

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
July 2, 2021**

Fillmore County Courthouse, 101 Fillmore Street – Preston, MN

Mitch Lentz – First District
Randy Dahl – Second District

Larry Hindt – Third District
Duane Bakke – Fourth District

Marc Prestby – Fifth District

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**The Fillmore County Board continues to have in-person / virtual meetings so that the public can participate in the meeting by phone or virtually if they choose.**

**To participate by phone Dial Toll Free 1-844-621-3956 or US Toll 1-415-655-0001 and enter Access Code 146 722 7586; to participate virtually go to [www.webex.com](http://www.webex.com), click on “join meeting” in top right corner of your screen; then enter the Meeting ID 146 722 7586, may need password yVkmuuQ6r83**

9:00 a.m.     Pledge of Allegiance

                 Approve agenda

                 Approve Consent Agenda:

1. June 22, 2021 County Board minutes
2. Coffee Street East closure in Lanesboro - Saturday, July 17<sup>th</sup>, 2021; 7am-5pm

                 Approve Commissioners’ Warrants

                 Review Finance Warrants

9:05 a.m.     Michelle Olson, Dodge-Fillmore-Olmsted Corrections

1. Consider Proclamation to honor Community Corrections professionals for Pretrial, Probation, and Parole Supervision Week July 18<sup>th</sup> – 24<sup>th</sup>

9:15 a.m.     Kristina Kohn, Human Resources Officer

1. Consider request to change status for Stephanie Miner, Jailer, from FTE to intermittent effective 7/6/2021
2. Consider request to promote Sarah Peck, intermittent Jailer, to Full Time Jailer effective 7/9/2021 as requested by the Sheriff and Jail Administrator
3. Discussion with possible action regarding recommendations from David Drown
4. Consider request to appoint Auditor/Treasurer at Grade 15/Step 1 effective 7/9/21 as recommended by the Personnel Committee
5. Consider request to hire replacement Human Resources Officer at Grade 12/Step 1 effective 7/19/2021 as recommended by the Hiring Committee
6. Consider request to advertise for replacement Accounting Technician in Administration as requested by the Administrator
7. Consider discussion with possible action regarding proposed changes to Zoning Administrator job description
8. Consider first reading of draft changes to Paid Time Off policy
9. Consider first reading of draft changes to Mileage Reimbursement and Travel policy
10. Consider first reading of draft changes to Personal Appliance policy

# FILLMORE COUNTY BOARD OF COMMISSIONERS

7/2/2021 Meeting Agenda

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11. Consider resignation for Casey Patten, Property Appraiser, effective 7/21/21
12. Request to hire replacement Property Appraiser from current posting as requested by the County Assessor
13. Consider request to hire Mike Frauenkron as intermittent Inspector as requested by the Zoning Administrator

9:30 a.m. Citizens Input

9:35 a.m. Bobbie Hillery, Administrator

1. Consider 2nd reading and adoption of the following Internet Security Policies
  - a. Acceptable Use Policy
  - b. Cyber Security Incident Response Plan
  - c. Fillmore County Information Security Policies
2. Discussion with possible action regarding options regarding Recorder position
3. Discussion with possible action regarding Emergency Declaration (state declaration ended July 1)

Calendar review, Committee Reports and Announcements

**Meetings: (LL Conference Room, Fillmore County Courthouse unless otherwise indicated)**

|                                 |            |                               |                |
|---------------------------------|------------|-------------------------------|----------------|
| Tuesday, July 6 <sup>th</sup>   | 12:00 p.m. | SELCO                         | Lentz/ Dahl    |
| Monday, July 12 <sup>th</sup>   | 6:00 p.m.  | DAC (Preston)                 | Lentz          |
|                                 | 6:30 p.m.  | SEMCAC (St. Charles)          | Dahl           |
| Tuesday, July 13 <sup>th</sup>  | 7:30 a.m.  | Safety/ Emergency Management  | Prestby/ Hindt |
|                                 | 9:00 a.m.  | Regular Board Meeting         | ALL            |
| Thursday, July 15 <sup>th</sup> | 10:00 a.m. | Historical Society (Fountain) | Bakke          |
|                                 | 4:30 p.m.  | SWCD (SWCD Building)          | Bakke          |
|                                 | 7:00 p.m.  | Planning Commission           | Bakke          |
| Tuesday, July 20 <sup>th</sup>  | 8:00 a.m.  | Law Enforcement               | Prestby/ Lentz |
|                                 | 9:00 a.m.  | Technology                    | Prestby/ Lentz |

## COMMITTEE OPENINGS:

|                                               |                         |
|-----------------------------------------------|-------------------------|
| Community Corrections Task Force – District 2 | meets quarterly at noon |
| Community Corrections Task Force – District 1 |                         |
| Community Corrections Task Force – At Large   |                         |
| Extension – District 2                        | meets quarterly         |
| Extension – District 5                        |                         |

This is a preliminary draft of the June 22, 2021, minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

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The Board of County Commissioners of Fillmore County, Minnesota met in special session this 22nd day of June, 2021, at 3:00 p.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Mitch Lentz, Marc Prestby, Larry Hindt, and Randy Dahl; Bobbie Hillery, Administrator/Clerk; John DeGeorge, Sheriff; Pam Schroeder, Highway/ Airport; Darrel Schmitt, Engineering Supervisor; Cristal Adkins, Zoning Administrator; Jessica Erickson, Director of Nursing; Kristina Kohn, Human Resources Officer; and Karen Reisner, Fillmore County Journal.

Also, present via WebEx: Duane Bakke, Commissioner; Tara Kraling, Accounting Technician; Lindsie Engle, Accounting Technician; Jason McCaslin, County Assessor; Bonita Underbakke, and Tom Kaase.

The Pledge of Allegiance was recited.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the Amended Agenda.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved the following Consent Agenda:

1. June 8, 2021 County Board minutes
2. Emergency Management 2021 Fair Tower request
3. Isle of Dreams gambling license
4. 2021 Sheriff Boat & Water Contract Grant
5. One night stay for Accounting Technician, Assessor's Office in St. Cloud, MN for MAAP

On a motion from Bakke and seconded by Hindt, the Board unanimously approved to remove any warrants with the department code for extension until it is verified that the funds have been allocated for those accounts.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved the remaining Commissioners' Warrants.

The Finance Department warrants were reviewed.

Jessica Erickson, Director of Nursing was present.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved the request to purchase with the Public Health COVID grant the following; Paper Folder in the amount of \$1795.75, 40 guest chairs for a total cost of 5,448, Paper Shredder in the amount of \$2,697 and electrical outlet work from Haakenson Electric in the amount of not to exceed \$1,500.

Pam Schroeder, Highway/ Airport Department and Darrell Schmitt, Engineering Supervisor were present.

On a motion from Prestby and seconded by Hindt, the Board unanimously approved the request to advertise bridge replacement project SAP 023-629-010 in Newburg Township.

On a motion from Hindt and seconded by Bakke, the Board unanimously awarded the replacement of Bridge No. 7979 on CSAH 15.

On motion by Bakke and seconded by Hindt, the following resolution was unanimously adopted:

**RESOLUTION 2021-028:** final payment for CSAH 6 bridge replacement.

On motion by Prestby and seconded by Lentz, the following resolution was unanimously adopted:

**RESOLUTION 2021-029:** final payment for CSAH 23 bridge replacement.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved AWOS relocation contingent on the Commissioners and staff from the Airport Committee working with the consultant in regards to rewording the contract language in regards to the location.

Marc Prestby gave an update from the Highway Committee meeting with the updated 2021 projects.

Citizens' input was open and closed at 3:31 p.m.

Cristal Adkins, Zoning Administrator was present.

On a motion from Bakke and seconded by Prestby, the Board unanimously approved the access permit to relocate existing access for Dominic Crawford & Caleb Short, section 32 of Fountain Township.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved the access permit to relocate existing access for Aaron Burkholder, section 27 of Bristol Township upon review of permit specifications with Ron Gregg.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved the access permit for a new drive for Dairyland Power Cooperative Service Center, section 10 of Harmony Township.

Kristina Kohn, Human Resources was present.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the annual job descriptions with requests that the Property Appraiser position coming back with both a tiered approach option as well as the original position option.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved to change Sydney Gilbert to 0.8 effective 6/22/21.

On a motion from Bakke and seconded by Lentz, the Board unanimously approved to promote Aimee Rodgers to PHN effective 6/25/21.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the temporary 3 month trial for Lexi Hall from 1.0 FTE to 0.9 FTE effective 6/25/2021.

On a motion from Lentz and seconded by Prestby, the Board unanimously approved the recertification with no changes of the EEO/AA policy.

On a motion from Hindt and seconded by Lentz, the Board unanimously approved the recertification with no changes of the Pre-Employment Examinations Policy.

On a motion from Lentz and seconded by Hindt, the Board unanimously approved the recertification with no changes of the Employee Performance Evaluations Policy.

On a motion from Prestby and seconded by Lentz, the Board unanimously approved the request to hire Donald Lind as replacement Mechanic, at Grade 11/Step 3 effective 7/6/21.

On a motion from Hindt and seconded by Prestby, the Board unanimously approved the resignation for Kristina Kohn, Human Resources Officer, effective 7/16/21. The board offered a very sincere thank you for her 10 years of service to Fillmore County.

A motion was made by Prestby and seconded by Bakke, to advertise internally for replacement Human Resources Officer. Motion failed with the following vote: "Aye" – Bakke, Prestby and "Nay" – Dahl, Lentz and Hindt.

Discussion ensued regarding the option of an Assistant Administrator/HR Officer option, how to advertise for the position and varying options.

A motion was made by Lentz and seconded by Hindt, to send the request to David Drown to provide an option for Assistant Administrator/HR Officer position for a job description and pay classification.

Discussion ensued regarding the need to fill the current position.

Lentz and Hindt withdrew their previous motion.

On motion from Bakke and seconded by Prestby, the Board unanimously approved to reconsider the original motion to advertise internally for the replacement Human Resource Officer.

The original motion was approved unanimously.

On a motion from Bakke and seconded by Prestby, the Board approved to hire Blake Lea as intermittent Septic Inspector at the rate of \$31.05, as requested by the Zoning Administrator. The following vote was taken "Aye" – Dahl, Hindt, Bakke, and Prestby and "Nay" – Lentz.

Bobbie Hillery, Administrator/Clerk was present.

Administrator Hillery presented a first reading of Internet Security Policies. The board had no changes and the policies will be brought back for a second reading.

On motion by Prestby and seconded by Lentz, the following resolution was unanimously adopted:

**RESOLUTION 2021-030:** Performance Goals for 2022.

At 4:55 p.m., Chair Dahl closed the meeting pursuant to 13D.03 for the 2022 LELS labor contract strategy session.

Present for the closed session: Commissioners Mitch Lentz, Marc Prestby, Larry Hindt, and Randy Dahl; Bobbie Hillery, Administrator/Clerk; and Kristina Kohn, Human Resources Officer.

Present via web-ex for the closed session: Commissioner Bakke

At 5:08 p.m., Chair Dahl opened the Special Board Meeting.

Administrator Hillery noted that during closed session the Board authorizes Administrator Hillery and Human Resource Officer Kohn to meet with the LELS union representatives to review the 2022 requests.

On a motion from Prestby and seconded by Hindt, the meeting was adjourned at 5:09 p.m.

This is a preliminary draft of the June 22, 2021 Board of Appeal and Equalization minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

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The Board of Appeal and Equalization of Fillmore County met pursuant to MN Statutes on this 22<sup>rd</sup> day of June 2021 at 6:30 p.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Larry Hindt, Marc Prestby, Randy Dahl and Mitch Lentz. Also present were: Bobbie Hillery, Administrator; Jason McCaslin, Assessor; Andrew Hillery, Property Appraiser; Roxane Alden, Property Appraiser; Sarah Kohn, Accounting Technician; John DeGeorge, Sheriff; Allan Dahl, Joyce and Kermit Knutson, Jackie Garnatz, and Karen Reisner, Fillmore County Journal.

The following were present virtually: Duane Bakke, Commissioner; Casey Patten, Property Appraiser; Lindsie Engle, Accounting Technician; and Tom Kaase.

The Pledge of Allegiance was recited.

Jason McCaslin, County Assessor was present.

Assessor McCaslin reviewed a presentation on assessment changes made during the 2021 Assessment.

Jackie Garnatz was present at the meeting questioning the valuation increase for parcel number 36.0162.030. There were no changes made to the value of this property.

Kermit and Joyce Knutson were present at the meeting expressing concerns with the valuation of their property. It was noted by county staff the property owners had refused the appraiser access to the house. Kermit and Joyce confirmed the notes and stated they did not want county employees to enter their personal home. Assessor McCaslin referenced MN Statute 274.01 stating the Board may not make an adjustment in value that would benefit the property owner in a situation where staff had been denied access to the property. There were no changes made to the property value of parcel number 36.0655.000.

Allan Dahl was present at the meeting and requested the Board decrease the property value of parcel number 09.0001.050. There were no changes to the value of this property.

Motion made by Lentz, and seconded by Prestby to approve the recommendation of the County Assessor to increase the EMV of parcel number 14.0159.000 from \$487,300 to \$487,600.

Motion made by Hindt, and seconded by Bakke to approve the recommendation of the County Assessor to decrease the EMV of parcel number 12.0075.000 from \$178,200 to \$104,500.

Motion made by Lentz, and seconded by Hindt to approve the recommendation of the County Assessor to decrease the EMV of parcel number 07.0067.000 from \$17,500 to \$2,800.

Motion made by Hindt, and seconded by Lentz to approve the recommendation of the County Assessor to decrease the value of property number 07.0083.000 by \$2,400.

Motion made by Lentz, and seconded by Hindt to approve the recommendation of the County Assessor increase the property value of parcel number 07.007000 from \$48,000.00 to \$69,000.00.

**FILLMORE COUNTY COMMISSIONERS' MINUTES**

**June 22, 2021**

Motion made by Lentz, and seconded by Hindt to approve the recommendation of the County Assessor to reduce the value of parcel number 06.0804.000 from \$528,800.00 to \$330,900.00.

Motion made by Hindt, and seconded by Lentz to approve the recommendation of the County Assessor to reduce the value of parcel number 20.0161.000 from \$598,400.00 to \$536,100.00.

On motion by Hindt and seconded by Bakke the Board of Appeal and Equalization was adjourned at 8:25 p.m.



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7/1/21 12:11PM

1 County Revenue Fund

## \*\*\* Fillmore County \*\*\*

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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|    | <u>Vendor Name</u>         | <u>Rpt</u>  |               | <u>Warrant Description</u>     | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----|----------------------------|-------------|---------------|--------------------------------|----------------------|----------------------------------|-------------|
|    | <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>           | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 3  | DEPT                       |             |               | Board Of Commissioners         |                      |                                  |             |
|    | 82132 Fillmore Co Journal  |             |               |                                |                      |                                  |             |
|    | 01-003-000-0000-6233       |             | 126.39        | 6/1 Fillmore Co Board Mtg Mins | 124019               | Publications                     | N           |
|    |                            |             |               | 06/14/2021 06/14/2021          |                      |                                  |             |
|    | 82132 Fillmore Co Journal  |             | 126.39        | 1 Transactions                 |                      |                                  |             |
|    | 1152 Prestby/Marc          |             |               |                                |                      |                                  |             |
|    | 01-003-000-0000-6335       |             | 50.40         | June Mileage                   |                      | Employee Automobile Allowance    | N           |
|    |                            |             |               | 06/01/2021 06/22/2021          |                      |                                  |             |
|    | 1152 Prestby/Marc          |             | 50.40         | 1 Transactions                 |                      |                                  |             |
| 3  | DEPT Total:                |             | 176.79        | Board Of Commissioners         | 2 Vendors            | 2 Transactions                   |             |
| 11 | DEPT                       |             |               | District Court                 |                      |                                  |             |
|    | 4235 DODA & MCGEENEY, P.A. |             |               |                                |                      |                                  |             |
|    | 01-011-000-0000-6261       |             | 100.00        | Court Appt Attorney            | 23- JV- 21- 23       | Court Appointed Attorneys        | Y           |
|    |                            |             |               | 05/17/2021 05/26/2021          |                      |                                  |             |
|    | 4235 DODA & MCGEENEY, P.A. |             | 100.00        | 1 Transactions                 |                      |                                  |             |
| 11 | DEPT Total:                |             | 100.00        | District Court                 | 1 Vendors            | 1 Transactions                   |             |
| 34 | DEPT                       |             |               | Policy Coordinator             |                      |                                  |             |
|    | 80229 Assoc Of Mn Counties |             |               |                                |                      |                                  |             |
|    | 01-034-000-0000-6245       |             | 210.00        | Dist 9 Mtg \$35 x 6 people     | 58656                | Registration Fees                | N           |
|    |                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
|    | 80229 Assoc Of Mn Counties |             | 210.00        | 1 Transactions                 |                      |                                  |             |
| 34 | DEPT Total:                |             | 210.00        | Policy Coordinator             | 1 Vendors            | 1 Transactions                   |             |
| 41 | DEPT                       |             |               | Auditor/Treasurer              |                      |                                  |             |
|    | 103 F & M Bank Of Preston  |             |               |                                |                      |                                  |             |
|    | 01-041-000-0000-6205       |             | 42.46         | 2- day ship on over- remit cks |                      | Postage And Postal Box Rent      | N           |
|    |                            |             |               | 06/04/2021 06/04/2021          |                      |                                  |             |
|    | 103 F & M Bank Of Preston  |             | 42.46         | 1 Transactions                 |                      |                                  |             |
|    | 6910 Kohn/Sarah            |             |               |                                |                      |                                  |             |
|    | 01-041-000-0000-6205       |             | 26.35         | Postage for MH Tax Statements  |                      | Postage And Postal Box Rent      | N           |
|    |                            |             |               | 06/24/2021 06/24/2021          |                      |                                  |             |

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7/1/21 12:11PM

1 County Revenue Fund

## \*\*\* Fillmore County \*\*\*

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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| Vendor | Name                          | Rpt  | Amount    | Warrant Description             | Invoice #     | Account/Formula Descripti | 1099 |
|--------|-------------------------------|------|-----------|---------------------------------|---------------|---------------------------|------|
| No.    | Account/Formula               | Accr |           | Service Dates                   | Paid On Bhf # | On Behalf of Name         |      |
| 6910   | Kohn/Sarah                    |      | 26.35     | 1 Transactions                  |               |                           |      |
| 3288   | MCCC, MI 33                   |      |           |                                 |               |                           |      |
|        | 01-041-000-0000-6244          |      | 360.00    | Training- SM,SS,CS              | 2101352       | Continuing Education      | N    |
|        |                               |      |           | 01/07/2021 01/08/2021           |               |                           |      |
| 3288   | MCCC, MI 33                   |      | 360.00    | 1 Transactions                  |               |                           |      |
| 5104   | Northstar Computer Forms Inc. |      |           |                                 |               |                           |      |
|        | 01-041-000-0000-6408          |      | 694.20    | Birth & Death Security Paper    | 49879487      | Other Office Supplies     | N    |
|        |                               |      |           | 05/20/2021 05/20/2021           |               |                           |      |
| 5104   | Northstar Computer Forms Inc. |      | 694.20    | 1 Transactions                  |               |                           |      |
| 41     | DEPT Total:                   |      | 1,123.01  | Auditor/Treasurer               | 4 Vendors     | 4 Transactions            |      |
| 60     | DEPT                          |      |           | Information Systems             |               |                           |      |
| 6677   | CPS Technologies              |      |           |                                 |               |                           |      |
|        | 01-060-000-0000-6640          |      | 1,895.00  | July Hosting Fee                | 380431        | Equipment Purchased       | N    |
|        |                               |      |           | 07/01/2021 07/31/2021           |               |                           |      |
| 6677   | CPS Technologies              |      | 1,895.00  | 1 Transactions                  |               |                           |      |
| 2545   | Marco,Inc                     |      |           |                                 |               |                           |      |
|        | 01-060-000-0000-6640          |      | 1,057.85  | E- Waste LCD monitors, printers | 8536344       | Equipment Purchased       | N    |
|        |                               |      |           | 03/11/2021 03/11/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 47,511.17 | Sell quote 98041V9              | 8591367       | Equipment Purchased       | N    |
|        |                               |      |           | 03/29/2021 03/29/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 10.02     | Cloud Voice                     | 8632350       | Equipment Purchased       | N    |
|        |                               |      |           | 04/09/2021 04/09/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 15,926.01 | Contract base charge 4/20- 5/19 | 8664465       | Equipment Purchased       | N    |
|        |                               |      |           | 04/20/2021 05/19/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 13,230.00 | Down pmt Surveillance Project   | 8682070       | Equipment Purchased       | N    |
|        |                               |      |           | 04/26/2021 04/26/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 152.75    | Contract base rate 4/26- 5- 25  | 8682979       | Equipment Purchased       | N    |
|        |                               |      |           | 04/26/2021 05/25/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 3,116.95  | Sell Quote 98599N2              | 8692383       | Equipment Purchased       | N    |
|        |                               |      |           | 04/28/2021 04/28/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 563.50    | Contract base rate April 2021   | 8721487       | Equipment Purchased       | N    |
|        |                               |      |           | 04/01/2021 04/30/2021           |               |                           |      |
|        | 01-060-000-0000-6640          |      | 152.75    | Contract base Charge 5/26- 6/25 | 8780420       | Equipment Purchased       | N    |
|        |                               |      |           | 05/25/2021 06/25/2021           |               |                           |      |

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7/1/21 12:11PM  
1 County Revenue Fund

# \*\*\* Fillmore County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

| Vendor | Name                 | Rpt        | Warrant Description            | Invoice #     | Account/Formula Descripti         | 1099 |
|--------|----------------------|------------|--------------------------------|---------------|-----------------------------------|------|
| No.    | Account/Formula      | Accr       | Service Dates                  | Paid On Bhf # | On Behalf of Name                 |      |
|        | 01-060-000-0000-6640 |            | Contract base rate 5% discount | 8835952       | Equipment Purchased               | N    |
|        |                      | 19,000.00  | 06/11/2021 06/11/2021          |               |                                   |      |
|        | 01-060-000-0000-6640 |            | Sell Quote                     | 8855645       | Equipment Purchased               | N    |
|        |                      | 1,015.51   | 06/18/2021 06/18/2021          |               |                                   |      |
|        | 01-060-000-0000-6640 |            | Zix Hosting                    | 8875349       | Equipment Purchased               | N    |
|        |                      | 152.75     | 06/25/2021 06/25/2021          |               |                                   |      |
|        | 01-060-000-0000-6640 |            | Quote                          | 8876097       | Equipment Purchased               | N    |
|        |                      | 526.00     | 06/25/2021 06/25/2021          |               |                                   |      |
| 2545   | Marco, Inc           | 102,415.26 | 13 Transactions                |               |                                   |      |
| 60     | DEPT Total:          | 104,310.26 | Information Systems            | 2 Vendors     | 14 Transactions                   |      |
| 61     | DEPT                 |            | Data Processing                |               |                                   |      |
| 3288   | MCCC, MI 33          |            |                                |               |                                   |      |
|        | 01-061-000-0000-6364 | 382.50     | IFS Websphere                  | 2008006       | Ifs Support                       | N    |
|        |                      |            | 08/11/2020 08/11/2020          |               |                                   |      |
|        | 01-061-000-0000-6377 | 1,602.22   | 1st Qtr 2021                   | 2011024       | Fees And Service Charges          | N    |
|        |                      |            | 01/01/2021 03/31/2021          |               |                                   |      |
|        | 01-061-000-0000-6377 | 1,602.20   | Payroll                        | 2103012       | Fees And Service Charges          | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
|        | 01-061-000-0000-6360 | 383.25     | 2nd Qtr Capt. Asst Support     | 2104024       | Finance & General Government Supp | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
|        | 01-061-000-0000-6362 | 8,694.00   | 2nd Qtr Prop Tax Support       | 2104024       | Property Tax Support              | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
|        | 01-061-000-0000-6362 | 600.00     | 2nd Qtr Prop Tax Enhancement   | 2104024       | Property Tax Support              | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
|        | 01-061-000-0000-6371 | 3,214.00   | 2nd Qtr CAMA support           | 2104024       | Cama                              | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
|        | 01-061-000-0000-6373 | 412.50     | 2nd Qtr Ave Tax Support        | 2104024       | Treasurer's Financial             | N    |
|        |                      |            | 04/01/2021 06/30/2021          |               |                                   |      |
| 3288   | MCCC, MI 33          | 16,890.67  | 8 Transactions                 |               |                                   |      |
| 61     | DEPT Total:          | 16,890.67  | Data Processing                | 1 Vendors     | 8 Transactions                    |      |
| 62     | DEPT                 |            | Elections                      |               |                                   |      |
| 6464   | Knowink, LLC         |            |                                |               |                                   |      |
|        | 01-062-000-0000-6377 | 30.00      | Data Plan- Elections           | 7613          | Fees And Service Charges          | N    |
|        |                      |            | 04/27/2021 04/27/2021          |               |                                   |      |

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| Vendor Name                       | <u>Rpt</u>  |               | <u>Warrant Description</u>              | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|-----------------------------------|-------------|---------------|-----------------------------------------|----------------------|----------------------------------|-------------|
| <u>No.</u> <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>                    | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 01-062-000-0000-6377              |             | 30.00         | Data Plan- Election                     | 8014                 | Fees And Service Charges         | N           |
| 6464 Knowink, LLC                 |             | 60.00         | 06/27/2021 06/27/2021<br>2 Transactions |                      |                                  |             |
| 3288 MCCC, MI 33                  |             |               |                                         |                      |                                  |             |
| 01-062-000-0000-6377              |             | 5,005.00      | Election Software                       | 2102059              | Fees And Service Charges         | N           |
|                                   |             |               | 02/18/2021 02/18/2021                   |                      |                                  |             |
| 3288 MCCC, MI 33                  |             | 5,005.00      | 1 Transactions                          |                      |                                  |             |
| 62 DEPT Total:                    |             | 5,065.00      | Elections                               | 2 Vendors            | 3 Transactions                   |             |
| 91 DEPT                           |             |               | County Attorney                         |                      |                                  |             |
| 4004 Grebin/Deborah A             |             |               |                                         |                      |                                  |             |
| 01-091-000-0000-6282              |             | 31.50         | Aarsvold transcript for Croell          | 23- CR- 20- 257      | Transcripts                      | Y           |
|                                   |             |               | 04/22/2021 04/22/2021                   |                      |                                  |             |
| 4004 Grebin/Deborah A             |             | 31.50         | 1 Transactions                          |                      |                                  |             |
| 91 DEPT Total:                    |             | 31.50         | County Attorney                         | 1 Vendors            | 1 Transactions                   |             |
| 101 DEPT                          |             |               | Recorder                                |                      |                                  |             |
| 83550 Kelly Printing & Signs LLC  |             |               |                                         |                      |                                  |             |
| 01-101-000-0000-6402              |             | 47.60         | Abstract Covers                         | 28231                | Stationary And Forms             | N           |
|                                   |             |               | 05/21/2021 05/21/2021                   |                      |                                  |             |
| 83550 Kelly Printing & Signs LLC  |             | 47.60         | 1 Transactions                          |                      |                                  |             |
| 86018 Schwaab,Inc                 |             |               |                                         |                      |                                  |             |
| 01-101-000-0000-6408              |             | 43.60         | new return address stamp                | 6101988              | Other Office Supplies            | N           |
|                                   |             |               | 06/11/2021 06/11/2021                   |                      |                                  |             |
| 86018 Schwaab,Inc                 |             | 43.60         | 1 Transactions                          |                      |                                  |             |
| 101 DEPT Total:                   |             | 91.20         | Recorder                                | 2 Vendors            | 2 Transactions                   |             |
| 104 DEPT                          |             |               | Gis                                     |                      |                                  |             |
| 272 Newman Signs                  |             |               |                                         |                      |                                  |             |
| 01-104-000-0000-6514              |             | 97.01         | Address Signs                           | TRFINV031631         | Address Signs                    | N           |
|                                   |             |               | 06/01/2021 06/01/2021                   |                      |                                  |             |
| 272 Newman Signs                  |             | 97.01         | 1 Transactions                          |                      |                                  |             |

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| Vendor Name                                | <u>Rpt</u>  |               | <u>Warrant Description</u>     | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|--------------------------------------------|-------------|---------------|--------------------------------|----------------------|----------------------------------|-------------|
| <u>No. Account/Formula</u>                 | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>           | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 104 DEPT Total:                            |             | 97.01         | Gis                            | 1 Vendors            | 1 Transactions                   |             |
| 105 DEPT                                   |             |               | Planning And Zoning            |                      |                                  |             |
| 5479 Bisek/Andrew R                        |             |               |                                |                      |                                  |             |
| 01- 105- 000- 0000- 6104                   |             | 90.00         | PC Mtg and Tour per diem       |                      | Per Diem                         | N           |
|                                            |             |               | 06/14/2021 06/17/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6335                   |             | 1.68          | Planning Comm Tour Mileage     |                      | Employee Automobile Allowance    | N           |
|                                            |             |               | 06/14/2021 06/14/2021          |                      |                                  |             |
| 5479 Bisek/Andrew R                        |             | 91.68         | 2 Transactions                 |                      |                                  |             |
| 2540 Duxbury/Steve                         |             |               |                                |                      |                                  |             |
| 01- 105- 000- 0000- 6104                   |             | 90.00         | Planning Comm Mtg per diem     |                      | Per Diem                         | N           |
|                                            |             |               | 06/14/2021 06/17/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6335                   |             | 22.40         | Planning Comm Mileage          |                      | Employee Automobile Allowance    | N           |
|                                            |             |               | 06/14/2021 06/17/2021          |                      |                                  |             |
| 2540 Duxbury/Steve                         |             | 112.40        | 2 Transactions                 |                      |                                  |             |
| 82132 Fillmore Co Journal                  |             |               |                                |                      |                                  |             |
| 01- 105- 000- 0000- 6241                   |             | 20.11         | PC Meeting- Hensrud            | 123466               | Advertising                      | N           |
|                                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6241                   |             | 20.11         | PC Meeting- Arendahl Township  | 123467               | Advertising                      | N           |
|                                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6241                   |             | 43.09         | PC Meeting- Burkholder         | 123469               | Advertising                      | N           |
|                                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6241                   |             | 45.96         | PC Meeting- Lind               | 123470               | Advertising                      | N           |
|                                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6241                   |             | 43.09         | PC Meeting- Hensrud            | 123472               | Advertising                      | N           |
|                                            |             |               | 06/07/2021 06/07/2021          |                      |                                  |             |
| 82132 Fillmore Co Journal                  |             | 172.36        | 5 Transactions                 |                      |                                  |             |
| 111 Fillmore Co Treasurer- Credit Card/ACH |             |               |                                |                      |                                  |             |
| 01- 105- 000- 0000- 6245                   |             | 225.00-       | Refund on WW Seminar- BL       | 8699                 | Registration Fees                | N           |
|                                            |             |               | 05/20/2021 05/20/2021          |                      |                                  |             |
| 111 Fillmore Co Treasurer- Credit Card/ACH |             | 225.00-       | 1 Transactions                 |                      |                                  |             |
| 4874 JOHNSON/TRINITY                       |             |               |                                |                      |                                  |             |
| 01- 105- 000- 0000- 6104                   |             | 90.00         | Planning Commission Mtg & Tour |                      | Per Diem                         | N           |
|                                            |             |               | 06/14/2021 06/17/2021          |                      |                                  |             |
| 01- 105- 000- 0000- 6335                   |             | 47.04         | Mileage PC Mtg & Tour          |                      | Employee Automobile Allowance    | N           |

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| Vendor | Name                                  | Rpt  | Warrant Description | Invoice #                                           | Account/Formula Descripti | 1099                            |
|--------|---------------------------------------|------|---------------------|-----------------------------------------------------|---------------------------|---------------------------------|
| No.    | Account/Formula                       | Accr | Amount              | Service Dates                                       | Paid On Bhf #             | On Behalf of Name               |
| 4874   | JOHNSON/TRINITY                       |      | 137.04              | 06/14/2021 06/17/2021<br>2 Transactions             |                           |                                 |
| 6904   | Ruskell/Gary L                        |      |                     |                                                     |                           |                                 |
|        | 01- 105- 000- 0000- 6104              |      | 90.00               | PC Tour & Meeting per diem                          |                           | Per Diem N                      |
|        | 01- 105- 000- 0000- 6335              |      | 38.08               | 06/14/2021 06/17/2021<br>June PC Mtg & Tour Mileage |                           | Employee Automobile Allowance N |
| 6904   | Ruskell/Gary L                        |      | 128.08              | 06/14/2021 06/17/2021<br>2 Transactions             |                           |                                 |
| 6315   | Thompson/Thomas A                     |      |                     |                                                     |                           |                                 |
|        | 01- 105- 000- 0000- 6104              |      | 90.00               | PC Mtg & Tour per diem                              |                           | Per Diem N                      |
|        | 01- 105- 000- 0000- 6335              |      | 24.64               | 06/14/2021 06/17/2021<br>June PC Mtg & Tour Mileage |                           | Employee Automobile Allowance N |
| 6315   | Thompson/Thomas A                     |      | 114.64              | 06/14/2021 06/17/2021<br>2 Transactions             |                           |                                 |
| 105    | DEPT Total:                           |      | 531.20              | Planning And Zoning                                 | 7 Vendors                 | 16 Transactions                 |
| 111    | DEPT                                  |      |                     | Facilites Mtce                                      |                           |                                 |
| 5988   | Preston Auto Parts                    |      |                     |                                                     |                           |                                 |
|        | 01- 111- 000- 0000- 6316              |      | 64.97               | 2 soaker hoses & Y shut off                         | 678804                    | Grounds Maintenance N           |
|        |                                       |      |                     | 06/25/2021 06/25/2021<br>1 Transactions             |                           |                                 |
| 5988   | Preston Auto Parts                    |      | 64.97               |                                                     |                           |                                 |
| 9206   | Winona Heating & Ventilating Co, Inc. |      |                     |                                                     |                           |                                 |
|        | 01- 111- 000- 0000- 6317              |      | 3,740.87            | Bearing Assembly at FCOB                            | 105377                    | Building Maintenance N          |
|        |                                       |      |                     | 05/18/2021 05/18/2021<br>1 Transactions             |                           |                                 |
| 9206   | Winona Heating & Ventilating Co, Inc. |      | 3,740.87            |                                                     |                           |                                 |
| 111    | DEPT Total:                           |      | 3,805.84            | Facilites Mtce                                      | 2 Vendors                 | 2 Transactions                  |
| 125    | DEPT                                  |      |                     | Veteran Services                                    |                           |                                 |
| 4928   | 1 Source                              |      |                     |                                                     |                           |                                 |
|        | 01- 125- 000- 0000- 6420              |      | 437.69              | GRANT- TONER                                        | 264902- 0                 | State Grant Expenses Y          |
|        |                                       |      |                     | 04/13/2021 04/13/2021                               |                           |                                 |
|        | 01- 125- 000- 0000- 6420              |      | 115.74              | GRANT- TONER                                        | 264902- 1                 | State Grant Expenses Y          |
|        |                                       |      |                     | 04/28/2021 04/28/2021                               |                           |                                 |

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| Vendor | Name                                   | Rpt  | Amount   | Warrant Description      | Invoice #     | Account/Formula Descripti       | 1099 |
|--------|----------------------------------------|------|----------|--------------------------|---------------|---------------------------------|------|
| No.    | Account/Formula                        | Accr |          | Service Dates            | Paid On Bhf # | On Behalf of Name               |      |
| 4928   | 1 Source                               |      | 553.43   | 2 Transactions           |               |                                 |      |
| 106    | Fillmore Co Treasurer                  |      |          |                          |               |                                 |      |
|        | 01- 125- 000- 0000- 6561               |      | 175.53   | Veterans Feb Fuel        |               | Gasoline Diesel And Other Fuels | N    |
|        |                                        |      |          | 02/01/2021               | 02/25/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6561               |      | 249.87   | Veterans March Fuel      |               | Gasoline Diesel And Other Fuels | N    |
|        |                                        |      |          | 03/01/2021               | 03/31/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6561               |      | 184.55   | Veterans April Fuel      |               | Gasoline Diesel And Other Fuels | N    |
|        |                                        |      |          | 04/01/2021               | 04/29/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6561               |      | 167.07   | Veterans May Fuel        |               | Gasoline Diesel And Other Fuels | N    |
|        |                                        |      |          | 05/07/2021               | 05/27/2021    |                                 |      |
| 106    | Fillmore Co Treasurer                  |      | 777.02   | 4 Transactions           |               |                                 |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                          |               |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 27.48    | Grant - USB ports        | 4785038       | State Grant Expenses            | N    |
|        |                                        |      |          | 05/12/2021               | 05/12/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 1,318.53 | Grant- Bronze Stars      | 6075b55a15fea | State Grant Expenses            | N    |
|        |                                        |      |          | 04/13/2021               | 04/13/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 27.48    | Grant- USB Ports         | 6705018       | State Grant Expenses            | N    |
|        |                                        |      |          | 05/12/2021               | 05/12/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 257.43   | Grant- 3 hole punch/USB  | 7721023       | State Grant Expenses            | N    |
|        |                                        |      |          | 05/12/2021               | 05/12/2021    |                                 |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 1,630.92 | 4 Transactions           |               |                                 |      |
| 83550  | Kelly Printing & Signs LLC             |      |          |                          |               |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 648.00   | Grant- Shirts            | 27448         | State Grant Expenses            | N    |
|        |                                        |      |          | 05/24/2021               | 05/24/2021    |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 499.20   | Grant Expense            | 28451         | State Grant Expenses            | N    |
|        |                                        |      |          | 06/24/2021               | 06/24/2021    |                                 |      |
| 83550  | Kelly Printing & Signs LLC             |      | 1,147.20 | 2 Transactions           |               |                                 |      |
| 2545   | Marco,Inc                              |      |          |                          |               |                                 |      |
|        | 01- 125- 000- 0000- 6420               |      | 3,116.95 | Grant- Laptops           | 8692383       | State Grant Expenses            | N    |
|        |                                        |      |          | 04/28/2021               | 04/28/2021    |                                 |      |
| 2545   | Marco,Inc                              |      | 3,116.95 | 1 Transactions           |               |                                 |      |
| 125    | DEPT Total:                            |      | 7,225.52 | Veteran Services         | 5 Vendors     | 13 Transactions                 |      |
| 149    | DEPT                                   |      |          | Other General Government |               |                                 |      |

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| Vendor | Name                                   | Rpt  |          | Warrant Description           | Invoice #     | Account/Formula Descripti        | 1099 |
|--------|----------------------------------------|------|----------|-------------------------------|---------------|----------------------------------|------|
| No.    | Account/Formula                        | Accr | Amount   | Service Dates                 | Paid On Bhf # | On Behalf of Name                |      |
| 5005   | Cintas Corporation- First Aid & Safety |      |          |                               |               |                                  |      |
|        | 01- 149- 000- 0000- 6377               |      | 140.20   | Service 1st Aid Kits- Hwy     | 506569108     | Fees And Service Charges         | N    |
|        |                                        |      |          | 06/16/2021 06/16/2021         |               |                                  |      |
| 5005   | Cintas Corporation- First Aid & Safety |      | 140.20   | 1 Transactions                |               |                                  |      |
| 5660   | De Lage Landen Financial Services      |      |          |                               |               |                                  |      |
|        | 01- 149- 000- 0000- 6288               |      | 1,534.15 | Copier Lease 7/12/21- 8/11/21 | 72982443      | Copy Machine - Lease             | N    |
|        |                                        |      |          | 07/12/2021 08/11/2021         |               |                                  |      |
| 5660   | De Lage Landen Financial Services      |      | 1,534.15 | 1 Transactions                |               |                                  |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                               |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 27.99    | County shared office supplies | 0322605       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 04/30/2021 04/30/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 67.43    | County shared office supplies | 2357826       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 05/21/2021 05/21/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 19.79    | County shared office supplies | 2696211       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 05/18/2021 05/18/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 79.98    | County shared office supplies | 3306632       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 04/30/2021 04/30/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 40.83    | County shared office supplies | 3478657       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 05/18/2021 05/18/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 22.94    | County shared office supplies | 4360249       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 05/12/2021 05/12/2021         |               |                                  |      |
|        | 01- 149- 000- 0000- 6408               |      | 100.89   | County shared office supplies | 8693033       | County Shared Office Supplies    | N    |
|        |                                        |      |          | 04/26/2021 04/26/2021         |               |                                  |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 359.85   | 7 Transactions                |               |                                  |      |
| 6829   | Gallagher Benefit Services, Inc.       |      |          |                               |               |                                  |      |
|        | 01- 149- 000- 0000- 6285               |      | 1,643.21 | June 2021 Consulting Services | 231466        | Professional Fees                | N    |
|        |                                        |      |          | 06/01/2021 06/30/2021         |               |                                  |      |
| 6829   | Gallagher Benefit Services, Inc.       |      | 1,643.21 | 1 Transactions                |               |                                  |      |
| 149    | DEPT Total:                            |      | 3,677.41 | Other General Government      | 4 Vendors     | 10 Transactions                  |      |
| 202    | DEPT                                   |      |          | Sheriff                       |               |                                  |      |
| 7284   | Decorah Chevrolet                      |      |          |                               |               |                                  |      |
|        | 01- 202- 000- 0000- 6310               |      | 236.28   | 2307 Squad Service            | 166438        | Contract Repairs And Maintenance | N    |
|        |                                        |      |          | 06/04/2021 06/04/2021         |               |                                  |      |



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| Vendor | Name                     | Rpt  | Amount | Warrant Description         | Invoice #      | Account/Formula Descripti            | 1099 |
|--------|--------------------------|------|--------|-----------------------------|----------------|--------------------------------------|------|
| No.    | Account/Formula          | Accr |        | Service Dates               | Paid On Bhf #  | On Behalf of Name                    |      |
| 7284   | Decorah Chevrolet        |      | 236.28 |                             | 1 Transactions |                                      |      |
| 355    | Streicher's, Inc.        |      |        |                             |                |                                      |      |
|        | 01- 202- 000- 0000- 6455 |      | 715.00 | Riot Gear                   | 11509794       | Law Enforcement Supplies             | N    |
|        |                          |      |        | 02/28/2021                  | 02/28/2021     |                                      |      |
| 355    | Streicher's, Inc.        |      | 715.00 |                             | 1 Transactions |                                      |      |
| 202    | DEPT Total:              |      | 951.28 | Sheriff                     | 2 Vendors      | 2 Transactions                       |      |
| 251    | DEPT                     |      |        | County Jail                 |                |                                      |      |
| 81511  | Preston Foods            |      |        |                             |                |                                      |      |
|        | 01- 251- 000- 0000- 6377 |      | 69.09  | Jail Supplies               |                | Fees And Service Charges             | N    |
|        |                          |      |        | 05/28/2021                  | 06/25/2021     |                                      |      |
| 81511  | Preston Foods            |      | 69.09  |                             | 1 Transactions |                                      |      |
| 251    | DEPT Total:              |      | 69.09  | County Jail                 | 1 Vendors      | 1 Transactions                       |      |
| 442    | DEPT                     |      |        | Wic Program                 |                |                                      |      |
| 4534   | ENRIGHT/CARRIE           |      |        |                             |                |                                      |      |
|        | 01- 442- 000- 0000- 6424 |      | 2.24   | Meeting with Jess and Jess  |                | WIC- Peer Breastfeeding Support Grar | N    |
|        |                          |      |        | 05/20/2021                  | 05/20/2021     |                                      |      |
| 4534   | ENRIGHT/CARRIE           |      | 2.24   |                             | 1 Transactions |                                      |      |
| 442    | DEPT Total:              |      | 2.24   | Wic Program                 | 1 Vendors      | 1 Transactions                       |      |
| 443    | DEPT                     |      |        | Nursing Service             |                |                                      |      |
| 5510   | Donovan/Ann              |      |        |                             |                |                                      |      |
|        | 01- 443- 000- 0000- 6104 |      | 45.00  | FCPH Advisory Mtg per diem  |                | Per Diem                             | N    |
|        |                          |      |        | 05/18/2021                  | 05/18/2021     |                                      |      |
| 5510   | Donovan/Ann              |      | 45.00  |                             | 1 Transactions |                                      |      |
| 5358   | Hammell/Melissa          |      |        |                             |                |                                      |      |
|        | 01- 443- 000- 0000- 6104 |      | 45.00  | FCPH Adv Comm Mtg- per diem |                | Per Diem                             | N    |
|        |                          |      |        | 05/18/2021                  | 05/18/2021     |                                      |      |
| 5358   | Hammell/Melissa          |      | 45.00  |                             | 1 Transactions |                                      |      |
| 4327   | ROCHESTER PUBLIC TRANSIT |      |        |                             |                |                                      |      |
|        | 01- 443- 000- 0000- 6433 |      | 480.00 | Bus Pass client #7933       | 24819          | Waiver Reimbursables                 | N    |

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| Vendor | Name                                   | Rpt  | Warrant Description | Invoice #                                  | Account/Formula Descripti | 1099                                  |
|--------|----------------------------------------|------|---------------------|--------------------------------------------|---------------------------|---------------------------------------|
| No.    | Account/Formula                        | Accr | Amount              | Service Dates                              | Paid On Bhf #             | On Behalf of Name                     |
| 4327   | ROCHESTER PUBLIC TRANSIT               |      | 480.00              | 06/11/2021 06/11/2021<br>1 Transactions    |                           |                                       |
| 443    | DEPT Total:                            |      | 570.00              | Nursing Service                            | 3 Vendors                 | 3 Transactions                        |
| 446    | DEPT                                   |      |                     | Mch Program                                |                           |                                       |
| 1285   | Houston County Public Health           |      |                     |                                            |                           |                                       |
|        | 01- 446- 000- 0000- 6088               |      | 11,197.62           | EBHV 3rd Qtr 2021<br>06/15/2021 06/15/2021 |                           | Houston Grant Passthrough (01- 446- N |
|        | 01- 446- 000- 0000- 6088               |      | 248.72              | FAP<br>06/17/2021 06/17/2021               |                           | Houston Grant Passthrough (01- 446- N |
|        | 01- 446- 000- 0000- 6088               |      | 12,193.01           | SHIP May 21<br>06/28/2021 06/28/2021       |                           | Houston Grant Passthrough (01- 446- N |
|        | 01- 446- 000- 0000- 6088               |      | 2,712.80            | WIC 21<br>06/30/2021 06/30/2021            |                           | Houston Grant Passthrough (01- 446- N |
|        | 01- 446- 000- 0000- 6088               |      | 2,394.50            | TANF 21<br>06/30/2021 06/30/2021           |                           | Houston Grant Passthrough (01- 446- N |
| 1285   | Houston County Public Health           |      | 28,746.65           | 5 Transactions                             |                           |                                       |
| 446    | DEPT Total:                            |      | 28,746.65           | Mch Program                                | 1 Vendors                 | 5 Transactions                        |
| 603    | DEPT                                   |      |                     | Feedlot                                    |                           |                                       |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                     |                                            |                           |                                       |
|        | 01- 603- 000- 0000- 6408               |      | 611.25              | Feedlot- Toner<br>04/26/2021 04/26/2021    | 3914665                   | Other Office Supplies N               |
|        | 01- 603- 000- 0000- 6408               |      | 155.89              | Feedlot- Toner<br>04/26/2021 04/26/2021    | 4538619                   | Other Office Supplies N               |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 767.14              | 2 Transactions                             |                           |                                       |
| 603    | DEPT Total:                            |      | 767.14              | Feedlot                                    | 1 Vendors                 | 2 Transactions                        |
| 1      | Fund Total:                            |      | 174,441.81          | County Revenue Fund                        |                           | 92 Transactions                       |

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13 County Road & Bridge

# \*\*\* Fillmore County \*\*\*

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

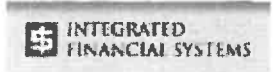


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| Vendor | Name                          | Rpt      | Warrant Description          | Invoice #     | Account/Formula Descripti | 1099 |
|--------|-------------------------------|----------|------------------------------|---------------|---------------------------|------|
| No.    | Account/Formula               | Accr     | Service Dates                | Paid On Bhf # | On Behalf of Name         |      |
| 300    | DEPT                          |          | Highway Administration       |               |                           |      |
| 6454   | Quam/Jeff                     |          |                              |               |                           |      |
|        | 13- 300- 000- 0000- 6408      | 104.86   | 6/30 ink cartridges reimb.   |               | Other Office Supplies     | N    |
| 6454   | Quam/Jeff                     | 104.86   | 1 Transactions               |               |                           |      |
| 300    | DEPT Total:                   | 104.86   | Highway Administration       | 1 Vendors     | 1 Transactions            |      |
| 310    | DEPT                          |          | Highway Maintenance          |               |                           |      |
| 4381   | Brock White Company LLC       |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6529      | 844.10   | 6/15 seeding/erosion control | 14787353- 00  | Seeding                   | N    |
|        | 13- 310- 000- 0000- 6529      | 56.69    | 6/15 seeding/erosion control | 14790917- 00  | Seeding                   | N    |
| 4381   | Brock White Company LLC       | 900.79   | 2 Transactions               |               |                           |      |
| 1891   | Bruening Rock Products, Inc.  |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6505      | 968.50   | 6/10 rock                    | 211434        | Aggregate                 | N    |
| 1891   | Bruening Rock Products, Inc.  | 968.50   | 1 Transactions               |               |                           |      |
| 3046   | CAT- Personal Safety Training |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6466      | 1,360.00 | 5/11 safety training         | 5021          | Safety Materials          | N    |
| 3046   | CAT- Personal Safety Training | 1,360.00 | 1 Transactions               |               |                           |      |
| 5924   | Core & Main LP                |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6520      | 57.21    | 6/16 culvert repair          | P078043       | Culverts                  | N    |
| 5924   | Core & Main LP                | 57.21    | 1 Transactions               |               |                           |      |
| 3440   | Hancock Concrete Products LLC |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6520      | 1,889.20 | 6/15 culvert repair          | 1740882       | Culverts                  | N    |
| 3440   | Hancock Concrete Products LLC | 1,889.20 | 1 Transactions               |               |                           |      |
| 3632   | Milestone Materials Inc       |          |                              |               |                           |      |
|        | 13- 310- 000- 0000- 6505      | 164.80   | 5/21 rock                    | 208966        | Aggregate                 | N    |
|        | 13- 310- 000- 0000- 6505      | 347.67   | 6/23 rock                    | 218025        | Aggregate                 | N    |
|        | 13- 310- 000- 0000- 6505      | 88.40    | 6/25 rock                    | 219347        | Aggregate                 | N    |
|        | 13- 310- 000- 0000- 6505      | 160.21   | 6/25 rock                    | 219348        | Aggregate                 | N    |
| 3632   | Milestone Materials Inc       | 761.08   | 4 Transactions               |               |                           |      |
| 310    | DEPT Total:                   | 5,936.78 | Highway Maintenance          | 6 Vendors     | 10 Transactions           |      |

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13 County Road & Bridge

# \*\*\* Fillmore County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                          | Rpt      | Warrant Description         | Invoice #     | Account/Formula Descripti          | 1099 |
|--------|-------------------------------|----------|-----------------------------|---------------|------------------------------------|------|
| No.    | Account/Formula               | Accr     | Service Dates               | Paid On Bhf # | On Behalf of Name                  |      |
| 320    | DEPT                          |          | Highway Construction        |               |                                    |      |
| 3046   | CAT- Personal Safety Training |          |                             |               |                                    |      |
|        | 13- 320- 000- 0000- 6466      | 160.00   | 5/11 safety training        | 5021          | Safety Materails                   | N    |
| 3046   | CAT- Personal Safety Training | 160.00   | 1 Transactions              |               |                                    |      |
| 7295   | Paus/Russel L & Sally         |          |                             |               |                                    |      |
|        | 13- 320- 000- 0000- 6363      | 266.24   | 6/30 easement               | P             | Right Of Way Costs                 | N    |
|        | 13- 320- 000- 0000- 6363      | 20.25    | 6/30 easement               | T             | Right Of Way Costs                 | N    |
| 7295   | Paus/Russel L & Sally         | 286.49   | 2 Transactions              |               |                                    |      |
| 5988   | Preston Auto Parts            |          |                             |               |                                    |      |
|        | 13- 320- 000- 0000- 6501      | 79.28    | 5/17 supplies               | 673274        | Engineering And Surveying Supplies | N    |
| 5988   | Preston Auto Parts            | 79.28    | 1 Transactions              |               |                                    |      |
| 347    | State Of Mn                   |          |                             |               |                                    |      |
|        | 13- 320- 000- 0000- 6377      | 2,709.13 | 6/14 material testing       | P00013259     | Fees And Service Charges           | N    |
| 347    | State Of Mn                   | 2,709.13 | 1 Transactions              |               |                                    |      |
| 7296   | Ward/Dwight                   |          |                             |               |                                    |      |
|        | 13- 320- 000- 0000- 6363      | 332.80   | 6/30 easement               | P             | Right Of Way Costs                 | N    |
| 7296   | Ward/Dwight                   | 332.80   | 1 Transactions              |               |                                    |      |
| 320    | DEPT Total:                   | 3,567.70 | Highway Construction        | 5 Vendors     | 6 Transactions                     |      |
| 330    | DEPT                          |          | Equipment Maintenance Shops |               |                                    |      |
| 4529   | Grainger                      |          |                             |               |                                    |      |
|        | 13- 330- 000- 0000- 6576      | 51.60    | 6/14 supplies               | 9931784400    | Shop Supplies & Tools              | N    |
|        | 13- 330- 000- 0000- 6576      | 15.14    | 6/17 supplies               | 9936731729    | Shop Supplies & Tools              | N    |
| 4529   | Grainger                      | 66.74    | 2 Transactions              |               |                                    |      |
| 5988   | Preston Auto Parts            |          |                             |               |                                    |      |
|        | 13- 330- 000- 0000- 6575      | 17.29    | 5/4 parts                   | 671574        | Machinery Parts                    | N    |
|        | 13- 330- 000- 0000- 6576      | 29.99    | 5/5 supplies                | 671672        | Shop Supplies & Tools              | N    |
|        | 13- 330- 000- 0000- 6575      | 5.85     | 5/7 parts                   | 671997        | Machinery Parts                    | N    |
|        | 13- 330- 000- 0000- 6576      | 19.50    | 5/7 supplies                | 672001        | Shop Supplies & Tools              | N    |
|        | 13- 330- 000- 0000- 6576      | 19.99    | 5/10 supplies               | 672244        | Shop Supplies & Tools              | N    |
|        | 13- 330- 000- 0000- 6575      | 126.97   | 5/10 parts                  | 672272        | Machinery Parts                    | N    |
|        | 13- 330- 000- 0000- 6575      | 132.69   | 5/11 parts                  | 672446        | Machinery Parts                    | N    |
|        | 13- 330- 000- 0000- 6575      | 33.44    | 5/11 parts                  | 672455        | Machinery Parts                    | N    |

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13 County Road & Bridge

# \*\*\* Fillmore County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                     | Rpt  | Warrant Description | Invoice #                   | Account/Formula Descripti | 1099            |
|--------|--------------------------|------|---------------------|-----------------------------|---------------------------|-----------------|
| No.    | Account/Formula          | Accr | Service Dates       | Paid On Bhf #               | On Behalf of Name         |                 |
|        | 13- 330- 000- 0000- 6575 |      | 5/13 parts          | 672757                      | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6576 |      | 5/17 supplies       | 673231                      | Shop Supplies & Tools     | N               |
|        | 13- 330- 000- 0000- 6576 |      | 5/17 supplies       | 673297                      | Shop Supplies & Tools     | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/18 parts          | 673416                      | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/25 parts          | 674437                      | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6576 |      | 5/25 supplies       | 674535                      | Shop Supplies & Tools     | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/26 parts          | 674608                      | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/27 parts          | 674866                      | Machinery Parts           | N               |
| 5988   | Preston Auto Parts       |      | 813.49              | 16 Transactions             |                           |                 |
| 6600   | Solberg Welding Inc      |      |                     |                             |                           |                 |
|        | 13- 330- 000- 0000- 6575 |      | 5/26 labor          | 13954                       | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/26 parts          | 13954                       | Machinery Parts           | N               |
| 6600   | Solberg Welding Inc      |      | 62.40               | 2 Transactions              |                           |                 |
| 4079   | Village Farm & Home      |      |                     |                             |                           |                 |
|        | 13- 330- 000- 0000- 6575 |      | 5/4 parts           | 42187                       | Machinery Parts           | N               |
| 4079   | Village Farm & Home      |      | 28.98               | 1 Transactions              |                           |                 |
| 451    | Ziegler Inc              |      |                     |                             |                           |                 |
|        | 13- 330- 000- 0000- 6575 |      | 5/26 parts          | 117276                      | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/1 parts           | 87924                       | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/5 parts           | 91607                       | Machinery Parts           | N               |
|        | 13- 330- 000- 0000- 6575 |      | 5/6 parts           | 94443                       | Machinery Parts           | N               |
| 451    | Ziegler Inc              |      | 1,003.36            | 4 Transactions              |                           |                 |
| 330    | DEPT Total:              |      | 1,974.97            | Equipment Maintenance Shops | 5 Vendors                 | 25 Transactions |
| 13     | Fund Total:              |      | 11,584.31           | County Road & Bridge        |                           | 42 Transactions |

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14 Sanitation Fund

# \*\*\* Fillmore County \*\*\*



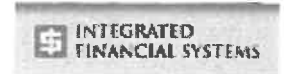
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                              | Rpt  | Amount | Warrant Description      | Invoice #     | Account/Formula Descripti | 1099 |
|--------|-----------------------------------|------|--------|--------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                   | Accr |        | Service Dates            | Paid On Bhf # | On Behalf of Name         |      |
| 390    | DEPT                              |      |        | Resource Recovery Center |               |                           |      |
| 6150   | Cintas Corporation No.2           |      |        |                          |               |                           |      |
|        | 14- 390- 000- 0000- 6377          |      | 8.92   | Uniforms                 | 4087631826    | Fees And Service Charges  | N    |
|        |                                   |      |        | 06/18/2021 06/18/2021    |               |                           |      |
|        | 14- 390- 000- 0000- 6377          |      | 13.24  | Uniforms                 | 4088285290    | Fees And Service Charges  | N    |
|        |                                   |      |        | 06/25/2021 06/25/2021    |               |                           |      |
| 6150   | Cintas Corporation No.2           |      | 22.16  | 2 Transactions           |               |                           |      |
| 3113   | Mississippi Welders Supply Co Inc |      |        |                          |               |                           |      |
|        | 14- 390- 000- 0000- 6466          |      | 29.81  | Fire extinguisher refill | 3535328       | Safety Materials          | N    |
|        |                                   |      |        | 06/09/2021 06/09/2021    |               |                           |      |
| 3113   | Mississippi Welders Supply Co Inc |      | 29.81  | 1 Transactions           |               |                           |      |
| 390    | DEPT Total:                       |      | 51.97  | Resource Recovery Center | 2 Vendors     | 3 Transactions            |      |
| 14     | Fund Total:                       |      | 51.97  | Sanitation Fund          |               | 3 Transactions            |      |

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23 County Airport Fund

# \*\*\* Fillmore County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|     | Vendor      | Name                      |  | Rpt  |        | Warrant Description    | Invoice #     | Account/Formula Descripti    | 1099 |
|-----|-------------|---------------------------|--|------|--------|------------------------|---------------|------------------------------|------|
|     | No.         | Account/Formula           |  | Accr | Amount | Service Dates          | Paid On Bhf # | On Behalf of Name            |      |
| 350 | DEPT        |                           |  |      |        | County Airport         |               |                              |      |
|     | 7298        | ADB Safegate Americas LLC |  |      |        |                        |               |                              |      |
|     |             | 23- 350- 000- 0000- 6378  |  |      | 514.33 | Papi Lamp Driver Board | 90098870      | Airside Expenses             | N    |
|     |             |                           |  |      |        | 06/25/2021             | 06/25/2021    |                              |      |
|     | 7298        | ADB Safegate Americas LLC |  |      | 514.33 | 1 Transactions         |               |                              |      |
| 350 | DEPT Total: |                           |  |      | 514.33 | County Airport         | 1 Vendors     | 1 Transactions               |      |
| 351 | DEPT        |                           |  |      |        | Airport Fuel Sales     |               |                              |      |
|     | 5161        | O'DAY EQUIPMENT LLC       |  |      |        |                        |               |                              |      |
|     |             | 23- 351- 000- 0000- 6321  |  |      | 51.94  | Pump Repair            | 0098008       | Other Repair And Maintenance | N    |
|     |             |                           |  |      |        | 06/11/2021             | 06/11/2021    |                              |      |
|     | 5161        | O'DAY EQUIPMENT LLC       |  |      | 51.94  | 1 Transactions         |               |                              |      |
| 351 | DEPT Total: |                           |  |      | 51.94  | Airport Fuel Sales     | 1 Vendors     | 1 Transactions               |      |
| 23  | Fund Total: |                           |  |      | 566.27 | County Airport Fund    |               | 2 Transactions               |      |

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39 2010 Debt Service

\*\*\* Fillmore County \*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                               | Rpt  |            | Warrant Description   | Invoice #        | Account/Formula Descripti | 1099 |
|--------|------------------------------------|------|------------|-----------------------|------------------|---------------------------|------|
| No.    | Account/Formula                    | Accr | Amount     | Service Dates         | Paid On Bhf #    | On Behalf of Name         |      |
| 803    | DEPT                               |      |            | Cip 2010 Debt Service |                  |                           |      |
|        | 2862 Northland Trust Services. Inc |      |            |                       |                  |                           |      |
|        | 39- 803- 000- 0000- 6715           |      | 11,975.00  | bond interest payment | FILLM10A         | Interest On Loan          | N    |
|        |                                    |      |            | 06/09/2021 06/09/2021 |                  |                           |      |
|        | 2862 Northland Trust Services. Inc |      | 11,975.00  | 1 Transactions        |                  |                           |      |
| 803    | DEPT Total:                        |      | 11,975.00  | Cip 2010 Debt Service | 1 Vendors        | 1 Transactions            |      |
| 39     | Fund Total:                        |      | 11,975.00  | 2010 Debt Service     |                  | 1 Transactions            |      |
|        | Final Total:                       |      | 198,619.36 | 66 Vendors            | 140 Transactions |                           |      |



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# \*\*\* Fillmore County \*\*\*

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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## Recap by Fund

| <u>Fund</u>      | <u>AMOUNT</u>     | <u>Name</u>          |
|------------------|-------------------|----------------------|
| 1                | 174,441.81        | County Revenue Fund  |
| 13               | 11,584.31         | County Road & Bridge |
| 14               | 51.97             | Sanitation Fund      |
| 23               | 566.27            | County Airport Fund  |
| 39               | 11,975.00         | 2010 Debt Service    |
| <b>All Funds</b> | <b>198,619.36</b> | <b>Total</b>         |

Approved by, .....

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# \*\*\* Fillmore County \*\*\*

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Print List in Order By: 1  
1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

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Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D  
D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

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1 County Revenue Fund

## \*\*\* Fillmore County \*\*\*

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

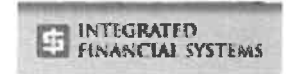


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|               | <u>Vendor Name</u>                          | <u>Rpt</u>  |               | <u>Warrant Description</u>     | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|---------------|---------------------------------------------|-------------|---------------|--------------------------------|----------------------|----------------------------------|-------------|
|               | <u>No. Account/Formula</u>                  | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>           | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 1             | 7617 Bluff Valley Riders Inc                |             |               |                                |                      |                                  |             |
|               | 01- 001- 000- 0000- 6876                    |             | 1,258.00      | Bluff Valley Benchmark #4      |                      | Snowmobile Trail Payments        | N           |
|               |                                             |             |               | 06/25/2021 06/25/2021          |                      |                                  |             |
|               | 7617 Bluff Valley Riders Inc                |             | 1,258.00      | 1 Transactions                 |                      |                                  |             |
| 4             | 107 Fillmore Co Historical Society          |             |               |                                |                      |                                  |             |
|               | 01- 501- 000- 0000- 6802                    |             | 23,400.00     | 2021 2nd Half Appropriation    |                      | Appropriations                   | N           |
|               |                                             |             |               | 07/01/2021 12/31/2021          |                      |                                  |             |
|               | 107 Fillmore Co Historical Society          |             | 23,400.00     | 1 Transactions                 |                      |                                  |             |
| 2             | 110 Fillmore Co Treasurer                   |             |               |                                |                      |                                  |             |
|               | 01- 041- 000- 0000- 6205                    |             | 49.00         | Cert postage- Tax Forfeitures  |                      | Postage And Postal Box Rent      | N           |
|               |                                             |             |               | 06/15/2021 06/15/2021          |                      |                                  |             |
| 3             | 01- 041- 000- 0000- 6205                    |             | 154.00        | Cert postage- Tax Forfeitures  |                      | Postage And Postal Box Rent      | N           |
|               |                                             |             |               | 06/14/2021 06/14/2021          |                      |                                  |             |
|               | 110 Fillmore Co Treasurer                   |             | 203.00        | 2 Transactions                 |                      |                                  |             |
| 5             | 5166 Hiawatha Sno Seekers                   |             |               |                                |                      |                                  |             |
|               | 01- 001- 000- 0000- 6876                    |             | 1,571.09      | Hiawatha 1,2 Benchmark #4      |                      | Snowmobile Trail Payments        | N           |
|               |                                             |             |               | 06/25/2021 06/25/2021          |                      |                                  |             |
|               | 5166 Hiawatha Sno Seekers                   |             | 1,571.09      | 1 Transactions                 |                      |                                  |             |
| 6             | 4723 Mabel Canton Trail Busters             |             |               |                                |                      |                                  |             |
|               | 01- 001- 000- 0000- 6876                    |             | 746.24        | Mabel Canton Trail Benchmark#4 |                      | Snowmobile Trail Payments        | N           |
|               |                                             |             |               | 06/25/2021 06/25/2021          |                      |                                  |             |
|               | 4723 Mabel Canton Trail Busters             |             | 746.24        | 1 Transactions                 |                      |                                  |             |
| 7             | 2521 Pitney Bowes Global Financial Svcs,LLC |             |               |                                |                      |                                  |             |
|               | 01- 149- 000- 0000- 6310                    |             | 408.99        | Mail machine lease invoice     | 3104795329           | Maintenance Agreement            | N           |
|               |                                             |             |               | 04/20/2021 07/19/2021          |                      |                                  |             |
|               | 2521 Pitney Bowes Global Financial Svcs,LLC |             | 408.99        | 1 Transactions                 |                      |                                  |             |
| 8             | 7369 Tri- County Trailblazers               |             |               |                                |                      |                                  |             |
|               | 01- 001- 000- 0000- 6876                    |             | 944.93        | Tri County Trail Benchmark # 4 |                      | Snowmobile Trail Payments        | N           |
|               |                                             |             |               | 06/25/2021 06/25/2021          |                      |                                  |             |
|               | 7369 Tri- County Trailblazers               |             | 944.93        | 1 Transactions                 |                      |                                  |             |
| 1 Fund Total: |                                             |             | 28,532.25     | County Revenue Fund            | 7 Vendors            | 8 Transactions                   |             |

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76 Trust And Agency Fund

# \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| <u>Vendor</u>  | <u>Name</u>                                       | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>                                       | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|----------------|---------------------------------------------------|-------------|----------------------------|--------------------------------------------------------|----------------------------------|--------------------------|
| <u>No.</u>     | <u>Account/Formula</u>                            | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>                                   | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 12             | 110 Fillmore Co Treasurer<br>76-000-000-0000-2006 |             | 1,464.00                   | RRC Sales & Use Tax<br>05/01/2021 05/31/2021           | Commercial Sw Mgmt Tax           | N                        |
| 13             | 76-000-000-0000-2007                              |             | 151.00                     | 041,101 & 602 Sales & Use Tax<br>05/01/2021 05/31/2021 | Sales Tax Collected              | N                        |
| 14             | 76-300-000-0000-2007                              |             | 24.00                      | R & B Sales & Use Tax<br>05/01/2021 05/31/2021         | Sales Tax Collected              | N                        |
|                | 110 Fillmore Co Treasurer                         |             | 1,639.00                   | 3 Transactions                                         |                                  |                          |
| 76 Fund Total: |                                                   |             | 1,639.00                   | Trust And Agency Fund                                  | 1 Vendors                        | 3 Transactions           |

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87 State Revenue And School

# \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

| Vendor         | Name                                                  |      | Rpt       |                                                    | Warrant Description | Invoice #                        | Account/Formula Descripti | 1099 |
|----------------|-------------------------------------------------------|------|-----------|----------------------------------------------------|---------------------|----------------------------------|---------------------------|------|
| No.            | Account/Formula                                       | Accr | Amount    | Service Dates                                      | Paid On Bhf #       | On Behalf of Name                |                           |      |
| 9              | 1859 MN Department Of Finance<br>87-000-000-0000-2100 |      | 1,711.00  | May Vitals 2021<br>05/01/2021 05/31/2021           |                     | Due To Other Governmental Agenci | N                         |      |
| 10             | 87-000-000-0000-2313                                  |      | 4,851.00  | May Vitals RE Surcharge<br>05/01/2021 05/31/2021   |                     | Real Estate Surcharge            | N                         |      |
|                | 1859 MN Department Of Finance                         |      | 6,562.00  | 2 Transactions                                     |                     |                                  |                           |      |
| 11             | 5993 Mn Dept Of Health<br>87-000-000-0000-2312        |      | 170.00    | May 2021 Vitals Well Cert<br>05/01/2021 05/31/2021 |                     | Well Management Funds            | N                         |      |
|                | 5993 Mn Dept Of Health                                |      | 170.00    | 1 Transactions                                     |                     |                                  |                           |      |
| 87 Fund Total: |                                                       |      | 6,732.00  | State Revenue And School Fund                      | 2 Vendors           | 3 Transactions                   |                           |      |
| Final Total:   |                                                       |      | 36,903.25 | 10 Vendors                                         | 14 Transactions     |                                  |                           |      |

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# \*\*\* Fillmore County \*\*\*

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 5

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |                    |
|---------------|-------------|---------------|-------------------------------|--------------------|
|               | 1           | 28,532.25     | County Revenue Fund           |                    |
|               | 76          | 1,639.00      | Trust And Agency Fund         |                    |
|               | 87          | 6,732.00      | State Revenue And School Fund |                    |
| All Funds     |             | 36,903.25     | Total                         | Approved by, ..... |
|               |             |               |                               | .....              |
|               |             |               |                               | .....              |

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6/24/21 2:05PM  
1 County Revenue Fund

# \*\*\* Fillmore County \*\*\*



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

|     | Vendor Name  |                         | Rpt<br>Accr | Amount | Warrant Description        | Invoice #      | Account/Formula Descripti   | 1099 |
|-----|--------------|-------------------------|-------------|--------|----------------------------|----------------|-----------------------------|------|
|     | No.          | Account/Formula         |             |        | Service Dates              | Paid On Bhf #  | On Behalf of Name           |      |
| 149 | DEPT         |                         |             |        | Other General Government   |                |                             |      |
|     | 5893         | The Master's Touch, LLC |             |        |                            |                |                             |      |
|     |              | 01-149-000-0000-6205    |             | 50.00  | Postage - Mobile Home Stmt |                | Postage And Postal Box Rent | N    |
|     |              |                         |             |        | 06/24/2021 06/24/2021      |                |                             |      |
|     | 5893         | The Master's Touch, LLC |             | 50.00  | 1 Transactions             |                |                             |      |
| 149 | DEPT Total:  |                         |             | 50.00  | Other General Government   | 1 Vendors      | 1 Transactions              |      |
| 1   | Fund Total:  |                         |             | 50.00  | County Revenue Fund        |                | 1 Transactions              |      |
|     | Final Total: |                         |             | 50.00  | 1 Vendors                  | 1 Transactions |                             |      |

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6/24/21

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# \*\*\* Fillmore County \*\*\*

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

## Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>         |
|-------------|---------------|---------------------|
| 1           | 50.00         | County Revenue Fund |
| All Funds   | 50.00         | Total               |

Approved by, .....

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1 County Revenue Fund

# \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

| Vendor        | Name                               | Rpt  |            |                                |                |               |                           |      |  |
|---------------|------------------------------------|------|------------|--------------------------------|----------------|---------------|---------------------------|------|--|
| No.           | Account/Formula                    | Accr | Amount     | Warrant Description            | Service Dates  | Invoice #     | Account/Formula Descripti | 1099 |  |
|               |                                    |      |            |                                |                | Paid On Bhf # | On Behalf of Name         |      |  |
| 752           | Lanesboro American Legion Post #40 |      |            |                                |                |               |                           |      |  |
|               | 01-515-000-0000-6802               |      | 75.00      | 2021 Memorial Day Program      |                |               | Appropriations            | N    |  |
|               |                                    |      |            | 05/31/2021                     | 05/31/2021     |               |                           |      |  |
| 752           | Lanesboro American Legion Post #40 |      | 75.00      |                                | 1 Transactions |               |                           |      |  |
| 6094          | MN Energy Resources Corporation    |      |            |                                |                |               |                           |      |  |
|               | 01-251-000-0000-6255               |      | 105.57     | Natural Gas/Jail               |                | 3755266152    | Gas                       | N    |  |
|               |                                    |      |            | 05/21/2021                     | 06/22/2021     |               |                           |      |  |
| 6094          | MN Energy Resources Corporation    |      | 105.57     |                                | 1 Transactions |               |                           |      |  |
| 25073         | Olmsted Co Community Services      |      |            |                                |                |               |                           |      |  |
|               | 01-149-000-0000-6203               |      | 105,918.25 | 4th Qtr 2021 DFO Appropriation |                | 136389        | Telephone                 | N    |  |
|               |                                    |      |            | 10/01/2021                     | 12/31/2021     |               |                           |      |  |
| 25073         | Olmsted Co Community Services      |      | 105,918.25 |                                | 1 Transactions |               |                           |      |  |
| 1 Fund Total: |                                    |      | 106,098.82 | County Revenue Fund            |                | 3 Vendors     | 3 Transactions            |      |  |

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6/30/21 2:06PM

13 County Road & Bridge

# \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

| Vendor Name                          | Rpt  | Warrant Description | Invoice #             | Account/Formula Descripti       | 1099            |
|--------------------------------------|------|---------------------|-----------------------|---------------------------------|-----------------|
| No. Account/Formula                  | Accr | Amount              | Service Dates         | Paid On Bhf # On Behalf of Name |                 |
| 7129 CenturyLink                     |      |                     |                       |                                 |                 |
| 13-300-000-0000-6203                 |      | 144.08              | 6/10 telephone        | 5078673784 Telephone            | N               |
| 7129 CenturyLink                     |      | 144.08              | 1 Transactions        |                                 |                 |
| 1983 Croell, Inc                     |      |                     |                       |                                 |                 |
| 13-320-000-0000-6343                 |      | 103,080.49          | 621-023 R/C #3        | Regular Construction Contracts  | N               |
|                                      |      |                     | 07/02/2021 07/02/2021 |                                 |                 |
| 13-320-000-0000-6348                 |      | 173,057.46          | 621-023 Fed # 3       | Fed Construction                | N               |
|                                      |      |                     | 07/02/2021 07/02/2021 |                                 |                 |
| 1983 Croell, Inc                     |      | 276,137.95          | 2 Transactions        |                                 |                 |
| 1829 Frontier Communications         |      |                     |                       |                                 |                 |
| 13-300-000-0000-6203                 |      | 76.36               | 6/22 telephone        | 5079373211 Telephone            | N               |
| 1829 Frontier Communications         |      | 76.36               | 1 Transactions        |                                 |                 |
| 4765 Midwest Contracting LLC         |      |                     |                       |                                 |                 |
| 13-320-000-0000-6343                 |      | 617.50              | 634-005 R/C #5        | Regular Construction Contracts  | Y               |
|                                      |      |                     | 07/02/2021 07/02/2021 |                                 |                 |
| 4765 Midwest Contracting LLC         |      | 617.50              | 1 Transactions        |                                 |                 |
| 6094 MN Energy Resources Corporation |      |                     |                       |                                 |                 |
| 13-330-000-0000-6255                 |      | 68.61               | 6/23 natural gas      | 0502625354 Gas                  | N               |
| 13-330-000-0000-6255                 |      | 55.45               | 6/14 natural gas      | 0505303491 Gas                  | N               |
| 13-330-000-0000-6255                 |      | 64.21               | 6/24 natural gas      | 0506251865 Gas                  | N               |
| 13-330-000-0000-6255                 |      | 63.72               | 6/18 natural gas      | 0507313284 Gas                  | N               |
| 13-330-000-0000-6255                 |      | 14.95               | 6/19 natural gas      | 0507351562 Gas                  | N               |
| 6094 MN Energy Resources Corporation |      | 266.94              | 5 Transactions        |                                 |                 |
| 13 Fund Total:                       |      | 277,242.83          | County Road & Bridge  | 5 Vendors                       | 10 Transactions |
| Final Total:                         |      | 383,341.65          | 8 Vendors             | 13 Transactions                 |                 |

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# \*\*\* Fillmore County \*\*\*

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 4

Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |
|-------------|---------------|----------------------|
| 1           | 106,098.82    | County Revenue Fund  |
| 13          | 277,242.83    | County Road & Bridge |
| All Funds   | 383,341.65    | Total                |

Approved by, .....  
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7/1/21 1:31PM  
80 Taxes And Penalties Fund

# \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

|    | <u>Vendor</u> | <u>Name</u>            |  | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----|---------------|------------------------|--|-------------|---------------|----------------------------|----------------------|----------------------------------|-------------|
|    | <u>No.</u>    | <u>Account/Formula</u> |  | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 10 | 373           | Amherst Township       |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 78,496.10     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 373           | Amherst Township       |  |             | 78,496.10     | 1 Transactions             |                      |                                  |             |
| 11 | 374           | Arendahl Township      |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 80,803.70     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 374           | Arendahl Township      |  |             | 80,803.70     | 1 Transactions             |                      |                                  |             |
| 12 | 375           | Beaver Township        |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 76,987.73     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 375           | Beaver Township        |  |             | 76,987.73     | 1 Transactions             |                      |                                  |             |
| 13 | 376           | Bloomfield Township    |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 74,310.07     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 376           | Bloomfield Township    |  |             | 74,310.07     | 1 Transactions             |                      |                                  |             |
| 14 | 377           | Bristol Township       |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 79,028.68     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 377           | Bristol Township       |  |             | 79,028.68     | 1 Transactions             |                      |                                  |             |
| 15 | 379           | Canton Township        |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 130,193.96    | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 379           | Canton Township        |  |             | 130,193.96    | 1 Transactions             |                      |                                  |             |
| 16 | 380           | Carimona Township      |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 80,490.92     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 380           | Carimona Township      |  |             | 80,490.92     | 1 Transactions             |                      |                                  |             |
| 17 | 381           | Carrolton Township     |  |             |               |                            |                      |                                  |             |
|    |               | 80-889-000-0000-6804   |  |             | 99,774.88     | 2021 June Tax Settlement   |                      | For Other Agencies               | N           |
|    |               |                        |  |             |               | 07/02/2021                 | 07/02/2021           |                                  |             |
|    | 381           | Carrolton Township     |  |             | 99,774.88     | 1 Transactions             |                      |                                  |             |

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80 Taxes And Penalties Fund

## \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

| Vendor | Name                            | Rpt  |            | Warrant Description      | Invoice #     | Account/Formula Descripti | 1099 |
|--------|---------------------------------|------|------------|--------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                 | Accr | Amount     | Service Dates            | Paid On Bhf # | On Behalf of Name         |      |
| 1      | 18 Chatfield Public School #227 |      |            |                          |               |                           |      |
|        | 80-888-000-0000-6804            |      | 37,641.41  | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 18 Chatfield Public School #227 |      | 37,641.41  | 1 Transactions           |               |                           |      |
| 18     | 383 Chatfield Township          |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 69,305.51  | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 383 Chatfield Township          |      | 69,305.51  | 1 Transactions           |               |                           |      |
| 33     | 378 City of Canton              |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 90,454.09  | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 378 City of Canton              |      | 90,454.09  | 1 Transactions           |               |                           |      |
| 46     | 382 City of Chatfield           |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 811,574.34 | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 382 City of Chatfield           |      | 811,574.34 | 1 Transactions           |               |                           |      |
| 34     | 386 City of Fountain            |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 136,015.66 | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 386 City of Fountain            |      | 136,015.66 | 1 Transactions           |               |                           |      |
| 35     | 388 City of Harmony             |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 526,652.38 | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 388 City of Harmony             |      | 526,652.38 | 1 Transactions           |               |                           |      |
| 36     | 392 City of Lanesboro           |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 423,802.55 | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 392 City of Lanesboro           |      | 423,802.55 | 1 Transactions           |               |                           |      |
| 37     | 393 City of Mabel               |      |            |                          |               |                           |      |
|        | 80-889-000-0000-6804            |      | 243,794.95 | 2021 June Tax Settlement |               | For Other Agencies        | N    |
|        |                                 |      |            | 07/02/2021 07/02/2021    |               |                           |      |
|        | 393 City of Mabel               |      | 243,794.95 | 1 Transactions           |               |                           |      |

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80 Taxes And Penalties Fund

## \*\*\* Fillmore County \*\*\*



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| Vendor | Name                                                     | Rpt  | Warrant Description | Invoice #                                                           | Account/Formula Descripti | 1099              |
|--------|----------------------------------------------------------|------|---------------------|---------------------------------------------------------------------|---------------------------|-------------------|
| No.    | Account/Formula                                          | Accr | Amount              | Service Dates                                                       | Paid On Bhf #             | On Behalf of Name |
| 3      | 19 Fillmore Central SD #2198<br>80-888-000-0000-6804     |      | 70,949.80           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 19 Fillmore Central SD #2198                             |      | 70,949.80           |                                                                     |                           |                   |
| 19     | 384 Fillmore Township<br>80-889-000-0000-6804            |      | 62,229.82           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 384 Fillmore Township                                    |      | 62,229.82           |                                                                     |                           |                   |
| 20     | 385 Forestville Township<br>80-889-000-0000-6804         |      | 70,951.90           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 385 Forestville Township                                 |      | 70,951.90           |                                                                     |                           |                   |
| 21     | 387 Fountain Township<br>80-889-000-0000-6804            |      | 70,309.90           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 387 Fountain Township                                    |      | 70,309.90           |                                                                     |                           |                   |
| 22     | 389 Harmony Township<br>80-889-000-0000-6804             |      | 128,617.84          | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 389 Harmony Township                                     |      | 128,617.84          |                                                                     |                           |                   |
| 23     | 390 Holt Township<br>80-889-000-0000-6804                |      | 92,808.88           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 390 Holt Township                                        |      | 92,808.88           |                                                                     |                           |                   |
| 24     | 391 Jordan Township<br>80-889-000-0000-6804              |      | 53,010.05           | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 391 Jordan Township                                      |      | 53,010.05           |                                                                     |                           |                   |
| 9      | 23659 Kingsland School Dist 2137<br>80-888-000-0000-6804 |      | 273,745.79          | 2021 June Tax Settlement<br>07/02/2021 07/02/2021<br>1 Transactions | For Other Agencies        | N                 |
|        | 23659 Kingsland School Dist 2137                         |      | 273,745.79          |                                                                     |                           |                   |

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80 Taxes And Penalties Fund

## \*\*\* Fillmore County \*\*\*



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

|                | <u>Vendor</u> | <u>Name</u>                       | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u>     |
|----------------|---------------|-----------------------------------|-------------|---------------|----------------------------|----------------------|----------------------------------|-----------------|
|                | <u>No.</u>    | <u>Account/Formula</u>            | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |                 |
| 2              | 25809         | Rushford-Peterson School Dist 239 |             |               |                            |                      |                                  |                 |
|                |               | 80-888-000-0000-6804              |             | 42,062.47     | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 25809         | Rushford-Peterson School Dist 239 |             | 42,062.47     |                            | 1 Transactions       |                                  |                 |
| 30             | 405           | Spring Valley Township            |             |               |                            |                      |                                  |                 |
|                |               | 80-889-000-0000-6804              |             | 78,279.62     | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 405           | Spring Valley Township            |             | 78,279.62     |                            | 1 Transactions       |                                  |                 |
| 7              | 421           | St Charles School Dist 858        |             |               |                            |                      |                                  |                 |
|                |               | 80-888-000-0000-6804              |             | 1.51          | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 421           | St Charles School Dist 858        |             | 1.51          |                            | 1 Transactions       |                                  |                 |
| 8              | 419           | Stewartville School Dist 534      |             |               |                            |                      |                                  |                 |
|                |               | 80-888-000-0000-6804              |             | 6,740.74      | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 419           | Stewartville School Dist 534      |             | 6,740.74      |                            | 1 Transactions       |                                  |                 |
| 31             | 406           | Sumner Township                   |             |               |                            |                      |                                  |                 |
|                |               | 80-889-000-0000-6804              |             | 103,345.68    | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 406           | Sumner Township                   |             | 103,345.68    |                            | 1 Transactions       |                                  |                 |
| 32             | 409           | York Township                     |             |               |                            |                      |                                  |                 |
|                |               | 80-889-000-0000-6804              |             | 88,011.61     | 2021 June Tax Settlement   |                      | For Other Agencies               | N               |
|                |               |                                   |             |               | 07/02/2021                 | 07/02/2021           |                                  |                 |
|                | 409           | York Township                     |             | 88,011.61     |                            | 1 Transactions       |                                  |                 |
| 80 Fund Total: |               |                                   |             | 7,503,279.46  | Taxes And Penalties Fund   |                      | 46 Vendors                       | 46 Transactions |

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# \*\*\* Fillmore County \*\*\*



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 9

## Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |                    |
|-------------|---------------|-------------------------------|--------------------|
| 80          | 7,503,279.46  | Taxes And Penalties Fund      |                    |
| 87          | 141,051.88    | State Revenue And School Fund |                    |
| All Funds   | 7,644,331.34  | Total                         | Approved by, ..... |
|             |               |                               | .....              |
|             |               |                               | .....              |



# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 7/6/2021

Amount of time requested (minutes):

15

Dept.: Administration

Prepared By: Kristina Kohn

State item(s) of business with brief analysis. If requesting multiple items, please number each item for clarity. Provide relevant material(s) for documentation. Please note on each item if documentation is needed and attached.

Regular Agenda:

Documentation

- |                                                                                                                                                           |     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 1. Consider request to change status for Stephanie Miner, Jailer, from 1.0 FTE to intermittent effective 7/6/2021.                                        | No  |
| 2. Consider request to promote Sarah Peck, intermittent Jailer, to Full Time Jailer effective 7/9/2021 as requested by the Sheriff and Jail Administrator | No  |
| a. LELS Jailer/ Step 1                                                                                                                                    |     |
| b. \$22.51                                                                                                                                                |     |
| 3. Discussion with possible action regarding recommendations from David Drown                                                                             | Yes |
| a. Finance Director                                                                                                                                       |     |
| b. Auditor/Treasurer                                                                                                                                      |     |
| c. Property Appraiser                                                                                                                                     |     |
| d. Lead Fiscal Officer                                                                                                                                    |     |
| 4. Consider request to appoint Auditor/Treasurer at Grade 15/Step 1 effective 7/9/21 as recommended by the Personnel Committee                            | No  |
| a. Christy Smith                                                                                                                                          |     |
| b. \$35.29                                                                                                                                                |     |
| 5. Consider request to hire replacement Human Resources Officer at Grade 12/Step 1 effective 7/19/2021 as recommended by the Hiring Committee             | No  |
| a. Lindsie Engle                                                                                                                                          |     |
| b. \$27.43                                                                                                                                                |     |
| 6. Consider request to advertise for replacement Accounting Technician in Administration as requested by the Administrator                                | Yes |
| 7. Consider discussion with possible action regarding proposed changes to Zoning Administrator job description                                            | No  |
| 8. Consider first reading of draft changes to Paid Time Off policy                                                                                        | Yes |
| 9. Consider first reading of draft changes to Mileage Reimbursement and Travel policy                                                                     | Yes |
| 10. Consider first reading of draft changes to Personal Appliance policy                                                                                  | Yes |
| 11. Consider resignation for Casey Patten, Property Appraiser, effective 7/21/21                                                                          | No  |
| a. Following 1 year service                                                                                                                               |     |
| 12. Request to hire replacement Property Appraiser from current posting as requested by the County Assessor                                               | No  |
| a. Current posting for Property Appraiser in place                                                                                                        |     |
| 13. Consider request to hire Mike Frauenkron as intermittent Inspector as requested by the Zoning Administrator                                           | No  |
| a. \$31.05/hour (same rate as other inspector)                                                                                                            |     |

**DDA**

Human Resources, Inc.  
*a David Drown Associates Company*

**TO: KRISTINIA KOHN, HUMAN RESOURCES OFFICER**  
**FROM: TESSIA MELVIN, DDA MANAGEMENT CONSULTANT**  
**DATE: JUNE 25, 2021**  
**SUBJECT: RECLASSIFICATIONS FOR JUNE 2021**

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With the recent update to the Finance Director job description, review of the County's current system, and review of the Position Analysis Questionnaires, I would classify the position of Finance Officer as a Grade 15. Changes included would be taking out the department head role and responsibilities.

In addition, the Auditor/ Treasurer position would include the removal of department head. After evaluation of the position and the County's current system, I would change that grade to a Grade 15.

With the recent update to the Appraiser job description, review of the County's current system, and review of the Position Analysis Questionnaires, I would classify the position of Appraiser as a Grade 9. In looking ahead, I would suggest the following grades per certifications for appraisers:

- Entry Level/CMA Appraiser Grade 9
- AMA Certified Grade 10
- SAMA Certified Grade 11

With the addition of a Lead Fiscal Officer position, review of the County's current system, and review of the Position Analysis Questionnaires, I would classify the position of Lead Fiscal Officer as a Grade 12.

Tessia Melvin, DDA Management Consultant

[tessia@daviddrown.com](mailto:tessia@daviddrown.com)

**Hire Analysis Form**  
**(All sections must be completed.)**

Date:  Department:

Requested By:  Title of Position being requested:

Requested date to post:

Is the position currently in the budget? ☒ Yes ☐ No If yes, how many hours per week is the position currently?

Number of hours requested:  Replacement position: ☒ Yes ☐ No Date position vacated:

If the request is for a new position, what has created the need for the position?

Why would this position be filled rather than absorbing the job duties within the department?

We have recently established the two person Accounting Technicians in the Administration office. This has been very beneficial for allowing support for all functions of HR and Administration including but not limited to benefits, open enrollment, agenda packets, website, intranet, facebook page, newsletter, Wellness, budget, EDA, Technology, GIS.

Has an assessment been made regarding the need for full-time vs. part-time? Explain.

This is a full-time position. There are plenty of duties to fulfill a full position and a part-time position would not allow employees to interact and back up.

Where does the specific funding for this position originate?

What real or permanent savings can be generated by this position?

Support allows less chance of mistakes or items not being handled timely, also supports other departments during busy seasons.

Has this position, including job description, been reviewed with HR?

Are similar duties being performed in the County? If yes, could other positions/departments share in completing these tasks? Explain how this might work.

Reviewed by Personnel Committee:

☒ Recommended for Board Approval ☐ No Recommendation Made

☐ Not Recommended for Board Approval Reason:

Date on Board Agenda:

☐ Approved by Board ☐ Not Approved by Board Reason:

2018

#### Policy Statement

It is a continuing objective of Fillmore County to provide equity, consistency and flexibility in the delivery of benefits to county staff. Where appropriate, certain benefits have also been designed to incorporate employee tenure to recognize and reward loyal service to the County. These considerations are particularly significant in the accrual, utilization and administration of paid time off (PTO).

PTO can be utilized for any purpose, subject only to necessary request/approval procedures consistent with policy and labor contracts.

#### A. Eligibility

1. Regular full and part-time employees whose regular schedule is less than 40 hours per week will receive prorated PTO based on their regular schedule. To be eligible, an employee must be in an active pay status.
2. Temporary and seasonal employees are not entitled to PTO, but may request permission from their department head to take unpaid time off.
3. Employee groups covered by collective bargaining agreements must negotiate participation in the PTO policy through the collective bargaining process.
4. Each November, a full-time employee equivalency (FTE) percentage will be determined for each eligible intermittent employee not subject to a collective bargaining agreement.
  - A. FTE will be based on the average number of hours per week worked for the previous year.
  - B. Calculation of prorated PTO benefits will only be offered to intermittent employees averaging 20 or more hours per week.

#### B. Accrual Rates

##### 1. Full time employees:

| Years of Service | Hours accrued per pay period | Approximate Annual Accrual Rate |
|------------------|------------------------------|---------------------------------|
| 0 - 5 years      | 7.38 hours                   | 191.88 hours                    |
| 6 - 10 years     | 8.32 hours                   | 216.32 hours                    |
| 11 - 15 years    | 9.24 hours                   | 240.24 hours                    |
| 16 or more years | 10.17 hours                  | 264.42 hours                    |

2. Accruals shall not exceed the cap of 500 hours at any time.

#### C. Rate of Pay for PTO

The rate of PTO pay shall be the employee's regular straight-time rate of pay in effect during the employee's PTO period. No employee shall be permitted to waive PTO for the purpose of receiving double pay.

#### D. PTO During Unpaid Leave

Unpaid leave is time away from employment without wages. Unpaid leave may be part of a FMLA or other leave. PTO leave shall not be earned by any employee during a leave of absence without pay, or

time otherwise not worked or paid.

E. PTO Scheduling

1. Department heads are responsible for scheduling PTO leave for employees under their supervision. It is possible that PTO requests may be denied if the requested time would cause an interruption in the service of the department or is otherwise not in the County's best interest.

2. Employees shall not be allowed to take PTO until after it has been earned.

The employee who requests time off first shall be given priority consideration in PTO scheduling. Other circumstances can be considered.

3. The minimum amount of PTO that can be taken at any one time is one half (1/2) hour.
4. Non-emergency use must be requested in advance per departmental practices. Emergency use may require documentation of the emergency as soon as possible.
5. At any time of the year, if an employee wishes to take PTO in excess of five (5) consecutive working days, he/she should request such time off from the appropriate department head at least thirty (30) days prior to the beginning date of the time off.
6. PTO is accrued each pay period before time taken during that period is subtracted from the employee's balance.

F. Accumulation of PTO and Annual Cash Out Option

Employees may cash out a portion of accrued PTO once per calendar year. The following restrictions will apply:

1. Employee must have used a minimum of 80 hours of PTO, taken off 80 hours of comp time, or any combination of the two totaling at least 80 hours during the previous calendar year, and
2. Employee must send request for payment of accruals to Human Resources by November 30<sup>th</sup> of each year, and
3. Maximum of 160 hours can be paid to the employee as long as a minimum of 80 hours are retained. Employee must recognize that this will be taxable income. Employees may be able to defer cash out payments in accordance with deferred compensation regulations.
4. Accruals shall not exceed the cap of 500 hours at any time.
5. Fillmore County grants paid time away from work under its PTO policy. Employees are encouraged to schedule sufficient time off for relaxation to promote good physical and mental health

G. Donations of PTO

Employees may transfer PTO to another employee when an employee has exhausted all their PTO due to an illness or injury to the employee or an immediate family member as defined by FMLA regulations. Donations will be allowable with these restrictions:

1. The affected employee must request donated PTO. This request is to be sent to the Human Resources Officer.

2. A notification will be sent to County employees stating that there has been a request, and the opportunity to donate PTO if desired.
3. Donor must have used 80 hours of PTO during the previous year, and
4. Donor must retain a minimum of 80 hours following the donation, and
5. Recipient must be eligible for PTO benefits, and
6. Transfers will be made at the rate of the giver, but used at the salary rate of the receiver, and
7. Transfers will be irrevocable and,
8. The identity of the donor shall remain anonymous.
9. Donated leave will not be available when the illness or injury is work related and workers' compensation applies.

**NOTE:** Employees may not request donations of PTO from other employees directly. Such requests would be considered just cause for disciplinary action as stated in section 1 (dd) of the Discipline Policy.

**THIS POLICY AND THE COUNTY'S OTHER POLICIES, PROCEDURES, AND OTHER WRITTEN DOCUMENTS, NO MATTER HOW DETAILED, DO NOT CREATE A CONTRACTUAL RIGHT OR EQUITABLE RIGHT TO PAID TIME OFF, VACATION TIME, OR SIMILAR FORMS COMPENSATION ("TIME OFF ACCRUAL"). THE COUNTY SPECIFICALLY RETAINS THE RIGHT TO CHANGE THE TERMS OF THE DESCRIBED TIME OFF ACCRUALS AND RELATED TERMS AT ANY TIME WITHOUT NOTICE TO EMPLOYEES. THERE IS NO CONTRACTUAL RIGHT TO TIME OFF ACCRUAL AS DESCRIBED HEREIN, AND RELATED DOCUMENTS AND THIS PARAGRAPH SHALL BE UNDERSTOOD AS AN EFFECTIVE DISCLAIMER OF ANY CLAIM FOR TIME OFF ACCRUAL.**

**Commented [KK1]:** This section recommended by DDA in response to the Hall case addressing non-payment of benefits at severance in certain circumstances

**A. PURPOSE**

It is the purpose of this policy to establish procedures which will serve as a guide concerning activities for Fillmore County employees. Such policies will also provide for uniform and consistent treatment of all employees.

**B. POLICY**

On site Employees are to utilize County vehicles when conducting County business whenever possible. If a County vehicle is not utilized, employees who are required to use their personal vehicles for County business shall be reimbursed at the rate set annually by the County Board for the use of their private vehicles. Employees who utilize their private vehicle in lieu of a County vehicle will receive one-half (1/2) of the approved mileage rate. A request form must be submitted for mileage reimbursement in accordance with the Reimbursed Expenses policy and approved by the appropriate supervisor/~~department head(s)~~ before being paid.

**1. HOME TO WORK / WORK TO HOME TRAVEL**

An employee who travels from home before the regular workday and returns to their home at the end of the workday is engaged in ordinary home to work travel, which is a normal incident of employment. This is true whether the employee works at a fixed location or at different job sites. *See 29 CFR 785.35*

**Exception:** If mileage to the first visit/appointment exceeds mileage from the employee's home to their respective Fillmore County work site (hereafter work site), or if mileage from the last visit/appointment to the employee's home exceeds the mileage to the work site, the difference will be reimbursed.

*Example:* If the work site is 10 miles from the employee's home and the first visit/appointment is 32 miles from the employee's home, 22 miles will be eligible for reimbursement.

**2. TRAVEL DURING THE WORKDAY**

Travel time spent by an employee as part of their principal activity, such as travel from visit/appointment to the next visit/appointment during the workday, is work time and must be counted as hours worked. Miles accrued during this time is eligible for reimbursement.

**3. OTHER TRAVEL**

In order to receive job-related training, an employee may be required to travel to another city or outside of the County in order to attend lectures, training sessions and/or courses of instruction. When the training is required and/or approved by the employee's Supervisor, mileage and travel time will be reimbursed from the employee's home to the training or from the work site to the training, whichever is closer. *See 29 CFR 785.38*

**4. MANDATORY STAFF TRAINING AND MEETINGS**

When employees are required to attend a mandatory staff meeting or training session, such staff meeting or training session will be regarded as being the same as any other travel and will be paid according to the provisions outlined above.

*Example:* If a mandatory staff meeting is scheduled for the end of an employee's normally scheduled work day, they will be paid mileage and travel time from their last appointment to the location of the staff meeting. For compensation and mileage purposes, their work day will end at the completion of the staff meeting.

If the same meeting is scheduled for the beginning of the work day, the time and mileage from home to the work site is not compensable time or mileage. Upon completion of the training, if the employee travels to a visit/ appointment, their time and mileage is compensable.

Mileage and Travel Policy  
Public Health and Social Services Feedback

Both departments have had an opportunity to review the current policy with the proposed updates. At this time, we feel it would be helpful to address the following concerns either in this policy or by a set of additional procedures and training for employees. Addressing these concerns will help employees best understand the policy and procedures they need to follow.

Please take into consideration the following concerns or questions noted by our departments when updating this policy.

1. A written process for checking out the vehicles including easy scheduling with a back-up system, access controls for the highway building, refueling processes, insurance coverage, and documentation and reporting of vehicle maintenance concerns. On several recent occasions, staff have attempted to utilize county vehicles and have been unable to schedule them, gain access to them in the garage, or have had cleaning/disinfection and maintenance concerns.
2. Policy language authorizing supervisors the ability to approve either the half or full-mileage reimbursement rate as needed based upon the policy.
3. Standardized reimbursement form for documenting either the half or full-mileage rates that allows for billing to multiple funding streams.
4. Language that addresses if an employee should use their personal vehicle if it saves the county both paid time and the cost of mileage both to and from a destination.
5. Explanation of county insurance coverage or personal insurance coverage needed to drive a county vehicle.
6. At a grant funding level, public health has grants that reimburse for only full federal mileage rather than fuel. Tracking full mileage, half mileage, and fuel (when able to be billed) complicates grant tracking and billing.
7. Installation of hand-free systems or information on how staff should address this safely to comply with other county and state policies regarding distracted driving.
8. Training to help employees feel confident in driving a county vehicle that is unfamiliar to them especially related to winter driving.
9. A vehicle emergency and first aid kit. The process employees should follow if they have mechanical issues on the roadway such as who needs to be notified, who will tow the vehicle, etc.
10. Privacy kit or supplies for staff who are pumping breastmilk and needing to use the county vehicle for daily visits or meetings/conferences requiring longer travel.
11. Clients express privacy protection concerns when an identifiable county vehicle is present at their home. This is a barrier to clients from specific cultural or vulnerable populations receiving services. Clients also express concerns or associate county vehicles with adult or child protection regardless of actual reason for the use of a county vehicle.
12. Information for employees directing them to their accountant or financial advisor so that they may be reimbursed at the full federal rate.



Section 6.10XX **PERSONAL APPLIANCES**

Date Approved by the County Board: ~~November 24, 2009~~  
Supersedes Policy Dated: ~~July 28, 2009~~ November 24, 2009

A. PURPOSE

This policy sets standards for evaluation, acquisition, and installation of approved County-Furnished Appliances at Fillmore County workplace facilities, and it provides standards for Employee-Furnished or manager approved appliances in the workplace. This policy applies to all Fillmore County workplaces, including Fillmore County offices and Fillmore County facilities.

B. DEFINITIONS

Appliance refers to any item that requires an electrical connection or a power source for operation, including permanent fixtures and temporary devices, other than general electronics such as personal computers (PC's), monitors, printers, and related technology items.

County-Furnished Appliances include large commodities such as refrigerators, microwaves, space heaters, coffee services, and personal appliances, such as fans, task lights, or special accommodations that are approved and installed through the Department Head and/or the Facilities Committee, and/or the Fillmore County Board.

Employee-Furnished Appliances are devices brought into the Fillmore County workplace by employees, such as coffee pots, radios, lamps, clocks, fans, etc. (Note: Not all appliances are acceptable for installation.)

C. RESPONSIBILITY

1. The Fillmore County Board, Emergency Management (EM)/Safety Committee, Maintenance Department, or any Department Head, may require the removal of unauthorized Appliances, subject to these responsibilities and procedural guidelines.
2. The Maintenance Department is responsible for providing a safe physical environment for all employees and for the review, acquisition, funding, installation, and oversight of approved County-Furnished Appliances at Fillmore County work sites. Maintenance provides guidance regarding the appropriateness of any Appliance in question.
3. The EM/Safety Committee and/or Department Heads are responsible to review and determine the appropriateness of any Employee-Furnished Appliance in the workplace, and they assume responsibility for safety compliance.
4. Employees must acquire their Department Head's permission in advance of installation for any Appliance they bring into the workplace. Employees who have unauthorized Appliances will be asked to remove them from the Fillmore County facility.

D. PROCEDURES

~~Refer to the Table of Appliances~~

1. County-Furnished Appliances: ~~(Category 1)~~, Department Heads and/or the Facilities Committee, and/or the Fillmore County Board will evaluate requests for County-Furnished Appliances on a case-by-case basis. County furnished microwave ovens, toasters, refrigerators, or coffee services may be provided in designated refreshment areas. Appliances may be placed at locations, where employees work overtime or have irregular duty hours, and where nearby food facilities are closed during that time. These appliances

will meet OSHA standards and be Underwriters Laboratory (UL) listed. Installation of these appliances is generally approved once other adjustments to the physical work environment have been reviewed by the Maintenance Department. A request for the appliance must be in support of the employees' physical well-being. Department Heads may evaluate the use of an appliance after installation. Awareness of continued employee concerns or complaints may indicate other conditions, such as potential health issues that may need to be considered.

2. Acceptable Employee-Furnished Appliances: ~~(Category 2)~~, Department Heads assume responsibility for any appliance approved for use in the workplace. Small personal Appliances must comply with OSHA safety standards, be (UL) listed and must not pose potential disruptions to the workplace, such as interference with lighting or building power, noise pollution, and/or possible odors generated from stagnant water, lack of cleaning, perfumed scents, etc.
3. Employee-Furnished Appliances NOT acceptable for installation in the workplace: ~~(Category 3)~~, Appliances in ~~Category 3 of the attached table~~ Certain items are not approved for installation in the Fillmore County workplace. Items such as electric coolers, grills, griddles, hot plates, toaster ovens, fish tanks and water fountains may cause safety hazards, significant noise pollution, or potential water damage. Cumulative use of these items may cause overload on certain building electrical systems and trigger outages. Any consideration of this type of item ~~Category 3 Appliance~~ requires specific detailed justification and approval of the County Board. Any exception based on medical reasons for placement of unauthorized appliances must be approved as a reasonable accommodation.

E. TABLE OF APPLIANCES

| Category 1: County-Furnished Appliances                                                                                                                                                                         |                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Appliance should meet Energy Star @ Standards. Website: <a href="http://www.energystar.gov/index.cfm?c=bulk_purchasing-bus_purchasing">http://www.energystar.gov/index.cfm?c=bulk_purchasing-bus_purchasing</a> |                                                                                                |
| Type                                                                                                                                                                                                            | General Criteria/Issues                                                                        |
| Coffee Services                                                                                                                                                                                                 | Approved services may include coffee pots installed in designated common areas or break rooms. |
| Microwaves                                                                                                                                                                                                      | Approval based on employee access to local food services, and space availability.              |
| Refrigerators                                                                                                                                                                                                   | Approval based on availability/access to local food services, and space availability.          |
| Task Lights                                                                                                                                                                                                     | Approved if workstation adjustments are inadequate to serve need.                              |
| Toasters                                                                                                                                                                                                        | Approval based on availability/access to local food services, and space availability.          |

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Category 2: Employee-Furnished Appliances (Department Head and Building Maintenance

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# RESOLUTION

## FILLMORE COUNTY BOARD OF COMMISSIONERS Preston, Minnesota 55965

Date July 6th, 2021 Resolution No. 2021-XXX  
Motion by Commissioner \_\_\_\_\_ Second by Commissioner \_\_\_\_\_

### Resolution Extending the Declaration of a State Of Emergency – COVID-19

**WHEREAS**, On March 13, 2020, Minnesota Governor Tim Walz declared a peacetime state of emergency pursuant to the issuance of Executive Order 20-01 due to the worldwide spread of COVID-19, also referred to as the Coronavirus; and

**WHEREAS**, the health and safety of Fillmore County staff and the entire community continues to be a priority for Fillmore County. Our Fillmore County Public Health Department continues to lead the response to COVID-19 in Fillmore County, in cooperation with state and federal officials.

**WHEREAS**, the Fillmore County Board of Commissioners declared Fillmore County in a **STATE OF EMERGENCY** by resolution 2020-011 for continuing operations from the COVID-19, also referred to as the Coronavirus. The Fillmore County Board of Commissioners supports the Continuity of Operations Plan for Fillmore County (COOP) and approved the outlined operations in the “Fillmore County Emergency Declaration for COVID-19” document. The Fillmore County Board of Commissioners supports the County Administrator and Department Heads as they continue to work through the pandemic.

**WHEREAS**, the Fillmore County Board of Commissioners extended the declaration by resolution 2020-012 through May 5, 2020, by resolution 2020-016 through May 26, 2020 by resolution 2020-023 through June 23, 2020, by resolution 2020-027 through July 28, 2020, by resolution 2020-035 through September 1, 2020, by resolution 2020-051 through October 6, 2020, by resolution 2020-059 through November 3, 2020, by resolution 2020-061 through December 1, 2020, by resolution 2020-070 through January 5, 2021, by resolution 2021-001 through February 2, 2021, by resolution 2021-007 through March 2, 2021, by resolution 2021-018 through April 6, 2021, by resolution 2021-026 through July 6<sup>th</sup>, 2021 and by resolution 2021-**XXX** through August 3rd, 2021.

**WHEREAS**, the Fillmore County Board has allowed public access to the facilities since June 1<sup>st</sup>, 2020 with further safety precautions implemented such as 6 foot distancing markers, spit guards, hand sanitizing station at entrance of buildings that are accessed by the public and regular sanitation of common areas.

**WHEREAS**, Fillmore County Board meetings and committee meetings may be held according to current State of Minnesota provided COVID-19 guidelines. Each Committee meeting structure can be determined by the Department Head and/or Commissioner of that committee with the intent to provide the option for electronic participation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Fillmore County Board of Commissioners declare Fillmore County in a **STATE OF EMERGENCY** for continuing operations from the COVID-19, and extend this emergency declaration through May 4, 2021.

|                               |                                |                                |                                |                                  |
|-------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|
| Dahl <input type="checkbox"/> | Lentz <input type="checkbox"/> | Bakke <input type="checkbox"/> | Hindt <input type="checkbox"/> | Prestby <input type="checkbox"/> |
| Dahl <input type="checkbox"/> | Lentz <input type="checkbox"/> | Bakke <input type="checkbox"/> | Hindt <input type="checkbox"/> | Prestby <input type="checkbox"/> |

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STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Hillery, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the 6<sup>th</sup> day of July, 2021.

Witness my hand and official seal at Preston, Minnesota the 6<sup>th</sup> day of July, 2021.

SEAL

Bobbie Hillery, Administrator/Clerk  
Fillmore County Board of Commissioners

### **Appointed vs. Elected Recorder**

The Personnel Committee wishes to bring forth the option of appointing the Recorder Position, based upon legislation that was passed in Minnesota in 2019, MS375A.1205, Subdivision 2, along with the notification of current Recorder Dave Kiehne. Please see attached resolution and letter from Dave Kiehne regarding his intent to retire at the end of his current elected term.

Fillmore County would, if approved to move forward; publish for three consecutive weeks in our official newspaper, the Fillmore County Journal, the below publication for the editions of the paper as follows: July 19, 2021; July 26, 2021; and August 2, 2021. The Board then on July 27, 2021 and August 3, 2021 would provide a time for public input regarding this resolution. An anticipated vote would then follow regarding the resolution at the August 3, 2021 meeting, following any input from citizens. The resolution would have to pass with a super majority vote for the position to become appointed, and would be effective starting January 2, 2023.

#### **Publication:**

Under Minnesota Statute 375A.1205, Subd. 2, it is the intent of the Fillmore County Board of Commissioners to seek public input regarding the Recorder position as an appointed position instead of an elected position. Any public input should be brought forward during the July 27, 2021 or August 3, 2021 board meetings. Anticipated vote to occur at the August 3, 2021 meeting.

David Kiehne Fillmore County Recorder  
507-765-3852 PO Box 465, Preston, MN 55965  
dkiehne@co.fillmore.mn.us

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July 1, 2021

Fillmore County Board of Commissioners

Re: Fillmore Recorder

Commissioners and Administrator

I will be retiring at the end of the current term, December 31, 2022.

I have had a couple conversations with Bobbie Hillary, the Administrator, concerning hiring a full time person by the fall of 2021 to begin the process of training someone in the duties of the Recorder's office.

I think it is extremely important that we allow sufficient time for training leading to the transition.

The sooner (September or October of 2021) we have someone hired the better.

I will be presenting my 2022 budget with a new position for a full time Lead Account Technician, but I would prefer that the position be filled prior to January of 2022

With Regards,



David Kiehne  
Fillmore County Recorder

**RESOLUTION**

**FILLMORE COUNTY BOARD OF COMMISSIONERS  
Preston, Minnesota 55965**

Date August 3, 2021 Resolution No. 2021 - XXX  
Motion by Commissioner \_\_\_\_\_ Second by Commissioner \_\_\_\_\_

**WHEREAS;** each county in the state is required to have a Recorder who is elected or appointed by the county board of commissioners based on his or her knowledge and training in the field of recording and land records; and

**WHEREAS;** Minnesota Statute 375A.1205 APPOINTING COUNTY OFFICERS. Subdivision 1. Authority to appoint certain officers.

A county board may appoint the county auditor, county treasurer, or county recorder under section 375A.10, subdivision 2, or the auditor-treasurer under section 375A.10, subdivision 5, by following the process outlined in this section. Notwithstanding section 375A.12, a referendum is not required if the appointment is made pursuant to this section. A county board shall only use the authority to appoint under the following circumstances:

- (1) there is a vacancy in the office as provided in section 351.02;
- (2) the current office holder has notified the county board that the officer will not file for the office, as provided in subdivision 2; or
- (3) there is a signed contract with the county board and the incumbent auditor, treasurer, auditor-treasurer, or recorder that provides that the incumbent officer will be appointed to the position and retain tenure, pay, and benefits equal to or greater than length of service; and

**WHEREAS;** Fillmore County has met the requirements laid out in Minnesota Statute 375A.1205, Subd. 6. Publishing resolution; petition; referendum.

(a) Before the adoption of the resolution to provide for the appointment of an office as described in subdivision 1, the county board must publish a proposed resolution notifying the public of its intent to consider the issue once each week, for two consecutive weeks, in the official publication of the county. Following publication and prior to formally adopting the resolution, the county board shall provide an opportunity at its next regular meeting for public comment relating to the issue. After the public comment opportunity, at the same meeting or a subsequent meeting, the county board of commissioners may adopt a resolution that provides for the appointment of the office or offices as permitted in this section. The resolution must be approved by at least 80 percent of the members of the county board. The resolution may take effect 30 days after it is adopted, or at a later date stated in the resolution, unless a petition is filed as provided in paragraph (b); and

**NOW THEREFORE BE IT RESOLVED;** that the Fillmore County Board of Commissioners hereby authorizes the appointment of the Fillmore County Recorder effective, January 2<sup>nd</sup>, 2023.

Adopted this 3<sup>rd</sup> day of August, 2021 by the Fillmore County Board of Commissioners.

By: \_\_\_\_\_  
Randy Dahl, Board Chair

**VOTING AYE**

Commissioners

Dahl ☒Lentz ☒Hindt ☒Bakke ☒Prestby ☒**VOTING NAY**

Commissioners

Dahl ☐Lentz ☐Hindt ☐Bakke ☐Prestby ☐

STATE OF MINNESOTA

COUNTY OF FILLMORE

I, Bobbie Hillery, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the 3<sup>rd</sup> day of August, 2021.

Witness my hand and official seal at Preston, Minnesota the 3<sup>rd</sup> day of August, 2021.

SEAL

Bobbie Hillery, Administrator/Clerk  
Fillmore County Board of Commissioners



# Office of the Revisor of Statutes

## 2020 Minnesota Statutes

[Authenticate](#)  PDF

### 375A.1205 APPOINTING COUNTY OFFICERS.

Subdivision 1. **Authority to appoint certain officers.** A county board may appoint the county auditor, county treasurer, or county recorder under section [375A.10, subdivision 2](#), or the auditor-treasurer under section [375A.10, subdivision 5](#), by following the process outlined in this section. Notwithstanding section [375A.12](#), a referendum is not required if the appointment is made pursuant to this section. A county board shall only use the authority to appoint under the following circumstances:

- (1) there is a vacancy in the office as provided in section [351.02](#);
- (2) the current office holder has notified the county board that the officer will not file for the office, as provided in subdivision 2; or
- (3) there is a signed contract with the county board and the incumbent auditor, treasurer, auditor-treasurer, or recorder that provides that the incumbent officer will be appointed to the position and retain tenure, pay, and benefits equal to or greater than length of service.

Subd. 2. **Responsibility of county officer.** At least 104 days before the filing date for office under section [204B.09](#), an elected county officer must notify the county board in writing whether the officer will be filing for another term. If the officer indicates in writing that the officer will not file for the office and the county board has passed a resolution under subdivision 6, affidavits of candidacy will not be accepted for that office, and the office will not be placed on the ballot.

Subd. 3. **Board controls; may change as long as duties done.** Upon adoption of a resolution by the county board of commissioners and subject to subdivisions 5 and 6, the duties of an elected official required by statute whose office is made appointive as authorized by this section must be discharged by the county board of commissioners acting through a department head appointed by the board for that purpose. Reorganization, reallocation, delegation, or other administrative change or transfer does not diminish, prohibit, or avoid the discharge of duties required by statute.

Subd. 4. **Discharge or demotion.** (a) A county auditor, county treasurer, county auditor-treasurer, or county recorder who was elected at the most recent election for that office prior to a county board resolution to make the office an appointed position, and the elected official is subsequently appointed by the county board to the office, may not be involuntarily demoted or discharged except for incompetency or misconduct.

(b) Prior to demoting or discharging an office holder under this subdivision, the board must notify the office holder in writing and state its grounds for the proposed demotion or discharge in reasonable detail. Within ten days after receipt of this notification, the office holder may make a written request for a hearing before an arbitrator and the request must be granted before final action is taken. Failure to request a hearing before an arbitrator during this period is considered acquiescence to the board's action. The board may suspend an office holder with pay pending the conclusion of the hearing and determination of the issues raised in the hearing after charges have been filed which constitute grounds for demotion or discharge. If an office holder has been charged with a felony and the underlying conduct that is the subject of the felony charge is grounds for a proposed discharge, the suspension pending the conclusion of the hearing and determination of the issues may be without pay. If a hearing under this subdivision is held, the board must reimburse the office holder for any salary or compensation withheld if the final decision of the arbitrator does not result in a penalty or discharge of the office holder.

(c) If the office holder and the board are unable to mutually agree on an arbitrator, the board must request from the Bureau of Mediation Services a list of seven persons qualified to serve as an arbitrator. If the office holder and the board are unable to mutually agree on an arbitrator from the list provided, the parties shall alternately strike names from the list until the name of one arbitrator remains. The person remaining after the striking procedure must be the arbitrator. If the parties are unable to agree on who shall strike the first name, the question must be decided by a flip of a coin. The office holder and the board must share equally the costs and fees of the arbitrator except as set forth in paragraph (g).

(d) The arbitrator shall determine, by a preponderance of the evidence, whether the grounds for discharge or demotion exist to support the proposed discharge or demotion. A lesser penalty than demotion or discharge may be imposed by the arbitrator only to the extent that either party proposes such lesser penalty in the proceeding. In making the determination, the arbitration proceeding is governed by sections [572B.15](#) to [572B.28](#).

(e) An arbitration hearing conducted under this subdivision is a meeting for preliminary consideration of allegations or charges within the meaning of section [13D.05, subdivision 3](#), paragraph (a), and must be closed, unless the office holder requests it to be open.

(f) The arbitrator's award is final and binding on the parties, subject to sections [572B.18](#) to [572B.28](#).

(g) In the event the arbitrator rules not to demote or discharge the office holder, the board shall pay all of the costs and fees of the arbitrator and the attorney fees of the office holder.

**Subd. 5. Incumbents to complete term.** The person elected at the last general election to an office made appointive under this section must serve in that capacity and perform the duties, functions, and responsibilities required by statute until the completion of the term of office to which the person was elected, or until a vacancy occurs in the office, whichever occurs earlier.

**Subd. 6. Publishing resolution; petition; referendum.** (a) Before the adoption of the resolution to provide for the appointment of an office as described in subdivision 1, the county board must publish a proposed resolution notifying the public of its intent to consider the issue once each week, for two consecutive weeks, in the official publication of the county. Following publication and prior to formally adopting the resolution, the county board shall provide an opportunity at its next regular meeting for public comment relating to the issue. After the public comment opportunity, at the same meeting or a subsequent meeting, the county board of commissioners may adopt a resolution that provides for the appointment of the office or offices as permitted in this section. The resolution must be approved by at least 80 percent of the members of the county board. The resolution may take effect 30 days after it is adopted, or at a later date stated in the resolution, unless a petition is filed as provided in paragraph (b).

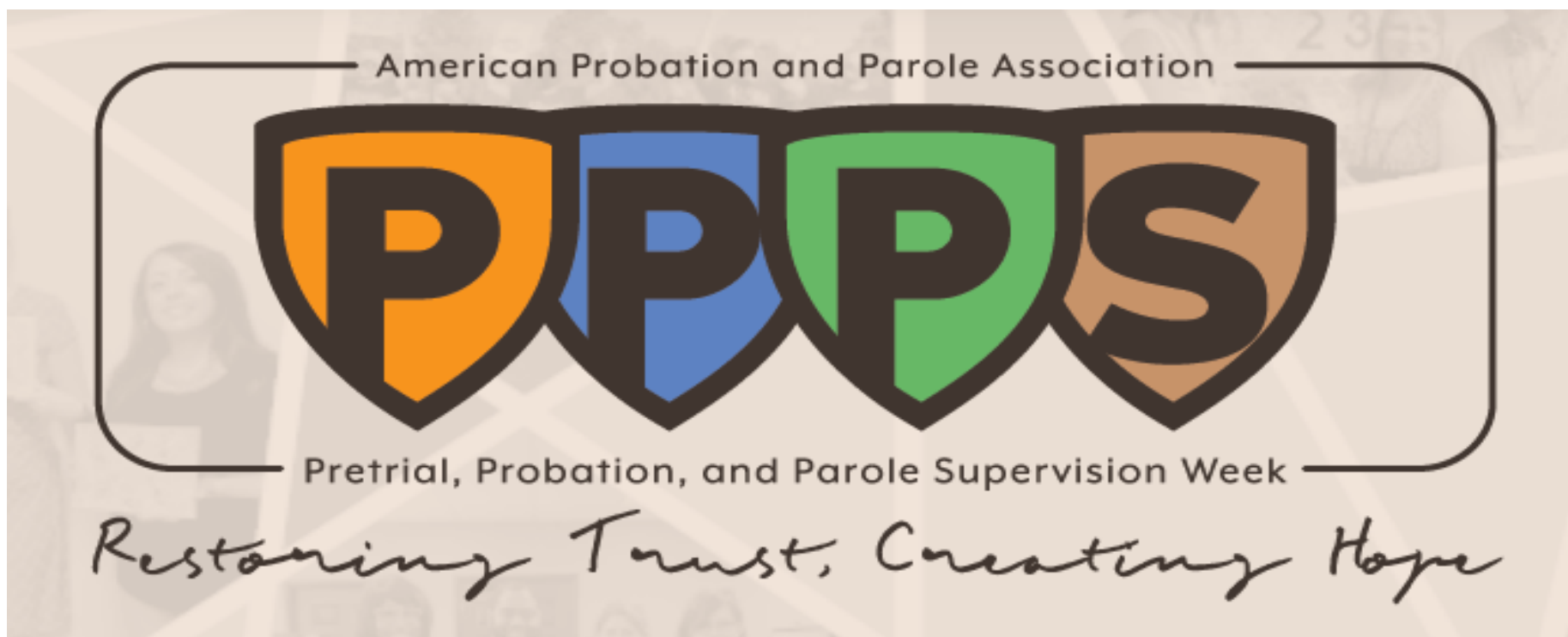
(b) Except when an office is made appointive under subdivision 1, clause (3), within 30 days after the county board adopts the resolution, a petition requesting a referendum may be filed with the county auditor. The petition must be signed by at least ten percent of the registered voters of the county. The petition must meet the requirements of the secretary of state, as provided in section [204B.071](#), and any rules adopted to implement that section. If the petition is sufficient, the county board resolution is rescinded.

**Subd. 7. Reverting to elected offices.** (a) The county board may adopt a resolution to provide for the election of an office that was made an appointed position under this section, but not until at least three years after the office was made an appointed position. The county board must publish a proposed resolution notifying the public of its intent to consider the issue once each week, for two consecutive weeks, in the official publication of the county. Following publication and before formally adopting the resolution, the county board must provide an opportunity at its next regular meeting for public comment relating to the issue. After the public comment opportunity, at the same meeting or a subsequent meeting, the county board of commissioners may adopt the resolution. The resolution must be approved by at least 60 percent of the members of the county board and is effective August 1 following adoption of the resolution.

(b) The question of whether an office that was made an appointed position under this section must be made an elected office must be placed on the ballot at the next general election if: (1) the position has been an appointed position for at least three years; (2) a petition signed by at least ten percent of the registered voters of the county is filed with the office of the county auditor by August 1 of the year in which the general election is held; and (3) the petition meets the requirements of the secretary of state, as provided in section [204B.071](#), and any rules adopted to implement that section. If a majority of the voters of the county voting on the question vote in favor of making the office an elected position, the election for that office must be held at the next regular or special election.

**History:** [1Sp2019 c 10 art 2 s 20](#)

# Proclamation



- WHEREAS,** Community Corrections is an essential part of the justice system; and
- WHEREAS,** Community Corrections professionals assist clients in making change while recognizing the right of the public to be safe-guarded from criminal activity; and
- WHEREAS,** Community Corrections professionals are responsible for supervising adult and juvenile clients in the community; and
- WHEREAS,** Community Corrections professionals are highly trained professionals who provide programming while assisting with behavior change with clients; and
- WHEREAS,** Community Corrections professionals work in partnership with community agencies and groups; and
- WHEREAS,** Community Corrections professionals promote prevention, intervention and advocacy; and
- WHEREAS,** Community Corrections professionals provide services, support, and protection for victims; and
- WHEREAS,** Community Corrections professionals advocate community and restorative justice; and
- WHEREAS,** Community Corrections professionals are a true Force for Positive Change in their communities, and;

**Now, Therefore,** Be it Resolved that I, Randy Dahl, Fillmore County Board of Commissioners Chair, do hereby proclaim July 18-24, 2021 as:

## **Pretrial, Probation, and Parole Supervision Week**

and encourage all citizens to honor these Community Corrections professionals and to recognize their achievements.

ATTEST:

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Bobbie Hillery  
County Administrator

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Randy Dahl, Chair  
Fillmore County Board of Commissioners