

FULL COMMISSION MEETING

Thursday, January 12, 2023 3:30pm



Pizza Ranch Meeting Room 2306 Broadway Ave, Slayton, MN

Southwest Regional Development Commission—Full Commission

* Board of Directors

Commissioner Representing

Rick Anderson Lyon County Commissioners*

Carrie Bendix Southwest Minnesota Private Industry Council

JoEllen Benson Rock County Townships

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*

Elliot Christensen Lower Sioux Community

(Tabia Goodthunder) (Alternate: Lower Sioux Community)

Pam Cooreman Lyon County Municipalities
Bill Crowley Murray County Townships

Keith Elbers Rock County Municipalities, SRDC Secretary*

Lori Grant Lyon County Townships

Donna Gravley Cottonwood County Commissioners*

Eric Hartman Region 8 School Boards*

Chris Hollingsworth Pipestone County Commissioners
Dennis Klingbile Lincoln County Municipalities*
Tiffany Knott Redwood County Townships

Paul Langseth Nobles County Townships, SRDC Chair*

Jeff Moen Lincoln County Townships

See Moua-Leske Cultural Diversity

Bob Paplow Nobles County Commissioners

Richard Peterson Jackson County Townships, SRDC Treasurer*

Jenny Quade Cottonwood County Municipalities
Terry Quiring Cottonwood County Townships

Stephen Schnieder Region 8 School Boards
Sherri Thompson Rock County Commissioners

Mic VanDeVere Lincoln County Commissioners, Transportation Committee Chair

Bob Van Hee Redwood County Commissioners*

Don Wachal Jackson County Commissioners

Dennis Welgraven Murray County Commissioners, SRDC Vice-Chair*

Beth Wilms Health and Human Services

SRDC Full Commission Membership

Public Interest Groups

Five (5)

<u>i Commission Wembership</u>
County member from each of the nine counties.
Township member from each of the nine counties.
Mayor/Council member from each municipality over
10,000 in population.
Mayor/council member for each of the nine counties
representing cities under 10,000.
School Board members.
Lower Sioux Indian Community member.

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 popula

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



Thursday, January 12, 2023 3:30pm

Pizza Ranch Meeting Room 2306 Broadway Ave, Slayton, MN

		AGENDA	
<u>#</u>	<u>Time</u>		<u>Page</u>
1		Call to Order & Pledge of Allegiance	
2		Introductions	
3		 Appointment of Officers The following officers will fill positions until July 2023: Appointment of Acting Chair (nominee: Paul Langseth) Appointment of Acting Vice-Chair (nominee: Dennis Welgraven) Appointment of Acting Treasurer (nominee: Richard Peterson) Appointment of Acting Secretary (nominee: Keith Elbers) Action Needed: Approve Executive Committee Appointment 	
4		Additions to and Approval of Agenda Action Needed: Approve Agenda	
5		 Consent Agenda Items November 10, 2022 FC Meeting Minutes December 8, 2022 BOD Meeting Minutes November Receipts & Expenditures Report 2023 Minnesota City Participation Program (MCPP) Application Jackson County RLF 2023 Contract A.C.E. of SW MN Joint Powers Agreement Amendment #3 Action Needed: Approve of Consent Agenda Items 	5-10 11-14 15-17 18-21 22-25 26-27
6		 Finance Reports—Treasurer Welgraven & Finance Director Swart Treasurer's Report, including bank accounts & investments Action Needed: Approval of Treasurer's Report Administrative Report through October 2022 Action Needed: Approval of Administrative Report Pay Equity Report Action Needed: Approval of Pay Equity Report 	Handout Handout Handout
		Committee & Staff Reports	
7a		B&P Committee Report —Committee Chair Action Needed: Approve Committee Recommendations	
7b		Audit Committee Report—Committee Chair Action Needed: Approve Committee Recommendations	
7c		Legislative Committee Report—Committee Chair Carnev	

7d	Deep Dive—Executive Director Trusty SRDC By-Laws	Handout
7e	Economic Development Report—Deputy Director Weis	28-29
7f	Revolving Loan Funds Report—Committee Chair Byrnes & Deputy Director Weis	30-31
7g	Physical Development Report—Development Planner Walker	32
7h	Community Development Report—Communications Specialist Welu	33
7 i	Transportation Report —Committee Chair VanDeVere & Development Planner Walker	34-35
7 j	Executive Director's Report—Executive Director Trusty	
7k	Chairman's Report—Chairman	
8	Reports from SRDC Commissioners Representing Local Units of Government & Public Interest Groups • Sherri Thompson, Rock County Commissioner • Pam Cooreman, Lyon County Municipalities • Beth Wilms, Southwest Health and Human Services	
9	New Business/Other Issues	
10	Announcements SRDC Commissioner vacancies exist from the following representation: City of Worthington, Jackson County Municipalities, Nobles County Municipalities, Pipestone County Townships, Pipestone County	

 SRDC Office is closed January 16 in observation of Martin Luther King Jr. Day Holiday

Municipalities, and Redwood County Municipalities.

- SRDC Board of Directors Meeting: Thursday, February 9 at 3:30pm at the SRDC Office
- SRDC Office is closed February 20 in observation of Presidents' Day Holiday
- SRDC Full Commission Meeting: Thursday, March 9 at 3:30pm at the 4-H building in Slayton.

11 Adjourn



SRDC FULL COMMISSION MEETING

MEETING MINUTES

PIZZA RANCH, SLAYTON

NOVEMBER 10, 2022

MEMBERS PRESENT: Chairman Myron Koets, Commissioners Rick Anderson, Carrie Bendix, Kristie

Blankenship, Bob Byrnes, Miron Carney, Pam Cooreman, Bill Crowley, Keith Elbers, Lori Grant, Donna Gravley, Eric Hartman, Chris Hollingsworth, Dennis Klingbile, Mike Kuhle, Tiffany Lesmeister-Knott, Richard Peterson, Terry Quiring, Stephen Schneider, Sherri Thompson, Mic VanDeVere, Bob Van Hee,

Carol Wagner, Dennis Welgraven and Beth Wilms

MEMBERS ABSENT: Commissioners JoEllen Benson, Elliot Christensen (excused), Paul Langseth

(excused), Jeff Moen (excused), See Moua-Leske (excused), Bob Paplow,

Jenny Quade, Don Wachal (excused)

STAFF PRESENT: Executive Director Jay Trusty, Kathy Schreiber, Justin Schroyer, Jason Walker,

and Jessica Welu

CALL TO ORDER

Chairman Myron Koets called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance and introductions.

COMMISSIONER APPOINTMENTS

Chairman Koets announced the following appointment to the Commission: Appointment of Kristie Blankenship, representing SW MN Housing Partnership.

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Welgraven

to approve the appointment of SRDC Commissioner as presented. Upon vote taken: Ayes

24, Nays 0. Motion Carried.

AGENDA ADDITIONS/APPROVAL

Agenda approved with one addition: approval of the contract with SW MN State University.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Carney to

approve the agenda with addition. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

CONSENT AGENDA

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Van Hee to

approve the September 8, 2022 Full Commission meeting minutes, October 13, 2022 Board of Directors meeting minutes and September Receipts and Expenditures reports.

Upon vote taken: Ayes-25, Nays-0. Motion Carried.

FINANCE REPORT

SRDC Treasurer Dennis Welgraven referred Commissioners to the Treasurer's Report, showing bank accounts and fund designations. There were no questions.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Hartman to approve to accept the Treasurer's Report as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Executive Director Jay Trusty reported on the Administrative Report through the end of September 2022. Trusty highlighted several line items that had one time expenses. There were no questions. Finance staff sent out Request for Proposal to area auditors to perform the SRDC single audit for FY2024 and FY2025. One proposal was received for \$20,000. Due to the CRLF federal funds a single audit needs to be done and not very many auditors are licensed to do them.

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner VanDeVere to approve the Administrative Report as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

CONTRACTS

Development Planner Jason Walker provided information on the SMSU Professional Services Contract.

M/S/P Motion made by Commissioner Welgraven and seconded by Commissioner Elbers to approve the contract for professional services with SMSU. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

A. SRDC Deep Dive

Executive Director Trusty went through the Regional Development Act with Commissioners and explained how the Regional Development Commissions were created and what the membership and duties would be.

B. Economic Development Report

In the absence of Deputy Director, Robin Weis, Executive Director Trusty reported that the Center for Rural Policy held roundtables around the state regarding Rural Ambulances and EMS. Lower Sioux has sent out a Request for Proposal for the engineering report for their Hemp Processing plant. Lower Sioux did not get the EDA grant they applied for for the Hemp Processing plant. Staff helped the City of Hills apply to DEED for a grant for their 3-pod day care center project. They are still waiting to hear if they received the grant.

C. Revolving Loan Fund Report

RLF Committee Chair Bob Byrnes provided an update on the loan fund balances for the RLF and CRLF. The RLF has approximately \$90,500 to loan out and the CRLF has approximately \$212,600. Weis is working on loan applications and the committee will meet when the applications are complete.

PACE

Trusty reported that Weis attended the Council of Development Finance Agencies (CDFA) in Denver where she met three times with MN Department of Commerce staff. There is a possibility that there will be more money available for PACE next year.

D. Physical Development Report

Development/Energy Planner Walker reported the Rural Minnesota Energy Board met on September 26. Members accepted an invitation to speak at the upcoming Public Utilities Commission (PUC) meeting on December 13. The executive committee met to work on the presentation regarding how transmission line constraints are affecting the region. The next meeting with be November 28.

Walker talked about car dealerships need to decide if they will carry electric vehicles (EV) by December or they will not be able to carry electric vehicles until 2027. This is a big investment by dealers. Energy companies are willing to invest in infrastructure for EV as they will make up their investment when people use the electricity. The average household will use 30% more electricity to charge one vehicle overnight. Energy companies can buy electricity at a lower cost at night.

SRDC and Region 5 RDC received a grant from the energy foundation. The SRDC will receive \$75,000 for capacity building and grant writing for the new federal money. They are looking at how to build up the workforce in preparation of the work that will be done to update transmission lines.

Staff will be working with Region 9 and the City of Comfrey on the city's sustainability plan.

SW CERTs Steering committee met on October 24 and is working on their strategic planning for the next few years. Staff also helped facilitate the CERTs Utility-to-Utility Peer Discussion about utilities throughout the state and how to work more effectively with manufactured home parks.

Walker attended Blue Green Alliance Round Table with several state agencies, five mayors from around the state and civic leaders to discuss how to maximize the impact of investments in the two new federal laws: the Bipartisan Infrastructure Law and the Inflation Reduction Act for all Minnesotans. The discussion included work force, clean energy and energy efficiency. Marshall Mayor and Commissioner Bob Byrnes shared with the round table attendees the work the mayors in southwest Minnesota have done on the tuition forgiveness program at trade schools for high demand jobs. Byrnes said the mayor group has met with Carrie Bendix from SW MN Private Industry Council about how to improve legislation and what some other funding sources could be.

E. Community Development Report

Communications Specialist Jessica Welu met with the Friends of the Casey Jones State Trail on October 20. The fundraising committee met on October 25 and the group met with Senator Weber on October 27.

Staff continues to work on the Explore SW Minnesota website. It has been a struggle to get content from some of the counties. The website should be live by March 1st. Next meeting will be November 9th.

Greater MN Regional Parks and Trails Commission's campground survey report was submitted in October. Staff collected 772 surveys over the summer that were used to write the report.

Staff will be attending the RSDP Resilient Communities Workgroup in Marshall on November 17th. This group meets quarterly to work on and discuss projects that empower and support communities in developing and enhancing community resilience.

The Governor's Pheasant Hunting Opener Listening Session was held in Worthington on October 14. Staff were invited to join the listening session to explore the intersection of conservation, tourism, outdoor recreation and hunting and their benefits to the community. The listening session was a great opportunity for staff to share the work the SRDC has been doing on the Regional Trails Plan, with the Casey Jones Trail and with Explore SW Minnesota.

Southwest Arts Council is hosting an Arty Party at Painted Prairie Winery on November 17. Welu invited commissioners to attend the listening session that will be held regarding interest in arts.

F. Transportation Report

Committee Chair VanDeVere reported that ATP-8 met on October 7 to kick-off the 2024-2027 Statewide Transportation Improvement Plan (STIP) cycle.

Development/Energy Planner Walker updated commissioners on the Tracy SRTS planning grant. Walk Audits have been done and surveys have been sent out. Next meeting will be February 8. Walker also met with the Lamberton City Clerk and one teacher from Red Rock Central school to assist in the grant writing for the next round of SRTS grants.

The Regional Trails Planning kick-off meeting was held September 29 with 44 people in attendance. Using Mentimeter, participants helped select the criteria staff would use to prioritize trail corridors. Results for the four categories were: Community Connection 1) trail experience and 2) cultural experience; Deliverability 1) ease of land acquisition and 2) maintenance; Planning & Support 1) connectivity and 2) demand; Potential Tourism Impact 1) economic potential and 2) destination. The next meeting will be the end of January/beginning of February.

G. Executive Director's Report

A handout of the area election results was discussed and what that means for commission membership. Trusty met with Dr. Henry McKoy, Director, Office of State & Community Energy with the Department of Energy, and representatives from CGMC, LMC among others at Great Plains institute to discuss energy. After this meeting Trusty stayed and was joined by CERTs representatives to discuss CERTs and their projects. Diana Anderson, Director of SW Initiative Foundation will be retiring within the next couple months. Trusty will attend the MN Partnership and CGMC meeting in Alexandria. The Legislative Committee will meet after that

to work on the SRDC's legislative priorities for 2023. Trusty and Board Chair Myron Koets attended the NADO Conference in Pittsburg October 15-18. Jane Lanphere will present on Explore SW Minnesota at the SRDC board meeting in December.

H. Chairman's Report

Chair Myron Koets presented a Certificate of Appreciation to Carol Wagner, Jackson County Municipalities representative on the Commission, for her seven years of dedicated service to the Commission. Wagner did not seek re-election to the Heron Lake City Council. Wagner thanked the Commission for all they do and praised the Board and Full Commission for being a great board to be part of. At the NADO Conference Koets attended a session on trails. They pointed out that a trail will get more use if it is over 100 miles long and people will spend on average \$450 on an overnight trip to use trails. In Bentonville AR (home of Wal-Mart), Wal-Mart was trying to hire IT people and were not having much luck so the Wal-Mart Foundation paid for bike trail construction so there were amenities to attract the workers they needed. Another session Koets attended was Equity in Lending. Minority businesses only made up about 17% of the business that received PPP loans during the pandemic. As demographics change the equitability needs to change. Koets comment that when electric vehicles stopped to charge at one place there was not charge for the electricity but if they stayed longer than 15 minutes there was a \$25 parking fee charged.

REPORTS FROM SRDC COMMISSIONERS REPRESENTING LOCAL UNITS OF GOVERNMENT & PUBLIC INTEREST GROUPS

A. Redwood County Commissioners

Commissioner Bob Van Hee reported that the Redwood County tax levy was set at 9.9% but are hoping to get that down to around 7.7%. Redwood County is seeing a shortage of law enforcement officers. One of the county's priorities is transportation as they are behind on the upkeep of roads and bridges. The Justice Center parking lot is done and the old Courthouse is gone. The Veteran's Cemetery is about 50-60% finished. It will have 2,000 burial sites on 21 acres and employee 8 full-time staff. The dredging of the Redwood River was completed and the DNR will stock it with fish. This project also helped the hydro-electric plant. The county is working on expanding the Plum Creek campground by Walnut Grove by adding 47 more camp sites. There is a lot of fiber optic lines being put in to bring broadband to the county. The county spent over \$1.9 million on broadband. Redwood County is home to the largest city park in the state of Minnesota, Ramsey Park in Redwood Falls. Next year the Redwood County fair will celebrate 150 years. The old hospital building is being remodeled into 56 rental units with garages. The bond for the grade school in Redwood Falls failed. The new school for Red Rock Central is delayed one year. A daycare center will be opening next year that will provide care for 50-60 children. The city of Vesta is looking at how they can get a gas station/convenience store in town. County EDA staff is working on new business startup and broadband.

B. Cottonwood County Townships

Commissioner Terry Quiring reported on the on-going presentations and discussions with Summit Carbon Solutions regarding their proposed underground pipelines to transfer carbon dioxide through Cottonwood County to North Dakota where it will be stored underground. There is a lot of opposition to this project from not only the townships but the county and citizens as well.

C. Lower Sioux Public Interest Group

No report given, Commissioner Elliot Christensen was unable to attend the meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

OTHER ISSUES

None

ANNOUNCEMENTS

Chairman Myron Koets referred Commissioners to the announcements included on the agenda. The 2023 Meeting Calendar was in the packet and the packet mailing.

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

ADJOURNMENT

Chairman Koets adjourned the meeting at 5:15 p.m.

M/S/P Motion made by Commissioner Van Hee and seconded by Commissioner Anderson to adjourn the meeting. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Kathy Schreiber, Administrative Specialist.

Reviewed by: Approved by:

Richard Peterson Myron Koets
SRDC Secretary SRDC Chairman



SRDC BOARD OF DIRECTORS MEETING

MEETING MINUTES

CENTER FOR REGIONAL DEVELOPMENT, SLAYTON

December 8, 2022

MEMBERS PRESENT: Chairman Myron Koets, Commissioners Rick Anderson, Bob Byrnes, Miron

Carney, Keith Elbers, Donna Gravley, Eric Hartman, Dennis Klingbile, Mike Kuhle, Paul Langseth, Richard Peterson, Bob Van Hee and Dennis Welgraven

MEMBERS ABSENT: None

GUESTS PRESENT: Jane Lanphere, Chair of Explore SW MN

STAFF PRESENT: Executive Director Jay Trusty, Kathy Schreiber, Justin Schroyer, Brooke Swart,

Robin Weis, Jason Walker, and Jessica Welu

CALL TO ORDER

Chairman Myron Koets called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance and introductions.

AGENDA ADDITIONS/APPROVAL

Agenda approved with two additions: Under Contracts: Region 5 Energy Foundation contract and Falcon Development Corporation contract.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Carney to

approve the Region 5 Energy Foundation contract and the Falcon Development Corporation contract. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

FUTURE DEEP DIVE TOPICS

Discussion was held as to what topics the Commissioners want to learn more about. Topics mentioned for Full Commission meetings were SRDC By-Laws and Workforce Development. Topics mentioned for Board of Directors were Energy Foundation grants and the Revolving Loan Fund process.

CONSENT AGENDA

M/S/P Motion made by Commissioner Anderson and seconded by Commissioner Langseth to

approve October Receipts and Expenditures report, MN Rural Broadband Coalition 2023 contract, RMEB 2023 contract and the Solid Waste Commission 2023 contract. Upon

vote taken: Ayes-13, Nays-0. Motion Carried.

FINANCE REPORT

SRDC Treasurer Dennis Welgraven referred Commissioners to the Treasurer's Report, showing bank accounts and fund designations. There were no questions.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Hartman to approve Treasurer's Report as presented. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Finance Director Brooke Swart reported on the Administrative Report through the end of October 2022. Swart highlighted several line items. There were no questions.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Langseth to approve the Administrative Report as presented. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

CONTRACTS

Development Planner Jason Walker provided information on the Region 5 Energy Foundation Contract.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Welgraven to approve the Region 5 Energy Foundation contract. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Deputy Director Weis provided information on the Falcon Development Corporation Contract.

M/S/P Motion made by Commissioner Gravley and seconded by Commissioner Hartman to approve the Falcon Development Corporation contract. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

PROJECT REVIEWS

Development Planner Jason Walker reported on a USDA Rural Development project review for the City of Fulda Water Infrastructure Improvement projects.

M/S/P Motion made by Commissioner Peterson and seconded by Commissioner Langseth to approve the Project Review as presented. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

COMMITTEE AND STAFF REPORTS

A. Budget & Personnel Committee Report

Committee Chair Dennis Welgraven asked Finance Director Swart to give the update on the Mid-Year Budget Revision. Swart reviewed the contracts and amounts for the second half of the fiscal year. Explanation was given to a few line items on the budget and why they changed. There were no questions.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Anderson to approve the Mid-Year Budget Revision as presented. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Committee Chair Dennis Welgraven recommended approval of moving Account Specialist Melissa Nelson to permanent status from probationary status.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Carney to approve moving Account Specialist Melissa Nelson to permanent status. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Committee Chair Dennis Welgraven recommended adding two summer intern positions.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Byrnes to approve the addition of two summer interns. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Committee Chair Dennis Welgraven recommended approving a full-time planner position to be advertised and hired as soon as possible.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner Van Hee to approve the advertising and hiring of a full-time planner. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

Written staff reports were included in the meeting packet for commissioners to read.

Explore SW MN Chair Jane Lanphere and Communications Specialist Jessica Welu gave a deep dive presentation on the history and current efforts of the Explore SW MN group, formerly Travel Southwest. The group had been inactive for the past few years. Some of the members are working on getting this group back up and running. With the help of Welu, the group is promoting Southwest Minnesota on Face Book and are working on website redevelopment.

B. Executive Director's Report

Trusty finished up the Local Human Services Transit Plan and submitted it to MnDOT. Once MnDOT reviews it the plan will go to Welu to make it ADA compliant. Trusty gave a zoom presentation to the Luverne Rotary club on December 6th. MADO Executive Directors met the week prior. They are working on getting training setup for the Energy Foundation grants. Susan Brehm, Director of the Chicago EDA office will be meeting with MADO staff after the first of the year in Minnesota. Plans for this meeting are being worked on. Trusty will be off December 25 thru January 3. Deputy Director Weis attended the Coalition of Greater MN Cities (CGMC and Association of MN Counties (AMC) conferences for Trusty. SRDC will have the application for the Minnesota Cities Participation Program ready for approval at the next meeting. The SRDC is the applicant for this program which provides first time homebuyer help and other programs. We do not administer any of the funding. Last year the target was \$1.94 million and \$4 million was leveraged for this program, 205% of target. Michelle Gransee is now the Deputy Commissioner of the Commerce Division of Energy Resources. She is a good advocate for the CERTs program.

C. Chairman's Report

Chairman Koets thanked everyone on the Commission for all they do for Southwest Minnesota. He has enjoyed his time on the commission and will miss everyone.

RECOGNITION OF OUTGOING CHAIRMAN AND BOARD MEMEBERS

Vice Chair Paul Langseth thanked both Chair Myron Koets and board member Mike Kuhle for their years of service to the commission and Southwest Minnesota. Koets was presented with a plaque and certificate and Kuhle was presented with a certificate.

UNFINISHED	BUSINESS
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None

NEW BUSINESS

None

OTHER ISSUES

None

ANNOUNCEMENTS

Chairman Myron Koets referred Commissioners to the announcements included on the agenda.

SRDC Commissioner vacancies exist from the following representation: Nobles County Municipalities, Pipestone County Townships, Redwood County Municipalities. In January vacancies will also exist for the City of Worthington, Jackson County Municipalities and Pipestone County Municipalities.

ADJOURNMENT

Chairman Koets adjourned the meeting at 4:50 p.m.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Langseth to adjourn the meeting. Upon vote taken: Ayes-13, Nays-0. Motion Carried.

APPROVAL OF MEETING MINUTES

Meeting Minutes prepared by Kathy Schreiber, Administrative Specialist.

Reviewed by: Approved by:

Richard Peterson Myron Koets
SRDC Secretary SRDC Chairman

	SRDC CASH RECEIPTS SUMMARY	'		
ATE REC'D	RECEIVED FROM	CHECK #	AMOUNT	В
11/01/22	RLF Loan Borrowers	ACH	21,537.45	١
11/01/22	CRLF Loan Borrowers	ACH	22,320.25	١
11/01/22	Falcon RLF Borrowers	ACH	1,510.92	ı
11/04/22	Currie State Bank-Thee Old Bank CRLF orig and legal fees	4470088192	806.00	
	MC Christmas Project	3 checks	1,282.00	
	City of Slayton-Reimbursement for roof repairs	94303	474.60	
	City Heron Lake-RLF admin and legal fee reimburesement	51602	1,358.26	
	SWMHP-Oct fin/sec and lease	33809	3,240.73	_
11/09/22	Renville County	ACH	1,524.53	
	City Revere-EDA Trails grant match	5682	100.00	_
	SWMHP-Oct monthly bills	33825	2,189.08	
	MC Christmas Project donation	8965	2,000.00	
	ACE-copies/phone	55071	85.20	
	SWHHS-October admin	125107	725.00	
	City Wabasso-EDA trails match	54751	1,500.00	
11/17/22		ACH	298.32	1
	MCIT - Dividend	ACH	784.00	1
11/28/22		61424047	17.37	
11/29/22		1011814762	7,497.00	
	Casey Jones-Admin	1314	180.00	
	St Louis County-Campground contract admin	344395	6,055.31	
	Murray Co Christmas Project	Cash/30 checks	4,394.00	
	MN State - MMB	ACH	580.17	1
11/30/22	Redwood Co - Tax Settlement	ACH	24,315.09	ı
11/30/22	Minnwest Bank - PACE Electric - Savings Interest	Per Bank	-	ı
	Minnwest Bank - Falcon Dev - Savings Interest	Per Bank	37.08	ī
	First Independent Bank - Savings interest	Per Bank	6.65	П
	Jackson Savings & Loan - Adm Savings interest	Per Bank	67.52	ı
	United Prairie - Jackson - Adm Savings Interest	Per Bank	3.97	l
11/30/22	Minnwest Bank - RMEB Savings interest	Per Bank	-	
11/30/22	Minnwest Bank - RLF Savings interest	Per Bank		I
11/30/22	Minnwest Bank - Adm Savings interest	Per Bank		ı
11/30/22	Minnwest Bank - PACE SEP - Savings Interest	Per Bank	122.74	1
	Minnwest Bank - PACE ARRA - Savings Interest	Per Bank	0.00	_
	Minnwest Bank - CRLF Savings	Per Bank	81.59	1
	Minnwest Bank - HSA Savings	Per Bank	0.00	1
	Currie State Bank - RLF Savings interest	Per Bank	0.53	
	Minnwest Bank - EDA Savings	Per Bank	0.00	
			105,095.36	

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register From 11/1/2022 Through 11/30/2022

Session ID	Check	Document	Vendor Name	Transaction Description	Check Amount	Effective Date
APS112222	11282	11/28/2022	Carol R. Wagner	Carol Wagner 9-8-22 to 11-10-22	100.00	11/28/2022
APS112222 APS112222	11282	11/28/2022	Carol R. Wagner	Carol Wagner 9-8-22 to 11-10-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Robert H. Van Hee	Bob Van Hee 10-13-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Robert H. Van Hee	Bob Van Hee 10-13-22	93.75	11/28/2022
APS112222	11282	11/28/2022	Robert H. Van Hee	Bob Van Hee 11-10-22	50.00	11/28/2022
· ·	11282	11/28/2022	Robert H. Van Hee	Bob Van Hee 11-10-22	93.75	11/28/2022
APS112222	11282	11/28/2022	Stephen P. Schnieder	Stephen Schnieder 11-10-22	50.00	11/28/2022
APS112222			Stephen P. Schnieder	Stephen Schnieder 11-10-22	40.00	11/28/2022
APS112222	11282	11/28/2022	William R. Crowley	Bill Crowley - 11-10-22	13.75	11/28/2022
AP\$112222	11282	11/28/2022		Bill Crowley - 11-10-22	50.00	11/28/2022
AP\$112222	11282	11/28/2022	William R. Crowley Keith A. Elbers	Keith Elbers 11-10-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Keith A. Elbers	Keith Elbers 11-10-22	75.00	11/28/2022
APS112222	11282	11/28/2022		Mick VanDeVere 9-8-22 to 11-10-22	150.00	11/28/2022
APS112222	11282	11/28/2022	Michael L. VanDeVere	Mick VanDeVere 9-8-22 to 11-10-22	177,50	11/28/2022
APS112222	11282	11/28/2022	Michael L. VanDeVere	Myron Koets 10-13-22 to 10-19-22	300.00	11/28/2022
APS112222	11282	11/28/2022	Myron D. Koets	•	1,050.81	11/28/2022
APS112222	11282	11/28/2022	Myron D. Koets	Myron Koets 10-13-22 to 10-19-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Pamela J. Stimpert Cooreman	Pamela Cooreman 9-8-22	71.25	11/28/2022
APS112222	11282	11/28/2022	Pamela J. Stimpert Cooreman	Pamela Cooreman 9-8-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Richard Anderson	Rick Anderson 11-10-22	28.75	11/28/2022
APS112222	11282	11/28/2022	Richard Anderson	Rick Anderson 11-10-22	150.00	11/28/2022
APS112222	11282	11/28/2022	Richard D. Peterson	Richard Peterson 10-28-22 to 11-10-22	152.50	11/28/2022
APS112222	11282	11/28/2022	Richard D. Peterson	Richard Peterson 10-28-22 to 11-10-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Robert J. Byrnes	Robert Byrnes 10-7-22 to 10-19-22	50.00	11/28/2022
APS112222	11282	11/28/2022	Robert J. Byrnes	Robert Byrnes 10-7-22 to 10-19-22	50.00 50.00	11/28/2022
APS112222	11282	11/28/2022	Robert J. Byrnes	Robert Byrnes 11-10-22	40.00	
APS112222	11282	11/28/2022	Robert J. Byrnes	Robert Byrnes 11-10-22	40.00 615.21	11/28/2022 11/4/2022
APS110422	59830	11/4/2022	Abila	Abila Clouds 6-26-22 to 7-25-22		11/4/2022
APS110422	59830	11/4/2022	Abila	Abila - AR Cloud 11-26-22 to 12-25-22	95.14	
APS110422	59831	11/4/2022	AFLAC	Aflac Inv#555810	244.68	11/4/2022
APS110422	59832	11/4/2022	Aflac Inc	Aflac Dention - 10-1-22 to 10-31-22	387.73	11/4/2022
APS110422	59833	11/4/2022	City of Slayton	City of Slayton 9-21-22 to 10-19-22	22.08	11/4/2022
APS110422	59833	11/4/2022	City of Slayton	City of Slayton 9-21-22 to 10-19-22	23.92	11/4/2022
APS110422	59834	11/4/2022	Frontier Communications	Frontier Maint 10-25-22 to 11-24-22	36.39	11/4/2022
APS110422	59834	11/4/2022	Frontier Communications	Frontier Maint 10-25-22 to 11-24-22	67.59	11/4/2022
APS110422	59835	11/4/2022	Jackson County Pilot	Jackson County Pilot 1 year Subscription	79.00	11/4/2022
APS110422	59836	11/4/2022	Carlos and Yolanda Barahona	Refund of Fees - Nena's Bar & Grill	9.00	11/4/2022
APS110422	59837	11/4/2022	Northwest Gas	NW Gas 9-24-22 to 10-21-22	52.86	11/4/2022
APS110422	59837	11/4/2022	Northwest Gas	NW Gas 9-24-22 to 10-21-22	79.30	11/4/2022

Date: 12/21/22 09:38:12 AM

Southwest Regional Development Commission

Check/Voucher Register - Board Check Register From 11/1/2022 Through 11/30/2022

Session ID	Check	Document	Vendor Name	Transaction Description	Check Amount	Effective Date
APS110422	59838	11/4/2022	One Office Solution	One Office - Meter Reading 9-25-22 to 10-20-22	164.21	11/4/2022
APS110422	59839	11/4/2022	Slayton EDA	EDA Lease - November 2022	4,848.63	11/4/2022
APS111722	59840	11/17/2022	Abila	Abila AR Billing Cloud 1-26-23 to 2-25-23	95.15	11/17/2022
CD111522 B	59840	11/21/2022		BCBS - December 2022	8,161.27	11/21/2022
APS111722	59841	11/17/2022	AFLAC	Aflac Inv#690891	209.07	11/17/2022
AP\$111722	59842	11/17/2022	Chandler Co-Op	Chandler Coop - Oct 2022	118.33	11/17/2022
APS111722	59843	11/17/2022	Culligan Water Conditioning	Culligan - Water/Cooler Rental	30.30	11/17/2022
APS111722	598 44	11/17/2022	David R. Samuelson	David Samuelson Oct/Nov 2022	132.00	11/17/2022
APS111722	5984 4	11/17/2022	David R. Samuelson	David Samuelson Oct/Nov 2022	88.00	11/17/2022
APS111722	59845	11/17/2022	Fleet Services Division	Fleet Services - October 2022	555.22	11/17/2022
APS111722	59846	11/17/2022	Frontier Communications	Frontier 10-4-22 to 11-3-22	287.23	11/17/2022
APS111722	59846	11/17/2022	Frontier Communications	Frontier 10-4-22 to 11-3-22	533.43	11/17/2022
APS111722	59847	11/17/2022	Murray County Christmas Fund	Murray County Christmas Fund	1,282.00	11/17/2022
APS111722	59848	11/17/2022	One Office Solution	One Office - Paper - Inv#485220-00	68.67	11/17/2022
APS111722	59849	11/17/2022	Pizza Ranch #7801	Pizza Ranch - 11-10-22 Full Commission	35.25	11/17/2022
APS111722	59850	11/17/2022	Quill Corporation	Plotter Ink	40.94	11/17/2022
APS111722	59850	11/17/2022	Quill Corporation	Plotter Ink	40.95	11/17/2022
APS111722	59851	11/17/2022	Schaap Sanitation	Schaap 11-1-22 to 11-30-22	35.35	11/17/2022
APS111722	59851	11/17/2022	Schaap Sanitation	Schaap 11-1-22 to 11-30-22	53.02	11/17/2022
APS111722	59852	11/17/2022	South Central Electric Associat	Windom EV event Seed Grant reimbursement	5,000.00	11/17/2022
APS111722	59853	11/17/2022	Stoneberg, Giles & Stroup, PA	Stoneberg - Thee Old Bank Restaurant and Bar	79.50	11/17/2022
APS111722	59854	11/17/2022	SW MN Housing Partnership	City of Slayton Reimb. us for Roof Patch jobs - R	237.30	11/17/2022
APS111722	59855	11/17/2022	Verizon Wireless	Verizon 10-2-22 to 11-1-22	53.5 4	11/17/2022
APS111722	59856	11/17/2022	XCEL Energy	Xcel Energy 10-2-22 to 10-31-22	224.38	11/17/2022
APS111722	59856	11/17/2022	XCEL Energy	Xcel Energy 10-2-22 to 10-31-22	322.88	11/17/2022
APS112322	59857	11/28/2022	Atlantic Place, LLC	Atlantic Place LLC C-RLF Loan Disbursement	60,000.00	11/28/2022
APS112322	59858	11/28/2022	Lyon County Recorder	Atlantic Place LLC Fixture Financing Filing Fee	46.00	11/28/2022
CD112022 MM	Furthe	11/20/2022		Nov Further Admin Fee	22.85	11/20/2022
Report Total					87,565.43	

MINNESOTA HOUSING FINANCE AGENCY MINNESOTA CITY PARTICIPATION PROGRAM

PROGRAM APPLICATION COMMITMENT AGREEMENT

THIS APPLICATION AND AGREEMENT (this "Agreement") is between Southwest Regional Development Commission with its office at 2401 Broadway Avenue, Slayton, MN 56176 and Minnesota Housing Finance Agency ("Minnesota Housing"), with its office at 400 Wabasha Street North, Suite 400, St. Paul, MN 55102.

RECITALS:

- A. Minnesota Housing, under the provisions of Minn. Stat. §474A.061, Subd. 2a is authorized to issue qualified mortgage bonds, as that term is used in the Internal Revenue Code of 1986, as amended (the "Code"), on behalf of the City, and it will issue bonds for that purpose (the "Bonds").
- B. The City applying to participate is a Minnesota city, county, city or county housing and redevelopment authority, economic development authority, port authority or a consortium of local government units, as defined by Minnesota Statutes §474A.061, Subd. 2a(c).
- C. Minnesota Housing has implemented Minnesota Housing Finance Agency Minnesota City Participation Program (the "Program") and will use the proceeds from the issuance of the Bonds to fund the Program.
- D. The City has requested and received a set-aside of funds from the Program.
- E. The City wishes to obtain a commitment by Minnesota Housing to direct Minnesota Housing's designated Master Servicer (the "Master Servicer") to purchase mortgage notes ("Mortgages") that will be originated by a lender or lenders that meet Minnesota Housing requirements for participation in programs funded by qualified mortgage bonds (collectively, the "Lender").
- F. Mortgages that the Master Servicer purchases pursuant to the commitment requested by the City must only be for residences located within a geographic area to be established and designated by the City.
- G. Minnesota Housing is willing to issue a commitment agreeing to purchase Mortgage-Backed Securities backed by Mortgages that are (i) originated by the Lender; (ii) purchased by the Master Servicer; (iii) in accordance with the terms and conditions of this Agreement, the Program, and the Start Up Procedural Manual to be supplied by Minnesota Housing (the "Procedural Manual"), the provisions of which are hereby incorporated by reference into this Agreement as if set forth in full herein; and (iv) made to borrowers with adjusted incomes not exceeding the greater of 80 percent of statewide or area median income as calculated by Minnesota Housing.

NOW, THEREFORE, in consideration of the covenants contained in this Agreement, Minnesota Housing and the City agree as follows:

- 1. **City Requirements.** All Mortgages submitted to Minnesota Housing for purchase under the Program must comply with all of the requirements of the Program, the Start Up Procedural Manual and this Agreement.
- 2. **Commitment and Commitment Amount.** The City, which applied in January 2023 for a commitment, hereby requests that Minnesota Housing cause its Master Servicer to purchase Mortgages that have been originated by the Lender and meet the requirements of, and are made in accordance with the provisions of, this Agreement, the Program, and the Procedural Manual. Minnesota Housing, by accepting this Agreement, commits to the purchase of those Mortgages in the aggregate principal amount (the "Commitment Amount") to be determined and allocated

1

by Minnesota Housing in accordance with Minnesota Statutes §474A.061, Subd. 2a(d), and provided to the City.

The Master Servicer will only purchase Mortgages pursuant to this Agreement securing property that, and borrowers who, satisfy the requirements and provisions of this Agreement, the Program, and the Procedural Manual. The City acknowledges that the commitment is effective upon the approval thereof by Minnesota Housing and the delivery of a copy of this Agreement by Minnesota Housing to the City.

- 3. **Lender Qualifications.** Lenders must meet Minnesota Housing requirements for participation in programs funded by qualified mortgage bonds.
- 4. **Commitment Term.** The term of this Agreement and the City's participation in the Program (the "Commitment Term") will commence on January 16, 2023 and shall continue through November 30, 2023. This Agreement, and the City's participation in the Program, will automatically terminate, without the need for any action by either party hereto, at the end of the Commitment Term.
- 5. **Set-Aside Term.** The Commitment Amount will be set-aside and held by Minnesota Housing for the sole use by the City for a period of time to be established by Minnesota Housing, in its sole option and discretion, provided, however, that time period will not be less than six months (the "Set-Aside Term") commencing on a date to be selected and specified by Minnesota Housing. Minnesota Housing will notify the City in writing of the date on which the Set-Aside Term commences.

Any portion of the Commitment Amount not reserved for the purchase of qualifying Mortgages as of the end of the Set-Aside Term shall be canceled and returned to Minnesota Housing for redistribution under the Program In addition, any portion of the Commitment Amount reserved for Mortgages that are not delivered to the Master Servicer for purchase within the time period delineated in the Procedural Manual for that purchase, will be canceled and Minnesota Housing will redistribute that amount under the Program. Minnesota Housing may make any funds available to the Program at the end of the Commitment Term for mortgage loans that are eligible to be financed with proceeds of the Bonds.

- 6. **Commitment Fees.** There is no commitment fee payable by the City for the commitment by Minnesota Housing to the purchase by the Master Servicer of qualifying Mortgages.
- 7. **Purchase Price.** The purchase price of each Mortgage to be purchased by the Master Servicer pursuant to this Agreement will be as set forth in the requirements of the Procedural Manual and posted on Minnesota Housing's website.
- 8. **Mortgage Terms.** The terms and conditions for all Mortgages, including but not limited to the interest rate, will be set from time to time by Minnesota Housing, at its sole option and discretion, and communicated to the Lender in accordance with the procedures set forth in the Procedural Manual.
- 9. **Area Limitation.** Minnesota Housing, pursuant to this Agreement, is required to purchase only those Mortgages that are for residences located within a geographic area to be established and designated by the City.
- 10. **Servicing.** The servicing of Mortgages shall be the sole responsibility of the Master Servicer or one or more other entities that Minnesota Housing may designate in its sole discretion.
- 11. **Contract Documents.** The purchase by the Master Servicer of each Mortgage pursuant to Minnesota Housing's commitment is a contract consisting of this Agreement and the provisions and requirements contained in the Procedural Manual, with all amendments and supplements thereto in effect as of the date of Minnesota Housing's acceptance of this Agreement.

- 12. **Paragraph Captions and Program Headings.** The captions and headings of the paragraphs of this Agreement are for convenience only and will not be used to interpret or define the provisions thereof.
- 13. **Applicable Law.** This Agreement is made and entered into in the State of Minnesota, and all questions relating to the validity, construction, performance and enforcement hereof will be governed by the laws of the State of Minnesota.
- 14. **Agreement Conditional Upon Minnesota Housing Approval.** This Agreement will be a binding obligation of Minnesota Housing upon its execution by Minnesota Housing and delivery of a copy of the same to the City; provided, however, Minnesota Housing may, in its sole option and discretion, any time on or after January 16, 2023 revoke such obligation and terminate this Agreement if the City has not fully executed and returned a fully executed original hereof to Minnesota Housing. That revocation and termination will be accomplished and evidenced by Minnesota Housing notifying the City thereof by way of a "Certified Letter Return Receipt Requested" addressed and delivered to the City. Upon revocation and termination this Agreement will be null and void and of no force or effect.
- 15. **Issuance of Bonds.** The City hereby authorizes Minnesota Housing to issue, on behalf of the City, qualified mortgage bonds, as that term is used in the Code, in an amount equal to the Commitment Amount, and Minnesota Housing agrees to issue those bonds if and when federal law authorizes and Minnesota Housing deems it is economically feasible to do so.

(THE REMAINING PORTION OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

IN WITNESS W	HEREOF, the City ha	s executed	this Agr		day of
(Month)	(Year)				
			west nission	Regional	Development
		By:			rized Officer)
			(Signa	ature of Author	rized Officer)
		_	(Name	e of Authorize	d Officer)
Minnesota Hous Agreement and approve	Minnesota Hoo ing hereby accepts s and grants participati	the abov	e Progr		ion-Commitment
	MIN	NESOTA	HOUSI	NG FINANC	E AGENCY
	By:				
		-			
	Its:	Assistant	Commis	sioner, Single-	Family Division
Signed this day of	, 2023.				

AGREEMENT FOR SERVICES Between JACKSON COUNTY And the SOUTHWEST REGIONAL DEVELOPMENT COMMISSION (SRDC)

I. Agreement for Service

- A. This agreement between the County and the SRDC is entered into for the purpose of utilizing the expertise of the Staff of the SRDC for <u>administrative</u> services and servicing of new and pre-existing loans of the Jackson County Revolving Loan Fund in cooperation with the Jackson County Advisory Board. Services provided by the SRDC to the County include, but are not limited to:
 - a. Attendance at Advisory Board meetings, County Commissioners' meetings, if requested, and consultation with the County Coordinator.
 - b. Preparation of agendas, application forms, loan agreements, administrative procedures and policies, summaries and analysis of loan requests, and other reports as needed.
 - c. Discussions with potential loan recipients to review their applications.
 - d. Any other activities or duties relating to the Revolving Loan fund as directed by the County or as deemed necessary by the Commission's Economic Development Staff.
 - 2. a. Servicing for pre-existing loans. A checklist is used to establish a file protocol for the County's files, and SRDC Staff continues to collect and/ or file any necessary information related to loan servicing. Servicing may include but not be limited to verifying UCC filings and renewal dates, and/or filing UCC documents; requesting annual tax return information, obtaining insurance verification for hazard, life, and workers compensation as applicable; and tracking that other conditions of the loan have been met as set in the loan agreement or as requested by the County.
 - b. For new loans, file set-up and servicing will become immediate and continuous.
 - c. Any other activities or duties relating to the Revolving Loan fund as directed by the County through the County Coordinator's office or as deemed necessary by the SRDC's Staff.

- d. The County shall allow access to loan-related information and existing loan documents as needed to perform the servicing as described above. The County shall supply servicing Staff with a month-to-month loan payment history followed by an updated monthly spreadsheet.
- B. The work activities as specified above will begin January 1, 2023 and continue through December 31, 2023. {The SRDC is not responsible for actions or omissions in relation to servicing of the existing loans that were closed prior to April 15, 2008, and only will assume responsibility for the loan servicing effort as of that date.} Some historical documents may not be obtainable, which shall not be the fault of the SRDC.
- C. 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 copartners between the parties hereto or as constituting SRDC as the agent, representative, or employee of the County for any purpose or in any manner whatsoever. SRDC acknowledges and agrees that SRDC is not entitled to receive any of the benefits received by County employees and is not eligible for workers' or unemployment compensation benefits under the County. 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 SRDC and that it is SRDC's sole obligation to comply with the applicable provisions of all federal and state tax laws.
- D. Indemnification. SRDC shall indemnify, hold harmless and defend the County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the County, its officers or employees may herein sustain, incur or be required to pay, arising out of or by reason of any act or omission of SRDC, its agents, servants or employees, in the execution, performance, or failure to adequately perform.
- E. Likewise, the County agrees to indemnify and hold harmless the SRDC against any legal actions that arise on behalf of the County, its agents, servants or employees while engaged in the performance of the Contract or brought by any entity whatsoever arising out of decisions made by the County or claimed to be arising out of the performance of County under this agreement for services.
- F. Insurance. General Terms. In order to protect itself and to protect the County under the indemnity provision set forth above SRDC shall, at SRDC's expense, procure and maintain policies of insurance covering the term of this Contract, as set forth below:

General Liability: \$1,500,000 per occurrence

Public Employees Liability: \$1,500,000 per occurrence

Employee Dishonesty/Faithful Performance Blanket Bond \$50,000

Workers Comp: \$500,000 each employee accident or disease; \$1,500,000

each accident or disease

Auto: Bodily Injury and Property Damage \$1,500,000 per occurrence limit

II. Budget and Payment Schedule

- A. The County shall pay for the services of the Southwest Regional Development SRDC at a cost of \$100/hour for Professional Staff administrative services described in Section I.A.1. (a d) and oversight of servicing work. The servicing will be primarily performed under this contract (described in Section I.A.2. (a-d)) by supplemental staff at the rate of \$60/hour. The amount of servicing time is dependent on the extent of servicing requested by the County, the cooperation of loan clients in submitting the requested information, and the number and nature of new loans that may be approved and need to be serviced.
- B. The County will, in addition to the hourly rate, also reimburse the SRDC for travel, meals, and lodging at the applicable IRS rate. However, where possible the SRDC will conduct Jackson County Revolving Loan Fund business at a time when other normal RDC business is done within the County, thereby keeping mileage and meal expenses to a minimum.
- C. The SRDC will submit a monthly request for payment for the number of hours worked and reimbursable costs.

III. Cancellation

This contract may be canceled by the SRDC or the County at any time with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the SRDC will be entitled to payment for work or services already performed. Upon cancellation, there will be no claims for damages due to the withdrawal of either party.

IV. Assignment

The SRDC shall neither assign nor transfer any rights or obligations under this contract without prior written consent of the County.

V. Proprietary Information

No proprietary data or services of the SRDC will be required for completion of this contract.

VI. Amendments, Extensions, or Revisions

Any amendments, extensions, or revisions to this Contract shall be in writing a shall be executed by the same parties who executed the original contract or their successors in office.

IN WITNESS WHEREOF, the paday of December	arties have executed this agreement on the 8th
ATTEST: County Administrator	COUNTY OF JACKSON Chair
Date: 12/8/2022	Date: <u>12/8/2022</u>
ATTEST:	SOUTHWEST REGIONAL DEVELOPMENT COMMISSION
Executive Director	Chair
Date:	Date:

Amendment #3

Joint Powers Agreement for A.C.E. of Southwest Minnesota

WHEREAS, there is currently a Joint Powers Agreement under Minn Stat §471.59, creating a joint powers entity named A.C.E. of Southwest Minnesota; and

WHEREAS, Pipestone County, Minnesota wishes to join said joint powers agreement, and the current members wish to accept Pipestone County as a member; and

WHEREAS, Paragraph V of the joint powers agreement provides for amendments to the agreement; and

WHEREAS, Article III deals with the admission of new members and their financial contribution to the budget; and

WHEREAS, the financial calculations have been done and Pipestone County and the members are in agreement in how to proceed hereunder,

NOW, THEREFORE, THE JOINT POWERS SHALL BE AMENDED AS FOLLOWS:

- 1. Effective January 1, 2023, with the acceptance by all the members herein and by Pipestone County, Minnesota, Pipestone County, Minnesota shall become a member of the Joint Powers with all rights, duties and responsibilities of the existing members. By approving this amendment, Pipestone County acknowledges its rights, duties and responsibilities under the Joint Powers Agreement and accepts those.
- 2. Pursuant to the amended terms of the Joint Powers Agreement, Pipestone County's financial contribution shall be annually figured based upon actual program costs with the 2023 contribution estimated at \$50,626. In addition, Pipestone County shall pay an initial membership fee of \$.35 per capita using the 2020 Census population of 9,424 for a total initial fee payment of \$3,299.

All other terms and conditions of the joint-powers agreement shall remain in full force and effect.

This amendment is approved and ratified as evidenced by the following signatures:

Cottonwood County	Lincoln County	
Ву	Ву	_
Attest:	Attest:	_
Murray County	Nobles County	
Ву	Ву	_
Attest:	Attest:	_
Redwood County	Rock County	
By	Ву	_
Attest:	Attest:	_
Southwest Regional Development Commission	Lyon County	
Ву	Ву	
Attest:	Attest:	
Pipestone County		
Ву		
Attest:		

ECONOMIC DEVELOPMENT REPORT

January 2023
CEDS | EDA PLANNING | CARES ACT EDA (C-EDA)

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

Our current CEDS can be found at http://www.swrdc.org/wp-content/uploads/2022/01/CEDS-2022-2027.pdf. CEDS in MN across the EDA (Economic Development Administration) Economic Development Districts (EDDs) generally follow the format of the Minnesota Association of Development Organizations (MADO) DevelopMN. The latest DevelopMN can be found at http://www.mnado.org/wp-content/uploads/2019/11/DevelopMN-1. pdf. MADO planners are currently in the process of compiling statewide accomplishments as they relate to DevelopMN. There will be a discussion later in January to discuss the DevelopMN dashboard in terms of relevancy, usage, updates, and whether it supports our CEDS.

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

EDA PLANNING

Childcare Technical Assistance: Staff played an integral role in the submission of the DEED Childcare Economic Development grant proposal, due August 30, for a 3-pod family childcare building in Hills. Staff arranged for an engineer report on the facility based on a walk-through conducted August 17. A follow-up walk-through was made available to Representative Schomacker and Senator Weber. Recently comments have been obtained by county licensing staff. Congratulations to the City of Hills on their successful application which will provide \$120,000 towards this project. Staff assisted with application revisions as the approved budget was \$30,000 less than requested. Staff also participated in a Teams meeting with DEED staff on December 21.

Friends in the Field: Quarterly, economic and community development professionals in Minnesota get together to learn and collaborate. The group will focus on unhoused and homelessness in January 2023 via Zoom. Justin Vorbach from the Southwest Minnesota Continuum of Care (Homelessness Response), and soon to be Program Director with HousingLink is on the January homelessness panel.

Southwest Minnesota Youth Committee: The committee meets in February, May, August, and November. This group gathers members that support career and technical education programs and educate students and parents about local career and training opportunities. There are several student career fairs planned for Spring 2023, including Worthington and Marshall on February 17 and Windom on March 10. The committee next meets on February 2.

Cultural Diversity Event Sponsorship: There continues to be a limited amount of funds left to sponsor an event. Contact staff with project ideas. Staff have received an initial request for WorldFest 2023 scheduled for April 15.

National Development Finance Summit: Staff attended the CDFA Summit in Denver in November. Topics included unlocking capital, underwriting clean energy projects, catalyzing redevelopment projects, structuring challenging deals, and minority lending. Staff also enjoyed brainstorming with staff from the MN Department of Commerce. See written report.

SaveYour.Town: Staff attended a session with Deb Brown from SaveYour.Town. She shared practical steps to shape the future of rural communities. There are three parts to making your rural community more Idea

Friendly. This method includes 1) Gather your Crowd, 2) Build Connections, and 3) Take Small Steps. This website includes previous success stories under Results.

SW MN CEO Program: Staff spoke to the Slayton/Marshall group about how SRDC can assist small businesses on December 13. They have also asked to use the CRD boardroom on January 11.

RTCC: The next meeting of the Regional Transportation Coordinating Council is scheduled for January 18 at 9:30 a.m. Staff will also participate in a Teams meeting with MnDOT on January 5 to discuss the draft Transit Coordination Plan that has been submitted.

BROADBAND: There is a Broadband kick-off scheduled on January 25 in Mystic Lake Casino (or virtually). The following were recently announced under the DEED Border-to-Border grants. A statewide map can be found at <u>2022-map-awards_tcm1045-550922.pdf (mn.gov)</u>.

- Hanson Communications, Inc. Lamberton Revere FTTP GRANT \$923,918. The Lamberton Revere FTTP Project will serve 484 underserved locations and 45 unserved locations in and between the towns of Lamberton and Revere in Redwood County. In a funding partnership with the State of Minnesota, Hanson Communications will improve unserved and underserved levels to 1 Gbps up and 1 Gbps down on the new fiber network, exceeding the 2026 state speed goal. Building a fiber to the premises network will improve access to education and healthcare services. It will also increase employment as businesses leverage this new network and telecommuting opportunities become accessible. This network is vital to these rural communities and economies. Total eligible project cost is \$4,453,457. Local match is \$3,117,420.
- Arvig (Redwood County Telephone Co.) Redwood County Area Fiber Build GRANT \$1,336,037. This mainline and last-mile project will reach 15 unserved and 1,855 underserved households, farms and businesses in the cities of Belview, Clements, Morgan, Seaforth, Vesta, Wabasso, Walnut Grove and Wanda throughout Redwood County. Thanks to a funding partnership with Redwood County and the State of Minnesota, Arvig will be able to extend its growing fiber network to these structures with internet speeds from 100 Mbps/20 Mbps up to 10 Gbps/1 Gbps, meeting and exceeding Minnesota's 2026 state speed goal. The all fiber-to-the-premise construction will begin as soon as the grant is awarded and will be completed before June, 2025, allowing these customers to receive the internet service they need and deserve. With the completion of this project, these Redwood County residents will be able to run their at-home businesses and farms, or work from home, more efficiently, they can continue or pursue their education online with confidence, they will have better access to telehealth services and they will simply be able to access more entertainment and stay connected with their friends and family. Total eligible project cost is \$4,453,457. Local match is \$3,117,420.
- Woodstock Telephone Company Lake Sarah Township FTTP GRANT \$1,333,199. The Lake Sarah Township FTTP Project will serve 201 unserved households, 29 unserved businesses, and 57 unserved farms as well as 16 underserved farms, 8 underserved businesses, and 58 underserved residences in Murray County. In a funding partnership with Murray County and the State of Minnesota, Woodstock Communications (Woodstock) will improve unserved levels to 1Gbps up and 1Gbps down on their fiber network, exceeding the 2026 state speed goal. Building this Fiber To The Premises Network will improve access to education and health care services. It will also increase employment as businesses leverage this new network and telecommuting opportunities become accessible. This network is vital to their rural community and economy. Total eligible project cost is \$2,962,664. Local match is \$1,629,465.

CARES ACT EDA (C-EDA)

SRDC requested a 6-month no cost extension through December 31, 2022. The last phase included final completion of the resiliency plan.

REVOLVING LOAN FUND REPORT

January 2023 COVID-19 RLF | TRADITIONAL RLF | CONTRACTED RLF | PACE

RLF COMMITTEE

The committee consists of five members and meets as needed. The committee covers both the COVID-19 RLF and Traditional RLF. The committee last met on December 16 and approved one C-RLF loan application.

RLF PLANS AND FLEXIBILITIES

EDA flexibilities are no longer available. Our minimum available interest rate is 75% of Prime. Prime Interest Rate, as of January 3, 2022, is 7.5%. The lowest interest rate that the SRDC RLF committee can approve, as of this writing, is 5.625%.

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

COVID-19 RLF (C-RLF)

Funds Available: Funds on hand are in the approximate amount of \$138,502.72. This amount accounts for the following two loans that have not yet closed: Rock County business in the amount of \$17,000 and Cottonwood County business in the amount of \$42,000.

Original funds available to SRDC were \$1.48 million. We have closed on 100% of our original funds. Our final progress report has been submitted. These funds will remain federalized until seven years have passed.

TRADITIONAL RLF

Funds Available: Funds on hand are in the approximate amount of \$132,887.81.

RLF SUCCESS STORIES

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

Contracted RLFs

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

- 1. <u>Jackson County RLF:</u> JCRLF currently has five active loans. There are still funds available for businesses in Jackson County with gap financing needs.
- 2. <u>Heron Lake RLF:</u> 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 still funds available for businesses in their service area that have gap financing needs.
- 3. <u>Falcon Development Corporation (FDC):</u> Information on FDC can be found online at http://www.swrdc.

org/economic-development/falcon-development-corporation/. FDC focuses on economic development improvements within a 30-mile radius of Heron Lake. These funds are de-federalized; therefore, Davis Bacon does not apply to construction projects. Interest rates can now be as low as 75% of prime. The FDC Board now has 7 members, which is the maximum. The board last met on December 7. The FDC annual meeting will take place in February.

PROPERTY ASSESSED CLEAN ENERGY (PACE)

Funds Available: Funds are currently available in the approximate amount of PACE SEP, \$168,482, and PACE ARRA, \$82,236.73. The SEP amount accounts for the committee decision on December 16 where they approved one loan in Albert Lea (Freeborn County) in the amount of \$99,789, which will close early January.

Please help spread the word about PACE to property owners looking to make improvements that lower their energy usage.

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. The committee will next meet on January 23.

General Information: PACE is available to property owners of small businesses, including agri-businesses and some non-profits based on usage. The interest rate is currently fixed at 3%.

Energy Audits: Energy assessments/audits are informational to property owners and may be the start to cost saving energy improvements. Contractor estimates and the energy assessment/audit are the two first steps to PACE financing. Due to a Faribault County presentation in Blue Earth and two lender referrals, ReTAP assessments are in varying stages of getting scheduled. Staff is expecting to get a PACE application from an Edgerton business soon.

The PACE application and brochure can be found at http://rmeb.org/pace.htm.

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

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

PHYSICAL DEVELOPMENT REPORT

January 2023
ENERGY| LAND USE, PLANNING & ZONING | SOLID WASTE & NATURAL RESOURCES

ENERGY

Rural Minnesota Energy Board (RMEB): The RMEB met on November 28. They received a legislative update from Fryberger, NextEra presented about current challenges facing wind/solar developers, and staff reviewed the draft presentation for the Public Utilities meeting coming in December. The next meeting will be on January 23.

On December 13 Tom Appel and Molly Malone presented to the Public Utilities Commission. This meeting included high level representatives from Xcel Energy, Great River Energy, Otter Tail Energy, MISO, SPP and Commissioners from the Public Utilities Commission.

Clean Energy Resource Teams (CERTs):

<u>RDO Climate and Energy Group:</u> Executive Directors and staff from all the Regional Development Organizations (RDOs) are now meeting monthly to share resources and explore opportunities in clean energy and sustainability.

<u>GreenStep Cities:</u> New Ulm and St. James reach Step 2. Marshall is working to develop pollinator plots on city property.

<u>SW CERTs Steering Committee:</u> They met in a joint meeting with RSDP on November 17 in Marshall at the MERIT Center. They reviewed current projects and discussed criteria for selecting the next wave of projects.

<u>Energy Foundation Grant with Region 5:</u> We received a \$75,000 grant to assist at least four organizations to find, write and implement federal grants that are coming available from the Inflation Reduction Act. Please send staff any leads about organizations in the region that are interested in this type of grant writing/administration assistance. As part of this grant, Region 5 and the SRDC are organizing a full day training for MADO members on how to engage their communities in energy and climate work. This training is tentatively planned for April in St. Cloud.

Solid Waste & Natural Resources

Solid Waste Commission: The Solid Waste Commission met November 28.

COMMUNITY DEVELOPMENT REPORT

January 2023 LOCAL ASSISTANCE | COMMUNITY PLANNING | COMMUNICATIONS

LOCAL ASSISTANCE

Friends of the Casey Jones State Trail: The Friends met December 15. Current work for the Friends includes the development of a news release regarding LCCMR funding received for the rehabilitation of the Currie Loop.

Explore SW Minnesota: The group last met on December 13. Work continues on the development of the website. Website development has been slow. We are in need of website content from Pipestone, Cottonwood, Jackson, and Lincoln County in particular. December 31 was the deadline to receive all content from counties. Staff also manages the Explore SW MN Facebook page and collects content from counties on a monthly basis. There are a few counties that have been low in participation, including Pipestone, Cottonwood, and Jackson. If you know someone interested in promoting tourism in your county, please connect them with staff. The group is applying for a \$5,000 grant from Explore Minnesota to complete marketing between January 1-June 30, 2023. The requested grant projects would include contracted work with SRDC on website development, social media management and development of a pull-off map. The total amount of project work would be \$10,000 with a 50/50 match. The next meeting will be January 10. The group has also requested contract services for financial management from SRDC for 2023.

COMMUNITY PLANNING & ACTIVITIES

RSDP Resilient Communities Workgroup: This group meets quarterly. The next meeting will be February 24 at 11am via zoom.

SRDC COMMUNICATIONS

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

Website Redesign: Staff has been hard at work on the redesign of the SRDC website. We're working with RV Tech on the redesign. The process has taken longer than initially planned. We're getting closer to final approval of all pages. The next step would be the launch of the updated website.

Communications Plan: Work continues on implementation of the plan goals and strategies.

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

TRANSPORTATION REPORT

January 2023

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

TRANSPORTATION ADVISORY COMMITTEE (TAC)

<u>Statewide Updates:</u> Corridors for Commerce is set to start solicitation this fall. Adjustments have been made to the scoring criteria/distribution to achieve better regional balance than in previous years.

AREAS TRANSPORTATION PARTNERSHIPS (ATP)

ATP 7: Met on November 4 via Microsoft teams and at the district office in Mankato to kick off their 2024-2027 Statewide Transportation Improvement Plan (STIP) cycle.

Trimont officially withdrew from the allocated TA funds awarded to them for FY 22. The ATP voted on the following allocation:

Assign \$150,000 of \$190,536 to Worthington. This would still leave \$40,536 of FY 2022 funds to be redistributed to the City of Mankato.

The ATP also presented their draft Area Transportation Improvement Plan for FY 2023-2026 and Capitol Highway Improvement Plan for FY 2027-2032.

ATP 8: Met Friday October 7. This meeting was to kick-off the 2024-2027 Statewide Transportation Improvement Plan (STIP) cycle. Other topics of discussion included funding updates, and a presentation on the Highway Safety Improvement Plan.

Stay updated on MnDOT road projects, construction progress, and detours at http://www.dot.state.mn.us/roadwork/. The South-Central District (District 7) includes Cottonwood, Jackson, Nobles, and Rock Counties. The Southwest District (District 8) includes Pipestone, Murray, Lincoln, Lyon, and Redwood Counties.

SRDC is available to assist in navigating and disseminating information as needed.

MnDOT offices are opening back up to the public for future meetings this summer. Remember to check with individual district offices and their policies before attending any meeting in-person.

Transportation Alternatives Program: Transportation Alternative grants are federal funds available to local communities for infrastructure projects that promote transportation model shift. Eligible costs are reimbursed as a 80/20 match. Funds are distributed in the next programable ATIP year. For FY 2027 \$1,260,000 is available for counties in the District 8 ATP (Redwood, Lyon, Lincoln, Murray, and Pipestone Counties) and \$1,600,000 is available for counties in the District 7 ATP (Cottonwood, Jackson, Nobles, and Rock counties).

- Friday, Jan. 13, 2023: Deadline for applicants to submit full applications.
- Friday, Apr. 14, 2023: Deadline for ATPs to select TA projects. Grant recipients announced.

On November 16 staff conducted the Letter of Intent review for Worthington for an East Lake Okabena trail connection and recommended that they complete a full application.

LOCAL HUMAN SERVICES TRANSIT COORDINATION PLAN

Staff presented the initial strategies for the updated Local Human Services Public Transit Coordination Plan to the Rural Transit Coordination Council RTCC on September 21. Feedback received from the council was used to create action steps that will be incorporated in the implementation grant cycle of the RTCC. Completion of the plan has been delayed. A meeting with MnDOT to review the initial draft happened January 5.

TRANSPORTATION PLANNING

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

Quarterly Transportation Planners Meeting: The MADO Transportation Planners met November 2 to do a Walk! Bike! Fun! curriculum training and bike ride in Mankato with BikeMN.

ACTIVE LIVING & SAFE ROUTES TO SCHOOL (SRTS)

Active Living: Statewide Health Improvement Partnership (SHIP) Community Leadership Teams (CLT):

Safe Routes to School (SRTS): The next Tracy meeting will be February 8 at the High School.

<u>SRTS Planning Grants for Next Year:</u> Red Rock Central School district has expressed interest in applying. Staff met with school and city personnel on November 15 to assist with the writing process. The deadline to submit the application was January 11.

<u>SRTS Boost Grants:</u> Grants fund non-infrastructure strategies to help support current SRTS plans or programs. Solicitations open in October and close in December.

SRTS Infrastructure Grants: Not available this year.

Upcoming events will be February 1, 2023 for Winter Walk to School Day and May 3, 2023 for Bike to School Day.

REGIONAL TRAILS PLANNING

The next meeting is scheduled for January 26 in-person at the SRDC office or February 2 for the virtual meeting. During this meeting, participants will be asked to look at connecting routes and asked about public engagement opportunities for spring/summer trails outreach. Staff started a Regional Trails Newsletter in December to update on trail news and planning updates. The newsletter will go out on a quarterly basis. If your community has updates on trail development or enhancements, please let staff know so that it can be included in the planning.

Funding Partners: The City of Lamberton joined the list of funding cities in Redwood County, approving an \$800 match for the project. They join the cities of Walnut Grove, Wabasso, and Revere, and the eight counties of Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, and Rock.



