

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA**

January 4th, 2022

Fillmore County Courthouse – Boardroom, 101 Fillmore Street – Preston, MN

Mitch Lentz – First District

Larry Hindt – Third District

Randy Dahl – Second 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 Dial Toll Free 1-844-621-3956 and enter Access Code; 2496 925 8536 or go to [www.webex.com](http://www.webex.com), click on “join meeting”; enter the Meeting ID, 2496 925 8536 may need password ZeYjXucw976**

9:00 a.m.      Call to order by Bobbie Hillery, County Administrator/Clerk of Board  
Pledge of Allegiance  
Election of Board Chair and Vice Chair- Hillery

Approve Agenda

Approve Consent Agenda:

1. Approve December 21, 2021 County Board minutes
2. Overnight stay for two Auditor/Treasurer staff members to attend annual MACO conference, February 15-17
3. Overnight stay for two Property Appraisers to attend overnight licensure course, MAAO Mass Appraisal, January 31<sup>st</sup> – February 4<sup>th</sup>

Approve Commissioners Warrants

Review Finance Warrants

9:05 a.m.      Christy Smith, Auditor-Treasurer  
1. Consider approval of updated 2022 Fee Schedule  
2. Consider resolution to apply for 2022 Help America Vote Act (HAVA) Grant

9:15 a.m.      Ron Gregg, Highway/Airport  
1. Consider approval of the Professional Service Contract between Fillmore County and Joel Thoreson for Surveyor Services  
2. Consider passing a resolution to appoint Joel Thoreson to the position of Fillmore County Surveyor for a four year term

9:30 a.m.      Citizen’s Input

9:35 a.m.      Lindsie Engle, Human Resources Officer  
1. Consider request for approval of DDA proposal for ongoing annual maintenance of the Compensation Plan for employees  
2. Consider resignation of Ashley Rinn, Social Services Case Aide

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3. Consider request to hire Social Worker from current hiring list to replace Case Aide due to licensing requirements and prior position
4. Consider resignation of Jessica Paulson, Custodian

9:45 a.m.

Bobbie Hillery, Administrator

1. Consider annual resolution to dedicate a portion of tax forfeiture receipts to parks in accordance with MS282.08
2. Consider 2022 regular County Board meeting day and time, along with schedule of meetings including Board of Appeal and Equalization and Truth in Taxation
3. Consider resolution to set the 2022 per diem rate (2021 rate was \$45)
4. Consider 2022 mileage reimbursement rate for use of private vehicle for official County business (IRS recommended rate is \$.585 per mile; 2021 rate was \$.56)
5. Consider hourly rate for temporary entry-level staff in appointed offices at Grade 3/Step 1 (\$13.65) in accordance with the 2022 non-union pay plan
6. Consider minimum salary for 2023 for County Attorney for 2022 election per statute
7. Consider minimum salary for 2023 for County Sheriff for 2022 election per statute
8. Consider salary for County Commissioners for 2022
9. Consider salary for County Recorder Dave Kiehne for 2022
10. Consider salary for County Attorney Brett Corson for 2022
11. Consider salary for County Sheriff John DeGeorge for 2022
12. Consider salary for Chief Deputy Lance Boyum for 2022
13. Consider adopting Memorial Day resolution for reimbursement of expenses for veteran organization ceremonies
14. Consider authorizing elected officials, department heads and division leaders' overnight stays to attend their respective annual professional association of Minnesota conferences
15. Consider County payment for flu shots for County employees to be provided as an employee benefit and in the event of flu shot shortages, only those qualifying under MN guidelines would be immunized
16. Consider resolution to use the County website as alternative method for bids
17. Review with possible action regarding appointments for the 2022 Committee lists
18. Consider the 2022 Delegates for Association of Minnesota Counties and Policy Committee Delegates
19. Consider designation of bank depositories for 2022
20. Consider request to pay out Ambulance Services \$4,500 per service for 2022

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**10:00 a.m.      Review of 2022 Legislative Priorities:  
                    Representative Greg Davids and Senator Jeremy Miller**

Calendar review, Committee Reports and Announcements

**Meetings:**

|                                  |           |                             |                |
|----------------------------------|-----------|-----------------------------|----------------|
| Tuesday, January 4 <sup>th</sup> | 9:00 a.m. | Board Meeting, Boardroom    | ALL            |
| Monday, January 10               | 6:00 p.m. | DAC (DAC building)          | Lentz          |
| Monday, January 10               | 6:30 p.m. | Semcac (St. Charles)        |                |
| Tuesday, January 11              | 7:30 a.m. | Safety/Emergency Management | Hindt, Prestby |

This is a preliminary draft of the December 21, 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 21st day in December, 2021 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioner Randy Dahl

The following members were present via WebEx: Commissioners Mitch Lentz, Larry Hindt, Duane Bakke and Marc Prestby

Others Present: Bobbie Hillery, Administrator/Clerk, Julia McCaslin, Accounting Technician, Jason McCaslin, Assessor and Bonita Underbakke

Others Present via WebEx: Drew Hatzenbihler, Solid Waste Administrator; Christy Smith, Auditor/Treasurer; David Kiehne, Recorder; Kevin Olson, Social Services Manager; John DeGeorge, Sheriff; Brett Corson, County Attorney; Ron Gregg, County Engineer; Lindsie Engle, Human Resources Officer; Lance Boyum, Chief Deputy; Chris Hahn, EDA Director; Crista Adkins, Zoning Administrator; Jessica Erickson, Public Health Director; Tara Kraling, Account Technician; Jason Marquardt, Veteran Services Officer and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

On motion by Lentz and seconded by Bakke, the Board unanimously approved the Amended Agenda with the following additions: add Chief Deputy 2022 salary request and emergency declaration resolution under the Sheriff; add resolution for 2022 Fillmore County budget and resolution for 2022 final levy under Administrator; and remove negotiations with LELS Union.

On motion by Prestby and seconded by Hindt, the Board unanimously approved the following Consent Agenda:

1. December 14, 2021 County Board minutes
2. December 14, 2021 Truth in Taxation Public Hearing minutes

On motion by Hindt and seconded by Lentz, the Board unanimously approved the Commissioner's Warrants.

The Finance Department warrants were reviewed.

Drew Hatzenbihler, Solid Waste Administrator appeared via WebEx.

Hatzenbihler presented a first reading of the Fillmore County 10 Year Comprehensive Solid Waste Management Plan, he asked for board input over the next week before submitting to the Minnesota Pollution Control Agency. He noted the plan will be coming back to the Board again at a later meeting for approval.

On motion by Hindt and seconded by Lentz, the Board unanimously approved the acceptance of \$2,000 from the Carton Council as part of Carton Council's Community Education Award.

Christy Smith, Auditor/Treasurer was via WebEx.

Smith reviewed the updated County fee schedule, noting the changes and possible updates since last meeting. Assessor McCaslin was present to discuss the CDOWN fees from last meeting and he noted that the fees for neighboring counties varied from \$45 to \$900. Discussion ensued.

On motion by Bakke and seconded by Prestby, the Board approved the CDOWN fee in the amount of \$300; The Chair called for a vote: Commissioners voting "aye": Hindt, Bakke, Prestby and Dahl. Commissioners' voting "nay": Lentz. The motion prevailed.

David Kiehne, County Recorder appeared via WebEx.

Kiehne provided a summary of accomplishments for 2021; he noted that 5,525 documents were recorded, \$55,000 was collected for abstract fees, and 168 splits were completed. Kiehne is requesting his salary be set at \$78,125.

Citizen's input opened and closed at 9:38 a.m. as no one was present to speak.

Kevin Olson, Social Services appeared via WebEx.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the 2022-2023 Memorandum of Understanding between Region 10 Contracting Services and Fillmore County, for \$9,491.00 for 2022 and \$10,005.00 for 2023.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the 2022 Children's Mental Health Screening Grant between Fillmore County and the Minnesota Department of Human Services in the amount of \$20,889.00, for which \$15,243.00 is for Child Welfare and \$5,646.00 is for Juvenile Justice.

On motion by Hindt and seconded by Lentz, the Board unanimously approved the request to approve the 2022 MFIP DWP contract between Fillmore County and Work Force Development Inc. in the amount not to exceed \$114,252.00.

John DeGeorge, Sheriff appeared via WebEx.

On motion by Bakke and seconded by Prestby, the Board unanimously approved the passing a **RESOLUTION 2021-065**: Declaring a State of Emergency.

DeGeorge provided a summary of accomplishments for 2021 and goals for 2022. DeGeorge noted the goals are for both the Sheriff and Chief Deputy Boyum. He is requesting the Sheriff salary be set at \$116,174 for 2022; this is 92% of the estimated average salary of the suggested County group. His 2021 overall salary was \$110,205.

DeGeorge requested that the county Board set the 2022 Chief Deputy salary at \$100,093; this is 95% of the estimated average salary of the suggested County group. His 2021 overall salary was \$94,566.

Brett Corson, County Attorney appeared via WebEx.

Corson provided a brief outline of his areas of responsibility and noted accomplishments for 2021. He is requesting the County Attorney salary to be set at \$128,000 for 2022; this is 2021 average plus 3% economic adjustment.

The chair recessed the board meeting 10:19 a.m. and resumed back in session at 10:29 a.m.

Ron Gregg, Highway/Airport appeared via WebEx.

On motion by Hindt and seconded by Prestby, the Board unanimously approved the passing a **RESOLUTION 2021-066**: to enter into to a detour agreement with MN/DOT during the construction of TH 43. Detour will be on CSAH 10, 12, 21, 23, 25, and 37 in 2022 for \$15,720.65.

On motion by Hindt and seconded by Lentz, the Board unanimously approved the final payment **RESOLUTION 2021-067**: for the bridge replacement on CSAH 29, SAP 023-629-010 for \$8,937.67.

On motion Bakke and seconded by Lentz, the Board unanimously approved the passing of **RESOLUTION 2021-069**: for sponsorship of an application for Federal funds in the City of Lanesboro. Project consists of pedestrian sidewalks along TH 250.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the cooperative agreement between Fillmore County and the City of Whalan for the reconstruction of CSAH 36.

Commissioner Bakke provided an update on the Highway meeting earlier in the morning. Bakke noted everything closed out for 2021 projects. Informal discussion on a private hire to mow the roadside ditches, noting that it would be more costly than to use our own equipment.

Lindsie Engle, Human Resources Officer appeared via WebEx.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the 2022 non-union pay plan with a 3% COLA/Market increase.

Engle requested to approve 2022 Local #49ers Pay Plan. No vote was needed as this is a mandatory payment.

On motion by Hindt and seconded by Prestby, the Board approved the 2022 Phone Stipends. The Chair called for a vote: Commissioners voting "aye": Hindt, Bakke, Prestby and Dahl. Commissioners' voting "nay": Lentz. The motion prevailed.

On motion by Hindt and seconded by Lentz the Board unanimously approved to promote intermittent deputy Brooke Johnson to full-time status effective 12/21/2021.

Bobbie Hillery, Administrator was present.

Hillery continued discussion for uses on American Rescue Plan Act expenditures.

On motion by Lentz and seconded by Hindt, the board approved office furniture in Administration for \$9,956.37. The Chair called for a vote: Commissioners voting "aye": Lentz, Hindt, Bakke, and Dahl. Commissioners' voting "nay": Prestby. The motion prevailed.

Discussion regarding Jailer, Income Maintenance and Floater position continued, with a possible Highway maintenance floater position being added in the future. Bakke requested more information regarding the income maintenance position. Hillery explained that an existing employee that has proven that she would be an asset to the eligibility workers will be moved to the daycare/assistance team. Hillery noted there will be 3 positions that will be retiring within the next year. The cost of the Income Maintenance position using ARPA funds will be \$75,000.

On a motion by Bakke and seconded by Lentz, the board unanimously approved to promote Dacia Inglett from Office Support Senior position to the Eligibility Worker position for one year through ARPA dollars and then continue in the position through attrition and fulfill the opening of Office Support Senior.

Hillery will bring back the other positions in the January board meetings.

Discussion regarding the Jail continued with selecting a committee to review the RFP and conduct interviews. The goal is to select up to 3 firms to interview on February, 15, 2022.

Lentz initially made a motion to set a date and make it for the top three candidates with the selection from the chair and vice chair. Attorney Corson noted the committee is already in the RFP with a date of February 15 set. Lentz withdrew his motion.

On a motion by Lentz and seconded by Prestby, the board approved the committee consisting of Chair, Vice Chair, Sheriff, Jail Administrator and Administrator to review the RFPs and interview on February 15, 2022.

Hillery requested to remove herself from The Leadership Growth Group for 2022. Hillery found it difficult being able to attend most meetings and would like to keep her options open for other educational opportunities.

On motion by Lentz and seconded by Bakke, the board unanimously approved Finance Director Lori Affeldt to pay all regular and normal bills through 12/31/2021 with approval from the Board Chair.

On motion by Prestby and seconded by Bakke, the board unanimously approved the Annual Meeting Date to be January 4<sup>th</sup>, 2022 at 9:00 a.m.

On motion by Lentz and seconded by Hindt, the board unanimously approved the purchase of Lunch/Cooler Bags in the amount of \$2,018.81 using Wellness funds.

On motion by Bakke and seconded by Lentz, the following resolution was unanimously adopted: **RESOLUTION 2021-069: 2022 Fillmore County Final Levy**

On motion by Hindt and seconded by Lentz, the following resolution was unanimously adopted: **RESOLUTION 2021-070: 2022 Fillmore County Budget.**

A review of the calendar was done with following committee reports and announcements were given: Hindt/Bakke-DFO approved budget for the coming year; Bakke-SWCD, History Center- Dahl noted his last board meeting as Chair; Hillery- Davids and Miller will be here January 4<sup>th</sup> regarding Legislative priorities- AMC conference first week in March, Committee Assignments will be sent out; Bakke noted Hillery's involvement in the Leadership Group was good and he was glad she recognized that there are other opportunities asked her to get involved more with MACA.

On a motion by Prestby and seconded by Lentz, the Board Chair adjourned the meeting at 11:36 a.m.

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 1/4/2022

Amount of time requested (minutes):

0

Dept.: Assessor

Prepared By:

Jason McCaslin

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.

## Consent Agenda:

1. Request approval for Property Appraisers to attend licensure course, MAAO Mass Appraisal. Course dates: January 31<sup>st</sup> – February 4<sup>th</sup>
2. Request approval for lodging and travel expenses for licensure course, MAAO Mass Appraisal, from January 30<sup>th</sup> – February 4<sup>th</sup>
  - a. Property Appraisers attending course will include Kayla Pierce and Andy Hillery

## Regular Agenda:

Documentation  
Yes or No

1.

2.

3.

4.

5.

6.

7.

All requests for County Board agenda must be in the Administrator's office **No later than noon Thursday prior to the Board date**. Items received after this time **will not** be placed on the Board agenda. All requests should be sent to: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) or [tkraling@co.fillmore.mn.us](mailto:tkraling@co.fillmore.mn.us)



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12/29/21 12:44PM

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>         |             |
| 1  | DEPT                                   |             |               | General Government           |                      |                                  |             |
|    | 20080 GOVE/ JAMES & CYNTHIA            |             |               |                              |                      |                                  |             |
|    | 01-001-000-0000-6803                   |             | 122.00        | Ag Credit Adj. refund        |                      | Miscellaneous Expense            | N           |
|    |                                        |             |               | 12/21/2021 12/21/2021        |                      |                                  |             |
|    | 20080 GOVE/ JAMES & CYNTHIA            |             | 122.00        | 1 Transactions               |                      |                                  |             |
| 1  | DEPT Total:                            |             | 122.00        | General Government           | 1 Vendors            | 1 Transactions                   |             |
| 3  | DEPT                                   |             |               | Board Of Commissioners       |                      |                                  |             |
|    | 5887 Dahl/Randy                        |             |               |                              |                      |                                  |             |
|    | 01-003-000-0000-6335                   |             | 234.08        | Nov & Dec 21 Meeting mileage |                      | Employee Automobile Allowance    | N           |
|    |                                        |             |               | 11/02/2021 12/21/2021        |                      |                                  |             |
|    | 5887 Dahl/Randy                        |             | 234.08        | 1 Transactions               |                      |                                  |             |
|    | 82132 Fillmore Co Journal              |             |               |                              |                      |                                  |             |
|    | 01-003-000-0000-6233                   |             | 155.12        | Summary of 12/6 meeting mins | 131399               | Publications                     | N           |
|    |                                        |             |               | 12/20/2021 12/20/2021        |                      |                                  |             |
|    | 82132 Fillmore Co Journal              |             | 155.12        | 1 Transactions               |                      |                                  |             |
|    | 6732 Hindt/Lawrence E                  |             |               |                              |                      |                                  |             |
|    | 01-003-000-0000-6335                   |             | 56.78         | Nov 21 meeting mileage       |                      | Employee Automobile Allowance    | N           |
|    |                                        |             |               | 11/02/2021 11/23/2021        |                      |                                  |             |
|    | 6732 Hindt/Lawrence E                  |             | 56.78         | 1 Transactions               |                      |                                  |             |
| 3  | DEPT Total:                            |             | 445.98        | Board Of Commissioners       | 3 Vendors            | 3 Transactions                   |             |
| 11 | DEPT                                   |             |               | District Court               |                      |                                  |             |
|    | 5992 Frederick S Suhler, Jr., Attorney |             |               |                              |                      |                                  |             |
|    | 01-011-000-0000-6261                   |             | 200.00        | Court appt atty              | 23-JV-21-233         | Court Appointed Attorneys        | Y           |
|    |                                        |             |               | 10/27/2021 11/30/2021        |                      |                                  |             |
|    | 5992 Frederick S Suhler, Jr., Attorney |             | 200.00        | 1 Transactions               |                      |                                  |             |
|    | 1907 Intercultural Mutual Assistance   |             |               |                              |                      |                                  |             |
|    | 01-011-000-0000-6285                   |             | 112.50        | Interpret Serv Court ordered | AW18342              | Professional Fees                | N           |
|    |                                        |             |               | 12/20/2021 12/20/2021        |                      |                                  |             |
|    | 1907 Intercultural Mutual Assistance   |             | 112.50        | 1 Transactions               |                      |                                  |             |
|    | 6529 Larson Vagts Law                  |             |               |                              |                      |                                  |             |

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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         |      |
|        | 01-011-000-0000-6261        |      | 140.00   | Court Appt Attny        | 23-JV-21-271  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 11/30/2021 12/08/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 240.00   | Court Appt Attny        | 23-PR-07-1006 | Court Appointed Attorneys | Y    |
|        |                             |      |          | 10/25/2021 12/01/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 180.00   | Court Appt Attny        | 23-PR-21-399  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 12/01/2021 12/08/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 20.00    | Court Appt Attny        | 23-PR-21-404  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 12/07/2021 12/07/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 620.00   | Court Appt Attny        | 23-PR-21-485  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 11/28/2021 12/03/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 40.00    | Court Appt Attny        | 23-PR-21-491  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 12/01/2021 12/02/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 220.00   | Court Appt Attny        | 23-PR-21-493  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 10/21/2021 12/01/2021   |               |                           |      |
|        | 01-011-000-0000-6261        |      | 1,000.00 | Court Appt Attny        | 23-PR-21-498  | Court Appointed Attorneys | Y    |
|        |                             |      |          | 10/26/2021 12/08/2021   |               |                           |      |
| 6529   | Larson Vagts Law            |      | 2,460.00 | 8 Transactions          |               |                           |      |
| 11     | DEPT Total:                 |      | 2,772.50 | District Court          | 3 Vendors     | 10 Transactions           |      |
| 34     | DEPT                        |      |          | Administration          |               |                           |      |
| 6531   | The Leadership Growth Group |      |          |                         |               |                           |      |
|        | 01-034-000-0000-6245        |      | 129.93   | Leadership growth books | 21806b        | Registration Fees         | Y    |
|        |                             |      |          | 12/09/2021 12/09/2021   |               |                           |      |
| 6531   | The Leadership Growth Group |      | 129.93   | 1 Transactions          |               |                           |      |
| 34     | DEPT Total:                 |      | 129.93   | Administration          | 1 Vendors     | 1 Transactions            |      |
| 41     | DEPT                        |      |          | Auditor/Treasurer       |               |                           |      |
| 106    | Fillmore Co Treasurer       |      |          |                         |               |                           |      |
|        | 01-041-000-0000-6337        |      | 12.80    | A/T mileage 8/18/2020   |               | Other Travel Expense      | N    |
|        |                             |      |          | 08/18/2020 08/18/2020   |               |                           |      |
| 106    | Fillmore Co Treasurer       |      | 12.80    | 1 Transactions          |               |                           |      |
| 41     | DEPT Total:                 |      | 12.80    | Auditor/Treasurer       | 1 Vendors     | 1 Transactions            |      |
| 60     | DEPT                        |      |          | Information Systems     |               |                           |      |
| 2545   | Marco, Inc                  |      |          |                         |               |                           |      |

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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               |      |
|        | 01-060-000-0000-6640          |      | 1,305.60 | 6 LCD monitors-black        | INV19431404   | Equipment Purchased             | N    |
|        |                               |      |          | 12/13/2021 12/13/2021       |               |                                 |      |
| 2545   | Marco, Inc                    |      | 1,305.60 | 1 Transactions              |               |                                 |      |
| 60     | DEPT Total:                   |      | 1,305.60 | Information Systems         | 1 Vendors     | 1 Transactions                  |      |
| 61     | DEPT                          |      |          | Data Processing             |               |                                 |      |
| 3119   | Creative Forms & Concepts Inc |      |          |                             |               |                                 |      |
|        | 01-061-000-0000-6402          |      | 286.73   | 2021 1099 Forms & Envelopes | 119133        | Stationary And Forms            | N    |
|        |                               |      |          | 11/30/2021 11/30/2021       |               |                                 |      |
|        | 01-061-000-0000-6402          |      | 464.11   | Laser payroll checks        | 119133        | Stationary And Forms            | N    |
|        |                               |      |          | 11/30/2021 11/30/2021       |               |                                 |      |
| 3119   | Creative Forms & Concepts Inc |      | 750.84   | 2 Transactions              |               |                                 |      |
| 5893   | The Master's Touch, LLC       |      |          |                             |               |                                 |      |
|        | 01-061-000-0000-6377          |      | 3,434.96 | 2021 TNT Notices            | 77554         | Fees And Service Charges        | N    |
|        |                               |      |          | 11/30/2021 11/30/2021       |               |                                 |      |
| 5893   | The Master's Touch, LLC       |      | 3,434.96 | 1 Transactions              |               |                                 |      |
| 61     | DEPT Total:                   |      | 4,185.80 | Data Processing             | 2 Vendors     | 3 Transactions                  |      |
| 62     | DEPT                          |      |          | Elections                   |               |                                 |      |
| 6464   | Knowink, LLC                  |      |          |                             |               |                                 |      |
|        | 01-062-000-0000-6377          |      | 165.00   | Data plan-polling place     | 8475          | Fees And Service Charges        | N    |
|        |                               |      |          | 10/01/2021 10/01/2021       |               |                                 |      |
| 6464   | Knowink, LLC                  |      | 165.00   | 1 Transactions              |               |                                 |      |
| 62     | DEPT Total:                   |      | 165.00   | Elections                   | 1 Vendors     | 1 Transactions                  |      |
| 103    | DEPT                          |      |          | Assessor                    |               |                                 |      |
| 106    | Fillmore Co Treasurer         |      |          |                             |               |                                 |      |
|        | 01-103-000-0000-6561          |      | 39.84    | Assessor Nov 21 Fuel        |               | Gasoline Diesel And Other Fuels | N    |
|        |                               |      |          | 11/05/2021 11/30/2021       |               |                                 |      |
| 106    | Fillmore Co Treasurer         |      | 39.84    | 1 Transactions              |               |                                 |      |
| 103    | DEPT Total:                   |      | 39.84    | Assessor                    | 1 Vendors     | 1 Transactions                  |      |
| 105    | DEPT                          |      |          | Planning And Zoning         |               |                                 |      |

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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                  |      |
| 20073  | Blake Lea                             |      |        |                                |               |                                    |      |
|        | 01-105-000-0000-6377                  |      | 450.00 | SSTS                           | 4             | Fees And Service Charges           | N    |
|        |                                       |      |        | 12/24/2021 12/24/2021          |               |                                    |      |
| 20073  | Blake Lea                             |      | 450.00 | 1 Transactions                 |               |                                    |      |
| 105    | DEPT Total:                           |      | 450.00 | Planning And Zoning            | 1 Vendors     | 1 Transactions                     |      |
| 111    | DEPT                                  |      |        | Facilites Mtce                 |               |                                    |      |
| 6978   | Aramark Uniform & Career Apparal Grou |      |        |                                |               |                                    |      |
|        | 01-111-000-0000-6377                  |      | 71.00  | Dust mop service               | 256000063389  | Fees And Service Charges           | N    |
|        |                                       |      |        | 12/15/2021 12/15/2021          |               |                                    |      |
| 6978   | Aramark Uniform & Career Apparal Grou |      | 71.00  | 1 Transactions                 |               |                                    |      |
| 106    | Fillmore Co Treasurer                 |      |        |                                |               |                                    |      |
|        | 01-111-000-0000-6561                  |      | 25.47  | Maint Nov 21 Fuel              |               | Gasoline Diesel And Other Fuels    | N    |
|        |                                       |      |        | 11/17/2021 11/17/2021          |               |                                    |      |
| 106    | Fillmore Co Treasurer                 |      | 25.47  | 1 Transactions                 |               |                                    |      |
| 5988   | Preston Auto Parts                    |      |        |                                |               |                                    |      |
|        | 01-111-000-0000-6580                  |      | 11.97  | Parking lot markers & stamp    | 699888        | Other Repair And Maintenance Suppl | N    |
|        |                                       |      |        | 12/20/2021 12/20/2021          |               |                                    |      |
|        | 01-111-000-0000-6580                  |      | 15.99  | AA Batteries                   | 700316        | Other Repair And Maintenance Suppl | N    |
|        |                                       |      |        | 12/23/2021 12/23/2021          |               |                                    |      |
| 5988   | Preston Auto Parts                    |      | 27.96  | 2 Transactions                 |               |                                    |      |
| 3975   | Ultimate Safety Concepts Inc          |      |        |                                |               |                                    |      |
|        | 01-111-000-0000-6377                  |      | 396.00 | 2021 fire extinguisher inspect | 197690        | Fees And Service Charges           | N    |
|        |                                       |      |        | 12/21/2021 12/21/2021          |               |                                    |      |
| 3975   | Ultimate Safety Concepts Inc          |      | 396.00 | 1 Transactions                 |               |                                    |      |
| 111    | DEPT Total:                           |      | 520.43 | Facilites Mtce                 | 4 Vendors     | 5 Transactions                     |      |
| 125    | DEPT                                  |      |        | Veteran Services               |               |                                    |      |
| 106    | Fillmore Co Treasurer                 |      |        |                                |               |                                    |      |
|        | 01-125-000-0000-6561                  |      | 189.90 | Veterans Oct 21 Fuel           |               | Gasoline Diesel And Other Fuels    | N    |
|        |                                       |      |        | 10/05/2021 10/27/2021          |               |                                    |      |
|        | 01-125-000-0000-6561                  |      | 224.94 | Veterans Nov 21 Fuel           |               | Gasoline Diesel And Other Fuels    | N    |
|        |                                       |      |        | 11/01/2021 11/30/2021          |               |                                    |      |

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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               |      |
| 106    | Fillmore Co Treasurer            |      | 414.84   | 2 Transactions               |               |                                 |      |
| 125    | DEPT Total:                      |      | 414.84   | Veteran Services             | 1 Vendors     | 2 Transactions                  |      |
| 149    | DEPT                             |      |          | Other General Government     |               |                                 |      |
| 4928   | 1 Source                         |      |          |                              |               |                                 |      |
|        | 01-149-000-0000-6404             |      | 662.21   | County shared supplies       | 270743-0      | County Shared Cleaning Supplies | Y    |
|        |                                  |      |          | 12/14/2021 12/14/2021        |               |                                 |      |
| 4928   | 1 Source                         |      | 662.21   | 1 Transactions               |               |                                 |      |
| 6157   | Further                          |      |          |                              |               |                                 |      |
|        | 01-149-000-0000-6289             |      | 456.50   | 12/1-12/31 Participant fee   | 15915779      | Select Account Adm.             | N    |
|        |                                  |      |          | 12/01/2021 12/31/2021        |               |                                 |      |
| 6157   | Further                          |      | 456.50   | 1 Transactions               |               |                                 |      |
| 6829   | Gallagher Benefit Services, Inc. |      |          |                              |               |                                 |      |
|        | 01-149-000-0000-6285             |      | 1,643.21 | December consulting services | 245673        | Professional Fees               | N    |
|        |                                  |      |          | 01/01/2021 12/31/2021        |               |                                 |      |
| 6829   | Gallagher Benefit Services, Inc. |      | 1,643.21 | 1 Transactions               |               |                                 |      |
| 4344   | OFFICE OF MNIT SERVICES          |      |          |                              |               |                                 |      |
|        | 01-149-000-0000-6203             |      | 1,338.65 | November 21 WAN services     | DV21110340    | Telephone                       | N    |
|        |                                  |      |          | 12/09/2021 12/09/2021        |               |                                 |      |
| 4344   | OFFICE OF MNIT SERVICES          |      | 1,338.65 | 1 Transactions               |               |                                 |      |
| 149    | DEPT Total:                      |      | 4,100.57 | Other General Government     | 4 Vendors     | 4 Transactions                  |      |
| 202    | DEPT                             |      |          | Sheriff                      |               |                                 |      |
| 5049   | Driver & Vehicle Services        |      |          |                              |               |                                 |      |
|        | 01-202-000-0000-6650             |      | 14.25    | Spare squad tabs             | NBN354        | Enterprise Vehicle Payments     | N    |
|        |                                  |      |          | 12/28/2021 12/28/2021        |               |                                 |      |
| 5049   | Driver & Vehicle Services        |      | 14.25    | 1 Transactions               |               |                                 |      |
| 82133  | Fillmore Co Auditor-Treasurer    |      |          |                              |               |                                 |      |
|        | 01-202-000-0000-6561             |      | 3,403.20 | Sheriff Nov 21 Fuel          |               | Gasoline Diesel And Other Fuels | N    |
|        |                                  |      |          | 11/01/2021 11/30/2021        |               |                                 |      |
| 82133  | Fillmore Co Auditor-Treasurer    |      | 3,403.20 | 1 Transactions               |               |                                 |      |

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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                |      |
| 6686   | Root River Auto Bus & Diesel LLC |      |          |                                |                |                                  |      |
|        | 01-202-000-0000-6310             |      | 76.05    | 2304 Squad Maintenance         | 11183          | Contract Repairs And Maintenance | Y    |
|        |                                  |      |          | 12/21/2021 12/21/2021          |                |                                  |      |
| 6686   | Root River Auto Bus & Diesel LLC |      | 76.05    |                                | 1 Transactions |                                  |      |
| 355    | Streicher's, Inc.                |      |          |                                |                |                                  |      |
|        | 01-202-000-0000-6173             |      | 170.00   | Badges                         | 11540410       | Uniform Allowance                | N    |
|        |                                  |      |          | 12/16/2021 12/16/2021          |                |                                  |      |
| 355    | Streicher's, Inc.                |      | 170.00   |                                | 1 Transactions |                                  |      |
| 3551   | US AutoForce                     |      |          |                                |                |                                  |      |
|        | 01-202-000-0000-6310             |      | 592.28   | Squad tires                    | 2155775        | Contract Repairs And Maintenance | N    |
|        |                                  |      |          | 12/14/2021 12/15/2021          |                |                                  |      |
| 3551   | US AutoForce                     |      | 592.28   |                                | 1 Transactions |                                  |      |
| 202    | DEPT Total:                      |      | 4,255.78 | Sheriff                        | 5 Vendors      | 5 Transactions                   |      |
| 251    | DEPT                             |      |          | County Jail                    |                |                                  |      |
| 81511  | Preston Foods                    |      |          |                                |                |                                  |      |
|        | 01-251-000-0000-6377             |      | 80.74    | Jail supplies                  |                | Fees And Service Charges         | N    |
|        |                                  |      |          | 11/25/2021 12/22/2021          |                |                                  |      |
| 81511  | Preston Foods                    |      | 80.74    |                                | 1 Transactions |                                  |      |
| 251    | DEPT Total:                      |      | 80.74    | County Jail                    | 1 Vendors      | 1 Transactions                   |      |
| 441    | DEPT                             |      |          | Public Health                  |                |                                  |      |
| 6274   | Positive Promotions              |      |          |                                |                |                                  |      |
|        | 01-441-000-0000-6448             |      | 1,138.10 | Magnets, breast milk storage   | 06867455       | Ship Grant Expenses              | N    |
|        |                                  |      |          | 12/15/2021 12/15/2021          |                |                                  |      |
| 6274   | Positive Promotions              |      | 1,138.10 |                                | 1 Transactions |                                  |      |
| 441    | DEPT Total:                      |      | 1,138.10 | Public Health                  | 1 Vendors      | 1 Transactions                   |      |
| 443    | DEPT                             |      |          | Nursing Service                |                |                                  |      |
| 2854   | City Of Winona                   |      |          |                                |                |                                  |      |
|        | 01-443-000-0000-6433             |      | 21.25    | Client #7933 December bus pass | 202112131483   | Waiver Reimbursables             | N    |
|        |                                  |      |          | 12/13/2021 12/13/2021          |                |                                  |      |

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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                  |      |
| 2854   | City Of Winona                         |      | 21.25     | 1 Transactions                 |               |                                    |      |
| 6143   | INTEGRITY HOME REPAIR LLC              |      |           |                                |               |                                    |      |
|        | 01-443-000-0000-6433                   |      | 2,195.00  | Client #6563 ramp project      | 23791         | Waiver Reimbursables               | N    |
|        |                                        |      |           | 12/20/2021 12/20/2021          |               |                                    |      |
| 6143   | INTEGRITY HOME REPAIR LLC              |      | 2,195.00  | 1 Transactions                 |               |                                    |      |
| 443    | DEPT Total:                            |      | 2,216.25  | Nursing Service                | 2 Vendors     | 2 Transactions                     |      |
| 446    | DEPT                                   |      |           | Mch Program                    |               |                                    |      |
| 1285   | Houston County Public Health           |      |           |                                |               |                                    |      |
|        | 01-446-000-0000-6088                   |      | 4,898.27  | EBHV QTR 3                     |               | Houston Grant Passthrough (01-446- | N    |
|        |                                        |      |           | 12/09/2021 12/09/2021          |               |                                    |      |
|        | 01-446-000-0000-6088                   |      | 5,601.45  | Ship Oct 21                    |               | Houston Grant Passthrough (01-446- | N    |
|        |                                        |      |           | 12/21/2021 12/21/2021          |               |                                    |      |
|        | 01-446-000-0000-6088                   |      | 12,718.00 | WIC Oct 21                     |               | Houston Grant Passthrough (01-446- | N    |
|        |                                        |      |           | 12/22/2021 12/22/2021          |               |                                    |      |
|        | 01-446-000-0000-6088                   |      | 8,313.00  | WIC Nov 21                     |               | Houston Grant Passthrough (01-446- | N    |
|        |                                        |      |           | 12/28/2021 12/28/2021          |               |                                    |      |
| 1285   | Houston County Public Health           |      | 31,530.72 | 4 Transactions                 |               |                                    |      |
| 446    | DEPT Total:                            |      | 31,530.72 | Mch Program                    | 1 Vendors     | 4 Transactions                     |      |
| 602    | DEPT                                   |      |           | County Extension Service       |               |                                    |      |
| 1671   | Regents Of The University Of Minnesota |      |           |                                |               |                                    |      |
|        | 01-602-000-0000-6277                   |      | 20,828.75 | Oct-Dec MOA Billing            | 03000028585   | Alternative Funding Contract       | N    |
|        |                                        |      |           | 12/08/2021 12/08/2021          |               |                                    |      |
| 1671   | Regents Of The University Of Minnesota |      | 20,828.75 | 1 Transactions                 |               |                                    |      |
| 602    | DEPT Total:                            |      | 20,828.75 | County Extension Service       | 1 Vendors     | 1 Transactions                     |      |
| 603    | DEPT                                   |      |           | Feedlot                        |               |                                    |      |
| 5049   | Driver & Vehicle Services              |      |           |                                |               |                                    |      |
|        | 01-603-000-0000-6377                   |      | 19.25     | 2020 Chev Equinox Registration | 996982        | Fees And Service Charges           | N    |
|        |                                        |      |           | 12/28/2021 12/28/2021          |               |                                    |      |
| 5049   | Driver & Vehicle Services              |      | 19.25     | 1 Transactions                 |               |                                    |      |

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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         |      |
| 603         | DEPT Total:     |      | 19.25               | Feedlot             | 1 Vendors     | 1 Transactions            |      |
| 1           | Fund Total:     |      | 74,734.88           | County Revenue Fund |               | 49 Transactions           |      |



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12 INFRA FUND

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|     | <u>Vendor Name</u> |                                     | <u>Rpt</u>  | <u>Amount</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>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 111 | DEPT               |                                     |             |               | Facilites Mtce             |                      |                                  |             |
|     | 6299               | Johnson Controls Fire Protection LP |             |               |                            |                      |                                  |             |
|     |                    | 12-111-000-0000-6625                |             | 5,489.00      | Hwy fire alarm panel       | 41515044             | Building Improvement             | N           |
|     |                    |                                     |             |               | 12/03/2021 12/03/2021      |                      |                                  |             |
|     | 6299               | Johnson Controls Fire Protection LP |             | 5,489.00      | 1 Transactions             |                      |                                  |             |
| 111 | DEPT Total:        |                                     |             | 5,489.00      | Facilites Mtce             | 1 Vendors            | 1 Transactions                   |             |
| 12  | Fund Total:        |                                     |             | 5,489.00      | INFRA FUND                 |                      | 1 Transactions                   |             |

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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              |      |
| 310    | DEPT                                |      |            | Highway Maintenance            |               |                                |      |
| 5168   | Dyreson/Jeff                        |      |            |                                |               |                                |      |
|        | 13-310-000-0000-6466                |      | 40.75      | 12/27 CDL renewal              |               | Safety Materials               | N    |
| 5168   | Dyreson/Jeff                        |      | 40.75      | 1 Transactions                 |               |                                |      |
| 3632   | Milestone Materials Inc             |      |            |                                |               |                                |      |
|        | 13-310-000-0000-6505                |      | 97.20      | 11/17 rock                     | 260028        | Aggregate                      | N    |
|        | 13-310-000-0000-6505                |      | 265.20     | 11/24 rock                     | 261490        | Aggregate                      | N    |
| 3632   | Milestone Materials Inc             |      | 362.40     | 2 Transactions                 |               |                                |      |
| 3276   | O'connell Excavating & Plumbing Inc |      |            |                                |               |                                |      |
|        | 13-310-000-0000-6342                |      | 760.00     | 11/19 rental                   | 2768          | Machinery And Equipment Rental | N    |
| 3276   | O'connell Excavating & Plumbing Inc |      | 760.00     | 1 Transactions                 |               |                                |      |
| 5988   | Preston Auto Parts                  |      |            |                                |               |                                |      |
|        | 13-310-000-0000-6515                |      | 19.98      | 12/27 supplies                 | 700558        | Traffic Signs                  | N    |
| 5988   | Preston Auto Parts                  |      | 19.98      | 1 Transactions                 |               |                                |      |
| 7757   | Universal Truck Equipment Inc       |      |            |                                |               |                                |      |
|        | 13-310-000-0000-6640                |      | 101,843.00 | 12/21 box, plow, wing new truc | 56592         | Equipment Purchased            | N    |
| 7757   | Universal Truck Equipment Inc       |      | 101,843.00 | 1 Transactions                 |               |                                |      |
| 310    | DEPT Total:                         |      | 103,026.13 | Highway Maintenance            | 5 Vendors     | 6 Transactions                 |      |
| 320    | DEPT                                |      |            | Highway Construction           |               |                                |      |
| 347    | State Of Mn                         |      |            |                                |               |                                |      |
|        | 13-320-000-0000-6377                |      | 3,368.99   | 12/14 material testing         | P00014995     | Fees And Service Charges       | N    |
| 347    | State Of Mn                         |      | 3,368.99   | 1 Transactions                 |               |                                |      |
| 320    | DEPT Total:                         |      | 3,368.99   | Highway Construction           | 1 Vendors     | 1 Transactions                 |      |
| 330    | DEPT                                |      |            | Equipment Maintenance Shops    |               |                                |      |
| 3691   | Bauer Built Inc                     |      |            |                                |               |                                |      |
|        | 13-330-000-0000-6516                |      | 19.00      | 12/15 labor                    | 46973         | Tires & Repairs                | N    |
|        | 13-330-000-0000-6516                |      | 17.50      | 12/15 parts/tires              | 46973         | Tires & Repairs                | N    |
|        | 13-330-000-0000-6516                |      | 172.47     | 12/20 parts/tires              | 46999         | Tires & Repairs                | N    |
|        | 13-330-000-0000-6516                |      | 24.00      | 12/20 labor                    | 46999         | Tires & Repairs                | N    |

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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               |      |
| 3691   | Bauer Built Inc              |           |                     |                 |                                 |      |
|        |                              | 232.97    |                     | 4 Transactions  |                                 |      |
| 4096   | Canton Heating & Cooling LLC |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6317         | 589.40    | 11/24 bldg maint    | 1363            | Building Maintenance            | N    |
| 4096   | Canton Heating & Cooling LLC | 589.40    |                     | 1 Transactions  |                                 |      |
| 5751   | Fastenal Company             |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6576         | 73.24     | 12/22 supplies      | 91992           | Shop Supplies & Tools           | N    |
| 5751   | Fastenal Company             | 73.24     |                     | 1 Transactions  |                                 |      |
| 155    | Hammell Equipment Inc        |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6575         | 433.55    | 12/16 parts         | 1141864         | Machinery Parts                 | N    |
| 155    | Hammell Equipment Inc        | 433.55    |                     | 1 Transactions  |                                 |      |
| 3714   | Hovey Oil Co Inc             |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6561         | 1,275.29  | 11/18 #1 diesel     | 4014            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 806.62    | 11/18 #2 diesel     | 4014            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 4,110.40  | 11/22 gas           | 4026            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 522.16    | 12/6 #2 diesel      | 4045            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 1,108.11  | 12/6 #1 diesel      | 4045            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 944.09    | 12/14 #2 diesel     | 4067            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 1,134.87  | 12/14 #1 diesel     | 4067            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 3,603.00  | 12/17 gas           | 4073            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 849.00    | 12/13 #2 diesel     | 5616            | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561         | 1,021.88  | 12/13 #1 diesel     | 5616            | Gasoline Diesel And Other Fuels | N    |
| 3714   | Hovey Oil Co Inc             | 15,375.42 |                     | 10 Transactions |                                 |      |
| 83550  | Kelly Printing & Signs LLC   |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6575         | 87.80     | 12/2 parts          | 226912          | Machinery Parts                 | N    |
| 83550  | Kelly Printing & Signs LLC   | 87.80     |                     | 1 Transactions  |                                 |      |
| 5988   | Preston Auto Parts           |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6576         | 6.38      | 12/15 supplies      | 699380          | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6575         | 22.49     | 12/17 parts         | 699667          | Machinery Parts                 | N    |
|        | 13-330-000-0000-6576         | 4.98      | 12/22 supplies      | 700176          | Shop Supplies & Tools           | N    |
| 5988   | Preston Auto Parts           | 33.85     |                     | 3 Transactions  |                                 |      |
| 303    | Preston Equipment Company    |           |                     |                 |                                 |      |
|        | 13-330-000-0000-6575         | 383.37    | 12/21 labor         | 01-121437       | Machinery Parts                 | 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         |      |
|        | 13-330-000-0000-6575          |      | 65.50      | 12/21 parts                 | 01-121437     | Machinery Parts           | N    |
| 303    | Preston Equipment Company     |      | 448.87     | 2 Transactions              |               |                           |      |
| 5567   | Run Right Power Equipment LLC |      |            |                             |               |                           |      |
|        | 13-330-000-0000-6575          |      | 6.19       | 12/22 parts                 | 24456         | Machinery Parts           | N    |
|        | 13-330-000-0000-6575          |      | 56.25      | 12/22 labor                 | 24456         | Machinery Parts           | N    |
| 5567   | Run Right Power Equipment LLC |      | 62.44      | 2 Transactions              |               |                           |      |
| 6286   | World Fuel Services Inc       |      |            |                             |               |                           |      |
|        | 13-330-000-0000-6565          |      | 45.60      | 12/21 supplies              | 117502        | Motor Oil And Lubricants  | N    |
| 6286   | World Fuel Services Inc       |      | 45.60      | 1 Transactions              |               |                           |      |
| 330    | DEPT Total:                   |      | 17,383.14  | Equipment Maintenance Shops | 10 Vendors    | 26 Transactions           |      |
| 13     | Fund Total:                   |      | 123,778.26 | County Road & Bridge        |               | 33 Transactions           |      |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor | Name                               | Rpt  | 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 |                              |                                     |                |
| 106    | Fillmore Co Treasurer              |      |                          |                              |                                     |                |
|        | 14-390-000-0000-6561               |      | 294.84                   | Nov 21 Fuel-RRC              | Gasoline Diesel And Other Fuels     | N              |
|        |                                    |      |                          | 11/01/2021 11/30/2021        |                                     |                |
| 106    | Fillmore Co Treasurer              |      | 294.84                   | 1 Transactions               |                                     |                |
| 7788   | Quality Construction-Ron Schroeder |      |                          |                              |                                     |                |
|        | 14-390-000-0000-6311               |      | 65.00                    | Tire stop repair             | Miscellaneous Repairs And Maintenar | Y              |
|        |                                    |      |                          | 12/16/2021 12/16/2021        |                                     |                |
| 7788   | Quality Construction-Ron Schroeder |      | 65.00                    | 1 Transactions               |                                     |                |
| 390    | DEPT Total:                        |      | 359.84                   | Resource Recovery Center     | 2 Vendors                           | 2 Transactions |
| 391    | DEPT                               |      | Score Grant Program      |                              |                                     |                |
| 8757   | OSI Environmental, Inc             |      |                          |                              |                                     |                |
|        | 14-391-000-0000-6861               |      | 150.00                   | Used oil collection          | Recycling Operation Expense         | N              |
|        |                                    |      |                          | 08/09/2021 08/09/2021        |                                     |                |
|        | 14-391-000-0000-6861               |      | 150.00                   | Filters-uncrushed            | Recycling Operation Expense         | N              |
|        |                                    |      |                          | 08/09/2021 08/09/2021        |                                     |                |
|        | 14-391-000-0000-6861               |      | 150.00                   | Used oil collection          | Recycling Operation Expense         | N              |
|        |                                    |      |                          | 09/28/2021 09/28/2021        |                                     |                |
|        | 14-391-000-0000-6861               |      | 185.00                   | Filters/ antifreeze disposal | Recycling Operation Expense         | N              |
|        |                                    |      |                          | 09/28/2021 09/28/2021        |                                     |                |
| 8757   | OSI Environmental, Inc             |      | 635.00                   | 4 Transactions               |                                     |                |
| 391    | DEPT Total:                        |      | 635.00                   | Score Grant Program          | 1 Vendors                           | 4 Transactions |
| 14     | Fund Total:                        |      | 994.84                   | Sanitation Fund              |                                     | 6 Transactions |

bharmening

12/29/21 12:44PM

23 County Airport Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 15

|     | <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> |
| 350 | DEPT                       |             |                            | County Airport                |                                  |                          |
|     | 110 Fillmore Co Treasurer  |             |                            |                               |                                  |                          |
|     | 23-350-000-0000-6316       |             | 210.00                     | Airport snow removal 12/13/21 |                                  | Grounds Maintenance N    |
|     |                            |             |                            | 12/13/2021 12/13/2021         |                                  |                          |
|     | 110 Fillmore Co Treasurer  |             | 210.00                     | 1 Transactions                |                                  |                          |
| 350 | DEPT Total:                |             | 210.00                     | County Airport                | 1 Vendors                        | 1 Transactions           |
| 23  | Fund Total:                |             | 210.00                     | County Airport Fund           |                                  | 1 Transactions           |
|     | Final Total:               |             | 205,206.98                 | 57 Vendors                    | 90 Transactions                  |                          |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 74,734.88     | County Revenue Fund  |                    |
|               | 12          | 5,489.00      | INFRA FUND           |                    |
|               | 13          | 123,778.26    | County Road & Bridge |                    |
|               | 14          | 994.84        | Sanitation Fund      |                    |
|               | 23          | 210.00        | County Airport Fund  |                    |
|               | All Funds   | 205,206.98    | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

bharmening

12/21/21 1:05PM

1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

|     | Vendor      | Name                 |      | Rpt |          | Warrant Description      | Invoice #     | Account/Formula Descripti | 1099 |
|-----|-------------|----------------------|------|-----|----------|--------------------------|---------------|---------------------------|------|
|     | No.         | Account/Formula      | Accr |     | Amount   | Service Dates            | Paid On Bhf # | On Behalf of Name         |      |
| 125 | DEPT        |                      |      |     |          | Veteran Services         |               |                           |      |
|     | 4574        | Hanson/Robert G.     |      |     |          |                          |               |                           |      |
|     |             | 01-125-000-0000-6377 |      |     | 320.00   | Oct & Nov 21 VA Hospital |               | Fees And Service Charges  | Y    |
|     |             |                      |      |     |          | 10/06/2021 11/24/2021    |               |                           |      |
|     | 4574        | Hanson/Robert G.     |      |     | 320.00   | 1 Transactions           |               |                           |      |
|     | 4504        | Laughlin/Ronald D.   |      |     |          |                          |               |                           |      |
|     |             | 01-125-000-0000-6377 |      |     | 320.00   | Oct & Nov 21 VA Hospital |               | Fees And Service Charges  | Y    |
|     |             |                      |      |     |          | 10/20/2021 11/10/2021    |               |                           |      |
|     | 4504        | Laughlin/Ronald D.   |      |     | 320.00   | 1 Transactions           |               |                           |      |
|     | 6040        | Milne/Richard C      |      |     |          |                          |               |                           |      |
|     |             | 01-125-000-0000-6377 |      |     | 640.00   | Oct & Nov 21 VA Hospital |               | Fees And Service Charges  | Y    |
|     |             |                      |      |     |          | 10/05/2021 11/30/2021    |               |                           |      |
|     | 6040        | Milne/Richard C      |      |     | 640.00   | 1 Transactions           |               |                           |      |
| 125 | DEPT Total: |                      |      |     | 1,280.00 | Veteran Services         | 3 Vendors     | 3 Transactions            |      |
| 1   | Fund Total: |                      |      |     | 1,280.00 | County Revenue Fund      |               | 3 Transactions            |      |



bharmening

12/21/21 1:05PM

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     | Service Dates               | Paid On Bhf # | On Behalf of Name              |      |
| 300    | DEPT                                 |          | Highway Administration      |               |                                |      |
| 7129   | CenturyLink                          |          |                             |               |                                |      |
|        | 13-300-000-0000-6203                 |          | 12/10 telephone             | 5078673784    | Telephone                      | N    |
| 7129   | CenturyLink                          |          |                             |               |                                |      |
|        |                                      | 143.20   |                             |               |                                |      |
|        |                                      | 143.20   | 1 Transactions              |               |                                |      |
| 300    | DEPT Total:                          |          | Highway Administration      | 1 Vendors     | 1 Transactions                 |      |
|        |                                      | 143.20   |                             |               |                                |      |
| 320    | DEPT                                 |          | Highway Construction        |               |                                |      |
| 4907   | Zenke Inc.                           |          |                             |               |                                |      |
|        | 13-320-000-0000-6343                 |          | 629-010 R/C FINAL           | 1021          | Regular Construction Contracts | N    |
|        |                                      | 5,085.07 | 12/15/2021 12/15/2021       |               |                                |      |
|        | 13-320-000-0000-6361                 |          | 629-010 LBRP FINAL          | 1021          | State Bridge Bonding (Fund29)  | N    |
|        |                                      | 3,852.60 | 12/15/2021 12/15/2021       |               |                                |      |
| 4907   | Zenke Inc.                           |          |                             |               |                                |      |
|        |                                      | 8,937.67 | 2 Transactions              |               |                                |      |
| 320    | DEPT Total:                          |          | Highway Construction        | 1 Vendors     | 2 Transactions                 |      |
|        |                                      | 8,937.67 |                             |               |                                |      |
| 330    | DEPT                                 |          | Equipment Maintenance Shops |               |                                |      |
| 197    | Kruegel's Inc                        |          |                             |               |                                |      |
|        | 13-330-000-0000-6255                 |          | 12/15 propane               | 59368         | Gas                            | N    |
|        |                                      | 350.16   |                             |               |                                |      |
| 197    | Kruegel's Inc                        |          |                             |               |                                |      |
|        |                                      | 350.16   | 1 Transactions              |               |                                |      |
|        | 6094 MN Energy Resources Corporation |          |                             |               |                                |      |
|        | 13-330-000-0000-6255                 |          | 12/16 natural gas           | 0505303491    | Gas                            | N    |
|        |                                      | 257.06   |                             |               |                                |      |
| 6094   | MN Energy Resources Corporation      |          |                             |               |                                |      |
|        |                                      | 257.06   | 1 Transactions              |               |                                |      |
| 330    | DEPT Total:                          |          | Equipment Maintenance Shops | 2 Vendors     | 2 Transactions                 |      |
|        |                                      | 607.22   |                             |               |                                |      |
| 13     | Fund Total:                          |          | County Road & Bridge        |               | 5 Transactions                 |      |
|        |                                      | 9,688.09 |                             |               |                                |      |

bharmening

12/21/21 1:05PM

76 Trust And Agency Fund

\*\*\* 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         |      |
| 0           | DEPT                      |      |                     | ...                         |               |                           |      |
|             | 110 Fillmore Co Treasurer |      |                     |                             |               |                           |      |
|             | 76-000-000-0000-2006      |      | 1,717.00            | RRC Sales & Use Tax         |               | Commercial Sw Mgmt Tax    | N    |
|             |                           |      |                     | 12/13/2021 12/13/2021       |               |                           |      |
|             | 76-000-000-0000-2007      |      | 194.00              | 041,101,602 Sales & Use Tax |               | Sales Tax Collected       | N    |
|             |                           |      |                     | 12/13/2021 12/13/2021       |               |                           |      |
|             | 110 Fillmore Co Treasurer |      | 1,911.00            | 2 Transactions              |               |                           |      |
| 0           | DEPT Total:               |      | 1,911.00            | ...                         | 1 Vendors     | 2 Transactions            |      |
| 300         | DEPT                      |      |                     | Highway Administration      |               |                           |      |
|             | 110 Fillmore Co Treasurer |      |                     |                             |               |                           |      |
|             | 76-300-000-0000-2007      |      | 86.00               | R&B Sales & Use Tax         |               | Sales Tax Collected       | N    |
|             |                           |      |                     | 12/13/2021 12/13/2021       |               |                           |      |
|             | 110 Fillmore Co Treasurer |      | 86.00               | 1 Transactions              |               |                           |      |
| 300         | DEPT Total:               |      | 86.00               | Highway Administration      | 1 Vendors     | 1 Transactions            |      |
| 76          | Fund Total:               |      | 1,997.00            | Trust And Agency Fund       |               | 3 Transactions            |      |

bharmening

12/21/21 1:05PM

87 State Revenue And School

# \*\*\* 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                     |
| 0      | DEPT                     |      | ...                 |                                |                           |                                       |
| 1859   | MN Department Of Finance |      |                     |                                |                           |                                       |
|        | 87-000-000-0000-2100     |      | 1,444.00            | November Vitals 2021           |                           | Due To Other Governmental Agencies: N |
|        |                          |      |                     | 12/13/2021 12/13/2021          |                           |                                       |
|        | 87-000-000-0000-2313     |      | 8,893.50            | RE Surcharge Nov 21 Vitals     |                           | Real Estate Surcharge N               |
|        |                          |      |                     | 11/01/2021 11/30/2021          |                           |                                       |
|        | 87-000-000-0000-2404     |      | 3.00                | State Assurance Nov 21 Vitals  |                           | State Assurance N                     |
|        |                          |      |                     | 11/08/2021 11/30/2021          |                           |                                       |
|        | 87-000-000-0000-2454     |      | 578.59              | TIF November 21 Vitals         |                           | State Tif N                           |
|        |                          |      |                     | 11/22/2021 11/30/2021          |                           |                                       |
| 1859   | MN Department Of Finance |      | 10,919.09           | 4 Transactions                 |                           |                                       |
| 5993   | Mn Dept Of Health        |      |                     |                                |                           |                                       |
|        | 87-000-000-0000-2312     |      | 360.50              | Well Certificate Nov 21 Vitals |                           | Well Management Funds N               |
|        |                          |      |                     | 11/22/2021 11/22/2021          |                           |                                       |
| 5993   | Mn Dept Of Health        |      | 360.50              | 1 Transactions                 |                           |                                       |
| 0      | DEPT Total:              |      | 11,279.59           | ...                            | 2 Vendors                 | 5 Transactions                        |
| 87     | Fund Total:              |      | 11,279.59           | State Revenue And School Func  |                           | 5 Transactions                        |
|        | Final Total:             |      | 24,244.68           | 11 Vendors                     | 16 Transactions           |                                       |

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |                    |
|---------------|-------------|---------------|-------------------------------|--------------------|
|               | 1           | 1,280.00      | County Revenue Fund           |                    |
|               | 13          | 9,688.09      | County Road & Bridge          |                    |
|               | 76          | 1,997.00      | Trust And Agency Fund         |                    |
|               | 87          | 11,279.59     | State Revenue And School Fund |                    |
|               | All Funds   | 24,244.68     | Total                         | Approved by, ..... |
|               |             |               |                               | .....              |
|               |             |               |                               | .....              |

bharmening

12/28/21 1:19PM

1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

|     | 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   | DEPT        |                                        |      | General Government       |                               |                           |                             |
|     | 7617        | Bluff Valley Riders Inc                |      |                          |                               |                           |                             |
|     |             | 01-001-000-0000-6876                   |      | 11,404.30                | Benchmark #1 2022             |                           | Snowmobile Trail Payments N |
|     |             |                                        |      |                          | 12/21/2021 12/21/2021         |                           |                             |
|     | 7617        | Bluff Valley Riders Inc                |      | 11,404.30                | 1 Transactions                |                           |                             |
|     | 5166        | Hiawatha Sno Seekers                   |      |                          |                               |                           |                             |
|     |             | 01-001-000-0000-6876                   |      | 14,327.48                | Benchmark #1 2022             |                           | Snowmobile Trail Payments N |
|     |             |                                        |      |                          | 12/21/2021 12/21/2021         |                           |                             |
|     | 5166        | Hiawatha Sno Seekers                   |      | 14,327.48                | 1 Transactions                |                           |                             |
|     | 4723        | Mabel Canton Trail Busters             |      |                          |                               |                           |                             |
|     |             | 01-001-000-0000-6876                   |      | 6,842.58                 | Benchmark #1 2022             |                           | Snowmobile Trail Payments N |
|     |             |                                        |      |                          | 12/21/2021 12/21/2021         |                           |                             |
|     | 4723        | Mabel Canton Trail Busters             |      | 6,842.58                 | 1 Transactions                |                           |                             |
|     | 7369        | Tri-County Trailblazers                |      |                          |                               |                           |                             |
|     |             | 01-001-000-0000-6876                   |      | 8,664.65                 | Benchmark #1 2022             |                           | Snowmobile Trail Payments N |
|     |             |                                        |      |                          | 12/21/2021 12/21/2021         |                           |                             |
|     | 7369        | Tri-County Trailblazers                |      | 8,664.65                 | 1 Transactions                |                           |                             |
| 1   | DEPT Total: |                                        |      | 41,239.01                | General Government            | 4 Vendors                 | 4 Transactions              |
| 149 | DEPT        |                                        |      | Other General Government |                               |                           |                             |
|     | 6676        | Marco - Phones                         |      |                          |                               |                           |                             |
|     |             | 01-149-000-0000-6203                   |      | 3,529.56                 | December 21 phones            | 30628567                  | Telephone Y                 |
|     |             |                                        |      |                          | 12/20/2021 12/20/2021         |                           |                             |
|     | 6676        | Marco - Phones                         |      | 3,529.56                 | 1 Transactions                |                           |                             |
|     | 2521        | Pitney Bowes Global Financial Svcs,LLC |      |                          |                               |                           |                             |
|     |             | 01-149-000-0000-6310                   |      | 408.99                   | Mail machine lease 10/20-1/19 | 3105215574                | Maintenance Agreement N     |
|     |             |                                        |      |                          | 12/27/2021 12/27/2021         |                           |                             |
|     | 2521        | Pitney Bowes Global Financial Svcs,LLC |      | 408.99                   | 1 Transactions                |                           |                             |
| 149 | DEPT Total: |                                        |      | 3,938.55                 | Other General Government      | 2 Vendors                 | 2 Transactions              |
| 1   | Fund Total: |                                        |      | 45,177.56                | County Revenue Fund           |                           | 6 Transactions              |

bharmening

12/28/21 1:19PM

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               |      |
| 330         | DEPT                       |      |                     | Equipment Maintenance Shops |                |                                 |      |
|             | 7542 Fillmore Co Treasurer |      |                     |                             |                |                                 |      |
|             | 13-330-000-0000-6561       |      | 388.46              | 12/27 Nov fuel tax          |                | Gasoline Diesel And Other Fuels | N    |
|             | 7542 Fillmore Co Treasurer |      | 388.46              | 1 Transactions              |                |                                 |      |
| 330         | DEPT Total:                |      | 388.46              | Equipment Maintenance Shops | 1 Vendors      | 1 Transactions                  |      |
| 13          | Fund Total:                |      | 388.46              | County Road & Bridge        |                | 1 Transactions                  |      |
|             | Final Total:               |      | 45,566.02           | 7 Vendors                   | 7 Transactions |                                 |      |

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 45,177.56     | County Revenue Fund  |                    |
|               | 13          | 388.46        | County Road & Bridge |                    |
|               | All Funds   | 45,566.02     | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 1/4/2022

Amount of time requested (minutes): 5

Department: Auditor-Treasurer

Requested By: Christy Smith

State item(s) of business. Please provide relevant material for documentation. Outline in detail any action requested of the County Board.

Consent Agenda Items:

1. Overnight stay (3 nights) for Auditor/Treasurer, Christy Smith and Accounting Technician, Sarah Kohn to attend annual MACO conference, February 15-17

Regular Board Agenda Items:

1. Consider approval of updated 2022 Fee Schedule
2. Consider resolution to apply for 2022 Help America Vote Act (HAVA) Grant

☒ Check if there will be additional documentation for any item(s) listed above.

Reviewed By: [Click here to enter text.](#)

All requests for County Board agenda time must be received in the office of the County Administrator by **12:00 p.m. (noon) on the Thursday prior to the scheduled meeting.**



## FEE SCHEDULE

Approved by Board on \_\_\_\_\_

Effective Date \_\_\_\_\_



**FILLMORE COUNTY**

**PO Box 627**

**Preston MN 55965**

**Phone: (507) 765-2663**

**Fax: (507) 765-2662**

**[www.co.fillmore.mn.us](http://www.co.fillmore.mn.us)**

### COMMON FEES (unless noted under individual department)

#### *COPIES - Black and White*

|                                           |         |
|-------------------------------------------|---------|
| Letter and Legal size, single sided, each | \$ 0.25 |
| Letter and Legal size, double sided, each | \$ 0.50 |
| Ledger size (11" x 17"), each             | \$ 1.00 |
| Plat size (22" x 34"), each               | \$ 5.00 |

#### *COPIES - Color*

|                               |          |
|-------------------------------|----------|
| Letter and Legal size, each   | \$ 0.50  |
| Ledger size (11" x 17"), each | \$ 2.00  |
| Plat Size (22" x 34"), each   | \$ 10.00 |

|              |         |
|--------------|---------|
| FAX per page | \$ 0.25 |
|--------------|---------|

|                     |         |
|---------------------|---------|
| LAMINATION per page | \$ 0.50 |
|---------------------|---------|

|                      |         |
|----------------------|---------|
| NOTARY, per document | \$ 1.00 |
|----------------------|---------|

|                             |         |
|-----------------------------|---------|
| MAILING LABELS, per address | \$ 0.05 |
|-----------------------------|---------|

### ADMINISTRATIVE SERVICES

|                                   |          |
|-----------------------------------|----------|
| TECHNOLOGY SERVICE FEES, per hour | \$ 50.00 |
|-----------------------------------|----------|

### ASSESSORS

|                              |           |
|------------------------------|-----------|
| AERIAL COLOR MAPS, each      | \$ 5.00   |
| CUSTOM MAPS (soil, CPI, etc) | \$ 25.00  |
| CDOWN DATA EXTRACT           | \$ 300.00 |
| SHAPE FILE - GIS DATA        | \$ 100.00 |

#### PARCEL TAX SPLITS CALC PRIOR TO RECORDING

|                               |           |
|-------------------------------|-----------|
| Within 5 working days notice  | \$ 25.00  |
| Without 5 working days notice | \$ 100.00 |

|              |          |
|--------------|----------|
| SALES REPORT | \$ 10.00 |
|--------------|----------|

|                   |          |
|-------------------|----------|
| RESEARCH PER HOUR | \$ 20.00 |
|-------------------|----------|

### AUDITOR-TREASURER (Licenses)

|                                |             |
|--------------------------------|-------------|
| AUCTIONEER                     | \$ 20.00    |
| FIREWORKS PERMIT               | \$ 20.00    |
| PRECIOUS METAL LICENSE         | \$ 50.00    |
| TOBACCO LICENSE FEE            | \$ 125.00   |
| TEMPORARY 1 DAY LIQUOR LICENSE | \$ 25.00    |
| 3.2% LIQUOR LICENSE            | \$ 40.00    |
| LIQUOR LICENSE - ON SALE       | \$ 1,200.00 |
| SUNDAY LIQUOR LICENSE          | \$ 50.00    |

### ATTORNEY

#### ATTORNEY FEES:

|           |           |
|-----------|-----------|
| ATTORNEY  | \$ 110.00 |
| PARALEGAL | \$ 85.00  |

#### SOCIAL SERVICES ATTORNEY FEES:

|           |           |
|-----------|-----------|
| ATTORNEY  | \$ 110.00 |
| PARALEGAL | \$ 50.00  |

### VITAL RECORDS

*Vital Records fees are determined by the State and may change accordingly*

#### CERTIFIED CERTIFICATES

|                           |          |
|---------------------------|----------|
| Birth - 1st copy          | \$ 26.00 |
| Birth - additional copies | \$ 19.00 |
| Death - 1st copy          | \$ 13.00 |
| Death - additional copies | \$ 6.00  |
| Marriage - copies         | \$ 9.00  |

#### NON-CERTIFIED CERTIFICATES

|                                        |           |
|----------------------------------------|-----------|
| Death - 1st copy                       | \$ 13.00  |
| Death - additional copies              | \$ 6.00   |
| Birth Verification                     | \$ 9.00   |
| MARRIAGE LICENSE                       | \$ 115.00 |
| Reduced Fee Marriage License           | \$ 40.00  |
| Certified Copy of Marriage Certificate | \$ 9.00   |

### AUDITOR-TREASURER

|                                                            |           |
|------------------------------------------------------------|-----------|
| CEMETERY REPORT FEE                                        | \$ 15.00  |
| NOTARY RECORDING FEE                                       | \$ 20.00  |
| COUNTY AUDITOR'S CERTIFICATE                               | \$ 100.00 |
| BOND CERTIFICATE                                           | \$ 100.00 |
| AUDIT PACKET                                               | \$ 100.00 |
| SPECIAL ASSESS SET-UP                                      | \$ 50.00  |
| TIF DISTRICT SET-UP                                        | \$ 100.00 |
| TIF EARLY DECERTIFICATION FEE                              | \$ 50.00  |
| REPURCHASE FEE                                             | \$ 25.00  |
| TAX SEARCH/CERTIFY (Auditor/Treasurer Cert. for Abstracts) | \$ 15.00  |
| DELINQUENT TAX LIST                                        | \$ 150.00 |
| DELINQUENT ADMINISTRATION FEE (applied March 1st)          | \$ 35.00  |
| MARRIAGE LICENSE/CERTIFICATION AMENDMENT                   | \$ 40.00  |
| ORDINATION RECORDING FEE                                   | \$ 20.00  |
| ESCROW PER PARCEL/YEAR                                     | \$ 5.00   |
| NSF                                                        | \$ 30.00  |
| PHOTO                                                      | \$ 15.00  |

PASSPORT FEES - see [www.travel.state.gov](http://www.travel.state.gov)

**\*\*Postage Expenses shall be paid by requestor\*\***

## **PUBLIC WORKS - HIGHWAY**

### MAILBOX SUPPORT

|                                      |          |
|--------------------------------------|----------|
| Material (customer pick-up) plus tax | \$ 78.00 |
| Installation                         | \$ 32.00 |

### HOUSE MOVING PERMIT

|                   |             |
|-------------------|-------------|
| Non-Factory Built | \$ 50.00    |
| Bridge Analysis   | Actual Cost |

### OVER DIMENSION (WIDTH & LENGTH) AND WEIGHT LOADS

#### OVER DIMENSION NOT OVER WEIGHT LOAD PERMITS

|                                                                                             |                             |
|---------------------------------------------------------------------------------------------|-----------------------------|
| OVER WEIGHT (includes houses, factory-built mobile homes, double wide, and office trailers) | \$50.00/trip up to 10 trips |
|---------------------------------------------------------------------------------------------|-----------------------------|

**\*\*After 10 trips, no charge, but permit filing required\*\***

*All over dimension and overweight loads are required a permit for each trip, regardless of a fee being charged*

### STREET CLOSING FOR EVENTS

|                                            |           |
|--------------------------------------------|-----------|
| Community Event - with insurance agreement | \$0.00    |
| Private Event - with County Board approval | \$ 250.00 |

### UTILITY PERMIT (public water and/or sewer)

#### Longitudinal Installation:

|                                   |                      |
|-----------------------------------|----------------------|
| Permit and Review Application Fee | \$ 100.00            |
| Construction Permit - in Roadway  | \$500.00/mile + Bond |

#### Traverse Installation:

|                                   |                 |
|-----------------------------------|-----------------|
| Permit and Review Application Fee | \$ 100.00       |
| Construction Permit - in Roadway: |                 |
| Open Cut                          | \$150.00 + Bond |
| Trenchless                        | \$ 100.00       |

### UTILITY PERMIT (electricity, communications & gas)

#### Longitudinal Installation:

|                                       |          |
|---------------------------------------|----------|
| Line along road, per mile             | \$ 50.00 |
| Travers Installation - Road Crossing: |          |

|                                  |                 |
|----------------------------------|-----------------|
| Underground Open Cut             | \$150.00 + Bond |
| Aerial or Underground Trenchless | \$150.00 + Bond |

### WORK IN PUBLIC RIGHT-OF-WAY

|                                          |                 |
|------------------------------------------|-----------------|
| Soil Boring                              | \$100.00 + Bond |
| No Charge for boring for County projects | \$50.00/boring  |
| RIGHT-OF-WAY PERMIT, DITCH OR SLOPE      | \$ 200.00       |
| MONITORING WELL/SOIL BORING PERMIT       | \$ 100.00       |

*\*Plus \$900 refundable fee to assure restoration and clsing of well*

*\*Well not closed in five years shall be assessed a \$200/year monitoring fee*

## **SHERIFF (Jail)**

|                            |          |
|----------------------------|----------|
| BOOKING FEE                | \$ 10.00 |
| HUBER FEES                 | \$ 25.00 |
| DANGEROUS DOG FEE          | \$ 75.00 |
| PAY TO STAY, per day       | \$ 25.00 |
| WEEKENDER STAY             | \$ 75.00 |
| URINALYSIS                 | \$ 10.00 |
| OUT OF COUNTY PRISONER FEE | \$ 75.00 |

**\*\*Postage Expenses shall be paid by requestor\*\***

## **RECORDER SERVICES**

|                                             |           |
|---------------------------------------------|-----------|
| CERTIFICATE (ABSTRACT)                      | \$ 75.00  |
| CONTINUATION CERTIFICATE                    | \$ 75.00  |
| UPDATE ABSTRACT OR CONTINUATION, per entry  | \$ 5.00   |
| O&E (Includes Deed Copy)                    | \$ 60.00  |
| O&E 2 OWNER (Includes Deed Copy)            | \$ 85.00  |
| <i>*O&amp;E reports are emailed</i>         |           |
| TITLE REPORT (Final, Payment with Order)    | \$ 25.00  |
| 40 YR SEARCH (\$5 per entry; \$200 minimum) | \$ 200.00 |

*\*Document Copies Extra\**

### SEARCH RECORDS

\$35/Hour

### NAME SEARCH

\$15/Name

#### Includes:

District Court  
Federal Judgment  
State Tax Lien  
Fed Tax Lien  
Bankruptcy

### TAX SEARCH

\$15/Parcel

#### Includes:

Current  
Delinquent  
Special Assessment

### EXHIBIT/ATTACHMENT

\$1/Page

### EXHIBIT/ATTACHMENT EMAIL

\$0.25/Page

### FAX

\$1/Page, \$5 Minimum

### INVOICE SENT WITH ALL ORDERS

### DUE UPON DELIVERY

## **SHERIFF (Administration)**

|                                                            |           |
|------------------------------------------------------------|-----------|
| SERVICE FEE FOR ALL PAPERS (FIVE (5) ATTEMPTS)             | \$ 80.00  |
| SERVICE FEE FOR 2ND PERSON AT SAME RESIDENCE               | \$ 40.00  |
| SERVICE FEE FOR "NOT FUND"                                 | \$ 80.00  |
| POSTING OF DOCUMENT                                        | \$ 80.00  |
| POSTING OF (3) THREE FORECLOSURE NOTICES                   | \$ 80.00  |
| WRIT OF EXECUTION SERVICE FEE                              | \$ 80.00  |
| WRIT OF EXECUTION LEVY FEE (TO EMPLOYER/BANK)              | \$ 15.00  |
| COMMISSION ON WRIT OF EXECUTION AFTER LEVY                 | 5%        |
| MECHANIC LIEN SALE                                         | \$ 100.00 |
| SHERIFF'S SALE - OTHER (PLUS TIME)                         | \$ 80.00  |
| SHERIFF'S WRIT OF EXECUTION SALE (PLUS TIME)               | \$ 80.00  |
| SHERIFF'S FORECLOSURE SALE                                 | \$ 80.00  |
| LATE POSTPONEMENT/CANCELLATION SHERIFF'S SALE              | \$ 80.00  |
| REDEMPTION OF REAL ESTATE FEE                              | \$ 150.00 |
| REPLEVIN (PLUS TIME)                                       | \$ 80.00  |
| EVICION ON WRIT OF RESTITUTION (PLUS TIME)                 | \$ 80.00  |
| GUN PERMIT FEE (ACT. MILITARY/VETERAN/1ST RESPONDER)       | \$ 50.00  |
| GUN PERMIT FEE (CARRY)                                     | \$ 100.00 |
| GUN PERMIT RENEWAL FEE (CARRY)                             | \$ 75.00  |
| GUN PERMIT FEE (CARRY) LATE RENEWAL (1-30 days after exp.) | \$ 85.00  |
| COPY OF VIDEO TAPE                                         | \$ 20.00  |
| COPY OF DVD/CD                                             | \$ 10.00  |

## ZONING

|                                     |                         |
|-------------------------------------|-------------------------|
| NEW DWELLING OR DWELLING ADDITION   | \$10.00 per 100 sq. ft. |
| ACCESSORY BUILDING (\$8.00 minimum) | \$7.50 per 100 sq. Ft.  |

### FEEDLOT RELATED BUILDING PERMITS:

|                        |           |
|------------------------|-----------|
| ENGINEERED MANURE PITS |           |
| over 20,000 gallons    | \$ 750.00 |
| under 20,000 gallons   | \$ 100.00 |

*\*\*Maximum permit fee of \$1,500.00 on feedlot building permits including pits, building and flat concrete work for feedlots\*\**

### WATER TEST KITS (subject to change by state)

|                                                   |              |
|---------------------------------------------------|--------------|
| Nitrates and Bacteria ( <b>real estate test</b> ) | \$66.00 each |
|---------------------------------------------------|--------------|

|                               |              |
|-------------------------------|--------------|
| Bacteria ONLY - Fillmore SWCD | \$40.00 each |
|-------------------------------|--------------|

*(Reduced priced bacteria ONLY kits available for **\$20.00** through Fillmore SWCD for households containing a pregnant female or infant under the age of (1) one)*

|                                                                            |                       |
|----------------------------------------------------------------------------|-----------------------|
| CONDITIONAL USE PERMIT (Adult Use)                                         | \$ 1,500.00           |
| CONDITIONAL USE PERMIT (Country Inn, Sand Pits, Rock Quarries, All Others) | \$450.00 initial cost |
| *removed Construction Aggregate                                            |                       |
| CONDITIONAL USE PERMIT FOR INDUSTRIAL MINING                               | \$750.00 initial cost |

|                                                               |                                       |
|---------------------------------------------------------------|---------------------------------------|
| ANNUAL FEES FOR INDUSTRIAL MINING, SAND PITS, & ROCK QUARRIES | \$150.00 annually after CUP is issued |
|---------------------------------------------------------------|---------------------------------------|

|                                   |           |
|-----------------------------------|-----------|
| TRANSFER OF CONDITIONAL US PERMIT | \$ 150.00 |
| VARIANCE                          | \$ 450.00 |

### RELIEF FROM ZA DECISION

|                                  |           |
|----------------------------------|-----------|
| Appeal to Board of Adjustment    | \$ 450.00 |
| Pertaining to the Late Fees ONLY | \$ 100.00 |

|                  |           |
|------------------|-----------|
| LATE FEE/PENALTY | \$ 500.00 |
| REZONING         | \$ 500.00 |

### SSTS (SEWER PERMIT)

|                                                      |           |
|------------------------------------------------------|-----------|
| Holding Tank, Gray Water, Standard and Mound Systems | \$ 350.00 |
|------------------------------------------------------|-----------|

|                               |           |
|-------------------------------|-----------|
| ACCESS PERMIT                 | \$ 200.00 |
| RURAL HOME BASED BUSINESS     | \$ 250.00 |
| BED & BREAKFAST ESTABLISHMENT | \$ 250.00 |
| FILL PERMIT                   | \$ 150.00 |
| NEW ADDRESS FEE (911 Address) | \$ 100.00 |

## COMMUNITY SERVICES

|                       |           |
|-----------------------|-----------|
| LICENSED CHILD CARE   | \$ 50.00  |
| Relicensed Child Care | \$ 50.00  |
| Background Study Fee  | \$ 100.00 |

## RESOURCE RECOVERY CENTER

|                                                        |           |
|--------------------------------------------------------|-----------|
| LANDFILL MATERIAL (PER TON)                            | \$ 100.00 |
| (Minimum Charge of \$5.00 for loads 80 pounds or less) |           |
| SOLID WASTE MANAGEMENT TAX                             | 17%       |
| OUT OF COUNTY RECYCLABLES (PER TON)                    | \$ 117.00 |
| UNSECURED LOAD                                         | \$ 20.00  |
| SPECIAL HANDLING                                       | \$ 20.00  |

### WHITE GOODS:

|                                                                                            |          |
|--------------------------------------------------------------------------------------------|----------|
| HOUSEHOLD SIZE (NON-FREON: Washers, Dryers, Microwaves, Water Heaters/Softeners, Furnaces) | \$ 10.00 |
| HOUSEHOLD SIZE (FREON: Refrigerators, AC units, De-Humidifiers, Water Coolers)             | \$ 15.00 |
| COMMERICAL                                                                                 | \$ 20.00 |

### ELECTRONICS:

|                                                                                                                                                       |                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| TVs, COMPUTER MONITORS (with desktop, printer, keyboard, mouse) LAPTOPS, each                                                                         | \$ 15.00                   |
| ALL OTHER ELECTRONICS (printer, desktop, scanner, fax machine, copier, stereo, VCR, DVD/Blu-Ray Player, Game Console, mouse, keyboard, tablets, etc.) | \$0.25/pound (min. \$2.50) |

### TIRE PRICES: ALL TIRES MUST BE DRY WITH MUD AND DIRT REMOVED

*\*\*Tires left on the rim will be charged double the original fee\*\**

|                                                                   |              |
|-------------------------------------------------------------------|--------------|
| OFF RIM (Bicycle, Lawn Mower)                                     | \$ 1.00      |
| OFF RIM (car, Light Truck, Motorcycle, Small Trailer, Wagon, ATV) | \$ 3.00      |
| OFF RIM (Large Truck/Semi and Implement)                          | \$ 10.00     |
| OFF RIM (Small Agriculture Tire)                                  | \$ 30.00     |
| OFF RIM (Large Front and Rear Tractor)                            | \$ 45.00     |
| OFF RIM OFF ROAD TIRES (Manure Spreader, Combine, Loader, etc.)   | \$ 50.00     |
| VEHICLE TREADS/TRACKS                                             | \$0.25/pound |

### LIGHT BULBS:

|                                                                                 |              |
|---------------------------------------------------------------------------------|--------------|
| 4 FOOT OR LESS                                                                  | \$ 0.50      |
| OVER 4 FOOT, U-SHAPED, CIRCULAR, LED, HALOGEN, AND SHIELDED                     | \$ 1.00      |
| HIGH INTENSITY, ULTRA-VIOLET, HIGH PRESSURE SODIUM, METAL HALIDE, MERCURY VAPOR | \$ 2.50      |
| NEON FIXTURES                                                                   | \$4.00/pound |

### OIL FILTERS:

|                      |         |
|----------------------|---------|
| ONE QUART OR SMALLER | \$ 0.50 |
| OVER ONE QUART       | \$ 1.00 |

### BALLASTS:

|                    |         |
|--------------------|---------|
| NON PCB CONTAINING | \$ 0.50 |
| PCB CONATINING     | \$ 3.50 |

**Batteries:** All types accepted at our Preston Facility Free of Charge

**Sharps:** Household quantities accepted for Free. Must be placed in hard-sided, plastic container such as a detergent bottle

**Ink Cartridges:** All types accepted for recycling at our Preston Facility Free of Charge

**Recycling:** Recycling is free and available at our Preston Facility & Remote Sites

**\*\*Postage Expenses shall be paid by requestor\*\***

# **2022 Application for Help America Vote Act (HAVA) Grants Program to Minnesota Counties**

In accordance with the requirements of  
Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 41

**Minnesota Secretary of State Steve Simon**

## **Contents**

- A. Overview / General Information
- B. Contact Information
- C. Prerequisites Descriptions and Completion Details
- D. OSS Election Security / Network Defense Capabilities Questionnaire
- E. Funding Information
- F. Certification

## **Section A. Overview - General Information**

The Office of the Minnesota Secretary of State (OSS) is currently soliciting applications from counties for grants under the 2022 Help America Vote Act (HAVA) Grants Program.

During its 2021 1st Special Session, the Minnesota Legislature, via Chapter 12, Article 1, Sec. 41, directed the distribution of \$3 million from federal Help America Vote Act (HAVA) appropriations as grants to political subdivisions. Per statute, these funds must be used to improve accessibility to, implement security improvements for elections systems for, and/or fund other activities to improve the security of, federal elections. Regularly scheduled state elections in Minnesota are also federal elections.

Upon completion of the prerequisites as described in "Tab C.", each county shall initially be eligible for the following maximum HAVA grant distribution amount:

\$20,000 flat-rate per county + \$.287 per Voting Age Population as captured by the 2020 U.S. Census

Undistributed funds (funds not requested by counties, or funds allocated to counties for which prerequisites are not completed), as well as unspent and returned funds from counties will be subject to follow-on redistribution per a to-be-determined "2nd round" formula.

To assist in identifying potential security gaps against which these and potential future funds could be applied, and to ensure counties are aware and taking advantage of free services and support available from state, federal, and other partners, counties must complete, and certify to the completion of, the program prerequisites described herein in "Tab C." to be eligible to receive these HAVA grant funds. Counties may request, via thorough written justification, excusal from any of the "Tab C" prerequisites based on lack of technical applicability, or county already employing/recently completed the same or similar capability. Excusal will not be considered for reasons related to insufficient staff time or expertise to complete prerequisites, or for similar reasons.

The HAVA Grants Program **does not require** counties to match any amount of funding to be eligible to receive a gr

HAVA Grants Program funds may be used by counties for any improvements or enhancements to accessibility or security of elections. OSS interprets the statutory language to extend to wider IT / network / and physical security and accessibility improvements and enhancements to county environments (virtual and physical), so long as elections functions are covered within. While OSS may be consulted on potential uses under consideration, counties are expected and encouraged to make autonomous decisions on applicability based on statutory language, and be prepared to defend and justify those decisions if audited. Of note, HAVA Grants Program funding may be applied to meet county matching requirements under the Voting Equipment Grants Authorization (VEGA) Program.

OSS has determined that expenses related to ePollbooks do not constitute improvements to security or accessibility, and are not an appropriate use of HAVA Grants Program funding. Similarly, improvements merely for convenience (i.e. upgrade of central count capability, updated Election Management System with same underlying operating system, etc.) also do not constitute improvements to security or accessibility, and are also not appropriate uses of this funding. This list of limitations should not be considered exhaustive.

Completed HAVA Grants Program applications must be received by the Office of the Minnesota Secretary of State by 4:00 p.m. on Monday, 31 January, 2022. Anticipated award date for funds is Friday, 18 March, 2022. Funds are expected to be used for the purposes described above in advance of, and in preparation for the 08 November, 2022 Minnesota Statewide General Election. Specific details on final end-date for expenditure of funds, follow-on reporting related to all expended funds, and process and dates for returning awarded, but unused funds to the Office of the Minnesota Secretary of State will be provided in separate, forthcoming guidance.

In order to apply for these funds, counties must answer all questions fully and completely on this application. Click on the applicable tabs below to to provide the required information to complete this application. All county applications must include a resolution from the county board of commissioners approving the application for these funds.

**RESOLUTION**

**FILLMORE COUNTY BOARD OF COMMISSIONERS**

**Preston, Minnesota 55965**

Date January 4, 2022 Resolution No. 2022-XXX

Motion by Commissioner \_\_\_\_\_ Second by Commissioner \_\_\_\_\_

**WHEREAS**, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

**WHEREAS**, Minnesota legislature authorized \$3 million in grant funds in 2021; from federal Help America Vote Act (HAVA) appropriations to improve accessibility to, implement security improvements for elections systems for, and/or fund other activities to improve the security of, federal elections; and

**WHEREAS**, to receive funding from the Help America Vote Act (HAVA) Grant Program, counties must submit an application to the Minnesota Secretary of State by 4:00 p.m. on Monday, January 31, 2022; now, therefore,

**BE IT RESOLVED**, Fillmore County approves its application for funding from the Help America Vote Act (HAVA) Grant Program; and

**BE IT FURTHER RESOLVED**, the County certifies that any funds awarded from the Help America Vote Act (HAVA) Grant Program will be used to meet the 50% county matching requirements of the total cost of optical scan ballot counters, or assistive voting devices under the Voting Equipment Grants Authorization (VEGA) Program approved by the Secretary of State.

**VOTING AYE**

Commissioners      Bakke ☐                      Prestby ☐                      Dahl ☐                      Lentz ☐                      Hindt ☐

**VOTING NAY**

Commissioners      Bakke ☐                      Prestby ☐                      Dahl ☐                      Lentz ☐                      Hindt ☐

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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 4<sup>th</sup> day of January, 2022.

Witness my hand and official seal at Preston, Minnesota the 4<sup>th</sup> day of January, 2022.

SEAL

Bobbie Hillery, Coordinator/Clerk  
Fillmore County Board of Commissioners

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 1/4/2022

Amount of time requested (minutes):

15 minutes

Dept.: Highway/Airport

Prepared By: Ron Gregg

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.

Consent Agenda: None

Regular Agenda:

Documentation

Yes or No

Highway Department

1. Approve the Professional Service Contract between Fillmore County and Joel Thoreson.
2. Consider passing a resolution to appoint Joel Thoreson to the position of Fillmore County Surveyor for a four year term.

Support documents will follow upon approval of the Fillmore County Attorney.

All requests for County Board agenda must be in the Administrator's office **No later than noon Thursday prior to the Board date**. Items received after this time **will not** be placed on the Board agenda. All requests should be sent to: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) and [tkraling@co.fillmore.mn.us](mailto:tkraling@co.fillmore.mn.us)

All requests for County Board agenda must be in the Administrator's office **No later than noon Thursday prior to the Board date.** Items received after this time **will not** be placed on the Board agenda. All requests should be sent to: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) and [tkraling@co.fillmore.mn.us](mailto:tkraling@co.fillmore.mn.us)



# **Fillmore County Surveyor Professional Services Contract**

This contract is between Fillmore County, Minnesota (the “County”) and Joel Thoreson Land Surveying (the “Contractor”).

## **Recitals**

The County is in need of professional services for a licensed land surveyor to act as the appointed Fillmore County Surveyor. Pursuant to Minnesota Statutes § 389.011, on January 4, 2022 the Fillmore County Board of Commissioners appointed Joel Thoreson as the Fillmore County Surveyor, for a four-year term expiring January 4, 2026 reserving the authority to revoke or supersede said appointment at any time with or without cause.

## **Contract**

### **1 Term of Contract; Survival of Terms;**

- 1.1 Effective Date: January 4, 2022
- 1.2 Expiration Date: January 4, 2026
- 1.3 Survival of Terms: All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, without limitation, the following clauses: 6. Indemnification; 7. Audits; 8. Government Data Practices; and 9. Intellectual Property Rights.

### **2 Contractor’s Duties**

The Contractor, who is not a county employee, will perform the duties of a County Surveyor consistent with duties performed in other Minnesota Counties. These duties include but are not limited to reviewing or completing surveys or plats, marking corners and boundaries, completing and reviewing right of ways, and related duties

The Contractor, Joel Thoreson, as the appointed Fillmore County Surveyor, must be licensed in Minnesota as a land surveyor during the term of this contract in accordance with Minnesota Statutes Chapter 326 and as required pursuant to Minn. Stat. Sec. 389.011. Said license must be recorded by the Contractor in the Fillmore County Recorder’s Office.

### **3 Consideration and Payment**

The County will pay the Contractor a yearly salary under this contract of \$30,000. Said salary shall include mileage and all expenses incurred by the Contractor in providing County Surveyor services. The specific county surveyor tasks and scope of work for the Contractor shall be approved by the County’s Authorized Representative prior to proceeding with the work, and shall be consistent with the budget as set from time to time by the Fillmore County Board of Commissioners.

The Contractor may update the annual rate, subject to approval by the County’s Authorized Representative.

Remonumentation of Public Land Survey (PLS) corners is one of the key functions of the Contractor.

The County will promptly pay the Contractor on a quarterly basis under this contract upon receiving an invoice. The County will make undisputed payments no later than 30 days after receiving the Contractor’s invoice. If an invoice is incorrect, the County will notify the Contractor within 10 days of discovering the error. After the County receives the corrected invoice, the County will pay the Contractor within 30 days of receipt of such invoice.

#### **4 Authorized Representatives**

The County's Authorized Representative will be:

Ronald Gregg P.E., Fillmore County Engineer  
909 Houston Street, NW  
Preston, MN 55965  
Phone 507-765-3854  
[rgregg@co.fillmore.mn.us](mailto:rgregg@co.fillmore.mn.us)

or his successor. The budget for the Fillmore County Surveyor is within the County Highway Department, with general oversight by the County Engineer.

The Contractor's Authorized Representative will be:

Joel Thoreson  
Joel Thoreson Land Surveying  
467 St. Martin Ave.  
St. Charles, MN 55972  
Phone 507-951-4513  
[Joelthor35@gmail.com](mailto:Joelthor35@gmail.com)

#### **5 Assignment, Amendments, Waiver and Contract Complete**

- 5.1 **Assignment.** Neither party will assign or transfer any rights or obligations under this agreement without prior written approval of the other party.
- 5.2 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 5.3 **Waiver.** If either party fails to enforce any provision of this contract, that failure does not waive the provision or the party's right to subsequently enforce it.
- 5.4 **Contract Complete.** This contract contains all prior negotiations and agreements between the County and the Contractor. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

#### **6 Indemnification**

Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of any others and the results thereof.

The County and the Contractor mutually shall indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this agreement.

#### **7 Audits**

Under Minnesota Statutes, the Contractor's books, records, documents and accounting procedures and practices relevant to this contract are subject to examination by the County's auditor, for a minimum of six years from the expiration date of this contract.

#### **8 Government Data Practices**

The Contractor and the County must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the Contractor under this contract.

#### **9 Intellectual Property Rights**

The County owns all rights, title and interest in all of the intellectual property created and paid for under this contract, including but not limited to reports, surveys, notes, drawings and databases, plats, or other information whether in tangible or electronic forms, prepared by the Contractor, its employees, agents or subcontractors, in the performance

of this contract. The Contractor shall provide the County with copies of all such relevant items so that they can be maintained and available for the public at the County's premises or on County computer servers.

## **10 Workers' Compensation**

The Contractor certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. The Contractor, Contractor's employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the County's obligation or responsibility.

## **11 Termination**

Either party may terminate this contract at any time, with or without cause, upon 30 days' written notice to the other party. Upon termination, the Contractor will be entitled to payment for services satisfactorily performed, and the County shall be provided a copy of all relevant intellectual property prepared in the performance of this contract. The County may immediately terminate the contract if the Contractor is not in compliance with the insurance or licensing requirements.

## **12 Insurance Requirements**

Within 30 days after execution of this contract and prior to commencing any work, the Contractor shall furnish the County with a Certificate of Insurance with the following minimum limits. The Contractor must maintain such insurance in full force and effect throughout the term of this contract. Each policy and Certificate of Insurance must contain a 30 day notice of cancellation, nonrenewal or changes in coverage.

### **General Liability**

|             |                                             |
|-------------|---------------------------------------------|
| \$1,000,000 | Each Occurrence                             |
| \$100,000   | Damage to Rented Premises (each occurrence) |
| \$5,000     | Medical Expense                             |
| \$1,000,000 | Personal Injury and Advertising Injury      |
| \$2,000,000 | General Aggregate                           |
| \$2,000,000 | Products and Completed Operations Aggregate |

### **Automobile Liability**

|             |                                                     |
|-------------|-----------------------------------------------------|
| \$1,000,000 | Combined Single Limit (each accident or occurrence) |
|-------------|-----------------------------------------------------|

### **Excess / Umbrella Liability**

Excess / Umbrella Liability coverage may be used to reach the total limits required above.

### **Workers' Compensation**

Workers' Compensation coverage shall be in accordance with Minnesota statutes and in the following minimum amounts:

|             |                                                 |
|-------------|-------------------------------------------------|
| \$500,000   | Employer's Liability – Each Accident            |
| \$500,000   | Employer's Liability by Disease – Each Employee |
| \$1,000,000 | Employer's Liability – Policy Limit             |

### **Professional/Technical, Errors and Omissions and/or Miscellaneous Liability Insurance**

|             |                  |
|-------------|------------------|
| \$1,000,000 | Per Occurrence   |
| \$1,000,000 | Annual Aggregate |

## **13. Taxes**

Since Joel Thoreson Land Surveying is an independent contractor and not an employee, the Contractor is responsible for paying all Federal, State, FICA, Social Security, or similar tax withholdings associated with this contract.

#### 14. Governing Law

This Agreement shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of the Agreement shall be in the District Court of Fillmore County, Minnesota.

#### CONTRACTOR

The Contractor certifies that the appropriate person(s) have executed Contracts on behalf of the Contractor as required by applicable article, bylaws or resolutions.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

#### FILLMORE COUNTY

By: \_\_\_\_\_  
County Board Chairperson

Date: \_\_\_\_\_

By: \_\_\_\_\_  
County Engineer

Date: \_\_\_\_\_

Approved as to form this \_\_\_\_\_  
day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Fillmore County Attorney

**RESOLUTION**

**FILLMORE COUNTY BOARD OF COMMISSIONERS**

**Preston, Minnesota 55965**

Date \_\_\_\_\_ Resolution No. \_\_\_\_\_

Motion by Commissioner \_\_\_\_\_ Second by Commissioner \_\_\_\_\_

**County Surveyor Appointment**

**WHEREAS**, Fillmore County is without a County Surveyor; and

**WHEREAS**, Through a Request for Proposals process the County Engineer selected Joel Thoreson as a Licensed Land Surveyor best suited to fill the position as Fillmore County Surveyor; and

**WHEREAS**, Fillmore County and Joel Thoreson will enter into a Professional Service Contract to perform the required duties of the County Surveyor.

**NOW THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes 389.011, the Fillmore County Board of Commissioners hereby appoints Joel Thoreson as the Fillmore County Surveyor, for a four year term expiring January 4, 2026, and reserving the authority to revoke or supersede this appointment at any time with or without cause; and

**BE IT FURTHER RESOLVED**, that the Fillmore County Surveyor Professional Service Contract expiring January 4, 2026 is approved, and the Board Chair and County Engineer are authorized to sign the contract.

\_\_\_\_\_, Chairman of the Board

**VOTING AYE**  
Commissioners

Lentz ☐

Hindt ☐

Bakke ☐

Dahl ☐

Prestby ☐

**VOTING NAY**  
Commissioners

Lentz ☐

Hindt ☐

Bakke ☐

Dahl ☐

Prestby ☐

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STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Hillery, Administrator 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 \_\_\_\_ day of \_\_\_\_\_, 2022.

Witness my hand and official seal at Preston, Minnesota the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

SEAL

Bobbie Hillery, Administrator  
Fillmore County Board of Commissioners

# REQUEST FOR COUNTY BOARD ACTION

|                        |                                     |              |
|------------------------|-------------------------------------|--------------|
| Agenda Date: 1/4/2022  | Amount of time requested (minutes): | 10           |
| Dept.: Human Resources | Prepared By:                        | Lindsi Engle |

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.

## Consent Agenda:

| <u>Regular Agenda:</u>                                                                                                                            | <u>Documentation</u> |
|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1. Consider request for approval of DDA proposal for ongoing maintenance                                                                          | YES                  |
| 2. Consider the resignation of Ashley Rinn, Social Services Case Aide, effective December 20 <sup>th</sup> , 2021 after almost 7 years of service | NO                   |
| 3. Consider the request to hire Social Worker from list to replace open case aide position as requested by personnel committee                    | NO                   |
| 4. Consider the resignation of Jessica Paulson, Custodian, effective January 3 <sup>rd</sup> , 2022 after 9 years of service                      | NO                   |

All requests for County Board agenda must be in the Administrator's office **No later than noon Thursday prior to the Board date**. Items received after this time **will not** be placed on the Board agenda. All requests should be sent to: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) or [tkraling@co.fillmore.mn.us](mailto:tkraling@co.fillmore.mn.us)



## Proposal for Ongoing Maintenance December 2021



**DDA**

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

Minneapolis Office:  
5029 Upton Avenue South  
Minneapolis, MN 55410  
612-920-3320  
[www.ddahumanresources.com](http://www.ddahumanresources.com)

December 2021

Lindsie Engle  
Human Resources Officer  
Fillmore County

**RE: Proposal for Ongoing Maintenance**

Dear Ms. Engle:

We are pleased to be invited to submit a proposal for a complete Ongoing Maintenance for Fillmore County. In the pages that follow, we have briefly provided information about DDA Human Resources, our staff credentials and experience, staff members assigned to your study, and a detailed description of services to be provided. We appreciate our relationship with the County and the cost for this service is:

1. Ongoing Maintenance for all county positions is: Year 1: \$5,575 (we provide an initial discount, as we did your last study and know the county job positions)
2. Year 2: \$10,550
3. Year 3: \$10,550

Three major factors distinguish DDA Human Resources from other providers:

- All our employees come with years of public sector experience. We specialize in government and we know first-hand the challenges of managing public sector compensation. This helps us deliver to you practical, workable solutions.
- We believe that classification and compensation can and should be managed as a practical, common-sense process – not as some theoretical or statistical exercise in regression analysis. We will help you design a compensation system that is technically solid, one you understand, and one that works better than what you have now. We measure our effectiveness as a consulting firm not by studies completed, but by studies that are **actually implemented**.
- We think a compensation should be actively managed as an ongoing program – not neglected and then fixed with a major compensation study like this. With proper on-going maintenance support, major disruptive and expensive compensation studies are unnecessary. We are pioneers in providing a full-service program to maintain classification and compensation systems – and we find that over half of our study clients now opt for this ongoing service.

Our firm's goal is to be known as the best human resources consultant in Minnesota. There is only one way to get there – by delivering exceptional service. We will do our very best to earn your trust, your respect, and your future business.

Sincerely,

Dr. Tessie Melvin  
DDA Human Resources, Inc.  
3630 Northome Avenue  
Wayzata, MN 55391  
[tessie@daviddrown.com](mailto:tessie@daviddrown.com)  
612-920-3320 ext. 103



## OUR FIRM & QUALIFICATIONS

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Our parent company, David Drown Associates, Inc. has provided consulting services to over 450 units of government across Minnesota since 1997. Over these years, DDA staff has gotten to know government well and we continually strive to keep our services practical, useful, and up to date. Our history and corporate culture have grown from an honest desire to serve public sector clients in a practical and common-sense manner.

DDA Human Resources, Inc. was formed in 2013 to provide human resource support services exclusively to governmental clients in Minnesota. We currently offer services for executive recruitment, organizational design, and classification and compensation studies. We also staff an HR Technical Assistance Program for the Association of MN Counties which provides technical advice and assistance to the HR staff of all the State's 87 counties. Since activating our compensation section in 2015, we have completed over 50 separate classification & compensation studies for clients ranging from cities with 4 employees to counties with 300 job titles and 1,500 employees.

All our professional employees come to DDAHR from successful careers in city and county government. We think this practical experience sets us aside from other compensation consultants, and we know it helps us deliver a study that is not only technically sound but also practical, useful, and understandable. We strive to deliver services the way you want to see them.

## OUR SERVICE TEAM

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DDAHR maintains a staff of 10 individuals. We also maintain relationships with several independent consultants in key specialty areas. Here is the Team we have assembled for your project:

### **Dr. Tessia Melvin –Department Head**

Tessia heads the compensation and classification (C&C) services area of DDAHR. Over the past two years, Tessia has served as lead analyst on over 20 separate C&C engagements with Minnesota communities. She brings to the position nearly 13 years of diverse service to city and county government. As a City Administrator in Maple Plain, Minnesota, Tessia drafted five-year budgets, capital improvement plans, infrastructure improvement plans, and led strategic planning program. She was directly responsible for human resources and internal and external communications. Working in Dakota County, Minnesota, Tessia provided leadership training, managed their performance management system, and worked with compensation and benefits. Dedicated to local governments and continued learning, Tessia earned her doctorate in Public Administration at Hamline University with an emphasis on city development and planning.



### **Mark Goldberg, MA-HRR – Principal Consultant**

Mark Goldberg is a Principal Consultant with the firm. Mark's experience is broad and deep. He has held a variety of compensation leadership positions in media, high tech, manufacturing, local government organizations and the University of Minnesota. In addition, Mr. Goldberg has over 6 years of experience consulting with major public sector organizations around the country with a focus on project in Minnesota such as Koochiching County, the city of Red Wing and the City of Aitkin. He has a Master's Degree in Industrial and Labor Relations from Cornell University and a Bachelor's Degree in Human Resource Administration from Muhlenberg College.



### **David Drown – Technical Support**

David is the founder and owner of DDA. David will lend his technical and statistical expertise to the team to manage the collection and analysis of market data, help calibrate your compensation plan, and calculate budget impacts. David received his undergraduate degree in civil engineering and served in local government as a registered civil engineer early in his career. He also holds an MBA in finance from the Carlson School of Management and has served as a finance and economic development consultant to numerous cities and counties across the State.

### **Kelly Jones – Technical Support**

Kelly received his Bachelor of Arts degree in Psychology and his Master of Science degree in Industrial and Organizational Psychology from Saint Cloud State University in Saint Cloud, Minnesota. Prior to entering the field of compensation, he served as a project coordinator and talent management specialist for Sleep Number and Robert Half. Kelly has spent the last 3 years as a technical analyst and compensation consultant, while assisting dozens of Cities and Counties across the United States with their compensation and classification needs. His work will be primarily focused on data collection and analysis, while also assisting the DDA team with any ongoing project needs.

### **Elizabeth Blakesley – Clerical Support**

Elizabeth has worked at DDA for over 20 years. She will provide technical and clerical assistance to coordinate the market surveying process and prepare documents. She will utilize her organizational and technological skills to help provide concise, professional work results. After attending the University of MN – Duluth, Elizabeth began working with local units of government in Minnesota with the MN Small Cities Association. Her work in municipal finance and economic development has given her a good insight into the operations of counties and cities throughout the State.

## **SUPPORTING TEAM MEMBERS (*Our Bench*)**

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### **Gary Weiers**

Gary manages the overall operations of DDAHR, and he also heads our executive recruitment section. Gary joined DDA in 2013 after 11-years as the Administrator of Rice County. Earlier in his career, he held social service manager positions in Rice, Mower and Sherburne Counties. Gary received a bachelor's degree from the University of St. Thomas and has honed his skills by working his way up from an entry level social worker position to be the head of a \$50 million organization with over 350 employees.

### **Melanie Ault**

Melanie Ault brings to DDAHR over 20 years of experience leading Minnesota county human resources and labor relations operations with additional experience at the city, regional, and state levels. Melanie joined DDAHR in 2017, after serving as Washington County's HR Director. You might recognize her by her passion for examining pending legislation and its ramifications for the public sector. Melanie holds BA, MAPA, and JD degrees, with further education in public administration. She is an avid supporter of professional organizations, serving on the state and national levels. She loves making new connections and looks forward to helping you find answers and ideas. Melanie is one of our AMC Human Resources Technical Assistance Program staff.

**Reference #1: Waseca County**

Contact: Melissa Sexton, HR Manager  
507-835-0630

[Melissa.Sexton@co.waseca.mn.us](mailto:Melissa.Sexton@co.waseca.mn.us)

Contract dated: Began in 2018 and now have an ongoing maintenance contract

Scope of Services: *This was a market study. In addition, to helping re-calibrate current pay structure, we scored and reclassified a handful of job descriptions. This is an example of a client currently using another classification system, that DDA was able to take over.*

**Reference #2: Dodge County**

Contact: Lisa Hager, HR Director  
507-635-6292

[lisa.hager@co.dodge.mn.us](mailto:lisa.hager@co.dodge.mn.us)

Contract dated: 2019-2021

Scope of Services: *This is an example of an ongoing maintenance contract. Dodge County currently uses another classification, which we maintain form them. We annually look at 1/3 of job descriptions, re-write job descriptions and classify as needed. In addition, we provide a market analysis and assist with budget implementation and forecasting.*

**Reference #3 Clay County, Minnesota (Moorhead)**

Contact: Darren Brooke, HR Director and Assistant County Administrator  
[Darren.Brooke@co.clay.mn.us](mailto:Darren.Brooke@co.clay.mn.us)  
218-299-7336

Contract Dated: October 2018 – completed August 2019

Scope of Services: *DDA was originally engaged to complete a market study only of wages paid to 565 employees with 140 position descriptions. The work plan was expanded to have us reclassify 22 job descriptions using the existing Bjorklund classification system. Special attention was to be paid to two departments – Juvenile Detention and Detox – which were experiencing employee retention problems and for whom good comparable wage information was scarce. We found their current pay plan to be calibrated below market, recommended an adjustment to their existing pay plan to bring pay ranges to 100% of market, and provided a detailed implementation plan showing initial grade step assignments for each employee with a cost to implement in 2020. Clay county has also opted to enroll in DDA's ongoing service program to gradually address and correct job classification issues.*

**Reference #4 Freeborn County (Albert Lea)**

Contact: Candace Pesch, HR Director  
507-377-5241

[Candace.pesch@co.freeborn.mn.us](mailto:Candace.pesch@co.freeborn.mn.us)

Contract Dated: April 2018 – completed December 2018

Scope of Services: *This is an example of a client engagement that evolved over time. The*

*client had not completed a study in 20 years and the previous study resulted in lack of trust and anxiety. They were hesitant to suffer a repeat of the experience. We agree to approach the work with them gradually, and in a step by step manner. We started with a market analysis of all existing job titles to initially determine how they were positioned in the market. Once this was completed and went well, we moved on to working with employees and managers to rewrite old and outdated job descriptions. Once these were done, we then proceeded to reclassify the job titles and to evaluate needed changes in their salary plan. Freeborn County has enrolled in ongoing services, and remaining work will be systematically completed under that program.*

### **County Classification and Compensation Study Clients**

|                  |                        |
|------------------|------------------------|
| Benton County    | Martin County          |
| Big Stone County | Murray County          |
| Brown County     | Mower County           |
| Chippewa County  | Murray County          |
| Clay County      | Olmsted County         |
| Dodge County     | Polk County            |
| Fillmore County  | Rice County            |
| Freeborn County  | Rock County            |
| Freeborn County  | St. Louis County       |
| Goodhue County   | Swift County           |
| Houston County   | Wadena County          |
| Hubbard County   | Waseca County          |
| Mahnomen County  | Yellow Medicine County |

### **Other Government Entities Classification and Compensation Study Clients**

|                               |                                   |
|-------------------------------|-----------------------------------|
| Brainerd Utilities            | Rice and Steele 911               |
| Counties Providing Technology | South Lake Minnetonka Police Dept |
| East Grand Forks Utilities    | Tri-Cap                           |
| Mower Soil/Water Conservation | Mn Prairie County Alliance        |

## **OUR PHILOSOPHY FOR COMPENSATION STUDIES**

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Government is in the service delivery business, and quality service requires quality employees. An effective compensation system will help you attract and keep talented employees. Likewise, an out-of-date or ill-conceived compensation system will produce turnover and hamper efforts to recruit quality replacements.

In the real world of limited resources, government is increasingly expected to do more with less. Accordingly, a community's pay philosophy must strike a reasonable balance between a desire to pay your good employees well to retain their good services, while at the same time controlling costs to keep faith with the taxpayers. Designing a pay system is not easy, every community is different, and a "one size fits all" approach seldom produces a good result. As we work with you to build the best compensation system for your community, we keep four very practical objectives in mind:

- You need compensation and benefits to be sufficiently competitive to hire, retain and motivate qualified workers.
- You must maintain internal pay relationships that satisfy the State's pay equity requirement of equal pay for equal work.
- You must remain in control of the process, to assure final recommendations strike a proper balance between wages/benefits and available resources.
- You need the study to be a positive process, that is open and fair to all employees, managers, and unions.

We approach compensation study work as a practical, common-sense process – not as some theoretical or statistical exercise in regression analysis. We collect information, analyze it, and communicate our findings in simple understandable ways. Our honest goal is to help you design a compensation system that is technically solid, is one you actually understand, and one that works better than what you have now. We measure our effectiveness as a consulting firm not by studies completed, but by studies that are **actually implemented**.

## PROPOSED SERVICES

---

Per our discussion, we are providing a proposal for ongoing maintenance for your existing job evaluation and compensation systems. Our ongoing maintenance scope includes a three-year commitment by completing a market analysis each year, review, re-write, and reclassifications of job descriptions, calibration of pay structure, pay equity administration, entering League of MN Cities and Association of MN Counties salary data and additional human resources assistance. Our ongoing maintenance involves employees and managers in updating all job descriptions, re-classifying and ranking these jobs internally based upon job duties and requirements, reviewing, and updating or replacing your current pay plan, and assistance in evaluating the method and costs of implementing any changes on future budgets.

### Introduction and Project Orientation

Our first task with you is to meet and make sure we all understand the expectations and fully understand the current pay structure, pay philosophy, and employee benefits.

- We will conduct an Initial Project Meeting to discuss the scope of the planned services, its procedures, methods, intended outcomes and timeline. We will keep in mind directives from the governing board pertaining to this project.
- We will discuss any related details that are identified. During this meeting, we will identify data and resources on your current job descriptions, pay structure, classification system, employee roster, and union contracts. For your convenience, we will create a cloud-based account to make it easy to share files with you.
- An Employee Kickoff meeting will be held, if desired, to explain the project scope, expectations, timeline, and answer questions.

### Job Description General Review

We will undertake a general review of your existing job descriptions and recommend changes to assure compliance with ADA and other State and Federal Requirements. We can rewrite any job

descriptions for an additional cost.

### **Re-write All Job Descriptions** (*ongoing maintenance*)

- We will distribute a position analysis questionnaire (PAQ) to all employees and their supervisors, asking them to outline all the important requirements for and duties of the job.
- Based upon the information on the PAQs, the job description for each position will be updated or rewritten in standardized format developed with and approved by the Project Team.
- Employees and supervisors will be asked to review the new job descriptions, and we will guide a controlled process for employees to appeal the content of descriptions before they are finalized.
- Additional job descriptions may be added to provide for internal promotional opportunities, or jobs may be consolidated to make administration easier
- Final job descriptions will be submitted for final approval by department heads, the Project Team and governing board.

### **Job Classification**

Job classification is a series of decisions about how a position is valued within an organization. Each factor requires a decision as to how the job under consideration will be rated using levels that are increasingly complex and of great impact, frequency, or quantity. We look at the job rather than the employee. Jobs are evaluated as they exist, or as the management plan says that they should exist, to meet the needs of the organization.

### **Wage/Labor Benchmarks and Market Pricing**

The next step in the process involves looking outside of your organization to see what wages are offered to employees in the job market.

- We will work with your Project Team to determine an appropriate group of comparable “benchmark” entities to achieve an adequate sample size and a meaningful comparison. These “benchmark organizations” are typically counties that are similar to yours and/or other organizations with whom you compete for employees. Although we know that you compete with private sector organizations for employees, obtaining *reliable* private sector information is very difficult in most cases. So, our focus will be primarily on public sector entities.
- We will collect detailed wage information on *all jobs* that you have in common with these communities – not just a selected list. We plan to utilize the wage survey data that is annually collected in the LMC/AMC wage data base, supplemented by other sources as needed to provide a meaningful set of comparison data. We will organize the results of this analysis using a series of graphs and charts that are designed to clearly show how your current pay ranges and wages compare to those of benchmark entities. This is the information needed to develop a pay structure that balances both internal and external equity and assures compliance with State Pay Equity Compensation Standards.
- We will work with you to design and administer a targeted benefit review to address specific benefit areas of interest/concern to you and your employees. Often a survey of employee attitudes and interests can be helpful in designing a benefit package – benefits need not necessarily be expensive to be effective and valuable to your employees.

## Design New Pay Plan

- We will provide recommendations and options for either an adjustment of your existing compensation plan, or a replacement plan that produces a better match with your compensation philosophy.
- We will work with you to create job families, where appropriate, to allow career paths to be developed within the County.
- We will fine tune the plan to establish fair and equitable compensation relationships within and outside the organization that are workable within a union and non-union environment.
- We will provide system testing to assure that any option proposed will comply with the State's pay equity standards and Federal requirements.
- We will evaluate the cost/budget implications of up to two (2) alternative implementation strategies that consider your current budget constraints. The objective of this work is to provide you with meaningful, employee-by-employee level information that is useful for your detailed budgeting use.
- We will prepare final documents for the plan, including presentation, policy, guidelines, and procedures for administration. Any written and computerized data and supporting information will be submitted as appropriate or requested.

## Final Report

- Prepare final documents for this study, including presentation, policy, guidelines, and procedures for administration.
- We will make a final presentation of our report and findings.

## PROPOSED FEE FOR SERVICES

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The cost would be as follows:

Year 1 \$5,575

Year 2 \$10,550

Year 3 \$10,550



## Ongoing Maintenance Program

This exclusive DDA Human Resources, Inc. program is designed to eliminate the need for large classification and compensation study every 4 to 6 years. Services include everything needed to keep a freshly updated compensation plan perpetually current. We find that over half of larger communities who have completed a compensation study with DDAHR have opted to convert to this management approach. Services include:

- We review, update, and reclassify as necessary one-third of job descriptions annually. (Generally, we do 1/3 per year, but we understand this will be all jobs for the County in year 1, and other jobs as needed in years 2 and 3).
- We annually update a market analysis of wages with benchmark communities and suggest changes to pay plan system as necessary to remain in tune with the market.
- We will periodically provide market data on benefits offered by comparable communities and suggest changes as warranted.
- For any new jobs or changed jobs, we will write and classify the job for placement in the compensation system
- We will complete and submit a pay equity report every three years or when otherwise required.
- If desired, we will handle data input of wage data into the LMC/AMC salary system
- We will provide budget support by:
  - Recommending an adjustment to your Pay Plan for the coming year based upon COLA and market factors.
  - Preparing up to two (2) analysis of budget impacts of alternatives for wage adjustments.
- Making an annual presentation to the staff and/or Board on the status of your compensation system.

## Standard Fees for Other Services

For clients who prefer to receive maintenance support in a less rigorous manner, we offer a full range of support services with standard pricing:

- |                                                       |                                        |
|-------------------------------------------------------|----------------------------------------|
| • Write and classify a new or revised job description | \$300 per position                     |
| • Classify a job description provided by client       | \$150 per position                     |
| • Market Wage Analysis                                | \$100 base fee plus \$150 per position |

Hourly rates:

- |                     |                |
|---------------------|----------------|
| • Professional      | \$250 per hour |
| • Technical Support | \$150 per hour |
| • Clerical          | \$100 per hour |



## **January 4, 2022 Board Meeting**

### **Bobbie Hillery, Administrator-Items**

#### **#1 Tax Forfeiture Receipts to Parks:**

**WHEREAS**, Minnesota Statute 282.08 provides that the County Board may annually set aside no more than thirty percent (30%) of the receipts from tax forfeiture sales to be used for the acquisition and maintenance of County parks or recreational areas; and

**WHEREAS**, the County Board of Fillmore County desires to set aside thirty percent (30%) of the balance from tax forfeiture sales to be used for acquisition and maintenance of County parks or recreational areas.

**NOW THEREFORE**, it is hereby resolved by the Fillmore County Board:

1. That thirty percent (30%) of the balance of tax forfeited land sales to be distributed shall be set aside for the acquisition and maintenance of County parks or recreational areas as provided for by Minnesota Statute 282.08 (4)(ii). Said fund shall be expended under the supervision of the County Board.

#### **#2 2022 Board Meetings:**

**BE IT RESOLVED THAT** the regular 2022 County Board meetings will be held at 9:00 a.m. on the second Tuesday of each month with the understanding that special meetings will also be held the first and fourth Tuesdays at the same time, and other meetings may be called as necessary. Noting that months where a board meeting falls on a holiday that the scheduled is changed. Projected meetings as follows for 2022 (R) indicates regular and (S) indicates special meeting:

|                           |           |   |                                                      |
|---------------------------|-----------|---|------------------------------------------------------|
| January 4 <sup>th</sup>   | 9:00 a.m. | R |                                                      |
| January 11 <sup>th</sup>  | 9:00 a.m. | S |                                                      |
| January 25 <sup>th</sup>  | 9:00 a.m. | S |                                                      |
| February 1 <sup>st</sup>  | 9:00 a.m. | S |                                                      |
| February 8 <sup>th</sup>  | 9:00 a.m. | R |                                                      |
| February 22 <sup>nd</sup> | 9:00 a.m. | S |                                                      |
| March 1 <sup>st</sup>     | 9:00 a.m. | S |                                                      |
| March 8 <sup>th</sup>     | 9:00 a.m. | R |                                                      |
| March 22 <sup>nd</sup>    | 9:00 a.m. | S |                                                      |
| April 5 <sup>th</sup>     | 9:00 a.m. | S |                                                      |
| April 12 <sup>th</sup>    | 9:00 a.m. | R |                                                      |
| April 26 <sup>th</sup>    | 9:00 a.m. | S |                                                      |
| May 3 <sup>rd</sup>       | 9:00 a.m. | S |                                                      |
| May 10 <sup>th</sup>      | 9:00 a.m. | R |                                                      |
| May 24 <sup>th</sup>      | 9:00 a.m. | S |                                                      |
| June 7 <sup>th</sup>      | 9:00 a.m. | S |                                                      |
| June 14 <sup>th</sup>     | 3:00 p.m. | R | Board of Appeal & Equal. Hearing at 6:30 p.m.        |
| June 21 <sup>st</sup>     | 9:00 a.m. | S | <b>ONLY NECESSARY IF CONTINUATION HEARING NEEDED</b> |
| June 28 <sup>th</sup>     | 9:00 a.m. | S |                                                      |
| July 5 <sup>th</sup>      | 9:00 a.m. | S |                                                      |
| July 12 <sup>th</sup>     | 9:00 a.m. | R |                                                      |
| July 26 <sup>th</sup>     | 9:00 a.m. | S |                                                      |
| August 2 <sup>nd</sup>    | 9:00 a.m. | S |                                                      |
| August 9 <sup>th</sup>    | 9:00 a.m. | R |                                                      |
| August 23 <sup>rd</sup>   | 9:00 a.m. | S |                                                      |
| September 6 <sup>th</sup> | 9:00 a.m. | S |                                                      |

|                            |           |   |                                       |
|----------------------------|-----------|---|---------------------------------------|
| September 13 <sup>th</sup> | 9:00 a.m. | R |                                       |
| September 27 <sup>th</sup> | 9:00 a.m. | S |                                       |
| October 4 <sup>th</sup>    | 9:00 a.m. | S |                                       |
| October 11 <sup>th</sup>   | 9:00 a.m. | R |                                       |
| October 25 <sup>th</sup>   | 9:00 a.m. | S |                                       |
| November 1 <sup>st</sup>   | 9:00 a.m. | S |                                       |
| November 8 <sup>th</sup>   | 9:00 a.m. | R |                                       |
| November 22 <sup>nd</sup>  | 9:00 a.m. | S |                                       |
| December 13 <sup>th</sup>  | 3:00 p.m. | R | Truth in Taxation Hearing at 6:30p.m. |
| December 20 <sup>th</sup>  | 9:00 a.m. | S |                                       |

### **#3 Adopt resolution to set 2022 per diem rate**

**BE IT RESOLVED THAT** the 2022 Fillmore County per diem rate be set at \$45.00/day as prescribed by law.

### **#4 Adopt the 2022 Mileage reimbursement rate**

**BE IT RESOLVED THAT** the 2022 Fillmore County mileage reimbursement rate be set at the IRS rate of .585 cents per mile (2021 was .56), and will adjust based on the IRS recommendations through the year.

**#6 BE IT RESOLVED THAT** under Minn. Stat. § 388.18 Subd. 2., at the January meeting prior to the first date on which applicants may file for the office of county attorney, the Fillmore County Board shall set the minimum salary to be paid the county attorney for the term next following at \$\_\_\_\_\_.

**#7 BE IT RESOLVED THAT** under Minn. Stat. § 387.20 Subd. 2., at the January meeting prior to the first date on which applicants may file for the office of county sheriff, the Fillmore County Board shall set the minimum salary to be paid the county sheriff for the term next following at \$\_\_\_\_\_.

### **#8-11 Consider Current Elected Officials Salaries**

The **County Commissioners** have a current 2021 annual salary of \$25,186.86. The proposed 2022 annual salary for Commissioners is in the budget at \$25,942.47, this is a 3% increase.

An elected official conference was conducted with Dave Kiehne, **Recorder**, pursuant to MN Statutes. Recorder Kiehne Requested \$78,125.00 for his 2022 salary. Recorder Kiehne's 2021 salary is \$75,850.00, which is a 3% increase.

An elected official conference was conducted with Brett Corson, **County Attorney**, pursuant to MN Statutes. Attorney Corson requested \$128,000.00 for his 2022 salary. Attorney Corson's 2021 salary was \$121,300.00, which is a 5.52% increase for the request.

An elected official conference was conducted with John DeGeorge, **Sheriff**, pursuant to MN Statutes. Sheriff DeGeorge requested \$116,174 for his 2022 salary. Sheriff DeGeorge's 2021 salary is \$110,205.00, which is a 5.4% increase for the request.

### **#12 Consider Chief Deputy Salary**

Sheriff John DeGeorge requested that the County Board set the 2022 Chief Deputy salary for Lance Boyum at \$100,093, his 2021 salary was \$94,566.00, this is a 5.8% increase.

**#13 Adopt Memorial Day resolution for reimbursement of expenses for veteran organization ceremonies.**

**BE IT RESOLVED** that each American Legion Post of Fillmore County, making application for said appropriation for defraying expenses of Memorial Day exercises for 2022, shall be granted \$75.00. Before such grants are made, the Post must furnish evidence that public exercises were held. In cities where there is also a Veterans of Foreign Wars Post and cooperative exercises are held, the Post sponsoring the exercises shall receive the entire grant of \$75.00.

**#14 Authorize elected officials, department heads and division leaders overnight stays to attend their respective annual Association of Minnesota conferences. (LIST)**

Extension Annual Meeting AIRTAP  
American Jail Association Association of  
Minnesota Counties  
Association of Minnesota Social Services Accountants  
Community Health Services annual meeting Conference for  
Veteran Services Assistants  
Department of Emergency Management annual meeting Department of  
Veterans Affairs annual meeting  
Family Health Home Visiting Conference MN  
Association of Assessing Officers MN Association  
of County Administrators  
MN Association of County Auditors/Treasurers/Finance Officers MN  
Association of County Feedlot Officers  
MN Association of County Officers  
MN Association of County Planning and Zoning MN  
Association of County Surveyors  
MN Association of County Veterans Service Officers MN  
Association of Emergency Managers  
MN Association of Financial Assistance Supervisors MN  
Association of Financial Workers/Case Aides MN Association  
of Social Service Administrators MN Association of Social  
Services Supervisors  
MN County Attorneys Association MN  
County Engineers Association  
MN Counties Human Resources Management Association MN  
County Records Association  
MN Department of Health Immunization Conference MN Family  
Support and Recovery Council  
MN GIS-LIS Consortium  
MN HSEM Governors Conference MN Jail  
Administrators Conference MN Local Public  
Health Association MN Society of  
Professional Surveyors MN State Sheriffs  
Association  
MN Surveyors and Engineers Society  
MN Pollution Control Agency Feedlot Annual meeting MN Public  
Health Emergency Preparedness  
Safety & Health Conference Recycling  
Association of Minnesota  
Solid Waste Administrators Association Statewide Health  
Improvement Partnership Toward Zero Death conference  
MN Association of County Records  
MN Association of Assessing Officers  
MN Counties Computer Cooperative

**#15 Consider County payment for flu shots for County employees to be provided as an employee benefit and in the event of flu shot shortages, only those qualifying under MN guidelines would be immunized. No motion needed for information only**

2021 82 employees received vaccination (82 billed to insurance/0 billed to county)  
2020 79 employees received vaccination (79 billed to insurance/0 billed to county)  
2019 87 employees received vaccination (86 billed to insurance/1 billed to county)  
2018 79 employees received vaccination (77 billed to insurance/2 billed to county)  
2017 107 employees received vaccination (93 billed to insurance/14 billed to county)  
2016 114 employees received vaccination (102 billed to insurance/12 billed to county)  
2015 107 employees received vaccination (94 billed to insurance/13 billed to county)  
2014 112 employees received vaccination (101 billed to insurance/11 billed to county)

**#16 Website as alternative method for bids:**

**WHEREAS**, Minn. Statute § 311A.03 Subd. 3(b) allows a county to use its web-site or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals;

**NOW THEREFORE**, the Fillmore County Board of Commissioners hereby resolves:

**BE IT RESOLVED**, that from this day forward, the County of Fillmore may use the Fillmore County website, [www.co.fillmore.mn.us](http://www.co.fillmore.mn.us), as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

**BE IT FURTHER RESOLVED**, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute § 331A.03 Subd. 3.

**#18 Consider 2022 Delegates for AMC and Policy Committee Delegates**

| <b>Policy Committee</b>                                     | <b>2022 Policy Committee Member</b> |
|-------------------------------------------------------------|-------------------------------------|
| <b>Environment &amp; Natural Resources Policy Committee</b> | <b>Commissioner Duane Bakke</b>     |
| <b>General Government Policy Committee</b>                  | <b>Commissioner Larry Hindt</b>     |
| <b>Health &amp; Human Services Policy Committee</b>         | <b>Commissioner Randy Dahl</b>      |
| <b>Public Safety Policy Committee</b>                       | <b>Commissioner Mitch Lentz</b>     |
| <b>Transportation &amp; Infrastructure Policy Committee</b> | <b>Highway Engineer Ron Gregg</b>   |

**2022 AMC VOTING DELEGATE APPOINTMENTS**

*Please type (or clearly print) the names of your county's appointed AMC Voting Delegates for 2022 in the spaces below.  
Voting delegates are permitted to cast votes on behalf of one's county during official AMC meetings/business.*

|          |                                 |
|----------|---------------------------------|
| <b>1</b> | Commissioner Mitch Lentz        |
| <b>2</b> | Commissioner Larry Hindt        |
| <b>3</b> | Commissioner Duane Bakke        |
| <b>4</b> | Commissioner Marc Prestby       |
| <b>5</b> | Commissioner Randy Dahl         |
| <b>6</b> | Administrator Bobbie Hillery    |
| <b>7</b> | Highway Engineer Ron Gregg      |
| <b>8</b> | Auditor/Treasurer Christy Smith |

**#19 F&M Bank and the Magic Fund are the two accounts where we hold funds to earn the highest interest regularly, please approve both as normal depositories, F&M Bank is our regular day to day banking depository; please note as other funds need to be invested the Finance Director per policy will bring forth recommendation to the Board for investing to other entities based upon rates acquired**

**#20 Ambulance Payments in the amount of \$4,500 per service, under the Community Health Department in the Budget**

City of Harmony  
City of Chatfield  
City of Rushford  
City of Preston  
City of Lanesboro – Serviced by Preston  
City of Mabel  
City of Spring Valley

**RESOLUTION**

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

Date January 4<sup>th</sup>, 2022 Resolution No. 2022-

Motion by Commissioner \_\_\_\_\_ Second by Commissioner \_\_\_\_\_

**WHEREAS**, Minnesota Statute 282.08 provides that the County Board may annually set aside no more than thirty percent (30%) of the receipts from tax forfeiture sales to be used for the acquisition and maintenance of County parks or recreational areas; and

**WHEREAS**, the County Board of Fillmore County desires to set aside thirty percent (30%) of the balance from tax forfeiture sales to be used for acquisition and maintenance of County parks or recreational areas.

**NOW THEREFORE**, it is hereby resolved by the Fillmore County Board:

1. That thirty percent (30%) of the balance of tax forfeited land sales to be distributed shall be set aside for the acquisition and maintenance of County parks or recreational areas is provided for by Minnesota Statute 282.08 (4)(ii). Said fund shall be expended under the supervision of the County Board.

**VOTING AYE**

Commissioners      Dahl ☐      Lentz ☐      Hindt ☐      Bakke ☐      Prestby ☐

**VOTING NAY**

Commissioners      Dahl ☐      Lentz ☐      Hindt ☐      Bakke ☐      Prestby ☐

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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 4th day of January, 2022.

Witness my hand and official seal at Preston, Minnesota the 4th day of January, 2022.

SEAL

Bobbie Hillery, Administrator/Clerk  
Fillmore County Board of Commissioners



# IRS issues standard mileage rates for 2022

IR-2021-251, December 17, 2021

WASHINGTON — The Internal Revenue Service today issued the 2022 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on January 1, 2022, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:


- 58.5 cents per mile driven for business use, up 2.5 cents from the rate for 2021,
- 18 cents per mile driven for medical, or moving purposes for qualified active-duty members of the Armed Forces, up 2 cents from the rate for 2021 and
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2021.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, unless they are members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see [Moving Expenses for Members of the Armed Forces](#).

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Taxpayers can use the standard mileage rate but must opt to use it in the first year the car is available for business use. Then, in later years, they can choose either the standard mileage rate or actual expenses. Leased vehicles must use the standard mileage rate method for the entire lease period (including renewals) if the standard mileage rate is chosen.

[Notice 2021-03](#) , contains the optional 2022 standard mileage rates, as well as the maximum automobile cost used to calculate the allowance under a fixed and variable rate (FAVR) plan. In addition, the notice provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in calendar year 2022 for which employers may use the fleet-average valuation rule in or the vehicle cents-per-mile valuation rule.

**2021 Elected-Appointed Salaries**

| <b>County</b>  | <b>Commissioner</b> | <b>Sheriff</b>      | <b>A/T</b>          | <b>Recorder</b>    | <b>Attorney</b>     | <b>Chief Deputy Sheriff</b> |
|----------------|---------------------|---------------------|---------------------|--------------------|---------------------|-----------------------------|
| Dodge          | \$23,560.00         | \$107,619.00        | \$99,653.00         | \$99,653.00        | \$109,848.00        | \$96,408.00                 |
| Fillmore       | \$25,186.86         | \$110,205.00        | \$73,403.20         | \$75,850.00        | \$121,300.00        | \$94,566.00                 |
| Freeborn       | \$23,795.20         | \$113,952.00        | \$99,057.09         | \$85,855.33        | \$122,520.00        | \$102,594.54                |
| Goodhue        | \$23,275.20         | \$153,254.40        | \$134,160.00        | \$156,291.20       | \$150,217.60        | \$107,473.60                |
| Houston        | \$19,163.00         |                     |                     |                    |                     |                             |
| Mower          | \$24,200.00         | \$128,627.20        | \$93,581.80         | \$87,487.40        | \$141,211.62        | \$110,957.91                |
| Rice           | \$39,457.12         | \$146,495.44        | \$125,507.20        | \$104,603.20       | \$150,913.10        | \$122,657.60                |
| Steele         | \$22,433.00         | \$144,894.08        | \$125,149.76        | \$100,235.20       | \$147,097.60        | \$144,894.08                |
| Wabasha        | \$20,910.00         | \$111,280.00        | \$87,287.82         | \$73,593.00        | \$114,095.82        | \$98,538.36                 |
| Winona         | \$24,236.78         | \$148,650.74        | \$130,552.24        | \$106,936.34       | \$150,110.27        | \$122,573.98                |
| <b>Average</b> | <b>\$24,621.72</b>  | <b>\$129,543.83</b> | <b>\$107,594.68</b> | <b>\$98,944.96</b> | <b>\$134,146.00</b> | <b>\$111,184.90</b>         |

|     |              |               |               |               |               |               |
|-----|--------------|---------------|---------------|---------------|---------------|---------------|
| MIN | \$ 19,163.00 | \$ 107,619.00 | \$ 73,403.20  | \$ 73,593.00  | \$ 109,848.00 | \$ 94,566.00  |
| MAX | \$ 39,457.12 | \$ 153,254.40 | \$ 134,160.00 | \$ 156,291.20 | \$ 150,913.10 | \$ 144,894.08 |

Dodge Attorney is 1/2 time so given amount was doubled; Commissioner salary is for the chair; County does not have an A/T or Recorder, but a Land Records Director. Salary for A/T is this salary

Freeborn County does not give per diems to Commissioners: Freeborn is in litigation with their Sheriff regarding 2019 salary, amount listed is 2018 salary

Steele has separate A/T. Amount listed is average.

Rice has separate positions of Property Tax - Elections and CFO, amount is the average

Goodhue Recorder is Land Use mgt director, County Surveyor, GIS building and zoning and records; A/T is Finance Director who is

Winona Chief Deputy is a union position

Appointed



| CLASS             | COMMITTEE                                       | MEMBER       | PER DIEM<br>MILEAGE | TERM EXP.<br>DATE |
|-------------------|-------------------------------------------------|--------------|---------------------|-------------------|
| OTHERS            | Activities/Wellness                             | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | AMC Delegate                                    | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | AMC Ag and Rural Development Task Force         | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | AMC Broadband Taskforce                         | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | AMC Public Safety                               | Lentz, Mitch | Y                   | 12/31/2022        |
| PERSONNEL         | Benefits Committee                              | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Bluff Country Minnesota Multi-County HRA        | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Criminal Justice Coordinating Committee (CJCC)  | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Comm. of Whole (to make Co. wide rd. inspec.)   | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Community Services                              | Lentz, Mitch | Y                   | 12/31/2022        |
| PERSONNEL         | Department Head                                 | Lentz, Mitch | Y                   | 12/31/2022        |
| PERSONNEL         | Department Head Evaluations/Interviews          | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Development Achievement Center (DAC)            | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Economic Development Authority Board            | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Emergency Management Joint Powers Board         | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Emergency Medical Service JPB                   | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Extension                                       | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Fillmore County Board of Health                 | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Fillmore-Houston Joint Board of Health          | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Finance                                         | Lentz, Mitch | Y                   | 12/31/2022        |
| PERSONNEL         | Hiring Committee                                | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Land Acquisition                                | Lentz, Mitch | Y                   | 12/31/2022        |
| PROPERTY & MAINT. | Law Enforcement Committee                       | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Law Library                                     | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Library                                         | Lentz, Mitch | Y                   | 12/31/2022        |
| PERSONNEL         | Personnel/Reclassification                      | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | SE MN Regional Radio Board                      | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Special County Board                            | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Technology/Land Records/GIS                     | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Township Association Meeting                    | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Workforce Development, Inc.                     | Lentz, Mitch | Y                   | 12/31/2022        |
| HUMAN SERVICES    | Zumbro Valley Health Center                     | Lentz, Mitch | Y                   | 12/31/2022        |
| OTHERS            | Activities/Wellness                             | Bakke, Duane | Y                   | 12/31/2022        |
| PROPERTY & MAINT. | Airport                                         | Bakke, Duane | Y                   | 12/31/2022        |
| PROPERTY & MAINT. | Airport Joint Zoning Board                      | Bakke, Duane | Y                   | 12/31/2022        |
| OTHERS            | AMC Agricultural & Rural Development Task Force | Bakke, Duane | Y                   | 12/31/2022        |
| OTHERS            | AMC Delegate                                    | Bakke, Duane | Y                   | 12/31/2022        |

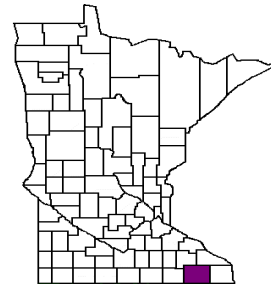
|                   |                                               |                   |   |            |
|-------------------|-----------------------------------------------|-------------------|---|------------|
| OTHERS            | AMC Environ. & Natural Resources Policy Comm. | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | AMC Local Government Round Table              | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | AMC requested appointments as needed          | Bakke, Duane      | Y | 12/31/2022 |
| ENVIRONMENT       | Basin Alliance lower Mississippi, MN          | Bakke, Duane      | Y | 12/31/2022 |
| HUMAN SERVICES    | Comm. Corr. Task Force                        | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Committee of One (to make road inspections)   | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Comm. of Whole (to make Co. wide rd. inspec.) | Bakke, Duane      | Y | 12/31/2022 |
| PERSONNEL         | Department Head Evaluations/Interviews        | Bakke, Duane      | Y | 12/31/2022 |
| HUMAN SERVICES    | DFO Joint Powers                              | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Extension                                     | Bakke, Duane      | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore County Board of Health               | Bakke, Duane      | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore-Houston Joint Board of Health        | Bakke, Duane      | Y | 12/31/2022 |
| PROPERTY & MAINT. | Highway                                       | Bakke, Duane      | Y | 12/31/2022 |
| PERSONNEL         | Hiring Committee                              | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Land Acquisition                              | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Historical Society                            | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Performance Measures Committee                | Bakke, Duane      | Y | 12/31/2022 |
| ENVIRONMENT       | Planning Commission                           | Bakke, Duane      | Y | 12/31/2022 |
| ENVIRONMENT       | Root River One Watershed, One Plan            | Bakke, Duane      | Y | 12/31/2022 |
| ENVIRONMENT       | Soil & Water Conservation District            | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Special County Board                          | Bakke, Duane      | Y | 12/31/2022 |
| OTHERS            | Township Association Meeting                  | Bakke, Duane      | Y | 12/31/2022 |
| PROPERTY & MAINT. | Airport                                       | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | AMC Delegate                                  | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | AMC Health and Human Services Committee       | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Comm. of Whole (to make Co. wide rd. inspec.) | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Committee of One (to make road inspections)   | Dahl, Randy       | Y | 12/31/2022 |
| HUMAN SERVICES    | Community Health Services Advisory            | Dahl, Randy - Alt | Y | 12/31/2022 |
| HUMAN SERVICES    | Community Services                            | Dahl, Randy       | Y | 12/31/2022 |
| PERSONNEL         | Department Head Evaluations/Interviews        | Dahl, Randy       | Y | 12/31/2022 |
| PROPERTY & MAINT. | Facilities Maintenance                        | Dahl, Randy       | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore County Board of Health               | Dahl, Randy       | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore-Houston Joint Board of Health        | Dahl, Randy       | Y | 12/31/2022 |
| PERSONNEL         | Hiring Committee                              | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Land Acquisition                              | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Library                                       | Dahl, Randy       | Y | 12/31/2022 |
| HUMAN SERVICES    | SEMCAC                                        | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Special County Board                          | Dahl, Randy       | Y | 12/31/2022 |
| OTHERS            | Township Association Meeting                  | Dahl, Randy       | Y | 12/31/2022 |

|                   |                                                        |                     |   |            |
|-------------------|--------------------------------------------------------|---------------------|---|------------|
| ENVIRONMENT       | Weed Control Board Advisory Committee                  | Dahl, Randy         | Y | 12/31/2022 |
| OTHERS            | AMC Delegate                                           | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Comm. of Whole (to make Co. wide rd. inspec.)          | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Committee of One (to make road inspections)            | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Criminal Justice Coordinating Committee (CJCC)         | Prestby, Marc - Alt | Y | 12/31/2022 |
| PERSONNEL         | Department Head Evaluations/Interviews                 | Prestby, Marc       | Y | 12/31/2022 |
| HUMAN SERVICES    | DFO Joint Powers                                       | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Labor/Management Safety Committee/Emergency Management | Prestby, Marc       | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore County Board of Health                        | Prestby, Marc       | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore-Houston Joint Board of Health                 | Prestby, Marc       | Y | 12/31/2022 |
| PROPERTY & MAINT. | Highway                                                | Prestby, Marc       | Y | 12/31/2022 |
| PERSONNEL         | Hiring Committee                                       | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Land Acquisition                                       | Prestby, Marc       | Y | 12/31/2022 |
| PROPERTY & MAINT. | Law Enforcement Committee                              | Prestby, Marc       | Y | 12/31/2022 |
| ENVIRONMENT       | Solid Waste/ Recycling Committee                       | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Special County Board                                   | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Technology/Land Records/GIS                            | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | Township Association Meeting                           | Prestby, Marc       | Y | 12/31/2022 |
| OTHERS            | AMC Delegate                                           | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | AMC General Policy Committee                           | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Benefits Committee                                     | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | Comm. of Whole (to make Co. wide rd. inspec.)          | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | Committee of One (to make road inspections)            | Hindt, Larry        | Y | 12/31/2022 |
| HUMAN SERVICES    | Comm. Corr. Task Force                                 | alternate           | Y | 12/31/2022 |
| HUMAN SERVICES    | Community Health Services Advisory                     | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Department Head                                        | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Department Head Evaluations/Interviews                 | Hindt, Larry        | Y | 12/31/2022 |
| HUMAN SERVICES    | DFO Joint Powers                                       | alternate           | Y | 12/31/2022 |
| OTHERS            | Economic Development Authority Board                   | Hindt, Larry        | Y | 12/31/2022 |
| PROPERTY & MAINT. | Facilities Maintenance                                 | Hindt, Larry        | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore County Board of Health                        | Hindt, Larry        | Y | 12/31/2022 |
| HUMAN SERVICES    | Fillmore-Houston Joint Board of Health                 | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | Finance                                                | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Hiring Committee                                       | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Labor/Management Safety Committee/Emergency Management | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | Land Acquisition                                       | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | Performance Measures Committee                         | Hindt, Larry        | Y | 12/31/2022 |
| PERSONNEL         | Personnel/Reclassification                             | Hindt, Larry        | Y | 12/31/2022 |
| OTHERS            | SE MN Area Regional Trails                             | Hindt, Larry        | Y | 12/31/2022 |

|             |                                      |              |   |            |
|-------------|--------------------------------------|--------------|---|------------|
| ENVIRONMENT | Solid Waste/ Recycling Committee     | Hindt, Larry | Y | 12/31/2022 |
| OTHERS      | Special County Board                 | Hindt, Larry | Y | 12/31/2022 |
| OTHERS      | Technology/Land Records/GIS          | alternate    | Y | 12/31/2022 |
| OTHERS      | Township Association Meeting         | Hindt, Larry | Y | 12/31/2022 |
| ENVIRONMENT | Winneshiek County Solid Waste Agency | Hindt, Larry | Y | 12/31/2022 |

# FILLMORE COUNTY

## 2022 Legislative Priorities



### **GENERAL**

**County Program Aid** – Fillmore County appreciates the legislative action that stabilized and added dollars to the CPA program. We would appreciate continued support for this program as Counties are the local administrative arm of state government.

**Broadband Development** – Fillmore County has areas that are in need of advanced broadband networks and symmetrical high-speed capacity.

- Fillmore County supports the build-out of broadband infrastructure in Minnesota, including legislation that would provide funding for the Office of Broadband Development and increase funding for the Border to Border Broadband Development Grant Program.

### **Sustainability and New Legislation**

- Fillmore County asks that any new program or changes to existing programs that Legislator makes also provide long term funding and sustainability so that the financial burden does not fall solely on Minnesota counties in the future.

### **DNR Land Acquisition**

- Fillmore County asks the legislators to direct the DNR to increase maintenance and monitoring of existing properties owned by the DNR.

### **Corrections**

- Fillmore County supports full funding of probation systems to provide critical services for meeting the needs of our criminal justice system.

### **HIGHWAY & AIRPORT**

#### **Local bridge bonding**

Bridge bonding is very important to Fillmore County; there are 58 structures currently on the replacement priority list totaling \$13,095,000.

- Fillmore County asks for the State to provide transportation revenue through traditional general and trunk highway bonding programs for:
  - Local Bridges
  - Local Road Improvement Program
  - Transportation Alternative Program (Safe Routes to School)

#### **Transportation Funding**

- Fillmore County supports additional long-term sustainable funding dedicated to the Highway User Tax Distribution Fund (HUTDF).
- Fillmore County supports efforts to capture Revenue from all highway users, including electric vehicles.
- Fillmore County supports ongoing full funding for the State Airports fund to promote regional transportation and economic development.

#### **Transportation Regulation**

- Fillmore County supports the retention of Overweight/Oversize vehicle permitting authority by individual County Road Jurisdictions.

## **SOCIAL SERVICES**

### **Modernization**

- Fillmore County supports modernization of human services programs that are imperative to the sustainability of publicly funded human services. Optimization of METS for public insurance assistance determination has yet to reach successful functionality for consumers and county workers. Nine years into the operation of the system, county staff, leadership and policy makers recognize it has yet to reach a level of maturity that allows for efficiency in performing health care eligibility functions. Furthermore, funding for METS system development has continued to steadily decrease year after year. While improvements have been made, analysis indicates that it may be several more years in conjunction with a significant amount of resources for the METS system to achieve operational efficiency
- **FFPSA: Background Studies & Title IV-E Payments**  
Fillmore County is asking the state to consider the impact of The Federal Families First Prevention Services Act (FFPSA), under section 471(a)(20)(D), establishes the circumstances under which an agency may claim title IV-E foster care maintenance payments on behalf of an eligible child.

With the probability of constant employee turnover, which is inevitable in any business environment, the possibility of an “agency” (Counties) being in federal title IV-E compliance for foster care maintenance payments could change on a daily basis. The collecting of federal dollars to support these necessary placements of IV-E eligible children becomes a logistical bookkeeping nightmare. This raises the possibility of overpayments, and therefore the loss of federal IV-E revenues to Counties and higher local taxes to county residents.

### **Health Care Program Procurement**

- Fillmore County supports a move toward a procurement process that is transparent and reflects a county voice in the outcomes and provides a fair and unbiased process for appeal. Continue active implementation of an overall managed care procurement process that is transparent and reflects county authority, input, and decision making per Minnesota statute 256B.69, Subd. 35, and provides a fair and unbiased process for appeal. The procurement process should not present barriers to full implementation of CBP State statute 256B.692. Support the State developing a separate procurement process for CBPs and support federal waivers for any aspect of current State statutes that may conflict with federal law or regulation. Support seeking any federal and State statutory changes that would clarify and affirm county authority, including proposed, new, Chapter 62W

## **PUBLIC HEALTH**

### **Local Public Health Grant Funding**

- Fillmore County supports maintaining increased funding to the Local Public Health Grant. To limit administrative costs, consider integrating any new funds and grants into the Local Public Health Grant, which allows maximum flexibility to meet local needs throughout the state.

### **Ensuring Local Capacity to Respond to Emergencies**

- Fillmore County supports state level funding that is flexible and permanent to local health department emergency planning, capacity building and response activities, including ongoing training and equipment purchase that will ensure the public health workforce and infrastructure is able to respond to public health emergencies.

### **Communicable Disease Prevention and Control**

- Fillmore County supports maintenance of a permanent emergency fund and implementation of a process for local jurisdictions to quickly access funds to respond to infectious disease outbreaks.

### **Promoting Healthy Communities**

- Fillmore County supports permanent, sustainable funding for the Statewide Health Improvement Partnership to ensure all local health department and tribal agencies can participate in activities that prevent chronic disease and promote health based on community needs. Persons diagnosed with chronic conditions and obesity are at elevated risk for negative health consequences.

### **Mental Health**

- Fillmore County supports a public health approach of prevention, early identification and intervention for mental and chemical health conditions across the lifespan, particularly for children, adolescents and young adults

## **ASSESSOR**

### **Property Tax System**

- Fillmore County supports the simplification of the Property Tax system. The level of complexity of the system creates issues with transparency and ability of the average tax payer to understand the nature of their tax liability.
- Fillmore County supports language that changes the annual re-application of the Special Agriculture Homestead classification from must to may.

## **AUDITOR-TREASURER**

### **Voting**

- Fillmore County supports the creation of a dedicated funding source to continue election technology upgrades for polling places throughout the state, which is managed by counties.
- Fillmore County supports to remove the requirement for sample ballots to be published in a newspaper prior to the election, since Counties can publish the ballot on their website.

### **Administrative**

- Fillmore County supports current legislation that would allow counties to recover administrative and management costs related to the tax forfeiture and delinquency process through fee administration or through the sale of the property. Revenues received from property auctions should continue to first offset the county costs of mitigating and/or managing the safety, building, or property issues; which can be excessive.

### **Real Estate Taxes**



- Fillmore County supports a requirement that all current taxes be paid in full before recording documents that convey legal ownership for whole parcels; which would be the same language as exists for payment in full for split parcel transactions.
- Fillmore County supports changes to the property tax collection timeframe in order to address the use of postal centers. Fillmore County supports the receipt date in conjunction with the due date rather than post marked envelopes.
- Fillmore County supports protecting counties, cities, township and schools from the burden of accrued interest due as a result of tax court findings involving valuation errors/discrepancies made by the State of Minnesota on personal property.

#### **Mortgage Registration and Deed Tax**

- Fillmore County supports a more equitable distribution of the mortgage registration and deed tax, revenue sources disproportionately benefiting the state general fund for a service completely provided by county employees and county resources.

### **PUBLIC SAFETY**

#### **Court Security**

The Sheriff's Office is responsible for providing security and safety for our courts.

- Fillmore County asks that the legislature look at options to provide additional funding for updating ongoing improvements, and training to existing court security programs. Ongoing additional security requests made by the state courts require counties to find funding to fulfill those requests. If the state was responsible for a part of the funding the state would have a better understanding of the costs of those requests.

#### **Law Enforcement Mandated and Essential Trainings**

- Fillmore County feels that funding should be available for all mandated training and additional training in diversity, mental health issues and chemical use/abuse issues for law enforcement and correctional officers.

#### **ARMER Interoperability**

Several years ago, the ARMER system was put into place in Fillmore County, helping us to achieve greater interoperability statewide, but primarily benefitting the metro region.

- Fillmore County asks our legislators to recognize the importance of this ARMER system and to fund the maintenance and updating costs. In particular, Fillmore County Law Enforcement struggles for coverage with portable radios when out of squad cars and the costs to remedy this issue through additional towers or mobile radio repeaters are extremely high.

#### **County Jail Project Assistance**

Fillmore County is currently conducting a needs study to address the deficiencies of the Fillmore County Jail. This has been necessitated in large part due to the changes in state mandates and regulations for county jails, and direction from the Minnesota Department of Corrections.

- Fillmore County asks our legislators to consider making funding available for counties who face significant costs to update and or build new correctional facilities in order to meet state Department of Correction mandates.



## **LEGAL**

### **Do not Further Restrict Criminal Forfeiture Laws**

- There has been a continuing effort to restrict the ability of law enforcement to forfeit monies, vehicles and other assets used in the commission of serious crimes or derived from serious criminal activity. Forfeiture is an important tool for law enforcement and the criminal justice system to discourage criminal activity. Criminal activity is discouraged through forfeiture by taking monies/assets used in the commission of a crime or by forfeiting assets derived/obtained from criminal activity. Further restriction on forfeiture should be implemented carefully and only after consultation with the County Attorney's Association and Sheriff's Association.

### **Add a Septic Compliance Block on all Deeds which require a Certificate of Real Estate Value**

- All deeds for transfer of land in Minnesota which have consideration greater than \$1,000 require that a block be checked for well compliance. This protects the environment and promotes public safety by regulating new wells and sealing old/abandoned wells. A similar block should be required to show the location, type, and last inspection date for all septic and/or individual wastewater treatment systems. This would significantly aid enforcement, promote public safety, and protect both groundwater and the environment.

### **Fix Gap between Rule 20 Mental Health Evaluations and Commitment Standards**

- There is a huge gap in the legislation which allows criminal offenders to be released from jail and/or have their criminal charges dismissed under Rule 20.01 of the rules of criminal procedure. At the same time, those offenders do not satisfy civil commitment standards. Consequently, mentally ill criminal offenders are released with no supervision and services. This gap creates significant public safety issues which endanger the public.

### **Waiver of medical privilege for crimes involving death, substantial bodily harm, or bodily harm**

- Medical privilege was created by the legislature. Pursuant to Minn. Stat. § 595.02, Subd. 1(d), the prosecution cannot obtain copies of blood tests and other medical information pursuant to a search warrant and cannot use those medical records as evidence in a criminal prosecution even though the blood test and/or medical information may show a person was under the influence prior to an accident or crime involving death or great bodily harm to another. An exception should be created to allow law enforcement to obtain copies of the blood tests and use those records as evidence in a criminal case when there is a death, substantial bodily injury, or bodily injury to another person.

### **Extend the time for Commitment of Repeat Mental Health Patients**

- Fillmore County deals with many repeat mental health patients who are civilly committed and re-committed on a regular basis. This is expensive, compromises public safety, and unnecessarily drains valuable/limited resources. Providing longer commitment times allow for stability, continued monitoring, and assurance that the patient is taking the appropriate medications. Longer commitment times or extensions will save substantial amounts money spent by law enforcement, social services, medical facilities, and the justice system.

### **Extended stays of adjudication for juvenile offenders**

- Stays of adjudication for juvenile offenders can only continue for two 180 day periods (360 days). This is not sufficient time to rehabilitate and monitor juvenile offenders and give them the opportunity to avoid a conviction. Fillmore County recommends that stays of

adjudication continue for up to 2-3 years. (NOTE: adult offenders may receive stays of adjudication which continue for many years).

### **Update/Review Criminal Law Statutes**

#### **a. Minn. Stat. § 609.79 – Obscene or Harassing Telephone Calls should be updated**

Minn. Stat. § 609.79 which relates to obscene or harassing telephone calls should be updated to include other forms of communication, such as texting, Facebook messaging, Snapchatting, Instagramming, and other forms of electronic communication which can be used to harass or which may be obscene.

#### **b. Update theft crimes to include cybercrimes**

Minn. Stat. Sec. 609.52 and related theft statutes should be updated to include modern means of financial theft, identity theft and/or theft of personal information. The actual credit card is rarely stolen when a theft occurs. Typically, the data and/or personal identification information is stolen. The criminal statutes must be updated to keep pace with evolving cybercrimes.

### **Financial Support to Criminal Justice System Stakeholders**

- Full funding should be provided to law enforcement, pretrial services, probation, County Attorney Offices, and social services in order to deter and detect crime, provide early intervention and services for offenders, protect public safety, reduce jail costs, and improve our criminal justice system.

### **Funding for CD and MH Treatment Beds**

- Funding is needed for more chemical dependency (CD) and mental health (MH) treatment beds. Funding for mental health facilities includes DHS facilities in order to comply with statutory timelines and provide treatment to individuals who need it immediately.

## **SOLID WASTE**

### **E-waste Recycling**

Fillmore County supports improvements to maximize recovery and responsible management of e-waste, including promotion of repair and reuse. Producers must be responsible for management systems, and all costs to fully reimburse counties for collection, transportation, and recycling. Increased manufacturer payment and responsibility is necessary to reduce the costs associated with end of life, collection, transportation, and recycling for both consumers and counties.

### **Increased Funding**

Fillmore County supports increased funding for state and county solid waste management projects and activities. This includes allocating 100% of revenue generated by the Solid Waste Management Tax (SWMT) to waste management activities, increased funding for SCORE (Governor's Select Committee on Recycling and the Environment), and increased funding for CAP (Capital Assistance Program).

## **ZONING**

### **Administration**

- Fillmore County and MACPZA support addressing solar panel end of life handling to ensure the financial burden does not fall onto local governments and local taxpayers who may or may not have benefitted from the solar energy generated.

- Fillmore County and MACPZA support requiring all state mandates be adequately funded and maintained through non-county revenue sources and also oppose new state mandates for enforcement, administration and implementation of state programs without additional adequate funding, and technical support from the State.

### **Land Use**

- Fillmore County consumes a great amount of time working with townships that have enacted any level of regulation within their individual townships. We support requiring townships that elect to adopt any level of land use regulations, to assume all land use control responsibilities outlined within Minnesota Statute Chapter 394.

### **Wastewater Treatment**

- Fillmore County continues to work towards compliance of septic systems which are non-compliant or failing and supports an ongoing state grant and loan assistance program to assist landowners in upgrading or replacing non-compliant SSTs's.
- Many counties are struggling to maintain licensed professionals for the SSTs program administration and Fillmore County supports modifications to the SSTs licensing programs to ensure exams are consistent with course materials and Minnesota Rules 7080-7083 and provide an expedited process for licensing.

## **VETERANS SERVICES**

### **CVSO Grants**

CVSO grant monies allow us to do things that are not possible within our budgets, and allow for greater assistance for the veterans we serve.

- Fillmore County asks legislators to continue supporting the CVSO grants.

### **Veterans Home**

Fillmore County asks legislators to continue supporting the CVSO grants. Fillmore County supports adequate funding for the staffing of the new Veterans' Home. Thank you for all of the assistance in getting the new Veterans' Home in Fillmore County and your continued support of Minnesota Veterans.

### **Fillmore County supports the Association of Minnesota Counties Legislative Policy Positions for 2022.**

We have provided a physical copy the 2022 AMC Policy Committee Priorities and the link for the 2022 AMC Legislative Priorities is:

[https://cms1files.revize.com/mncounties/document\\_center/Legislative/2022/AMC%20Policy%20Priorities%202022.pdf](https://cms1files.revize.com/mncounties/document_center/Legislative/2022/AMC%20Policy%20Priorities%202022.pdf)

And the 2022 AMC Legislative Platform will not be posted until the end of the first week in January. I will make sure our Legislators receive an emailed version when it is available, along with our Commissioners, Staff and Citizens.