

Date: March 19, 2020

Contact: Rice County Administrator, Sara Folsted (507)-332-6100 email: sfolsted@co.rice.mn.us

The health and safety of staff and the entire community continues to be a priority for Rice County. Counties provide critical services to residents and while some of our facilities may be closed to the public, employees will be continuing to work to provide supporting and essential services to the residents of Rice County. Below is the most current information regarding office closures and service modifications. If you have questions, please call (507) 332-6100 or the number listed in the department specific announcement. We thank you for your patience and understanding during this time.

RICE COUNTY GOVERNMENT SERVICES BUILDING (507) 332-6100

Rice County Government Services Building is closed to the public until further notice. Public meetings regularly scheduled to be conducted in the County Commissioner Board Room will be held via telephone or other electronic means (per Minn. Stat. §13D.021). The public participation process for those meetings will be outlined in the individual meeting notice.

Assessor's Office (507) 332-6102

The Rice County Assessor's Office window is closed to the public until further notice.

- Physical inspection of property for valuation purposes is suspended
- Property valuation/classification appeals will be handled by phone and/or email and property inspections will be scheduled at a future date
- Applications can be returned via mail, email or by placing in drop box at the Government Services Building located on the South & North side of the building

The following services by phone or email:

- Valuation/classification questions and appeals
- Requests for homestead applications (also available on-line)
- Questions regarding special programs

We can be reached by phone or email at RCAssessors@co.rice.mn.us

Website: www.co.rice.mn.us/149/Assessors-Office

Attorney's Office, (507) 332-6103

By order of the Sheriff, access to the courthouse is temporarily limited to persons appearing in court.

Contact with the office can be made by calling or by email at: RCAttorney@co.rice.mn.us.

Questions regarding victim services should be directed to (507) 332-5934 or sbecker@co.rice.mn.us

Community Corrections (507) 332-6106

The lobby/service window will be closed until further notice.

Payments are being accepted online or by mail only.

General question(s); email; rccorrections@co.rice.mn.us or call (507)-332-6106.

Economic Development (507) 332-6091

The Rice County Economic Development Office is closed to the public until further notice. We remain committed to working with you to continue to support your existing or growing business during this time and can be reached by phone or email at RCED@co.rice.mn.us or visit our website for additional information at <https://www.co.rice.mn.us/315/Economic-Development>

Highway Department (507) 332-6110

Highway Department is closed to the public until further notice.

All Highway permits, such as Driveway, Utility, Tile line, and Work in Right of Way permit applications are available online, and will be handled through the phone and email.

General Question(s) Email; RCHighway@co.rice.mn.us or Call (507) 332-6110

Housing/HRA (507) 333-3787

The Rice County HRA lobby will be closed to the public until further notice.

- All in-person appointments are suspended until further notice.
- All recertification appointments will be conducted by mail
- Annual inspections are postponed until further notice
- Bridges and Mainstream applications can be obtained at <http://www.co.rice.mn.us/327/Housing>

Human Resources

The Human Resources Office is closed to the public until further notice.

Rice County current Employment Opportunities are available on the County's website through the following link; <https://www.co.rice.mn.us/164/Employment>.

General questions relating to open position(s); email RCJobs@co.rice.mn.us; call (507) 332-6046 or (507) 332-6124.

Parks & Facilities: Parks (507) 332-6112 Facilities (507) 332-3838

The County Parks and Facilities office is closed to the public until further notice. Campground and Cabin Rentals are currently still being accepted. We can be reached by phone or email at

RCParksFacilities@co.rice.mn.us

Planning & Zoning Office (507) 332-6113 rcplanningzoning@co.rice.mn.us

The Rice County Environmental Services Office is closed to the public until further notice.

- Permit applications can be submitted via our online permitting website: <https://permits.co.rice.mn.us/>. If you need assistance with the online permit application, please call and staff will walk you through it over the phone. If you do not have a computer to access the online system, please call for a paper application to be mailed to you.
- Anyone required to submit large sets of plans, please fold them and put them in an envelope addressed to Rice County Planning & Zoning and either:
Mail to: 320 3rd ST NW, Faribault, MN 55021; or
Place in the drop box located outside the South entrance of the GSB (off of 3rd Street).
- Septic permit applications can be sent via email, fax, mail or placed in the drop box located outside the South entrance of the GSB.
- Staff will continue to process applications and be available via phone or email to answer questions. Some staff may be working remotely so please be sure to leave a voicemail so that the system notifies them via email that a message has been received by phone. If you do not leave a message, no notification is sent that you have tried to reach them.
- Some building inspections are currently still taking place but situations are assessed on a case-by-case basis. Call as usual for an inspection and staff will determine the appropriate process.
- Water test kits can be ordered online directly through Olmsted County, for more information visit our website at <https://www.co.rice.mn.us/170/Environmental-Health>. County staff will not be taking any certified samples at this time.

- The April 2nd Board of Adjustment and Planning Commission meeting will be conducted by telephone or other electronic means (per Minn. Stat. §13D.021). Further information on this meeting will be posted on our Rice County Planning Commission & Board of Adjustment page at <https://www.co.rice.mn.us/366/Planning-Commission-Board-of-Adjustment>.

Property Tax & Elections (507) 332-6104

Property Taxes – reach us via phone at (507) 332-6104 or via email rcpropertytax@co.rice.mn.us

Ways to pay your property taxes:

- Pay online at the Rice County website, www.co.rice.mn.us, or by phone at (877) 690-3729 and using the jurisdiction code 3321. Paying from a checking or savings account is free of charge. A convenience fee does apply to all credit/debit card payments.
- Mail to Rice County Property Tax & Elections at 320 3rd Street NW, Faribault, MN 55021.
- Deliver to drop box located near the south entrance of the Rice County Government Services Building located at 320 3rd Street NW, Faribault, MN.

For situations requiring in person service, please call (507)-332-6104 to schedule an appointment.

Public sale of tax-forfeited land will occur as scheduled at 9am, Wednesday, March 25th, 2020 at the south entrance of the Rice County Government Services Building located at 320 3rd Street NW, Faribault, MN.

Elections – reach us via phone at (507)-332-6104 or via email rcelections@co.rice.mn.us

Public Health (507) 332-6111

Rice County Public Health lobby will be closed until further notice however, we will continue to provide essential services. This includes immunizations, STI testing, TB services, and assurance of essential services for those placed in isolation or quarantine for an infectious disease by MDH. Please call to schedule appointments or for more information: (507) 332-6111

WIC services will be provided by phone. Please call (507) 332-5906 for WIC

Family planning enrollments by phone. Please call (507) 332-6111

Essential home care services will continue. Contact your nurse directly or call (507) 332-6111 for questions.

Other services via phone/video as able.

Recorder's Office (507) 332-6114

Rice County Recorder's Office public window is closed until further notice.

E-recording will continue as normal but all paper documents will be accepted by mail only or you can drop them off on the north side of the building. Please include a phone number where we can reach you for questions. All paper documents will be mailed back.

Passport processing has been suspended. This includes processing at the City Hall in Northfield on the 2nd and 4th Tuesday of every month until we are open to the public.

Birth, Death and Marriage Certificates – requests for certificates can be made by mailing the application to the Recorder’s Office or dropping them off in the drop off box on the north side of the building. Forms are available on the Rice County website at: www.co.rice.mn.us. Signatures on the birth and death forms must be notarized. Fees can be paid by check or money order. Requests will be processed as we receive them and mailed out on a daily basis.

We will not be able to process any Marriage Applications at this time. Notary filings can be done through the mail. Please contact our office at (507)-332-6114.

Ordination filings can be done through the mail. All forms and necessary information is on our website.

Rice County Courthouse (507)332-6107

By order of Rice County Sheriff Troy Dunn, effective March 19, 2020 at 7:30 am, access to the Rice County Courthouse will be restricted. The courthouse is not being closed.

Only essential staff, officers of the courts and people with scheduled court hearings will be allowed into the Courthouse. This would include employees of Court Administration, Judges and staff, along with employees of the Rice County Sheriff’s Office, Attorney’s Office, Rice County Probation, Rice County Social Services, Public Health, attorneys, public defender and victim advocates. No other members of the public will be allowed into the courthouse until deemed safe to do so by the order of the Sheriff. This is due to the COVID-19 pandemic.

Staff in Court Administration can still assist you by phone by calling 507-332-6107 between 8:00 am and 4:30 pm. Thank you for your cooperation and understanding.

Contact Information: Troy D. Dunn, Sheriff Tel: (507)-334-4391

Rice County Extension Office (507) 332-6109

The Rice County Extension Office is closed to the Public until further notice. All 4-H Activates and Extension meetings are cancelled at this time.

Social Services (see list of numbers below)

Lobby and service windows are closed until further notice.

General Number – (507) 332-6115

- From Northfield – (507) 645-4723
- From Lonsdale – (507) 744-5185
- 24 Hour Crisis Line – (800) 422-1286
- Fax – (507) 332-6247

Financial Assistance Programs including; Health Care, Food Assistance, MFIP, Cash, Childcare –(507) 332-5995 or email us at fin_asst@co.rice.mn.us

Social Service programs including Licensing, Developmental Disabilities, Child and Adult Protection, Mental Health, Long-Term Care Assessments (MnChoices) (507) 333-3773 or email us at

RCSocialServices@co.rice.mn.us

Providers can send billing statements to rcssaccting@co.rice.mn.us

Solid Waste Facility/Landfill (507) 332-6833 rcsolidwaste@co.rice.mn.us

- The entire Solid Waste Facility is currently closed to the public until further notice.
- The facility will be open to Haulers currently licensed for operation in Rice County.
- As a reminder, licensed haulers service all areas of Rice County. For a list of licensed haulers, please visit our Rice County Solid Waste Facility page at <https://www.co.rice.mn.us/207/Solid-Waste-Facility>.

Veteran's Services Office (507) 332-6117

The Rice County Veteran Service Office in both Faribault and Northfield is closed to the public until further notice. Due to the high risk nature of our clients to COVID-19, we have made this decision to ensure the safety of all Veterans in Rice County. Starting immediately, all appointments will be done through telephone as well as corresponding via email. Please contact Tracy McBroom at (507) 332-6117 or email trmcbroom@co.rice.mn.us for any inquiries or more information.

Further Information: Rice County will continue to provide updated information as it becomes available. More information about changes to our services can be found on our website <https://www.co.rice.mn.us/>