



hello
September

BOARD MEETING

Thursday, September 12, 2024

3:30 p.m. – Hiawatha Lodge, Pipestone, mn



SRDC
SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

Southwest Regional Development Commission—Full Commission

* Board of Directors

Commissioner	Representing
Rick Anderson	Lyon County Commissioners, SRDC Treasurer*
Carrie Bendix	Southwest Minnesota Private Industry Council
JoEllen Benson	Rock County Townships
Leah Bittner	Redwood County Municipalities
Kristie Blankenship	Southwest Minnesota Housing Partnership
Bob Byrnes	City of Marshall & RLF Committee Chair*
Miron Carney	Murray County Municipalities, Immediate Past Chair, Legislative Committee Chair*
Vacant	Lower Sioux Community
Pam Cooreman	Lyon County Municipalities
Vacant	Murray County Townships
Dan Delaney	Pipestone County Municipalities
Keith Elbers	Rock County Municipalities, SRDC Secretary*
Lori Grant	Lyon County Townships
Donna Gravley	Cottonwood County Commissioners*
Mark Haberman	Jackson County Municipalities Rep*
Eric Hartman	Region 8 School Boards*
Chris Hollingsworth	Pipestone County Commissioners*
Dennis Klingbile	Lincoln County Municipalities*
Tiffany Knott-Lesmeister	Redwood County Townships
Ronald Kottke	Cottonwood County Townships
Paul Langseth	Nobles County Townships, SRDC Chair*
Steve Kellen	Nobles County Municipalities
Scott McClure	Jackson County Commissioners
Jeff Moen	Lincoln County Townships
Vacant	Cultural Diversity
Bob Paplow	Nobles County Commissioners
Jenny Quade	Cottonwood County Municipalities
Craig Rubis	Jackson County Townships
Stephen Schnieder	Region 8 School Boards
David Sturrock	SW MN Higher Education
Vacant	Pipestone County Townships
Sherri Thompson	Rock County Commissioners
Mic VanDeVere	Lincoln County Commissioners, Transportation Committee Chair
Bob Van Hee	Redwood County Commissioners*
Rick VonHoldt	City of Worthington*
Dennis Welgraven	Murray County Commissioners, SRDC Vice-Chair*
Justine Wettschreck	Economic Development
Beth Wilms	Health and Human Services

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
FULL COMMISSION MEETING

Thursday, September 12, 2024
3:30 pm

Hiawatha Lodge
805 3rd Ave NW, Pipestone, MN

AGENDA

#	Time		Page
1	3:30	Call to Order & Pledge of Allegiance	
2	3:31	Introductions	
3	3:35	Additions to and Approval of Agenda Action Needed: Approve Agenda	
4	3:37	Appointment to fill board vacancy <ul style="list-style-type: none"> • Mark Haberman – Jackson County Representative Action Needed:	
5	3:40	Consent Agenda Items <ul style="list-style-type: none"> • June & July Receipts & Expenditures • July annual meeting minutes • SHIP Contract 2024-25 • Lamberton SRTS Contract • State of MN Contract Action Needed: Approve of Consent Agenda Items	5-13 14-16 17-18 19-30 31-40
6	3:44	Finance Reports — <i>Treasurer Anderson & Finance Director Nelson</i> <ul style="list-style-type: none"> • Treasurer’s Report, including bank accounts & investments • Administrative Report through July 2024 Action Needed: Approval of Treasurer’s Report Action Needed: Approval of Administrative Report	41 42-43
7	3:55	Project Reviews — <i>Transportation Planner Webb & Development Planner Nadya Bucklin</i> <ul style="list-style-type: none"> • City of Ghent • City of Holland • City of Sanborn Action Needed: Accept Project Reviews	42-49 50-51 H-1--
8	4:05	Budget & Personnel Committee Report — <i>Committee Chair Anderson & Finance Director Nelson</i> <ul style="list-style-type: none"> • Kim Murphy job description • Personnel Policy Update Action Needed: Approve Committee Recommendations	
9	4:10	Legislative Report – <i>Chair Miron Carney / Executive Director Trusty</i>	

10	4:30	Deep Dive: SW CERT Region Seed Grant projects for the 2024 round of funding – <i>Development Planner Nadya Bucklin</i>	
		<u>Committee & Staff Reports</u>	
11	4:50	Economic Development Report— <i>Deputy Director Weis & Planner Murphy</i>	52-54
12	4:55	Revolving Loan Funds Report— <i>Committee Chair Byrnes & Deputy Director Weis</i>	55-56
13	5:00	Community Development Report— <i>Development Planners Walker, Bucklin, and Webb</i>	57-60
14	5:05	Transportation Report— <i>Committee Chair VanDeVere & Development Planners Walker & Webb</i>	61-63
15	5:10	Executive Director’s Report— <i>Executive Director Trusty</i>	64
16	5:20	Chairman’s Report— <i>Chairman Langseth</i>	
17	5:25	Reports from SRDC Commissioners Representing Local Units of Government & Public Interest Groups <ul style="list-style-type: none"> • Sherri Thompson-Rock Co. Commissioners • Jenny Quade – Cottonwood Co. Municipalities • Bob Byrnes – City of Marshall 	
18	5:40	Unfinished Business	
19	5:42	New Business	
20	5:45	Other Issues	
21		Announcements <ul style="list-style-type: none"> • SRDC Office is closed Oct. 2nd-4th to attend the All-Staff retreat in St. Cloud • SRDC Board of Directors Meeting: Thursday, October 10 at 3:30 pm at the SRDC Office • SRDC Full Commission Meeting: Thursday, November 14, 2024 • Commissioner vacancies: Murray County Townships, Pipestone County Township, Lower Sioux, and Cultural Diversity 	
22	5:45	Adjourn	

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 6/1/2024 Through 6/30/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD061824	004	6/25/2024		REDG/REED Pmt June 2024	15,200.00	6/25/2024
CD061824	004	6/25/2024		REDG/REED Pmt June 2024	49.37	6/25/2024
CD061824	004	6/25/2024		REDG/REED Pmt June 2024	250.63	6/25/2024
PRS061324	06132...	6/13/2024	Nadya N. Bucklin	Employee: BucklinN; Pay Date: 6/13/2024	1,882.54	6/13/2024
PRS061324	06132...	6/13/2024	Robin R. Weis	Employee: WeisR; Pay Date: 6/13/2024	536.49	6/13/2024
PRS061324	06132...	6/13/2024	Robin R. Weis	Employee: WeisR; Pay Date: 6/13/2024	1,722.58	6/13/2024
PRS061324	06132...	6/13/2024	Robin R. Weis	Employee: WeisR; Pay Date: 6/13/2024	185.92	6/13/2024
PRS061324	06132...	6/13/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 6/13/2024	1,565.91	6/13/2024
PRS061324	06132...	6/13/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 6/13/2024	79.22	6/13/2024
PRS061324	06132...	6/13/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 6/13/2024	1,368.75	6/13/2024
PRS061324	06132...	6/13/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 6/13/2024	26.15	6/13/2024
PRS061324	06132...	6/13/2024	Melissa Nelson	Employee: MansonM; Pay Date: 6/13/2024	1,769.64	6/13/2024
PRS061324	06132...	6/13/2024	Melissa Nelson	Employee: MansonM; Pay Date: 6/13/2024	5.56	6/13/2024
PRS061324	06132...	6/13/2024	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/13/2024	1,627.09	6/13/2024
PRS061324	06132...	6/13/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/13/2024	1,678.56	6/13/2024
PRS061324	06132...	6/13/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/13/2024	55.90	6/13/2024
PRS061324	06132...	6/13/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/13/2024	45.73	6/13/2024
PRS061324	06132...	6/13/2024	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 6/13/2024	3,544.20	6/13/2024
PRS061324	06132...	6/13/2024	Jason L. Walker	Employee: WalkerJ; Pay Date: 6/13/2024	2,475.45	6/13/2024
PRS061324	06132...	6/13/2024	Christopher S. Webb	Employee: WebbC; Pay Date: 6/13/2024	1,561.81	6/13/2024
APS062424 ...	06262...	6/26/2024	SWHHS - Beth Wilms	Beth Wilms - SWHHS - 11/16/23 to 5/9/24 Meetings	150.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Rick Von Holdt	Rick VonHoldt 4/11/24 to 5/9/24 Meetings	100.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Rick Von Holdt	Rick VonHoldt 4/11/24 to 5/9/24 Meetings	121.94	6/26/2024
APS062424 ...	06262...	6/26/2024	Robert J. Byrnes	Robert Byrnes 5/22/24 and 6/14/24 Meetings	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Robert J. Byrnes	Robert Byrnes 5/22/24 and 6/14/24 Meetings	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Robert J. Byrnes	Robert Byrnes 5/22/24 and 6/14/24 Meetings	92.46	6/26/2024
APS062424 ...	06262...	6/26/2024	Tiffany L. Lesmeister-Knott	Tiffany Lesmeister-Knott 4/15/24 to 5/9/24 Meetings	100.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Tiffany L. Lesmeister-Knott	Tiffany Lesmeister-Knott 4/15/24 to 5/9/24 Meetings	235.84	6/26/2024
APS062424 ...	06262...	6/26/2024	Dennis A. Klingbile	Dennis Klingbile 4/11/24 to 5/16/24	150.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Dennis A. Klingbile	Dennis Klingbile 4/11/24 to 5/16/24	210.38	6/26/2024
APS062424 ...	06262...	6/26/2024	Eric A. Hartman	Eric Hartman 5/9/24 to 5/22/24 Meetings	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Eric A. Hartman	Eric Hartman 5/9/24 to 5/22/24 Meetings	68.34	6/26/2024
APS062424 ...	06262...	6/26/2024	Eric A. Hartman	Eric Hartman 5/9/24 to 5/22/24 Meetings	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Lori Grant	Lori Grant 7/13/23 to 5/9/24 Meetings	300.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Lori Grant	Lori Grant 7/13/23 to 5/9/24 Meetings	277.45	6/26/2024

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Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS062424 ...	06262...	6/26/2024	Mark A Haberman	Mark Haberman 5/9/24 Meeting	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Mark A Haberman	Mark Haberman 5/9/24 Meeting	76.38	6/26/2024
APS062424 ...	06262...	6/26/2024	Michael L. VanDeVere	Mic VanDeVere 4/5/24 & 6/14/24 Meeting	100.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Michael L. VanDeVere	Mic VanDeVere 4/5/24 & 6/14/24 Meeting	131.32	6/26/2024
APS062424 ...	06262...	6/26/2024	Miron V. Carney	Miron Carney 1/16/24 to 6/13/24 Meetings	125.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Miron V. Carney	Miron Carney 1/16/24 to 6/13/24 Meetings	425.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Miron V. Carney	Miron Carney 1/16/24 to 6/13/24 Meetings	13.40	6/26/2024
APS062424 ...	06262...	6/26/2024	Pamela J. Stimpert Cooreman	Pamela Cooreman 5/9/24 Meeting	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Pamela J. Stimpert Cooreman	Pamela Cooreman 5/9/24 Meeting	17.42	6/26/2024
APS062424 ...	06262...	6/26/2024	Richard Anderson	Rick Anderson 5/16/24 Meeting	50.00	6/26/2024
APS062424 ...	06262...	6/26/2024	Richard Anderson	Rick Anderson 5/16/24 Meeting	30.82	6/26/2024
PRS062724	06272...	6/27/2024	Nadya N. Bucklin	Employee: BucklinN; Pay Date: 6/27/2024	1,992.55	6/27/2024
PRS062724	06272...	6/27/2024	Robin R. Weis	Employee: WeisR; Pay Date: 6/27/2024	2,564.15	6/27/2024
PRS062724	06272...	6/27/2024	Robin R. Weis	Employee: WeisR; Pay Date: 6/27/2024	283.34	6/27/2024
PRS062724	06272...	6/27/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 6/27/2024	1,306.93	6/27/2024
PRS062724	06272...	6/27/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 6/27/2024	277.23	6/27/2024
PRS062724	06272...	6/27/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 6/27/2024	1,386.09	6/27/2024
PRS062724	06272...	6/27/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 6/27/2024	8.81	6/27/2024
PRS062724	06272...	6/27/2024	Melissa Nelson	Employee: MansonM; Pay Date: 6/27/2024	1,805.78	6/27/2024
PRS062724	06272...	6/27/2024	Kimberly Murphy	Employee: MurphyK; Pay Date: 6/27/2024	1,601.64	6/27/2024
PRS062724	06272...	6/27/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/27/2024	1,453.31	6/27/2024
PRS062724	06272...	6/27/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/27/2024	101.63	6/27/2024
PRS062724	06272...	6/27/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 6/27/2024	71.15	6/27/2024
PRS062724	06272...	6/27/2024	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 6/27/2024	3,544.20	6/27/2024
PRS062724	06272...	6/27/2024	Jason L. Walker	Employee: WalkerJ; Pay Date: 6/27/2024	2,475.45	6/27/2024
PRS062724	06272...	6/27/2024	Christopher S. Webb	Employee: WebbC; Pay Date: 6/27/2024	1,759.66	6/27/2024
CD06152024...	2	6/20/2024		BCBS July 2024	11,752.90	6/20/2024
CD06142024...	3	6/25/2024		Wex May 2024	22.00	6/25/2024
APS060424	60662	6/4/2024	Culligan Water Conditioning	6 bottles water, 2 bags salt, cooler rental	71.30	6/4/2024
APS060424	60662	6/4/2024	Culligan Water Conditioning	6 bottles water, 2 bags salt, cooler rental	12.60	6/4/2024
APS060424	60663	6/4/2024	David R. Samuelson	Dave Samuelson 4/29/24 to 5/25/24	72.00	6/4/2024
APS060424	60663	6/4/2024	David R. Samuelson	Dave Samuelson 4/29/24 to 5/25/24	108.00	6/4/2024
APS060424	60664	6/4/2024	Nobles County Auditor/Treasurer	PACE ARRA loan fees: Nobles Co Fair Assn Mortg Reg tax	72.27	6/4/2024
APS060424	60665	6/4/2024	Nobles County Recorder	PACE ARRA loan fees: Nobles Co Fair Assn Mortg filing fee	46.00	6/4/2024
APS060424	60666	6/4/2024	One Office Solution	Meter Reading: Sharp MX6071 + BP70M65	194.42	6/4/2024

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 6/1/2024 Through 6/30/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS060424	60667	6/4/2024	Redwood Valley Technical Sol...	RV Tech: Annual web hosting plan, SSL cert & Global Edge	350.00	6/4/2024
APS060424	60668	6/4/2024	SRDC	Explore SW May 2024 Hours	520.00	6/4/2024
APS061324	60669	6/13/2024	Awards Plus, Inc.	Annual Mtg Awards - Project of the Year	278.75	6/13/2024
APS061324	60670	6/13/2024	Chandler Co-Op	Chandler Coop 5/1/24 to 5/31/24	73.49	6/13/2024
APS061324	60671	6/13/2024	Citizen Publishing Co. (Cotton...	Public Hearing Notice	42.00	6/13/2024
APS061324	60672	6/13/2024	City of Slayton	City of Slayton 4/22/24 to 5/21/24	22.08	6/13/2024
APS061324	60672	6/13/2024	City of Slayton	City of Slayton 4/22/24 to 5/21/24	23.92	6/13/2024
APS061324	60673	6/13/2024	Frontier Communications	Frontier 6/4/24 to 7/3/24	298.79	6/13/2024
APS061324	60673	6/13/2024	Frontier Communications	Frontier 6/4/24 to 7/3/24	554.91	6/13/2024
APS061324	60674	6/13/2024	Grants Management Systems ...	Monthly license & warranty; service & support	100.00	6/13/2024
APS061324	60674	6/13/2024	Grants Management Systems ...	Monthly license & warranty; service & support	40.00	6/13/2024
APS061324	60675	6/13/2024	James Mahoney	Jim Mahoney 5/1/24 FDC Meeting	25.00	6/13/2024
APS061324	60676	6/13/2024	Kurt Richardson	Kurt Richardson 5/6/24 & 5/22/24 Meetings	100.00	6/13/2024
APS061324	60677	6/13/2024	Northwest Gas	NW Gas 4/22/24 to 5/27/24	33.87	6/13/2024
APS061324	60677	6/13/2024	Northwest Gas	NW Gas 4/22/24 to 5/27/24	50.80	6/13/2024
APS061324	60678	6/13/2024	Redwood County Auditor/Trea...	Vesta Rwd Falls: PACE ARRA loan fees; mortg registry	39.10	6/13/2024
APS061324	60679	6/13/2024	Redwood County Recorder	Vesta Rwd Falls: PACE ARRA loan fees; mortg recording	46.00	6/13/2024
APS061324	60680	6/13/2024	Schaap Sanitation	Schaap 6/1/24 to 6/30/24	30.51	6/13/2024
APS061324	60680	6/13/2024	Schaap Sanitation	Schaap 6/1/24 to 6/30/24	45.76	6/13/2024
APS061324	60681	6/13/2024	Slayton EDA	EDA Lease June 2024	4,848.63	6/13/2024
APS061324	60682	6/13/2024	TCM Bank NA	TCM Visa 6/2/24	4,196.36	6/13/2024
APS061324	60682	6/13/2024	TCM Bank NA	TCM Visa 6/2/24	10.00	6/13/2024
APS061324	60682	6/13/2024	TCM Bank NA	TCM Visa 6/2/24	20.00	6/13/2024
APS061324	60682	6/13/2024	TCM Bank NA	TCM Visa 6/2/24	40.00	6/13/2024
APS061324	60683	6/13/2024	Verizon Wireless	Verizon 5/2/24 to 6/1/24	41.06	6/13/2024
APS061324	60684	6/13/2024	XCEL Energy	Xcel 5/5/24 to 6/4/24	151.55	6/13/2024
APS061324	60684	6/13/2024	XCEL Energy	Xcel 5/5/24 to 6/4/24	227.33	6/13/2024
APS061824	60685	6/18/2024	Fleet Services Division	Monthly lease rent 5/1/24 to 5/31/24	540.12	6/18/2024
APS061824	60686	6/18/2024	Kerkhoff Plumbing & Heating, ...	Kerkhoff Pblg: Vesta Rwd Falls PACE ARRA loan disbursement	12,090.00	6/18/2024
APS061824	60687	6/18/2024	Lincoln County Recorder	Bolt Properties LLC: PACE loan fees; mortg filing fee	46.00	6/18/2024
APS061824	60688	6/18/2024	Lincoln County Auditor/Treasu...	Bolt Properties LLC: PACE loan fees; mortg reg tax	18.77	6/18/2024
APS061824	60689	6/18/2024	Lyon County Auditor/Treasurer	Lyon Co Auditor: Return PACE pmt sent in error	29,675.75	6/18/2024
APS061824	60690	6/18/2024	Murray County Christmas Fund	Murray County Xmas Project	400.00	6/18/2024

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register

From 6/1/2024 Through 6/30/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS061824	60691	6/18/2024	NCPERS Group Life Ins.	NCPERS 7/1/24 to 7/31/24	48.00	6/18/2024
APS062724	60692	6/27/2024	Abila	Abila Multiple Clouds 7/26/24 to 8/25/24	813.78	6/27/2024
APS062724	60693	6/27/2024	Above the Fold	April 24 Edition - Public Hearing on 2025 Budget	49.28	6/27/2024
APS062724	60694	6/27/2024	AFLAC	Aflac June 2024	450.24	6/27/2024
APS062724	60695	6/27/2024	Bluepeak	Bluepeak 6/24/24 to 7/23/24	61.50	6/27/2024
APS062724	60695	6/27/2024	Bluepeak	Bluepeak 6/24/24 to 7/23/24	62.84	6/27/2024
APS062724	60696	6/27/2024	Dianne Crowley	Dianne Crowley 1/31/24 to 5/7/24 contract hours	187.50	6/27/2024
APS062724	60696	6/27/2024	Dianne Crowley	Dianne Crowley 1/31/24 to 5/7/24 contract hours	25.00	6/27/2024
APS062724	60697	6/27/2024	Doug's Lawn & Landscaping S...	Late spring fertilizer + weed control	63.82	6/27/2024
APS062724	60697	6/27/2024	Doug's Lawn & Landscaping S...	Late spring fertilizer + weed control	95.74	6/27/2024
APS062724	60698	6/27/2024	Grant Harms Films	Grant Harms Films: Nonrefundable deposit (1/2 of total cost)	2,500.00	6/27/2024
APS062724	60699	6/27/2024	Marilyn Samuelson	Janitorial Services June 2024	328.00	6/27/2024
APS062724	60699	6/27/2024	Marilyn Samuelson	Janitorial Services June 2024	472.00	6/27/2024
APS062724	60700	6/27/2024	Mike Loosbrock Electric	Mike Loosbrock Elec: Nobles Co Fair PACE ARRA loan disb	2,299.40	6/27/2024
APS062724	60701	6/27/2024	Mike's Plumbing & Heating, Inc.	Roof cap and labor to replace	38.00	6/27/2024
APS062724	60701	6/27/2024	Mike's Plumbing & Heating, Inc.	Roof cap and labor to replace	57.00	6/27/2024
APS062724	60702	6/27/2024	Redwood County Auditor/Trea...	Redwood Cty 2022-2023 tax abatement; inv. 75	10.09	6/27/2024
APS062724	60703	6/27/2024	The Computer Man, Inc.	Microsoft 365 Bus Prem Annual	660.00	6/27/2024
APS062724	60703	6/27/2024	The Computer Man, Inc.	Adobe Acrobat Pro for Teams 10 for 12 mo; All Apps for Teams	3,898.44	6/27/2024
APS062724	60703	6/27/2024	The Computer Man, Inc.	HP ZBook Firefly G11 16 laptops: Melissa, Kim, Jodi	5,011.98	6/27/2024
Report Total					143,803.82	

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2024 Through 7/31/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
CD071524 S...	006	7/15/2024		MN Sales Tax Q2	263.00	7/15/2024
PRS071124	07112...	7/11/2024	Nadya N. Bucklin	Employee: BucklinN; Pay Date: 7/11/2024	1,857.88	7/11/2024
PRS071124	07112...	7/11/2024	Robin R. Weis	Employee: WeisR; Pay Date: 7/11/2024	503.72	7/11/2024
PRS071124	07112...	7/11/2024	Robin R. Weis	Employee: WeisR; Pay Date: 7/11/2024	1,792.28	7/11/2024
PRS071124	07112...	7/11/2024	Robin R. Weis	Employee: WeisR; Pay Date: 7/11/2024	69.79	7/11/2024
PRS071124	07112...	7/11/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 7/11/2024	1,397.14	7/11/2024
PRS071124	07112...	7/11/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 7/11/2024	297.03	7/11/2024
PRS071124	07112...	7/11/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/11/2024	1,386.19	7/11/2024
PRS071124	07112...	7/11/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/11/2024	8.71	7/11/2024
PRS071124	07112...	7/11/2024	Melissa Nelson	Employee: MansonM; Pay Date: 7/11/2024	1,775.20	7/11/2024
PRS071124	07112...	7/11/2024	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/11/2024	1,601.63	7/11/2024
PRS071124	07112...	7/11/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/11/2024	1,546.23	7/11/2024
PRS071124	07112...	7/11/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/11/2024	116.88	7/11/2024
PRS071124	07112...	7/11/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/11/2024	55.90	7/11/2024
PRS071124	07112...	7/11/2024	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 7/11/2024	3,039.30	7/11/2024
PRS071124	07112...	7/11/2024	Jason L. Walker	Employee: WalkerJ; Pay Date: 7/11/2024	2,497.87	7/11/2024
PRS071124	07112...	7/11/2024	Christopher S. Webb	Employee: WebbC; Pay Date: 7/11/2024	1,619.21	7/11/2024
PRS072524	07252...	7/25/2024	Nadya N. Bucklin	Employee: BucklinN; Pay Date: 7/25/2024	2,089.06	7/25/2024
APS072524 ...	07252...	7/25/2024	Craig Rubis	Craig Rubis 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Craig Rubis	Craig Rubis 7/11/24 Meeting	28.14	7/25/2024
PRS072524	07252...	7/25/2024	Robin R. Weis	Employee: WeisR; Pay Date: 7/25/2024	869.57	7/25/2024
PRS072524	07252...	7/25/2024	Robin R. Weis	Employee: WeisR; Pay Date: 7/25/2024	1,770.04	7/25/2024
APS072524 ...	07252...	7/25/2024	David E. Sturrock	David Sturrock 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	David E. Sturrock	David Sturrock 7/11/24 Meeting	93.80	7/25/2024
PRS072524	07252...	7/25/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 7/25/2024	1,574.71	7/25/2024
PRS072524	07252...	7/25/2024	Sheila F. Crowley	Employee: CrowleyS; Pay Date: 7/25/2024	188.16	7/25/2024
PRS072524	07252...	7/25/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/25/2024	1,447.31	7/25/2024
PRS072524	07252...	7/25/2024	Jodi L. Klein	Employee: KleinJ; Pay Date: 7/25/2024	18.32	7/25/2024
APS072524 ...	07252...	7/25/2024	Jeffrey Moen	Jeff Moen 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Jeffrey Moen	Jeff Moen 7/11/24 Meeting	147.40	7/25/2024
APS072524 ...	07252...	7/25/2024	JoEllen M. Benson	JoEllen Benson 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	JoEllen M. Benson	JoEllen Benson 7/11/24 Meeting	99.16	7/25/2024
PRS072524	07252...	7/25/2024	Melissa Nelson	Employee: MansonM; Pay Date: 7/25/2024	1,983.60	7/25/2024
PRS072524	07252...	7/25/2024	Kimberly Murphy	Employee: MurphyK; Pay Date: 7/25/2024	1,690.10	7/25/2024
APS072524 ...	07252...	7/25/2024	Keith A. Elbers	Keith Elbers 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Keith A. Elbers	Keith Elbers 7/11/24 Meeting	101.84	7/25/2024
APS072524 ...	07252...	7/25/2024	SW MN Housing Partnership - ...	Kristie Blankenship - SWMHP 7/11/24 Meeting	102.26	7/25/2024
PRS072524	07252...	7/25/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/25/2024	1,828.53	7/25/2024

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2024 Through 7/31/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
PRS072524	07252...	7/25/2024	Kathleen M. Schreiber	Employee: SchreiberK; Pay Date: 7/25/2024	87.87	7/25/2024
PRS072524	07252...	7/25/2024	Jayne I. Trusty	Employee: TrustyJ; Pay Date: 7/25/2024	3,218.35	7/25/2024
APS072524 ...	07252...	7/25/2024	Richard D. Peterson	Richard Peterson 6/14/24 to 7/11/24 Meetings	100.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Richard D. Peterson	Richard Peterson 6/14/24 to 7/11/24 Meetings	115.24	7/25/2024
APS072524 ...	07252...	7/25/2024	Robert H. Van Hee	Bob VanHee 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Robert H. Van Hee	Bob VanHee 7/11/24 Meeting	67.00	7/25/2024
PRS072524	07252...	7/25/2024	Jason L. Walker	Employee: WalkerJ; Pay Date: 7/25/2024	2,598.98	7/25/2024
PRS072524	07252...	7/25/2024	Christopher S. Webb	Employee: WebbC; Pay Date: 7/25/2024	1,723.44	7/25/2024
APS072524 ...	07252...	7/25/2024	Tiffany L. Lesmeister-Knott	Tiffany Lesmeister Knott 7/11/24 Meeting	50.00	7/25/2024
APS072524 ...	07252...	7/25/2024	Tiffany L. Lesmeister-Knott	Tiffany Lesmeister Knott 7/11/24 Meeting	52.26	7/25/2024
CD071124 B...	1	7/22/2024		BCBS August 2024	11,752.90	7/22/2024
CD072524 W...	4	7/25/2024		Admin Fees June 2024	22.00	7/25/2024
APS070824	60704	7/8/2024	507 Designs	507 Designs: Kim M. apparel	106.00	7/8/2024
APS070824	60705	7/8/2024	City of Slayton	City of Slayton - Bldg Ins 6/8/24 to 6/8/25	2,544.40	7/8/2024
APS070824	60705	7/8/2024	City of Slayton	City of Slayton - Bldg Ins 6/8/24 to 6/8/25	3,816.60	7/8/2024
APS070824	60706	7/8/2024	City of Slayton	City of Slayton 5/21/24 to 6/20/24	24.41	7/8/2024
APS070824	60706	7/8/2024	City of Slayton	City of Slayton 5/21/24 to 6/20/24	26.45	7/8/2024
APS070824	60707	7/8/2024	Culligan Water Conditioning	Culligan 5 water bottles, salt, cooler rental	58.85	7/8/2024
APS070824	60707	7/8/2024	Culligan Water Conditioning	Culligan 5 water bottles, salt, cooler rental	6.30	7/8/2024
APS070824	60708	7/8/2024	David R. Samuelson	Dave Samuelson 6/1/24 to 6/23/24 Mowing	72.00	7/8/2024
APS070824	60708	7/8/2024	David R. Samuelson	Dave Samuelson 6/1/24 to 6/23/24 Mowing	108.00	7/8/2024
APS070824	60709	7/8/2024	Grants Management Systems ...	GMS Monthly License, warranty, service & support	100.00	7/8/2024
APS070824	60709	7/8/2024	Grants Management Systems ...	GMS Monthly License, warranty, service & support	40.00	7/8/2024
APS070824	60710	7/8/2024	Joyful Eyes Optometry, PLLC	RLF Loan Disbursement: Joyful Eyes Optometry PLLC	80,000.00	7/8/2024
APS070824	60711	7/8/2024	Northwest Gas	NW Gas 5/27/24 to 6/21/24	6.86	7/8/2024
APS070824	60711	7/8/2024	Northwest Gas	NW Gas 5/27/24 to 6/21/24	10.30	7/8/2024
APS070824	60712	7/8/2024	One Office Solution	Meter reading 5/25/24 to 6/17/24	71.95	7/8/2024
APS070824	60713	7/8/2024	Redwood Falls Gazette	Redwood Falls Gazette yearly subscription	76.00	7/8/2024
APS070824	60714	7/8/2024	Slayton EDA	EDA Lease July 2024	4,848.63	7/8/2024
APS071524	60715	7/15/2024	Chandler Co-Op	Chandler Coop June 2024	63.01	7/15/2024
APS071524	60716	7/15/2024	Fleet Services Division	Monthly lease rent 6/1/24 to 6/30/24	249.76	7/15/2024
APS071524	60717	7/15/2024	Frontier Communications	Frontier 7/4/24 to 8/3/24	304.81	7/15/2024
APS071524	60717	7/15/2024	Frontier Communications	Frontier 7/4/24 to 8/3/24	566.08	7/15/2024
APS071524	60718	7/15/2024	Heron Lake Mini Mart and Cat...	P&J's Mini Mart/Heron Lake Mini Mart - annual mtg July 2024	828.28	7/15/2024
APV080824	60718	7/15/2024	Heron Lake Mini Mart and Cat...	P&J's Mini Mart/Heron Lake Mini Mart - annual mtg July 2024	(828.28)	7/15/2024

Southwest Regional Development Commission
 Check/Voucher Register - Board Check Register
 From 7/1/2024 Through 7/31/2024

Session ID	Check ...	Document...	Vendor Name	Transaction Description	Check Amount	Effective Date
APS071524	60719	7/15/2024	NCPERS Group Life Ins.	NCPERS August 2024	48.00	7/15/2024
APS071524	60720	7/15/2024	Redwood County Auditor/Trea...	Redwood Co 2023 Walmart Abatement, inv 83	14.49	7/15/2024
APS071524	60721	7/15/2024	Schaap Sanitation	Schaap 7/1/24 to 7/31/24	30.51	7/15/2024
APS071524	60721	7/15/2024	Schaap Sanitation	Schaap 7/1/24 to 7/31/24	45.76	7/15/2024
APS071524	60722	7/15/2024	Stoneberg, Giles & Stroup, PA	Stoneberg: Joyful Eyes judgement & lien search; RLF	79.50	7/15/2024
APS071524	60723	7/15/2024	TCM Bank NA	TCM Bank closing date 7/1/24	1,041.23	7/15/2024
APS071524	60723	7/15/2024	TCM Bank NA	TCM Bank closing date 7/1/24	10.00	7/15/2024
APS071524	60723	7/15/2024	TCM Bank NA	TCM Bank closing date 7/1/24	20.00	7/15/2024
APS071524	60723	7/15/2024	TCM Bank NA	TCM Bank closing date 7/1/24	60.00	7/15/2024
APS071524	60724	7/15/2024	Verizon Wireless	Verizon 6/2/24 to 7/1/24	41.06	7/15/2024
APS071524	60725	7/15/2024	XCEL Energy	Xcel Energy 6/4/24 to 7/6/24	202.28	7/15/2024
APS071524	60725	7/15/2024	XCEL Energy	Xcel Energy 6/4/24 to 7/6/24	303.41	7/15/2024
APS072524	60726	7/25/2024	AFLAC	Aflac July 2024	450.24	7/25/2024
APS072524	60727	7/25/2024	Marilyn Samuelson	Marilyn Samuelson July 2024 Janitorial Services	328.00	7/25/2024
APS072524	60727	7/25/2024	Marilyn Samuelson	Marilyn Samuelson July 2024 Janitorial Services	472.00	7/25/2024
APS072524	60728	7/25/2024	Mark's Plumbing, Heating & A/...	PACE SEP Loan Disbursement: The Benson Company	48,425.00	7/25/2024
APS072524	60729	7/25/2024	Murray County Medical Center...	14 Heartsaver CPR/AED certifications	455.00	7/25/2024
APS072524	60729	7/25/2024	Murray County Medical Center...	14 Heartsaver CPR/AED certifications	455.00	7/25/2024
APS072524	60730	7/25/2024	Murray County Auditor/Treasu...	Murray Co PILT pmt error; reimburse double pmt of 2021 PILT	12.85	7/25/2024
APS072524	60731	7/25/2024	Reading Bus Line, Inc.	Reading Bus Line: 7/11/24 Annual Mtg Bus Tour	850.00	7/25/2024
APS072524	60732	7/25/2024	Rock County Recorder	The Benson Co: PACE SEP loan fees; mortg recording fee	46.00	7/25/2024
APS072524	60733	7/25/2024	Rock County Auditor/Treasurer	The Benson Co: PACE SEP loan fees; mortg reg tax	230.00	7/25/2024
Report Total					200,668.74	



MEMBERS PRESENT: Chairman Paul Langseth, Commissioners Rick Anderson, Carrie Bendix, JoEllen Benson, Leah Bittner, Kristie Blankenship, Miron Carney, Pam Cooreman, Keith Elbers, Lori Grant, Donna Gravley, Mark Haberman, Dennis Klingbile, Tiffany Lesmeister-Knott, Jeff Moen, Richard Peterson, Jenny Quade, Craig Rubis, David Sturrock, Sherri Thompson, Mic VanDeVere, Bob VanHee, Rick Von Holdt, and Dennis Welgraven

MEMBERS ABSENT: Commissioners Bob Byrnes (excused), Dan Delaney, Eric Hartman (excused), Chris Hollingsworth (excused), Steve Kellen (excused), Ron Kottke (excused), Scott McClure (excused), Bob Paplow, Stephen Schnieder (excused), Justine Wetschreck and Beth Wilmes (excused)

GUESTS PRESENT: Chuck Ackman, Brad Berkhof, Susan Brehm, Brandon Lane, Val Halter, Luke Johnson, Kati Leach, Gene Metz, Marlowe Nelsen, Klye Oldre, Jeanne Popp, Karin Rubis and Amy Woitalewicz

STAFF PRESENT: Executive Director Jay Trusty, Nadya Bucklin, Sheila Crowley, Kathy Schreiber, Jason Walker, Chris Webb and Robin Weis

CALL TO ORDER

Chairman Paul Langseth called the meeting to order at 4:00 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL

M/S/P Motion made by Commissioner Van Hee and seconded by Commissioner Gravley to approve the agenda as presented. Upon vote taken: Ayes-23, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Elbers and seconded by Commissioner Klingbile to approve the April & May Receipts and Expenditures Report, May 9, 2024 full commission meeting minutes, a contract with Grant Harms to provide video footage for the EDA Trails Plan, and a 6-month contract with the Southwest Minnesota Housing Partnership. Upon vote taken: Ayes-23, Nays-0. Motion Carried.

CONTRACTS

Deputy Director Weis reviewed the Minnesota Department of Agriculture's Train & Retrain Contract.

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Welgraven to approve the MDA contract as presented. Upon vote taken: Ayes-22, Nays-0. Motion Carried. Commissioner Bendix abstained.

FINANCE REPORT

Treasurer Peterson referred Commissioners to the Treasurer's Report as of June 30, 2024, showing bank accounts and fund designations. There were no questions.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Carney to approve the Treasurer's Report as presented. Upon vote taken: Ayes-23, Nays-0. Motion Carried.

Executive Director Trusty went over the Administrative Report through the end of May 2024 pointing out some line items. There were no questions.

M/S/P Motion made by Commissioner Moen and seconded by Commissioner Peterson to approve the Administrative Report as presented. Upon vote taken: Ayes-23, Nays-0. Motion Carried.

SRDC BOARD AND STAFF RECOGNITION

Chairman Langseth recognized Richard Peterson, Jackson County Township Representative for his 23 years of dedicated service to the Commission.

Chairman Langseth recognized Jason Walker, Community Development Director for 5 years of meritorious service to the SRDC.

COMMISSIONER APPOINTMENT

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Carney to approve the appointment of Craig Rubis, Jackson County Township Representative on the Commission. Upon vote taken: Ayes-23, Nays-0. Motion Carried.

SRDC EXECUTIVE DIRECTOR'S REPORT

Executive Director Trusty gave a slide presentation on the projects/contracts staff work on each year and some of the new projects/contracts for the upcoming fiscal year.

SRDC CHAIRMAN LANGSETH REPORT

Chairman Langseth praised the SRDC staff for their competency and consistency and the work they do for the region. He thought the bus tour was very informative.

GUEST SPEAKER

Susan Brehm, Regional Director for EDA's Chicago Regional Office discussed how EDA works with other agencies to invest and support the creation of higher-skill, higher-wage jobs and encourages private investment, innovation, entrepreneurship, and global competitiveness throughout the upper Midwest.

LEGISLATIVE REPORT

Committee Chairman Carney gave an overview of the last Minnesota Legislative Session.

Chuck Ackman from Senator Klobuchar's office, Kati Leach from Representative Michelle Fischbach's office and Jeanne Poppe from Senator Smith's office were in attendance. All three said they were there to listen and help in any way they can.

2024 PROJECT OF THE YEAR

The City of Hills Daycare Project was awarded the project of the year award. Accepting the award were project partners: Keith Elbers, Mayor of Hills, Kyle Oldre and Sherri Thompson, Rock County Administrator and Rock County Commissioner, Brad Berkhof, New Vision Cooperative, and Brandon Lane, Sioux Valley Energy. Project partner not present was Alliance Communications.

ELECTION OF OFFICERS

In compliance with the Commission's By-Laws, an appointed Nominating Committee comprised of Commissioners Gravley, Langseth and Welgraven met and discussed recommendations for the following SRDC Officers: Secretary (one-year term), and Treasurer (one-year term). Chair Langseth called for nominations. Commissioner Elbers was nominated for Secretary and Commissioner Anderson was nominated for Treasurer.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner VanDeVere that nominations cease and that a unanimous ballot be cast for: Keith Elbers as Secretary for a one-year term and Rick Anderson as Treasurer for a one-year term. Upon vote taken: Ayes-22, Nays-0. Motion Carried.

ADJOURNMENT

Chairman Langseth adjourned the meeting at 5:50 p.m.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Kathy Schreiber, Administrative Specialist.

Reviewed by:

Approved by:

Keith Elbers
SRDC Secretary

Paul Langseth
SRDC Chairman

**TECHNICAL ASSISTANCE CONTRACT
BETWEEN THE
SOUTHWEST REGIONAL DEVELOPMENT COMMISSION AND
SOUTHWEST HEALTH AND HUMAN SERVICES**

This Agreement is entered into by and between the Southwest Regional Development Commission, hereinafter referred to as the "SRDC", and the Southwest Health and Human Services, herein referred to as the "SWHHS".

I. Contract Agreement

A. The work program shall include:

1. The SRDC will provide technical assistance regarding implementation of Active Living Plans and Safe Routes to Schools Plan (currently there are thirteen plans), including professional communications services.
 - o Technical assistance may be in the form of assistance in prioritization of goals/objectives, providing training, conducting community presentations, or assisting with additional funding opportunities.
 - o Communications assistance could include, but is not limited to, creating social media posts, press releases, document designs, web pages and communications plans. The SRDC will take guidance on the scope, timing and type of communications needed from SWHHS.
 - o The SRDC will be responsible to attend meetings for schools and communities as the need and interest arises. SWHHS will continue to collaborate with the SRDC to determine where technical assistance time is needed with current partners and communicate that need.
2. The SRDC will collaborate with SWHHS on identifying and providing outreach to schools and communities that may wish to complete Safe Routes to School or Active Living Plans.
3. The SRDC will coordinate projects with SWHHS and provide such information as is necessary to complete projects in a timely manner.

B. The work elements specified in this contract shall be completed between November 1, 2024 and October 31, 2025, unless the contract period is extended by mutual agreement between the parties of this contract.

C. The SRDC will attend by phone, video conference or in person at least 50 percent (approximately 18 hours) of A Healthier Southwest's Community Leadership meetings to provide group TA, education regarding community active living and progress reports.

II. Financial Participation

A. The SRDC shall make available a planner and a Communications Specialist of competent training and experience to accomplish the assigned tasks and projects. Professional services are provided at \$100 an hour for Planner technical assistance. These hourly rates include normal support costs. Other charges directly reimbursable to the SRDC by the SWHHS include printing and mileage at the SRDC's established rate of reimbursement.

B. The total contract cost for the project attributed to SWHHS will not exceed \$2,500 including expenses.

III. Payment for Services Performed

Payment of funds to the SRDC by the SWHHS for services performed shall be made following submission by the SRDC of a monthly invoice requesting funds for costs incurred. The invoice shall be submitted to:

Jennifer Nelson
Southwest Health and Human Services
3001 Maple Road
Slayton, MN 56172

IV. Records and Documentation

- A. Accounting. The SRDC shall be responsible for keeping records which disclose the time spent on the project along with travel or printing costs.
- B. Reports. The SRDC shall provide written monthly progress reports to SWHHS according to the schedule established.
- C. Hold Harmless: SWHHS agrees to indemnify and hold harmless the SRDC against any legal actions brought by any personal entity whatsoever arising out of or claimed to be arising out of performance of either party under this agreement for services.

V. Miscellaneous

- A. The SWHHS shall review all reports for compliance with its guidelines and requirements.
- B. The contract shall be subject to all pertinent state statutes and regulations.
- C. The contract shall be subject to modification at any time provided there is mutual agreement between the SRDC and the SWHHS on the nature of modification.
- D. Any portion of this contract deemed invalid by a court of competent jurisdiction shall be held severable and shall not affect the remaining portions.

VI. Independent Contractor Status

The SRDC is to be and shall remain an independent contractor with respect to any and all work performed under this Contract. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the SRDC as the agent, representative or employee of the SWHHS or any purpose or in any manner whatsoever. The SRDC acknowledges and agrees that the SRDC is not entitled to receive any of the benefits received by SWHHS employees and is not eligible for worker' or unemployment compensation benefits under the SWHHS. The SRDC also acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payment due to the SRDC and that it is the SRDC's sole obligation to comply with the applicable provisions of all federal and state tax laws.

IN WITNESS, THEREOF, THE SRDC has caused this contract to be duly executed on its behalf and the SWHHS has caused the same to be duly executed on its behalf.

SWHHS

SOUTHWEST REGIONAL DEVELOPMENT COMMISSION

Authorized Official

Authorized Official

Attested By

Attested By

Date: _____

Date: _____

2024 Safe Routes to School Program Planning Grant Agreement

This Grant Agreement is made by and between the State of Minnesota, through its Commissioner of Transportation (STATE) and Southwest Regional Development Commission, a governmental entity (RECIPIENT).

BACKGROUND

The purpose of this Grant Agreement is to disburse State General Funds available under Minnesota Statutes, section 174.40, subdivision 3(b) for non-infrastructure planning activities in the Safe Routes to School (SRTS) program established in Minnesota Statutes §174.40.

1. TERM OF GRANT AGREEMENT

- 1.1. **Effective Date/Commencement of Work:** This Grant Agreement is effective on, and RECIPIENT must not begin work until, the date the STATE obtains all required signatures under Minnesota Statutes § 16B.98, subdivision 5 or July 1, 2024, whichever is later.
- 1.2. **Offer and Acceptance Terms:** When transmitted by STATE to RECIPIENT, this Grant Agreement constitutes an offer which expires if RECIPIENT does not accept, sign and return to STATE within 30 calendar days of transmittal, unless STATE grants an extension in writing at RECIPIENT's request.
- 1.3. **Expiration Date:** This Grant Agreement will expire on August 31, 2025, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.4. **Survival Of Terms:** All clauses in this Grant Agreement 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 Grant Agreement.

2. RESPONSIBILITIES OF RECIPIENT

- 2.1. **SRTS Program:** RECIPIENT will perform in a satisfactory and timely manner the activities described in the *Scope of Work*, which is attached and incorporated in this Grant Agreement as **Exhibit II**. The *Scope of Work* may be changed upon written approval by STATE. Activities associated with RECIPIENT's *Scope of Work* must be completed in accordance with all applicable state and local laws, including:
 - 2.1.1. Minnesota Statutes, Section 174.40; and
 - 2.1.2. FTA Circular 4220 *Third Party Contracting Guidance*, as amended.

2.2. Financial Records

2.2.1. Records

RECIPIENT and third-party contractors shall maintain their financial records in accordance with generally accepted accounting principles. The records must permit audit verification of SRTS costs claimed during this Grant Agreement period. Records must be kept available for a period of six years from the expiration date of this Grant Agreement.

2.2.2. Financial Reports-Invoices

RECIPIENT shall provide STATE with a financial report, including applicable supporting documents, summarizing allowable costs associated with this Grant Agreement on a

quarterly basis during this Grant Agreement term, unless otherwise authorized by STATE in writing. RECIPIENT shall prepare financial reports on the Invoice form as prescribed by STATE. RECIPIENT shall submit Invoice form(s) no later than 30 days following the month for which the Invoice is prepared with the exception of the final invoice. The final Invoice shall be submitted no later than August 31, 2025.

RECIPIENT shall not make any purchases or incur labor expenses under this Grant Agreement after June 30, 2025.

If RECIPIENT fails to submit required Invoice on time, STATE may withhold funds until RECIPIENT complies with the reporting requirements.

2.3. Progress Reports

RECIPIENT shall submit monthly progress report forms, on forms as prescribed by STATE. Monthly progress report forms are to be submitted no later than 30 days following the month for which the report is prepared. If RECIPIENT fails to submit required reports on time, STATE may withhold funds until RECIPIENT complies with the reporting requirements.

2.4. Budget Line-Item Adjustments

RECIPIENT's budget is incorporated by reference. Budget line-item adjustments must be requested by RECIPIENT in writing and approved by STATE. In no event will budget adjustments cause the STATE's total obligation to exceed the total budget amount of this Grant Agreement.

2.5. Travel Expenses

Reimbursement for travel and subsistence expenses actually and necessarily incurred in the performance of this Grant Agreement, whether by RECIPIENT or a third party or subcontractor hired under this Grant Agreement will not exceed the amounts provided in the current Minnesota Management and Budget Commissioner's Plan which is incorporated by reference. Out of state travel is not allowed without prior approval by STATE. Minnesota will be considered the home state for determining whether travel is out of state.

2.6. Procurements and Third-Party Contracts

2.6.1. Procurement Requirements

For all procurements of goods and services, RECIPIENT agrees to comply with the current requirements and standards of FTA Circular 4220 *Third Party Contracting Guidance*, which is incorporated by reference into this Grant Agreement and available at <https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Third%20Party%20Contracting%20Guidance%20%28Circular%204220.1F%29.pdf>, which is incorporated by reference into this Grant Agreement.

2.6.2. Local Procurement Policy

RECIPIENT will follow and document its own procurement procedures and agrees to work with the STATE to ensure compliance with STATE's procurement procedures. RECIPIENT will provide STATE with a copy of its current procurement policy and procedures.

2.6.3. Contract Requirements and Approval**2.6.3.1. Solicitations**

Prior to publication, RECIPIENT will submit to STATE all solicitations for work (e.g. Requests for Proposals) to be funded in whole or in part by this Grant Agreement between RECIPIENT and third parties or subcontractors for the STATE's review and approval. STATE's Authorized Representative will respond to requests from RECIPIENT to review the solicitation for work within 10 working days of receiving the request.

2.6.3.2. Contract Approval

Prior to their execution, RECIPIENT will submit to STATE all contracts between RECIPIENT and third parties or subcontractors for the STATE's review. All contracts between RECIPIENT and third parties or subcontractors must contain all applicable provisions of this Grant Agreement, including federal contract clauses, if applicable. STATE retains the rights to disapprove a third-party contract or subcontract. A STATE-approved third-party contract or subcontract becomes part of RECIPIENT's *Scope of Work* and is subject to all applicable federal, state, and local laws, rules and regulations.

2.6.4. Debarment and Suspension

If state funds are used under this Grant Agreement, Recipient will not utilize any funds received pursuant to this Grant Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Recipient from utilizing these funds to pay any party who might be disqualified or debarred after the Recipient's contract award on this Project. The State debarment list can be found at:

[Suspended/Debarred Vendors / Minnesota Office of State Procurement {mn.gov}](#)

2.7. Independent Contractor

- 2.7.1.** Under the terms of this Grant Agreement, RECIPIENT is an independent contractor and retains full control over the employment, direct compensation, and discharge of all persons engaged in its SRTS program.
- 2.7.2.** RECIPIENT is solely responsible for all matters relating to payment of employees, including compliance with social security, payroll taxes and withholdings, unemployment compensation, and all other regulations governing these matters.
- 2.7.3.** RECIPIENT is responsible for its own acts and those of its subordinates, employees, and any and all third-party contractors during the term of this Grant Agreement.
- 2.7.4.** The STATE does not have an obligation or a responsibility to claims that may arise by RECIPIENT'S subordinates, employees or any third-party contractors under the *Minnesota Workers' Compensation Act*.
- 2.7.5.** The STATE does not have an obligation or a responsibility to third party claims that arise from an act or omission on the part of RECIPIENT'S subordinates, employees, or any third-party contractor.

**STATE OF MINNESOTA
GRANT CONTRACT**

This grant contract is between the State of Minnesota, acting through its Commissioner of Commerce (“State”) and **Southwest Regional Development Commission, 2401 Broadway Avenue, Slayton, MN, 56172-1168** (“Grantee”).

Recitals

1. Under [Minn. Stat. § 216C.02](#), subd. 1, the State is empowered to enter into this grant.
2. The State is in need of assistance to administer funds to smaller local governments to plan projects related to energy efficiency, renewable energy or climate resiliency.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn. Stat. § 16B.98](#), subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** July 1, 2024, Per [Minn. Stat. § 16B.98](#), subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State’s Authorized Representative has notified the Grantee that work may commence. Per, [Minn. Stat. § 16B.98](#), subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.
- 1.2 **Expiration date:** November 30, 2026, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee’s Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), Subd. 4 (a) (1).
- 2.2 Execute the duties set forth in Exhibit A, which is attached and incorporated into this grant contract.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, 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 contract as follows:
 - 4.1.1 **Compensation.** The Grantee will be paid the lesser of **Ninety-nine Thousand Nine Hundred Fifty-Nine Dollars and Seventy-Eight Cents (\$99,959.78)** of actual eligible costs incurred in the performance of the Grantee’s duties according to the breakdown of costs contained in the grant budget (Exhibit B), which is attached and incorporated into this grant contract.
 - 4.1.2 **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed **zero dollars (\$00.00)**; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current “Commissioner’s Plan” established by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State’s prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **Ninety-nine Thousand Nine Hundred Fifty-Nine Dollars and Seventy-Eight Cents (\$99,959.78)** of the total actual, eligible costs incurred in the performance of the Grantee’s duties specified in Exhibit A.

4.2 **Payment**

4.2.1 **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State’s Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the schedule as outlined in Exhibit A.

4.2.2 **Federal funds.** Payments under this grant contract will be made from federal funds obtained by the State through Title III, Part D, of the Energy Policy and Conservation Act. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee’s failure to comply with federal requirements. These requirements include, but are not limited to, Title III, part D, of the Energy Policy and Conservation Act (42 U.S.C. 6321 *et seq.* and amendments thereto); U.S. Department of Energy Financial Assistance Rules (10CFR600); and Title II Code of Federal Regulations Part 200.

4.2.3 **Unexpended Funds.** The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3. **Contracting and Bidding Requirements.** Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN: <https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>

4.4 **Budget Categories.** Upon notice to and written approval by the State’s Authorized Representative, the Grantee’s budget for any one category in Exhibit B may be increased by up to 10% of the amount shown in Exhibit B for that category, with the amount of the increase moved from one or more other categories in Exhibit B. To move more than 10% into a budget category from another budget category or categories will require an amendment to the grant contract.

5 **Conditions of Payment**

All services provided by the Grantee under this grant contract must be performed to the State’s satisfaction, as determined at the sole discretion of the State’s Authorized Representative 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 Representative**

The State’s Authorized Representative is **Leah Wilkes, Financial Programs Project Planner, 651-539-1832**, or their successor, and has the responsibility to monitor the Grantee’s performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State’s Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee’s Authorized Representative is **Jay Trusty Executive Director**, or their successor. If the Grantee’s Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

The Grantee’s Project Manager is **Robin Weis, Deputy Director 507-836-1638**, or their successor. If the Grantee’s Project Manager changes at any time during this grant contract, the Grantee must immediately notify the State.

**TREASURER'S REPORT
MONTH END August 31, 2024**

Bank Account Information

INVESTMENTS -General Fund

Bank	Amount	Due Date	APY Interest Rate
United Prairie Bank - Worthington	\$ 104,460.72	5/25/2025	5.07%
Jackson Federal Savings & Loan-Jackson (X5272)	107,707.97	01/20/25	4.50%
Currie State Bank-Currie	117,821.98	09/02/25	4.33%
Currie State Bank-Currie	100,000.00	09/02/25	4.33%
Jackson Federal Savings & Loan-Jackson (X5331)	102,859.43	12/13/24	5.15%
Jackson Federal Savings & Loan-Jackson (X5332)	102,859.43	12/13/24	5.15%
Minnwest Bank Slayton	100,000.00	11/15/24	4.50%

NOTE: The security deposit for the office building in the amount of \$50,000 is at the Slayton City Clerk's office at an investment rate of .75% . We currently have extra security at Minnwest Bank-Slayton and United Prairie Bank-Worthington to allow deposits above FDIC limits.

TOTAL INVESTMENTS	735,709.53
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ACCOUNTS-Dedicated and Undedicated Funds Program Accounts

		8/31/2024
Minnwest Bank South-Slayton	Checking	\$ 3,000.00
Minnwest Bank South-Slayton	Savings	599,405.66
Minnwest Bank South-Slayton	Savings-F & H	9,565.72
First Independent Bank-Russell	Savings	85,113.61
United Prairie Bank-Worthington	Savings	61,121.91
Jackson Federal S&L-Jackson	Savings	50,414.61
TOTAL CASH ACCOUNTS	\$	808,621.51

Approximate Designated Funds-Projects

Regional Cultural Diversity Coalition	\$	-
MN Rural Broadband Coalition		-
Assigned Funds		(11,296.85)
Committed to: Acquisition of Capital Assets-Equipment		(91,318.26)
Committed to: Acquisition of Capital Assets-Building		(243,151.09)
Committed to: Unemployment Claims		(53,013.00)
Committed to: Employee Retirement Transition		(10,973.00)
Compensated Absences Payable		(56,502.00)
TOTAL DEDICATED FUNDS	\$	(466,254.20)

	8/31/2024	8/31/2023
Total Investments	\$ 735,709.53	\$ 620,388.93
Total Cash Accounts	\$ 808,621.51	\$ 757,430.41
Total Dedicated Funds	\$ (466,254.20)	\$ (466,254.20)
TOTAL FUNDS AVAILABLE FOR CASHFLOW	\$ 1,078,076.84	\$ 911,565.14

SPECIAL REVENUE ACCOUNTS-NonAdministrative

EDA Planning Funds	\$	57	
EDA Revolving Loan Funds-(business loans only)		322,904	Total EDA RLF 322,904
Currie State Bank-RLF Savings-(business loans only)		-	
C-EDA Revolving Loan Funds-(business loans only)		245,213	PACE Loan Funds 206,533
PACE Funds-(loans only)		121,637	
PACE Funds-SEP-(loans only)		84,895	
PACE Funds-(Electric Companies-funds to pay off loans & admin)		15,051	
PACE (County Funds used to pay down on REED loan)	\$88,704	-	
TOTAL SPECIAL FUNDS	\$	789,757	



Southwest Regional Development Commission Month End June 2024 Fiscal Year 2024

YTD Comparison % of Budget 100.00

FY24 Budget	January -												Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
	July - September	October - December	January	February	March	March	April	May	June	April-June	Pending					
Revenues																
Taxes	443,445	1,022,58	182,016.78	11,380.91	0.00	11,380.91	0.00	26,762.54	221,469.82	248,232.36			442,652.63	792.37	99.8%	When current taxes received, payments primarily received in Dec. and Jun
Contract for Services	202,935	26,712.01	43,667.71	11,820.40	18,125.45	22,323.02	52,268.87	25,784.63	35,194.04	106,140.43			228,789.02	-25,854.02	112.7%	Based on activity earned to date.
MtDOT-Regional	75,000	0.00	37,500.00	0.00	0.00	0.00	30,000.00	0.00	7,500.00	37,500.00			75,000.00	0.00	100.0%	Based on Billings Yearly amt is \$75000
Economic Development Adm	70,000	14,133.26	17,333.29	3,008.05	3,819.05	3,357.31	10,184.41	3,009.97	5,262.63	2,630.51	10,903.11		52,554.07	17,445.93	75.1%	Grant Earned (Federal share)
EDA Trails Grant	150,000	4,919.28	15,910.15	6,743.19	5,796.24	3,889.66	16,429.09	4,085.07	11,287.02	21,623.91			86,882.43	91,117.57	39.3%	Based on activity earned to date. (Federal share)
RLF Admin (Covid & Regular)	60,000	16,442.03	16,286.53	4,786.89	5,316.15	5,989.45	16,092.49	8,898.90	9,279.24	23,302.05			72,123.10	-12,123.10	120.2%	Based on activity earned to date.
CERTS Funds	70,910	15,207.73	44,321.50	9,758.12	4,116.45	0.00	13,874.57	0.00	0.00	0.00			73,403.80	-2,493.80	103.5%	Based on activity earned to date - main Certs (not subprojects), includes seed grants (additional funds for seed grants, which equals more time)
PACE loan origint/misc	19,184	78.32	11,662.33	0.00	0.00	865.00	207.00	764.15	9,828.94	10,800.09			23,405.74	-4,221.74	122.0%	Loan mt/loan org fee mostly received in Dec and June (code 4656/4321)
USDA Food Grant	60,000	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00	15,000.00	15,000.00			60,000.00	0.00	100.0%	Based on Billings (800 hours at \$75/hr for the year)
Interest & Miscellaneous	6,800	2,254.04	5,070.01	1,881.87	819.46	4,265.51	6,966.84	868.10	1,145.75	4,599.05	6,612.90		20,903.79	-14,103.79	307.4%	Bank mt/loan org fee **Bank interest is coming in higher than estimated and includes CD interest**
Total Revenues	1,158,274	95,769.25	388,768.30	49,379.43	37,992.80	55,689.95	143,062.18	72,853.67	99,663.09	480,114.85	0.00	0.00	1,107,714.58	50,559.42	95.6%	
Expenditures																
Committee Expenses	30,300	6,691.31	11,788.75	1,581.14	2,172.18	3,339.17	7,092.49	2,007.92	3,007.17	2,581.92	7,577.01		33,149.56	-2,849.56	109.4%	
Salaries & Fringe	984,339	465,574.63	263,644.36	81,063.63	75,532.25	78,126.15	234,722.03	74,618.73	104,293.24	72,021.46	250,933.43		915,874.45	88,464.55	93.0%	October includes unemployment paid
Travel	55,000	12,804.19	14,893.65	2,723.97	2,693.41	4,837.61	10,254.99	3,992.10	3,079.89	6,383.11	13,455.10		51,413.93	3,566.07	93.5%	
Office Space Costs	44,194	2,184.21	2,293.98	988.59	692.44	900.27	2,551.30	1,018.79	603.86	679.05	2,301.70		9,331.79	34,862.81	21.1%	
Postage (on hand, not including Hsg Reimb)	4,863	84.92	1,023.97	9.99	1,009.99	9.99	1,029.97	54.95	9.99	1,009.99	1,074.93		3,219.79	1,643.21	68.2%	
Communications	6,819	1,277.92	1,224.74	401.42	401.42	401.42	1,204.26	399.84	399.84	401.35	1,201.03		4,907.95	1,911.05	72.0%	
Printing/Publication	20,504	5,258.12	5,147.39	3,006.93	3,195.29	661.90	6,894.12	600.17	879.84	285.70	1,765.71		19,065.34	1,438.66	93.0%	**this includes advertising/hiring for 4 positions**
Insurance	5,917	0.00	94.00	0.00	0.00	0.00	2,484.19	62.90	22.08	2,669.17			2,663.17	3,253.83	45.0%	Insurance dividend/Building Insurance
Supplies	17,000	906.35	3,550.78	178.97	693.94	1,045.15	1,918.06	173.23	933.06	149.84	1,556.13		7,631.32	9,368.68	44.9%	
Program Supply (Trails EDA)	0	0.00	840.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		840.00	-840.00	#DIV/0!	Reimbursed by Trails EDA
Program Supply (City of Hills)	0	0.00	0.00	0.00	28.96	0.00	28.96	0.00	0.00	0.00	0.00		28.96	-28.96	#DIV/0!	Reimbursed by Hills Strategic Plan
Computer	37,753	11,399.45	5,442.92	1,231.41	984.53	1,616.83	3,832.77	859.53	2,738.92	5,821.22	9,419.67		30,094.81	7,655.19	79.7%	
Audits	40,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	40,000.00	0.0%	
Consultant/Contracted Services/Legal	2,750	746.25	1,559.72	227.86	190.00	0.00	417.86	240.00	390.00	707.50	1,337.50		4,061.33	-1,311.33	147.7%	**includes payments to Diame Crowley for helping + Nichole Johnson-Exp/one SW** Did not know what to estimate for them
Dues/Memberships & Other	7,200	1,000.00	3,000.00	14.63	360.68	750.00	1,125.31	0.00	0.00	0.00	0.00		5,125.31	2,074.69	71.2%	
Financing Fees & Expenses	5,500	174.87	2,531.17	0.00	55.00	0.00	55.00	0.00	34.62	14.38	49.00		2,810.04	2,689.96	51.1%	
Equipment/Building Updates	31,207	9,029.36	253.26	0.00	84.00	0.00	84.00	169.50	20.00	0.00	189.50		9,561.12	21,645.88	30.6%	
PACE loan interest paid	508	0.00	251.36	0.00	0.00	0.00	0.00	0.00	0.00	250.63	250.63		6.01	98.8%	Paid in December and June **an amt will be in January 2024**	
Debt Service Prin. & Int.	11,633	0.00	8,080.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		8,080.99	3,552.01	69.5%	Paid in December
Building Lease Principal Pymt	23,095	5,370.01	5,445.04	1,831.82	1,840.29	1,848.81	5,520.92	1,857.36	1,865.95	1,874.68	5,697.89		21,933.86	1,151.14	95.0%	Our portion of lease pymt
Total Expenditures	1,328,569	223,501.59	331,083.08	93,260.36	89,934.38	93,557.30	276,732.04	88,476.31	118,319.28	92,162.81	288,978.40	0.00	1,130,295.11	196,273.89	85.1%	
Revenues Over (Under) Expenditures	-170,295	-121,732.34	57,685.22	-43,880.93	-51,941.58	-37,847.35	-133,669.86	-15,622.64	-18,656.19	215,415.28	181,136.45		-22,581			



Southwest Regional Development Commission

Month End July 2024 Fiscal Year 2025

YTD Comparison % of Budget

8.33

	FY25 Budget	YTD Comparison % of Budget			Year to Date	Under / Over Budget	% of Overall Budget	Explanation/Comments
		July	August	September				
Revenues								
Taxes	465,617	1,325.51		1,325.51		464,291.49	0.3%	When current taxes received, payments primarily received in Dec and Jun
Contract for Services	447,803	203,188.55		203,188.55		244,614.45	45.4%	Based on activity earned to date. We rec'd all of the R9 McKnight money up front.
MnDOT-Regional	75,000	0.00		0.00		75,000.00	0.0%	Based on Billings Yearly amt is \$75000
Economic Development Adm	105,119	2,594.11		2,594.11		102,524.89	2.5%	Grant Earned (Federal share)
EDA Trails Grant	53,000	11,957.47		11,957.47		41,042.53	22.6%	Based on activity earned to date. (Federal share)
RLF Admin (Covid & Regular)	60,000	7,713.33		7,713.33		52,286.67	12.9%	Based on activity earned to date.
Commerce - State Comp Grant	179,000	5,236.75		5,236.75		173,763.25	2.9%	\$290,000 over 2 yrs 4 mths, est. start March 2024, est. to use in FY24 \$40,000
CERT's Funds	66,660	0.00		0.00		66,660.00	0.0%	Based on activity earned to date - main Certs (not subprojects), includes seed grants (additional funds for seed grants, which equals more time)
PACE loan orig/int/misc	6,800	537.00		537.00		6,263.00	7.9%	Loan int/loan orig fee mostly received in Dec and June (code 4656/432.1)
USDA Food Grant	60,000	0.00		0.00		60,000.00	0.0%	Based on Billings (800 hours at \$75/hr for the year)
Interest & Miscellaneous	19,184	1,293.22		1,293.22		17,890.78	6.7%	Bank int/loan orig fee **Bank interest is coming in higher than estimated and includes CD interest**
Total Revenues	1,538,183	233,845.94	0.00	233,845.94		1,304,337.06	15.2%	
Expenditures								
Committee Expenses	30,300	2,146.94		2,146.94		28,153.06	7.1%	Includes Board Retreat & Orientation, added Annual Mtg
Salaries & Fringe	1,039,626	68,958.94		68,958.94		970,667.06	6.6%	Includes FY25 Salaries/Fringe (including 8% increase of Health Insurance/H.S.A)
Travel	45,000	2,231.17		2,231.17		42,768.83	5.0%	Staff Travel
Office Space Costs	44,194	777.43		777.43		43,416.57	1.8%	Utilities
Postage (on hand, not including Hsg Reimb)	5,349	9.99		9.99		5,339.01	0.2%	
Communications	9,219	1,391.55		1,391.55		7,827.45	15.1%	
Printing/Publication	20,504	148.00		148.00		20,356.00	0.7%	
Insurance	5,917	2,568.81		2,568.81		3,348.19	43.4%	Insurance dividend/Building Insurance
Supplies	17,000	449.81		449.81		16,550.19	2.6%	
Program Supply (Trails EDA)		0.00		0.00		0.00	#DIV/0!	Reimbursed by Trails EDA
Program Supply (City of Hills)		0.00		0.00		0.00	#DIV/0!	Reimbursed by Hills Strategic Plan
Computer	46,000	813.77		813.77		45,186.23	1.8%	
Audits	41,000	0.00		0.00		41,000.00	0.0%	Quoted price for FY25 audit - Kinner & Co. + estimated amt for FY22/FY23 Audits
Consultant/Contracted Services/Legal	3,025	0.00		0.00		3,025.00	0.0%	
Dues/Memberships & Other	7,200	14.25		14.25		7,185.75	0.2%	Includes MAD0 Coordination (\$2000 per region)
Financing Fees & Expenses	5,500	0.00		0.00		5,500.00	0.0%	
Equipment/Building Updates	10,000	0.00		0.00		10,000.00	0.0%	
PACE loan interest paid	508	0.00		0.00		508.00	0.0%	Paid in December and June **an amt will be in January 2024**
Debt Service: Prin. & Int.	11,635	0.00		0.00		11,635.00	0.0%	Paid in December
Building Lease Principal Pymt	23,183	1,883.26		1,883.26		21,299.74	8.1%	Our portion of lease pymt
Total Expenditures	1,365,160	81,393.92	0.00	81,393.92		1,283,766.08	6.0%	
Revenues Over (Under) Expenditures								
	173,023	152,452.02	0.00	152,452.02		152,452		

152,452

ENVIRONMENTAL SUMMARY

I. Project Name: Facility Plan for Wastewater Treatment System, City of Ghent

Project Proposer: City of Ghent
107 N Chapman Street
PO Box 97
Ghent, MN 56239

Legal Description: Sections 10 & 15, T112N, R42W, Lyon County, Minnesota

The city of Ghent is located in the North Central part of Lyon County in Southwest Minnesota.

The project will include the following:

- Improvements to sanitary sewer collection system, including replacing gravity sewer main, manholes, and publicly owned portions of service lines. The replacement area includes portions of town north of TH 68/Burlingame St, and portions of sewer under CSAH 5 to the South of TH 68/Burlingame St
- Construction of a new North lift station, and abandonment of existing lift station structure
- Rehabilitation of South lift station
- Construction of two new 4.56 acre primary stabilization ponds
- Reconstruction of existing stabilization ponds to a 4.56 acre secondary stabilization pond

II. Alternatives Considered

Other alternatives considered included collection system rehabilitation, and mechanical plant.

III. Present Wastewater System and Need

The existing wastewater treatment facility serving the city of Ghent is a two-cell stabilization pond. Final disposal of effluent is by intermittent discharge to Unnamed creek that is a tributary to Threemile Creek. The stabilization ponds were constructed in 1972.

Water usage and wastewater flow monitoring shows that the city's wastewater collection system is highly susceptible to clean water inflow and infiltration (I/I). Televising showed active infiltration of collection mains and a regular frequency of defects that contribute to groundwater infiltration of the pipe. This excessive I/I has resulted in lift station bypasses, early pond discharges outside of the permitted discharge period and permit violations. Televising also showed serious structural defects in the collection lines proposed for replacement.

The main lift station is substandard and does not meet current safety standards. The control system is outdated, the city often cannot get compatible replacement parts for the system which results in costly repairs. Current design standards require a valve manhole isolated from wet well to allow city staff to safely maintain the valves and other equipment without entering the wet well. The existing valves are located in the wet well. The replacement of the collection system will also help prevent sanitary sewer bypasses and backups.

The existing stabilization pond WWTF is over capacity, lacks pond bottom elevation separation, has rip rap issues and appear to leak excessively. The project planning period is 20 years.

Even with I/I reduction by replacing the collection system, the projected 20-year design flows exceed the WWTF permitted flow. MPCA design standards require four feet of separation between pond bottoms for proper operation, there is no separation between the existing pond bottoms. The existing rip rap is sliding down the banks reducing pond dike erosion protection and decreasing pond capacity. The recorded 2020 wastewater flows were lower than previous years, but still exceeded the WWTF design flow. The pond levels did not reach a level that discharge was necessary during 2020. This is likely because the ponds have an excessive leakage rate.

IV. Environmental Impacts of Proposed Projects

The primary impacts of the project are short-term construction related disturbances such as dust and noise. The short-term impacts will be mitigated by the use of standard construction practices. Erosion and sedimentation control measures recommended by the Natural Resources Conservation Service, Minnesota Pollution Control Agency and Department of Natural Resources will be followed.

Stabilization ponds sometimes generate odors, particularly for a week or two in the spring after ice out on the ponds. Odor problems are not anticipated to be significant. Also, a separation distance of at least 1/4 mile will be provided between the boundaries of the pond system and the nearest residence.

The proposed project is expected to result in no direct impacts to: threatened or endangered plant or animal species or their habitats; wetlands; floodplains; nearby farmland; historic, architectural, cultural, or archaeological features; shorelands, or air quality non-attainment areas.

V. Public Participation Program

On May 11, 2021, a public hearing was convened at the Ghent City Council meeting. The monetary cost, environmental impacts, effluent requirements, operational considerations and proposed financing of the wastewater treatment facility improvements were discussed.

VI. Map of Project Location

See attached map of project location.

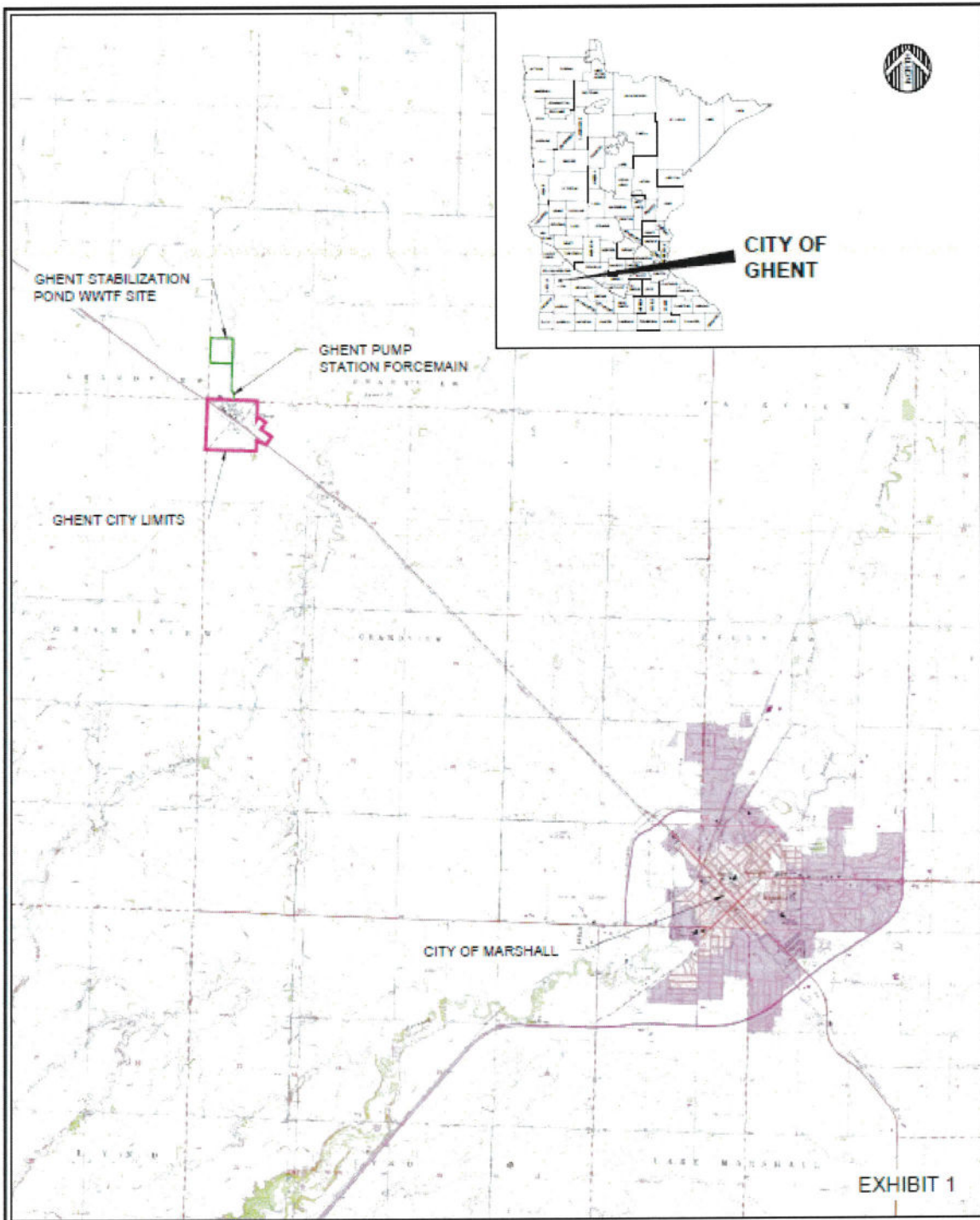


EXHIBIT 1

WIDSETH INCORPORATED - ENGINEERS - ARCHITECTS - PLANNERS	PROJECT: FACILITY PLAN FOR THE GHEENT PUMP STATION AND STABILIZATION POND WWTF SITE CLIENT: CITY OF GHENT LOCATION: GHENT, MN		SHEET NO. 1
	DATE: 02/20/2023 DRAWN BY: [Name] CHECKED BY: [Name]		



EXHIBIT 2

GHENT FACILITY PLAN
CITY OF GHENT
GHENT, MN

DATE:	MARCH 2017
SCALE:	AS SHOWN
DRAWN BY:	WES
CHECKED BY:	WES
JOB NUMBER:	201641007

NO.	DESCRIPTION	DATE	BY

THESE PLANS OR ANY PART THEREOF ARE HEREBY
CERTIFIED TO BE TRUE AND CORRECT AND TO
FULLY REPRESENT THE DESIGN AND CONSTRUCTION
OF THE PROJECT DESCRIBED THEREON AND TO BE
RELIABLE TO THE BEST OF OUR KNOWLEDGE.

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

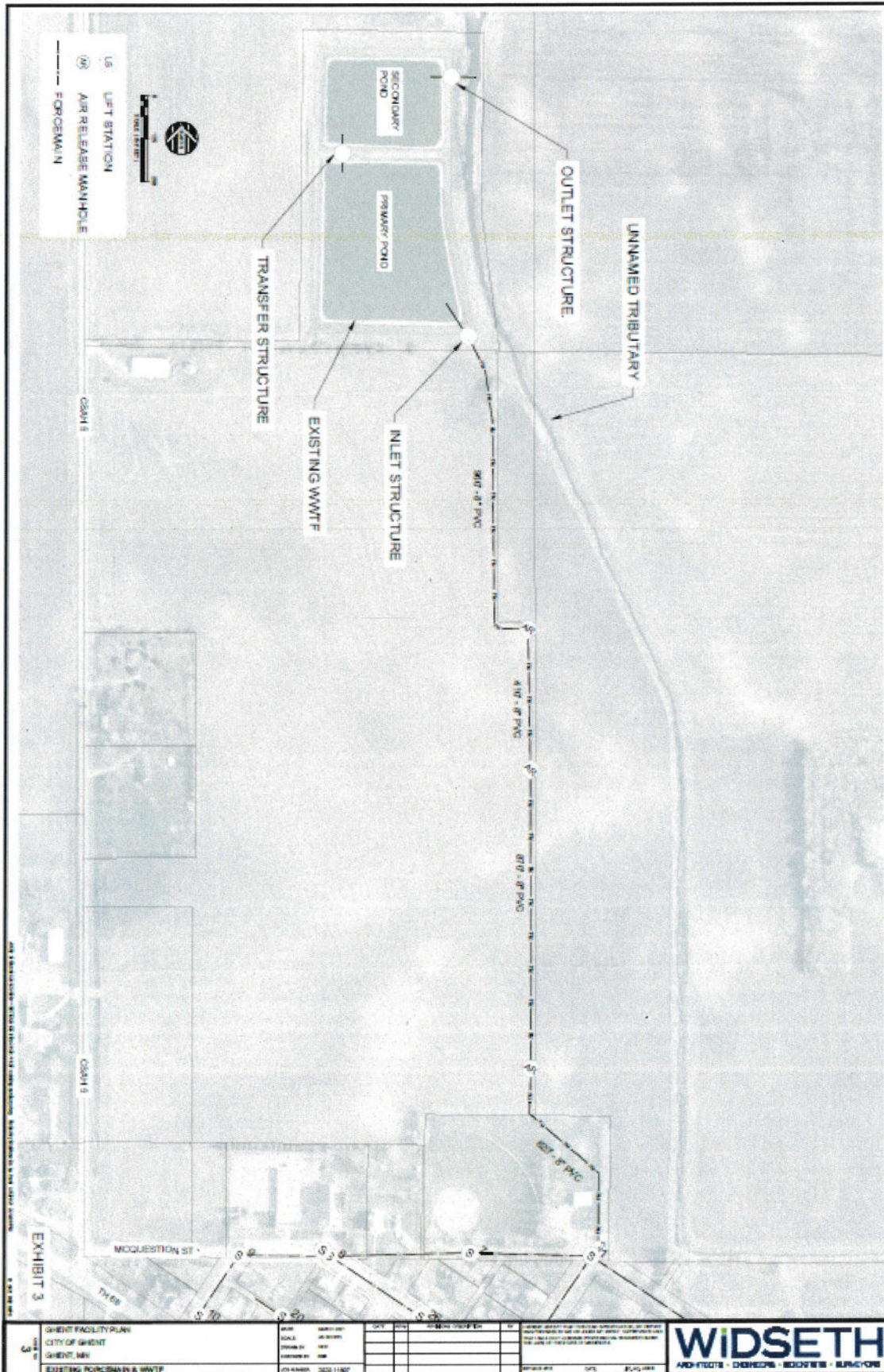




EXHIBIT 4

GHENT FACILITY PLAN CITY OF GHENT GHENT, NY PROPOSED WASTEWATER COLLECTION SYSTEM		DATE: 08/11/2011 SCALE: AS SHOWN PROJECT NO: 100000000 DRAWING NO: 100000000 JOB NUMBER: 100000000	PREPARED BY: GPC CHECKED BY: GPC
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WIDSETH
 ARCHITECTS • ENGINEERS • INTERIORS • SURVEYORS



Southwest Regional Development Commission Project Review

Agenda Item:

Meeting Date: September 12, 2024

Project Name: City of Holland, Water Tower Rehabilitation Project - USDA Rural Development

Project Description:

The City of Holland is seeking financing through USDA Rural Development for their water tower rehabilitation project. The submitted application is for \$1,058,000.

The City of Holland has received \$600,000 for this project from the Small Cities Community Development Block Grant, and is seeking the rest from USDA Rural Development, in loans and grants.

Staff Comments:

- The city's preliminary engineering report showed three options for their water tower; 1) Do nothing 2) Build new 3) Rehabilitate the current water tower. Rehabilitating the water tower is the best option considering the cost of building new and the future cost of doing nothing.

Project Review Time: 1 hour

Income to the SRDC for this Review: \$0

Reviewer: Nadya Bucklin, Development Planner

ECONOMIC DEVELOPMENT REPORT

SEPTEMBER 2024

CEDS | EDA PLANNING

EDA PLANNING

EDA Investment Opportunities: Priorities can be found at Investment Priorities | U.S. Economic Development Administration (eda.gov). Priorities for economic development include Equity, Recovery and Resilience, Workforce Development, Manufacturing, Technology-Based Economic Development, Environmentally Sustainable Development, and Exports and Foreign Direct Investment. You can find EDA funding opportunities at All Funding Opportunities | U.S. Economic Development Administration (eda.gov).

SRDC assisted the City of Adrian on their grant submission to EDA for an electric substation under the public works and economic adjustment assistance NOFO. The requested grant award was 50% of the project cost (\$3,258,900) or \$1,629,450. The grant was submitted 5/3/2024. Things look very promising for this application. We are awaiting the SHPO response that was submitted 7/2/24.

SRDC is also working with the City of Lamberton on re-submitting their water source improvement project. The revised application will be submitted under the public works and economic adjustment assistance NOFO. The requested grant award will be 50% of the project cost (\$1,554,000) or \$777,000. The city of Lamberton qualifies under the distress criteria on Per Capita Income and Other: Current Disaster Declaration.

NEW! EECBG

(Energy Efficiency and Conservation Block Grant) Energy Planning for Small Communities-

The Energy Efficiency and Conservation Block Grant (EECBG) Program is a program designed to assist small communities (this includes cities or counties under 15,000 in population) in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency. This funding, with no match requirement, applies to all cities in our region and the counties of Cottonwood, Jackson, Lincoln, Murray, Pipestone, and Rock. SRDC received \$99,959.78 of which 10% is allocated for project administration. Grants to eligible communities are maxed at \$20,000 with a focus on planning efforts. Planning efforts could include resiliency plans, energy audits, engineering studies, etc. If possible, there should be emphasis on disadvantaged communities.



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) 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>. Every five years, EDA requires an updated CEDS for the region. Our next CEDS is due 12/31/2026.



Global Workforce Opportunities:

This event held on September 4 from 1-5 p.m. in Redwood Falls is for leaders, owners, or HR professionals in a food, ag, or ag-adjacent organizations, including production agriculture, manufacturing, logistics, energy, professional services, and education in southwest Minnesota. The focus is to learn the basics of international worker and student recruitment from legal and HR professionals and hear real life stories of international hiring to help businesses take steps to meeting their talent needs.



Minnesota Workforce Summit:

DEED is holding this event September 12 in Duluth. The 2024 Minnesota Workforce Summit will bring together stakeholders from across Minnesota’s workforce development landscape to focus on key factors in Minnesota’s equitable economic growth: growing the labor force to meet the needs of Minnesota employers and connecting Minnesotans with family-sustaining employment.

Career Expo:

2024 Career Expo is September 24 at SMSU in Marshall and September 25 at Minnesota West in Worthington. SRDC participates in the Career Expo by facilitating the “Career is Right.”



Child Care Listening Session:

SRDC staff assisted with facilitation of an on-line session on July 8 that focused on draft licensing standards. Childcare is an important economic development topic, and the proposed standards may or may not assist with provider recruitment and retention.

Southwest Minnesota Youth Committee

The committee meets quarterly to gather members who support career and technical education programs, and to educate students and parents about local career and training opportunities. Their last meeting was on August 8, and they will meet again on November 7.

Southwest Regional Transportation Coordinating Council (RTCC):

The group had their last meeting on June 27 and the date for their next meeting is yet to be determined. SRDC is responsible for representing economic development on the council.

Friends in the Field:

The group last met on July 10 with a focus on clean energy. Our next meeting is October 9th 10am-noon via Zoom. Our topic is the 2030 Census and Rural Data.



Southwest Minnesota Meat Processor Workforce Development Initiative

The Minnesota Department of Agriculture (MDA) has awarded \$250,000 to the Southwest Regional Development Commission (SRDC) to support the organization's Southwest Minnesota Meat Processor Workforce Development Initiative. Awarded through the MDA's Meat Processing Train & Retain Grant program, the one-time funding will assist small- to medium-sized meat and poultry processors with hiring, training, and retention of new employees.

The Southwest Regional Development Commission (SRDC) has partnered with the Mid-MN Development Commission and the Upper MN Valley Regional Development Commission to tackle workforce development needs. This effort will draw on funds from the USDA Food Systems Grant and the EDA to support around 45 small- to medium-sized processors within the SRDC's service area. CareerForce services will be provided through the Southwest Minnesota Private Industry Council and Central Minnesota Jobs and Training Services. Additionally, Ridgewater College and the University of Minnesota will contribute to addressing challenges in the meat and poultry processing sector.

The RDC is eager to be part of this initiative, which aims to invest in 30 individuals by providing support for training gaps, both formal and on-the-job, offering unique retention strategies, and minimizing employment barriers.

DEPARTMENT OF AGRICULTURE

Southwest Minnesota Meat Processor Workforce Development Initiative

Are you considering a career in meat cutting or aspiring to become a butcher?

Funding from this program can be used for expenses such as:

- Tuition Reimbursement
- Relocation Assistance
- Translation Services
- On-the-Job Training & Supplies
- Career Navigation

USDA (United States Department of Agriculture) Regional Food Business Center

The USDA Regional Food Business Center has a goal to promote economic opportunities within their respective regions and establish a more diverse and resilient food system. The North Central Food Business Center (NCFBC) was established to serve Minnesota, North Dakota, and South Dakota, with a grant of \$15 million over five years. The Southwest Regional Development Commission (SRDC) has been assigned to provide technical assistance in our area, with an annual compensation of \$60,000.

North Central Regional Food Business Center:

The Southwest Regional Development Commission (SRDC) is committed to seeking ideas and suggestions from various groups and individuals. To foster growth and development in the next four years, the North Central RFBC (Regional Food Business Centers) Action Plan was created and drafted.

Several businesses in our region applied for the USDA Business Builder Sub-Award grant but unfortunately, none of them were selected for an award.

Here is a snapshot of the first round of Business Builder Sub-awards (MN, ND, SD):

- 82 applicants
- \$3.8 million dollars requested
- 15 projects funded (5 awards per state)
- \$607,000 awarded

These grants support regional businesses and projects to facilitate their expansion and growth. The award amounts were \$35,000 (4 awards) and \$50,000 (1 award) per state. The grant funds have been allocated to strengthen and support food businesses in Minnesota, North Dakota, and South Dakota.



REVOLVING LOAN FUND (RLF) REPORT

SEPTEMBER 2024

COVID-19 RLF | TRADITIONAL RLF | CONTRACTED RLF

RLF

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 May 22.

Interest Rates: EDA's guideline for minimum interest rate is 4% under prime, which equates to 4.5% currently, or 75% of prime (6.375%), whichever is less. SRDC RLF has been using 75% of the WSJ (Wall Street Journal) Prime Rate for recent loans, which adheres to regulations governing RLF awards.

Application and Checklist: 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/>.

Funds Available for Lending

Funds on hand are in the approximate amount of Traditional RLF of \$322,240.94 (as of 8-19-24) and CRLF of \$245,000.83 (as of 8-19-24). Our latest loan was closed for \$80,000 for a business acquisition in Nobles County. CRLF funds will remain federalized until seven years have passed. Reporting is required twice per year. Staff expect an application soon for \$100,000 for committee consideration for a project in Lyon County.

Delinquent Loan

SRDC was summoned on August 19 as an interested named party as SRDC RLF (and Jackson County RLF) is a lender with similar collateral (business and real estate) as the primary lender. The purpose of our response, of which SRDC is working with an attorney (jointly with Jackson County RLF) to confirm collateral positions. The business is up for sale with a listing price of \$995,000. The business closed in mid-July.

Site Visits

Staff are scheduling site visits. Site visits are required every three years; however, they are done more often as the need arises. Site visits are being combined with communication audits and interviews for storytelling. Success stories can now be found at <http://www.swrdc.org/economic-development/revolving-loan-funds/rif-business-spotlights/>.

CDFA ADVANCED RLF COURSE

SRDC presented on a panel during the Portfolio Management session on May 16.

Contracted RLFs

Staff provides assistance with business start-ups, retentions, expansions, and financing. Additionally, they assist with three revolving loan fund programs within the region.

Jackson County RLF: There are six active loans. Approximately \$160,000 is available for lending. One is in default and a summons letter was received August 19.

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.

Falcon Development Corporation (FDC): Information on FDC can be found online at <https://www.swrdc.org/revolving-loan-funds/>. FDC is a local organization that focuses on improving economic development within a 30-mile radius of Heron Lake. The funds provided by FDC are not federalized, which means that Davis Bacon is not applicable to construction projects. The interest rates for these funds can now go as low as 75% of the prime rate. The FDC Board has a maximum of 7 members.

If you have questions about the business lending via SRDC RLF or its contracted RLFs, please contact Robin Weis, Deputy Director, at 507-836-1638 or via email at robin@swrdc.org.

PROPERTY ASSESSED CLEAN ENERGY (PACE) REPORT

SEPTEMBER 2024

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.

Funds Available: Funds are currently available in the approximate amount of PACE ARRA \$121,531.99 (as of 8-15-24) and PACE SEP \$95,747.43 (as of 7-31-24). These amounts do not account for the four applications that were considered, approved, and not fully closed, nor the two applications for \$100,000 each that are awaiting USDA REAP grant determinations.

C-PACE Statewide Discussions: The MN Department of Commerce is working to expand commercial PACE programs in MN. The DOC included within their application non-competitive funds of \$300,000 to expand the financing capacity of the RMEB PACE program. DOC has indicated a delay.

PACE Committee: The committee meets as needed, often in conjunction with RMEB (Rural Minnesota Energy Board) meeting dates. Committee members are Metz, Wildermuth, Wachal, VanDeVere, and Paap. Interest rates for new projects are set at 3% under Prime, with a floor of 3%. The committee last met on July 10 and August 14.

Energy Audits: Energy assessments/audits are informational to property owners and may be the start to cost-saving energy improvements. MN DOC is working on increasing access to energy auditors. Contractor estimates and the energy assessment/audit are the two first steps to PACE financing. There has been an increase in the number of recent referrals made to RETAP, MNTAP, CEE, EnergySmart, and USDA REAP.

CDFA Intro to PACE Financing:

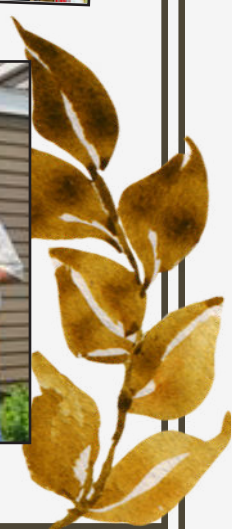
SRDC staff co-facilitated a session on August 13 with three other PACE Administrators.

PACE Success Stories

A few recent success stories can be found at <https://www.swrdc.org/spotlight/harnessing-solar-power/> and <https://www.swrdc.org/spotlight/from-california-to-lake-benton-a-journey-of-community-and-commerce/>

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

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



COMMUNITY DEVELOPMENT REPORT

SEPTEMBER 2024

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



State Competitiveness Fund – Local Capacity Grant Progress: At the beginning of April, a team of SRDC staff began working on this project. We received a grant for \$290,000 to provide federal grant writing technical assistance for opportunities related to energy efficiency, renewable energy or climate resilience. The contract with Commerce ends June 30, 2026.

Efforts thus far include:

- Requesting robust technical assistance from the EPA to work on a Community Change grant for Worthington. The grant would be for \$10 - \$20 million to do flood mitigation and complete streets projects.
- Building a coalition of 14+ schools to apply for the Renew America's Schools prize competition from the Department of Energy
- Applying to the EDA Public Works program to obtain a new transformer for the City of Adrian.
- Planning and hosting a region-wide open forum on May 30th at the 4H building in Slayton to explore federal grant opportunities with key stakeholders and interested community partners. Researching other potential grant opportunities and then conducting targeted outreach to determine if eligible organizations have an interest in pursuing grant dollars.

Clean Energy Resource Teams (CERTs):

Seed Grants: The projects funded include: three lighting upgrade projects – two in Slayton (at the library/senior center and in the 4-H building) and one in the Comfrey municipal building, a manufactured home building basics training project by Slipstream, an air-source heat pump feasibility assessments project by SWMHP, a home education and energy saving program by UCAP, and an energy efficiency video storytelling project by Erika Gilsdorf.

Seed grants are for projects that:

- Help people learn about clean energy and get energized.
- Build community by engaging a variety of partners.
- Remove barriers, making clean energy more accessible for everyone.
- Are highly visible in the community and can be an example for other communities.

World Mart – The final research report on solar panel types and set-up methods was completed by the engineering students at the University of Minnesota. Staff is currently helping RSDP staff with formulating a resource guide of the report, to share with other food truck vendors who may be interested in a similar project. The RSDP project staff will be looking to partner with another food truck to perform battery installation and look at solar panel installation options, as the World Mart food truck is no longer available for the project completion.



COMMUNITY DEVELOPMENT REPORT

SEPTEMBER 2024

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

Renew America's Schools Prize

Our coalition of schools did not receive funding through the Renew America's Schools program. The application was submitted on June 12th, with a total of 16 schools in our coalition, from all over the state. Four of the participating schools were public schools in our Southwest region.

The U.S. Department of Energy (DOE) launched the \$500 million Renew America's Schools Program to promote the implementation of clean energy improvements at K-12 public schools across the country. This first-of-its-kind investment aims to help school communities make energy upgrades that will decrease energy use and costs, improve indoor air quality, and foster healthier learning environments. The 2024 Renew America's Schools Prize implements a prize-to-cooperative-agreement funding model, requiring a coalition of 10+ schools to apply for the prize money together. This three-phase opportunity will help districts build capacity, perform energy audits, and plan/implement energy improvement projects across a portfolio of school facilities.

GreenStep Cities

Luverne is interested in joining the GreenStep cities program.

GreenStep Cities is a voluntary and free challenge and assistance program for all Minnesota cities that supports and recognizes implementation of 29 sustainability best practices. The best practices focus on cost savings, quality of life, and energy use reductions that encourage a culture of innovation. Cities that implement a minimum number of best practices within the five categories – buildings and lighting, land use, transportation, environmental management, and resilient economic and community development, will be recognized as Step Two and Step Three GreenStep cities. Each best practice can be implemented by completing one or more specific actions from a list of four to eight actions. A city's accomplishments are listed and recognized on the GreenStep website.

Visit www.MnGreenStep.org to learn more about this program, to see what cities have accomplished, and to understand how your city can participate.

Participating cities in our region: Marshall – Step 5, New Ulm – Step 2, Sherburn – Step 1, St. James – Step 3, and Vesta – Step 1. Interested cities: Luverne.



**GreenStep
Cities**

RSDP Statewide Coordinating Committee Showcase

On Friday, July 12, SRDC staff Nadya Bucklin and Jason Walker, attended the RSDP (Southwest Regional Sustainable Development Partnerships) SCC (Statewide Coordinating Committee) Showcase, which was held in the SW region this year. The showcase was held in the cities of Luverne and Worthington and lasted two days, with RSDP attendees from all over the state. The Luverne day showcased the city and nearby Blue Mounds Park with tours of each, featuring the nature and trails at Blue Mounds and the history and culture of the city of Luverne including the third largest collection of Nutcrackers in the world. The second day, based in Worthington, featured a trip to Nobles 2 Power Partners wind farm near Wilmont. Gene Metz, Nobles County Commissioner, organized the tour and served as the tour guide on the way to the wind farm. Before the tour, Jason Walker - SRDC staff, gave a presentation about wind, windmills, and wind energy in our SW region. The rest of the day was centered around a business meeting and showcasing of two RSDP projects – a food shelf energy challenges project in Granite Falls and a Uniting Cultures feature on St. James



COMMUNITY DEVELOPMENT REPORT

SEPTEMBER 2024

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



RSDP Resilient Communities Work Group Meeting in Currie

On Friday, August 23, SRDC staff Nadya Bucklin and Chris Webb attended the SW RSDP Resilient Communities Work Group in-person meeting in Currie. The meeting was primarily held at The Hide-away, finishing with a tour of the End-O-Line Railroad Park and Museum. Currie was one of the small communities that was selected for the Empowering Small MN Communities program – to help small communities seek funding opportunities and identify local assets to help with infrastructure and revitalization projects.

During the meeting staff presented on the Southwest Minnesota Regional Trails Plan, highlighting the Casey Jones trail (with the Currie Loop) as a primary corridor for trails completion in the region. The group discussed how this trail completion, and other revitalization efforts in Currie and the surrounding area, could bring tourists and tourism dollars to the community of Currie. The group heard from the CARE (Currie Area Revitalization Enterprise) organization of residents about their ideas for remodeling and repurposing various buildings, as well as new business ideas to attract visitors.

Land Use, Planning & Zoning

City of Hills, Strategic Plan: Planner Webb presented the final draft of the City of Hills Strategic Plan to their City Council on Monday, June 10. Planner Webb is now working on the update for the city's zoning ordinance. The objective is to have the updated zoning ordinance in place by the end of September.

Murray County, 5-Year Comprehensive Plan Update: Planner Webb and Planner Murphy have finished the work on the Murray County Comprehensive Plan 5-year update. Next steps include the updated document going to the County Planning Commission and then forwarded to be approved by the County Commissioners.

Lyon County, Comprehensive Plan: The Lyon County Comp Plan Steering Committee held its latest meeting on Tuesday, August 20 in Marshall. Planner Webb and Planner Walker led the meeting as a Chapter Workshop, specifically on Chapter 3: Economic Development. 12 meeting participants created goals and objectives for the Plan's chapter which will be finalized and incorporated into the final draft of the plan.

SWHHS Strategic Plan: SRDC staff drafted the strategic plan, sent it to participants to review, created a final draft, and presented it to their board of directors for approval on June 26th. Staff will conduct a 6-month implementation review meeting in November to monitor progress.

Cottonwood-Middle Minnesota One Watershed, One Plan: Planner Webb is representing the SRDC on the Advisory Committee for the Cottonwood-Middle MN One Watershed Plan. The final draft of the One Watershed Plan was reviewed and approved by the Advisory Committee. A copy of the current draft plan is available at <https://rcrca.com/cw-mm-1w1p-planning-grant>. The Cottonwood-Middle Minnesota Policy Committee, including the counties and Soil and Water Conservation Districts (SWCDs) of Brown, Cottonwood, Lyon, Redwood, and Murray, the City of Springfield, the Redwood-Cottonwood Rivers Control Area (RCRCA) and Area II Minnesota River Basin Projects (Area II), is holding a Public Hearing at 10:00 a.m. on Wednesday, September 18, 2024, at the Springfield Area Community Center at 33 S Cass Ave, Springfield, MN 56087. The Public Hearing will be in regard to the draft Cottonwood-Middle Minnesota Comprehensive Watershed Management Plan.

Solid Waste & Natural Resources

Solid Waste Commission:

On June 3, members of the Southwest Solid Waste Commission toured the West Central Research and Outreach Center in Morris, MN.

On July 29, 2024, the regular meeting of the Southwest Solid Waste Commission took place. During the meeting, the attendees continued to discuss the upcoming construction and demolition rule changes proposed by the Minnesota Pollution Control Agency (MPCA). The next regular meeting is scheduled for September 23, 2024.



Solid Waste Regional Plan:

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 a 12-county Joint Powers Agreement decreases individual county costs, helps pull together resources, and arranges materials exchange for counties in the Southwest Minnesota Solid Waste Commission.

Several issues and topics 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. The Solid Waste Administrators (SWA) met on August 20, 2024. Work continues to write the new 10-year Solid Waste Regional Plan. The final Solid Waste Regional plan is due December 4, 2024. Following the Solid Waste Administrator's meeting on August 20, 2024, the group attended a meeting hosted by the Minnesota Pollution Control Agency regarding construction and demolition landfill rule changes. Several County Commissioners from our region were also in attendance. The meeting was held at Southwest Minnesota State University in Marshall, MN..



TRANSPORTATION REPORT

SEPTEMBER 2024

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

Transportation Advisory Committee (TAC)

The TAC met on Monday, July 29 at 1:00 PM in the SRDC Board Room. Planners from District 7 & District 8 presented their district's CHIP (Road/Bridge Projects in 2029-2034).

Areas Transportation Partnerships (ATP)

ATP 7 will hold its next meeting on Friday, October 11th at 10 AM in Mankato.

ATP 8 will hold its next meeting on Friday, October 4 at 10 AM in Willmar.

TRANSPORTATION PLANNING

Portable Counter Borrowing Program: MnDOT provides portable counters to partner agencies like cities, counties, MPOs, RDCs, and active transportation advocacy groups. These counters help to collect essential data on pedestrian traffic that can be used for various purposes such as planning projects, applying for funding, and more. The counters are available through each MnDOT District Office and can be reserved online. For more information, please visit <https://www.dot.state.mn.us/bike-ped-counting/borrow.html>.



ACTIVE TRANSPORTATION & SAFE ROUTES TO SCHOOL (SRTS)

Planning Assistance Grants

Grants to schools and communities to develop comprehensive SRTS plans. Plans are completed by regional development organizations or a statewide SRTS consultant.

Timeline:

Solicitation Opens: October 1, 2024;

Deadline: January 17, 2025;

Award Notification: March 2025;

Project Duration: July 2025 – June 30, 2026

SRTS Boost Grants

A grant to support communities with existing plans or other comprehensive SRTS approaches to promote non-infrastructure projects for schools to keep walking and bicycling to school safe, easy, and fun for students.

Timeline:

Solicitation Opens:

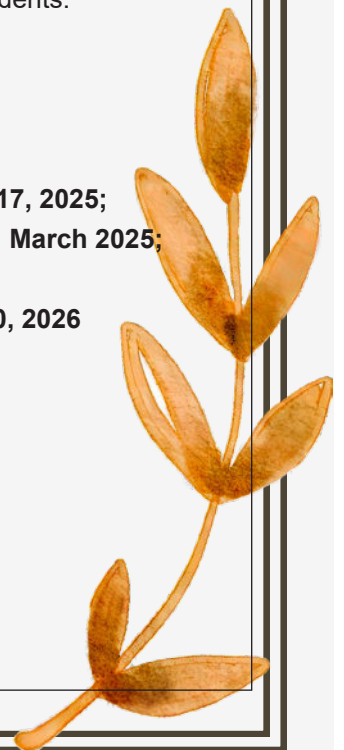
October 1, 2024;

Deadline: January 17, 2025;

Award Notification: March 2025;

Project Duration:

July 2025 – June 30, 2026



SRTS & Active Transportation Infrastructure Grant Awards

Available statewide to communities to construct infrastructure that improves access and safety. Past grants have included sidewalks, trails, bike lanes, crosswalk improvements. No funding match required.



Transportation Alternative Infrastructure Grant (Federal)

This 80%/20% funded grant covers construction costs to implement infrastructure improvements to make walking, biking, and rolling better and safer in your community.

More information will be available on applications in late September/early October on solicitations for TA eligible projects. Please contact Planner Webb for more information.



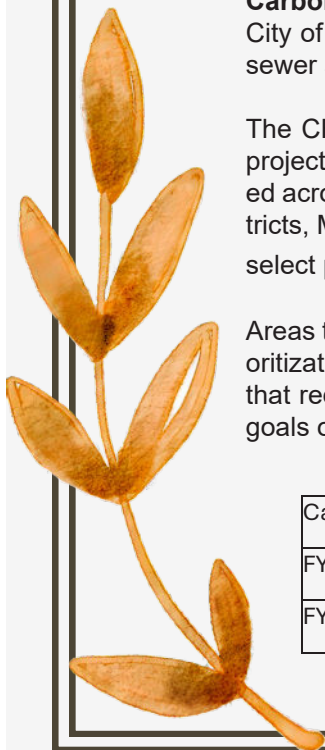
Carbon Reduction & PROTECT Grant (Federal)

City of Luverne was awarded \$180,000 in Federal PROTECT Grant Funds to complete storm sewer system improvements at TH75 & Estey St.

The CRP provides Minnesota with approximately \$21 million annually over five years to fund projects that reduce carbon emissions from surface transportation. Program funding is distributed across the state, with some funds allocated proportionally based on population. MnDOT Districts, Metropolitan planning organizations (MPOs) and area transportation partnerships (ATPs) select projects to receive CRP funding.

Areas that receive funding use a consistent set of criteria and scoring techniques to support prioritization and selection of projects. While the primary intent of the CRP is to advance projects that reduce carbon from the surface transportation sector, the Minnesota CRS also advances goals of equity, safety, transportation access and public health.

Carbon.Reduction.Program	MnDOT – ATP7	MnDOT – ATP8
FY 2027 Funding Targets:	\$580,000	\$460,000
FY 2028 Funding Targets:	\$520,00	\$480,000



REGIONAL TRAILS

SEPTEMBER 2024

SRDC Staff are pleased to announce that the final draft of our Regional Trail Plan is completed! We have submitted it to our local stakeholder group for feedback before submitting it to Federal EDA. So many people from the region have contributed to this project, and we thank all of you for your involvement, big and small.

Funding partners include Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, and Rock Counties, and the Cities of Wabasso, Lamberton, Walnut Grove, and Revere.



Segment of the Woodstock section which is now paved.

Friends of the Casey Jones

The Friends of the Casey Jones State Trail held their annual meeting June 13th at the End O Line Railroad Park in Currie. Approximately 50 people were in attendance. Myron Koets was chosen to lead the group as president with Maike Houser stepping in to accept the treasurer position.

Memberships were discussed and the group opted to raise them. Maike stated she had made some contacts with landowners along the Lake Wilson proposed trail link. Bruce Johnson spoke on linking the trail up to Walnut Grove.

DNR representative Kent Skaar shared the progress on the Currie loop of the trail. The first phase is nearly completed which was funded with LCCMR and Legacy dollar. The second phase, funded by LCCMR) will soon be underway with an anticipated construction in 2026. The design work for phase 3 is funded with LCCMR, however, there are no funds currently available for construction at this point.

At the July 30th meeting the group finalized plans to host a ribbon cutting on Sunday, Sept. 8th for the Woodstock section. A google pre-registration was formed for the riders. Sponsors were obtained to help cover the cost of food and prizes. Riders started in Woodstock and rode to Pipestone where a supper was served.

One of the discussions recently held was increasing the awareness of the Casey Jones Trail and the benefits of

not only the use of the trail but also how businesses can benefit from increased use of the trail. This in turn, is hoped to help the group solicit additional funds to keep moving forward with the connections.

Myron has also been working with the Luverne EDA on proposing alternate routes from Pipestone to Luverne.



EXECUTIVE DIRECTOR REPORT

SEPTEMBER 2024

What a summer, where does the time go, feels like it just started and here it is Fall already! Thank you to everyone who was able to attend the Annual Meeting and Tour. We've had a lot of great comments about the tour so we will definitely be looking at doing that again next year!

I wrapped up July by attending the Coalition of Greater Minnesota Cities (CGMC) summer conference in Waite Park. Legislative Chair Carney had a discussion about Prevailing Wage with CGMC staff earlier in the summer, and so I connected with them and representatives from the trade unions at the meeting to discuss our interest in making changes to the way that the data is collected for prevailing wage determination. I was glad I went as many of the folks from southwest who usually attend were unable to this year so there weren't many of us from southwest. Of those in attendance, Marshall City Administrator Sharon Hanson was awarded a Legislative Award for her work around the so called "Missing Middle" legislation.

I took some time off at the beginning of August to fly out to Oregon with my son so he could receive his Eagle Scout award. There were four scouts in his troop who all came up together who all got there Eagle at the same time.

The MADDO Executive Directors met in Battle Lake, with Upper Minnesota Valley RDC's Executive Director Dawn Hegland as the host, she has a cabin on the lake there. I had never been there, it's a nice little town, nice lake, good restaurants. We put the finishing touches on the agenda for the October All-staff Retreat. We also welcomed Kristi Kane as their new Interim Director for the Arrowhead RDC. Kristi has been ARDC's Aging program Director for a number of years and is taking over from Andy Hubley as he has been forced to resign due to ongoing health issues after 26 years with the agency. Headwaters RDC is also in transition, as Executive Director Naomi Carlson is taking on an as yet undetermined new role and former HRDC Chair Cal Larson has been named In-

terim Director while they begin the search process.

I met with Cheryl Glaeser from Achieve Results Together to discuss the timetable for the Strategic Planning Process and we agreed to push it back a little to accommodate some scheduling issues. We will plan on having a Strategic Planning Committee meeting this fall with a presentation to the Full Commission in November.

Work continues on the regional solid waste plan. MPCA recently held regional meetings throughout the state, including at SMSU in Marshall to discuss the potential new Construction & Demolition Waste landfill rules. I was told that our regional meeting was the only one to have County Commissioners in attendance. There was much discussion as to the future of C&D waste in the region. Our region seems to be far ahead in anticipating the future of landfill developments with discussion of how to dispose of leachate that contains PFAs. The new C&D rules will only add to the pressure on landfills to find ways to dispose of the leachate.

The Regional Coalition of Equity Advocates met in person for the second time at the casino in Granite Falls. This group sponsored by the Southwest Initiative Foundation meets to learn about ways to increase our presence in underserved communities and expand our pools of potential employees.



Celebrating our staff members





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