

Wabasha County
Board of Commissioners
Meeting Agenda
August 23, 2016
9:00 a.m.

Agenda Item:

- 1.0 **Call to Order**
 - Please be respectful and turn off all cell phones and pagers during the Board meeting.
- 2.0 **Pledge of Allegiance**
- 3.0 **Roll Call** (Goihl, Hall, Key, Springer, Wobbe)
- 4.0 **Approve Agenda**
- 5.0 **Staff Updates**
- 6.0 **Administrator Update**
- 7.0 **Citizen Involvement** MS13D.01. subd 6

Any person may observe Board meetings. Citizens must be able to hear the discussion at a meeting and must be able to determine who votes for or against a motion. One copy of the agenda and all materials made available to the Board should be made available to the audience unless doing so would violate the Minnesota Government Data Practices Act. Although anyone can attend Board meetings, citizens cannot speak or otherwise participate in any discussions unless the Board recognizes them for this purpose.
- 8.0 **Public Forum**
 - Sign-up for the public forum will be done prior to the beginning of the meeting.
 - No personal attacks to persons present or not.
 - No inflammatory language used during time that you have the platform.
 - Thank you for participating in County government.
- 9.0 **Consent Agenda**

Items on the Consent Agenda are considered to be routine by the County Board of Commissioners and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Commissioners for separate consideration.

 - A. Minutes: August 16th, 2016
 - B. Claims
 - C. Meal Vouchers
 - D. Per Diems
 - E. Highway: Authorize leave without pay (2016-197)
 - F. Highway: Authorize Final Payment to Envirotech Services Inc. for completion of Project CP 79-16-8220 (2016-198)
- 10.0 **Action/Discussion Items**
 - A. Presentation: 2017 Budget Appropriation Requests
 - Jane Glander, Southern MN Tourism
 - B. Presentation: County Attorney's Office
 - C. A/T – Adopt Wabasha County Election's Emergency Plan (2016-199)
 - D. Emergency Management: Local Emergency Declaration for Wabasha County (2016-200)
- 11.0 **Commissioner Reports**
- 12.0 **Board Concerns**
- 13.0 **Recess/Adjourn**

MINUTES - REGULAR MEETING – TUESDAY, AUGUST 16TH, 2016

The Board of County Commissioners of Wabasha County, Minnesota, convened in Regular Session at the Wabasha County Courthouse, in the City of Wabasha, Minnesota on Tuesday, August 16, 2016 at 9:00 a.m.

08/16/16

The meeting was called to order by Board Chairman Hall.

CALL TO
ORDER

The following Commissioners were present: Goihl, Hall, Springer, Wobbe Absent: Key

ROLL CALL

SPRINGER-GOIHL

Motion to approve the agenda

APPROVE
AGENDA

Adopted Unanimously

STAFF UPDATES

Staff Updates

Public Forum Comments: Justin Steck – Zoning / Steeplechase

PUBLIC FORUM

SPRINGER-HALL

Motion to approve the consent agenda including the following:

Minutes: August 2nd, 2016

Claims

Meal Vouchers

Per Diems

Donations: Approve and accept donation of \$1000 from the Rotary Club of Wabasha to Wabasha County Substance Abuse Court

APPROVE
CONSENT
AGENDA

Resolution No.: 2016-190

Be It Resolved by Wabasha County that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2015 Chapter 77 Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

RES 2016-190:
APPROVE
STATE OF MN
CVSO GRANT

Be It Further Resolved by the Wabasha County Board that Nathan Pelz, the County Veteran Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

Resolution No.: 2016-191

Resolution Authorizing Execution of State of Minnesota
2016 Emergency Management Performance Grant Contract

Whereas, Wabasha County has applied for and been granted \$20,455 to apply toward expenses associated with the Wabasha County Emergency Management Office through the Emergency Management Performance Grant, and

Whereas, said grant is a 50% matching grant that is awarded through the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, and

RES 2016-191:
APPROVE AND
SIGN 2016
EMERGENCY
MANAGEMENT
PERFORMANCE
GRANT

Now, Therefore, be it Resolved that Wabasha County enter into an Agreement with the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, by the 2016 Emergency Management Performance Grant Contract.

Adopted Unanimously

SPRINGER-WOBBE

Resolution No. 2016-192

Whereas, the current mailing machines were purchased in 2006 and are in need of replacement as they will be considered obsolete at the end of this year; and

Whereas, two proposals for replacement of the machines have been received.

Now Therefore Be It Resolved by the Wabasha County Board of Commissioners that, after reviewing both proposals the County accepts the following: (indicate by checking boxes)

Vendor Selected:

X Pitney Bowes Advanced Business Machines

Option Selected:

X Purchase Lease

Be it further resolved by the Wabasha County Board of Commissioners that, Debbie Koenig, Finance Director is authorized to execute agreements necessary for the replacement of the machines after being reviewed by the County Attorney.

Be it further resolved by the Wabasha County Board of Commissioners that, the Pitney Bowes mailing machines model number DM800 currently owned by the county assigned with tag #'s 10471 & 10472 are declared as excess equipment with no marketable value and authorizes them to be disposed of.

Adopted Unanimously

WOBBE-SPRINGER

Resolution No.: 2016-193

Whereas, the following applicant wishes to have their County On Sale & Sunday Liquor License approved:

On Sale & Sunday Liquor

Troy Stock

Stumble Inn 2

Plainview Township

Whereas, the applicant does have current food & beverage licenses issued by Minnesota Dept of Health, and

Whereas, the applicant has been approved by the County Attorney and County Sheriff.

The Wabasha County Auditor/Treasurer has received the certificate of Insurance and the appropriate license fee. The liquor license will run from September 1, 2016 to July 31, 2017.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that, hereby approves the renewal of Liquor License to the individual listed above, subject to the approval of the State of Minnesota Liquor Control Commissioner.

Adopted Unanimously

SPRINGER-WOBBE

Resolution No.: 2016-194

Whereas, Wabasha County Auditor/Treasurer administers elections as required by Minnesota State Statues.

Whereas, Wabasha County Auditor/Treasurer has a working relationship with SeaChange for ballot layout, ballot printing and programming.

Whereas, SeaChange is offering a service to assist with the data entry of Election Day Registration Applications. SeaChange will provide the County with an electronic data file(s) to assist with the data entry that is required by Auditor/Treasurer's Office. Agreement would start with the 2016 election cycle.

RES 2016-192:
APPROVAL TO
REPLACE MAIL
MACHINES

RES 2016-193:
APPROVE
ON SALE AND
SUNDAY
LIQUOR SALES

RES 2016-194:
APPROVE
AGREEMENT
WITH
SEACHANGE

Whereas, Wabasha County Attorney has reviewed the agreement and finds no issues with the language.

FOR ELECTION SERVICES

Whereas, Wabasha County Auditor/Treasurer is recommending approval of the agreement.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners herby approves the agreement between Wabasha County and SeaChange for election services.

Also, Be it Further Resolved that the Wabasha County Board of Commissioners authorizes Board Chair to sign the agreement on behalf of Wabasha County.

Adopted Unanimously

SPRINGER-GOIHL

Resolution Number: 2016-195

RES 2016-195:
APPROVE
ZIEBELL LAND
SPLIT

Registered Land Survey No. 26

Whereas, Richard Ziebell submitted a application to split parcel R11.00005.06 located in Section 1 & 2, Township 111, Range 13 West and

Whereas, The Wabasha County Zoning Administrator has approved this split administratively and

Whereas, The Wabasha County Registrar of Title's policy is when splitting unplatted Torrens property a Registered Land Survey is required in accordance to Minnesota State Statute (508.47 Subd. 2) and

Now Therefore Be It Resolved, the Wabasha County Board of Commissioners approves Registered Land Survey No. 26 as recommend,

Adopted Unanimously

SPRINGER-HALL to close the public meeting and enter into a closed session to discuss Labor Negotiations

Resolution No.: 2016-196

RES 2016-196:
LABOR
NEGOTIATION
STRATEGY

Whereas, Minn. Stat. §13D.01 subd. 1(a) permits closing a County Board meeting for the purposes of discussing labor negotiation strategy;

Whereas, the County Board desires to consult with its attorney regarding the best course of action to take during the upcoming labor negotiations;

Whereas, it is not possible to fully discuss strategy and the options available to the County in a public meeting that may be attended by the opposing party;

Whereas, without such a meeting the County will have to make decisions without the full benefit of consultation with counsel, and is concerned that in such a situation, it could make poor or uninformed decisions, exposing the County and its taxpayers to liabilities and costs that could be avoided by fully informed decision making available only in a closed session with counsel;

Whereas, certain phases of the negotiation strategy may be impaired if every discussion is available for the benefit of opposing parties;

Whereas, the County Board wishes to meet with its attorney to discuss the pros and cons, and strategy regarding the labor negotiations, and finds that such a discussion cannot be had in public session;

Whereas, based upon the foregoing the Board finds there is an absolute need for confidentiality of this matter;

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that a closed meeting of the

County Board addressing the labor negotiation strategy will be held with the County Attorney and other County staff. No subject matter other than the foregoing shall be discussed at said meeting.

GOIHL-WOBBE to close the closed session and re-open the public meeting.

Adopted Unanimously

SPRINGER-WOBBE

Motion to adjourn

Adopted Unanimously

BOARD OF COUNTY COMMISSIONERS
WABASHA COUNTY, MINNESOTA

BY: _____
Board Chairman, Rich Hall

ATTEST:

BY: _____
Michael P. Plante, County Administrator

COMMISSIONER
REPORTS

BOARD
CONCERNS

ADJOURN

**WABASHA COUNTY
BOARD MEETING
23-Aug-16**

AUDITOR'S WARRANTS

<u>DATE</u>	<u>ACH NUMBERS</u>	<u>WARRANT NUMBERS</u>	<u>AMOUNT</u>
8/15/2016		31534 - 31539	\$ 795.54
8/15/2016	1622 - 1635	31540 - 31583	\$ 73,801.24

TOTAL AUDITOR'S WARRANTS

\$ 74,596.78

MEAL VOUCHERS

<u>EMPLOYEE</u>	<u>DATES</u>	<u>AMOUNT</u>
PLANTE ,MICHAEL	8/5/2016 - 8/8/2016	\$ 18.86
BERGNER, TISHA	8/11/2016	\$ 6.21

TOTAL MEAL VOUCHERS

\$ 25.07

TAXABLE UNIFORM ALLOWANCE

<u>EMPLOYEE</u>	<u>DATES</u>	<u>AMOUNT</u>
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TOTAL UNIFORM ALLOWANCE VOUCHERS

\$ -

**WABASHA COUNTY
BOARD MEETING
23-Aug-16**

PER DIEM PAYMENT REQUEST

<u>COMMISSIONER</u>	<u>DATE</u>	<u>COMMITTEE</u>	<u>AMOUNT</u>
Hall, Rich	07/25/16	PLANNING & ZONING MEETING	\$ 45.00
		MONTHLY HUMAN SERVICES BOARD	\$ 45.00
		REGIONAL RAIL	\$ 45.00
		SE MN WATER RESOURCE BOARD	\$ 45.00
		BIKE TRAIL	\$ 45.00
		STATE AUDIT	\$ 45.00
		WHITewater JOINT POWERS	\$ 45.00
		R C D	\$ 45.00
			\$ 360.00
Gohl, Brian			\$ -
Key, Cheryl	07/07/16	HIGH SPEED RAIL	\$ 45.00
	07/14/16	HR CONFERENCE	\$ 90.00
	07/15/16	HR CONFERENCE	\$ 90.00
	07/18/16	ECB MEETING	\$ 90.00
	07/22/16	UNION MEETING	\$ 45.00
	07/26/16	MONTHLY HUMAN SERVICES BOARD	\$ 45.00
Springer, Don	07/26/16	MONTHLY HUMAN SERVICES BOARD	\$ 45.00
			\$ 45.00
Wobbe, Mike	06/06/16	DISTRICT 9 MEETING	\$ 90.00
	06/28/16	MONTHLY HUMAN SERVICES BOARD	\$ 45.00
			\$ 135.00
TOTAL PER DIEMS REQUESTED			\$ 945.00

(1) Any claim for a per diem payment must be based on documented activities by a commissioner that constitutes:

- The duties of office, including work on committees (under the direction of the board); or
- Individual service required by law

Committee work may include information gathering activities as well as liaison activities. Board or committee minutes should confirm three aspects of the activity as committee work

- That a matter is before the board or committee that necessitates the activity
- The activity has been authorized by the board or committee; and
- The commissioner has reported to the board of the committee the results of the information gathering or liaison activities

Board of Commissioners Wabasha County

Agenda Item Number: 9.0 E

Date:

August 23, 2016

Agenda Item:

Authorize leave without pay

Requested Action:

Consider adoption of Resolution No. 2016-197 authorizing leave without pay for 2 weeks for Mr. Ellis Benson

Fiscal Impact:

Background/Recommendation:

Mr. Ellis Benson began work for the County on July 11th and is in his probationary period. Prior to employment Mr. Benson made known his request for some unpaid time off during his probationary period but is requesting an additional week for personal reasons. County Board authorization is necessary for leave without pay over 5 days.

The Wabasha County Engineer recommends adoption of Resolution 2016-197.

Action:

Motion by: _____

Second by: _____

Vote Aye: _____

Vote Nay: _____

No action required: _____

Wabasha County Board of Commissioners

Resolution No.: 2016-197

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that,
the Wabasha County Board of Commissioners hereby authorizes a leave without pay for Mr. Ellis Benson for a
10 day period.

Adopted this 23rd day of August 2016 by the Wabasha County Board of Commissioners.

By: _____
Its Board Chair

Attest:

By: _____
Michael P. Plante
County Administrator

Board of Commissioners Wabasha County

Agenda Item Number: 9.0 F

Date:

August 23, 2016

Agenda Item:

Final Payment to Envirotech Services Inc. for completion of Project CP 79-16-8220

Requested Action:

Adoption of Resolution 2016-198 authorizing the Wabasha County Auditor/Treasurer to issue a warrant for final payment to Envirotech Services Inc. for completion of Project CP 79-16-8220 – Supply and Application Chloride Solution in the amount of \$6018.45.

Fiscal Impact:

The total cost of this project is \$75,230.63. The amount of final payment is \$6018.45.

Background/Recommendation:

Contract No. 16006 has been completed.

The County Engineer recommends adoption of Resolution No. 2016-198

Action:

Motion by:_____

Second by:_____

Vote Aye:____

Vote Nay:____

No action required:____

Wabasha County Board of Commissioners

Resolution No.: 2016-198

Whereas, Project CP 79-16-8220 – Supply and Application of Chloride Solution with any and/or all Supplemental Agreements, Change Orders or Work Orders, has been completed.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that, the Wabasha County Auditor/Treasurer be authorized to issue a warrant for final payment to Envirotech Services Inc. in the amount of \$6018.45.

Adopted this 23rd day of August 2016 by the Wabasha County Board of Commissioners.

By: _____
Its Board Chair

Attest:

By: _____
Michael P. Plante
County Administrator

Board of Commissioners Wabasha County

Agenda Item Number: 10.0 A

Date:

August 23, 2016

Agenda Item:

2017 Budget Appropriation requests presentation-

- Southern MN Tourism-Jane Glander

Requested Action:

None – approval of requests will be done at a future meeting

Fiscal Impact:

None at this time

Background/Recommendation:

Attached is information provided by the presenter about the organization and the request for funding.

Action:

Motion by:_____

Second by:_____

Vote Aye:_____

Vote Nay:_____

No action required:_____



Southern Minnesota Tourism Association

www.ExploreSouthernMinnesota.com

May 2, 2016

Wabasha County
625 Jefferson Ave.
Wabasha, MN 55981

Dear Wabasha County,

The **Southern Minnesota Tourism Association (SMTA)** is a tourism promotional organization made up of representatives from 36 counties in the geographic area identified as the Southern Minnesota Region.

The Region served by Southern Minnesota Tourism Association encompasses the following 36 counties: Big Stone, Blue Earth, Brown, Chippewa, Cottonwood, Dodge, Faribault, Fillmore, Freeborn, Goodhue, Houston, Jackson, Lac Qui Parle, Le Sueur, Lincoln, Lyon, Martin, Mower, Murray, Nicollet, Nobles, Olmsted, Pipestone, Redwood, Renville, Rice, Rock, Sibley, Steele, Swift, Traverse, Wabasha, Waseca, Watonwan, Winona, and Yellow Medicine.

The funding for SMTA marketing comes from a requested \$.05/capita per each of the 36 counties that is recognized as Southern Minnesota.

The organization holds five meetings per year with an educational workshop held in conjunction with the meetings. All meetings are open to any interested persons. The SMTA Annual Meeting is held in September and includes the election of officers and executive committee. The November SMTA Meeting includes the Financial Audit Report.

The Brand – “SOMN *naturally different*” plays off the diverse geography and landscapes of southern Minnesota as well as the multiple experiences a visitor can have from border to border.

SMTA implements an annual Marketing Plan that ranges between \$25-30,000. The current target audience for SMTA marketing has been identified as 70% northern Iowa visitors and 30% Minnesota metro visitors. Marketing Programs are determined and developed with input from the SMTA Marketing Committee who helps to oversee the placement of print, digital, content, and other advertising/marketing strategies.

SMTA supports and organizes with an outside vendor/publisher to produce an annual visitor guide for the 36 county region of Southern Minnesota. This guide serves as a snapshot of what the region has to offer and gives SMTA extra presence at Travel Information Centers in Minnesota and throughout the Midwest.

115 East Hickory Street, #230, Mankato, MN 56001
P: 507-389-2683 | www.exploreminnesota.com
Toll-free: 888-975-6766 | F: 507-389-2685

Staff support for the Southern Minnesota Tourism Association is provided by Explore Minnesota:

Lisa Havelka, Southern Regional Manager, Explore Minnesota
115 East Hickory Street, #230, Mankato, MN 56001
P: 507-389-2683 | www.exploreminnesota.com
Toll-free: 888-975-6766 | F: 507-389-2685
Email: lisa.havelka@state.mn.us

Thank you for your continued support of funding of the Southern Minnesota Tourism Association. Based on SMTA's funding model we would ask \$.05/per capita from Wabasha County which established by the 2010 Census the population of Wabasha County: 21,664 would equate to \$1,083.20. We always encourage full per capita funding but appreciate the level of support your County can make to Southern Minnesota Tourism Association Regional Tourism Marketing efforts.

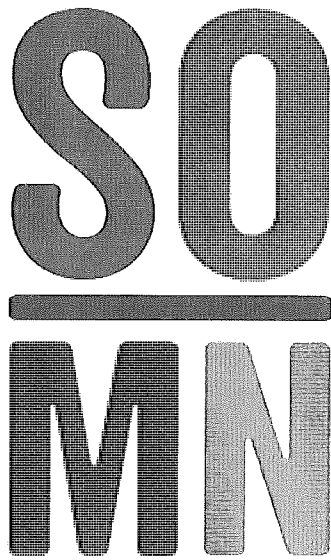
Through the marketing efforts of the Southern Minnesota Tourism Association, Explore Minnesota, and individual communities and tourism promotional organizations in southern Minnesota your County's appropriation allows us to market the entire southern region of Minnesota as a viable travel destination to non-resident and resident travelers.

Your contribution to the Southern Minnesota Tourism Association directly benefits economic development in your county and the entire state. Tourism is a \$13.6 billion industry in Minnesota employing over 250,000 people in Minnesota's Leisure and Hospitality Industry. Marketing tourism is an investment in the economy of your county and we are especially appreciative of your support.

Thank you,

Lisa Havelka,
Southern Regional Manager
Explore Minnesota

115 East Hickory Street, #230, Mankato, MN 56001
P: 507-389-2683 | www.exploreminnesota.com
Toll-free: 888-975-6766 | F: 507-389-2685



naturally different™

Southern MN Tourism Association is a 36 county organization working to generate travel, tourism, and a positive economic impact for all of Southern Minnesota.

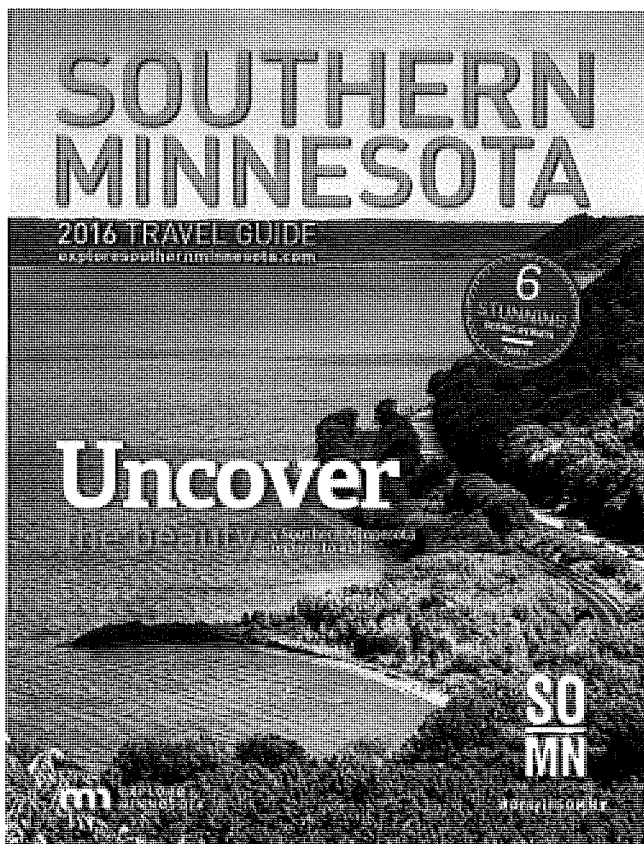
Working Together for a Positive Impact

36 Counties Strong

Funding Southern Minnesota Tourism is not an expense.... It is an INVESTMENT in the economic vitality of our southern Minnesota communities, counties and businesses.

Who comes to Southern Minnesota and what do they do while visiting?

- Typical Age: 47.3 years
- Median Income: \$71,200
- 47% from MN
- 37% from Mpls/St Paul
- 10% from Iowa
- 8% from Wisconsin
- 45% vacation or short pleasure trip
- Average party size: 2.6
- Average stay: 3.2 nights
- 70% stay in overnight paid accommodations (hotel, motel, historic inns)
- 17% of travelers take day trips
- Activities
 - Dining Out 69%
 - Shopping 46% (General Shopping 23% and Gift Shop Souvenirs 22%)
 - Visiting friends/relatives 27%
 - Sightseeing 22%



- Spring/Summer/Fall Advertising Campaign in larger networks.
- \$75,000+ value in annual media exposure
- Southern MN Guide published with a circulation of over 155,000.
- Exposure at Mall of America and MSP Airport.
- Increased Web Presence via Explore Minnesota and other websites.
- Advertising Partnerships and regional coordination of tourism efforts.
- Coop Advertising Opportunities and shared resources.
- Unified Voice and Networking with Explore MN Tourism
- Marketing Team to help drive business to Southern Minnesota.
- Your county can participate in SMTA decisions and marketing initiatives.
- Team of counties working together to advertise more broadly.

Economic Impact: Sales and Jobs

Travel/tourism in Minnesota generates:

SALES

- \$13 billion in gross sales
- More than \$35 million a day

JOBS

- 250,000 full- and part-time jobs
- 11% of total private sector employment
- Almost \$4.5 billion in wages

REVENUE

- \$840 million in state sales tax
- 17% of state sales tax revenues

Note: Data for leisure & hospitality sector, 2013

Growth in the tourism industry

Sales at leisure and hospitality businesses grew 49% from 2003 to 2013, including 4% annual growth for 2013.



Leisure & Hospitality Gross Sales (in billions) 2003-2013

Impacts of state tourism advertising

- 3.1 million Minnesota trips
- \$320.2 million traveler spending
- \$29.7 million direct state and local taxes
- 2.0 million additional intended trips in next 12 months
- \$68 to \$1 traveler spending return on ad investment
- \$6 to \$1 state and local tax return on ad investment

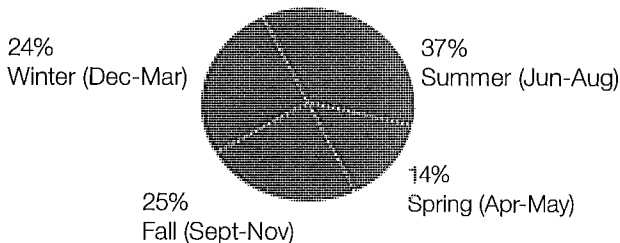
Note: Impacts of Explore Minnesota's spring/summer 2014 advertising

Minnesota ranking among states

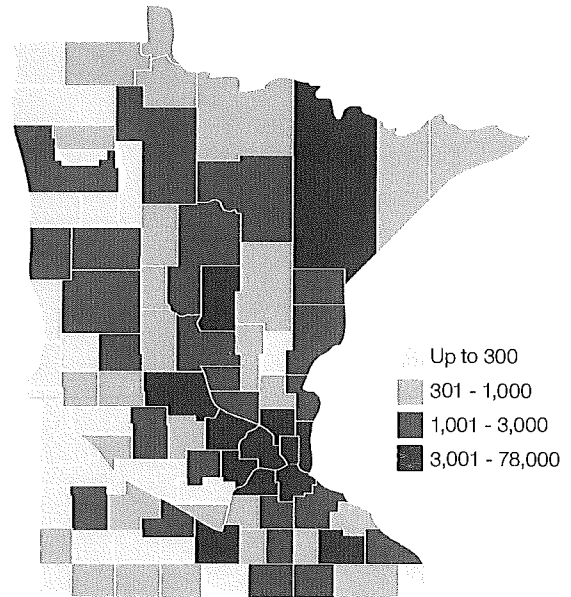
The economic impact of travel & tourism in Minnesota ranks significantly higher compared to other states in:

Traveler Spending	22 nd
Travel-Generated Employment	18 th
Travel-Generated Payroll	14 th
Travel-Generated Tax Receipts	10 th

Traveler expenditures by season



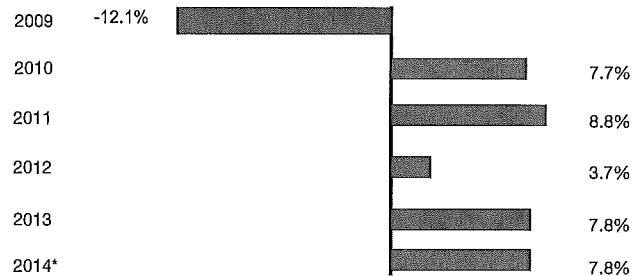
Leisure & hospitality jobs by county, 2013



- Travel & tourism creates jobs and generates sales in every county of Minnesota.
- Tourism jobs represent all levels of employment, from important entry-level service jobs to high-paying executive positions.
- Traveler spending indirectly supports jobs in many other industries, as well, from financial services to printing.

Change in room revenue

Source: STR (Smith Travel Research Inc.)



*year to date through November

After a decline in room revenue in 2009 due to the recession, Minnesota lodging properties have seen annual increases in room revenue.

Traveler spending by sector

Spending during Minnesota's 69 million annual person-trips (including overnight and day trips) is distributed throughout the economy:

- Food 23.5%
- Lodging 21%
- Retail 17%
- Recreation 16%
- Transportation 16.5%
- Second Homes 6%

Find more information at: industry.exploreminnesota.com

Economic Impact by County

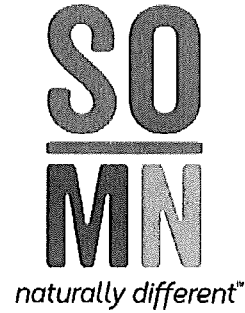
Minnesota's Leisure and Hospitality Industry, 2013

	Gross Sales	Sales Tax	Private Sector Employment		Gross Sales	Sales Tax	Private Sector Employment
Minneapolis - St. Paul Area				Southern Minnesota			
Anoka	\$488,524,019	\$33,078,113	11,883	Big Stone	\$4,442,658	\$316,833	129
Carver	\$158,938,738	\$10,397,111	3,738	Blue Earth	\$167,507,024	\$11,020,846	4,003
Chisago	\$57,384,993	\$3,700,061	1,431	Brown	\$37,650,837	\$2,480,129	1,147
Dakota	\$780,519,996	\$51,586,770	16,865	Chippewa	\$14,980,984	\$1,049,987	381
Hennepin	\$4,394,789,540	\$290,620,589	77,491	Cottonwood	\$9,779,730	\$658,587	286
Isanti	\$32,501,615	\$2,272,064	907	Dodge	\$11,050,261	\$762,615	402
Ramsey	\$1,858,794,999	\$120,493,932	27,015	Faribault	\$10,813,176	\$712,545	298
Scott	\$333,951,143	\$18,672,786	6,395	Fillmore	\$20,028,596	\$1,419,765	624
Washington	\$445,357,622	\$29,972,298	10,695	Freeborn	\$43,129,322	\$2,907,741	1,090
Wright	\$197,830,954	\$11,675,309	4,419	Goodhue	\$70,052,029	\$4,769,331	1,730
Region Total	\$8,748,593,619	\$572,469,033	160,839	Houston	\$10,213,408	\$657,311	259
Central Minnesota				Jackson	\$11,031,326	\$711,136	320
Aitkin	\$19,782,724	\$1,363,903	487	Lac Qui Parle	\$3,951,985	\$282,207	95
Benton	\$53,833,242	\$3,543,440	1,310	Le Sueur	\$23,550,192	\$1,479,958	625
Crow Wing	\$205,526,213	\$12,933,542	3,871	Lincoln	\$3,892,940	\$294,311	112
Douglas	\$109,888,733	\$7,201,909	2,159	Lyon	\$68,909,123	\$3,158,150	1,359
Grant	\$2,251,179	\$133,263	60	Martin	\$31,269,497	\$2,087,870	797
Kandiyohi	\$79,035,438	\$4,929,350	1,591	Mower	\$51,613,574	\$3,335,967	1,228
McLeod	\$40,747,054	\$2,804,190	1,294	Murray	\$7,131,770	\$484,729	162
Meeker	\$18,074,888	\$1,226,557	460	Nicollet	\$35,923,146	\$2,454,219	921
Mille Lacs	\$49,431,459	\$2,629,880	875	Nobles	\$27,313,564	\$1,877,173	705
Morrison	\$39,850,059	\$2,727,613	1,080	Olmsted	\$427,247,843	\$28,506,103	8,072
Otter Tail	\$83,137,509	\$5,606,988	2,106	Pipestone	\$10,374,983	\$705,872	311
Pope	\$13,977,184	\$898,070	327	Redwood	\$26,202,734	\$1,863,589	413
Sherburne	\$81,167,686	\$5,009,985	2,170	Renville	\$7,769,232	\$519,458	260
Stearns	\$297,942,985	\$19,546,700	7,484	Rice	\$151,069,788	\$6,504,917	2,307
Stevens	\$14,923,699	\$851,151	361	Rock	\$10,095,839	\$699,317	283
Todd	\$20,389,306	\$1,400,768	365	Sibley	\$7,788,999	\$562,268	167
Wadena	\$14,230,551	\$965,802	383	Steele	\$67,488,023	\$4,156,374	1,482
Region Total	\$1,144,189,909	\$73,773,111	26,383	Swift	\$8,758,191	\$621,633	229
Northwest Minnesota				Traverse	\$1,842,108	\$132,421	46
Becker	\$71,702,820	\$4,457,921	1,480	Wabasha	\$25,650,338	\$1,728,933	781
Beltrami	\$84,239,681	\$5,414,758	1,943	Waseca	\$13,257,195	\$872,139	401
Cass	\$100,740,225	\$6,295,129	1,785	Watsonwan	\$7,263,532	\$503,877	204
Clay	\$79,122,988	\$4,973,203	1,921	Winona	\$95,921,247	\$6,491,433	2,320
Clearwater	\$5,708,006	\$385,880	159	Yellow Medicine	\$13,002,744	\$503,744	199
Hubbard	\$30,563,260	\$2,031,545	754	Region Total	\$1,537,967,938	\$97,293,488	34,148
Kittson	\$3,023,685	\$217,130	74	Northeast Minnesota			
Lake of the Woods	\$34,148,793	\$1,939,660	487	Carlton	\$62,782,297	\$3,899,703	1,012
Mahnomen	\$14,223,379	\$977,888	104	Cook	\$58,503,168	\$3,721,552	915
Marshall	\$5,329,418	\$402,574	132	Itasca	\$67,905,856	\$4,354,607	1,444
Norman	\$3,145,373	\$210,221	70	Kanabec	\$13,234,583	\$855,592	299
Pennington	\$24,305,923	\$1,669,338	541	Koochiching	\$29,518,777	\$1,944,681	582
Polk	\$52,913,882	\$2,813,487	1,074	Lake	\$31,962,393	\$2,191,267	898
Red Lake	\$2,317,544	\$171,129	66	Pine	\$64,127,734	\$3,418,871	1,003
Roseau	\$20,053,921	\$1,285,307	342	St Louis	\$488,461,365	\$33,168,981	10,525
Wilkin	\$3,896,749	\$296,053	127	Region Total	\$816,496,173	\$53,555,254	16,678
Region Total	\$535,435,647	\$33,541,223	11,059	Minnesota Total \$12,975,526,970 \$839,808,106 250,117			

Notes: State total does not equal the sum of counties or regions because some data is withheld to avoid disclosure of individual businesses; and some state level data is for businesses located outside of Minnesota. The Leisure and Hospitality industry consists of Accommodations; Food Services and Drinking Places; and Arts, Entertainment and Recreation.

Sources: Minnesota Department of Revenue; Minnesota Department of Employment and Economic Development

Produced by Explore Minnesota Tourism, an office of the State of Minnesota. 1/15



SOUTHERN MINNESOTA TOURISM ASSOCIATION

County Funding Request

On behalf of the Southern Minnesota Tourism Association, I am writing to urge your county to financially support tourism in Southern Minnesota for 2017.

Your contribution to the Southern Minnesota Tourism Association directly benefits economic development for your county and the entire state. Marketing tourism is an investment in the economy of your county and we are especially appreciative of your county's commitment to help us to do our part.

County funding allows us to market the entire southern portion of Minnesota as a region and viable travel destination which in turn brings money back to individual communities.

We have new and exciting opportunities ahead of us we appreciate your consideration for continued support of the Southern Minnesota Tourism Association. Please feel free to contact me if you have any questions at 507-836-1147 or via email at criley@co.murray.mn.us.

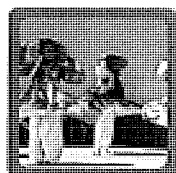
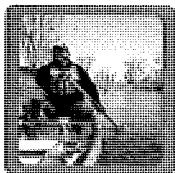
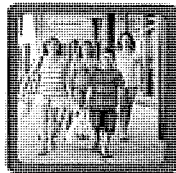
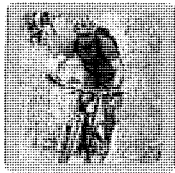
Sincerely,

Christy S. Riley
President, Southern Minnesota Tourism Association



*Working together to generate Travel, Tourism, and Regional Impact
for Southern Minnesota*

Funding Request:
Minimum of \$.05 per capita



INVOICE

Southern Minnesota Tourism Association

Southern Minnesota Tourism Association
Lisa Havelka, Regional Manager
115 East Hickory #230
Mankato, MN 56001

05/24/16
1112
Wabasha County

Bill To:

Wabasha County

2017 Funding Request

Year	Population in 2010	.05 per capita	Additional Funding
2017	21664	\$ 1,083.20	

Make all checks to **Southern Minnesota Tourism Association**. If you have any questions please contact Lisa Havelka at lisa.havelka@state.mn.us or 1-888-975-6766

Balance due \$ 1,083.20

Board of Commissioners Wabasha County

Agenda Item Number: 10.0 C

Date:

08/23/16

Agenda Item:

A/T - Approve Wabasha County Election Emergency Plan

Requested Action:

Approve plan as submitted.

Fiscal Impact:

N/A

Background/Recommendation:

On May 20, 2016, the legislature passed a law requiring that counties create a local elections emergency plan. [2016 Minn. Laws, Ch. 161, Art. 3, Sec. 3](#). The Office of Secretary of State (SOS) has developed a guide for creating an elections emergency plan and developed a model elections emergency plan. Wabasha County Auditor/Treasurer used the guide and the plan that was developed by SOS for completing this Wabasha County Election Emergency Plan.

Auditor/Treasurer has worked with Wabasha County IT, Wabasha County Sheriff, Wabasha County Attorney and Wabasha County Emergency Manager in developing our plan. Auditor/Treasurer also received input from Wabasha County Townships and Cities.

Action:

Motion by: _____

Second by: _____

Vote Aye: ____

Vote Nay: ____

No action required: ____

Wabasha County Board of Commissioners

Resolution No.: 2016-199

Whereas, On May 20, 2016, the legislature passed a law requiring that counties create a local elections emergency plan. [2016 Minn. Laws, Ch. 161, Art. 3, Sec. 3](#). The Office of Secretary of State has developed a guide for creating an elections emergency plan and developed a model elections emergency plan.

Whereas, Auditor/Treasurer has worked with Wabasha County IT, Wabasha County Sheriff, Wabasha County Attorney and Wabasha County Emergency Manager in developing our plan.

Whereas, Auditor/Treasurer also received input from Wabasha County Townships and Cities in developing our plan.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners hereby approves the Wabasha County Election Emergency Plan as presented. Plan will be sent to each Townships and Cities in Wabasha County. Also, the plan will be on file in Wabasha County Auditor/Treasurer's Office. Wabasha County Auditor/Treasurer will submit the plan to Secretary of State.

Adopted this 23 day of August, 2016 by the Wabasha County Board of Commissioners.

By: _____
Rich Hall
Board Chair

Attest:

By: _____
Michael P. Plante
County Administrator

WABASHA COUNTY

ELECTION EMERGENCY PLAN

Revised August 2016

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Introduction

Nothing must interfere with the right of voters to vote free of undue delay or inconvenience. The purpose of this election emergency plan is to ensure that, in the event of an emergency impacting the election, the essential functions of an election continue. The goal is to minimize the impact on the public, and to maintain the integrity and accuracy of elections in the event of an emergency.

This elections emergency plan applies to all staff within the Wabasha County Elections Division, and should be used as a guide by all jurisdictions conducting elections within Wabasha County. This plan should be distributed to all municipalities within Wabasha County that are responsible for election operations. This plan should operate in conjunction, but does not supersede, Wabasha County's or the encompassed municipalities' governing Continuity of Operations Plan.

County and Municipal Election Leads Order of Succession

In the event an incumbent elections administrator is incapable or unavailable to fulfill essential duties, successors have been identified to ensure there is no lapse in essential decision-making authority. The Wabasha County Elections Division has identified successors for key election officials within Wabasha County.

The Auditor/Treasurer and Chief Deputy Auditor/Treasurer are responsible for the Elections Emergency Plan. If an event occurs that may warrant the use of the Elections Emergency Plan, it is the duty of the elections staff at the County and at the municipal level to communicate with the Auditor/Treasurer. If the Auditor/Treasurer cannot be reached, the Chief Deputy Auditor/Treasurer should be contacted.

Each municipality within the County has identified a successor for the top election position within the municipality, and additional successors as appropriate. The chief election official for each municipality is responsible for ensuring orders of succession are up-to-date and communicated to the Wabasha County Auditor/Treasurer.

Alternative Worksite for County Offices

If an emergency impacts the county building/buildings where the election is housed, on election day, or during the absentee voting period, all reasonable efforts will be made to restore the functionality of the facility. The Wabasha County Auditor/Treasurer will assess the functionality and, if it is determined that the facility cannot be restored to functionality in a reasonable time period, the polling places will be moved to the alternated polling places (listed on pages 14-17).

If County in-person absentee voting is moved to the alternative facility, the County will:

- Follow the notification procedures for polling place relocation, described below;

- ❑ Notify the Secretary of State of the new static IP address for the purposes of connecting to SVRS;
- ❑ Work with county IT staff to re-direct phone, email, and fax communications to the alternative facility; and
- ❑ Work with USPS, UPS, FedEx, and other package delivery services to ensure delivery of absentee materials to the alternative facility or arrange for collection of absentee materials.

Polling Place Relocation – Prior to Election Day

If an emergency makes a polling place inoperable prior to election day, the governing election official must determine if the polling place can be made operable by election day. All reasonable efforts must be made to restore the originally designated polling place. If the governing election official determines that the originally designated polling location cannot be restored, the governing election official may change or consolidate the polling location.

Steps	Checklist for Relocation of a Polling Place Prior to Election Day	Resources
1 ❑	Determine that the originally designated polling location cannot be made operational by election day	
2 ❑	Identify an alternative polling location as near to the designated polling location as possible. <ul style="list-style-type: none"> ❑ The new polling location must meet the polling place requirement of M.S. 204B.16, including the requirement that the polling place meet all accessibility provisions for voters with disabilities ❑ Preference must be given to alternative polling locations within the precinct ❑ If a new polling location cannot be identified within the precinct, a polling location outside of the precinct may be chosen or the governing municipality can choose to combine the polling place with another polling place outside the precinct 	(See page 14-17)
3 ❑	Immediately notify the county auditor and secretary of state of the need to relocate a polling place and the new polling place location <ul style="list-style-type: none"> ❑ The notification must include (1) the reason for the relocation, (2) the new polling place location, and (3) an explanation for why the new location was chosen 	Elections Staff Contact List (See page 6)

4 <input type="checkbox"/>	<p>Immediately notify the public of the reason for the need to relocate the polling place and the new polling place location. Notification must be given, at minimum:</p> <ul style="list-style-type: none"> <input type="checkbox"/> On the website of the governing municipality (if applicable); <input type="checkbox"/> On the county website; <input type="checkbox"/> Through the pollfinder by updating the information in the Statewide Voter Registration System; <input type="checkbox"/> On the location for all official notices within the governing municipality; <input type="checkbox"/> To election judges within the municipality; and <input type="checkbox"/> To local media outlets with a request that the media publically announce the relocation and the reason for the relocation. 	<p>Media and Public Communications Contact List (See page 13)</p>
5 <input type="checkbox"/>	<p>On Election Day, the governing election official must also post at the originally designated polling place a notice in large print and in conspicuous locations a sign notifying potential voters of the new polling place location.</p> <ul style="list-style-type: none"> <input type="checkbox"/> If it is not possible to post this notice due to hazardous conditions, this requirement may be waived. <input type="checkbox"/> Multiple postings may be required, and must be visible from a vehicle to accommodate those voters that would otherwise vote from a vehicle. 	

Polling Place Relocation – On Election Day

In the case of an emergency impacting a polling place on election day, election judges should follow the Polling Place Emergency Procedures on pages 10 - 12. The election judges will work with the governing election official to determine if the polling place can be returned to operation. If the governing election official determines that the originally designated polling location cannot be restored, the governing election official may either change or consolidate the polling location.

Steps	Checklist for Polling Place Relocation on Election Day	Resources
1 <input type="checkbox"/>	The governing election official must make a determination that the originally designated polling location cannot be made operational.	Polling Place Emergency Procedures (See page 10-12)

<p>2 <input type="checkbox"/></p>	<p>The governing election official must identify an alternative polling location as near to the designated polling location as possible.</p> <ul style="list-style-type: none"> <input type="checkbox"/> The new polling location must meet the polling place requirement of M.S. 204B.16, including the requirement that the polling place meet all accessibility provisions for voters with disabilities <input type="checkbox"/> Preference must be given to alternative polling locations within the precinct <input type="checkbox"/> If a new polling location cannot be identified within the precinct, a polling location outside of the precinct may be chosen or the governing municipality can choose to combine the polling place with another polling place outside the precinct 	<p>(See page 14-17)</p>
<p>3 <input type="checkbox"/></p>	<p>Immediately notify the county auditor and secretary of state of the need to relocate a polling place and the new polling place location</p> <ul style="list-style-type: none"> <input type="checkbox"/> The notification must include (1) the reason for the relocation, (2) the new polling place location, and (3) an explanation for why the new location was chosen 	<p>Elections Staff Contact List (See page 6)</p>
<p>4 <input type="checkbox"/></p>	<p>Immediately notify the public of the reason for the need to relocate the polling place and the new polling place location. Notification must be given, at minimum:</p> <ul style="list-style-type: none"> <input type="checkbox"/> On the website of the governing municipality (if applicable); <input type="checkbox"/> On the county website; <input type="checkbox"/> Through the pollfinder by updating the information in the Statewide Voter Registration System; <input type="checkbox"/> On the location for all official notices within the governing municipality; <input type="checkbox"/> To election judges within the municipality; and <input type="checkbox"/> To local media outlets with a request that the media publically announce the relocation and the reason for the relocation. 	<p>Media and Public Communications Contact List (See page 13)</p>

5 <input type="checkbox"/>	<p>Post at the originally designated polling place a notice in large print and in conspicuous locations a sign notifying potential voters of the new polling place location.</p> <ul style="list-style-type: none"> <input type="checkbox"/> If it is not possible to post this notice due to hazardous conditions, this requirement may be waived. <input type="checkbox"/> Multiple postings may be required, and must be visible from a vehicle to accommodate those voters that would otherwise vote from a vehicle. 	
6 <input type="checkbox"/>	<p>The chief local election official must determine if extension of polling place hours by one hour is necessary to accommodate voters that would have been in line at the original polling location.</p> <p>If polling place hours are extended by one hour, the chief local election official must notify the following of the extension:</p> <ul style="list-style-type: none"> <input type="checkbox"/> County Auditor; <input type="checkbox"/> Secretary of State; <input type="checkbox"/> Election judges within the municipality; and <input type="checkbox"/> All local media outlets. 	<p>Elections Staff Contact List (See page 6) Communications Contact List</p>

APPENDIX

Election Staff Contacts for Wabasha County

Name & Title	Contact Information	
Denise Anderson Auditor/Treasurer	Office Phone Land Line Home Mobile Phone Work Email Personal Email	(651) 565-2648 (612) 756-2017 danderson@co.wabasha.mn.us
Francie Warren Chief Deputy	Office Phone Land Line Home Mobile Phone Work Email Personal Email	(651) 565-2648 (651) 564-2134 fwarren@co.wabasha.mn.us
Audry Plote Deputy	Office Phone Land Line Home Mobile Phone Work Email Personal Email	(651) 565-2648 (651) 380-0316 aplote@co.wabasha.mn.us
Christine Getschmann Deputy	Office Phone Land Line Home Mobile Phone Work Email Personal Email	(651) 565-4410 (507) 990-6222 cgetschmann@co.wabasha.mn.us
Jane Roemer Deputy	Office Phone Land Line Home Mobile Phone Work Email Personal Email	(651) 565-4410 (651) 564-1306 jroemer@co.wabasha.mn.us

Name & Title	Contact Information	
Shawn Gertken GIS	Office Phone	(651) 565-5164
	Land Line Home	
	Mobile Phone	
	Work Email	sgertken@co.wabasha.net
	Personal Email	

Secretary of State

	Contact Information	
General Information, Office of the Secretary of State	Main Elections Admin. Line	(651) 215-1440
	Toll Free Election Admin Line	1 (877) 600-8683
	Election Admin. Email	elections.dept@state.mn.us
	Voter Information Line	1 (877) 600 – VOTE
Gary Poser, Director of Elections	Office Phone	(651) 556-0612
	Email	gary.poser@state.mn.us

Support and Vendor Contact Information

Support

Name & Title	Contact Information	
County Administrator Michael Plante	Office Phone	(651) 565-3675
	Email	mplante@co.wabasha.mn.us
County Emergency Manager Brenda Tomlinson	Office Phone	(651) 560-3069
	Email	btomlinson@co.wabasha.mn.us
County Attorney Karrie Kelly	Office Phone	(651) 565-5166
	Email	kkelly@co.wabasha.mn.us
Sheriff's Office Rodney Bartsh	Office Phone	(651) 565-3361
	Email	rbartsh@co.wabasha.mn.us
County IT Director Kyle Jerviss	Office Phone	(651) 565-5184
	Email	kjerviss@co.wabasha.mn.us

Name & Title	Contact Information	
Winona County Sandra Suchla	Office Phone	(507) 457-8830
	Email	autr@co.winona.mn.us
Olmsted County Pam Fuller	Office Phone	(507) 328-7650
	Email	elections@co.olmsted.mn.us

Vendors

Name & Title	Contact Information	
Voting Machine Vendor SeaChange (Doug Sunde)	Cell Phone	(320) 309-0374
	Office Phone	(763) 586-3751
	Email	DougS@seahange-llc.net

Utilities and Public Works

Name & Title	Contact Information	
Wabasha County Highway Department Flesch Dietrich	Office Phone	(651) 565-3366
	Department Phone	
	Email	fdietrich@co.wabasha.mn.us
Electricity Company	Office Phone	(See page 13)
	Email	
Natural Gas Company	Office Phone	(See page 13)
	Email	

Media and Public Communications Contacts

Media Contact List

Name & Title	Contact Information	
Newspapers	Office Phone Fax Email	(See page 13)
Radio	Office Phone Fax Email	(See page 13)
Television	Office Phone Fax Email	(See page 13)

County and Municipality Communications Contact

Name & Title	Contact Information	
<i>Media Platforms</i>		
Township Contacts Within Wabasha County	Office Phone Fax Email	(See page 14-17)
City Contacts Within Wabasha County	Office Phone Fax Email	(See page 14-17)

Election Judge Polling Place Emergency Procedures

Emergency Evacuation of the Polling Location

If a fire, a weather emergency, power outage, or another type of emergency occurs during voting hours, take steps to protect yourself and the other people in the polling place. Familiarize yourself with evacuation plans for the polling place. Do not worry about election supplies until after everyone in the polling place is safe.

If the polling place must be left unattended due to a catastrophic emergency (tornado, fire, bomb threat, other situations when Election Judges may be ordered to leave premises), use the following procedures.

STAY CALM

If time permits, and your safety is not jeopardized, follow these steps before you leave the polling place:

1. Choose a location to meet outside; designate Election Judges to assist voters exiting the poll.
2. Record the public count from the Ballot Counter and the time on the cover of the polling place Roster.
3. Remove the memory card from the Ballot Counter.
4. Secure blank, non-voted ballots in the supply case.
5. Keep voted ballots locked in the M100 Ballot Box.
6. Use any available return envelope (i.e. Duplicate Ballot Envelope, Election Day Registration Envelope) for any uncounted ballots found in the auxiliary compartment.
7. If possible, take the following items with you:
 - a. Polling place Rosters (Registered Voters Roster and New Registrants Roster)
 - b. Completed Voter Registration Applications
 - c. Memory card (if able to complete step 3)
 - d. M100 and AVM. (If you are unable to bring the M100 and ballot box with you, put voted ballots in "end of night" cardboard box, and seal the box.)

- e. Exit the polling place and account for all members of your election team.
- f. As soon as you are in a secure location, call your local election official for further instructions about the voting process.

If The Polling Place Can Be Reopened:

1. Resume voting by using the auxiliary compartment of the Ballot Counter.
2. Call your local election official to advise that the polling place has reopened.
3. Support staff will be sent to re-install the memory card and assist in reestablishing normal operations.
4. **DO NOT KEEP VOTERS WAITING** while you restore the functionality of the ballot counter.
 - a. Immediately open the auxiliary compartment slot of the ballot box. This slot lets voters drop their ballot into the locked ballot box without being counted by the machine.
 - b. If needed, explain to voters that once the ballot counter is operating election judges will process them through the ballot counter.
 - c. Voters may use the ballot marking device to verify their ballot has no voter errors before placing it in the auxiliary compartment.
 - d. After the machine is operating again, two judges should remove the ballots from the auxiliary compartment and feed them into the ballot counter.
5. Record events on the Incident Log.

If The Polling Place Cannot Be Reopened:

Contact your local election official if your polling place is unusable. Your local election official will help you determine if you need to move to a new polling place, and will assist in identifying a new polling place location. Follow the local election official's instructions regarding moving polling places and notification that must be posted to inform voters of the change in polling locations.

Emergencies Requiring Police, Fire, or Medical Response (911)

Call 911 for any problem or situation requiring a response from police, fire, or medical personnel. If you are using facility phones, verify ahead of time whether an access code is necessary to connect to an outside phone line.

When calling 911 to report a problem or situation requiring an emergency response:

1. Identify yourself as an Election Judge and give your ward and precinct number.
2. State the name and address of the polling place building and the specific location inside the building where the problem is located.
3. Explain the circumstances to the 911 operator and accurately describe the situation. The more accurately you can describe the situation, the better for the 911 dispatcher to be able to make a determination about what type of response is required.
4. After calling 911, call your local election official.
5. Explain the situation and the appropriate staff will be sent to assist you.
6. Record the situation on the Incident Log noting:
 - a. Time of incident
 - b. Type of problem
 - c. Name of individual(s) involved if known
 - d. Brief physical description of individual(s) involved
 - e. Brief description of the incident
7. Contact your local elections official when the situation is resolved.
8. Record the time and resolution of the situation on the Incident Log.

PUBLIC UTILITIES

A. ELECTRIC

- | | |
|---------------------------------|------------------------------|
| 1. Xcel Energy | (800) 895-1999 Public number |
| 2. Peoples Cooperative Services | (507) 288-4004 |
| 3. Alliant Energy | (800) 255-4268 |

B. TELEPHONE

- | | |
|-----------------------------|-------------------------------|
| 1. Qwest | (800) 573-1311 |
| 2. Embarq (formerly Sprint) | (800) 788-3600 Repair Service |
| 3. AT & T | (800) 222-3000 |

C. GAS

- | | |
|--|------------------------------|
| 1. MN Energy Resources
(formerly Aquilla & Peoples Natural Gas) | (800) 889-4970 |
| 2. Xcel Energy | (800) 895-2999 Public Number |

LOCAL PUBLIC WORKS DEPARTMENTS

Elgin	(507) 876-2291
Hammond	(507) 753-2086
Kellogg	(507) 767-4953
Lake City	(651) 345-4711
Mazeppa	(507) 843-3685
Millville	(507) 798-2409
Minneiska	(507) 689-2348
Plainview	(507) 534-3701
Wabasha	(651) 565-3404
Zumbro Falls	(507) 753-2423

MEDIA

Radio:

KLCH, 117 S. Washington, Lake City, MN	Phone:	Daytime Fax:
KMFX, 1530 Greenview Dr SW, Rochester, MN	(651) 345-6900	(651) 388-7153
KROC, 122 – 4 th Street SW, Rochester, MN	(507) 288-3888	(507) 288-7815
KCUE/KWNG, 474 Guernsey Ln, Red Wing, MN	(507) 286-1010	(507) 286-9370
WBHA, 474 Guernsey Ln, Red Wing, MN	(651) 388-7151	(651) 388-7153
	(651) 560-4888	(651) 388-7153

Television:

KTTC-TV, 6301 Bandel Rd NW, Rochester, MN	Phone:	Fax:
Midcontinent, 5 North Drive, Wabasha, MN	(507) 288-4444	(507) 288-6278
HBC Cable TV, 329 E. Hiawatha Dr, Wabasha	(651) 565-2628	
	(651) 565-0304	

Newspapers:

Lake City Graphic	651-345-3316
Wabasha Herald	651-565-3368
Plainview News	507-534-3121
Mazeppa Journal	507-843-3855
Winona Daily News	507-454-6500
Zumbrota News Record	507-732-7617
Rochester Post Bulletin	507-285-7600

POLLING PLACES IN WABASHA COUNTY

<u>TOWNSHIP OR CITY / CONTACTS</u>	<u>POLLING PLACE</u>	<u>ALTERNATE SITE / PHONE</u>
1 CHESTER TOWNSHIP Krista (507) 259-8065 Karl (507) 843-3685	BELLECHESTER COMMUNITY CENTER 101 1st Street Bellechester, MN 55027	MAZEPPA COMM CENTER 121 Maple Street Mazeppa, MN 55956 Ph: (507) 843-3685
2 ELGIN TOWNSHIP Erika (507) 273-8377 Jerilyn (507) 273-4291	ELGIN AMBULANCE GARAGE 130 East Main Street Elgin, MN 55932	ELGIN FIRE HALL 135 East Main Street Elgin, MN 55932 Ph: (507) 876-2245
3 GILLFORD TOWNSHIP Lyle (651) 380-8748 Brian (651)792-5873	ZUMBRO FALLS CITY HALL 344 Highway 60 Zumbro Falls, MN 55991	ZUMBRO FALLS VFW 390 Highway 60 Zumbro Falls, MN 55991 Ph: (507) 259-1376
4 GLASGOW TOWNSHIP Cathy (651) 564-0160 (cell) Cathy (651) 565-3653 (home) Chris (507) 208-5595	KELLOGG GYM 100 N Dodge Street Kellogg, MN 55945	KELLOGG FIRE HALL 125 S Dodge Street Kellogg, MN 55945 Ph: (507) 767-4953
5 GREENFIELD TOWNSHIP Jim (507) 507-4218 Georgette (651) 564-0469	KELLOGG GYM 100 N Dodge Street Kellogg, MN 55945	GREENFIELD TOWNSHIP BLDG 66767 County Road 76 Wabasha, MN 55981 Ph: (651) 565-3316
6 HIGHLAND TOWNSHIP Sharon (507) 251-8321 Heather (507) 951-3447	IMMACULATE CONCEPTION Church Hall (Basement) 22032 County Road 18 Kellogg, MN 55945	WHIPPOORWILL / B.J.'S GRILL 61486 County Road 86 Kellogg, MN 55945 Ph: (507) 534-3590
7 HYDE PARK TOWNSHIP Dave (507) 269-9601 Roxanne (507) 259-3347	MILLVILLE VALLEY LEGION CLUB 430 Division Street Millville, MN 55957	APPEL'S SERVICE BUILDING 421 Division Street Millville, MN 55957 Ph: (507) 798-2372
8 LAKE TOWNSHIP Kay (507) 273-2251 Lisa (651) 764-2073 Mary (651) 764-0815	LAKE TOWNSHIP HALL 30271 690th Street Lake City, MN 55041	MT PLEASANT TOWNSHIP HALL 35010 County Road 15 Lake City, MN 55041 Ph: (651) 764-0815
9 MAZEPPA TOWNSHIP Jay (507) 273-5844 Kia (507) 843-4024	MAZEPPA TOWN HALL 59176 County Road 71 Mazeppa, MN 55956	DAVID RADTKE SHED 59044 County Road 71 Mazeppa, MN 55956 Ph: (507) 259-3049
10 MINNEISKA TOWNSHIP Denise (612) 756-2017 Francie (651) 564-2134	AUDITOR/TREASURER'S OFFICE 625 Jefferson Avenue Wabasha, MN 55981	MITTEL SCHULE 611 Broadway Avenue Wabasha, MN 55981 Jim Smit Cell (715) 495-5442

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12 OAKWOOD TOWNSHIP Apple Service (507) 798-2371 Donald (507) 798-2467 Jane (507) 951-0489	MILLVILLE LEGION HALL 430 Division Street Millville, MN 55957	APPEL'S SERVICE BUILDING 421 Division Street Millville, MN 55957 Ph: (507) 798-2372
13 PEPIN TOWNSHIP Holly (651) 764-2098 Mary (651) 564-2116 Megan (651) 560-0027	JOSH & HOLLY OLSON RESIDENCE 69083 255th Avenue Wabasha, MN 55981	LAKE PEPIN GOLF COURSE 70895 260th Avenue Lake City, MN 55041 Ph: (651) 345-5768
14 PLAINVIEW TOWNSHIP Twnshp: (507) 534-2985 Ellen cell: (507) 259-6246 Don cell: (507) 421-1054	GOVERNMENTAL CENTER 51547 220th Avenue Plainview, MN 55964	PEACE UNITED METHODIST 52497 275th Avenue Elgin, MN 55932 Ph: (507) 876-2651
15 WATOPA TOWNSHIP Jerry (507) 251-3109 Paul (507) 534-2991 (land line)	KELLOGG GYM 100 N Dodge Street Kellogg, MN 55945	WATOPA TOWN HALL 16509 County Road 14 Kellogg, MN 55945 Ph: (507) 251-3109
16 WEST ALBANY TOWNSHIP Roy's (651) 565-4398 John (651) 380-2934 James (651) 564-0675	THEILMAN COMMUNITY CENTER 62609 County Road 86 Theilman, MN 55945	THEILMAN OPERA HOUSE 62643 261st Avenue Theilman, MN 55945 Ph: (651) 565-0339
17 ZUMBRO TOWNSHIP Bonnie (507) 753-2032 Dori (507) 843-4560 (home) Dori Klein (507) 993-1658 (cell)	ST JOHNS LUTHERAN CHURCH 80 Third Avenue S Hammond, MN 55938	ZUMBRO COMMUNITY CHURCH 58324 County Road 7 Zumbro Falls, MN 55991 Ph: (507) 843-4189
18 BELLECHESTER CITY Denise (612) 756-2017 Francie (651) 564-2134	AUDITOR/TREASURER'S OFFICE 625 Jefferson Avenue Wabasha, MN 55981	MITTEL SCHULE 611 Broadway Avenue Wabasha, MN 55981 Jim Smit Cell (715) 495-5442
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21 KELLOGG CITY Chris (507) 208-5595 Jessica (507) 259-7364	KELLOGG GYM 100 N Dodge Street Kellogg, MN 55945	KELLOGG FIRE HALL 125 S Dodge Street Kellogg, MN 55945 Ph: (507) 767-4953

22 LAKE CITY Kari (507) 398-6515 Mark (651) 448.3298	P1 LAKE CITY CITY HALL 205 W Center Street Lake City, MN 55041	METHODIST CHURCH 213 Oak Street Lake City, MN 55041 Ph: (651) 345-3625
23 LAKE CITY Kari (507) 398-6515 Mark (651) 448.3298	P2 ST MARY'S CATHOLIC CHURCH 419 W Lyon Avenue Lake City, MN 55041	FIRST CONGREGAT. CHURCH 114 Oak Street Lake City, MN 55041 Ph: (651) 345-4484
24 LAKE CITY Kari (507) 398-6515 Mark (651) 448.3298	P3 LAKE CITY CITY HALL 205 W Center Street Lake City, MN 55041	FIRST LUTHERAN CHURCH 100 Peace Ridge Lake City, MN 55041 Ph: (651) 345-5008
25 MAZEPPA CITY Karl (507) 273-1885 Blaine (651) 564-0128	MAZEPPA COMMUNITY CENTER 278 1st Avenue N Mazeppa, MN 55956	ZUMBROTA-MAZEPPA SCHOOL 343 3rd Avenue NE Mazeppa, MN 55956 Ph: (507) 732-1414
26 MILLVILLE CITY Pat (507) 273-5742 Laura (507) 421-0125	MILLVILLE VALLEY LEGION CLUB 430 Division Street Millville, MN 55957	APPEL'S SERVICE BUILDING 421 Division Street Millville, MN 55957 Ph: (507) 798-2372
27 MINNEISKA CITY Denise (612) 756-2017 Francie (651) 564-2134	AUDITOR/TREASURER'S OFFICE 625 Jefferson Avenue Wabasha, MN 55981	MITTEL SCHULE 611 Broadway Avenue Wabasha, MN 55981 Jim Smit Cell (715) 495-5442
28 PLAINVIEW CITY Peg (507) 951-7798 Renee (507) 450-9217	P1 PLAINVIEW CITY HALL 241 W Broadway Plainview, MN 55964	PLAINVIEW LIBRARY 345 1st Avenue NW Plainview, MN 55964 Ph: (507) 534-3425
29 PLAINVIEW CITY Peg (507) 951-7798 Renee (507) 450-9217	P2 PLAINVIEW CITY HALL 241 W Broadway Plainview, MN 55964	PLAINVIEW LIBRARY 345 1st Avenue NW Plainview, MN 55964 Ph: (507) 534-3425
30 WABASHA CITY Patty (507) 250-4646 Sue (715) 461-0392	W1 WABASHA FIRE STATION 113 Hiawatha Drive W Wabasha, MN 55981	WABASHA-KELLOGG SCHOOL 2113 Hiawatha Dive E Wabasha, MN 55981 Ph: (651) 565-3559
31 WABASHA CITY City Hall (651) 565-4568 Sue (715) 461-0392 Patty (507) 250-4646	W2 WABASHA CITY HALL 900 Hiawatha Drive E Wabasha, MN 55981	WABASHA-KELLOGG SCHOOL 2113 Hiawatha Drive E Wabasha, MN 55981 Ph: (651) 565-3559
32 WABASHA CITY Kathy Burkhardt (651) 564-0968 Sue (715) 461-0392 Patty (507) 250-4646	W3 MAPLE GROVE APTS 713 6th Street W (community room) Wabasha, MN 55981	WABASHA VFW 138 2nd Street Wabasha, MN 55981 Ph: (651) 565-4766

<p>33 ZUMBRO FALLS CITY Denise (612) 756-2017 Francie (651) 564-2134</p>	<p>AUDITOR/TREASURER'S OFFICE 625 Jefferson Avenue Wabasha, MN 55981</p>	<p>MITTEL SCHULE 611 Broadway Avenue Wabasha, MN 55981 Jim Smit Cell (715) 495-5442</p>
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Board of Commissioners Wabasha County

Agenda Item Number: 10.0 D

Date:

August 23, 2016

Agenda Item:

Local Emergency Declaration for Wabasha County

Requested Action:

Declare Emergency Declaration for the rainfall event of August 11.

Fiscal Impact:

Unknown

Background/Recommendation:

On Thursday, August 11th, areas of Wabasha County received nearly 8” of rainfall in a 2 hour period causing flooding, washed out roads, mudslides, and downed trees. This declaration will help Wabasha County recoup some of the costs of clean up through emergency funding with the State of Minnesota.

Action:

Motion by: _____

Second by: _____

Vote Aye: _____

Vote Nay: _____

Wabasha County Board of Commissioners

Resolution No.: 2016- 200

WHEREAS excessive rainfall on August 11, 2016, impacted the population of Wabasha County and its cities and townships; and

WHEREAS the excessive rainfall event has caused a significant amount of public property damage; and

WHEREAS Wabasha County Emergency Management requests the Wabasha County Board of Commissioners to declare a Local Emergency for Wabasha County for the excessive rainfall event of August 11, 2016;

NOW, THEREFORE, BE IT RESOLVED, that the Wabasha County Board of Commissioners declares a Local Emergency for Wabasha County in response to the conditions resulting from the excessive rainfall event of August 11, 2016.

Adopted this 23 day of August, 2016, by the Wabasha County Board of Commissioners.

Signed:

Rich Hall, Board Chair

ATTEST:

Michael Plante, County Administrator