



**WHITE BEAR  
TOWNSHIP**

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RAMSEY COUNTY  
MINNESOTA

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Board of Supervisors  
**ED M. PRUDHON, Chair**  
**STEVEN A. RUZEK**  
**SCOTT E. MCCUNE**

**AGENDA  
SPECIAL EDA MEETING  
SEPTEMBER 9, 2020**

1. **6:45 p.m.** Call Meeting to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. 2020 CARES Act Funding Proposal – Adopt Resolution.
4. Added Agenda Items.
5. Receipt of Agenda Materials/Supplements.
6. Adjournment.

**White Bear Township's**

**Mission:**

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.





## **Special EDA Meeting**

**To Be Held On**

**Wednesday, September 9, 2020  
At 6:45 p.m.**

**At**

**Heritage Hall  
4200 Otter Lake Road  
White Bear Township MN 55110**

- 2020 CARES Act Funding Proposal – Adopt Resolution



**SPECIAL EDA Meeting  
September 9, 2020**

**Agenda Number:** 1 - 2

**Subject:** Call to Order – 6:45 p.m.  
Township Administrative Offices  
  
Approval of September 9, 2020 Agenda

**Documentation:** September 9, 2020 Agenda

**Action / Motion for Consideration:**

Call meeting to order: 6:45 p.m.  
Approval of Agenda: September 9, 2020 (additions/deletions)



**Special EDA Meeting  
September 9, 2020**

**Agenda Number:** 3

**Subject:** 2020 CARES Act Funding Proposal – Adopt Resolution

**Documentation:** Resolution Approving Proposed CARES Act Fund Allocations

**Action / Motion for Consideration:**

Report at Meeting

**Adopt Resolution Approving Proposed CARES Act Fund Allocations**

**Ruzek – Moves**

**McCune – Seconds**

EXTRACT OF MINUTES OF A MEETING OF THE  
BOARD OF COMMISSIONERS OF THE ECONOMIC  
DEVELOPMENT AUTHORITY OF THE  
TOWN OF WHITE BEAR, MINNESOTA

Pursuant to due call and notice thereof, a Special meeting of the Board of Commissioners of the Economic Development Authority of the Town of White Bear, Minnesota was duly held at Heritage Hall in the Town of White Bear, on Wednesday, September 9, 2020, at 7:00 p.m.

The following members were present: Prudhon, Ruzek, McCune; and the following members were absent: None.

Member Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION APPROVING PROPOSED  
CARES ACT FUND ALLOCATIONS**

WHEREAS, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act on March 27, 2020 which provided over \$2 trillion in federal economic relief. Section 5001 of the CARES Act established the \$150 billion Coronavirus Relief Fund (CRF), providing payments to State, Local, and Tribal governments navigating the impact of the COVID-19 outbreak. The CARES Act sets criteria that expenses must meet to be eligible for CRF funding,

AND WHEREAS, In June the Governor and state legislature reached agreement about allocating CARES funding to local governments in Minnesota. Cities received an allocation of \$75.34 per capita based on 2018 population which resulted in an allocation of \$835,000 to White Bear Township that was received on July 29,

AND WHEREAS, The Minnesota Department of Management and Budget (MMB) is responsible for overseeing the use of funds by Minnesota local governments and has issued guidance on qualifying costs. To qualify, expenses must satisfy three distinct elements:

1. **Necessary Expenditures** – The expenditure is reasonably necessary for its intended use in the reasonable judgement of the government officials responsible for spending fund payments, and the expenditures must be due to the public health emergency and used for actions taken to respond to the public health emergency; including expenditures incurred to respond directly to the emergency, as well as

expenditures incurred to respond to second-order effects, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

2. **Unaccounted-For Expenses** - “Not Accounted For”: (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget; or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. The “Most Recently Approved” budget is defined as the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency.
3. **Incurred During the Covered Period** - To qualify, expenses must satisfy two distinct elements.
  1. “Incurred” - performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred.)
  2. “Covered Period” for Minnesota cities and townships: March 1, 2020 – November 15, 2020. These would include items such as:
    - a. **Medical expenses** – generally related to public hospitals, temporary public medical facilities, costs to provide testing, emergency medical response, costs related to operating public telemedicine capabilities.
    - b. **Public health** – expenses for communication and enforcement of public health orders, acquisition and distribution of medical and protective supplies, disinfection of public areas, technical assistance to other entities on mitigation of COVID-19, public safety measures undertaken in response to COVID-19, expenses for quarantining individuals, contact tracing, and recovery planning projects or operating a recovery coordination office.
    - c. **Payroll expenses** – The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency, therefore a local government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise. The use of payments to cover payroll and benefit costs is limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 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.
    - d. **Public health measures** – The following are eligible expenses if to enable compliance with COVID-19 public health precautions:
      - i. Expenses to improve telework capabilities for public employees.

- ii. Expenses of providing paid sick and paid family and medical leave to public employees.
- iii. Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
- iv. Local government payroll support program.
- v. 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.
- vi. Other – Any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria. 21,

AND WHEREAS, Since the level of funding is significant, a special federal single audit will be required as part of the 2020 audit by MMKR. The federal treasury department has also released a Coronavirus Relief Fund Frequently Asked Questions document. The guidance from the Treasury Department has been fluid and open to interpretation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA:

Based on the information obtained by staff and discussions with the Township auditor staff is recommending the following allocation of CARES Act funding:

Aid Amount	835,900.00	
Police		488,579.65
Fire		142,279.39
Public Works Furloughs		25,793.91
Remote Desktop access		525.00
Liquor License Grants		4,137.48
Miscellaneous Supplies		1,982.55
Hand Sanitizer		261.99
Gloves and masks		873.15
2 Laptop computers for staff to take home		5327.88
HVAC System Replacement		45,000
White Bear Township Business grants		121,139
Total cost		835,900

Federal rules allow the Township to transfer funds to other entities. If the Township transfers funds to another entity the Township is responsible for ensuring they follow the same federal requirements as the Township. The State of Minnesota





**Special EDA Meeting  
September 9, 2020**

**Agenda Number:** 4 – 5 - 6

**Subject:** Added Agenda Items  
Receipt of Agenda Materials / Supplements  
Adjournment

**Action / Motion for Consideration:**

Receive Added Agenda Items

Receive All Agenda Materials & Supplements for Today's Meeting

Adjourn Meeting