



BOARD OF DIRECTORS MEETING

Thursday, April 13, 2023
3:30 pm



On March 30, SRDC assisted in facilitating a strategic planning session for SMSU's School of Agriculture

Center for Regional Development
2401 Broadway Ave, Slayton, MN



Southwest Regional Development Commission

Commissioner

Rick Anderson
Bob Byrnes
Miron Carney
Keith Elbers
Donna Gravley
Eric Hartman
Chris Hollingsworth
Dennis Klingbile
Paul Langseth
Richard Peterson
Bob Van Hee
Rick VonHoldt
Dennis Welgraven

Representing

Lyon County
City of Marshall
Murray County, Immediate Past Chair
Rock County, SRDC Secretary
Cottonwood County
Region 8 School Boards
Pipestone County
Lincoln County
Nobles County, SRDC Chair
Jackson County, SRDC Treasurer
Redwood County
City of Worthington
Murray County, SRDC Vice-Chair

SRDC Full Commission Membership

- One (1) County member from each of the nine counties.
- One (1) Township member from each of the nine counties.
- One (1) Mayor/Council member from each municipality over 10,000 in population.
- One (1) Mayor/council member for each of the nine counties representing cities under 10,000.
- Two (2) School Board members.
- One (1) Lower Sioux Indian Community member.
- Five (5) Public Interest Groups

SRDC Board of Director Membership

- SRDC Chairman & a regional commissioner from each county elected by the regional commissioners from each county and:
- One (1) Elected commissioner from each city over 10,000 in population.
 - One (1) Elected commissioner from any county with a population of more than 20,000 but without a city over 10,000 in population nominated by the regional commissioners of that county.
 - One (1) School board member selected by the Commission as a whole.



SRDC
BOARD OF DIRECTORS MEETING

Thursday, April 13, 2023
 3:30pm

SRDC Board Room
 2401 Broadway Ave, Slayton MN

AGENDA

#	<u>Time</u>		<u>Page</u>
1	3:30pm	Call to Order & Pledge of Allegiance	
2	3:32pm	Introductions	
3	3:35pm	Additions to and Approval of Agenda Action Needed: Approve Agenda	
4	3:37pm	Consent Agenda Items <ul style="list-style-type: none"> • March Receipts & Expenditures Report • MnDOT FY 2024-2025 Grant Agreement Action Needed: Approve of Consent Agenda Items	5-8 9-17
5	3:40pm	Finance Reports — <i>Treasurer Peterson & Finance Director Nelson</i> <ul style="list-style-type: none"> • Treasurer’s Report, including bank accounts & investments • Administrative Report through March 2023 Action Needed: Approval of Treasurer’s Report Action Needed: Approval of Administrative Report	<i>Handout</i> <i>Handout</i>
6	3:45pm	Project Reviews — <i>Development Planner Bruce-White</i> As of the mailing there is one Project Review for consideration Action Needed: Accept Project Review	18-19
7	3:50pm	Budget & Personnel Committee Report — <i>Committee Chair Peterson & Finance Director Nelson</i> <ul style="list-style-type: none"> • Committee report and recommendations Action Needed: Approve Committee Recommendations	
8	4:00pm	Audit Committee Report — <i>Committee Chair Peterson & Finance Director Nelson</i>	
9	4:05pm	Legislative Committee Report — <i>Committee Chair Carney</i>	
10	4:15pm	Deep Dive: RLF — <i>Deputy Director Weis</i>	
11	4:45pm	Deputy Director’s Report — <i>Deputy Director Weis</i>	30
12	4:55pm	Chairman’s Report — <i>Chairman Langseth</i>	
13	5:05pm	Unfinished Business	
14	5:05pm	<u>New Business</u>	
		SRDC Annual Meeting <ul style="list-style-type: none"> • SRDC Annual Meeting is scheduled to be held Thursday, July 13 at the Lower Sioux Community 	

- The Nominating Committee for Election of Officers will need to be appointed at the May Full Commission meeting. The election of officers will take place at the Annual Meeting.

15 **Other Issues**

16 **Announcements**

SRDC Commissioner vacancies exist from the following representation: Jackson County Municipalities, Pipestone County Municipalities, Pipestone County Townships, and Redwood County Municipalities.

- SRDC Full Commission Meeting: Thursday, May 11 at 3:30pm at the Lincoln County Courthouse Assembly Room in Ivanhoe (319 N Rebecca St, Ivanhoe)
- SRDC Office closed Monday, May 29 in observation of Memorial Day
- SRDC Board of Directors Meeting: Thursday, June 8 at 3:30pm at the SRDC Office

17 5:10pm **Adjourn**

****Written Planners Reports are located on pages 20-29 of the meeting packet. For questions or additional information regarding report information, please contact staff.****

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 2/1/2023 Through 2/28/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD022523 W...	001	2/25/2023		Wex Admin Fees	16.50	2/25/2023
APS022223 ...	02242...	2/24/2023	Eric A. Hartman	Eric Hartman 1-3-23 to 1-12-23 meetings	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Eric A. Hartman	Eric Hartman 1-3-23 to 1-12-23 meetings	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Eric A. Hartman	Eric Hartman 1-3-23 to 1-12-23 meetings	66.81	2/24/2023
APS022223 ...	02242...	2/24/2023	Keith A. Elbers	Keith Elbers 2-9-23 mtg	78.60	2/24/2023
APS022223 ...	02242...	2/24/2023	Keith A. Elbers	Keith Elbers 2-9-23 mtg	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Paul Langseth	Paul Langseth 1-25-23 and 1-26-23 meetings	150.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Paul Langseth	Paul Langseth 1-25-23 and 1-26-23 meetings	95.64	2/24/2023
APS022223 ...	02242...	2/24/2023	Paul Langseth	Paul Langseth 12-15-22 to 12-21-22	100.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Paul Langseth	Paul Langseth -NADO plane ticket reimb & 2-9-2...	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Paul Langseth	Paul Langseth -NADO plane ticket reimb & 2-9-2...	750.74	2/24/2023
APS022223 ...	02242...	2/24/2023	Richard Anderson	Rick Anderson 2-9-23 meeting	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Richard Anderson	Rick Anderson 2-9-23 meeting	30.13	2/24/2023
APS022223 ...	02242...	2/24/2023	Robert J. Byrnes	Robert Byrnes 2-9-23 meeting	50.00	2/24/2023
APS022223 ...	02242...	2/24/2023	Robert J. Byrnes	Robert Byrnes 2-9-23 meeting	41.92	2/24/2023
APS0207223...	59955	2/7/2023	Abila	Abila - AR Billing Cloud 4-26-23 to 5-25-23	95.15	2/7/2023
APS0207223...	59955	2/7/2023	Abila	Abila - MIP Core Design and Build	125.00	2/7/2023
APS0207223...	59955	2/7/2023	Abila	Abila - multiple clouds - 1-26-23 to 2-25-23	615.19	2/7/2023
APS0207223...	59956	2/7/2023	AdMfg, Inc	Admfg Inc - Web Hosting and Web Domain Mgmt	500.00	2/7/2023
APS0207223...	59957	2/7/2023	AFLAC	Aflac 2-7-23 inv#664045	141.54	2/7/2023
APS0207223...	59958	2/7/2023	Akling 8th Fire Solar	Akling 8th Fire Solar - seed grant	5,000.00	2/7/2023
APS0207223...	59959	2/7/2023	Bluepeak	Bluepeak 1-24-23 to 2-23-23	60.04	2/7/2023
APS0207223...	59959	2/7/2023	Bluepeak	Bluepeak 1-24-23 to 2-23-23	60.05	2/7/2023
APS0207223...	59960	2/7/2023	Buffalo Ridge Newspapers, LLC	Annual Subscription Renewal	49.00	2/7/2023
APS0207223...	59961	2/7/2023	City of Slayton	City of Slayton 12-19-22 to 1-23-23	23.92	2/7/2023
APS0207223...	59961	2/7/2023	City of Slayton	City of Slayton 12-19-22 to 1-23-23	22.08	2/7/2023
APS0207223...	59962	2/7/2023	Culligan Water Conditioning	Culligan January 2023	29.15	2/7/2023
APS0207223...	59962	2/7/2023	Culligan Water Conditioning	Culligan January 2023	11.40	2/7/2023
APS0207223...	59963	2/7/2023	Darren Veldhuisen	Snow Removal January 2023	480.00	2/7/2023
APS0207223...	59963	2/7/2023	Darren Veldhuisen	Snow Removal January 2023	320.00	2/7/2023
APS0207223...	59964	2/7/2023	Dust Tex Service Inc.	Dust-Tex 2-1-23 Paper Towels	40.40	2/7/2023
APS0207223...	59964	2/7/2023	Dust Tex Service Inc.	Dust-Tex 2-1-23 Paper Towels	26.94	2/7/2023
APS0207223...	59965	2/7/2023	Forum Communications Comp...	Forum Comm. - Finance Director Ad	664.65	2/7/2023
APS0207223...	59966	2/7/2023	Frontier Communications	Monthly Maintenance 1-25-23 to 2-24-23	67.59	2/7/2023
APS0207223...	59966	2/7/2023	Frontier Communications	Monthly Maintenance 1-25-23 to 2-24-23	36.39	2/7/2023
APS0207223...	59967	2/7/2023	Grants Management Systems ...	GMS Inv#281468/281469 License/Warranty/Se...	35.00	2/7/2023
APS0207223...	59967	2/7/2023	Grants Management Systems ...	GMS Inv#281468/281469 License/Warranty/Se...	105.00	2/7/2023
APS0207223...	59967	2/7/2023	Grants Management Systems ...	GMS Monthly Service, Support, License, Warran...	35.00	2/7/2023

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 2/1/2023 Through 2/28/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS0207223...	59967	2/7/2023	Grants Management Systems ...	GMS Monthly Service, Support, License, Warran...	105.00	2/7/2023
APS0207223...	59968	2/7/2023	Murray County News	Murray Cty News - Finance Director Ad	46.60	2/7/2023
APS0207223...	59969	2/7/2023	Northcountry Cooperative Fou...	Northcountry Cooperative - Seed Grant Invoice	5,000.00	2/7/2023
APS0207223...	59970	2/7/2023	Northwest Gas	NW Gas 12-26-22 to 1-21-23	204.71	2/7/2023
APS0207223...	59970	2/7/2023	Northwest Gas	NW Gas 12-26-22 to 1-21-23	136.48	2/7/2023
APS0207223...	59971	2/7/2023	One Office Solution	One Office inv#290695 Meter Reading 12-25-2...	59.45	2/7/2023
APS0207223...	59972	2/7/2023	Quill Corporation	Quill inv#30528470 plotter ink and supplies	193.37	2/7/2023
APS0207223...	59972	2/7/2023	Quill Corporation	Quill inv#30528470 plotter ink and supplies	40.95	2/7/2023
APS0207223...	59973	2/7/2023	Redwood Valley Technical Sol...	RV Tech 2nd half pymt - Website Project	2,800.00	2/7/2023
APS0207223...	59974	2/7/2023	Schaap Sanitation	Schaap Sanitation 2-1-23 to 2-28-23	53.02	2/7/2023
APS0207223...	59974	2/7/2023	Schaap Sanitation	Schaap Sanitation 2-1-23 to 2-28-23	35.35	2/7/2023
APS0207223...	59975	2/7/2023	Slayton EDA	Lease for Orig. and Addn Bldg - February 2023	4,848.63	2/7/2023
APS0207223...	59976	2/7/2023	Slayton Electric, Inc.	Slayton Electric - Ballasts/Labor	91.80	2/7/2023
APS0207223...	59976	2/7/2023	Slayton Electric, Inc.	Slayton Electric - Ballasts/Labor	132.11	2/7/2023
APS0207223...	59977	2/7/2023	Stoneberg, Giles & Stroup, PA	Stoneberg - CRLF - Ford & Lustfield Law Office L...	79.50	2/7/2023
APS0207223...	59978	2/7/2023	The Computer Man, Inc.	The Computer Man - 2 HP Zbook Firefly laptops ...	2,330.00	2/7/2023
APS0207223...	59978	2/7/2023	The Computer Man, Inc.	HP 2 yr Post Warranty for Color Laserjet M55X	264.00	2/7/2023
APS0207223...	59978	2/7/2023	The Computer Man, Inc.	Network/Server Technical labor, Computer issue...	330.00	2/7/2023
APS0207223...	59979	2/7/2023	Unidos MN	Unidos MN - Seed Grant Invoice	5,000.00	2/7/2023
APS0207223...	59980	2/7/2023	Wheel - Herald	Murray Cty Wheel - Finance Director Ad	37.80	2/7/2023
APS022123 ...	59981	2/21/2023	Jackson County Auditor/Treas...	Mortgage Registry Tax - SW MN Title	21.13	2/21/2023
APS022123 ...	59982	2/21/2023	Jackson County Recorder	Heron Lake Mini Mart Loan - Jose Lopez - Mtge ...	46.00	2/21/2023
APS022123 ...	59983	2/21/2023	Jose Lopez	Heron Lake Mini Mart Loan Disb - PACE Sep	9,185.28	2/21/2023
APS022823	59984	2/28/2023	Abila	Abila - Multiple clouds 2-26-23 to 3-25-23	615.19	2/28/2023
APS022823	59985	2/28/2023	AFLAC	Aflac Inv#797274	141.54	2/28/2023
APS022823	59986	2/28/2023	Aflac Inc	Aflac Dental - Inv#413316	251.95	2/28/2023
APS022823	59987	2/28/2023	Association of Minnesota Coun...	Job Ad - Development Planner	75.00	2/28/2023
APS022823	59987	2/28/2023	Association of Minnesota Coun...	AMC - 4th Qtr Fee - MRBC	3,750.00	2/28/2023
APS022823	59988	2/28/2023	Bluepeak	Bluepeak 2-24-23 to 3-23-23	61.07	2/28/2023
APS022823	59988	2/28/2023	Bluepeak	Bluepeak 2-24-23 to 3-23-23	61.06	2/28/2023
APS022823	59989	2/28/2023	Cardmember Services	Visa 1-18-23 to 2-14-23	3,156.64	2/28/2023
APS022823	59989	2/28/2023	Cardmember Services	Visa 1-18-23 to 2-14-23	9.00	2/28/2023
APS022823	59989	2/28/2023	Cardmember Services	Visa 1-18-23 to 2-14-23	20.00	2/28/2023
APS022823	59990	2/28/2023	Chandler Co-Op	Chandler Coop - January 2023 - Acct#742288	32.83	2/28/2023
APS022823	59991	2/28/2023	City of Tracy	City of Tracy - Hmong New Year - practicing space	425.00	2/28/2023
APS022823	59992	2/28/2023	Culligan Water Conditioning	Culligan - 2-15-23 Delivery (no salt - only 1 water)	7.75	2/28/2023
APS022823	59993	2/28/2023	Fleet Services Division	Fleet Services - January 2023 Lease Payment	555.22	2/28/2023
APS022823	59994	2/28/2023	Frontier Communications	Frontier 1-2-23 to 2-3-23	294.92	2/28/2023

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 2/1/2023 Through 2/28/2023

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS022823	59994	2/28/2023	Frontier Communications	Frontier 1-2-23 to 2-3-23	547.70	2/28/2023
APS022823	59995	2/28/2023	KaZoua Thao	KaZoua Thao - Hmong Dance Instructor	350.03	2/28/2023
APS022823	59996	2/28/2023	Khou Lor	Khou Lor - Reimb. for Hmong New Year expenses	1,728.59	2/28/2023
APS022823	59997	2/28/2023	League of Minnesota Cities	Job Ad - Development Planner	164.50	2/28/2023
APS022823	59998	2/28/2023	Marco	Marco 2-27-23 to 5-26-23 base rate charge	109.19	2/28/2023
APS022823	59999	2/28/2023	Marilyn Samuelson	Marilyn Samuelson - February 2023	328.00	2/28/2023
APS022823	59999	2/28/2023	Marilyn Samuelson	Marilyn Samuelson - February 2023	472.00	2/28/2023
APS022823	60000	2/28/2023	Marshall Independent	Finance Director Ad - January 2023 - Stmt# 069...	204.40	2/28/2023
APS022823	60001	2/28/2023	Mike's Plumbing & Heating, Inc.	Mike's Plumbing - Inv#22371	30.00	2/28/2023
APS022823	60001	2/28/2023	Mike's Plumbing & Heating, Inc.	Mike's Plumbing - Inv#22371	45.00	2/28/2023
APS022823	60002	2/28/2023	Minnesota Telecom Alliance	Remaining MRBC funds	178.48	2/28/2023
APS022823	60003	2/28/2023	Murray County News	2023 Subscription Renewal	45.00	2/28/2023
APS022823	60004	2/28/2023	NCPERS Group Life Ins.	NCPERS - March 2023	32.00	2/28/2023
APS022823	60005	2/28/2023	Pangna Vang	Pangna Vang - Hmong Dance Instructor	350.03	2/28/2023
APS022823	60006	2/28/2023	Quill Corporation	3 hold punches - inv#30733400	53.52	2/28/2023
APS022823	60007	2/28/2023	SRDC	SRDC 1-1-22 to 12-31-22 Fiscal Host - MRBC	2,000.00	2/28/2023
APS022823	60008	2/28/2023	The Computer Man, Inc.	VMWARE Renewal Subscription	88.37	2/28/2023
APS022823	60008	2/28/2023	The Computer Man, Inc.	VMWARE Renewal Subscription	88.38	2/28/2023
APS022823	60008	2/28/2023	The Computer Man, Inc.	Server Maint/Network In-house technical labor	110.00	2/28/2023
APS022823	60008	2/28/2023	The Computer Man, Inc.	Server Maint/Network In-house technical labor	110.00	2/28/2023
APS022823	60009	2/28/2023	Tracy Area Public Schools	Tracy Area Public School - Space Rental for Hmo...	400.00	2/28/2023
APS022823	60010	2/28/2023	Verizon Wireless	Verizon 1-2-23 to 2-1-23	52.12	2/28/2023
APS022823	60011	2/28/2023	XCEL Energy	Xcel 1-4-23 to 2-5-23	219.40	2/28/2023
APS022823	60011	2/28/2023	XCEL Energy	Xcel 1-4-23 to 2-5-23	315.71	2/28/2023
Report Total					58,694.60	

STATE OF MINNESOTA
GRANT AGREEMENT
(FISCAL YEARS 2024 AND 2025)

This Grant Agreement is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and the Southwest Regional Development Commission (hereinafter “Grantee”).

RECITALS

1. Minnesota Statutes § 174.01 designates the Minnesota Department of Transportation (“MnDOT”) as the principal agency of the state for development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs; and
2. Minnesota Statutes § 462.383, subdivision 2, and 462.39, subdivision 3, authorize Regional Development Commissions (“RDCs”) to work with and on behalf of local units of government to develop plans or implement programs to address economic, social, physical, and governmental concerns and to develop comprehensive plans for local units of government; and
3. Minnesota Statutes § 174.03, subdivision 5, requires RDCs to develop regional long-range transportation policy plans in cooperation with MnDOT and local governments; and
4. Pursuant to Minnesota Statutes § 174.03, subdivision 4(2), MnDOT may provide financial assistance to RDCs for transportation planning; and
5. The Grantee is an RDC eligible to receive MnDOT funds.
6. The parties to this Agreement mutually agree as follows:

AGREEMENT TERMS

1. Term of Grant Agreement

- 1.1 **Effective date.** This Agreement will be effective on July 1, 2023 or the date the State obtains all required signatures under Minnesota Statutes § 16.98, subdivision 5, whichever is later. **The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State’s Authorized Representative to begin work.**
- 1.2 **Expiration Date.** This Agreement will remain in effect until June 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement including, without limitation, the following clauses: 8. Indemnification; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers’ Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.
- 1.4 **Exhibits.** Exhibit 1, Financial Assistance, and Exhibit 2, Invoices, are attached and incorporated into this agreement.

2. Duties

- 2.1 **Grantee’s Duties.** The Grantee, who is not a state employee, will:
 - a) Perform the work activities defined in the July 1, 2023 through June 30, 2024 and July 1, 2024 through June 30, 2025 RDC Transportation Planning Grant Agreement Work Plans (hereinafter “RDC Work Plans”) as approved by the State and which are on file at Grantee's office and incorporated herein by reference.
 - b) The RDC Workplans defines the scope of work and particular tasks to be completed by the Grantee.
 - c) All work must be performed in a satisfactory and timely manner.

- b) Provide 15% local matching funds, which is equal to up to \$13,235 for FY 2024 and \$13,235 for FY 2025 (\$26,470 for the contract period).

2.2 State's Duties. The State will:

- a) Review and monitor progress of work activities defined in the Grantee's FY 2024 and FY 2025 RDC Work Plans.
- b) Furnish the Grantee, at its request, all data that is in the State's possession that is considered pertinent by the State to the work to be performed.
- c) Advise the Grantee of the anticipated availability of funds and assist in the development of the Grantee's FY 2024 and FY 2025 RDC Work Plans.

3. Time

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this Grant Agreement as follows:

- a) **Compensation.** The Grantee will be paid on a Lump Sum basis as follows upon receipt of invoice:

For July 1, 2023 to June 30, 2024 (hereinafter FY 2024)

- i. 25% upon execution of this Agreement and acceptance of the FY 2024 RDC work plan (must be on or after July 1, 2024);
- ii. 20% after March 31, 2024, and acceptance of the FY 2024 mid-year work report;
- iii. 5% after June 30, 2024, and acceptance of the FY 2024 final work report;

For July 1, 2024 to June 30, 2025 (hereinafter FY 2025)

- iv. 25% after July 1, 2024, and acceptance of the FY 2025 RDC Work plan;
- v. 20% after March 31, 2025 and acceptance of the FY 2025 mid-year work report; and
- vi. 5% after June 30, 2025 and acceptance of the Grantee's FY 2025 final work report.

- b) **Total Obligation.** The total obligation of the State for all compensation and reimbursement to the Grantee under this Grant Agreement will not exceed \$75,000 in each fiscal year (\$150,000 over two fiscal years).

4.2 Payment: Invoices

The State will promptly pay the Grantee after the Grantee presents an invoice and the State's Authorized Representative accepts the invoice. Invoices must be submitted according to the schedule identified in Clause 4.1.a

4.3 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least one monitoring visit and conduct annual financial reconciliations of Grantee's expenditures. The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be given at least seven calendar days of notice before any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed before final payment is made to Grantee.

4.4 **Closeout.** At its sole discretion, the State will determine whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed.

5. Conditions of Payment

All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as determined at the discretion of the State's Authorized Representative and District Planner and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representatives

- 6.1 **State's Authorized Representative.** The State's Authorized Representative is Hally Turner, Policy Planning Director, 395 John Ireland Blvd MS 440, St. Paul, MN 55155, 651-366-3901, or their successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.
- 6.2 **Grantee's Authorized Representative.** The Grantee's Authorized Representative is Jayme Trusty, Executive Director, 2401 Broadway Ave Ste 1, Slayton, MN 56172, 507-836-1636. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 7.2 **Amendments.** Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This Grant Agreement contains all prior negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.
- 7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8. Indemnification

In the performance of this Grant Agreement by Grantee, or Grantee's agents or employees, the Grantee must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Grantee's:

1. Intentional, willful, or negligent acts or omissions; or
2. Actions that give rise to strict liability; or
3. Breach of contract or warranty

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

9. State Audits

Under Minnesota Statutes § 16B.98, subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices relevant to this Grant Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement.

10. Government Data Practices and Intellectual Property

- 10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State.
- 10.2 **Intellectual Property Rights.** State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. “Works” means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. “Documents” are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be “works made for hire.” Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State’s ownership interest in the Works and Documents.
- 10.3 **Obligations**
- a) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this agreement, the Grantee will immediately give the State’s Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
 - b) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. The Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee’s expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee’s or the State’s opinion is likely to arise, the Grantee must, at the State’s discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. Workers’ Compensation

The Grantee certifies that it complies with Minnesota Statutes § 176.181, subdivision 2, pertaining to workers’ compensation insurance coverage. The Grantee’s employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers’ Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the States’ obligation or responsibility.

12. Publicity and Endorsement

- 12.1 **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative or District Planner. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement.
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs the validity, interpretation, and enforcement of this Grant Agreement. Venue for all legal proceedings arising out of this Grant Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination; Suspension

- 14.1 **Termination by the State.** The State may terminate this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 14.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 14.4 **Suspension.** The State may immediately suspend this Grant Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15. Data Disclosure

Under Minnesota Statutes § 270C.65, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16B.98.

Signed: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase Order # _____

GRANTEE

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____
(With delegated authority)

Title: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

RESOLUTION

BE IT RESOLVED that the Southwest Regional Development Commission enter into an Agreement for Distribution of MnDOT Planning Funds, under Agreement Number 1052918, with the State of Minnesota, Department of Transportation.

BE IT FURTHER RESOLVED that the _____ (Title) and _____ (Title) of the Southwest Regional Development Commission are hereby authorized to execute such Agreement and any amendments.

CERTIFICATION

State of Minnesota

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the _____ at a duly authorized meeting thereof held on the _____ day of _____, as shown by the minutes of said meeting in my possession.

Secretary

Notary

EXHIBIT 1
Financial Assistance

Legal Name	Southwest Regional Development Commission
Contract Number	1052918
Contract Type / Program	Regional Development Commission Grant

Project Description	
Regional Development Commission Grant – State Planning Assistance	
Total State Award	\$150,000.00
Required Local Match	\$26,470.00

EXHIBIT 2

Invoices

Regional Development Commission
Request for State Funds

GRANTEE: Agency:
Address:
Telephone:
Recipient Agency Authorized Representative:

Invoice Period:

Standard Transportation Planning Funds

Payment Request: 25% Expenditure: Total= _____
 20% Local Match= _____
 5% State Funds= _____
(15%)
(85%)

Amount of Requested State Planning Funds: _____

Signature: _____
Recipient Agency Authorized Representative or Designee

Date _____

MnDOT:

I hereby certify that the following is approved by MnDOT District 1:

Annual work plan July-Dec work report Jan-June work report

Approval of MnDOT District Representative

Date _____

Approval by MnDOT OTSM RDC Planning Program Coordinator

Date _____

MnDOT use only:	
Contract #:	Fiscal Year:
Swift Contract ID #:	Purchase Order ID #:

Southwest Regional Development Commission Project Reviews

April 2023

Environmental Assessment Worksheet

<u>Applicant</u>	<u>Project</u>	<u>Cost</u>
Edgewater Bay Campground	Campground Expansion, Murray County	NA

Southwest Regional Development Commission Project Review

Agenda Item: 6

Meeting Date: April 13, 2023

Project Name: Edgewater Bay Campground Expansion Environmental Assessment Worksheet (EAW).

Project Description: Edgewater Bay Campground currently operates 172 campsites. There is a proposal to expand the campground by 110 new campsites. This expansion also included the reactivation of 28 campsites that are currently not in use resulting in a total of 310 campsites at the end of the expansion. This expansion involves installing electrical, water and sewer lines and hookups and gravel driveways at each new site.

The overall acreage of the campground will remain unchanged at 55.99 acres. There will be a net decrease of 3.14 acres of bush/grasslands and a net increase of 3.14 acres of impervious surfaces. All other land covers will remain unchanged. There are no plans for expansion after this project is completed.

There are four additional permits and approvals required before the project starts.

Conditional Use Permit: The current project is located in two zoning districts according to the Murray County Zoning ordinance, Commercial District and the Shoreland Overlay District. Campgrounds are considered conditional for both zoning districts. As of the receipt of this EAW, the Conditional Use Permit for this project had not been filed. This expansion is concurrent with the current uses, there are no anticipated issues with this process.

Construction Stormwater General Permit: This is required by the MPCA for any development that disturbs more than one acre of soil during construction. Land disturbing activities at construction sites have the potential to deposit the same number of sediments in nearby waterbodies during construction as would naturally occur over years. This advanced deposit of sediments can introduce nutrients that cause excessive plant growth and algae blooms. This permit will require the development of this project to address these issues and mitigate potential harm to Lake Shetek.

Minnesota Department of Health Plan Review: Plan review from the Minnesota Department of Health is required for construction that installs/expands the sewer capacities of lodging facilities. There are no anticipated issues with this process.

Minnesota Department of Labor and Industry Plumbing Plan Review: This review is required by the Minnesota Department of Labor and Industry to ensure that the construction of sewer and water utilities is required for the modification of all plumbing systems that serve the public or a considerable number of persons. Items reviewed include pipe sizing, pipe connections, materials used, backflow prevention, and more.

Staff Comments

1. The current project does not bring any major changes to the land use or character of the project site.
2. There has been one Calcareous Fen noted within proximity to the project site. It is not anticipated to be affected by the proposed project.
3. Staff approves of the proposed project as long as the conditions of the project remain unchanged, and the required permits are filed.

Project Review Time: 1 hour

Income to the SRDC as a result of this Review: \$0

Reviewer: Rosemary Bruce-White, Development/Transportation Planner

ECONOMIC DEVELOPMENT REPORT

April 2023

CEDS | EDA PLANNING | CARES ACT EDA (C-EDA)

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

Our current CEDS can be found at <http://www.swrdc.org/wp-content/uploads/2022/01/CEDS-2022-2027.pdf>. CEDS in MN across the EDA (Economic Development Administration) Economic Development Districts (EDDs) generally follow the format of the Minnesota Association of Development Organizations (MADO) DevelopMN. The latest DevelopMN can be found at <http://www.mnado.org/wp-content/uploads/2019/11/DevelopMN-1.pdf>. The DevelopMN dashboard (Dashboard - MADO - MN Association of Development Organizations (mnado.org)) has recently been updated to include the latest data, much from 2022.

There will be a two-day MADO Energy/Climate and DevelopMN meeting on April 10-11, of which Walker and Weis will be attending. Day 1 includes inclusion of climate intervention strategies into existing plans, an opportunity for regions to share their work with energy, and a chance to brainstorm regional approaches. Day 2 focuses on CEDS, development, EDA opportunities, and information sharing.

EDA investment priorities can be found at <https://eda.gov/about/investment-priorities/>. Priorities include Equity, Recovery & Resilience, Workforce Development, Manufacturing, Technology-Based Economic Development, Environmentally Sustainable Development, and Exports & Foreign Direct Investment.

EDA PLANNING

EDA Quarterly Calls with Economic Development Districts: The February 27 call specifically addressed EDA funding possibilities for coal communities, areas negatively impacted by a disaster, and tech hubs. A follow-up call with Tom Baron from EDA Chicago office took place to strategize a regional outreach approach. Mr. Baron is confirmed to speak at the Rock County Economic Development Forum #2 on April 27. The next EDA quarterly call is on April 26.

Projects within counties identified within FEMA's disaster declarations within the past two years are eligible to apply for disaster funding. If coupled with another distress criteria, unemployment, or per capita income to name a few, projects are eligible to receive up to 80% grant funding. Projects must show a direct connection to the disaster.

Also, on April 6, grants.gov will no longer be the platform used by EDA for applicants to submit applications. The new platform will be EDGE. EDGE is in beta testing now.

Our EDA project office for our planning grant is now Michelle Rogers.

Career Expo: In 2023, MinnesotaWest will host the career expo on September 26 and SMSU (Southwest Minnesota State University) will host it on September 27. SRDC staff have been involved in the "Career is Right."

Childcare Technical Assistance: Staff played an integral role in the submission of the DEED (Department of Employment and Economic Development) Childcare Economic Development grant proposal, due August 30, for a 3-pod family childcare building in Hills. The City of Hills was awarded \$120,000 for this project. Their first request for payment was submitted and their first progress report is due April 30.

Friends in the Field: Quarterly, economic and community development professionals in Minnesota get together to learn and collaborate. This group next meets on April 12 to discuss equitable practices in small communities. The session will focus on immigration, refugees, and new Americans.

Southwest Minnesota Youth Committee: The committee meets in February, May, August, and November. This group gathers members that support career and technical education programs and educate students and parents about local career and training opportunities. The committee last met on February 2 and will meet next on May 11.

Cultural Diversity Event Sponsorship: There is room for one more sponsorship in the approximate amount of \$500. Contact staff if you have ideas.

State of Manufacturing: Staff attended an event on January 31 to hear about the State of Manufacturing highlights for this region and view a panelist video. To view the PowerPoint presentation, go to https://www.enterpriseminnesota.org/wp-content/uploads/2022/11/EMN-State-of-Manufacturing-2022-Presentation-Final_.pdf.

RTCC: The group last met on March 22 and will meet again June 21. SRDC represents economic development on the council. In March, members reviewed the Local Human Services Transit Coordination Plan of which the public comment period ended April 14. To view the plan, go to <https://www.unitedcapmn.org/wp-content/uploads/2023/03/LHSTCP.pdf>.

WORKFORCE: Since workforce recruitment and retention are among the top areas of concern for employers in this region and MN, below are opportunities to learn more and be a part of making a positive regional impact. Contact staff if you would like more information.

- Driving Engagement and Retention Through Workforce- 4/25/2023
- Redwood County Strategic Plan Overview- 4/26/2023
- Student-Centered Workforce Solutions- 4/28/2023
- Trades on the Prairie- 5/4/2023

REVOLVING LOAN FUND REPORT

April 2023

COVID-19 RLF | TRADITIONAL RLF | CONTRACTED RLF | PACE

RLF COMMITTEE

The committee consists of five members and meets as needed. The committee covers both the COVID-19 RLF and Traditional RLF. The committee last met on March 8 and approved one C-RLF loan application of \$47,000 to a business in Redwood County. This loan is scheduled to close on April 21.

The April Board Deep Dive discussion will focus on RLF.

RLF PLANS AND FLEXIBILITIES

Interest rates for SRDC RLFs can never be below the lesser of 4% or 75% of the WSJ (Wall Street Journal) Prime Rate, according to regulations governing RLF awards. Prime Interest Rate, as of April 3, 2023, is 8%.

Application and Checklists: The Application (fillable — same application for both RLF programs) and Requirements Checklist (this is currently being updated to include both SRDC RLF and COVID-19) are online and can be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/>.

COVID-19 RLF (C-RLF)

Funds Available: Funds on hand are in the approximate amount of \$204,877.66 (as of 3/23/2023). These funds will remain federalized until seven years have passed.

Traditional RLF

Funds Available: Funds on hand are in the approximate amount of \$135,717.32 (as of 3/23/2023).

RLF Success Stories

To promote RLF programs, success stories can now be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/rlf-business-spotlights/>.

RLF Success Stories

Kim Murphy is scheduling annual site visits around the region. Staff strive to meet with RLF loan clients annually.

Contracted RLFs

Staff continues to assist inquiries made regarding business start-ups, retentions, expansions, and financing. Staff assists with three additional revolving loan fund programs within the region.

1. Jackson County RLF: JCRLF currently has five active loans. There are funds available for businesses in Jackson County with gap financing needs. A loan of \$100,000 was recommended for approval by the loan committee on March 8 and approved by the county commissioners on March 21. This loan has not yet closed.

2. **Heron Lake RLF:** HLRLF focuses on economic development within a 20-mile radius of Heron Lake. These are Community Development Block Grant (CDBG) funds. SRDC continues to assist them with GMS entry and amortization schedules as requested. There are funds available for businesses in their service area that have gap financing needs. SRDC staff recently assisted Heron Lake Mini Mart and Catering (known as PJs Mini Mart) with a SNAP application.
3. **Falcon Development Corporation (FDC):** Information on FDC can be found online at <https://www.swrdc.org/revolving-loan-funds/>. FDC focuses on economic development improvements within a 30-mile radius of Heron Lake. These funds are de-federalized; therefore, Davis Bacon does not apply to construction projects. Interest rates can now be as low as 75% of prime. The FDC Board now has 7 members, which is the maximum.

PROPERTY ASSESSED CLEAN ENERGY (PACE)

Funds Available: Funds are currently available in the approximate amount of PACE SEP, \$161,579.98 (this accounts for the loan not yet closed in the amount of \$99,789 for a boiler replacement in Freeborn County), and PACE ARRA, \$100,758.62.

PACE Committee: The committee meets as needed, often in conjunction with RMEB (Rural Minnesota Energy Board) meeting dates. PACE 101 was included on the March 27 RMEB agenda. Committee members are Metz, Wildermuth, Wachal, VanDeVere and Paap. Interest rates for new projects will now be set at 3% under Prime, with a floor of 3%.

C-PACE Statewide Discussions: Staff have been involved in discussions with the MN Department of Commerce as they work on expanding the reach of commercial PACE programs in MN. RDCs (Regional Development Commission) will be eligible to apply under an RFP (Request for Proposals) as soon as Spring 2023. It is unclear if SRDC will be eligible to apply since PACE is already active here.

General Information: PACE is available to property owners of small businesses, including agri-businesses and some non-profits based on usage. Please help spread the word about PACE to property owners looking to make improvements that lower their energy usage.

Energy Audits: Energy assessments/audits are informational to property owners and may be the start to cost saving energy improvements. Contractor estimates and the energy assessment/audit are the two first steps to PACE financing.

The PACE application that includes a checklist can be found at <http://rmeb.org/pace.htm>.

If you have groups in your area that would benefit from hearing about PACE, please contact Robin.

If you have questions about the RLF, PACE, or about energy audits, please contact Robin Weis, Deputy Director, at 507-836-1638 or via email at robin@swrdc.org.

PHYSICAL DEVELOPMENT REPORT

April 2023

ENERGY | LAND USE, PLANNING & ZONING | SOLID WASTE & NATURAL RESOURCES

ENERGY

Rural Minnesota Energy Board (RMEB): The board met on March 27. They heard a presentation from Xcel about the Sherco line that would run to Lyon County and were able to ask questions about current transmission constraints and progress on approved projects. Many of the counties have seen improvements in production tax revenue this fiscal year over last year. The next meeting will be on May 22.

Energy Foundation Grant with Region 5: Staff facilitated and assisted with a two-day MADDO workshop on April 10 and 11 in St. Cloud with an energy and EDA focus (see CEDS report above for more detail). Staff is working with members of CERTs to write two Energizing Rural Communities prize grants for \$100,000 from the Department of Energy. One is for the partnership track and one is for the financial track.

Clean Energy Resource Teams (CERTs):

Sustainability Planning – Comfrey: SRDC is looking to provide high level technical assistance and facilitation for planning beginning this spring in partnership with Region 9. In March Region Nine Development Commission was selected for a Planning Grant for Stormwater, Wastewater, and Community Resilience award in the amount of \$10,537.50 to do this project.

Hydrogen Hub: For events, staff are in discussion with the West Central Region to create a virtual workshop on hydrogen opportunities in Minnesota in partnership with the University of Minnesota West Central Research and Outreach Center in Morris. The event would be a combination of a virtual meeting and a tour of their facilities in Morris. The tentative plan is to host this event in October 2023.

Solid Waste & Natural Resources

Solid Waste Commission: The Solid Waste Commission met March 27 and is scheduled to meet again May 22.

Due to the length and severity of this winter, the Department of Natural Resources (DNR) is estimating 60%-80% fish die-off with clusters being the most severe in Murry, Cottonwood, Nobles, Lyon and Martin Counties. These events are estimated to occur mid-late April. This is comparable to a previous event in 2013. Some methods of disposal were discussed, including the possibility of integrating the waste into fields as a fertilizer. This practice was discouraged by the Commissioners due to fish bones piercing the tires of farm equipment.

At this time, the Minnesota Pollution Control Agency (MPCA) is working with the DNR on how to handle fish collection and disposal. It is anticipated that collection of the fish will be led by local efforts and MPCA will assist with disposal.

For assistance with disposal, contact Chris Green at chris.green@state.mn.us or Heidi Ringhofer at Heidi.Ringhofer@state.mn.us.

Solid Waste Regional Plan: Solid Waste Administrators have been meeting with the Minnesota Pollution Control Agency (MPCA) regarding the upcoming plan, and the contents required. Staff met with the Solid Waste Administrators Chair, and Vice Chair in February to go over these details, and responsibilities between staff and the Administrators.

All counties in Minnesota must submit a solid waste plan to receive SCORE funds and apply for additional grants from the MPCA. Doing this as an 11-county Joint Powers Agreement not only decreases individual

county costs, but helps pull together resources, and arrange materials exchange for counties in the Southwest Minnesota Solid Waste Commission.

There are several issues and topics that will be addressed in the plan. This includes support for 100% SCORE funding to counties for Solid Waste and Recycling activities, staff constraints on individual counties, Construction and Demolitions landfill capacity and the need for financial support from the state, and the education of the public and policymakers on the importance of sanitation services as a foundation for public health.

Over the next couple of months staff will be working on the demographic profile of the Southwest Minnesota Solid Waste Commission region which includes the counties of Cottonwood, Jackson, Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Renville, Rock, Redwood, and Yellow Medicine.

COMMUNITY DEVELOPMENT REPORT

April 2023

LOCAL ASSISTANCE | COMMUNITY PLANNING | COMMUNICATIONS

LOCAL ASSISTANCE

Friends of the Casey Jones State Trail: The Friends met March 30. Senator Weber, Senator Dahms and Representative Schomacker have authored a bonding for \$1,249,000 for development of the Casey Jones State Trail. The Friends will be reaching out to legislators to see what can be done to keep these bills moving forward. Recent work with the Friends has included review and recommendations of newspaper articles and communications/crisis communications guidance.

Explore SW Minnesota: The group last met on March 29 to review the draft website, Facebook content, and discuss 2024 County requests. The website is now in the review/finalization period with plans for a soft launch mid April and full launch on May 1. Staff also manages the Explore SW MN Facebook page and collects content from counties on a monthly basis. If you know someone interested in promoting tourism in your county, please connect them with staff. In April staff will begin the development of a tear-off tourism map of the region. Staff will also be meeting with county boards (as requested) this spring/summer to answer questions about Explore SW MN, review the new website and work plans, etc. If your county board is interested in a presentation, please let Jessica know. The next Explore SW MN meeting will take place May 9 at 2pm at the SRDC office (zoom available).

COMMUNITY PLANNING & ACTIVITIES

RSDP Resilient Communities Workgroup: This group meets quarterly. The next meeting is scheduled for April 28 and will include two project presentations being considered for funding.

Intro to Civic Arts Public Session: The Department of Public Transformation (DoPT), in partnership with Southwest Minnesota Regional Arts Council (SMAC), will offer an Introduction to Civic Arts Workshop and Networking Event on May 10 from 10am to 3pm at the Marshall-Lyon COunty Library Community Room. This workshop is for artists and municipalities interested in learning more about the role of artists working in the civic realm in rural communities. This workshop will include an introduction to Civic Arts Presentation by DoPT staff, feature a conversation with a guest Civic Artist, an opportunity to workshop civic arts ideas for your community, access to a Civic Arts Resource Hub and time to network with other folks in the region interested in civic arts. The City of Tracy was one of three cities in the area to recently complete a Civic Arts training through DoPT and SMAC. The May 10 workshop is free to attend. Learn more and register at <https://swmnarts.org/opportunities/intro-to-civic-arts-public-session/>.

SRDC COMMUNICATIONS

Newsletter: The next issue of the newsletter is upcoming. A Regional Trails Newsletter was also started and the second issue was published in March. If there is information that you would like shared in the SRDC newsletter, please reach out to staff. An archive of SRDC newsletters can be found at: <https://www.swrdc.org/category/newsletter-archive/>.

SRDC Website: Commissioners are asked to please review the “Commissioner Resources” page on the SRDC website and let Jessica know of information that you would like to see available.

Communications Plan: The 50th Anniversary campaign goal has been removed from the SRDC

Communications Plan goals following Strategic Planning Committee decisions to only include 50th anniversary celebrations as part of the Annual Meeting. It's recommended that during FY2023 that the organization review strategies and goals and develop the next three years of goals and strategies for FY2024-2026.

If you have questions about the Communications Report, please contact Jessica Welu, Communications Specialist, at 507-836-1644 or via email at jessicaw@swrdc.org.

TRANSPORTATION REPORT

April 2023

TRANSPORTATION COMMITTEE | ATPs | TRANSPORTATION PLANNING | ACTIVE LIVING & SRTS

TRANSPORTATION ADVISORY COMMITTEE (TAC)

The Southwest Regional Development Commission's Transportation Advisory Committee met March 29. During this meeting staff presented the committee with the FY24 workplan for the MnDOT planning grant. The committee voted to approve the workplan as presented. Then the public meeting started with MnDOT districts 7 & 8 presenting their Area Transportation Improvement Plans from 2024-2027.

The TAC will be meeting again this June or July for their annual meeting. During this meeting city and county engineers are invited to share their current and future roadway construction projects. MnDOT districts will also be presenting their long term planned projects for years 2028-2032.

For information on how MnDOT construction projects and plans contact Rosemary Bruce-White.

AREAS TRANSPORTATION PARTNERSHIPS (ATP)

Carbon Reduction Program: Carbon Reduction Program (CRP) provides federal funding to reduce carbon from transportation sources. These funds are made available through the Infrastructure Investment Jobs Act and distributed through the MnDOTs planning districts. Funds were announced in January 2023 and applications were due the following February. Solicitation for this round of funding was cut short due to the Federal requirement to have funds programmed by the end of FY23. At the time of this report, there is no further guidance on these funds or their solicitation as the state and regional planning districts are still waiting on federal direction for FY 24. Redwood Falls applied for these funds for the installation of electric car charging stations.

Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT): The PROTECT program is a program from the Infrastructure Investment and Jobs Act (IIJA) that is aimed at increasing the resiliency of local federal aid road systems from natural disasters, and weather events such as flooding. Some examples include but are not limited to shoulder protection (in slope etc.) riprap by bridges, culvert replacements/lining/upsizing, ditch cleaning, drainage tiles, etc.

In order to leverage more funding for larger projects MnDOT district 8 is choosing to combine both their FY 2024 and FY 2025 funds. This way applicants will be competing for 1,000,000 for projects to be completed in FY 2025. Applications are due May 5.

MnDOT District 7 will be distributing funds for projects to be completed in both FY2024 and 2025. There will be \$700,000 available each year. Applicants are required to fill out an LOI and applications for FY 2024 funds are due May 19.

LOCAL HUMAN SERVICES PUBLIC TRANSIT COORDINATION PLAN (LHSPTCP)

Staff presented the initial strategies for the updated Local Human Services Public Transit Coordination Plan (LHSPTCP) to the Rural Transit Coordination Council (RTCC) on September 21. Feedback received from the council was used to create action steps that will be incorporated in the implementation grant cycle of the RTCC. The draft LHSPTCP was given to MNDOT for review in December and staff met with MnDOT January 19 to discuss MNDOTs corrections/comment. Staff is working with the RTCC chair to incorporate those comments and to have completed for a 30-day public comment period in March and adoption in late April.

TRANSPORTATION PLANNING

Portable Counter Borrowing Program: MnDOT has portable counters that are freely available to partner agencies such as cities, counties, MPOs, RDCs, and active transportation advocacy groups. These counters help collect important pedestrian traffic data that can be used to plan projects, apply for funding, and much more. Counters are available through each MnDOT District Office and can be reserved online. More information can be found at <https://www.dot.state.mn.us/bike-ped-counting/borrow.html>.

ACTIVE LIVING & SAFE ROUTES TO SCHOOL (SRTS)

Safe Routes to School (SRTS): Staff held the third planning meeting in Tracy on March 29 at the High School. They worked to finalize and prioritize both infrastructure and non-infrastructure goals for the plan. The final meeting is scheduled for May 3 at Tracy City Hall at 10am.

SRTS Boost Grant Solicitations: These are non-infrastructure grants in the amount of \$5,000 to \$50,000. Applications must be submitted online by 5 p.m. on Wednesday, May 17, 2023.

REGIONAL TRAILS PLANNING

The next Regional Trails Workgroup meeting is scheduled for April 27 at 2pm at the SRDC Office. The second trails newsletter was published in March and included an invitation to attend the workgroup meeting. Register to attend the workgroup meeting at <https://forms.gle/5wTVLKjdE4kSjw8n6>. If your community has updates on trail development or enhancements, please let staff know so that it can be included in the planning.

Counters have been secured for the beginning of June to do a Counters in Every County campaign. During this campaign, there will be at least one counter placed along a trail/walking/biking route in each of the nine counties for a two-week period. We're coordinating our efforts with MnDOT District 7 & 8 counters and local partners to place counters and collect data. This data will be used in the plan and for our local partners to be able to show user numbers. This campaign aligns with National Trails Day on June 3. Counters will be placed early in Luverne to combine efforts with Luverne's first "Tour De Loop" bike ride event on June 1.

Staff is currently working on spring-fall outreach plans. These plans include the development of intercept surveys to be used on trails throughout the region, the development of a tourism survey which we will partner with local chambers and businesses/tourist destinations, campgrounds and lodging locations on, event participation plans, focus groups, media outreach, and more. This fall staff will reach out to the eight county boards participating in the project to present an update on efforts.

Funding Partners: Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, and Rock Counties, and the Cities of Wabasso, Lambertson, Walnut Grove, and Revere.

DEPUTY DIRECTOR'S REPORT

April 2023

Interviews are complete, employment offers have been made, and positions are filled for the following positions: SRDC Finance Director and SRDC Development Planner I. Please welcome Melissa Nelson as our SRDC Finance Director and Kimberly (Kim) Murphy as our Development Planner I. Discussions are taking place now on what the finance office may need for assistance in the future.

Weis has been participating in MADO Executive Director calls and meetings during SRDC Executive Director's medical leave. On March 3, a call took place to discuss community-based grant making and potential partners. Their quarterly in-person meeting took place on March 29-30 with a RDO benefits comparison presentation, presentation from MN DOC (Department of Commerce) and SPPA on PACE, planning for the April 11 MADO staff gathering, natural resources trust fund presentation by Don Hickman, and cooperative projects. There was a presentation by Bent Paddle Brewery during an evening session. Their next conference calls will be April 24 and May 22 with their next quarterly in-person June 13-14 in Bemidji.

The Lincoln County Township meeting took place on March 20. SRDC provided a written report as the SRDC Full Commission meeting was cancelled due to weather and rescheduled for that day.

The Awards Committee recently met. At the Annual Meeting in July, a Program of the Year award will be presented based on committee feedback.

Upcoming topics at Board of Directors and Full Commission meetings:

- April Board of Directors: RLF Deep Dive
- May Full Commission: Workforce by Carrie Bendix
- June Board of Directors: Campground Survey Project Deep Dive

Much of the SRDC Executive Director signature authority has been shared with SRDC Deputy Director over the past several months.



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