

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
June 25, 2019**

Fillmore County Courthouse, 101 Fillmore Street - Preston, MN

Mitch Lentz - First District

Vacant - Third District

Randy Dahl - Second District

Duane Bakke - Fourth District

Marc Prestby - Fifth District

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Pledge of Allegiance

Board of Appeals and Equalization Continuation Hearing

9:00 a.m. Reconvene County Board of Appeal & Equalization

Adjourn County Board of Appeal & Equalization

9:15 a.m. Call the Commissioner Board Meeting to Order
Approve Agenda

Approve Consent Agenda:

1. June 18, 2019 County Board minutes.
2. Request approval for Account Technician to attend 2019 MN Association of Assessment Personnel (MAAP) Summer Conference/Workshop.
3. Payment of 3rd qtr. invoice #126362 in the sum of \$109,821.50 to Olmsted County Community Services for Dodge-Fillmore-Olmsted (DFO) Community Corrections 2019 appropriation in accordance with Joint Powers agreement.
4. Application for display of fireworks/pyrotechnic at Chatfield Western Days on August 11, 2019.

Approve Commissioners' Warrants
Review Auditor's Warrants

9:20 a.m. Cristal Adkins, Zoning Administrator

1. Consider an access permit for widening existing drive for Dan & Kathy Byer, Section 25, Sumner Township
2. Consider Conditional Use Permit for K. Rodney Beer for Concrete Recycling, Section 21, York Township

9:30 a.m. Citizen's Input

9:35 a.m. Kristina Kohn, Human Resources Officer

1. Second reading with possible action of new Employment policy
2. Second reading with possible action of new Announcements, Recruitment and Selection policy
3. Reappointment of Jason Marquardt as Veteran Service Officer effective September 30, 2019 for a four (4) year term
4. Request to hire replacement Public Health Nurse effective June 28, 2019 at Grade 13/Step 1 as requested by the Director of Nursing and recommended by the Hiring Committee

FILLMORE COUNTY BOARD OF COMMISSIONERS

June 25, 2019 Meeting Agenda

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- 9:45 a.m. Bobbie Vickerman, Coordinator
1. Request to review and approve the 2018 Performance Measure Results
 2. Consider approval of resolution for participation in the 2020 Performance Measures Program
 3. Consider approval of resolution outlining 2020 Performance Measures

Calendar review, committee reports and announcements.

MEETINGS: (Conference Room 102U, Fillmore County Courthouse unless otherwise indicated)

Monday, June 24	6:00 p.m.	Zumbro Valley Health Center, Rochester	<i>Lentz</i>
Tuesday, June 25	7:30 a.m.	Highway Committee, Highway Office Building, Preston	<i>Prestby/Bakke</i>
	9:00 a.m.	County Board – Special Meeting, Commissioners’ Boardroom, Courthouse, Preston	
Tuesday, July 2	9:00 a.m.	County Board - Special Meeting, Commissioners’ Boardroom, Courthouse, Preston	
Thursday, July 4	All Day	All County Offices Closed	
Monday, July 8	9:00 a.m.	SE MN Water Resources Board – Oronoco	<i>Bakke</i>
	6:00 p.m.	Development Achievement Center, Preston	<i>Lentz</i>
Tuesday, July 9	7:30 a.m.	Labor/Management Safety with Wellness	<i>Dahl/Prestby/Bakke/Lentz</i>
	9:00 a.m.	County Board – Regular meeting, Commissioners’ Boardroom, Courthouse, Preston	
	12:00 p.m.	Department Head (Meet right after Board meeting)	<i>Bakke/Prestby</i>
Thursday, July 11	4:30 p.m.	Soil & Water Conservation District (SWCD), SWCD Office, Preston	<i>Bakke</i>

FILLMORE COUNTY COMMISSIONERS' MINUTES

June 18, 2019

This is a preliminary draft of the June 18, 2019 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.

The Board of County Commissioners of Fillmore County, Minnesota met in regular session this 18th day of June, 2019 at 3:00 p.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Duane Bakke, Marc Prestby, Randy Dahl and Mitch Lentz. Also present were: Bobbie Vickerman, Coordinator/Clerk; Cristal Adkins, Zoning Administrator; Kristina Kohn, Human Resources Officer; Darrell Schmitt, Engineering Technician Supervisor; Kevin Beck; Bonita Underbakke; Gretchen Mensink, Republican Leader; and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

On motion by Lentz, seconded by Dahl, the Board unanimously approved the agenda.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the following Consent Agenda:

1. June 4, 2019 County Board minutes as presented.

On motion by Prestby, seconded by Lentz, the Board unanimously approved the Commissioner warrants.

The Auditor's warrants were reviewed.

Cristal Adkins, Zoning Administrator, was present.

On motion by Dahl, seconded by Prestby, the Board unanimously approved an access permit for new drive for Judith Tieman, Section 30, Bloomfield Township.

Darrell Schmitt, Engineering Technician Supervisor, was present.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to advertise for CSAH 5 Reconstruction Project in the City of Wykoff, SAP 023-605-035.

Kristina Kohn, Human Resources Officer, was present.

Kohn presented the first reading of the Employment policy. She will bring the policy back for a second reading.

Citizen's Input portion of the meeting opened at 3:31 p.m.

Bonita Underbakke wanted to personally invite the Board of Commissioners to the "Farming in Karst Country: Soil, Health, Caves & Underground Streams" presentation to be held at the Niagara Cave, Harmony, on Thursday, July 18, 2019. Chair Bakke noted that the flyer was in this week's Board packet.

Citizen's Input portion of the meeting closed at 3:33 p.m.

Human Resources Officer Kohn presented the first reading of the Announcements, Recruitment, and Selection policy. She will bring the policy back for a second reading.

FILLMORE COUNTY COMMISSIONERS' MINUTES

June 18, 2019

On motion by Dahl, seconded by Lentz, the Board unanimously approved the resignation for Matt Schultz, Deputy Sheriff, effective August 5, 2019 and thanked him for 19 years of service.

On motion by Dahl, seconded by Prestby, the Board unanimously approved to proceed with Request for Proposals (RFP) for health benefits through benefits consultant as recommended by the Benefits Committee.

On motion by Dahl, seconded by Prestby, the Board unanimously approved to proceed with Request for Proposals (RFP) for the following ancillary benefits through benefits consultant as recommended by the Benefits Committee:

- Employer Sponsored Life
- Voluntary Life
- Long Term Disability
- Dental
- Short Term Disability
- Voluntary Vision - this would be a new employee paid benefit

On motion by Dahl, seconded by Lentz, the Board unanimously approved to hire Donald Hanson as a temporary employee in the Solid Waste Department at Grade 3/Step 1, \$12.67/hour, effective June 19, 2019 as requested by the Solid Waste Administrator and recommended by the Solid Waste Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously accepted the resignation for Kari Schultz, Public Health Nurse, effective June 13, 2019. The Board thanked Kari for her 7½ years' of service and wished her well.

On motion by Dahl, seconded by Lentz, the Board unanimously approved to add a second Registered Nurse position to the current posting as requested by the Director of Nursing and recommended by the Personnel Committee.

Bobbie Vickerman, Coordinator, was present.

Vickerman reviewed the budgeting process and presented a timeline for the 2020 Budget.

On motion by Lentz, seconded by Dahl, the Board unanimously approved to relocate Economic Development Authority (EDA) into office space shared with the Zoning/Feedlot Office for Taxpayer Services access.

A review of the calendar was done and the following committee reports and announcements were given: Bakke/Prestby – Solid Waste - one (1) license yet to be acquired, discussed possibility of a capital grant, burn barrels, \$1/ton increase at Winneshiek County expected, and employee update.

Bakke/Prestby – Department Head - items as listed on agenda.

Bakke – Soil and Water Conservation District (SWCD) - new staff in place, looking at a credit program for cover crops, discussed the access to land information that Fillmore County does not have.

Bakke/Prestby – Dodge-Fillmore-Olmsted (DFO) - finances doing well, amended bylaws, no legislation that provides additional dollars, client statistics were provided for each entity.

Bakke – Law Library - the department is in the black but will drop a program or two, but continue to operate.

Minnesota Energy Resources Corporation (MERC) - Bakke noted that he saw in paper that City of Canton was upset with amount removed from their distribution.

Dahl – Semcac - not meeting in July, hired a new executive director and next meeting will be held at the new bus shed, update from Public Health clinic in Winona, Head Start for Preston moving out to Eagle Bluff.

Lentz – Bluff Country Housing and Redevelopment Authority (BCHRA), SE Emergency Communications Board, Webinar for Transportation Alliance, Development Achievement Center, Law Enforcement, SE MN

FILLMORE COUNTY COMMISSIONERS' MINUTES**June 18, 2019**

Emergency Services and Workforce Development - State not going to fund emergency medical services in the out state, but have in the metro area.

On motion by Lentz and seconded by Dahl, the Chair adjourned the meeting at 4:38 p.m.

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/25/2019

Amount of time requested (minutes): 5 minutes

Department: Land Records/Assessor

Requested By: Brian Hoff

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

Request approval for lodging, travel expense, membership and registration fee for Account Technician to attend 2019 MN Association of Assessment Personnel (MAAP) Summer Conference/Workshop in [REDACTED]

Lodging Fee \$99.00/night at [REDACTED]

MAAP Membership Fee \$10.00

2019 MAAP Conference/Workshop Fee \$85.00

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

Reviewed By: Brian Hoff

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



**Minnesota Association of Assessment Personnel
2019 Summer Workshop**



Thursday August 15, 2019

7:30 - Breakfast Buffet Opens

8:00 - Registration Table Opens

8:30 – **Homesteads**

9:30 – Break

9:45 – **Continuation of Homesteads**

10:45 - Break

11:00 – **Transfers of Ownership**

12:00 - **Lunch & MAAP Business Meeting** (held during lunch)

1:00 – **Break-out sessions**

- eCRV
- Virtual Room
- Homestead Application
- Diversity and Inclusion

3:00 - Break

3:15 – **Disaster**

4:30 – **End of Day One - MAAP Officers Meeting** (Incoming and Outgoing)

Friday August 16, 2019

7:30 - Breakfast Buffet Opens

8:30 – **Veteran's With Disabilities – Surviving Spouse's**

10:30 - Break

10:45 - **Legislative Updates/New Laws**

12:00 - **End of Summer Workshop**



Olmsted County Health, Housing, and Human Services
2117 Campus Dr, Suite 200
Rochester, Mn 55904
507-328-6523

RECEIVED
JUN 17 2019
FILLMORE COUNTY
COORDINATOR

Statement

Closing Date: 5/31/2019
Account Number: 101314
Balance Due: \$219,643.00
Date Due: 06/30/2019

Amount paid: _____

FILLMORE COUNTY COORDINATOR
AUDRY INGLET
PO BOX 466
101 FILLMORE STREET
PRESTON, MN 55965

Send Payment To:
Olmsted County Health, Housing, and Human Services
Finance Dept Suite 200
2117 Campus Dr SE
Rochester, MN 55904-4825

Send top portion with payment

Invoice Number	Transaction Date	Description	Services Rendered For	Facility	Dates of Service	Transaction Amount
		Previous Balance				219,643.00
Total Due						\$219,643.00

Call 507-328-6461 to set up a payment plan.

Email HHHSAccountsReceivable@co.olmsted.mn.us
with questions concerning your account.

If no payment activity on invoices older than 60 days, it
may be subject to collections via collection agency
and/or tax intercept.

Balance History

Current	> 30 days	> 60 days	> 90 days
0.00	0.00	0.00	219,643.00



Invoice

Date: 12/31/2018

Invoice #: 126362

Account #: 101314

Human Services

FILLMORE COUNTY COORDINATOR
AUDRY INGLET
PO BOX 466
101 FILLMORE STREET
PRESTON MN 55965

REMIT PAYMENT TO:

Olmsted County Health, Housing, and Human Services
Attn. Finance
2117 Campus Dr. SE Suite 200
Rochester, MN 55904-4825

Date of Service	Services Rendered To	Facility Name
07/01-09/30/19	FILLMORE COUNTY DFO TAX LEVY	
Description	Amount	
Fillmore County Appropriation	\$109,821 50	
Total Due		\$109,821 50
Terms		Net-30
Notes		

Please reference the above Invoice # when making payment.

Questions?

PHONE: 507-328-6523

FAX: 507-328-6734

E-MAIL: csaccountsreceivable@co.olmsted.mn.us

WEB SITE: <http://www.olmstedcounty.com>

~ A dynamic, world class County delivering excellence every day ~

APPLICATION FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS

Applicant instructions:

1. This application must be completed and returned at least 15 days prior to date of display.
2. Fee upon application is \$20.00 and must be payable to **FILMORE COUNTY TREASURER**

Name of applicant (Sponsoring Organization):

Western Days Inc

Address of applicant:

21 Second St SE Chatfield, MN 55923

Name of authorized agent of applicant:

Susan Kester

Address of agent:

1725 Third St SW Chatfield, MN 55923

Telephone number of agent:

507-251-7735

Date of display:

8/1/19

Time of display

9:15 PM

Location of display:

Opat Hill

Manner and place of storage of fireworks/pyrotechnic special effects prior to display

Brought Day of Show

Type & number of fireworks/pyrotechnic special effects to be discharged:

on proposal

Minnesota state law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.

Name of supervising operator:

Jeff Witter MN certificate #
Jason Hunt

Certificate No.:

00895

00544

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent):

Susan L Kester

Date of application:

6/3/19

*** Required attachments.** The following attachments must be included with this application:

1. Proof of a bond or certificate of insurance in amount of at least \$
2. A diagram of the grounds, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.
3. Names and ages of all assistants what will be participating in the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any:

Signature of fire chief/county sheriff:

[Signature]

Date

06/18/19

Signature of issuing authority:

Date:

Signature of County Attorney

Brett Corson

Date:

6/19/19



DISPLAY INFORMATION

Please complete the following information:

Display Date: August 11, 2019 Rain Date: August 13?

Time of Display: ~9:40

Name of **Organization Purchasing** Display: Chatfield Western Days

Billing Address: 21 - 2nd St. SE

City, State, Zip: Chatfield, MN 55923

Telephone: 5507867444 Fax: 5078679093 E-mail: nanaemt@yahoo.com

Name of **Contact Person**: Sue Kesster

Contact Address: same

City, State, Zip: 1725 Third St SW

Telephone: 507-251-7735 Fax: 507-867-9093 E-mail: nanaemt@yahoo.com

Send **Invoice** to: same

Billing Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

OFFICE USE ONLY

☐ J & M Fired ☐ Insurance Extension: ☐ YES or ☐ NO ☐ Customer Pick Up at _____ ☐ On Site Delivery

Delivery: Contact Delivery Name: _____ Telephone: _____

Delivery Address: _____

Delivery County: _____

Additional Contact Persons & Telephone Numbers: _____

Proposal # _____ **Final Show \$:** _____

Bonuses: _____ Prepayment _____ Multiple Year Agreement _____ Pick Up

Sales Representative: _____ **Customer PO Number:** _____

O# _____ C# _____

<input type="checkbox"/> tax exempt certificate received	<input type="checkbox"/> Agreement received	<input type="checkbox"/> Full payment	<input type="checkbox"/> Down payment
<input type="checkbox"/> permit received	<input type="checkbox"/> IQ received	\$ _____	\$ _____
<input type="checkbox"/> ATF permit	<input type="checkbox"/> S/P _____	Date _____ Check# _____	Date: _____ Check# _____
Exp. _____			



J&M Displays Proposal for: Chatfield Western Days Western Days

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Fireworks Price: \$3,990.60
Discount: \$680.60
Subtotal Fireworks: **\$3,310.00**
Sales Tax:
Local Sales Tax:
Insurance Processing: \$420.00
License and Permit:
Shoot Fee: \$320.00
Delivery: \$150.00
Musical Firing:
Shoot Cost:
Barge/Pontoon Fee:
Total Price of Show: **\$4,200.00**

Total Shot Count: 205
Packing Check: 192
Date of Display: 08/11/19
Customer Number: 10207

Summary of Free Items Added to Your Show See Previous Pages for a Listing of Free Items Free Items are Based on the \$3,310.00 Fireworks Subtotal

\$283.25	8% Free for Early Payment
\$340.00	Free for Advertising
\$526.25	15% Free for Multiple Year Agreement
\$1,149.50	Total Free

Total Value of Show is \$6,030.10. Your Price is \$4,200.00

Please Note the Following Comments:

The data in this proposal is confidential, and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information Law of this state or any other state or jurisdiction; as it may cause competitive disadvantage to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For choreographed displays the quantity and sizes of product may change based on the music selected; however, the dollar value of the product will remain the same.



J&M Displays Proposal for: Chatfield Western Days Western Days

Free for Advertising

3 Inch Salutes

Quantity	Name	Rising Effect	Price	Total
10	Dark salute (no Ti)		\$10.85	\$108.50
Category Shell Count: 10				\$108.50

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Rainbow crossette		\$37.70	\$37.70
1	Tracer assorted		\$37.70	\$37.70
Category Shell Count: 2				\$183.90

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Ghost Orange to crackle peony		\$47.35	\$47.35
1	White strobe		\$47.35	\$47.35
Category Shell Count: 2				\$278.60

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Two crisscross (lemon/purple) with time rain pistil	Crackling tail	\$61.40	\$61.40
Category Shell Count: 1				\$340.00
Section Shell Count: 15				

15% Free for Multiple Year Agreement

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
1	Salute with palm 10 Shot finale chain		\$96.45	\$96.45
Category Shell Count: 10				\$96.45

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony to silver crown		\$61.40	\$61.40
1	Brocade crown with silver strobing pistil		\$61.40	\$61.40
1	Glitter crossette	flower crown tail	\$61.40	\$61.40
1	Glittering willow	glitter tail	\$61.40	\$61.40
1	Silver to dark to silver crackling		\$61.40	\$61.40
1	Twitter glitter to red to blue with red strobe pistil		\$61.40	\$61.40
1	Two times scattering with crackling pistil		\$61.40	\$61.40
Category Shell Count: 7				\$526.25
Section Shell Count: 17				



J&M Displays Proposal for: Chatfield Western Days Western Days

Finales

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
4	Salute with palm 10 Shot finale chain		\$96.45	\$385.80
Category Shell Count: 40				\$385.80

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
4	Color 10 Shot finale chain	silver tail	\$139.80	\$559.20
Category Shell Count: 40				\$559.20
Section Shell Count: 80				

Miscellaneous

Ignition Items

Quantity	Name	Rising Effect	Price	Total
120	Igniter 2 meter leads		\$1.95	\$234.00
Category Shell Count: 0				\$234.00
Section Shell Count: 0				

8% Free for Early Payment

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Crackling willow		\$37.70	\$37.70
1	Glittering gold to Ruby kamuro w/strobe pistil		\$37.70	\$37.70
1	White strobe and red dahlia	whistling tail	\$37.70	\$37.70
Category Shell Count: 3				\$113.10

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Glittering silver to green chrys		\$47.35	\$47.35
Category Shell Count: 1				\$160.45

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Six Angle brocade crown		\$61.40	\$61.40
1	Willow to variegated w/ rising flowers		\$61.40	\$61.40
Category Shell Count: 2				\$283.25
Section Shell Count: 6				

Free for Advertising



J&M Displays Proposal for: Chatfield Western Days Western Days

Main Event

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony with green pistil	Gold tail	\$22.30	\$22.30
1	Lemon Dahlia		\$22.30	\$22.30
1	Purple peony with orange pistil	Gold tail	\$22.30	\$22.30
1	Red and blue dahlia with silver glitter		\$22.30	\$22.30
1	Wave to variegated	Silver tail	\$22.30	\$22.30
1	White peony		\$22.30	\$22.30
1	Willow to red white and blue		\$22.30	\$22.30
1	Colored Bees assorted		\$37.70	\$37.70
1	Pastel Cycas	Gold tail	\$37.70	\$37.70
1	Pink and Lemon crossette		\$37.70	\$37.70
1	Red green and blue moving stars		\$37.70	\$37.70
1	Silver & Red cross ring with crackling pistil	Gold tail	\$37.70	\$37.70
1	Assortment L of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$420.00	\$420.00
1	Assortment T of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$420.00	\$420.00

Category Shell Count: 52

\$1,184.60

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Aqua and purple peony with orange pistil		\$34.05	\$34.05
1	Crown to glittering		\$34.05	\$34.05
1	Purple to flower wave	Gold tail	\$34.05	\$34.05
1	Red and blue dahlia with silver glitter		\$34.05	\$34.05
1	Red peony		\$34.05	\$34.05
1	Blue chrys with silver willow pistil	Silver tail	\$61.40	\$61.40
1	Crossette assorted		\$61.40	\$61.40
1	Fancy willow to crackle	crackling tail	\$61.40	\$61.40
1	Glittering to sea blue saturn with willow ring		\$61.40	\$61.40
1	Glittering willow waterfall	glitter tail	\$61.40	\$61.40
1	Green peony with crackling with flash willow pistil	Crackling tail	\$61.40	\$61.40
1	Multi-Color Flowers	/rising green flowers	\$61.40	\$61.40
1	Multi-color comets		\$61.40	\$61.40
1	Rainbow crossette		\$61.40	\$61.40
1	Red chrys with silver willow pistil	Silver tail	\$61.40	\$61.40
1	Assortment L of 15 different J&M Brand shells ELECTRIC FIRE		\$540.00	\$540.00

Category Shell Count: 30

\$1,324.25

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony with gold coco with red pistil	Gold tail	\$60.55	\$60.55
1	Green to blue to silver peony	green tail	\$60.55	\$60.55
1	Lemon to pink to silver peony		\$60.55	\$60.55
1	Red and blue dahlia with silver glitter		\$60.55	\$60.55
1	Sky blue chrys with orange pistil		\$60.55	\$60.55

Category Shell Count: 5

\$302.75

Section Shell Count: 87

Finales

FIREWORKS DISPLAY AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between J & M Displays, Inc., an Iowa corporation, having its principal place of business at Yarmouth, Iowa, hereinafter referred to as "Seller", and Chatfield Western Days _____, hereinafter referred to as "Buyer".

Seller shall furnish to Buyer one (1) fireworks display, as per the \$ 4200 _____ program submitted and accepted by the Buyer, and which by reference is made a part hereof as Exhibit "A". The display is to take place on the evening of August 11 _____, 2019 at approximately 9:40 pm, weather permitting.

IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Firing of Display (check one of the below options):

☒ Seller agrees to furnish all necessary fireworks display material and personnel for a fireworks display in accordance with the program approved by the parties. Seller agrees to comply with all local, state, and federal guidelines pertaining to the storing and displaying of fireworks.

_____ Buyer waives the services of Seller's technician. Buyer is a municipality or has a valid permit from the Bureau of Alcohol, Tobacco, Firearms & Explosives and will be firing the display. If Buyer shoots the display, proof of liability insurance is required as stated in paragraph number five (5), proof of auto insurance (if pyrotechnics will be transported), and proof of worker's compensation insurance coverage is required. Buyer agrees to comply with all local, state, and federal guidelines pertaining to the storing and displaying of fireworks.

2. Payment. The Buyer shall pay to the Seller (check one of the below options):

_____ the sum of \$ _____ as a down payment upon execution of this Agreement. The balance of \$ _____ shall be due and payable in full within fifteen (15) days after the date of the fireworks display. A service charge of one and one-half percent (1 ½%) per month shall be added to the unpaid balance if the account is not paid in full within fifteen (15) days from the date of the show. If this account remains unpaid and is turned over to a collection agency for non-payment, all fees incurred in collecting the balance will be at the Buyer's expense. All returned checks will be assessed a \$30.00 fee.

☒ \$ 4200 _____ in full by June 1 _____ (70 days prior to the event date).
The Buyer will receive the 8% prepayment bonus product in this fireworks display.

_____ \$ _____ in full by _____ (30 days prior to event date).
The Buyer will receive the 5% prepayment bonus product in this fireworks display.

3. Weather Delay/Cancellation. Buyers intending to postpone a display due to inclement weather should contact J&M Displays as soon as possible to keep postponement fees to a minimum.

The following postponement fees are applicable *only* if the display is re-scheduled in the same calendar year.

- Displays postponed prior to being picked up at the magazine for delivery incur no postponement fee unless there are new costs associated with permit changes or display set-up has occurred prior to product delivery.
- Displays postponed after they are in transit to the shoot site will be charged the full delivery fee.
- Displays postponed after set-up by the shoot team will be charged delivery fee and 1.5 times the shoot fee for hand-fired displays and double the shoot fee for E-fired displays.
- Display set-ups that are allowed to remain on site overnight after a postponement to the following day will incur a fee of eight-percent (8%) of the total display budget. This will cover 24-hour security watch of fireworks and additional labor hours of shoot crew.

Displays cancelled and NOT re-scheduled within the same calendar year will be charged thirty-percent (30%) of the total display budget. This fee will cover all labor associated with order processing, packing & shipping, display set-up if applicable and re-stocking fees.

** Displays cancelled due to circumstances beyond customers control, such as burn bans or other bans issued by the AHJ will be considered on a case by case basis.

INSTRUCTIONS ON HOW TO COMPLETE THE FIREWORKS LIABILITY EXTENSION QUESTIONNAIRE

1. **Certificate Holder (named insured).** This should be the organization/person to whom the certificate of insurance should be mailed to. Usually will be the same as the organization/person who is purchasing the display.
2. **Address, City, State, Zip.** This should be the address of the Certificate Holder.
3. **Phone, Fax.** This should be numbers of the person completing this form so contact can be made if any questions.
4. **Effective Date(s).** This is the date(s) of your fireworks display.
5. **Rain Date.** This is the date that your fireworks display will be rescheduled to in the case of inclement weather.
6. **Additional Named Insured.** Additional insured are usually the certificate holder as well as any land owners from which the display will be fired. Sometimes cities or counties have special requirements as to who they must have listed in order to obtain a permit. Include addresses and what their interest in your event is. Example: land owner.
7. **Type of show.** Circle all that apply.
8. **Location of Event.** Example: Kossuth Park, Mediapolis, Iowa.
9. **Diagram.** Draw a diagram of the firing area indicating mortar placement, planned directions of shooting, any buildings or obstacles (exposures), and where the audience will be located. Measurements are required. They are necessary to make sure that NFPA safe distance requirements are met. If J & M Displays is firing the show for you, speak with your sales representative for help with this section.
10. **Fall Out Spotters.** If you are firing your own show, will you have people whose only job is to watch where the fall out is landing? If this is a J & M fired display, there will always be fall out spotters.
11. **Largest Shell.** You can find the size of the largest shell being fired in your show by looking in your proposal, catalog assortment or ask your J & M sales representative.
12. **Name of Designated Pyrotechnicians.** Name of the person in charge of firing this display.
13. **Read the Fireworks Warranty.**

SITE DIAGRAM



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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	
3	DEPT				Board Of Commissioners			
	82132	Fillmore Co Journal						
		01-003-000-0000-6233		6.00	5/28 Board Minutes	101029	Publications	N
					06/10/2019 06/10/2019			
	82132	Fillmore Co Journal		6.00	1 Transactions			
3	DEPT Total:			6.00	Board Of Commissioners	1 Vendors	1 Transactions	
34	DEPT				Policy Coordinator			
	111	Fillmore Co Treasurer- Credit Card/ACH						
		01-034-000-0000-6337		277.08	MCHRNA conf Kristina Kohn		Other Travel Expense	N
					05/04/2019 05/06/2019			
	111	Fillmore Co Treasurer- Credit Card/ACH		277.08	1 Transactions			
34	DEPT Total:			277.08	Policy Coordinator	1 Vendors	1 Transactions	
60	DEPT				Information Systems			
	111	Fillmore Co Treasurer- Credit Card/ACH						
		01-060-000-0000-6285		80.00	Siteground Hosting March 2019	1087398	Professional Fees	N
					05/01/2019 05/02/2019			
	111	Fillmore Co Treasurer- Credit Card/ACH		80.00	1 Transactions			
	2545	Marco,Inc						
		01-060-000-0000-6285		11,796.00	Manage IT 6/9-7/8/2019	6443983	Professional Fees	N
					06/09/2019 07/08/2019			
	2545	Marco,Inc		11,796.00	1 Transactions			
60	DEPT Total:			11,876.00	Information Systems	2 Vendors	2 Transactions	
91	DEPT				County Attorney			
	245	MN State Bar Association - CLE						
		01-091-000-0000-6242		279.00	Atty-Annual Memb Dues-Melissa	47546	Membership Dues	N
					06/30/2019 06/30/2020			
	245	MN State Bar Association - CLE		279.00	1 Transactions			
91	DEPT Total:			279.00	County Attorney	1 Vendors	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	
103	DEPT			Land Records / Assessor			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-103-000-0000-6337		461.22	Conf Lodging-Kayla P,Roxane A		Other Travel Expense	N
				04/29/2019 05/02/2019			
	01-103-000-0000-6637		12.87	Computer Software -DE		Software Expenses	N
				05/10/2019 05/13/2019			
	01-103-000-0000-6637		139.08	Assessor-Tablet Case -DE		Software Expenses	N
				03/15/2019 03/18/2019			
111	Fillmore Co Treasurer- Credit Card/ACH		613.17	3 Transactions			
9527	MN State Board Of Assessors						
	01-103-000-0000-6242		150.00	Assessor-License Ren-CB	3026	Membership Dues	N
				06/14/2019 06/14/2019			
	01-103-000-0000-6242		85.00	Assessor-Lic Renew-RV	3180	Membership Dues	N
				06/14/2019 06/14/2019			
	01-103-000-0000-6242		85.00	Assessor-Lic Renew-BH	3281	Membership Dues	N
				06/14/2019 06/14/2019			
	01-103-000-0000-6242		50.00	Assessor-new License - DE	4222	Membership Dues	N
				06/14/2019 06/14/2019			
	01-103-000-0000-6242		50.00	Assessor-New License-RA	4223	Membership Dues	N
				06/14/2019 06/14/2019			
9527	MN State Board Of Assessors		420.00	5 Transactions			
103	DEPT Total:		1,033.17	Land Records / Assessor	2 Vendors	8 Transactions	
106	DEPT			Unallocated Recording Fee			
4781	Pro-West & Associates, Inc						
	01-106-000-0000-6637		2,633.97	GIS-NG 911 & other updates	3400	Software Expenses	N
				05/31/2019 05/31/2019			
4781	Pro-West & Associates, Inc		2,633.97	1 Transactions			
106	DEPT Total:		2,633.97	Unallocated Recording Fee	1 Vendors	1 Transactions	
125	DEPT			Veteran Services			
4574	Hanson/Robert G.						
	01-125-000-0000-6377		80.00	May Van Trips to VA Hospital		Fees And Service Charges	Y
				05/09/2019 05/09/2019			

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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	
4574	Hanson/Robert G.		80.00	1 Transactions			
6267	Jeffers/Edward Charles						
	01-125-000-0000-6377		160.00	May Van trips to VA Hospital		Fees And Service Charges	N
				05/17/2019 05/21/2019			
6267	Jeffers/Edward Charles		160.00	1 Transactions			
83550	Kelly Printing & Signs LLC						
	01-125-000-0000-6420		499.00	Grant - sweatshirts	33398	State Grant Expenses	N
				05/09/2019 05/09/2019			
	01-125-000-0000-6420		499.50	Grant -olf Towels	33742	State Grant Expenses	N
				06/11/2019 06/11/2019			
83550	Kelly Printing & Signs LLC		998.50	2 Transactions			
4504	Laughlin/Ronald D.						
	01-125-000-0000-6377		560.00	May Van Trips to VA Hospital		Fees And Service Charges	Y
				05/01/2019 05/29/2019			
4504	Laughlin/Ronald D.		560.00	1 Transactions			
2545	Marco,Inc						
	01-125-000-0000-6420		1,144.15	Grant - Computer Monitor	1632071	State Grant Expenses	N
				06/03/2019 06/03/2019			
2545	Marco,Inc		1,144.15	1 Transactions			
125	DEPT Total:		2,942.65	Veteran Services	5 Vendors	6 Transactions	
149	DEPT			Other General Government			
4928	1 Source						
	01-149-000-0000-6408		1,018.18	County Supplies	several	County Shared Office Supplies	Y
				06/10/2019 06/13/2019			
4928	1 Source		1,018.18	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-149-000-0000-6377		373.06	Safety conf lodging-Don Kullot		Fees And Service Charges	N
				05/08/2019 05/10/2019			
	01-149-000-0000-6372		70.00	Wellness prize-June 2019	93345	Wellness Grant Expenses	N
				05/23/2019 05/24/2019			
111	Fillmore Co Treasurer- Credit Card/ACH		443.06	2 Transactions			

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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	
149	DEPT Total:		1,461.24	Other General Government	2 Vendors	3 Transactions	
201	DEPT			Enhanced 911 System			
4441	Independent Emergency Services, LLC		100.00	Sheriff-June 911 Services	200-0223	Contract Repairs And Maintenance	Y
	01-201-000-0000-6310			06/01/2019 06/30/2019			
4441	Independent Emergency Services, LLC		100.00	1 Transactions			
201	DEPT Total:		100.00	Enhanced 911 System	1 Vendors	1 Transactions	
202	DEPT			Sheriff			
5983	Anderson Auto LLC		43.10	Sheriff - Durango Oil Change	161986	Miscellaneous Repairs And Maintenance	Y
	01-202-000-0000-6311			05/07/2019 05/07/2019			
5983	Anderson Auto LLC		43.10	1 Transactions			
6317	Enterprise Fleet Management		3,373.50	Sheriff-Monthly Lease Charges	3725216	Vehicles Purchased	N
	01-202-000-0000-6650			06/01/2019 06/30/2019			
6317	Enterprise Fleet Management		3,373.50	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH		665.19	Sheriff Data Lines	9831288876	Squad Car Technology	N
	01-202-000-0000-6652			05/02/2019 06/01/2019			
111	Fillmore Co Treasurer- Credit Card/ACH		665.19	1 Transactions			
83550	Kelly Printing & Signs LLC		13.50	Sheriff-new hire hat	33568	Uniform Allowance	N
	01-202-000-0000-6173			05/24/2019 05/24/2019			
83550	Kelly Printing & Signs LLC		13.50	1 Transactions			
8453	Mph Industries Inc		1,726.00	Sheriff-new squad radar	6008064	Squad Car Technology	N
	01-202-000-0000-6652			05/23/2019 05/23/2019			
8453	Mph Industries Inc		1,726.00	1 Transactions			
3500	Severson Oil Company		313.53	Sheriff - Jessy Betts May Fuel	20248	Gasoline Diesel And Other Fuels	N
	01-202-000-0000-6561						

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bnf #	Account/Formula Descripti On Behalf of Name	1099
3500	Severson Oil Company		313.53	05/02/2019 05/29/2019 1 Transactions			
6350	Stewartville Auto Center, Inc 01-202-000-0000-6382		123.28	Sheriff-vehicle forfeiture 06/15/2019 06/15/2019 1 Transactions	1906158938	Vehicle Forfeiture Exp Ms169A.63	N
6350	Stewartville Auto Center, Inc		123.28				
355	Streicher's Inc. 01-202-000-0000-6455		1,005.95	Sheriff-Ammo 06/03/2019 06/03/2019 1 Transactions	1370911	Law Enforcement Supplies	N
355	Streicher's Inc.		1,005.95				
4435	TACTICAL SOLUTIONS 01-202-000-0000-6377		513.00	Sheriff-cert of radar units 06/04/2019 06/04/2019 1 Transactions	7284	Fees And Service Charges	N
4435	TACTICAL SOLUTIONS		513.00				
6185	WatchGuard Video 01-202-000-0000-6652		4,820.00	Sheriff-New squad video system 06/03/2019 06/03/2019 1 Transactions	6104	Squad Car Technology	N
6185	WatchGuard Video		4,820.00				
202	DEPT Total:		12,597.05	Sheriff	10 Vendors	10 Transactions	
206	DEPT			D.A.R.E. Program			
83550	Kelly Printing & Signs LLC 01-206-000-0000-6416		1,556.80	Sheriff-Dare Shirts 05/08/2019 05/08/2019	33381	Misc Supplies	N
	01-206-000-0000-6416		21.31	Sheriff-Astroparche paper-Dare 05/10/2019 05/10/2019 2 Transactions	33405	Misc Supplies	N
83550	Kelly Printing & Signs LLC		1,578.11				
206	DEPT Total:		1,578.11	D.A.R.E. Program	1 Vendors	2 Transactions	
251	DEPT			County Jail			
9	AmeriPride Services, Inc 01-251-000-0000-6377		79.41	Jail- Laundry	2801027438	Fees And Service Charges	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
01-251-000-0000-6377		82.65	05/15/2019 05/15/2019 Jail Laundry	2801032719	Fees And Service Charges N
01-251-000-0000-6377		82.65	05/29/2019 05/29/2019 Jail Laundry	2801038238	Fees And Service Charges N
01-251-000-0000-6377		77.30	06/12/2019 06/12/2019 Jail - Laundry	2810071903	Fees And Service Charges N
9 AmeriPride Services, Inc		322.01	05/24/2019 05/24/2019 4 Transactions		
4855 B&B Olympic Bowl					
01-251-000-0000-6379		4,176.00	Jail-Prisoner Meals May 2019		Board Of Prisoners N
			05/01/2019 05/31/2019 1 Transactions		
4855 B&B Olympic Bowl		4,176.00			
4026 Bob Barker Company, Inc					
01-251-000-0000-6455		67.51	Jail - Latex gloves	605591	Law Enforcement Supplies N
			05/17/2019 05/17/2019 1 Transactions		
4026 Bob Barker Company, Inc		67.51			
4899 HEALTHDIRECT #119					
01-251-000-0000-6431		227.53	Jail - Inmate Meds	51461	Drugs And Medicine N
			03/05/2019 05/30/2019 1 Transactions		
4899 HEALTHDIRECT #119		227.53			
4866 MEnD CORRECTIONAL CARE, PLLC					
01-251-000-0000-6429		2,255.06	Jail-June 2019 Healthcare	4036	Nurse/Medical Service Agreement N
			06/01/2019 06/30/2019 1 Transactions		
4866 MEnD CORRECTIONAL CARE, PLLC		2,255.06			
5988 Preston Auto Parts					
01-251-000-0000-6580		65.03	Sheriff-Misc Maint supplies	2100	Other Repair And Maintenance Suppl N
			05/06/2019 05/31/2019 1 Transactions		
5988 Preston Auto Parts		65.03			
3975 Ultimate Safety Concepts Inc					
01-251-000-0000-6377		455.50	Sheriff-Inspect/Serv Extinguis	183260	Fees And Service Charges N
			06/14/2019 06/14/2019 1 Transactions		
3975 Ultimate Safety Concepts Inc		455.50			

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
251	DEPT Total:		7,568.64	County Jail	7 Vendors	10 Transactions	
281	DEPT			Emergency Mgmt Services			
	111 Fillmore Co Treasurer- Credit Card/ACH						
	01-281-000-0000-6203		70.02	Sheriff Data Lines	9831288876	Telephone	N
				05/02/2019 06/01/2019			
	111 Fillmore Co Treasurer- Credit Card/ACH		70.02	1 Transactions			
281	DEPT Total:		70.02	Emergency Mgmt Services	1 Vendors	1 Transactions	
1	Fund Total:		42,422.93	County Revenue Fund		47 Transactions	

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12 INFRA FUND

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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	
111	DEPT					Facilites Mtce			
		111	Fillmore Co Treasurer- Credit Card/ACH						
			12-111-000-0000-6377		373.06	safety conf lodg Terry Schultz		Fees And Service Charges	N
						05/08/2019 05/10/2019			
		111	Fillmore Co Treasurer- Credit Card/ACH		373.06	1 Transactions			
111	DEPT Total:				373.06	Facilites Mtce	1 Vendors	1 Transactions	
12	Fund Total:				373.06	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			
2965	Diamond Mowers Inc						
	13-310-000-0000-6640		33,063.00	new mower	0159246-IN	Equipment Purchased	N
2965	Diamond Mowers Inc		33,063.00		1 Transactions		
5751	Fastenal Company						
	13-310-000-0000-6515		308.47	supplies	79516	Traffic Signs	N
5751	Fastenal Company		308.47		1 Transactions		
5471	Precise MRM LLC						
	13-310-000-0000-6580		75.00	truck data plan	200-1021366	Other Repair And Maintenance Suppl	N
5471	Precise MRM LLC		75.00		1 Transactions		
310	DEPT Total:		33,446.47	Highway Maintenance	3 Vendors	3 Transactions	
320	DEPT			Highway Construction			
82132	Fillmore Co Journal						
	13-320-000-0000-6241		6.75	604-005 ads	101021	Advertising	N
82132	Fillmore Co Journal		6.75		1 Transactions		
320	DEPT Total:		6.75	Highway Construction	1 Vendors	1 Transactions	
330	DEPT			Equipment Maintenance Shops			
4545	Brown's Tire & Battery Inc						
	13-330-000-0000-6516		75.00	labor	189774	Tires & Repairs	N
4545	Brown's Tire & Battery Inc		75.00		1 Transactions		
5005	Cintas Corporation- First Aid & Safety						
	13-330-000-0000-6576		118.57	supplies	5013906279	Shop Supplies & Tools	N
5005	Cintas Corporation- First Aid & Safety		118.57		1 Transactions		
1425	Continental Research Corp						
	13-330-000-0000-6576		269.70	supplies	478309CRC1	Shop Supplies & Tools	N
1425	Continental Research Corp		269.70		1 Transactions		
2965	Diamond Mowers Inc						
	13-330-000-0000-6575		1,003.39	parts	0159318-IN	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
2965	Diamond Mowers Inc		1,003.39	1 Transactions		
5751	Fastenal Company					
	13-330-000-0000-6576		6.63	supplies	79547	Shop Supplies & Tools N
	13-330-000-0000-6576		3.75	supplies	79552	Shop Supplies & Tools N
	13-330-000-0000-6576		34.08	supplies	79594	Shop Supplies & Tools N
	13-330-000-0000-6576		16.44	supplies	79622	Shop Supplies & Tools N
	13-330-000-0000-6576		18.75	supplies	79676	Shop Supplies & Tools N
	13-330-000-0000-6576		7.32	supplies	79693	Shop Supplies & Tools N
	13-330-000-0000-6576		7.32	supplies	79769	Shop Supplies & Tools N
5751	Fastenal Company		94.29	7 Transactions		
170	Hyland Motor Company					
	13-330-000-0000-6575		2,047.50	labor	140787	Machinery Parts N
	13-330-000-0000-6575		1,580.80	parts	140787	Machinery Parts N
	13-330-000-0000-6575		24.50	parts	140877	Machinery Parts N
170	Hyland Motor Company		3,652.80	3 Transactions		
6262	Northwoods					
	13-330-000-0000-6576		104.63	supplies	229994	Shop Supplies & Tools N
6262	Northwoods		104.63	1 Transactions		
303	Preston Equipment Company					
	13-330-000-0000-6576		279.95	supplies	01-71439	Shop Supplies & Tools N
	13-330-000-0000-6575		14.85	parts	01-73064	Machinery Parts N
	13-330-000-0000-6575		23.50	labor	01-73409	Machinery Parts N
	13-330-000-0000-6575		0.47	parts	01-73409	Machinery Parts N
303	Preston Equipment Company		318.77	4 Transactions		
8755	Valley Home Improvement					
	13-330-000-0000-6317		88.02	bldg maint	60642	Building Maintenance N
	13-330-000-0000-6317		14.67	bldg maint	60650	Building Maintenance N
8755	Valley Home Improvement		102.69	2 Transactions		
4079	Village Farm & Home					
	13-330-000-0000-6576		24.97	supplies	42168	Shop Supplies & Tools N
4079	Village Farm & Home		24.97	1 Transactions		
450	Zep Sales & Service					

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13 County Road & Bridge

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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	
	13-330-000-0000-6576		103.83	supplies	9004287544	Shop Supplies & Tools	N
450	Zep Sales & Service		103.83	1 Transactions			
330	DEPT Total:		5,868.64	Equipment Maintenance Shops	11 Vendors	23 Transactions	
13	Fund Total:		39,321.86	County Road & Bridge		27 Transactions	

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14 Sanitation Fund

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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	
390	DEPT			Resource Recovery Center			
	6150 Cintas Corporation No.2						
	14-390-000-0000-6377		17.70	RRC-Uniforms	4023885413	Fees And Service Charges	N
				06/14/2019 06/14/2019			
	6150 Cintas Corporation No.2		17.70	1 Transactions			
390	DEPT Total:		17.70	Resource Recovery Center	1 Vendors	1 Transactions	
391	DEPT			Score Grant Program			
	8757 OSI Environmental, Inc						
	14-391-000-0000-6861		100.00	RCC-Disposal Used Oil	2079018	Recycling Operation Expense	N
				06/30/2019 06/30/2019			
	14-391-000-0000-6861		205.00	RRC-Dispos Antifreeze & filter	2079046	Recycling Operation Expense	N
				06/30/2019 06/30/2019			
	8757 OSI Environmental, Inc		305.00	2 Transactions			
391	DEPT Total:		305.00	Score Grant Program	1 Vendors	2 Transactions	
14	Fund Total:		322.70	Sanitation Fund		3 Transactions	

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23 County Airport Fund

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 14

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
351	DEPT			Airport Fuel Sales			
	4050 AirNav LLC						
	23-351-000-0000-6377		20.00	Airport - Fuel Ad Website	1985536	Fees And Service Charges	N
				06/17/2019 06/17/2019			
	4050 AirNav LLC		20.00	1 Transactions			
351	DEPT Total:		20.00	Airport Fuel Sales	1 Vendors	1 Transactions	
23	Fund Total:		20.00	County Airport Fund		1 Transactions	

kapenhorst

6/20/19 2:04PM

91 Economic Development Au

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 15

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
705	DEPT			Economic Development			
6634	Maxfield Research & Consulting						
	91-705-000-0000-6292		950.00	Ecom Dev - Housing Study	16957	Housing Study	N
				06/19/2019 06/19/2019			
	91-705-000-0000-6292		5,700.00	Ecom Dev-Housing Study	16984	Housing Study	N
				06/19/2019 06/19/2019			
	91-705-000-0000-6292		10,000.00	Ecom Dev -Housing Study	16996	Housing Study	N
				06/19/2019 06/19/2019			
6634	Maxfield Research & Consulting		16,650.00	3 Transactions			
705	DEPT Total:		16,650.00	Economic Development	1 Vendors	3 Transactions	
91	Fund Total:		16,650.00	Economic Development Author		3 Transactions	
	Final Total:		99,110.55	55 Vendors	82 Transactions		

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	42,422.93	County Revenue Fund	
	12	373.06	INFRA FUND	
	13	39,321.86	County Road & Bridge	
	14	322.70	Sanitation Fund	
	23	20.00	County Airport Fund	
	91	16,650.00	Economic Development Authori	
	All Funds	99,110.55	Total	Approved by,
			
			

ddunn

6/20/19 10:12AM

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	
7617	Bluff Valley Riders						
	01-001-000-0000-6876		1,365.57	BM4		Snowmobile Trail Payments	N
7617	Bluff Valley Riders		1,365.57		1 Transactions		
3219	Centurylink						
	01-149-000-0000-6203		1,311.72	June 2019		Telephone	N
3219	Centurylink		1,311.72		1 Transactions		
5166	Hiawatha Sno Seekers						
	01-001-000-0000-6876		1,690.24	BM4		Snowmobile Trail Payments	N
5166	Hiawatha Sno Seekers		1,690.24		1 Transactions		
4723	Mabel Canton Trail Busters						
	01-001-000-0000-6876		793.49	BM4		Snowmobile Trail Payments	N
4723	Mabel Canton Trail Busters		793.49		1 Transactions		
5536	MiEnergy Cooperative						
	01-251-000-0000-6251		108.15	Radio Tower Electric		Electricity	N
5536	MiEnergy Cooperative		108.15		1 Transactions		
5397	MN Office Of Enterprise Technology						
	01-149-000-0000-6203		1,300.00	May 2019 WAN		Telephone	N
5397	MN Office Of Enterprise Technology		1,300.00		1 Transactions		
272	Newman Signs						
	01-104-000-0000-6514		176.37	8 Address Signs		Address Signs	N
272	Newman Signs		176.37		1 Transactions		
308	Preston Public Utilities						
	01-111-000-0000-6251		2,519.06	Utilities for FCOB		Electricity	N
	01-111-000-0000-6251		5,011.05	Utilities for Courthouse		Electricity	N
	01-251-000-0000-6251		2,130.89	Utilities for Jail		Electricity	N
308	Preston Public Utilities		9,661.00		3 Transactions		
7369	Tri-County Trailblazers						
	01-001-000-0000-6876		1,039.57	BM4		Snowmobile Trail Payments	N
7369	Tri-County Trailblazers		1,039.57		1 Transactions		
6368	Tri-State Surveying, LLC						
	01-106-000-0000-6340		250.00	Section Corner Res No 2011-035		Re-Monumentation Of Section Corr	Y

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6/20/19 10:12AM
1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
6368	Tri-State Surveying, LLC		250.00	1 Transactions		
1 Fund Total:			17,696.11	County Revenue Fund	10 Vendors	12 Transactions

ddunn
6/20/19 10:12AM
13 County Road & Bridge

*** 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	
3956	Icon Constructors, LLC							
	13-320-000-0000-6341			92,621.20	599-150 T/B #4		Township Bridge Construction	Y
3956	Icon Constructors, LLC			92,621.20	1 Transactions			
13 Fund Total:				92,621.20	County Road & Bridge	1 Vendors	1 Transactions	

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6/20/19 10:12AM
14 Sanitation Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
308	Preston Public Utilities							
	14-390-000-0000-6251			424.59	Utilities for Transfer Station		Electricity	N
308	Preston Public Utilities			424.59	1 Transactions			
5882	Winneshiek County Landfill							
	14-390-000-0000-6374			2,654.43	Tipping Fees		Landfill Tipping Fees	N
5882	Winneshiek County Landfill			2,654.43	1 Transactions			
14 Fund Total:				3,079.02	Sanitation Fund	2 Vendors	2 Transactions	

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6/20/19 10:12AM
87 State Revenue And School

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1859	MN Department Of Finance					
	87-000-000-0000-2100		1,675.00	May 2019 Vitals		Due To Other Governmental Agenci N
	87-000-000-0000-2313		3,759.00	Real Estate Surcharge May 2019		Real Estate Surcharge N
1859	MN Department Of Finance		5,434.00	2 Transactions		
5993	Mn Dept Of Health					
	87-000-000-0000-2312		127.50	Well Mgmnt Funds May 2019		Well Management Funds N
5993	Mn Dept Of Health		127.50	1 Transactions		
87 Fund Total:			5,561.50	State Revenue And School Fund	2 Vendors	3 Transactions
Final Total:			118,957.83	15 Vendors	18 Transactions	

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6/20/19

10:12AM

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	17,696.11	County Revenue Fund	
	13	92,621.20	County Road & Bridge	
	14	3,079.02	Sanitation Fund	
	87	5,561.50	State Revenue And School Fund	
	All Funds	118,957.83	Total	Approved by,
			
			

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6/20/19 2:14PM
80 Taxes And Penalties Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
373 Amherst Township 80-889-000-0000-6804		83,060.62	2019 May-June Tax Settlement	For Other Agencies	N
373 Amherst Township		83,060.62	1 Transactions		
374 Arendahl Township 80-889-000-0000-6804		72,797.97	2019 May-June Tax Settlement	For Other Agencies	N
374 Arendahl Township		72,797.97	1 Transactions		
375 Beaver Township 80-889-000-0000-6804		70,448.68	2019 May-June Tax Settlement	For Other Agencies	N
375 Beaver Township		70,448.68	1 Transactions		
376 Bloomfield Township 80-889-000-0000-6804		63,658.52	2019 May-June Tax Settlement	For Other Agencies	N
376 Bloomfield Township		63,658.52	1 Transactions		
377 Bristol Township 80-889-000-0000-6804		76,688.69	2019 May-June Tax Settlement	For Other Agencies	N
377 Bristol Township		76,688.69	1 Transactions		
379 Canton Township 80-889-000-0000-6804		123,695.85	2019 May-June Tax Settlement	For Other Agencies	N
379 Canton Township		123,695.85	1 Transactions		
380 Carimona Township 80-889-000-0000-6804		73,026.53	2019 May-June Tax Settlement	For Other Agencies	N
380 Carimona Township		73,026.53	1 Transactions		
381 Carrollton Township 80-889-000-0000-6804		89,052.23	2019 May-June Tax Settlement	For Other Agencies	N
381 Carrollton Township		89,052.23	1 Transactions		
382 Chatfield City 80-889-000-0000-6804		699,202.81	2019 May-June Tax Settlement	For Other Agencies	N
382 Chatfield City		699,202.81	1 Transactions		
383 Chatfield Township 80-889-000-0000-6804		67,163.40	2019 May-June Tax Settlement	For Other Agencies	N
383 Chatfield Township		67,163.40	1 Transactions		

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6/20/19 2:14PM
80 Taxes And Penalties Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
378	City of Canton							
	80-889-000-0000-6804			74,533.58	2019 May-June Tax Settlement		For Other Agencies	N
378	City of Canton			74,533.58	1 Transactions			
396	City of Ostrander							
	80-889-000-0000-6804			100,442.70	2019 May-June Tax Settlement		For Other Agencies	N
396	City of Ostrander			100,442.70	1 Transactions			
402	City of Rushford							
	80-889-000-0000-6804			537,388.02	2019 May-June Tax Settlement		For Other Agencies	N
402	City of Rushford			537,388.02	1 Transactions			
403	City of Rushford Village							
	80-889-000-0000-6804			235,548.85	2019 May-June Tax Settlement		For Other Agencies	N
403	City of Rushford Village			235,548.85	1 Transactions			
404	City of Spring Valley							
	80-889-000-0000-6804			856,765.89	2019 May-June Tax Settlement		For Other Agencies	N
404	City of Spring Valley			856,765.89	1 Transactions			
407	City of Whalan							
	80-889-000-0000-6804			17,112.32	2019 May-June Tax Settlement		For Other Agencies	N
407	City of Whalan			17,112.32	1 Transactions			
408	City of Wykoff							
	80-889-000-0000-6804			121,610.70	2019 May-June Tax Settlement		For Other Agencies	N
408	City of Wykoff			121,610.70	1 Transactions			
384	Fillmore Township							
	80-889-000-0000-6804			58,488.72	2019 May-June Tax Settlement		For Other Agencies	N
384	Fillmore Township			58,488.72	1 Transactions			
385	Forestville Township							
	80-889-000-0000-6804			64,986.99	2019 May-June Tax Settlement		For Other Agencies	N
385	Forestville Township			64,986.99	1 Transactions			
386	Fountain City							
	80-889-000-0000-6804			117,071.82	2019 May-June Tax Settlement		For Other Agencies	N
386	Fountain City			117,071.82	1 Transactions			

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6/20/19 2:14PM
80 Taxes And Penalties 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
387	Fountain Township					
	80-889-000-0000-6804		70,239.41	2019 May-June Tax Settlement		For Other Agencies N
387	Fountain Township		70,239.41	1 Transactions		
388	Harmony City					
	80-889-000-0000-6804		402,749.78	2019 May-June Tax Settlement		For Other Agencies N
388	Harmony City		402,749.78	1 Transactions		
389	Harmony Township					
	80-889-000-0000-6804		125,954.00	2019 May-June Tax Settlement		For Other Agencies N
389	Harmony Township		125,954.00	1 Transactions		
390	Holt Township					
	80-889-000-0000-6804		89,818.50	2019 May-June Tax Settlement		For Other Agencies N
390	Holt Township		89,818.50	1 Transactions		
391	Jordan Township					
	80-889-000-0000-6804		31,523.98	2019 May-June Tax Settlement		For Other Agencies N
391	Jordan Township		31,523.98	1 Transactions		
392	Lanesboro City					
	80-889-000-0000-6804		385,586.66	2019 May-June Tax Settlement		For Other Agencies N
392	Lanesboro City		385,586.66	1 Transactions		
393	Mabel City					
	80-889-000-0000-6804		225,040.89	2019 May-June Tax Settlement		For Other Agencies N
393	Mabel City		225,040.89	1 Transactions		
394	Newburg Township					
	80-889-000-0000-6804		78,699.99	2019 May-June Tax Settlement		For Other Agencies N
394	Newburg Township		78,699.99	1 Transactions		
395	Norway Township					
	80-889-000-0000-6804		94,608.19	2019 May-June Tax Settlement		For Other Agencies N
395	Norway Township		94,608.19	1 Transactions		
397	Peterson City					
	80-889-000-0000-6804		50,153.53	2019 May-June Tax Settlement		For Other Agencies N
397	Peterson City		50,153.53	1 Transactions		

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6/20/19 2:14PM
80 Taxes And Penalties Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
398 Pilot Mound Township 80-889-000-0000-6804		74,845.37	2019 May-June Tax Settlement	For Other Agencies	N
398 Pilot Mound Township		74,845.37	1 Transactions		
399 Preble Township 80-889-000-0000-6804		54,869.79	2019 May-June Tax Settlement	For Other Agencies	N
399 Preble Township		54,869.79	1 Transactions		
400 Preston City 80-889-000-0000-6804		602,031.36	2019 May-June Tax Settlement	For Other Agencies	N
400 Preston City		602,031.36	1 Transactions		
401 Preston Township 80-889-000-0000-6804		46,995.15	2019 May-June Tax Settlement	For Other Agencies	N
401 Preston Township		46,995.15	1 Transactions		
405 Spring Valley Township 80-889-000-0000-6804		72,151.88	2019 May-June Tax Settlement	For Other Agencies	N
405 Spring Valley Township		72,151.88	1 Transactions		
406 Sumner Township 80-889-000-0000-6804		92,867.25	2019 May-June Tax Settlement	For Other Agencies	N
406 Sumner Township		92,867.25	1 Transactions		
409 York Township 80-889-000-0000-6804		73,947.92	2019 May-June Tax Settlement	For Other Agencies	N
409 York Township		73,947.92	1 Transactions		
80 Fund Total:		6,174,828.54	Taxes And Penalties Fund	37 Vendors	37 Transactions

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6/20/19 2:14PM
87 State Revenue And School

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5032	Fillmore County Auditor-Treasurer						
	87-000-000-0000-2455		750.07	2019 May-June Tax Settlement		General State Tax	N
5032	Fillmore County Auditor-Treasurer		750.07	1 Transactions			
87 Fund Total:			750.07	State Revenue And School Fund	1 Vendors	1 Transactions	
Final Total:			6,175,578.61	38 Vendors	38 Transactions		

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	80	6,174,828.54	Taxes And Penalties Fund	
	87	750.07	State Revenue And School Fund	
All Funds		6,175,578.61	Total	Approved by,
			
			

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/25/2019

Amount of time requested (minutes):

10

Dept.: Zoning

Prepared By:

Kristi Ruesink

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:

Documentation
(Yes/No):

1.

Regular Agenda:

Documentation
(Yes/No):

1. Consider an access permit for widening existing drive for Dan & Kathy Byer, section 25 of Sumner Township.
2. Consider Conditional Use Permit for K. Rodney Beer for Concrete Recycling, section 21 of York Township.

All requests for County Board agenda must be in the Coordinator'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: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

ACCESS PERMIT APPLICATION

FILLMORE COUNTY

(This application must be fully completed before it can be processed. Failure to complete the form in its entirety will only result in further delays)

(1) Name of all Landowners: DAN BYER Phone #: 507-272-9366
KATHY BYER Phone #: 507-254-3694
Phone #: _____

Mailing Address: PO BOX 87 FOUNTAIN MN 55935
Address City State Zip

(2) Parcel #: _____ Permit # _____
To be filled out by the Zoning Office

(3) Legal Description (from deed, abstract, or Recorder's Office): _____

SECT-25 TWP-104 RANGE-013 2.50 AC PART OF SEY4 SEY4 SWY4
Section: 25 (4) Township: 104 (5) Range: 013

Permission is being applied for to construct an access to County Road 4 at the following location

(qtr/qtr) SEY4 SEY4 SWY4 Section 25 Township Name SUMNER

Reason for Access _____

TOTAL FEE: \$200.00 (NON-REFUNDABLE)

(4) Signature of all Landowners: Dan Byer Date: 4-18-19
Kathy Byer Date: 4-18-19
Date: _____

After review of the site, it is recommended that the access be ^{WIDENING} (approved) (disapproved) to the above applicant for the following reason(s).

THE CURRENT DRIVEWAY NEEDS TO BE WIDENED TO ALLOW LARGER VEHICLES TO ACCESS THE PROPERTY

Specifications/Conditions: EXTEND THE DRIVEWAY TO THE EAST, 20' WIDE TOP, ADD ON TO 15" METAL CULVERT 14 FT AND PROVIDE A 4:1 INSLOPE.

[Signature] 6/14/19 _____
County Engineer Date Zoning Administrator Date

Based on the above recommendation and all other known facts, the Fillmore County Board of Commissioners do hereby (approve, disapprove) this request for an access to a county road.

Board Chairman _____ Date _____ County Auditor _____ Date _____

CONDITIONAL USE PERMIT APPLICATION FILLMORE COUNTY

Landowners Portion

(This application must be fully completed before it can be processed. Failure to complete the form in its entirety will only result in further delays)

This Conditional Use Permit is for: Concrete Recycling
(Feedlot, Rock Quarry, Telecommunications Tower, Other)

(1) Name of all Landowners: K. Rodney Beer Phone #: 563-203-0822
Holly L. Beer Phone #: 563-203-0822
Phone #:

Mailing Address of Applicants: 18031 140th St.

City, State, Zip Preston MN 55965

Section: 21 (4) Township: 101 (5) Range: 012 Recycling Site

Township Name: York

(2) Parcel Number: 27.0174.000 Permit # _____
To be filled out by the Zoning Office

(3) Legal Description (from deed, abstract or Recordors Office):

SECT - 21 Twp 101 Range - 012 200.00 AC SW¹/₄ NW¹/₄ + SW¹/₄

(6) Signature of all Landowners: K. Rodney Beer Date: 4-18-19
Holly L. Beer Date: 4-18-19
Date:

CONDITIONAL USE PERMIT APPLICATION FILLMORE COUNTY

Applicants Portion

(This application must be fully completed before it can be processed. Failure to complete the form in its entirety will only result in further delays)

This Conditional Use Permit is for: _____

(Feedlot, Rock Quarry, Telecommunications Tower, Other)

Name of Applicant K. Rodney Beer Phone #: 563-203-0822

Company Name Beer Farms L.L.C.

Mailing Address of Applicants: 18031 140th St. Preston MN 55965
Address City State Zip

Date: 4-18-19 Phone #: 563-203-0822

Provide a complete description of the project you are proposing. This must include a typed or written narrative of what you plan to do.

Provide a complete site development plan and building or structure plan. This must include:

1. Name, Address, North Arrow, and Date.
2. Aerial photograph of the site. (*Copies obtained at SWCD or Assessors Office*)
3. Soils maps of the site. (*Copies obtained at SWCD or Assessors Office*)
4. Setbacks from the centerline of all public roads and front, side and rear property lines.
5. Location and dimensions of all structures on the site. *None*
6. Driveways and accesses to the property.
7. Locations of any proposed new construction to include drawings of new structures. *NA*
8. Parking Areas. (*In the case of campgrounds, all campsites*)
9. Sinkholes and direction of water runoff.
10. Location of all wells on the property and tile inlets if on the site.
11. Location of any sewer systems located on the site. *None*
12. Locations of rivers, bluffs, trails and public roadways.

Fee: \$450.00

Late Fee: \$250.00, if applicable

Signature of Applicant K. Rodney Beers Date: 4-18-19

Instructions for filling out a Conditional Use Permit Application

- (1) The landowner(s) must list all the names that are on the abstract for this particular piece of land. This would include husband **and** wife's names if both are on the abstract plus any other names.
- (2) The parcel number is a 9-digit number found on a tax statement that specially designates a number for this particular piece of land. It starts with an R and is set up as such; R99.9999.999.
- (3) The legal description is a very detailed description of the boundaries of the parcel of land where an applicant plans to build. This description is found on an abstract or a deed or may also be obtained by coming into the County Records Office and asking for a copy. This copy should also contain all the names of the landowners who have an interest in this parcel of land.

BEER FARMS L.L.C.

18031 140TH STREET • PRESTON, MN • 55965
OFFICE: 507-937-3168
CELL: 563-203-0822
FAX: 507-937-3241

Fillmore County

Rules and regulations have forced us to reevaluate how we handle removed concrete from job sites. This is an on going problem.

Our plan is to use a concrete breaker on a 320 excavator, on customers sites, we will then break up concrete to under 12" in diameter, remove rebar, then haul back to our recycling center to stockpile, to then haul back out to customers job sites for use as subgrade material or driveway base material. If there is not enough use for this material in the 12" size or smaller, we will then bring a concrete crusher in to re crush into a smaller size to then resell for a compactable material.

Some job sites will be too small to bring in a concrete breaker, in which we will then haul concrete back to our recycling center and break the concrete here.

I included maps of the area we would like to use.

As we start this project we will use the first concrete brought into the recycling center to create a 2 foot thick working pad to be able to stockpile, break or crush on.

We will also use the clean broken concrete to create a water filter berm on a half moon shape on the downhill side of the pad area, to prevent concrete sediment run off.

An existing driveway is already there, as you can see runs through the recycling center area.

Also this area already has a waterway on the up hill side to of the pad area to divert the water around.

All areas around and in the recycling center will be maintained, mowed berms, etc.

At this time we only want to use this site for our own job site customers. If we can control the cost going into this project and end up with a useable product to resell, with a demand from the public, we will then consider taking in concrete from other contractors and or home owners.

This will be

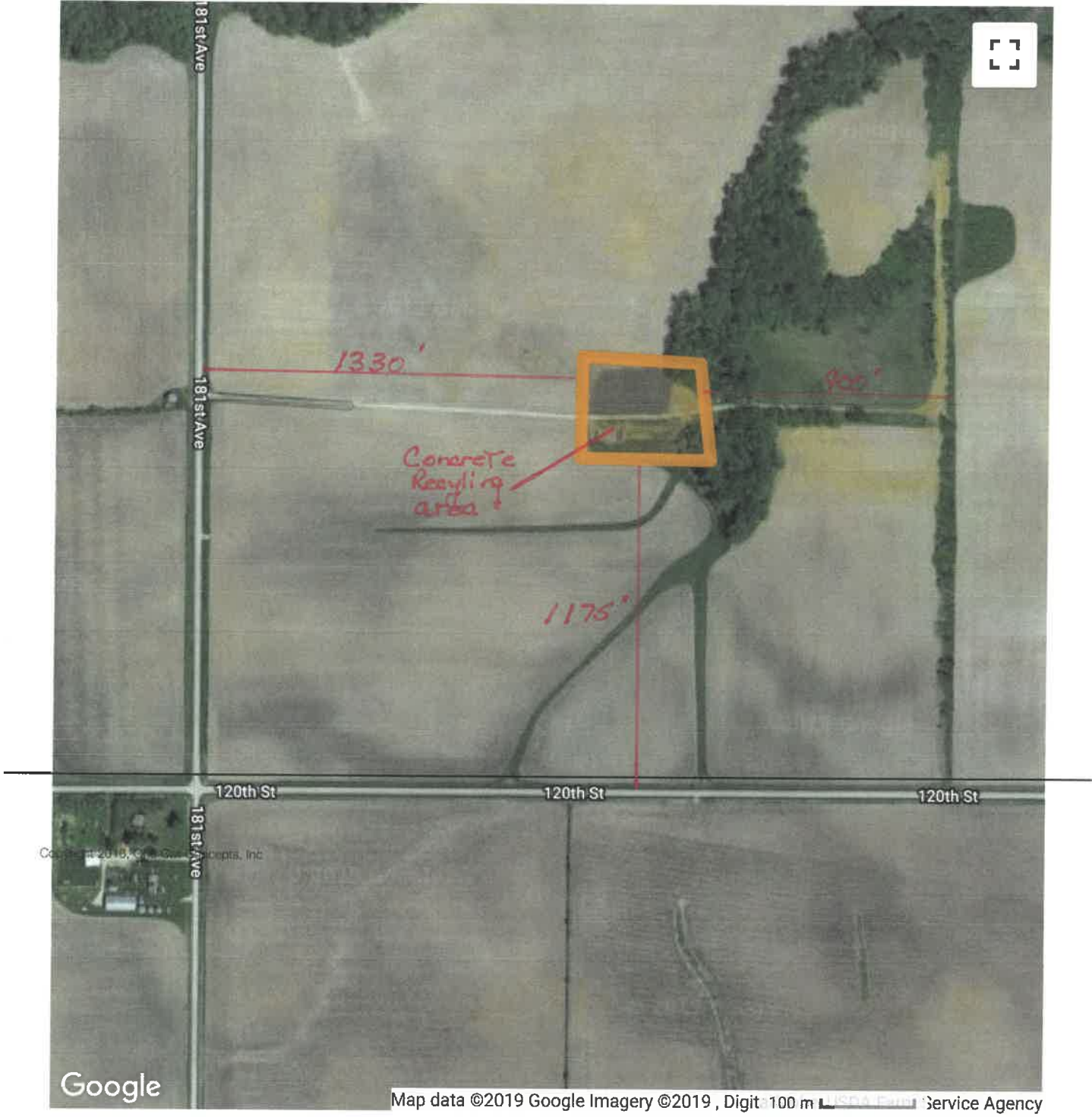
This recycle center will not get out of control due to the fact that I like things clean and neat.

Thanks for considering this conditional use permit.

Any questions, please call Rodney @ 563-203-0822.

Search Map Cherry Grove, MN 55975

Lat/Lon



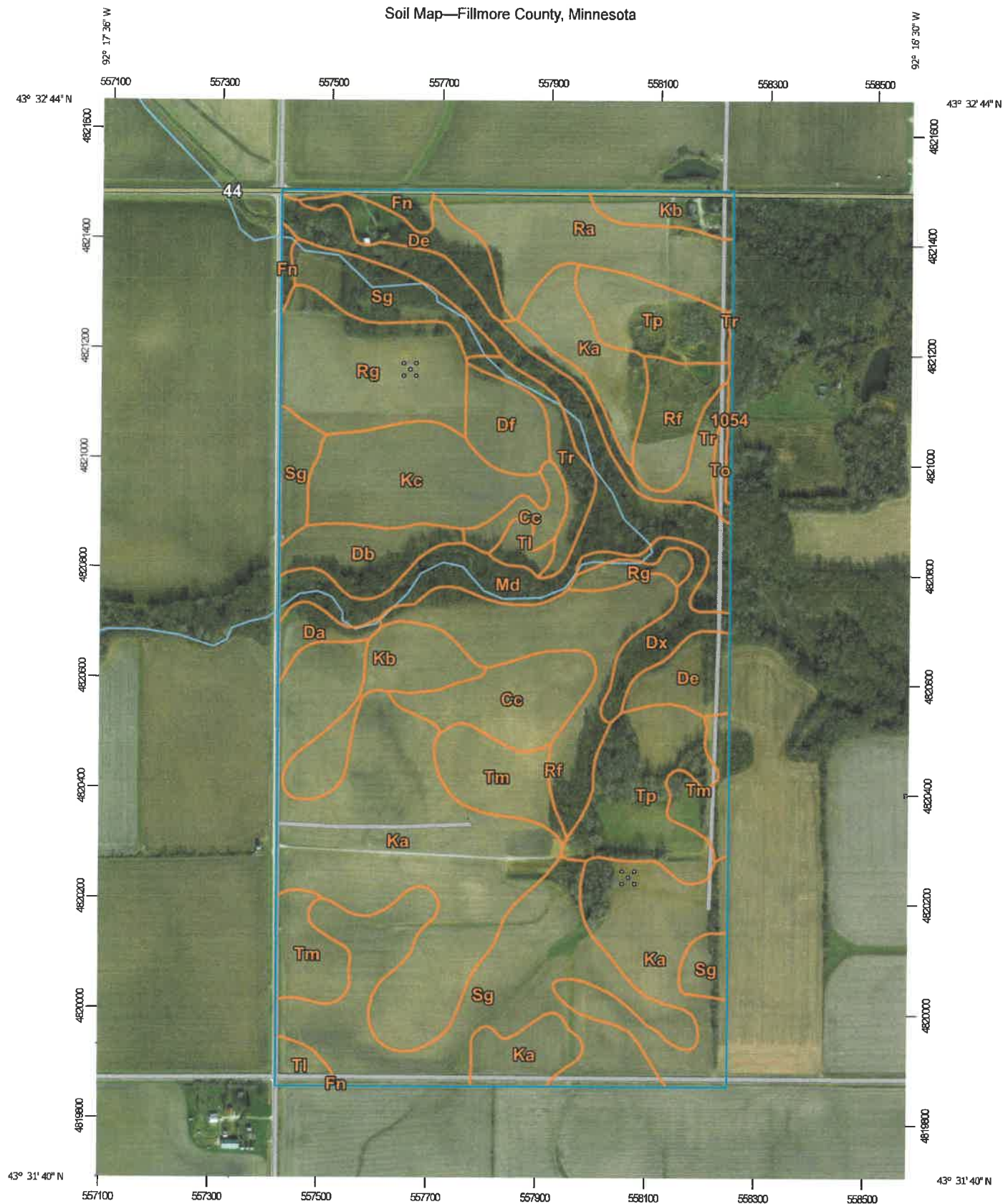
Search Map

Cherry Grove, MN 55975

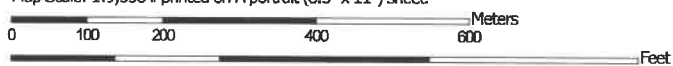
Lat/Lon



Soil Map—Fillmore County, Minnesota



Map Scale: 1:9,550 if printed on A portrait (8.5" x 11") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge ticks: UTM Zone 15N WGS84













































**Natural Resources
Conservation Service**

Web Soil Survey
National Cooperative Soil Survey

4/18/2019
Page 1 of 4

MAP LEGEND

	Area of Interest (AOI)		Spoil Area
	Area of Interest (AOI)		Stony Spot
	Soils		Very Stony Spot
	Soil Map Unit Polygons		Wet Spot
	Soil Map Unit Lines		Other
	Soil Map Unit Points		Special Line Features
	Special Point Features		Water Features
	Blowout		Streams and Canals
	Borrow Pit		Transportation
	Clay Spot		+++ Rails
	Closed Depression		Interstate Highways
	Gravel Pit		US Routes
	Gravelly Spot		Major Roads
	Landfill		Local Roads
	Lava Flow		Background
	Marsh or swamp		Aerial Photography
	Mine or Quarry		
	Miscellaneous Water		
	Perennial Water		
	Rock Outcrop		
	Saline Spot		
	Sandy Spot		
	Severely Eroded Spot		
	Sinkhole		
	Slide or Slip		
	Sodic Spot		

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Fillmore County, Minnesota

Survey Area Data: Version 14, Sep 12, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Nov 6, 2015—Nov 20, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
1054	Udorthents, loamy (abandoned iron mine), 0 to 25 percent slopes	0.6	0.2%
Cc	Chelsea and Boone loamy fine sands, 2 to 6 percent slopes	12.5	3.8%
Da	Dakota fine sandy loam, 0 to 1 percent slopes	2.6	0.8%
Db	Dakota fine sandy loam, 2 to 6 percent slopes	7.0	2.1%
De	Dakota loam, 0 to 1 percent slopes	10.6	3.2%
Df	Dakota loam, 2 to 6 percent slopes	5.6	1.7%
Dx	Dubuque and Whalan silt loams, 18 to 45 percent slopes	5.7	1.7%
Fn	Floyd and Clyde silty clay loams, overwash, 0 to 3 percent slopes	2.8	0.8%
Ka	Kasson silt loam, 0 to 1 percent slopes	74.9	22.5%
Kb	Kasson silt loam, 2 to 6 percent slopes	12.5	3.7%
Kc	Kato silty clay loam	15.3	4.6%
Md	Mixed alluvial land, 0 to 6 percent slopes	26.0	7.8%
Ra	Racine and Ostrander silt loams, 0 to 1 percent slopes	16.4	4.9%
Rf	Renova silt loam, 0 to 1 percent slopes	23.4	7.0%
Rg	Renova silt loam, 2 to 6 percent slopes	19.2	5.7%
Sg	Skyberg silt loam, 0 to 3 percent slopes	46.1	13.8%
Tl	Mantorville and Wykoff loams, 0 to 1 percent slopes	3.4	1.0%
Tm	Mantorville and Wykoff loams, 2 to 6 percent slopes	16.2	4.8%
To	Mantorville and Wykoff sandy loams, 0 to 1 percent slopes	1.0	0.3%
Tp	Mantorville and Wykoff sandy loams, 2 to 6 percent slopes	22.3	6.7%
Tr	Mantorville and Wykoff sandy loams, 7 to 11 percent slopes, moderately eroded	9.6	2.9%

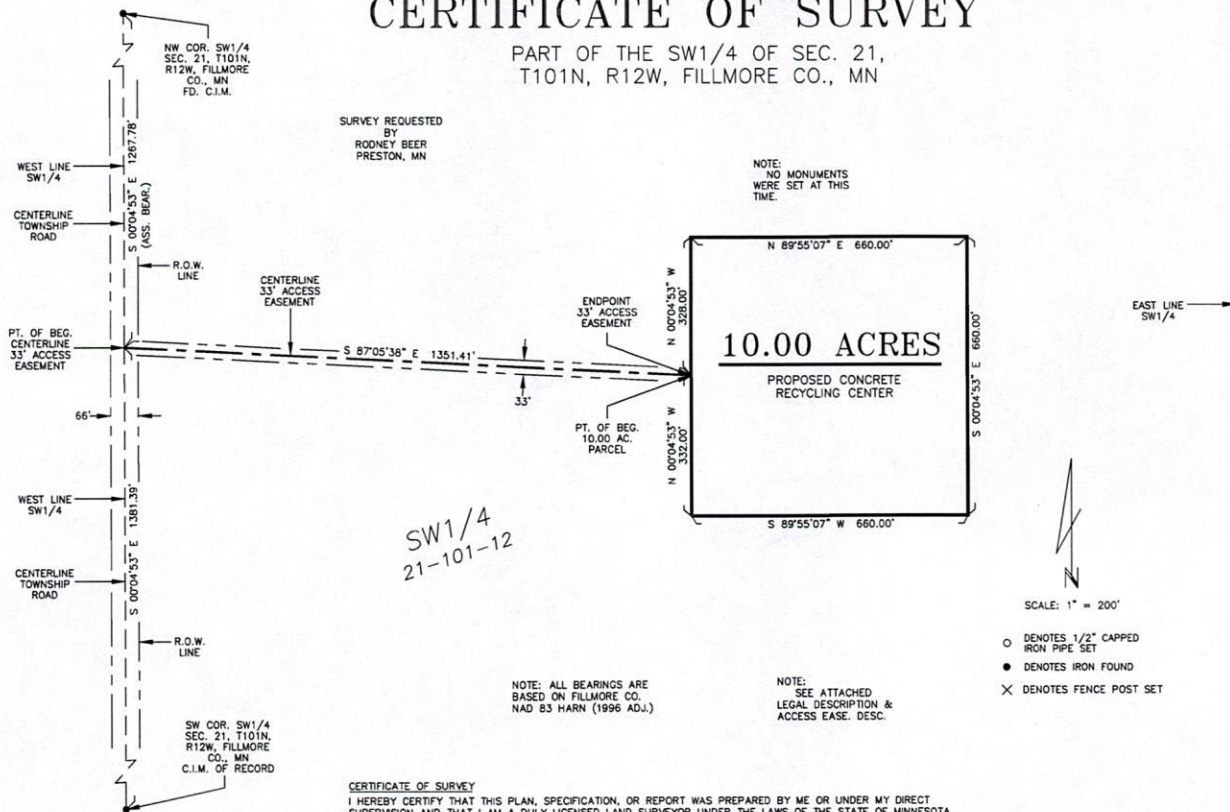
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
Totals for Area of Interest		333.6	100.0%

CERTIFICATE OF SURVEY

PART OF THE SW1/4 OF SEC. 21,
T101N, R12W, FILLMORE CO., MN

SURVEY REQUESTED
BY
RODNEY BEER
PRESTON, MN

NOTE:
NO MONUMENTS
WERE SET AT THIS
TIME.



CERTIFICATE OF SURVEY

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

JEROME R. SCHWARZ LICENSE NO. 13810 DATE: 6-11-19 SHEET 1 OF 3

EASEMENT DESCRIPTION - 33' Access Easement

A 33.00 foot-wide easement for access purposes over and across that part of the Southwest Quarter (SW 1/4) of Section 21, Township 101 North, Range 12 West, Fillmore County, Minnesota, the centerline being described as follows: Commencing at the Northwest Corner of said SW 1/4; thence South 00 degrees 04 minutes 53 seconds East (assumed bearing) along the West line of said SW 1/4, 1267.78 feet to the point of beginning of said easement centerline; thence South 87 degrees 05 minutes 38 seconds East along said centerline, 1351.41 feet and there terminating. The sidelines are longer or shorter to meet existing property lines.

LEGAL DESCRIPTION - 10.00 Acres - Proposed
Concrete Recycling Center

That part of the Southwest Quarter (SW 1/4) of Section 21, Township 101 North, Range 12 West, Fillmore County, Minnesota, described as follows: Commencing at the Northwest Corner of said SW 1/4; thence South 00 degrees 04 minutes 53 seconds East (assumed bearing) along the West line of said SW 1/4, 1267.78 feet; thence South 87 degrees 05 minutes 38 seconds East, 1351.41 feet to the point of beginning of the tract of land to be herein described; thence North 00 degrees 04 minutes 53 seconds West, 328.00 feet; thence North 89 degrees 55 minutes 07 seconds East, 660.00 feet; thence South 00 degrees 04 minutes 53 seconds East, 660.00 feet; thence South 89 degrees 55 minutes 07 seconds West, 660.00 feet; thence North 00 degrees 04 minutes 53 seconds West, 332.00 feet to the point of beginning and containing 10.00 acres, more or less. Subject to any easements of record.

CERTIFICATE OF SURVEY

PART OF THE SW1/4 OF SEC. 21,
T101N, R12W, FILLMORE CO., MN

SURVEY REQUESTED
BY
RODNEY BEER
PRESTON, MN

NOTE:
NO MONUMENTS
WERE SET AT THIS
TIME.

10.00 AC

PROPOSED CONCRETE
RECYCLING

SW1/4
21-101-12

NOTE: ALL BEARINGS ARE
BASED ON FILLMORE CO.
NAD 83 HARN (1996 ADJ.)

NOTE:
SEE ATTACHED
LEGAL DESCRIPTION &
ACCESS EASE. DESC.

SCALE: 1" = 200'

- DENOTES 1/2" CAPPED
IRON PIPE SET
- DENOTES IRON FOUND
- × DENOTES FENCE POST SET

CERTIFICATE OF SURVEY

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

JEROME R. SCHWARZ LICENSE NO. 13810 DATE 6-11-19 SHEET 1 OF 3

RESOLUTION

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

Date _____ Resolution No. 2019-_____

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS; K. Rodney Beer, Beer Farms LLC, 18031 – 140th Street, Preston MN 55975, has petitioned for a Conditional Use Permit for Concrete Recycling located in the SW ¼ Section 21, York Township; and

WHEREAS; the Fillmore County Planning Commission has taken testimony on this petition at a Public Hearing held on May 23, 2019; and

WHEREAS; the Fillmore County Planning Commission has voted unanimously to recommend that this petition be approved.

NOW THEREFORE BE IT RESOLVED; that the Fillmore County Board of Commissioners hereby issue to K. Rodney Beer, Beer Farms LLC, 18031 – 140th Street, Preston MN 55975, a Conditional Use Permit for Concrete Recycling located in the SW ¼ Section 21, York Township, with the following conditions:

- The recycling area must be surveyed and separated from existing parcel.
- No blasting allowed on site.

VOTING AYE

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

VOTING NAY

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, 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 25 day of June, 2019.

Witness my hand and official seal at Preston, Minnesota the 25 day of June, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

FILLMORE COUNTY PLANNING COMMISSION
Criteria for Granting Conditional Use Permits

In the matter of the K. Rodney Beer, Beer Farms LLC, York Township, Conditional Use Permit
Date: May 23, 2019

1. The use will not create an excessive burden on existing parks, schools, streets and other public facilities and utilities that serve or are proposed to serve the area.

The Fillmore County Planning Commission finds that:

This Concrete Recycling will not put a burden on streets or other public facilities.

2. The use will be sufficiently compatible or separated by distance or screening from adjacent agricultural or residentially zoned or used land so that existing properties will not be depreciated in value and there will be no deterrence to the development of vacant land.

The Fillmore County Planning Commission finds that:

The use is compatible with other uses in the area.

3. The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties.

The Fillmore County Planning Commission finds that:

This Concrete Recycling will not adversely affect adjacent properties.

4. The use in the opinion of the County Board is reasonably related to the overall needs of the County and to the existing land use.

The Fillmore County Planning Commission finds that:

This Concrete Recycling does meet a need in the county for concrete disposal.

5. The use is consistent with the purpose of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.

The Fillmore County Planning Commission finds that:

The use of the Concrete Recycling area is consistent with the Zoning Ordinance.

6. The proposed use will not cause traffic hazard or congestion.

The Fillmore County Planning Commission finds that:

This Concrete Recycling area will not cause a traffic hazard or congestion.

7. Existing businesses nearby will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, vibration or other nuisance.

The Fillmore County Planning Commission finds that:

The location of the Concrete Recycling will not adversely affect nearby neighbors or nearby businesses.

8. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.

The Fillmore County Planning Commission finds that:

The owner has complied with these conditions.

9. If the Conditional Use is for a use within the shore land area of public water, an evaluation of the water body and the topographic, vegetative, and soils conditions on the site must be made to ensure:

- a. the prevention of soil erosion and other possible pollution of public waters, both during and after construction; and
- b. the visibility of structures and other facilities as viewed from public waters is limited; and
- c. the site is adequate for water supply and onsite sewage treatment.

The Fillmore County Planning Commission finds that:

This Concrete Recycling area is not in a Shore land area.

10. No Conditional Use Permit shall be granted if such permit may have the potential for significant effect to:
- a. the environment; or
 - b. the protection of the public health, safety, comfort, convenience, and general welfare of the public; or
 - c. the County's promotion of the orderly development and/or maintenance of agricultural, residential, and public areas; or
 - d. the compatibility of different land uses and the most appropriate use of land throughout the county; or
 - e. the value of property.

The Fillmore County Planning Commission finds that:

This Concrete Recycling area will not have an adverse effect on the environment. It will protect the public, provide for orderly development, be compatible with different land uses in the area and will not affect the value of property in the area.

11. Other Matters Considered:

The Fillmore County Planning Commission finds that

No other issues were considered.

The following conditions and restrictions may be considered for a Conditional Use Permit.

- 1) Increasing the required lot size or yard dimensions.
- 2) Limiting the height, size or location of buildings.
- 3) Controlling the location and number of vehicle access point.
- 4) Increasing the street width.
- 5) Increasing the number of required off-street parking spaces.
- 6) Limiting the number, size, location or lighting of signs.
- 7) Requiring diking, fencing, screening, landscaping, or other facilities to protect adjacent or nearby property.
- 8) Designating sites for open space.
- 9) Increasing setbacks from the ordinary high water mark.
- 10) Limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted.

The Fillmore County Planning Commission finds that:

Based on the findings above, the Fillmore County Planning Commission hereby votes to recommend approval of the Conditional Use Permit as submitted by K. Rodney Beer, Beer Farms LLC with the following conditions:

- The recycling area must be surveyed and separated from existing parcel.
- No blasting allowed on site.

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/25/2019

Amount of time requested (minutes):

10 Minutes

Dept.: Coordinator

Prepared By: Kristina Kohn

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

Consent Agenda:

Documentation
(Yes/No):

Regular Agenda:

Documentation
(Yes/No):

1. Second reading with possible action of new Employment policy Yes
 - a. Current (Employment Status) and draft policies included
 - b. No additional comments received
2. Second reading with possible action of new Announcements, Recruitment and Selection policy Yes
 - a. Current (Employment) and draft policies included
 - b. No additional comments received
3. Reappointment of Jason Marquardt as Veteran Service Officer effective September 30, 2019 for a four (4) year term. No
 - a. Annual evaluation completed with recommendation of reappointment by evaluation committee.
4. Request to hire replacement Public Health Nurse effective June 28, 2019 at Grade 13/Step 1 as requested by the Director of Nursing and recommended by the Hiring Committee. No
 - a. [REDACTED]
 - b. [REDACTED]

All requests for County Board agenda must be in the Coordinator'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: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

A. Probationary Period

The probationary period is an integral part of the selection process and shall be utilized for observing the employee's work and for addressing any employee whose performance does not meet the required work standards. A newly appointed employee shall serve a probationary period of one year (12-months) in the position to which they are appointed, except as otherwise provided by law. This may be extended up to an additional six months at the discretion of the department head and upon approval by the County Board. Full-time or part-time employees hired, transferred, promoted or demoted into another position classification shall be required to serve a probationary period, pursuant to this section.

Based upon the performance evaluation of the probationary employee, Department Head shall:

1. Appoint the employee to regular status
2. Terminate the employee; or
3. Extend the probationary period for a period up to six months

In the event of items 2 or 3, the Department Head will discuss any concerns with Human Resources/Coordinator prior to making a final decision.

B. Dismissal of Probationary Employees

Any employee on probationary status may be discharged by the department head at any time for any reason, after consultation with the Human Resources Officer/Coordinator and approval by the County Board.

Said dismissal shall be final and not subject to review or appeal.

C. Full-Time Employee

A full-time employee is an employee, who has successfully completed their probationary period and is scheduled for forty (40) hours per week.

D. Part-Time Employee

A part-time employee is an employee who is regularly scheduled for less than forty (40) hours per week.

E. Temporary Employee

A temporary employee is an employee whose position has been established for a specific length of time and/or project.

A temporary employee may be discharged by the Department Head at any time for any reason, after consultation with the Human Resources Officer/Coordinator. Such dismissal shall be final and not subject to further review unless they are a veteran, in which case the procedure prescribed in Minnesota Statute 197.46 shall be followed.

F. Grant Funded Employee Positions

A grant funded employee is an employee whose position shall be considered full-time/part-time only during the duration of the grant or grants.

G. Intermittent Employee

An intermittent employee is an employee who works variable and unpredictable hours, and is not designated as a full-time or part-time employee. This includes, but is not limited to, intermittent jailers, dispatchers and deputies.

An intermittent employee may be discharged by the Department Head at any time for any reason, after consultation with the Human Resources Officer/Coordinator and approval of the County Board. Such dismissal shall be final and not subject to further review or appeal unless the employee is a veteran, in which case the procedure prescribed in Minnesota Statute 197.46 shall be followed.

H. Reduction in Workforce-Reasons, Procedures & Definition

A department head, pursuant to the ~~recommendation of the County Coordinator~~direction of the County Board and the approval of the County ~~Board~~Coordinator, may lay off an employee in the employ of the County by reason of abolishment of the class position, lack of funds, shortage of work, or for other reasons.

A Regular Employee is defined as an employee who has successfully completed the required probationary period.

~~All temporary and provisional employees in the affected department function shall be laid off first, unless justification for a specific position can be documented and approved by the County Board.~~

~~No full-time or part-time Regular Employee however, shall be laid off while any temporary, intermittent, or probationary employee continues to be employed in the same class position in the affected department.~~

Department Heads shall determine which employee(s) performing the service or function to lay off by applying the following factors, in the order listed:

1. The employee's ability to satisfactorily perform the remaining work
2. The employee's work performance
3. The employee's seniority

~~No full-time or part-time Regular Employee however, shall be laid off while any temporary, intermittent, or probationary employee continues to be employed in the same class position in the affected department unless approved by the County Board for reasons as listed above.~~

~~All temporary and provisional employees in the affected department function shall be laid off first, unless justification for a specific position can be documented and approved by the County Board.~~

I. Notice of Reduction in Workforce

The Department Head shall notify in writing the employee and the employee's supervisor at least ten (10) working days before the effective date of the layoff and shall state the reason for the layoff. Employees must acknowledge the receipt of the notice in writing. Layoffs are not subject to grievance under the Rules.

J. Notice of Reduction in Workforce for Grant Funded Positions

In the case of reduced or eliminated funding of a Grant funded position, lay off or reduction in hours may be considered.

K. Resignation Notice

Employees wishing to resign in good standing shall give written notice not less than two weeks (14 days) before such resignation shall be effective for non-exempt employees and four weeks (28 days) for exempt employees. Department Heads and Supervisors are expected to give a thirty (30) day notice.

L. Retirements

Health insurance shall be made available for full-time retired officials or employees in accordance with Minnesota Statute 471.61. Persons are eligible to purchase health insurance from the County if the employee has a bona fide PERA or other governmental retirement. In the event of the retired employee's death the spouse and dependents may continue the insurance as provided by state or federal laws.

The employee must furnish written notice to the Human Resources Officer/Coordinator stating this request. The employee shall be responsible for payment of the full cost of the monthly premium.

M. Appointed Department Head Separation

If the County Board intends to terminate or not reappoint an appointed Department Head for reasons other than just cause, the Board shall present written notice to the appointed Department Head 90 calendar days prior to the ~~termination or~~ end of term. If the County wishes to terminate the appointed employee for just cause, they shall follow the rules and ~~some other~~ time frame as ~~allowed for~~ stated under Minnesota Statute for that position.

A. The County has three (3) major employment categories:

1. Full-time
 - a. Probationary
 - b. Regular
 - c. Temporary
2. Part-time
 - a. Probationary
 - b. Regular
 - c. Temporary
 - d. Intermittent
3. Seasonal

B. Definitions and Benefits

1. Full-time probationary and regular positions are scheduled for forty (40) hours per week. For the purposes of benefits, positions which are scheduled for thirty (30) or more hours per week qualify for all available County benefits.
2. Full-time temporary positions are scheduled for forty (40) hours per week with a length of service not to exceed six (6) consecutive months. This group receives only the legally required benefits.
3. Part-time probationary and regular positions are scheduled to work less than forty (40) hours per week in a permanent capacity. This group receives the legally required benefits plus PERA (Public Employees Retirement Association), prorated paid time off and prorated holiday benefits.
4. Part-time temporary positions are scheduled for less than forty (40) hours per week and have a length of service not to exceed six (6) consecutive months. This group of employees receives only the legally required benefits.
5. Intermittent part-time positions have scheduled hours that vary from week to week. This group of employees receives only the legally required benefits plus prorated PTO and holiday benefits if they qualify in accordance with the PTO and Holiday policy.
6. Seasonal positions can be either full or part-time and are scheduled not to exceed 120 consecutive days. This group of employees receives only the legally required benefits.

C. Employee Transfers

1. Voluntary Transfer to a Lower Evaluated Position - In this situation, the employee is, of their own action, choosing to move to a position with a lower level and pay. As a result, Fillmore County will follow the guidelines and procedures of "Compensation Setting – New Hires" in the pay setting process.
2. Lateral Transfer - This action, whether initiated by the employee or management, is a non-event from a benefit and pay setting perspective. The employee shall retain current benefits, pay and step.

3. Involuntary Transfer (Lower Evaluated Classification) - This is an action not initiated by the employee. Involuntary transfers are generally the result of the abolishment of a job or a downgrading of the classification. In this situation, the employee will retain their current benefits and pay. If the pay places the individual over the maximum of the lower range, the employee shall receive cost of living increases but no scheduled increases.

~~3.4.~~ Promotion- This is an action where a current, non-probationary employee, is placed into a position in a

D. Change of Employment Status

Whether a change in employment status is initiated by the employee or management, the request must be completed by the Department Head. The Department Head must complete documentation justifying the change, and submit to the Personnel committee who would then advise the County Board for consideration.

RECRUITMENT, HIRING AND STATUS (2.00)

Section 2.01 JOB ANNOUNCEMENTS, RECRUITMENT AND SELECTION

Date Approved by the County Board:

Supersedes Policy Dated:

A. Determination of Open Position

Departments Heads shall notify Human Resources when a vacancy exists. The personnel committee (made up of two County Board members, the County Coordinator, Human Resources Officer) and the applicable Department Head shall meet, following the submission by the Department Head of a Hire Analysis form, to review all position openings to determine if the position will be rehired how many hours the position will be hired at, any changes that are needed to the applicable position description and how the position will be recruited.

B. County Application

1. Applicants for any County position will complete the County job application and related forms as found on the County's web site and/or as provided by Human Resources. Candidates may include additional documentation/information for consideration but not as a replacement for the County required documentation.
2. The announcement shall include job title, skills, experience, education required, and closing date for the receipt of applications. ~~Starting salary range may be included at the discretion of the Department Head.~~

C. Recruitment

Open positions in Fillmore County shall be announced and recruited using any of the following recruitment methods or a combination of methods:

1. Internal Recruitment – Position vacancies shall be posted on the Intranet for a period of not less than 14 calendar days or other period of time as stated in a Collective Bargaining Agreement.
2. External Recruitment – Announcements for positions shall be placed in newspapers and other job recruitment resources for a period of time necessary to attract qualified candidates, but not less than 14 calendar days.

Positions may also be filled by Promotions, Transfers and Demotions.

1. Promotions - Vacancies in positions are encouraged to be filled by promotion of qualified County employees.
2. Transfers - An employee may be transferred to a similar position in a different department in which there is a vacancy. An employee desiring to be transferred should make a written request to Human Resources/Coordinator. The request must be reviewed by the Personnel Committee and approved by the County Board. Transfer of an employee may be permitted when it is determined that the employee meets the qualifications of the position, that the transfer is in the best interest of the County, and that further training and development of the employee in the new position would be beneficial to the County.
3. Demotions - An employee may be demoted to a position of lower grade at the discretion of their department head, subject to the approval of the County Board. Reasons for the

demotion shall be detailed in a written statement. Employees may request a demotion, subject to Board approval.

All promotions, transfers and demotions are subject to review by the Personnel committee and approval by the County Board.

D. Selection Process

The selection of applicants shall include, but not be limited to, the following:

1. Education, Training, and Experience – The Hiring Committee (consisting of the Department Head, Human Resources/County Coordinator, one member of the County Board and an additional supervisor/department head as desired) shall review all applications, resumes and other documentation submitted and apply points to each applicant based on qualifications for the job. Points shall be based on education, training, and experience prior to advertising the position and to Veterans Preference. Those applicants who do not meet the minimum qualifications shall not be considered.
2. Eligibility List – Human Resources shall be responsible for the creation of an eligibility list of qualified persons. The eligibility list shall be valid ~~for a minimum of six months~~ from date of establishment ~~but for~~ not more than 1 year.
3. Testing – Applicants meeting minimum qualifications may be asked to participate in further testing. This testing may vary depending upon the position but may include one or more of the following tests: ability; achievement; performance; physical agility; and/or dexterity. Human Resources shall make test scores available, upon request, to the individual who completes a test. Completed exams and/or answer keys to the exam shall not be provided to any applicant.
4. Interview - Upon completion of the rating, and any other testing, Human Resources should offer at least the top 3 candidates an interview, if available. The interview shall be conducted by the Hiring Committee and shall be based on the use of structured questions relating to the responsibilities and duties to be performed in the position.

Offers of employment are contingent upon successful completion of a background check; including applicable items such as employment, education, credit, and criminal checks and approval of the County Board, which is the final hiring authority. Appointments may also be contingent upon the successful completion of a leadership assessment, psychological and/or pre-employment physical examination and other background investigation appropriate for the position and consistent with State and Federal laws.

E. Physical Exam

1. Job applicants may be required to complete a physical examination, but only after a conditional offer of employment is made. The conditional offer of employment is based upon whether the potential employee can complete the essential duties and functions of the position being filled with or without reasonable accommodation.
2. When requiring a physical examination, everyone applying for the position must be made aware that such an examination will be required for the position finalist and that the offer of employment will be conditional and based upon the results of that examination.
3. All medical and physical examination information on an individual shall be confidential data and is to be kept in a separate file, independent of the individual's personnel file.
4. Job applicants requiring a Commercial Driver's License (CDL) shall be required to take and pass a pre-employment drug test.

F. Rejection of Applications

Causes for rejecting applications for positions may include, but are not limited to any of the following reasons:

1. Lack of specified minimum qualifications.
2. Intentionally making a false statement.
3. Where reference and/or investigation prove unsatisfactory.
4. Where applicant has directly or indirectly rendered or promised to give any money or valuables to any person in connection with the appointment.
5. Incomplete application form or untimely submission of application.

All applicants must be notified as soon as practicable after they have been eliminated from consideration for the position.

G. Appointment and Notification

The candidate selected for the position and approved for hire by the County Board, shall be notified in writing of the following information before the first day of work: 1) position offered; 2) anticipated starting date and time; 3) position classification (i.e. exempt/non-exempt, salaried/hourly, part-time/full-time, department head, etc.); 4) compensation; 5) their immediate supervisor's name; 6) any deviation from the personnel policies or collective bargaining agreement; and 7) other relevant information applicable to their position.

H. Selection of Department Heads

The County Board shall be considered the Hiring committee in the selection and appointment of all non-elected Department Head positions.

I. Student Interns

Students may apply for both unpaid and paid internships within the Fillmore County Departments

1. Students may apply directly with the department in their field of study.
2. Students must provide basic information about themselves.
3. Students will complete an interview with the department head and/or supervisor.
4. Student interns will be selected based on the needs of the department as well as the availability of the department head/ supervisor.
5. Paid student internships must be approved by the County Board.

Student Orientation

1. The student will be provided with the Student Intern Safety Responsibilities form and will sign the policy acknowledgement form.
2. The student will be directed to the Fillmore County Employee Handbook, specifically the Code of Ethics, Policy on Offensive Conduct, and Policy on personal appearance. Students will be expected to follow policies as if they were a Fillmore County Employee.
3. The student will receive and sign any Department specific policies.
4. The student intern will be expected to adhere to HIPAA Data Practices Policies and will sign the Student Intern Confidentiality Statement.
5. The student will be given general orientation to the department and tour of the department

Student Expectations

1. The student will create goals with their department head/supervisor
2. The student will have an agreement with the internship site concerning a specific work schedule (for example, number of hours per week)
3. Human Resources will provide a clear list of expectations and job duties
4. The internship site will spend a considerable amount of time in training and supervising the student's activities, therefore, the student will be expected to conduct themselves professionally at all times.
5. If the student is unable to attend scheduled hours, they will be expected to notify the agency as soon as possible (i.e. illness)

Student evaluation

1. The department head/supervisor will provide an evaluation of the student intern at the completion. The department head/supervisor will use the evaluation tool required by the school/university.
2. If the student fails to meet the reasonable expectations of the department and/or the internship site, the internship will be terminated immediately.

J. Veteran's Preference

Fillmore County complies with the provisions of the Veteran's Preference Act as outlined in Minnesota Statutes Chapter 197.

K. Reasonable Accommodations

Qualified individuals with disabilities have the right to ask for changes in procedures or other assistance, i.e., reasonable accommodation, in order to apply for jobs or perform their jobs. For purposes of this policy, individuals with disabilities are those who have a physical or mental condition, which interferes with or substantially limits, i.e., impairs, their major life activities. These activities may include: moving, talking, hearing, seeing, eating, breathing, sleeping, having healthy bodily functions, concentrating, interacting with others, and many other activities. A qualified individual with a disability is one who can perform the critical, i.e., essential, functions of a particular job with or without a reasonable accommodation.

1. Fillmore County will provide reasonable accommodations to qualified individuals with disabilities who are job applicants or employees, and prohibits retaliation against any applicant or employee for requesting a reasonable accommodation.

This policy applies to all qualified job applicants and all Fillmore County employees.

2. All job vacancy announcements will state that Fillmore County will provide reasonable accommodations to qualified applicants with disabilities.
3. Requests for reasonable accommodations may be presented to an immediate supervisor or the Human Resources Director.

L. Requesting a Reasonable Accommodation when an Applicant

You may request a reasonable accommodation to assist you in applying for a job or interviewing for a job.

1. When you request a reasonable accommodation, you may be asked to provide additional information that will help DHS to decide if your accommodation can be granted.
2. You can make the request for reasonable accommodation to a supervisor or other management personnel, or Human Resources. The request can be made in person, over the phone, or in writing.

RECRUITMENT, HIRING AND STATUS (2.00)

Section 2.01 **EMPLOYMENT**

Date Approved by the County Board: [July 11, 2017](#)
Supersedes Policy Dated: [October 11, 2011](#)

A. Policy Statement

Employment of competent and qualified personnel in compliance with all pertinent laws and government regulations is essential to the County's success as an effective, progressive governmental unit. To guarantee an effective employment program, the County has adopted a personnel policy manual with rules and guidelines to assure employment of competent individuals.

B. Authorization to Establish/Fill Positions

Unless otherwise defined by statute, the County Board possesses the sole authority to establish new positions or fill vacated positions within Fillmore County.

C. Procedure for Filling Vacancy/New Position

Department Heads shall have the authority to reassign duties to employees with the same job title within their department. Such changes shall be at the discretion of the Department Head to enhance the efficiency of the department and/or to respond to changed requirements. Such activity shall not be subject to vacancy/new position policies. Transfers of employees with the same job description to new departments shall be subject to all policies for vacancy/new positions.

Whenever a Department Head has determined the need for a new position, or has a vacancy in his/her department, the following procedure shall be employed in filling said vacancy/position:

1. The Department Head will notify the Coordinator or Human Resources Officer of the vacancy or new position by filling out a Hire analysis form;
2. The Department Head will submit any requested updates to the job description to reflect the duties, responsibilities and qualifications of the new position to the Coordinator or Human Resources Officer;
3. The Personnel Committee, which consists of the Board Chair, Board Vice-Chair, appropriate Department Head, Coordinator and Human Resources Officer, will meet to review requests to fill a vacant or new position for possible recommendation to the Board for action;
4. The request for approval from the County Board to fill a vacant or new position will be submitted by the Department Head;
5. When reviewing requests for new positions, the County Board will consider referral to an outside consultant for classification within the County system if changes to the job description are noted. Once the position is classified, the Board will consider advertisement of the position;
6. The Hiring Committee is composed of the hiring Department Head or Division Leader, Human Resources Officer, County Coordinator one (1) member of the County Board, and may include one (1) other Department Head or Division Leader. In the case of hiring for a Department Head, the Human Resources Officer, County Coordinator and entire County Board shall be considered the hiring committee.

7. Advertising, posting, and distribution of the position in accordance with EEO/AA, or Civil Service Rules will be handled by the Coordinator's office;
8. Vacancies of existing positions, Excluding Department Head positions , will be posted in house for a six (6) business day period to allow regular County employees to be considered for these positions unless directed by the Board to post both in house and to the public at the same time.
- ~~8.9.~~ Current employees must have completed probation by the closing date of posting to be eligible to apply for internal job postings. Current employees who are in a disciplinary status or have been in said status within three (3) months of a posting are not eligible for internal postings within the County.
- ~~9.10.~~ Prior to conducting internal interviews, the Hiring Committee has the authority to continue any internal posting out to the public for the purposes of ensuring that the best possible candidate is employed, with internal applicants being retained in the applicant pool.
- ~~10.11.~~ New positions, both part-time and full-time, and all Department Head positions will be posted publicly as well as internally according to statutes and County Board direction;
- ~~11.12.~~ Vacancies not filled during the in house posting process will be advertised in the official newspaper according to statutes, County Board direction and elsewhere as appropriate; Current employees who are in a disciplinary status or have been in said status within three (3) months of a posting are not eligible for vacancies within the County.
- ~~12.13.~~ Appropriate applications will be furnished to all applicants from the Coordinator's office;
- ~~13.14.~~ Applicants will be screened for qualifications and/or tested by the Hiring Committee within 4 days of the closing date for the vacancy. Veterans Preference points will be given to all eligible applicants with sufficient documentation;
- ~~14.15.~~ County Board members will take turns participating on the Hiring Committee;
- ~~15.16.~~ Interviews will be conducted by the Hiring Committee within 10 days of application review completion;
- ~~16.17.~~ Finalists will be required to complete and pass a criminal background check.
- ~~17.18.~~ Hiring recommendations will be made by the Department Head or Division Leader after consulting with the Hiring Committee;
- ~~18.19.~~ Once a bona fide offer is made, the chosen applicant will may be required to obtain a pre-employment drug and alcohol screening. ~~The applicant will and also~~ undergo a pre-employment medical examination to determine fitness for duty if these are required by the essential functions of the position;
- ~~19.20.~~ The County Board will take action on the hiring recommendation;
- ~~20.21.~~ The chosen applicant will be notified in writing of selection by the Coordinator's office;

~~21-22.~~ Applicants not selected for a position will be notified in writing by the Coordinator's office as soon as practical;

D. Orientation

1. The Department Head shall be responsible for orienting new employees to:
 - a. Job duties and responsibilities;
 - b. Hours of work, lunch and rest periods;
 - c. Layout of facility;
 - d. Performance appraisals;
 - e. Recording of hours worked;
 - f. Scheduling and Reporting of leaves;
 - g. Overtime/Comp Time;
 - h. Expense reimbursement, if applicable;
 - i. Other County and departmental policies and rules.
 - j. Use "New Employee Orientation Checklist" to ensure all items are reviewed. Signed form shall be returned to Coordinator's Office.
2. The Coordinator's office shall be responsible for orienting new employees to:
 - a. Probationary Period;
 - b. Medical/ Dental insurance benefits;
 - c. Life insurance benefits;
 - d. Holiday Schedule;
 - e. Paid Time Off benefits;
 - f. Other leaves of absence;
 - g. Retirement benefits;
 - h. Other benefits, as applicable;
 - i. Payroll procedures;
 - j. Termination notice requirements;
 - k. Union ~~contact information~~ obligations, if applicable;
 - l. Personnel records- location, retention, and access.

E. Applications

All applications for County positions shall be obtained and processed through the Coordinator's office. Applicants must submit a new application for each position. Fillmore County only accepts application for current, vacant positions.

RESOLUTION

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

Date June 25, 2019 Resolution No. 2019-XXX

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS, In 2010, the Minnesota Legislature created the Council on Local Results and Innovation; and
WHEREAS, The Council on Local Results and Innovation developed a standard set of performance measures that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties in providing services and measure residents' opinion of those services; and
WHEREAS, Benefits to Fillmore County are outlined in MS 6.91 and include eligibility for a reimbursement as set by State statute; and
WHEREAS, Any county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and
WHEREAS, The Fillmore County Board has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and
NOW THEREFORE LET IT BE RESOLVED THAT, Fillmore County will report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.
BE IT FURTHER RESOLVED, Fillmore County will submit to the Office of the State Auditor the actual results of the performance measures adopted by the county/city.

VOTING AYE

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

VOTING NAY

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, 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 25th day of June, 2019.

Witness my hand and official seal at Preston, Minnesota the 25th day of June, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

RESOLUTION
FILLMORE COUNTY BOARD OF COMMISSIONERS
Preston, Minnesota 55965

Date June 25, 2019 Resolution No. 2019 - XXX

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS The Fillmore County Board of Commissioners has adopted the following mission: Fillmore County's mission is to provide quality services to the citizens in an efficient, cost effective manner; and

WHEREAS Setting goals and measuring results of each year's expenditures helps accomplish that overall mission; and

WHEREAS Fillmore Department Heads have determined the following goals and recommend that the Board adopt the goals to provide quality and efficient, cost effective service to the citizens of Fillmore County.

NOW THEREFORE BE IT RESOLVED That the Fillmore County Board of Commissioners adopts the following goals for the upcoming year.

FILLMORE COUNTY GOALS	MEASURES - SUMMARY
1) Reduce the total number of accidents that occur on County State Aid Highways, County Roads and Un-Organized Township Roads that involve fatalities and injury from prior year	Available in Towards Zero Death Reports
2) Maintain Pavement Quality Index rating of 72	MN Dept. of Transportation records
3) Tobacco use among adults to national benchmark	County Health Rankings
4) Child Support Program Cost Effectiveness	Recommended from 2012 Steering Committee report; Available from MN Dept. of Human Services
5) Percentage of low birth-weight births	MN Dept. of Human Services or www.countyhealthrankings.org
6) Median ratio between 90% and 105% for 3 types of assessment ratios	Department of Revenue records
7) Meet 10 day turn-around time for document recording	MN Statutes 357.182, Subd. 6 standard, 90% of the time
8) 100% post-election results	State/County records
9) Increase by 5% State and Federal dollars brought into county for veterans benefits	Federal and State dollars (this measure was recommended by 2008 OLA report)
10) Maintain 85% of veterans receiving services and/or benefits	This measure was recommended by 2008 OLA report
11) Goal of 7200 per 1000 residents for annual library visits	Southeastern Libraries Cooperating (SELCO) records
12) Goal to keep debt service levy under 10%	County records, Comprehensive Annual Financial Report
13) Goal of 40% recycling rate of Municipal Solid Waste	SCORE report

VOTING AYE

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

VOTING NAY

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, 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 25th day of June, 2019.

Witness my hand and official seal at Preston, Minnesota the 25th day of June, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners