



**SEMLM**

*Southeastern Minnesota  
League of Municipalities*

[www.semlm.org](http://www.semlm.org)



## Table of Contents

Boardroom News .....	p. 2
Board Contacts .....	p. 2
City of <b>Sargeant</b> sets record .....	p. 2
Public Works Equipment Sharing Program Update.....	p. 3
<b>SE MN City Pic Trivia</b> .....	p. 3
 <b>Funny on Four</b> .....	p. 4
<b>MN Trivia Test</b> .....	p. 5
 MN Speed Test Info/Details .....	p. 6
<b>CARES Act Session for SE MN Cities? QUICK RESPONSE NEEDED FROM YOUR CITY</b> .....	p. 7
<b>Mosquito Heights News</b> .....	p. 7
 How the SEMLM works .....	p. 8
MN Speed Test Brochure .....	p. 9
 Doodle Poll Town Halls .....	p. 10
Welcoming Week 2020 .....	p. 11

### **Coronavirus Relief Fund Info**

Categories for using funds	pp. 12-13
Requirements/Instructions	pp. 14,15
FAQs and Guidance .....	p. 16
<b>Aug 11 Update</b> with dates for cities and other guidance .....	pp. 17-18
<b>New</b> long-lasting anti-viral product introduced for cities .....	p. 19

**Contact the  
SEMLM at  
[brenda@semlm.org](mailto:brenda@semlm.org)**



## ***From the Prez – Overwhelmed?***

Now don't think I'm going to get all negative after seeing that title. I'm just trying to be realistic about what many of our city staff and elected officials might be experiencing. By now, we have all had plenty of online meetings, more than we ever expected. We've had to make council decisions on things we never expected when we were running for office. We've had to make some hard decisions, like canceling an annual community festival. There's no sugarcoating it, things have been rough for us in city life, in serving our communities.

There have probably been some funny moments, too. One SE MN mayor (to remain unnamed) recently told the city council they probably never expected to have to discuss canceling the city festival. To paraphrase it: "When you ran for office, you expected to be talking about things like streets, water, and dog poop, not this." A lot of us can relate to that!

Even if you feel stressed out, be proud of how your city and all our cities are still getting things done, even the difficult things. Yes, when we tackle new challenges, sometimes there's a learning curve, but we ARE learning and getting better all the time. That's no small thing. Feel good about all the good you are doing.

We've had lots of compliments on the help to cities from the SEMLM on so many topics over the last several months. People appreciate having help finding info and answers for their cities, including helping local businesses get assistance. The SEMLM is glad to be that resource for us.

Okay, so it's not been a cake walk lately, but I see our cities doing a good job. I also think it's great we have each other as neighbors, willing to help one another and work together through our regional league, the SEMLM. Life would be harder without it, and I don't even want to think about that! 😊

SEMLM President Dan Egger  
Kasson City Council

## SEMLM Board of Trustees

### President Dan Egglar

Kasson City Council  
councilpersoneggler@cityofkasson.com

### Secretary Nick Koverman

St. Charles City Administrator  
NKoverman@StCharlesmn.org

### Treasurer Beth Carlson

Lewiston Mayor  
mayor@lewistonmn.org

### Past President Randy Staver

Rochester City Council President  
rstaver@rochestermn.gov

### Trustee Kim Beise

Red Wing Council President  
kim.beise@ci.red-wing.mn.us

### Trustee Ryland Eichhorst

Oronoco Mayor  
rylande@hotmail.com

### Trustee Rick Butler

Claremont Mayor  
rkbsd15@gmail.com

### Trustee Dan Matejka

Goodview City Administrator  
dmatejka@goodviewmn.com

### Trustee Jerry Martell

Hokah City Council  
erickson000@centurytel.net

### Trustee Tony Chladek

Rushford City Administrator  
rushford@acegroup.cc

## Boardroom News

The SEMLM has been doing their work via emails in place of having their usual Board meetings immediately after the general membership events. Since the spring SEMLM online meeting, the Board has had several email discussions and decisions.

To comply with the Governor's Executive order regarding meetings for groups our size, the Board decided to have an online event for the summer. We thank the **City of Wabasha** for their willingness to host a summer event in their city, and for the work their staff had already done way back in March and April. It's wonderful to work with their city administration, led by City Administrator Chad Springer.

The Board is also currently reviewing topics for possible Town Hall type sessions from the regional Diversity Council. They may request input from your city on which sessions would be of interest to your city. If so, that will be done via a city poll that would come to all on the SEMLM email list. City staff should share that with their elected officials to be sure all have access to participate in the poll.

Discussion is already underway with the LMC regarding our annual joint Fall Regional event in October. The LMC and SEMLM have done this for several years, and we hope to continue that this year with some type of online event(s), with some shared, and some specific to each organization. No dates are set yet, so watch for those.

The Board's annual Strategic Planning session will also be online this year. Send any topics you wish the Board to discuss to [brenda@semlm.org](mailto:brenda@semlm.org) by September 10<sup>th</sup>.



LOANS DEPOSITS ONLINE BANKING BILL PAY REMOTE DEPOSIT & P2P

PRESTON | (507) 765-3823 CHATFIELD | (507) 867-1605 ROCHESTER | (507) 258-7580



WWW.FMCOMMUNITY.COM

@fmcommunitybank



## Welcome City of Sargeant!

We appreciate your participation in the SEMLM. You set a **new record** as our **smallest SEMLM member city** in the entire region! We're very excited to have you with us, proving that even our smallest cities belong in the SEMLM.

*No matter how big or small,  
we love all our cities!*



### City Pic Trivia

What is this building?

Nerstrand City Hall



## People's Energy Cooperative

Your Touchstone Energy® Cooperative



**Proud supporter** of economic development  
and ready to power progress in SE Minnesota.

Oronoco, Minnesota • ph: 507.367.7000 • web: [www.peoplesenergy.coop](http://www.peoplesenergy.coop)

MEMBER FOCUSED **MORE THAN YOUR POWER PROVIDER** COMMUNITY MINDED

## Two Companies...One Goal Serving You Better



**DDA**  
**Public Finance**  
**Advisors**



**DDA**  
**Human**  
**Resources**

David Drown Associates has served as a municipal financial advisory firm since 1997. With two offices in SE Minnesota (Spring Valley and Faribault), we are well positioned to meet the needs of SEMLM members.

Our services include, but are not limited to, bond structuring and sales, capital financial planning, economic development, executive searches, and organizational consulting.

Contact **Mike or Gary** today!

Spring Valley Office:

507-346-7895

Faribault Office:

612-920-3320 ext. 109

## Public Works Equipment Sharing Program

**Goal:** Participating cities can opt to list their loanable/rentable equipment, updating as needed. Using a geographic search engine, a city needing equipment could find which nearby cities have it available. It can be like a Public Works Craigslist.

**August Updates** – Not unlike everyone in city government, the folks in emergency management are swamped still due to COVID-19. That includes county and state staff.

Legislators have had several special sessions devoted to pandemic issues, and to police reforms, but the primary scope of their activity has been laser-focused on COVID related issues. Anything else is off the table at this time. As with so many things during the pandemic, patience is required. It's important to keep this topic alive, and we will continue to pursue it when our county and legislative partners are ready.



## Helping Communities and Businesses Grow

- Economic Development
- City Administration Staffing
- Loan Packaging
- Strategic Planning
- Grant Services
- Small Business Assistance
- Community Marketing
- Interim Staffing

AND MORE!

Contact us today to learn how our experienced team of professionals can help your community!

[www.CEDAUSA.com](http://www.CEDAUSA.com) | 507-867-3164



**CEDA**  
Community and Economic  
Development Associates



### *Sven and Ole work for the City*

Funny on 4

(Be glad it's not your city!)

Sven has just hired Ole to work for the city, and Ole is so excited he decides to go downtown to celebrate.

Ole walks into the muni and says, "Bartender, vun rount for everyvun, on me!"

The bartender smiles and says, "Well, Ole, you're in a really good mood tonight, hmm?"

"Oh, ja, you betcha I am! I yust got hired by my buddy Sven at da city to go 'round and take all da money outta da parking meters every day. And don'cha know, I start tomorrow!"

The bartender congratulates Ole and pours a round for everyone.



The next night, Ole walks back into the muni, "Bartender, TWO rounts for everyvun, on me!"

The bartender says, "Well, Ole, if you're so happy just over having this new job, I can hardly wait to see how happy you'll be when you get your first paycheck!"

With a wondrous look on his face, Ole pulls out a handful of quarters from his pocket and says, "Do ya mean I get PAID, too?"

Let's show the world what  
we can do together.

Day by day. Project by project.  
Together we're building better places  
that bring the world closer.



Engineers | Architects | Planners | Scientists

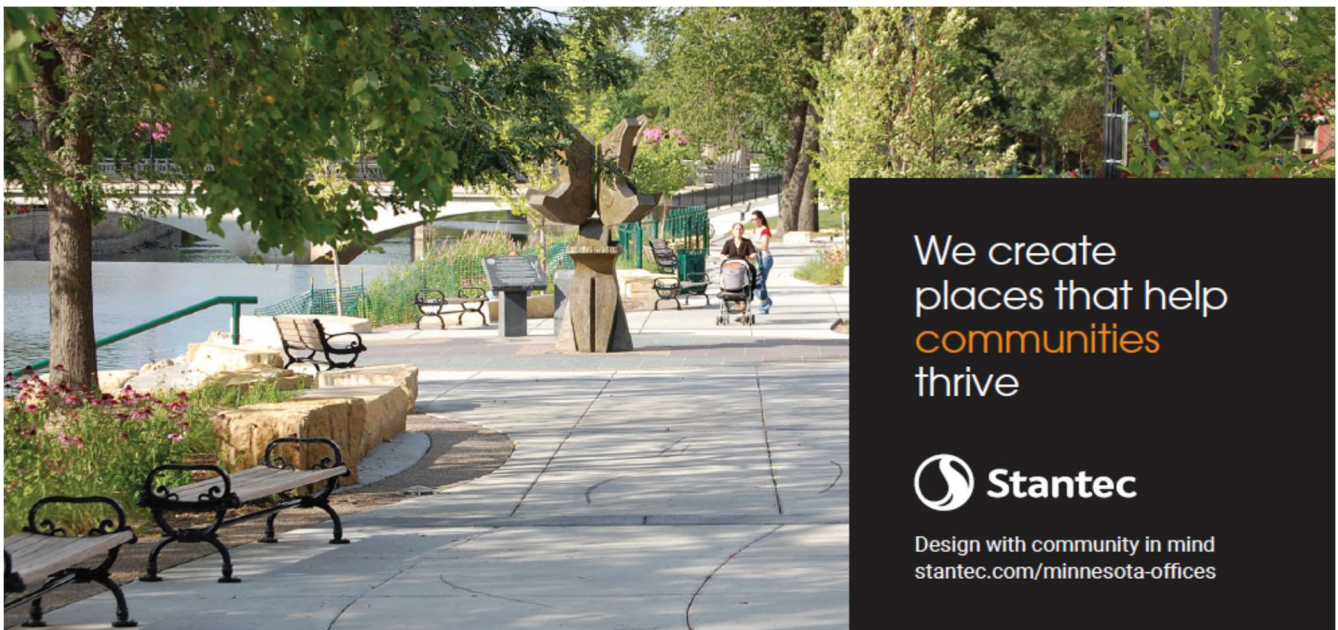
Building a Better World for All of Us®

sehinc.com • 507.288.6464

# MN Trivia

## Who was “Roaring” Dan Seavey?

When you think of pirates, you probably think of frigates  
bristling with cannons plying the waters of the  
Caribbean, but piracy also occurred on the Great Lakes.  
Of course, the pirates on the Great Lakes were not the  
flawed-but-admirable figures like Disney's Captain Jack  
Sparrow. Just as their Caribbean counterparts were  
often murderers and slavers, the Great Lakes pirates  
were often little more than thieves, and the primary loot  
that they were after was hardly the stuff of the Spanish  
Treasure Fleet. On the contrary, the pirates of the Great  
Lakes often raided ships carrying cargo with a  
distinctively Northwoods flair, especially timber and  
venison.  
Perhaps the most famous pirate of the Great Lakes was  
“Roaring” Dan Seavey, an almost legendary figure best  
known for inciting a mutiny on a merchant vessel,  
the *Nellie Johnson* and then leading the U.S.  
cutter *Tuscarora* on a week-long chase through Lake  
Michigan.  
Moon cussing was a tactic that Dan Seavey was no  
doubt familiar with. “Moon cussers” created fake  
navigational lights or extinguished existing ones, causing  
ships to be run aground on rocks or shoals. The pirates  
would then salvage the cargo from the disabled ships.  
This technique gets its name because the would-be  
wreck scavengers “cuss the moon” when its light  
prevents them from illegally salvaging a wreck in secret.  
**TRIVIA TIDBIT:** The Great Lakes Distillery even named  
one of their rum varieties after “Roaring Dan Seavey.”  
They've also created a special drink, the “Moon Cusser,”  
in his honor. Appropriately enough, it is served on the  
rocks.

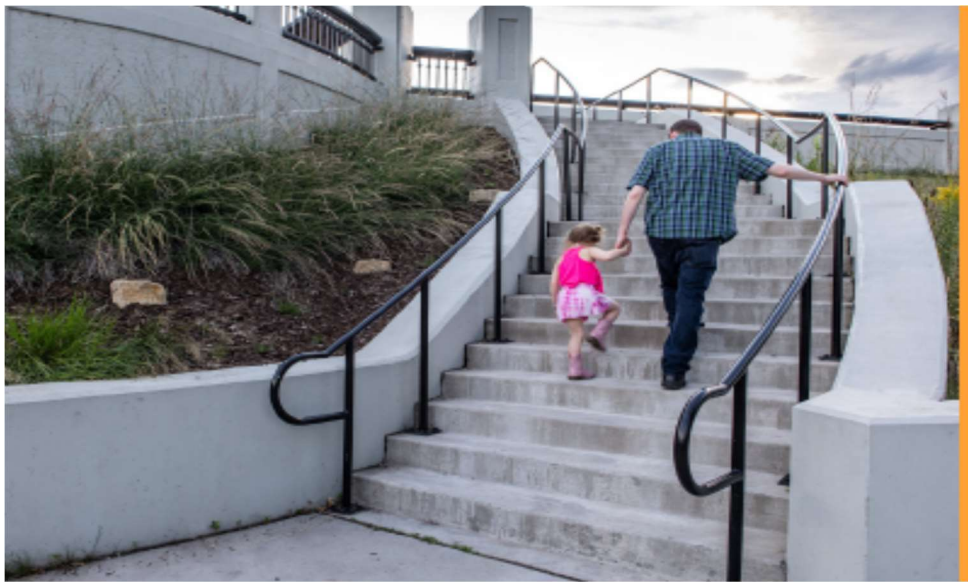


We create  
places that help  
**communities**  
thrive



Design with community in mind  
[stantec.com/minnesota-offices](http://stantec.com/minnesota-offices)





wsb

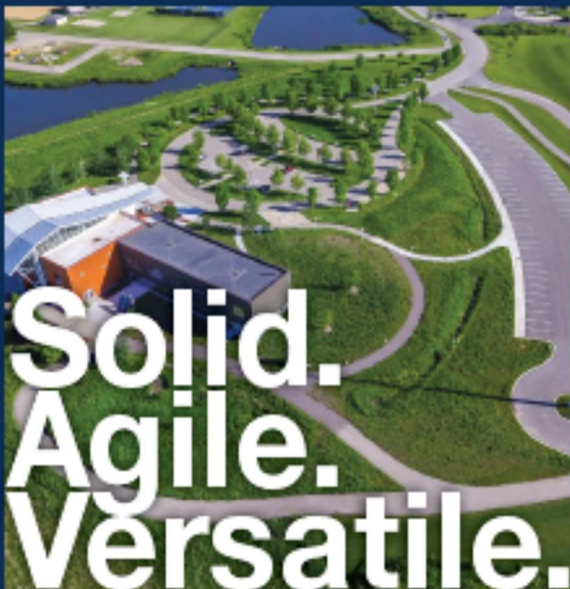
More is possible  
when we work  
together.

Community solutions for the  
spaces, places and systems  
that support our lives.

Forge ahead.

# WIDSETH

ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

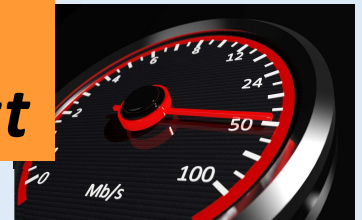


Widseth.com

Alexandria | Bemidji | Brainerd | Crookston | East Grand Forks  
Forest Lake | Grand Forks | Mankato | Rochester

Cascade Meadow Wetlands & Environmental Science Center  
Rochester, MN

## Take the Speed Test



Our SE Minnesota residents can now perform a quick [one-minute broadband access and speed survey](#).

The survey collects data about your broadband speed and creates a map for your community that will **help your community in efforts to get grants and other support** to improve broadband for your community.

Using the easy-to-follow instructions, anyone can complete the [speed test](#) at home using any computer or mobile device.

Those with no internet access at their homes are encouraged to visit a local library or drive-in hotspot in their community, or use their mobile device to take the survey and check the "no available service" button to record their physical address. **This simple access and speed survey will result in statistically valid data and mapping for decision makers to plot a course for Minnesota's ambitious broadband expansion plans.**

**QUICK  
RESPONSE  
NEEDED**

## CARES Act Funding Roundtable for SEMLM Region Cities

Starting on page 12 of this newsletter, you'll find several pages of Coronavirus Relief Fund information ranging from eligible usage to important dates and the process involved.

In just the last few days, I've been asked by a couple cities already whether we could have a CARES Act session just for SE MN cities. It's an excellent idea and we need your city input.

- Would your city have interest in a regional roundtable discussion on what cities are planning to use CARES Act funds for in their communities?
- Would your city be willing to share what you are planning to do, or what you are considering to do with this funding?
- Would you prefer this to be during the day or in the evening?
- What questions would you like to get answered?

This type of roundtable presentation and discussion would not be recorded or posted later for viewing/listening. The discussion needs to be frank and open. Cities that are at the consideration stage for use of funds need to be able to ask questions on this topic without concerns of creating perceptions of promises to any constituents regarding final decisions by the city. The SEMLM is not a public body, nor does it have to meet public meeting laws, but your city does, so keep that in mind as your city participates.

**Email me your thoughts on the four questions above by August 25th.** If there is enough interest, I'll put together an online session just for our SE MN cities.

Thank you to **Altura** and **Goodview** for this excellent idea! --- Brenda [brenda@semlm.org](mailto:brenda@semlm.org)

### News from Mosquito Heights

Mayor Buzz welcomes Willy, the new employee in the city administrative office. Willy is fresh out of college and excited to have this first professional job.

After the tour of city hall, Mayor Buzz asks Willy to make a list.

"Willy, write down your hobbies that you like to do in your spare time."

Willy can't imagine why the Mayor wants this. Perhaps it's Buzz's way of getting to know a new employee of the city?

Puzzled, Willy asks the city clerk about it.

"Oh that! The mayor wants to hand that back to you at the end of the year, to remind you of what you used to do when you had free time!"





We believe all people should live in  
safe, sustainable, and  
beautiful communities.



We take pride in our ability to  
provide public infrastructure  
solutions to make that a possibility.



[Bolton-Menk.com](http://Bolton-Menk.com)



COMMERCIAL RECREATION SPECIALISTS

Serious About Fun | 877-896-8442 | [CRS4Rec.com](http://CRS4Rec.com)



### Communities we've served:

Albert Lea, MN • Red Wing, MN  
Winona, MN • Wabasha, MN

## How the SEMLM works

1.

Member cities have at least one person representing their city attend quarterly meetings to share issues their community faces. This person can be an elected or appointed official, or a staff person.

2.

Cities can send a different person each time, the same person, or more than one person. Each city has one vote for any official action, no matter how many representatives it sends.

3.

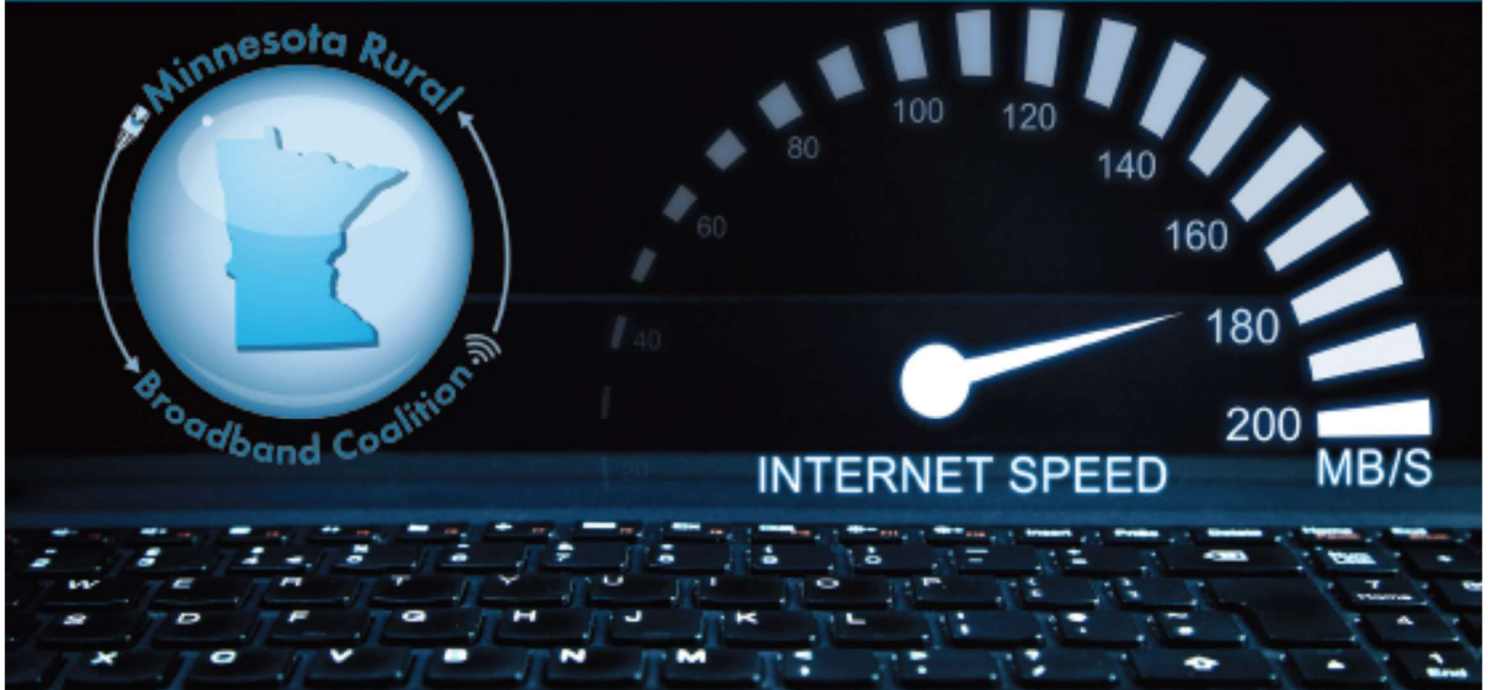
Shared issues can become regional legislative policy positions to promote with area lawmakers, the governor, and state commissioners.

4.

Executive Board members maintain contact with legislators on regional priorities. Background information on policy positions can be provided in the form of "Talking Points" to assist lawmakers in promoting our members' positions.



# Minnesota Speed Test Initiative



## What is your home internet speed?

The Minnesota Rural Broadband Coalition is conducting a statewide crowd-sourced internet speed testing initiative.

The goal of this project is to create an accurate statewide map of where internet service is available and what speeds people are currently receiving.

The test takes less than 30 seconds to complete and can be taken on any internet-connected device.

**Take the test:**

**[www.mnruralbroadbandcoalition.com/speedtest](http://www.mnruralbroadbandcoalition.com/speedtest)**



*We're opening up some interesting new options for all of our SE MN cities. We're exploring new ways to bring more information to all our cities, or just to those who need specific information on special topics. With over 100 cities in our SEMLM region now, we can consider possible new ways to bring you even more services and info, and we have one ready for your input right now.*

## Take the Doodle poll!

The regional Diversity Council contacted the SEMLM regarding options for Town Hall presentations on emerging topics. These online sessions would be offered by the Diversity Council, and would be about 60 to 90 minutes each. The Diversity Council may be able to access grant funds to cover the costs of providing any of these sessions, however, if there is a fee to participate, that would be between the attendees and the Diversity Council. These sessions are an additional option for cities in the region to get information on special topics.

To gauge city interest on these topics, we have a **Doodle poll**. The four choices for session topics from the Diversity Council are:

- **COVID-19: How to safely reopen; Mask mandates; Other questions from cities.**
- **Policing: Creating a community input group; organizing a forum for community questions in your city.**
- **Social Justice: How to start a community conversation on race.**
- **Communication: Ways to help your city communicate with all various groups in your city.**

**You may vote for as many of the topics as you like in the list.** Voting for topics does not register you for any sessions, nor does it obligate you to pay any fees. It's just to help determine which topics have enough interest from cities to make them viable options for sessions.

**Vote in the poll here: <https://doodle.com/poll/b59bzpwyxw6i855b>**

**Cast your votes in the Doodle poll by August 28<sup>th</sup>.**

**Votes are confidential and are not seen by the other voters.**

Everyone in your city can vote. That includes staff, elected officials, department heads, economic development folks, etc. Share this info with them and encourage them to participate.

If you have **additional meeting topic ideas**, please email [brenda@semlm.org](mailto:brenda@semlm.org) or call (507) 951-8059. Additional topics can be for whatever you think cities would like to learn about, and they don't have to be from the Diversity Council. Topics can be geared for city staff, elected officials, city departments, economic development, or any combination of those. These could become sessions at our quarterly SEMLM events, or special sessions for between our quarterly SEMLM meetings.

If you think your city needs to learn about a topic, you're probably in good company with other cities that have the same need. Send that email and make that call. 😊



# SE MN Together: 2020 Welcoming Week



Greetings SEMLM members,

Earlier this year, Southeast Minnesota Together joined Winona, Austin, and the Southern Minnesota Initiative Foundation in becoming part of the Welcoming America network, a group dedicated to supporting community efforts to be more welcoming and inclusive. Economies and individuals thrive when all members of society are recognized and welcomed as valued contributors who are vital to the success of our communities and shared future.

Each year communities across the nation take action to celebrate and welcome newcomers during Welcoming Week. Welcoming Week is a national week of action when thousands of organizations bring people together in a spirit of unity. In 2019, there were over 2,500 Welcoming Week events in 250 communities, with more than 80,000 people participating and over 10 million social media impressions. [More information on Welcoming Week can be found here.](#)

This year, Welcoming Week will take place September 12-20 and the national theme is "Creating Home Together". Due to the COVID-19 pandemic, we are all redefining what home means and how to create it together through virtual spaces and digital sharing.

At a time when political rhetoric has deepened divisions and the COVID-19 pandemic has renewed anti-immigrant sentiment, Welcoming Week reminds us to double down on our inclusive vision and find new ways to bring together people across lines of difference to develop a greater understanding and mutual support.

We would like to invite you and your communities to join us in celebrating SE Minnesota's welcoming spirit September 12-20. A few ideas you might consider....

## **1. Create/pass a welcoming proclamation or resolution.**

Samples, including the one passed by the City of Winona, are attached to this email. The proclamation language from Winona can be accessed [here](#). Additional proclamation and resolution language examples from Kansas City can be found [here](#).

## **2. Participate in SE MN Photo Campaign**

Download and print an ["I am a Welcomer"](#) sign. Take a photo of yourself with the sign near your city hall or community entrance sign. Post the photo to social media and tag SE MN Together on social media (Facebook @semntogether or Twitter @semntogether). Use #welcomingSEMinnesota! Alternatively, email us the photo at [semntogether@gmail.com](mailto:semntogether@gmail.com) and we'll post!

## **3. Sponsor welcoming week event in your community**

If you decide to host an event (adhering to all necessary precautions of course!), let us know. SE MN will promote your event and even buy the cake! Contact us at [semntogether@gmail.com](mailto:semntogether@gmail.com) to take us up on it!

**4. Let us know how you plan to celebrate welcoming week and SE Minnesota Together will share your efforts via our social media.** Email us at [semntogether@gmail.com](mailto:semntogether@gmail.com) or tag us on social media (Facebook @semntogether or Twitter @semntogether). Use #welcomingSEMinnesota

Jennifer Hawkins  
Extension Educator, Community Economics  
University of Minnesota Extension | [extension.umn.edu](http://extension.umn.edu)  
863 30th Avenue SE | Rochester, MN 55904  
[University of Minnesota | umn.edu](http://University of Minnesota | umn.edu)  
[hawki044@umn.edu](mailto:hawki044@umn.edu) | t.507-280-5575 | f.507-280-2872

Coronavirus Relief Fund (CRF) Categories	
Medical Expenses	COVID-19-related expenses of public hospitals, clinics, and similar facilities
	Establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs
	Costs providing COVID-19 testing, including serological testing
	Emergency medical response expenses, including emergency medical transportation, related to COVID-19
	Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	Acquisition and distribution of a. medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers connected to COVID-19 public health emergency
	Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	Public safety measures undertaken in response to COVID-19
	Expenses for quarantining individuals
	Contact tracing
	Recovery planning projects or operating a recovery coordination office
Payroll Expenses	Examples of types of covered employees, or classes of employees, include: <ul style="list-style-type: none"> <li>• Public Safety, Public Health, Health Care, Human Services</li> <li>• Similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency</li> </ul>
	Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense
	Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency



	Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered
	Payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures
<b>Compliance with Public Health Measures</b>	Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions
	Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions
	Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	Maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
	Ongoing expenses from decommissioned equipment placed back into use or an unplanned lease renewal in order to respond to the public health emergency to the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance
<b>Economic Support</b>	Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	Expenditures related to a State, territorial, local, or Tribal government payroll support program.
	Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	Consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense due to COVID-19 public health emergency
	Employment and training programs for employees that have been furloughed due to the public health emergency, if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency
	Program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs
	Grants to small businesses to reimburse the costs of business interruption caused by required closures
<b>Other</b>	Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.



**Date:** 06/25/2020 (Updated 6/29/2020)

**To:** Minnesota Cities, Towns, and Counties

**From:** Minnesota Department of Revenue and Minnesota Management and Budget

## **RE: Requirements and Instructions for Local Governments receiving Coronavirus Relief Funds (CRF), CFDA 21.019**

### **Financial Systems**

Local governments receiving aid under this distribution must have a MN SWIFT Supplier ID prior to disbursement. Use [this link](#) for registration if you do not currently have a SWIFT Supplier ID. If you already have this ID you do not need to apply for a new one.

Local governments that do not have a federal [Data Universal Number System \(DUNS\) number](#) will need to obtain one and register in the federal [System for Award Management \(SAM\)](#) within 30 days of receipt of CRF funds from the State of Minnesota. This is a required to allow the federal government to track the distribution of federal funds.

### **FEMA, Workers' Compensation and Local Public Health Costs**

Local jurisdictions understand that they are responsible for FEMA nonfederal share, workers compensation, and the costs of supporting its Community Health Board COVID-19 response. Local jurisdictions should not anticipate additional funds for these purposes. Accordingly:

A local government receiving aid under this distribution should use the funds, if necessary, to pay its nonfederal share of federal disaster (FEMA) assistance due to the COVID-19 public health peacetime emergency. According to [U.S. Department of Treasury Guidance](#), CRF may be used to meet the non-federal matching requirements.

A local government receiving aid under this distribution should use the funds, if necessary, to pay for COVID-19 workers' compensation costs expended between April 7, 2020 and December 1, 2020 for employees in job classifications entitled to the presumption established by Laws 2020, chapter 72, section 1. According to [U.S. Department of Treasury Guidance](#), increased workers' compensation costs to the government due to the COVID-19 public health emergency is an eligible expense.

A local government receiving aid under this distribution should use the funds, if necessary, to support its Community Health Board COVID-19 response including for priority activities identified in consultation between the local boards and the Minnesota Department of Health.



## Federal Audit Requirements

A local government receiving aid under this distribution is required to obtain a federal single audit if its expenditures of federal funds exceeds \$750,000 in its fiscal year as explained below:

### *§200.501 Audit requirements.*

(a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

(d) *Exemption when Federal awards expended are less than \$750,000.* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

## State Reporting Requirements

Local governments will be required to report expenditures to the state monthly using an online portal.

## County Supplemental Appropriations

Cities and towns with populations under 200 are not eligible for a direct allocation from the state. Instead, consistent with the legislative proposal, the home county for these cities and towns will receive supplemental aid to be distributed to those cities and towns. The amount of the county distribution to cities and towns is equal to the lesser of the state supplemental aid for that jurisdiction or the jurisdictions documented allowable costs.

The city supplemental aid to counties is equal to the population of cities under 200 in the county multiplied by \$75.34. The town supplemental aid to counties is equal to the population of towns under 200 in the county multiplied by \$25.

# **Coronavirus Relief Fund Frequently Asked Questions**

*Updated as of August 10, 2020*

As described on the [home.treasury.gov](https://home.treasury.gov) website:

“The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”). 2 Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).”

The multi-page document is available here:

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>

## **Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments**

*Updated June 30, 2020*

From this document:

“The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.”

This four-page file offers the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Get the full document online here:

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

# Coronavirus Relief Fund for Local Governments

## COVID-19 Aid for Counties, Cities, and Towns

***(last updated August 11, 2020)***

<https://www.revenue.state.mn.us/coronavirus-relief-fund-local-governments>

Local governments may be eligible for a share of federal aid Minnesota received from the Coronavirus Relief Fund (CRF). The Minnesota Department of Revenue will distribute this aid.

### **How to Apply**

To be eligible, local governments must certify that they will follow state and federal guidelines for use of the relief funds. (See [state Requirements and Instructions](#) and [federal guidance](#).) To apply:

1. Download and complete the [Coronavirus Relief Fund Certification Form \(PDF\)](#)
2. Email the form to [PropTax.Admin@state.mn.us](mailto:PropTax.Admin@state.mn.us)

**We will accept certifications until September 15, 2020.** Certifications received after September 15 will not be eligible for a distribution.

### **Aid Amounts**

We will distribute this aid to counties, cities, and towns based on their 2018 population.

- [Aid Amounts for Counties \(PDF\)](#)
- [Aid Amounts for Cities \(PDF\)](#)
- [Aid Amounts for Towns \(PDF\)](#)

The distribution timelines, methodology, population thresholds allocating CRF funds to local governments were proposed by the Minnesota Legislature. Cities and towns under 200 people are not eligible for a distribution from the state, since their home county will receive additional funds to reimburse costs for those cities and towns. We encourage these cities and towns to contact their home county.

### **Certification and Distribution Schedule**

We will distribute payments approximately 6-8 business days after each of these certification dates:

- June 26
- June 29
- July 20
- July 31
- August 14
- August 28
- September 15

(Continued on next page)



As of August 11, we received and approved certifications for 83 counties, and 743 cities and towns.

We distributed a total of \$817,321,719. For details, see [CRF Local Government Distributions \(PDF\)](#).

### **Questions?**

For questions about the certification process, contact Sarah Adam at [sarah.adam@state.mn.us](mailto:sarah.adam@state.mn.us) or 651-556-4861.

For details on eligible uses for this aid and the account process for local governments, see [COVID-19 Response Accountability Office](#) on the Minnesota Management & Budget website.

**(NOTE: You can see this info on pages 12 and 13 of this SEMLM newsletter.)**



## SANITIZE AND PROTECT WITH PLAYTEC SOLUTIONS



PLAYTEC™ is the first antimicrobial solutions company offering products developed specifically for recreation facilities. Perfect for Splashpads, playgrounds, and more!

### REDUCE RISK, REDUCE EFFORT

1. Disinfect facilities
2. Apply PLAYTEC™
3. Relax for 60 days!\*

Learn how at [crs4rec.com/playtec](https://crs4rec.com/playtec)

*\* Scientifically proven to last up to 60 days; EPA-registered technologies*

Distributed by



**COMMERCIAL  
RECREATION  
SPECIALISTS**

877-896-8442 | [crs4rec.com](https://crs4rec.com)

### KEEP SPACES SAFE & PEOPLE HEALTHY



#### LARGE SPECTRUM PERFORMANCE

Effective against a large array of molds, mildew, viruses, algae and fungus



#### UNMATCHED VERSATILITY

Can be applied to a wide variety of porous and non-porous surfaces



#### RESIDUAL LONG-TERM EFFICACY

Persistently & continuously protects surfaces for up to 60 days