01	200	Sheriff		\$ 1,472,659	\$ 1,117,349	76%	\$ 70,500	\$ 58,281	83%	\$ 1,392,474	\$ 1,043,294	75%	\$ 72,625	\$ 52,842	73%	
01	202	911 Distribution		\$ 51,728	\$ 34,412	67%	\$ 51,728	\$ 43,149	83%	\$ 51,728	\$ 37,622	73%	\$ 51,728	\$ 43,708	84%	
01	204	Coroner	Due to submitted request for reimbursements		\$ 15,000	\$ 19,195	128%	\$ -	\$ -	0%	\$ 14,000	\$ 17,205	123%	\$ -	\$ -	0%
01	205	Jail		\$ 1,061,078	\$ 719,440	68%	\$ 34,000	\$ 25,324	74%	\$ 1,013,074	\$ 597,797	59%	\$ 34,000	\$ 23,213	68%	
01	251	Grant 6W Community Corrections	The full contribution has been paid. There was a request for additional funds after the budget was set for 2018		\$ 235,853	\$ 243,662	103%	\$ -	\$ -	0%	\$ 223,134	\$ 223,134	100%	\$ -	\$ -	0%
01	261	Restorative Justice		\$ 69,361	\$ 48,168	69%	\$ -	\$ 2,554	0%	\$ 67,249	\$ 49,523	74%	\$ -	\$ 11,101	0%	
01	280	Emergency Management		Annual Grant was received in Feb	\$ 85,698	\$ 58,724	69%	\$ 17,000	\$ 18,200	107%	\$ 80,253	\$ 63,875	80%	\$ 17,000	\$ 23,003	135%
01	400	Countryside Public Health	Paid 2x a year, not additional expenses are expected.		\$ 112,851	\$ 112,851	100%	\$ -	\$ -	0%	\$ 100,760	\$ 100,760	100%	\$ -	\$ -	0%
01	490	Ambulance		\$ 40,000	\$ -	0%	\$ -	\$ -	0%	\$ 41,600	\$ 78,885	190%	\$ -	\$ -	0%	
01	520	County Parks		\$ 40,000	\$ 26,209	66%	\$ 40,000	\$ 34,934	87%	\$ 37,000	\$ 61,319	166%	\$ 37,000	\$ 97,414	263%	
01	521	Parks & Drainage		\$ 254,778	\$ 151,312	59%	\$ 187,118	\$ -	0%	\$ 232,745	\$ 130,537	56%	\$ 185,118	\$ 12,118	7%	
01	600	Extension	The only half of the U of M MOA has been paid. The 3rd and 4th quarter will be paid in Oct & Dec. for approx \$36,096	One time reimbursement of copies for the temp period.	\$ 148,621	\$ 83,379	56%	\$ 1,200	\$ 1,419	118%	\$ 146,869	\$ 75,401	51%	\$ 1,200	\$ 501	42%
01	602	Agriculture Inspector		\$ 13,500	\$ 11,250	83%	\$ -	\$ -	0%	\$ 13,500	\$ 10,125	75%	\$ -	\$ -	0%	
01	603	Predator Control	Due to submitted request for reimbursements		\$ 10,000	\$ 9,672	97%	\$ -	\$ -	0%	\$ 11,500	\$ 10,663	93%	\$ -	\$ -	0%
01	703	Grants and Appropriations	As of the 3rd Qtr, the Public Defender expenses have exceeded their annual budget by approx \$25,000.		\$ 463,482	\$ 424,047	91%	\$ -	\$ -	0%	\$ 478,530	\$ 278,090	58%	\$ -	\$ -	0%
					\$ 7,337,321	\$ 5,704,890	78%	\$ 7,231,219	\$ 3,858,674	187.40%	\$ 7,030,509	\$ 5,600,242	80%	\$ 7,101,859	\$ 4,253,569	166.96%

**** **Swift County** ****
Executive Departmental Budget to Actual Review
As of December 31, 2018



As of Date (MM/YYY) 12/2018
Budget Name: 2018 Approved Final
Budget Selector: Full Year Budget
Save Report Options: N
Comment:

FUND	Range	From	01	Thru	11
X	Include/eXclude		8		

**** **Swift County** ****
Executive Departmental Budget to Actual Review
As of December 31, 2018



Operational Funds

	Expenditures				Revenues				Net Actual
	Full Year Budget	1/1/2018 12/31/2018 Actual	Variance	PCT	Full Year Budget	1/1/2018 12/31/2018 Actual	Variance	PCT	
1 County General Revenue									
3 General Government	0	440,897	(440,897)	0	6,218,251	3,209,602	(3,008,649)	52	2,768,705
5 Board Of Commissioners	241,672	178,019	63,653	74	0	0	0	0	(178,019)
21 Law Library	18,800	12,047	6,753	64	14,000	9,405	(4,595)	67	(2,642)
31 County Administration	309,973	175,202	134,771	57	0	0	0	0	(175,202)
40 County Auditor	211,084	147,544	63,540	70	25,000	170	(24,830)	1	(147,374)
41 County Treasurer	234,945	169,878	65,067	72	15,500	15,722	222	101	(154,156)
42 County Assessor	351,334	250,989	100,345	71	46,123	46,244	121	100	(204,746)
43 Public Examiners	65,000	39,705	25,295	61	0	0	0	0	(39,705)
44 Licenses And Permits	1,250	1,250	0	100	4,350	4,430	80	102	3,180
60 Data Processing	70,000	56,468	13,532	81	1,200	0	(1,200)	0	(56,468)
89 Elections	48,250	39,741	8,509	82	4,550	56,114	51,564	1233	16,373
90 County Attorney	463,070	304,338	158,732	66	33,700	2,361	(31,340)	7	(301,978)
100 Land Records	408,947	272,570	136,377	67	136,850	94,114	(42,736)	69	(178,456)
110 Courthouse	166,830	133,558	33,272	80	0	0	0	0	(133,558)
111 County Museum building	17,787	16,218	1,569	91	0	0	0	0	(16,218)
112 CPHS building	18,500	8,452	10,048	46	0	0	0	0	(8,452)
113 Prairie 5-Counsel Assoc building	15,006	5,621	9,386	37	0	0	0	0	(5,621)
114 Rental House	0	0	0	0	0	0	0	0	0
122 Veterans Service	172,715	119,005	53,710	69	9,100	8,635	(465)	95	(110,370)
123 Planning And Zoning	140,849	47,789	93,060	34	118,449	47,351	(71,098)	40	(438)
148 Technology Committee	25,300	28,068	(2,768)	111	0	0	0	0	(28,068)
149 Technical Support	281,400	197,861	83,539	70	202,600	180,665	(21,935)	89	(17,196)
200 Sheriff	1,472,659	1,117,349	355,310	76	70,500	58,281	(12,219)	83	(1,059,068)
202 911 Distribution	51,728	34,412	17,316	67	51,728	43,149	(8,579)	83	8,737
204 Coroner	15,000	19,195	(4,195)	128	0	0	0	0	(19,195)
205 Jail	1,061,078	719,440	341,638	68	34,000	25,324	(8,676)	74	(694,115)
251 Grants 6W Community Corrections	235,853	243,662	(7,809)	103	0	0	0	0	(243,662)
261 Restorative Practices	69,361	48,168	21,193	69	0	2,554	2,554	0	(45,614)
280 Emergency Management	85,698	58,724	26,974	69	17,000	18,220	1,220	107	(40,504)
400 Countyside Public Health Service	112,851	112,851	0	100	0	0	0	0	(112,851)
406 Youth Programs	0	0	0	0	0	0	0	0	0
490 Ambulance	40,000	0	40,000	0	0	0	0	0	0
520 County Parks	40,000	26,209	13,791	66	40,000	34,934	(5,066)	87	8,725
521 Parks And Drainage	254,778	151,312	103,466	59	187,118	0	(187,118)	0	(151,312)
600 Extension	148,621	83,379	65,242	56	1,200	1,419	219	118	(81,961)
602 Agriculture Inspector	13,500	11,250	2,250	83	0	0	0	0	(11,250)
603 Predator Control	10,000	9,672	328	97	0	0	0	0	(9,672)
701 Economic Development Grow	0	0	0	0	0	0	0	0	0
703 Grants And Appropriations	463,482	424,046	39,436	91	0	0	0	0	(424,046)

**** **Swift County** ****
Executive Departmental Budget to Actual Review
As of December 31, 2018



Operational Funds

	Expenditures				Revenues				Net Actual
	Full Year Budget	1/1/2018 12/31/2018 Actual	Variance	PCT	Full Year Budget	1/1/2018 12/31/2018 Actual	Variance	PCT	
800 Unallocated	0	0	0	0	0	0	0	0	0
1 County General Revenue	<u>7,337,321</u>	<u>5,704,890</u>	<u>1,632,431</u>	<u>78</u>	<u>7,231,219</u>	<u>3,858,693</u>	<u>(3,372,526)</u>	<u>53</u>	<u>(1,846,197)</u>
2 Solid Waste Fund									
390 Environmental Services	983,858	836,986	146,872	85	857,150	635,072	(222,078)	74	(201,913)
2 Solid Waste Fund	<u>983,858</u>	<u>836,986</u>	<u>146,872</u>	<u>85</u>	<u>857,150</u>	<u>635,072</u>	<u>(222,078)</u>	<u>74</u>	<u>(201,913)</u>
3 County Road & Bridge									
300 Highway Administration	168,125	134,684	33,441	80	6,975,060	6,118,555	(856,505)	88	5,983,871
301 Shared County Engineer	175,887	122,223	53,664	69	87,944	56,188	(31,756)	64	(66,035)
310 Maintenance	1,830,819	1,104,791	726,028	60	0	0	0	0	(1,104,791)
311 Authorized Work Contributions	15,109	8,221	6,888	54	0	0	0	0	(8,221)
315 Engineering	117,541	52,604	64,937	45	0	0	0	0	(52,604)
320 Construction	3,634,966	2,537,457	1,097,509	70	0	0	0	0	(2,537,457)
330 Equipment & Maintenance Shops	743,913	434,833	309,080	58	0	0	0	0	(434,833)
350 Other (Highway)	8,000	3,555	4,445	44	0	0	0	0	(3,555)
360 Accounts Receivable	3,093	417	2,676	13	0	0	0	0	(417)
370 Inter-Governmental Expense	413,931	483,955	(70,024)	117	0	0	0	0	(483,955)
3 County Road & Bridge	<u>7,111,384</u>	<u>4,882,740</u>	<u>2,228,644</u>	<u>69</u>	<u>7,063,004</u>	<u>6,174,743</u>	<u>(888,261)</u>	<u>87</u>	<u>1,292,003</u>
11 Human Services									
404 Income Maintenance	1,308,440	882,211	426,229	67	1,308,440	850,170	(458,270)	65	(32,042)
405 Social Services	4,222,635	2,881,186	1,341,449	68	4,222,635	2,723,772	(1,498,863)	65	(157,414)
408 Day Care Provider Deferred Loan Progr	0	0	0	0	0	14,049	14,049	0	14,049
11 Human Services	<u>5,531,075</u>	<u>3,763,397</u>	<u>1,767,678</u>	<u>68</u>	<u>5,531,075</u>	<u>3,587,991</u>	<u>(1,943,084)</u>	<u>65</u>	<u>(175,407)</u>
	<u>20,963,638</u>	<u>15,188,013</u>	<u>5,775,625</u>		<u>20,682,448</u>	<u>14,256,499</u>	<u>(6,425,949)</u>		<u>(931,514)</u>

Instructions for Completing County Resolution to Join PrimeWest Health

1. Background Information

In accordance with PrimeWest Health's Joint Powers Agreement (JPA) and to demonstrate your county's commitment to joining PrimeWest to the Minnesota Department of Health (MDH) and Minnesota Department of Commerce, PrimeWest needs your county commission to execute the attached county resolution and submit it to PrimeWest by **October 26**.

The county resolution is a critical part of PrimeWest's geographic expansion application to MDH, which must approve our application in order for PrimeWest to do county-based purchasing in your county. PrimeWest's application including your county resolution will be submitted to MDH on October 29. MDH then has up to 90 days to review and respond to our application. Once MDH approves our geographic expansion application, PrimeWest is then eligible to compete for Minnesota Department of Human Services (DHS) Minnesota Health Care Programs (MHCP) managed care contracts for your county. DHS will be issuing Requests for Proposals for the various MHCP contracts for 2020 beginning in early 2019.

The county resolution references the PrimeWest Health JPA and a Promissory Note, draft copies of which are attached for your reference. As stated in the county resolution, your county and PrimeWest will execute the JPA and Promissory Note once PrimeWest has executed a contract with the Minnesota Department of Human Services (DHS) to serve Prepaid Medical Assistance and MinnesotaCare participants in your county, which will be in late September-early October 2019. Upon the execution date of the JPA next fall, your county becomes a joint owner and governing board member of PrimeWest Health with all the rights, privileges and conditions applying to all PrimeWest Health owner counties.

The County Resolution also states the dollar amount of your county's contribution to PrimeWest's risk based capital reserve. Please note this amount includes your portion of the Southern Prairie Community Care's reserve being contributed to PrimeWest's reserve, which is \$272,727.27.

2. Completing and Submitting the County Resolution

- 1) Take formal county commission action on the attached county resolution during one of the commissions' October 2018 commission meetings.
- 2) Following the commission action, complete the attestation at the end of the resolution
- 3) Scan the completed resolution and email it to Jim Przybilla, CEO, PrimeWest Health at: jim.przybilla@primewest.org

If you have any questions, please feel free to contact Jim Przybilla via email or by phone at: (320) 491-3334.

RESOLUTION APPROVING COUNTY-BASED PURCHASING ELECTION AND
COMMITMENT TO JOIN THE PRIMEWEST RURAL MINNESOTA HEALTH CARE
ACCESS INITIATIVE
(dba PRIMEWEST HEALTH)

WHEREAS, Minnesota Statutes 256B.692 authorizes county boards or groups of county boards to elect to purchase or provide health care services on behalf of persons eligible for medical assistance who would otherwise be required to or may elect to participate in the prepaid medical assistance program; and

WHEREAS, county-based purchasing promotes publicly transparent operations and direct accountability for the health care resources provided by our County, State and Federal governments, and the taxpayers; and

WHEREAS, the rural and local government ownership structure of county-based purchasing will facilitate integration with county Public Health and Social Services agencies, which play key roles in addressing social determinants of health, behavioral health, and community health needs; improving population health; and providing case management services; and

WHEREAS, participation in county-based purchasing will provide greater local control and input over public health care resources expended in our County, improve our citizens' health care experience and population health, and reduce unnecessary health care costs; and

WHEREAS Swift County has an opportunity to join PrimeWest Health, a county-based purchasing organization that currently serves members in the counties of Beltrami, Big Stone, Clearwater, Douglas, Grant, Hubbard, McLeod, Meeker, Pipestone, Pope, Renville, Stevens, and Traverse.

NOW, THEREFORE, BE IT RESOLVED that Swift County hereby elects to participate in county-based purchasing or provision of health care services on behalf of persons eligible for medical assistance in Swift County. Swift County will participate in county-based purchasing as follows:

1. Swift County shall join PrimeWest Health upon execution of the Families and Children contract between the Minnesota Department of Human Services and PrimeWest Health engaging PrimeWest Health to administer Prepaid Medical Assistance and MinnesotaCare in Swift County. Upon execution of such contract, Swift County shall join PrimeWest Health by becoming a signatory to the Second Amended and Restated Health Care Access Joint Powers Agreement, in the form attached to this Resolution as Exhibit A.
2. Upon joining PrimeWest Health, Swift County shall make a financial contribution to PrimeWest Health risk based capital reserves in the amount of \$1,206,297.46. A minimum of one half this amount shall be paid to PrimeWest Health upon Swift County's execution of the Second Amended and Restated Health Care Access Joint Powers Agreement. Swift County shall have an option to pay the remaining balance of the financial contribution to PrimeWest Health by May 1, 2020. Any

such remaining balance shall be secured by a Promissory Note in the form attached to this Resolution as Exhibit B.

3. That Eric Rudningen, the Chair of the Swift County Board, and Kelsey Baker, the County Administrator, are authorized to sign the Joint Powers Agreement.

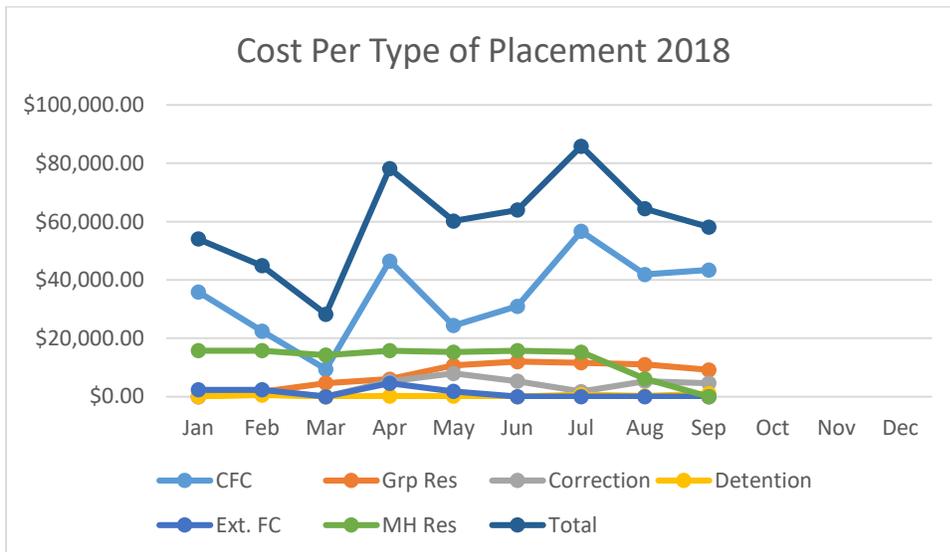
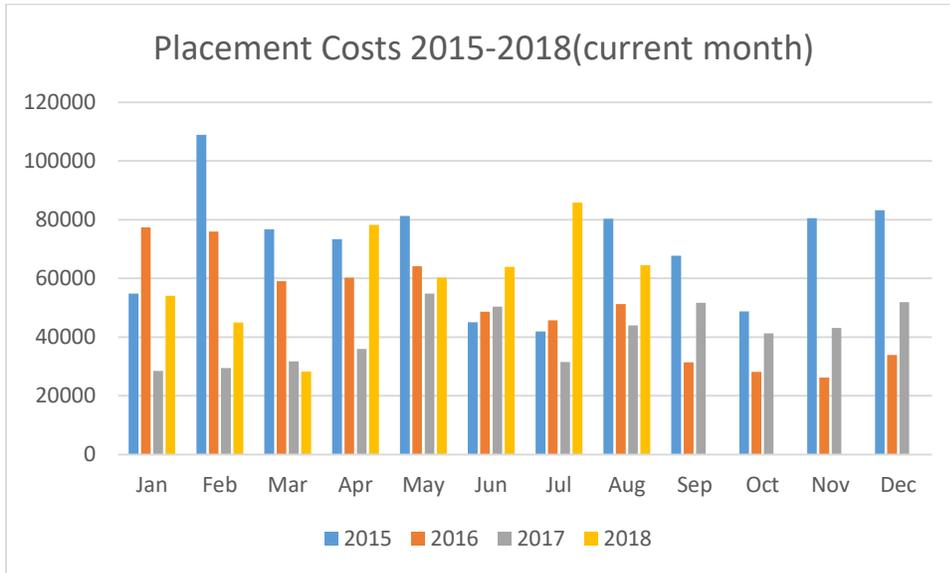
This resolution was adopted by the Swift County Board of Commissioners on October 3, 2018 and reaffirmed on October 16, 2018.

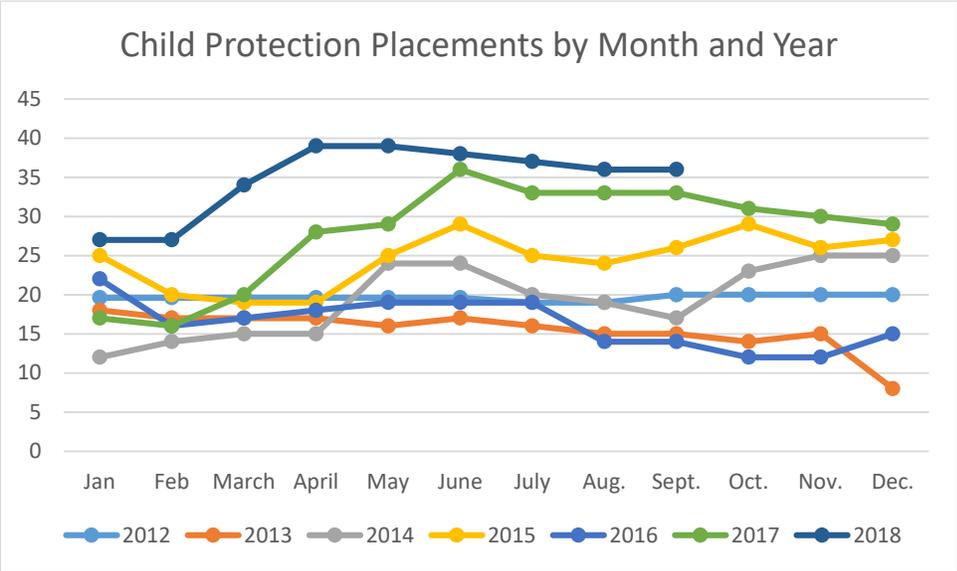
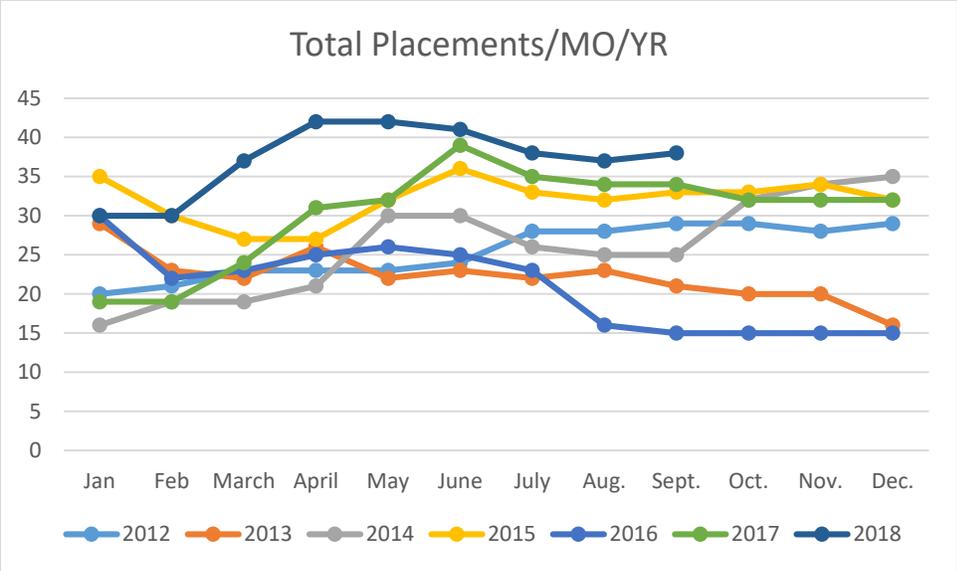
Eric Rudningen, Chair
Swift County Board

ATTEST

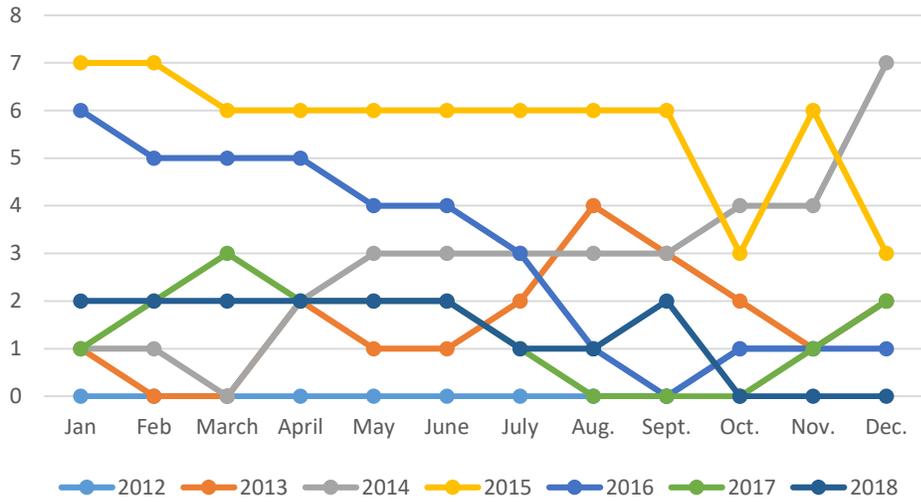
Kelsey Baker
County Administrator

Out of Home Placement Data 1/2012-9/2018

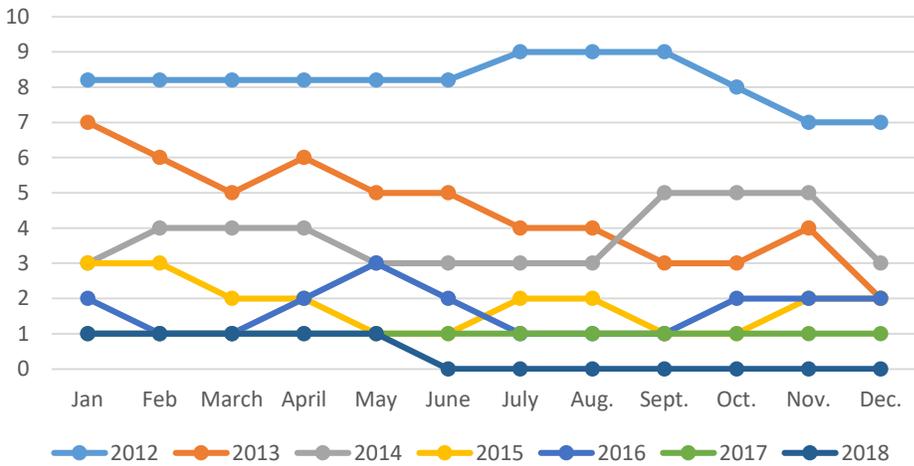




Placements for Behavior/Mental Health

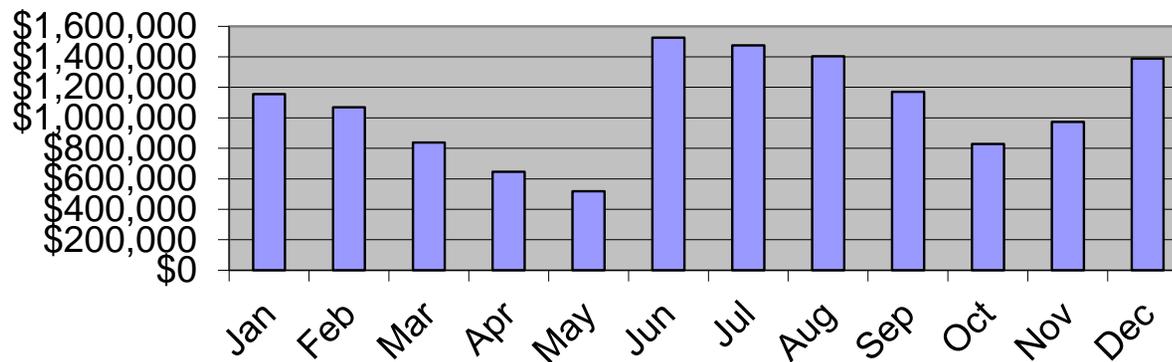


Other OOHP (Delinquency, Truancy, CD)



Swift County Human Services											
Ending Monthly Cash & Investment Balances											
2009 - 2018											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Average
Jan	\$ 1,039,335	\$ 1,116,112	\$ 1,027,808	\$ 977,091	\$ 909,780	\$ 846,281	\$ 983,278	\$ 933,563	\$ 1,668,733	\$ 2,045,847	\$1,154,783
Feb	\$ 951,620	\$ 1,069,918	\$ 1,004,522	\$ 829,326	\$ 788,543	\$ 739,793	\$ 882,373	\$ 886,577	\$ 1,562,756	\$ 1,967,692	\$1,068,312
Mar	\$ 772,024	\$ 810,381	\$ 848,432	\$ 551,477	\$ 576,608	\$ 601,437	\$ 593,206	\$ 636,635	\$ 1,278,985	\$ 1,706,416	\$837,560
Apr	\$ 658,915	\$ 732,868	\$ 820,387	\$ 328,272	\$ 451,920	\$ 446,379	\$ 168,803	\$ 352,306	\$ 1,085,797	\$ 1,415,224	\$646,087
May	\$ 474,455	\$ 576,849	\$ 669,878	\$ 329,407	\$ 300,099	\$ 269,118	\$ 187,841	\$ 289,965	\$ 804,645	\$ 1,279,329	\$518,159
Jun	\$ 1,247,245	\$ 1,244,642	\$ 1,460,435	\$ 1,218,863	\$ 1,145,907	\$ 1,361,018	\$ 1,187,485	\$ 1,476,200	\$ 2,165,333	\$ 2,745,303	\$1,525,243
Jul	\$ 1,188,516	\$ 1,349,636	\$ 1,142,375	\$ 1,113,725	\$ 1,094,712	\$ 1,165,952	\$ 1,217,022	\$ 1,483,669	\$ 2,160,790	\$ 2,842,236	\$1,475,863
Aug	\$ 1,179,585	\$ 1,237,374	\$ 1,228,978	\$ 894,462	\$ 982,736	\$ 1,199,826	\$ 1,126,524	\$ 1,532,984	\$ 1,995,009	\$ 2,661,662	\$1,403,914
Sep	\$ 948,233	\$ 1,085,187	\$ 1,079,263	\$ 804,086	\$ 714,174	\$ 921,407	\$ 877,167	\$ 1,220,833	\$ 1,650,293	\$ 2,409,864	\$1,171,051
Oct	\$ 832,082	\$ 878,408	\$ 773,615	\$ 538,645	\$ 627,339	\$ 667,331	\$ 646,265	\$ 1,028,981	\$ 1,459,114		\$827,976
Nov	\$ 770,517	\$ 826,623	\$ 741,489	\$ 483,013	\$ 377,803	\$ 477,198	\$ 513,740	\$ 2,056,684	\$ 2,511,571		\$973,182
Dec	\$ 1,279,288	\$ 1,279,178	\$ 1,242,733	\$ 1,094,736	\$ 1,057,825	\$ 1,180,113	\$ 1,187,268	\$ 1,888,413	\$ 2,296,240		\$1,389,533
Average	\$ 945,151	\$ 1,017,265	\$ 1,003,326	\$ 763,592	\$ 752,287	\$ 822,988	\$ 797,581	\$ 1,148,901	\$ 1,719,939	\$ 2,119,286	

**Average Monthly Cash & Investment Balance
2009-2018**





Yellow Medicine County Commissioner

180 8th Avenue
Granite Falls, MN 56241

Telephone: (320) 564-5841 Fax: (320) 564-0927

Website: www.co.ym.mn.gov

Equal Opportunity Employer

October 10, 2018

Kelsey Baker, Administrator
Swift County Courthouse
301 14th Street N. Box 207
Benson, MN 56215

Dear Ms. Baker:

I am writing on behalf of the Yellow Medicine County Board of Commissioners in regard to a bill received by Yellow Medicine County from Swift County's Highway Department.

From what I have ascertained, in 2013 the YM Highway Department used equipment that belongs to the Swift County Highway Department. The Swift County Highway Department billed Yellow Medicine County for use of the equipment in an amount of \$3,322.03.

Upon receipt of this bill there was a concern that our two Counties were not supposed to be billing each other for equipment. There was an "understanding" that there would be sharing with no expectation of payments. Thus, since 2013 Swift County has continued to bill and Yellow Medicine County has refused to pay this equipment rental charge.

At the October 9, 2018 Yellow Medicine County Board meeting the YM Commissioners discussed the situation with Andy Sander, Highway Engineer and Larry Stoks, Maintenance Supervisor in attendance. According to your e-mail of October 9th: **"In order for this bill to be waived, it will have to go to the Swift County Board of Commissioners if you will not pay it."**

Therefore, the Yellow Medicine County Board of Commissioners has asked me to respectfully request a waiver from the Swift County Commissioners and delete this equipment rental charge from the usual billings for Engineering Services.

Thank you.

Sincerely,

Peg Heglund
County Administrator

cc - Andy