

JOINT MEETING
SRDC BOARD OF DIRECTORS / FULL COMMISSION
THURSDAY, MAY 11, 2017 at 3:30 p.m.
Walnut Grove Community Center
311 6th Street, Walnut Grove, MN
(Community Center located south of railroad tracks
in Walnut Grove City Office Building)

***** AGENDA *****

1. **3:35 p.m. / Call to Order/Pledge of Allegiance/Introductions**
2. **3:35 p.m. / Additions to and Approval of Agenda**
3. **3:35 p.m. / Rock County Delegation Rep. on SRDC Board**
 - Keith Elbers appointment on SRDC Board (3-year term) representing Rock County Delegation
4. **3:40 p.m. / Consent Agenda Items:**
 - Approval of March 9, 2017 Joint Board/Full Commission Minutes & April 13, 2017 Board of Directors Meeting (Pages 1-14).
 - April Receipts/Expenditures Report (Pages 15-22)
 - Contract: MN/DOT Agreement FY2018/Resolution (Page 23)**Action Needed: Approval of Consent Agenda items.**
5. **3:45 p.m. / Finance Report**

Treasurer Gerald Magnus will review the current Treasurer's Report including bank accounts and investments (handout).

Action Needed: Approve Treasurer Report.

Finance Director Dianne Crowley will present the Commission's Administrative Report through the month of April, 2017 (handout).

Action Needed: Approve Administrative Report.
6. **3:50 p.m. / Project Reviews** (Pages 24-26)

As of the mailing, there was one Project Review received for Commission consideration.

Action Needed: Accept Review.

7. **3:50 p.m. / Guest Speaker:**
MN Department of Human Rights Commissioner Kevin Lindsey will provide SRDC Commissioners with a better understanding of the MDHR and how they can assist in working on issues of importance to the SRDC.

8. **Committee and Staff Reports**
 - a. **4:20 p.m. / Budget & Personnel Committee Report** (Pages 27-29)
Committee Chairman Magnus will review issues discussed by the Committee on April 6th. Commissioners will then be presented the FY2018 budget (enclosure) and Draft SRDC FY2018 Work Program (see separate enclosure).
Action Needed: Approve Board of Directors and Committee Recommendations.

 - b. **4:30 p.m. / Development Report** (Pages 30-36)
Staff will update Commissioners on current issues and activities (enclosure).
Action Needed: Approve Broadband Agreement (Pages 35-36).

 - c. **4:40 p.m. / Revolving Loan Funds** (Pages 37-38)
Committee Chairman Byrnes and Economic Development Director Robin Weis will update Commissioners on the RLF Program (enclosure).
Action Needed: None.

Economic Development Director Weis will report on PACE activities.
Action Needed: None.

 - d. **4:50 p.m. / Legislative Report** (Pages 39-41)
Committee Chair Carney and staff will provide an update on the legislative session & travel to St. Paul on April 27th to meet with area legislators. Vice-Chairman Kuhle and Executive Director Trusty will report on their March 20th legislative visits while in Washington, DC at the NADO Washington Policy Conference (enclosure).
Action Needed: None.

- e. **5:00 p.m. / Transportation Report** (Pages 42-43)
Committee Chairman Magnus and Physical Development Director Annette Fiedler will update Commissioners on current transportation issues and activities (enclosure). Development Planner Judy Elling Przybilla provide Commissioners with an update on the Public Transit Human Services Coordination Plan (Spotlight Article is a handout).
Action Needed: None.

- f. **5:10 p.m. / Chairman/Executive Director's Report**
Executive Director Trusty will update members on current issues/activities.
Action Needed: None.

9. **Unfinished Business**

5:20 p.m. / FY2018 Public Hearing Results

Chairman Carney will report on the results of the SRDC's FY2018 Public Hearing held prior to today's meeting.

Action Needed: Accept results of SRDC FY2018 Public Hearing.

5:25 p.m. / SRDC Standing Committee Members (Pages 44-47)

SRDC Standing Committee membership was recently updated. Enclosed is a listing of committee members.

Action Needed: None.

5:30 p.m. / SRDC Board of Directors Retreat

Chairman Carney and Executive Director Trusty will provide an update on the SRDC Board Retreat held April 19-20 at Arrowwood Okoboji.

Action Needed: None.

10. **New Business**

5:40 p.m. / SRDC Annual Meeting

The SRDC Annual Meeting will be held on Thursday, July 13 at 4:00 p.m. at The Lodge located on the Hiawatha Grounds, Pipestone. A brief Full Commission business meeting will be held prior to the Annual Meeting. Guest Speaker yet to be announced.

The Awards Committee (Commissioners Koets, Langseth, and Thompson) have met and selected the Project of the Year.

The Nominating Committee for Election of Officers at the Annual Meeting will be appointed at today's meeting.

Action Needed: Chairman makes Nominating Committee appts.

11. **Announcements**

- SRDC Office Closed on Monday, May 30 for Memorial Day Holiday.
- SRDC Board of Directors will meet on Thursday, June 8th at 3:30 p.m. at the SRDC Office in Slayton.

- SRDC Commissioner vacancies exist from the following representation: Cottonwood County Municipalities, Lower Sioux Indian Community, and Region 8 Cultural Diversity.

12. **5:45 p.m. / Adjourn**

Action Needed: Adjourn Mtg.

**MINUTES/JOINT MEETING OF SRDC BOARD & SRDC FULL COMMISSION
THURSDAY, MAY 11, 2017 at 3:30 P.M.
AMERICAN LEGION HALL, HILLS, MN**

MEMBERS PRESENT: Chairman Miron Carney, Commissioners Larry Anderson, Rick Anderson, Vicky Baumann, Bob Byrnes, Pam Cooreman, Bill Crowley, Paul DeBlieck, Keith Elbers, Lori Grant, Donna Gravley, Eloise Hauschild, Tim Jones, Dennis Klingbile, Myron Koets, Hartwin Kreft, Mike Kuhle, Paul Langseth, Maydra Maas, Gerald Magnus, Mic Vandever, Don Wachal, and Carol Wagner.

MEMBERS ABSENT: Commissioners Mike Davis, Stacie Golombiecki, Daryl Hanenburg, Eric Hartman, Roxanne Hayenga, Bruce Kooiman, Ann Orren, Richard Peterson, Sherri Thompson, Bob Van Hee, and Matt Widboom.

GUESTS PRESENT: Rowzat Shipchandler, Jerry Wagner.

STAFF PRESENT: Executive Director Jay Trusty, Annette Fiedler, Dianne Crowley, Max Kaufman, Judy Elling Pryzbilla, Robin Weis, and Rhonda Wynia.

CALL TO ORDER

Chairman Carney called the meeting to order at 3:30 p.m. with the Pledge of Allegiance followed by introductions.

AGENDA ADDITIONS

Chairman Carney announced one addition to the agenda: moving the Public Hearing results from Unfinished Business to immediately following the guest speaker.

M/S/P Motion made by Commissioner Hauschild and seconded by Commissioner Crowley to approve the agenda with the noted change. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

ROCK COUNTY DELEGATION

M/S/P Motion made by Commissioner Byrnes and seconded by Commissioner Hauschild to approve the appointment of Keith Elbers as Rock County's representative on the SRDC Board of Directors, for a three year term (March, 2020). Upon vote taken; Ayes-22, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Kreft to approve the following consent agenda items: March 9, 2017 Joint Board/Full Commission Minutes; April 13, 2017 Board of Directors Minutes, April Receipts/Expenditures Report; and MN/DOT Agreement FY2018/Resolution. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

FINANCE REPORT

SRDC Treasurer Gerald Magnus referred Commissioners to the Treasurer's Report, including current investments, reserves, and funds available for cash flow purposes.

M/S/P Motion made by Commissioner Crowley and seconded by Commissioner Hauschild to approve the Treasurer's Report as provided. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

Treasurer Magnus reported that our current auditor, Richard W. Holmberg, has submitted a proposal to complete our FY 2017 audit for \$7,100. At the same time, a three-year audit proposal was submitted with a minimal increase for the two following years. Mr. Holmberg has recently hired an individual who worked on our audit this year, thus providing us with another perspective. By keeping the auditor within the region, the cost continues to be less than other RDCs pay on a fiscal year basis.

M/S/P Motion made by Commissioner Magnus and seconded by Commissioner Langseth to accept the three-year contract for audit services with Richard W. Holmberg, Ltd. Upon vote taken, Ayes-22, Nays-0. Motion Carried.

Dianne Crowley, SRDC Finance Director, referred Commissioners to the SRDC Administrative Report as of April 30, 2017. Crowley highlighted several receipt and line item expenditures.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Maas to approve the Administrative Report as provided. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

PROJECT REVIEWS

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Crowley to accept the staff review completed on the environmental assessment review for Vande Ag Enterprises Swine Facility in Lyon County. Upon vote taken; Ayes-21, Nays-0, Abstain-Commissioner Rick Anderson. Motion Carried.

GUEST SPEAKER

MN Department of Human Rights Deputy Commissioner Rowzat Shipchandler was the Commission's guest speaker. The MN Department of Human Rights is charged with the statutory responsibility of implementing the MN Human Rights Act. The primary duties under the Act are to investigate charges of discrimination, ensure equal opportunity and pay is provided by contractors, and use education to reduce discrimination and disparate outcomes. Shipchandler's power point presentation highlighted the human side of discrimination, housing

discrimination, demographic changes for the working age population, workforce issues, building an inclusive workforce and education/outreach. The number of individuals currently working to ensure opportunities for all in Minnesota in the Department is fewer than 40 people, which is at a historically low level. In closing, Shipchandler spoke of opportunities for partnerships with the Department of Human Rights.

RESULTS OF FY2018 PUBLIC HEARING

Chairman Carney reported that the Public Hearing on the SRDC's FY2018 Budget was held prior to today's meeting with no comments being heard.

M/S/P Motion made by Commissioner Koets and seconded by Commissioner Langseth to accept the results of the SRDC's FY2018 Public Hearing. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

Budget & Personnel Committee Report

Committee Chair Magnus referred Commissioners to the draft budget located in their meeting packet. Both the Budget & Personnel Committee and the Board of Directors have reviewed and are recommending approval of the SRDC's FY2018 budget.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Hauschild to approve the SRDC FY2018 budget and indirect cost plan. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

Commissioners were then referred to the SRDC's Draft FY2018 Work Program which they had previously received. Updates are included to reflect the activities to be undertaken in FY2018. The Budget & Personnel Committee and Board of Directors recommend to the Full Commission the approval of the FY2018 Work Program.

M/S/P Motion made by Commissioner Hauschild and seconded by Commissioner Wagner to approve the SRDC FY2018 Work Program. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

Development Report

Economic Development Director Robin Weis referred Commissioners to their meeting packet, highlighting the following activities: 18 county Southwest ED Pros meeting to discuss regional marketing initiative, recent activities of the Jackson County RLF, succession planning, and Travel Southwest.

Development Planner Max Kaufman provided an update on the Statewide Health Improvement Partnership (SHIP) activities with Des Moines Valley Health & Human Services and Southwest Health and Human Services SHIP Regions. Staff continues to participate in Community Leadership Teams (CLT) and has facilitated two implementation meetings for the Mountain Lake Active Living Plan. Staff is assigning two of the Active Living Plan communities (Minneota and Tracy) with moving toward project implementation during 2017.

Development Planner Judy Elling Przybilla referred Commissioners to their meeting packets which summarized the following activities: Watts & Drops, Rural Grocery Store Grant, GreenStep, and GESP. Przybilla was also a judge for the Southern Regional YES Youth Energy Summit which she highlighted.

Physical Development Director Annette Fiedler reported on the Murray County Ordinance update whose first Planning Commission meeting will be held in June. In regards to the All-Hazard Mitigation Plan, staff is still awaiting execution of the grant agreement from the Department of Administration. The Rural MN Energy Board, at their last meeting, discussed the Wind and Solar Decommissioning Work Group which Fiedler has been asked, by the MN Department of Commerce, to serve on. Additional activities of said Work Group was included in the meeting packet.

Economic Development Director Weis reported that the SRDC was asked to be the fiscal agent for the six county Broadband Project. The Commission recently approved the six county Feasibility Study for Broadband Application which covers Lincoln, Lyon, Murray and Pipestone Counties in EDA8 and Chippewa and Yellow Medicine Counties in EDA6W. Weis referred Commissioners to the Agreement in the meeting packet between the SRDC and Finley Engineering for work in relation to the Broadband Project.

M/S/P Motion made by Commissioner Koets and seconded by Commissioner Kreft to approve the Agreement with Finley Engineering for work in relation to the Broadband Project. Upon vote taken; Ayes-22, Nays-0. Motion Carried.

Revolving Loan Fund

Committee Chair Byrnes reported that funds are currently available in the approximate amount of \$223,000. A loan for a Pipestone County business in the amount of \$28,000 was recently approved. Servicing issues continue to be addressed, as well as site visits. Commissioner Byrnes then informed members of a foreclosure in process with one of our clients in Worthington,

which was initiated by the primary lender. He explained the process and stated that since the RLF has not gone through a foreclosure sale that often he wanted to make everyone aware of what was happening. Staff continues to work with potential RLF Borrowers on the application process. Interest rates are as low as 4%.

Economic Development Director Weis reported that Property Assessed Clean Energy (PACE) funds are currently available in the approximate amount of \$465,000. Fifteen loans have been approved and closed to date. The Committee last met on March 27th and continues to meet on an as needed basis. PACE is available to businesses, including agri-business, as well as non-profits, including churches. Seventeen energy audit assistance applications have been received and approved thus far. Information was also provided on the McKnight Planning Grant that was submitted for a solar residential (under 40 kilowatts) research project. Outreach continues to be an important piece for PACE.

Legislative Report

Committee Chair Carney, Executive Director Trusty, and Commissioners Kuhle, Anderson, and Langseth traveled to St. Paul to visit with area legislators on April 27th. Vice-Chair Kuhle and Executive Director Trusty provided a report on their legislative visits while in Washington, D.C. for the NADO Washington Policy Conference. They were able to meet in person with Congressman Collin Peterson and Congressman Tim Walz in addition to legislative staff from Senator Al Franken and Senator Amy Klobuchar's offices. A written report was also included in the meeting packet.

Transportation Committee Report

Committee Chair Gerald Magnus reported that the Committee will be meeting on July 12th with the District Engineers. Staff then provided updates on the following: Programming Update Workgroup, Freight Investment Plan Work Group, Transportation Planners meeting next week in Duluth, Murray County Safe Roads, TZD Workshop attendance on April 21, Greater MN Parks and Trails Workshop attendance on April 27, SRTS Planning Grants, and Regional Ride Council meeting scheduled for June 7th.

Development Planner Judy Elling Przybilla's walked Commissioners thru the eleven strategies and projects identified by stakeholders at the public workshop for the Local Human Services-Public Transportation Coordination Plan. There were also four strategies identified as "beyond our region". The Plan identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes.

The Plan also provides strategies for meeting those local needs in addition to prioritizing transportation services for funding and implementation. The Plan has been sent to MCOTA for review and is available for public comment for the next three weeks on the SRDC's website. The Public Transit Coordination Plan will be presented to the SRDC Board at their June 8th meeting for adoption.

Chairman / Executive Director's Report

Executive Director Trusty informed Commissioners that he along with staff members Weis and Fiedler recently met with SWMHP staff in an effort to better coordinate similar issues and attendance at meetings. Last week staff participated in a Strength Finders workshop along with several Housing Partnership staff that had not previously participated in Strength Finders. Last workshop of this type was five years ago. The MADO Executive Directors next meeting will be held in Brainerd. Trusty has also been invited to attend an Ag Foresight Workshop at the University of MN Ag School to discuss the impact of zoning and windpower on agriculture.

UNFINISHED BUSINESS

SRDC Standing Committee Members

Chairman Carney referred Commissioners to the recently updated SRDC Standing Committee membership included in the meeting packet, for informational purposes. Executive Director Trusty noted that anywhere Development Committee is listed, it should read Strategic Planning Committee.

SRDC Board Retreat

Chairman Carney reported on the positive attendance and discussion held at the recent Board of Directors Retreat April 19-20 at Arrowwood Okoboji. The SRDC's Strategic Planning Committee will now meet and review the issues identified during the Retreat. Committee recommendations will be brought to the Full Commission.

NEW BUSINESS

SRDC Annual Meeting Information

The SRDC Annual Meeting will be held on Thursday, July 13th at the Hiawatha Lodge in Pipestone. The guest speaker is yet to be announced. Staff are currently working on a two hour bus tour in the Pipestone County area showcasing some of the projects the SRDC has been involved with. The Awards Committee has met to discuss and select Project of the Year. Chairman Carney asked for volunteers for a Nominating Committee for election of officers at the Annual Meeting.

ANNOUNCEMENTS

Chairman Carney referred Members to the meeting announcements listed on their agenda. SRDC Commissioner vacancies exist from the following representation: Cottonwood County Municipalities, Lower Sioux Indian Community, and Region 8 Cultural Diversity.

ADJOURN

Chairman Carney adjourned the meeting at 5:42 p.m.

Meeting Minutes Prepared by Rhonda Wynia, SRDC Administrative Specialist.

Reviewed by:

Approved by:

Hartwin Kreft,
SRDC Secretary

Miron Carney,
SRDC Chairman