

**FILLMORE COUNTY  
BOARD OF COMMISSIONERS  
MEETING AGENDA  
June 4, 2019**

Fillmore County Courthouse, 101 Fillmore Street West - Preston, MN

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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

- 9:00 a.m.     Approve agenda  
                 Approve Consent Agenda:  
                 1. May 28, 2019 County Board minutes  
                 2. Application for display of fireworks/pyrotechnic at Eagle Cliff Campground, 35455 State Hwy 16, Lanesboro, on July 5, 2019
- Approve Commissioners' Warrants  
                 Review Auditor's Warrants
- 9:05 a.m.     Judge Ross Leuning, Freeborn County  
                 1. Presentation of Third Judicial District Veterans Treatment Court
- 9:20 a.m.     Brandon Schad, MN Department of Natural Resources  
                 1. Consider approval to purchase 0.9 acre access drive, adjacent to the existing Choice WMA, allowing public and management access.
- 9:30 a.m.     Citizen's Input
- 9:35 a.m.     Alissa Oeltjenbruns, Southern Minnesota Initiative Foundation (SMIF)  
                 1. Presentation of SMIF projects
- 9:45 a.m.     John DeGeorge, Sheriff  
                 1. Consider 2-year contract with the State of Minnesota, acting through its Commissioner of Corrections, Institution Community Work Crew (ICWC) Program
- 9:55 a.m.     Kristina Kohn, Human Resources  
                 1. Consider first reading of new employment policy  
                 2. Consider first reading of new announcements, recruitment, and selection policy
- 10:05 a.m.     Ron Gregg, Highway Engineer  
                 1. Consider awarding the Carimona Township Bridge replacement project SAP 023-599-197 to the lowest responsible bidder.
- 10:10 a.m.     Heidi Jones, Auditor/Treasurer  
                 1. Minnesota Energy Resources Corporation – Tax Court Refund Update

# FILLMORE COUNTY BOARD OF COMMISSIONERS

June 4, 2019 Meeting Agenda

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Calendar review, announcements and committee reports

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

Monday, June 3	8:00 a.m.	Association of MN Counties (AMC) District 9, Winona	
Tuesday, June 4	9:00 a.m.	County Board – Special meeting, Commissioners Boardroom, Courthouse, Preston	
Wednesday, June 5	7:30 a.m.	Law Library, Library, Courthouse, Preston	<i>Bakke</i>
Monday, June 10	12:30 p.m.	SE MN Emergency Communications Board, Rochester	<i>Bakke</i>
	6:00 p.m.	Development Achievement Center, Preston	<i>Lentz</i>
	6:30 p.m.	Semcac, St. Charles	<i>Dahl</i>
Tuesday, June 11	8:00 a.m.	Law Enforcement	<i>Lentz/Prestby</i>
	9:00 a.m.	Technology/Land Records/GIS	<i>Prestby</i>
Wednesday, June 12	12:00 p.m.	Dodge-Fillmore-Olmsted Joint Powers Board, Rochester	
		<i>Bakke/Prestby</i>	
Thursday, June 13	8:00 a.m.	Southeastern MN Emergency Medical Services Joint Powers Board, Rochester	<i>Lentz</i>
	10:00 a.m.	Workforce Development Joint Powers Board, Rochester	<i>Lentz</i>
	4:30 p.m.	Soil and Water Conservation District (SWCD), SWCD Building, Preston	<i>Bakke</i>
Tuesday, June 18	1:00 p.m.	Department Head	<i>Bakke/Prestby</i>
	2:00 p.m.	Solid Waste	<i>Bakke/Prestby</i>
	3:00 p.m.	County Board – Regular meeting, Commissioners Boardroom, Courthouse, Preston	
	6:30 p.m.	Board of Appeal and Equalization, Commissioners Boardroom, Courthouse, Preston	
Wednesday, June 19	9:00 a.m.	Basin Alliance, Rochester	<i>Bakke</i>
	4:30 p.m.	Economic Development Authority	<i>Lentz</i>
	7:00 p.m.	Extension, Extension Office, Fillmore County Office Building, Preston	<i>Bakke</i>
Thursday, June 20	1:00 p.m.	Historical Society, Fountain	<i>Bakke</i>

## FILLMORE COUNTY COMMISSIONERS' MINUTES

May 28, 2019

This is a preliminary draft of the May 28, 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.

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The Board of County Commissioners of Fillmore County, Minnesota met in special session this 28<sup>th</sup> day of May, 2019 at 9:00 a.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; Brian Hoff, Land Records Director/Assessor; Cristal Adkins, Zoning Administrator; Ron Gregg, Highway Engineer; Jessica Erickson, Director of Nursing; Kristina Kohn, Human Resources Officer; John DeGeorge, Sheriff; Bonita Underbakke; Kevin Beck; 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 amended agenda.

On motion by Bakke, seconded by Dahl, the Board unanimously approved to pull item #2 from the following Consent Agenda:

1. May 14, 2019 County Board minutes
2. ~~Lodging for Certified Minnesota Assessor Licensing (CMAL) Courses for new appraisers & Land Records Director~~

On motion by Dahl, seconded by Prestby, the Board unanimously approved the amended Consent Agenda.

Discussion ensued regarding the pulled Consent Agenda item, the Mass Appraisal Basics course. Hoff noted that the course being offered in Minnesota is full; however, our appraiser is on the waiting list. There is a backup option available since The International Association of Assessing Officers (IAAO), held in Topeka, KS offers the same training and would qualify for the mass appraisal requirements for Minnesota.

A motion was made by Dahl and seconded by Lentz to approve the Appraisal training at the Minnesota site or the alternative location if necessary at full reimbursement with the use of a county vehicle. Commissioners voting "aye": Dahl, Lentz and Bakke; Commissioners' voting "nay": Prestby. The motion prevailed.

It was noted that the Commissioners' Warrants are not in proper format.

On motion by Lentz, seconded by Dahl, the Board unanimously approved to not pay the Commissioner warrants until the proper report can be provided.

The Auditor's warrants were reviewed. There was discussion regarding the Marco \$18,000 invoice and noted that it was under the contractual agreement.

Cristal Adkins, Zoning Administrator was present.

On motion by Dahl, seconded by Prestby, the Board unanimously approved an access permit for a new field drive for Aaron Gillespie in section 7 of Carrolton Township, as recommended by the Highway Engineer and Zoning Administrator.

Planning & Zoning Commission Report: Bakke - continued discussion regarding Township zoning and reviewed the septic ordinance.

Citizen's Input portion of the meeting open and closed at 9:29 a.m. as no one was present to speak.

Ron Gregg, Highway Engineer was present.

On motion by Prestby, seconded by Lentz, the Board unanimously approved to award Croell, Inc., at the low bid, in the amount of \$3,516,637.47 for the Concrete Overlay Project SP 023-601-033 on CSAH 1.

Commissioner Lentz offered to attend the pre-Construction meeting due to there not being a District 3 Commissioner.

On motion by Dahl, seconded by Lentz, the Board unanimously approved entering into an Airport Maintenance and Operation Grant Contract with MN DOT.

On motion by Dahl, seconded by Lentz, the Board unanimously adopted:

**RESOLUTION 2019-023:** Authorizing the County Engineer and the Highway/Airport Office Manager to execute the contract on behalf of Fillmore County

Highway Committee Report: Prestby and Bakke – Culvert orders backed up until September that effects projects getting completed, fish hatchery looking for additional funds for 2020, update on projects for 2019 – many projects waiting for box culverts, discussed purchasing barricades.

Jessica Erickson, Director of Nursing was present.

Jessica Erickson updated the Board about the Fillmore-Houston Joint Board of Health (JBOH) - Joint Powers Agreement, noting that she and Assistant County Attorney, Marla Stanton have been working on the Joint Board of Health Bylaws.

Erickson also discussed the Women, Infants and Children (WIC) Peer Breastfeeding Support Grant Program, stating that this program has intermittently been conducted by a Houston County staff person; however Houston County has not been utilizing the Breastfeeding Grant. Erickson noted that Fillmore County could employ the staff person for the grant; she noted that this will be discussed at a future Joint Board of Health meeting to determine how to proceed.

The last item discussed by Director of Nursing was the Fillmore-Houston Community Health Board (CHB) Grant Project Agreement Amendment - MIIC Regional Coordinator. Erickson noted that she is ok with it being with either county.

Kristina Kohn, Human Resources was present.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the request to hire Lyle Johnson as intermittent bailiff/transport in the Sheriff's Department at Grade 6/Step 1, \$19.79/hours effective May 29, 2019 as recommended by the Hiring Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the resignation for Jonathan Holger, Child Support Officer, with Holger continuing to work Mondays and Tuesdays until his position is filled but effective until no later than July 10, 2019. The Board thanked him for 12 years of service.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the request to advertise for Child Support Officer as requested by the Social Services Manager and recommended by the Personnel Committee.

## **FILLMORE COUNTY COMMISSIONERS' MINUTES**

**May 28, 2019**

Applications will be received in the Coordinator's Office until 4:30 p.m. on Friday, June 21, 2019.

On motion by Prestby, seconded by Dahl, the Board unanimously approved the request to advertise for Child Support Enforcement Aide as requested by the Social Services Manager and recommended by the Personnel Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the request for classification into the new pay system for the position of Child Support Enforcement Aide in Social Services as requested by the Social Services Manager and recommended by the Personnel Committee.

On motion by Dahl, seconded by Lentz, the Board unanimously approved the request to advertise for Office Support Specialist, Sr. as requested by the County Coordinator and recommended by the Personnel Committee. Applications will be received in the Coordinator's Office until 4:30 p.m. on Friday, June 21, 2019.

On motion by Dahl, seconded by Lentz, the Board voted unanimously to adopt the Merit System EEO/AA policy for 2019.

On motion by Dahl, seconded by Prestby, the Board unanimously approved closing off a section of Fillmore Street East / County 12 by the Memorial entrance to the Fairgrounds on Tuesday, July 16<sup>th</sup> at 6:00 p.m. for a Veterans Tribute, as long as there is support from the City of Preston.

On motion by Dahl, seconded by Prestby, the Board unanimously approved transferring the Lawful Gambling Exempt Permit #X-92132-19-011 from May 19<sup>th</sup> to June 8<sup>th</sup>, due to golf tournament and raffle reschedule for the Preston Area Chamber of Commerce Golf Tournament.

Chair Bakke asked Sheriff DeGeorge to give an update to the Board regarding the recent tornado activity. Sheriff DeGeorge reported that four farms in Fillmore County received damage to buildings, no livestock or persons were injured. The first tornado touch-down was reported in Howard County and was moving northeast. He felt messages were relayed well throughout staff and local fire departments; however the weather came up rather quickly. Emergency Management staff will provide assessments based on damage that was incurred.

A review of the calendar was done and the following committee reports and announcements were given: Bakke - Lanesboro Dam - Lanesboro has decided upon a contractor but will not be public until their next meeting. May be able to get some work done this fall, but need to stay within timelines of DNR restrictions. Wellness - Bakke – Justin from Flexible Benefits Inc. was present and discussed IRS implications for awards or gift certificates that are given with Wellness program. Discussed participation in the Wellness program. Bakke noted he would like to see an employee survey done indicating if, for example, they already had their screenings done at a doctor appointment.

Dahl would like Fillmore County (Auditor/Treasurer) to be paying more attention to the groups and programs that we are the fiscal agent for and to be checking up on those groups and programs. It was decided to work with the County Attorney to see what role the County plays as the fiscal agent.

On motion by Lentz and seconded by Dahl, the Chair adjourned the meeting at 10:46 a.m.

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 **FILLMORE COUNTY TREASURER**

Name of applicant (Sponsoring Organization): Eagle Cliff Campground

Address of applicant: 35455 state Hwy 16 Lanesboro, Mn 55949

Name of authorized agent of applicant: Jerry Tippery

Address of agent: 729 S Grant St Houston, MN 55943

Telephone number of agent: 507-429-6126

Date of display: 7-5-19 Time of display dusk

Location of display: Eagle Cliff Campground

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

Type & number of fireworks/pyrotechnic special effects to be discharged: 1.3 explosives  
100-3" shells + 15 cakes 1.4 explosives

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: Jerry Tippery Certificate No.: 00681

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): [Signature] Date of application: 5-16-19  
~~05-16-19~~

\* **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 \$ 4,000,000
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 05/24/19

Signature of issuing authority: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of County Attorney Brett Corson Date: 5/24/19



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/16/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	<b>CONTACT NAME:</b> Michelle Kugler	<b>FAX (A/C, No):</b> 727-367-5695	
	<b>PHONE (A/C, No, Ext):</b> 727-547-3070	<b>E-MAIL ADDRESS:</b> mkugler@alliedspecialty.com	
<b>INSURED</b> ALUMINUM KING MFG, LTD DBA: FLASHING THUNDER FIREWORKS SPECTACULAR AND FLASHING THUNDER FIREWORKS, INC. 700 E. VAN BUREN STREET MITCHELL IA 50461	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> T.H.E. Insurance Company		12866
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	CPP0105095-03	09/27/2018	09/27/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CPP0105095-03	09/27/2018	09/27/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$		ELP0012014-03 GL	09/27/2018	09/27/2019	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		WC5-39S-712358-018 Coverage is afforded in the State(s) of: IA, IL	12/03/2018	12/03/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess VL		ELP0012015-03	09/27/2018	09/27/2019	Occurrence Limit \$ 4,000,000 Aggregate Limit \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Display Date: 7/5/2019

Rain Date: 7/6/2019

Location: Eagle Cliff Campground

RE: General Liability, the following are named as additional insured in respects to the operation of the negligence of the named insured:

Eagle Cliff Campground  
City of Lansboro**CERTIFICATE HOLDER**City of Lansboro  
Lansboro, MN**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# Flashing Thunder Fireworks

700 E Van Buren Street  
Mitchell, IA 50461 USA  
Phone: 641-732-5558 Fax: 641-732-1385

# INVOICE

Page 1 of 1

**INVOICE NUMBER: 11761-1**

**INVOICE DATE: 5/16/2019**

Ship from	Bill to	Ship to
Flashing Thunder Fireworks 700 E Van Buren Street Mitchell, IA 50461	Jerry Tippery 729 S Grant St Houston, MN 55943 USA	Jerry Tippery 729 S Grant St Houston, MN 55943 USA

Product ID	Description	Packing	Quantity	Unit price	Sub-total
FT3B1T-18	Assorted Flashing Thunder w/ Tails	cs 36/1	1	125.00	125.00
FDC2501-03	Color Peony w/ Crackling Tails 25's	cs 4/1	1	86.00	86.00
FTI362	Killer Spider 36's	cs 4/1	1	120.00	120.00
FCF100	Out of Space Ballet 100's S Shape	cs 1/1	1	101.00	101.00
FT10M1	Willow w/ White & Red Strobe, Gold Palms & Blue Tit. Chrys 1	cs 1/1	1	101.00	101.00
FT10F1	Crackling 100's Fan	cs 1/1	1	101.00	101.00
FDC100-02	Red Lotus 100's	cs 1/1	1	85.00	85.00
FT15M1	Mixed Shape 150's VWF	cs 1/1	1	147.00	147.00
FTF421	Blue Mine w/ Red Tails to Silver Crackling Willow 42s Fan	cs 2/1	1	102.00	102.00
FTF491	Seven Color Peony 49's Fan	cs 2/1	1	102.00	102.00
FT02491	Snowballs w/ Bright Multi Color Tails 49's	cs 2/1	1	83.00	83.00
FT3SS18	Snowball w/ Silver Tails Assortment (one silver crown)		4	3.90	15.60
FT090	Whistle/comet/colors and crackling	cs 2/1	1	98.00	98.00
FDC100-03	Pure Venum 100's	cs 1/1	1	85.00	85.00
FT3SS18	Snowball w/ Silver Tails Assortment (one silver crown)	cs 36/1	1	122.00	122.00

<b>Sub-total:</b>	<b>1,473.60</b>
<b>Insurance Processing Fee:</b>	<b>175.63</b>
<b>Total:</b>	<b>1,649.23</b>



Date: 5/16/2019

## BILL OF LADING

Page 1 of 1

## SHIP FROM

Flashing Thunder Fireworks  
700 E Van Buren Street  
Mitchell, IA 50461  
641-732-5558

Shipper's number: 11761-1  
Carrier name: Jerry Tippery

24 Hr. Emergency Contact Tel. No.: 1-800-535-5053  
Contract: 100829

## SHIP TO

Jerry Tippery  
729 S Grant St  
Houston, MN 55943 USA  
507-429-6126

No. of Units & Container Type	HM	BASIC DESCRIPTION Identification Number, Proper Shipping Name, Hazard Class, Packing Group	Total Quantity mass, vol. or activity	Weight
18 cs	X	UN0335, Fireworks, 1.3G EX Numbers: 2011040840, 2012050821, 2012121241, 2012121247, 2013010813, 201301465, 2013050402, 2013050413, 2013070772, 2013070773, 20131000245, 2013100248	112.91 lb Net Explosive Mass	414.88 lb

TOTAL

414.88 lb

DECLARED VALUE: Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows:

"The agreed or declared value of the property is specifically stated by the shipper to be not exceeding \_\_\_\_\_ per \_\_\_\_\_."

COD AMOUNT: \$

COD FEE: \$ \_\_\_\_\_ Collect: \_\_\_\_\_ Prepaid: \_\_\_\_\_

Customer check acceptable: \_\_\_\_\_

Freight charges: Collect: \_\_\_\_\_ Prepaid: \_\_\_\_\_

NOTE: Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. 14706(c)(1)(A) and (B).

RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.

The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

\_\_\_\_\_  
Shipper signature

This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

PER: \_\_\_\_\_

PLACARDS  
REQUIRED

\_\_\_ YES

NOPLACARDS  
SUPPLIED

\_\_\_ BY SHIPPER

\_\_\_ BY CARRIER

SHIPPER SIGNATURE / DATE

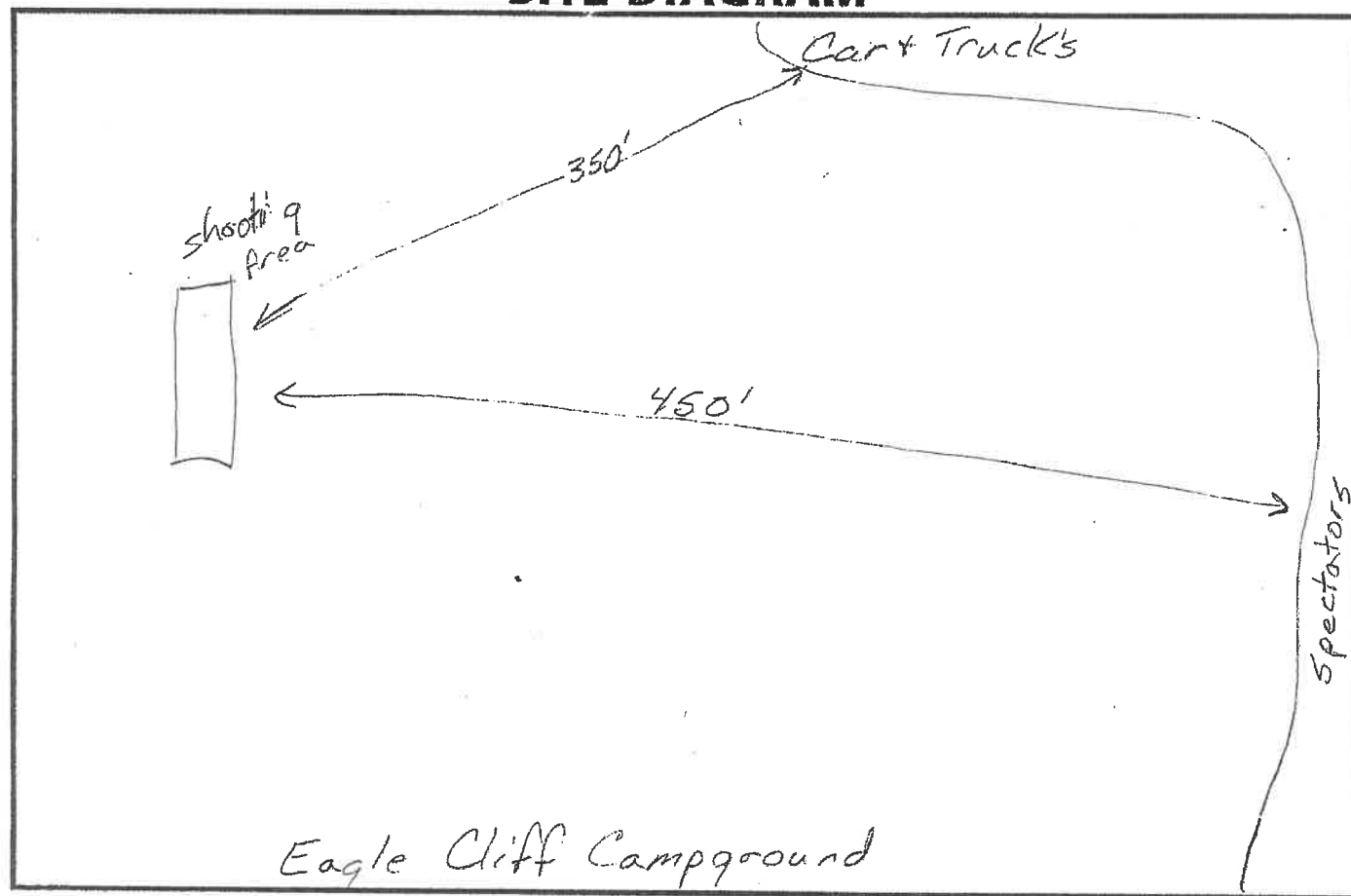
  
5/16/19

CARRIER SIGNATURE / PICKUP DATE

Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the U.S. DOT emergency response guidebook or equivalent documentation in the vehicle.

  
Property described above is received in good order, except as noted.

## SITE DIAGRAM



\$ \_\_\_\_\_

No \_\_\_\_\_

*State of Minnesota* }

County of Fillmore

County Auditor  
Preston, MN

## *Fireworks Permit*

IN CONSIDERATION OF The statements made by \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ on the fireworks display application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED To said organization to hold a fireworks display on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_, \_\_\_\_\_ p.m., at \_\_\_\_\_ in Fillmore County.

This permit is granted upon the express conditions that said organization shall comply in all respects with the provisions of M.S. 624.22.

Given and Issued under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
County Auditor

kapenhorst

5/31/19 8:51AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'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	
3	DEPT				Board Of Commissioners			
	82132	Fillmore Co Journal						
		01-003-000-0000-6233		14.00	04/20/2019 Board Minutes	100202	Publications	N
	82132	Fillmore Co Journal		14.00	1 Transactions			
3	DEPT Total:			14.00	Board Of Commissioners	1 Vendors	1 Transactions	
11	DEPT				District Court			
	5992	Law Office of Frederick S Suhler, Jr.						
		01-011-000-0000-6261		1,200.00	Judge Opat - Judicial Appeal	23-PR-09-1209	Court Appointed Attorneys	Y
					10/19/2018 05/22/2019			
	5992	Law Office of Frederick S Suhler, Jr.		1,200.00	1 Transactions			
	5101	Novotny Law Office, LTD						
		01-011-000-0000-6261		500.00	CHIPS 23-JV-19-105	930	Court Appointed Attorneys	Y
	5101	Novotny Law Office, LTD		500.00	1 Transactions			
11	DEPT Total:			1,700.00	District Court	2 Vendors	2 Transactions	
34	DEPT				Policy Coordinator			
	111	Fillmore Co Treasurer- Credit Card/ACH						
		01-034-000-0000-6337		188.19	Lodging Credit Card Reimburse		Other Travel Expense	N
		01-034-000-0000-6408		1,149.60	Supplies Credit Card Reimburse		Other Office Supplies	N
	111	Fillmore Co Treasurer- Credit Card/ACH		1,337.79	2 Transactions			
34	DEPT Total:			1,337.79	Policy Coordinator	1 Vendors	2 Transactions	
41	DEPT				Auditor/Treasurer			
	82979	Hennepin County Sheriff Dept						
		01-041-000-0000-6377		80.00	Forfeiture Notice Serv Fee	83260	Fees And Service Charges	N
					05/24/2019 05/24/2019			
	82979	Hennepin County Sheriff Dept		80.00	1 Transactions			
41	DEPT Total:			80.00	Auditor/Treasurer	1 Vendors	1 Transactions	
91	DEPT				County Attorney			
	81188	Civil Process Specialists						

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-091-000-0000-6377		Personal Service 5 Subpoenas	19-0353	Fees And Service Charges	Y
		630.00	05/14/2019 05/14/2019			
81188	Civil Process Specialists	630.00	1 Transactions			
8576	Corson/Brett					
	01-091-000-0000-6335	19.62	Fuel (Travel DARE)		Employee Automobile Allowance	N
8576	Corson/Brett	19.62	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH					
	01-091-000-0000-6242	50.00	Melissa & Marla MNSBA Fees		Membership Dues	N
	01-091-000-0000-6242	150.00	Brett MNCBA Crim Law Audit		Membership Dues	N
	01-091-000-0000-6245	95.00	Melissa JV Delinquenc Training		Registration Fees	N
	01-091-000-0000-6245	252.00	Marla Attorney Registration		Registration Fees	N
	01-091-000-0000-6245	252.00	Brett Attorney Registration		Registration Fees	N
	01-091-000-0000-6245	252.00	M.Hammell Attorney Registratio		Registration Fees	N
	01-091-000-0000-6245	252.00	Brett Attorney Registration		Registration Fees	N
	01-091-000-0000-6337	145.51	Hotel (Digital Evidence CLE)		Other Travel Expense	N
	01-091-000-0000-6337	104.75	Hotel (Arson Training)		Other Travel Expense	N
	01-091-000-0000-6337	60.00	Room Charge MCAA Conference		Other Travel Expense	N
	01-091-000-0000-6245	295.00	Brett CLE Fee	INV919759	Registration Fees	N
	01-091-000-0000-6245	295.00	Marla CLE Fee	INV919760	Registration Fees	N
	01-091-000-0000-6245	295.00	Melissa CLE Fee	INV919761	Registration Fees	N
111	Fillmore Co Treasurer- Credit Card/ACH	2,498.26	13 Transactions			
5358	Hammell/Melissa					
	01-091-000-0000-6335	103.24	JV Training Mileage Reimb		Employee Automobile Allowance	N
			05/17/2019 05/17/2019			
5358	Hammell/Melissa	103.24	1 Transactions			
83550	Kelly Printing & Signs LLC					
	01-091-000-0000-6408	44.00	Brett's Business Cards	22683	Other Office Supplies	N
			04/09/2019 04/09/2019			
83550	Kelly Printing & Signs LLC	44.00	1 Transactions			
91	DEPT Total:	3,295.12	County Attorney	5 Vendors	17 Transactions	
100	DEPT		County Recorder Equipment			
	7213 Metro Sales, Inc					
	01-100-000-0000-6310	162.49	Ricoh Printer (Wide Format)	133626	Contract Repairs And Maintenance	N

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	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	7213 Metro Sales, Inc		162.49	1 Transactions		
100	DEPT Total:		162.49	County Recorder Equipment	1 Vendors	1 Transactions
103	DEPT			Land Records / Assessor		
	6435 Alden / Roxane					
	01-103-000-0000-6335		11.60	Mileage to Harmony City Hall		Employee Automobile Allowance N
	6435 Alden / Roxane		11.60	1 Transactions		
	106 Fillmore Co Treasurer					
	01-103-000-0000-6561		60.08	Fuel -Assessor Hoff & Alden		Gasoline Diesel And Other Fuels N
				04/10/2019 04/26/2019		
	106 Fillmore Co Treasurer		60.08	1 Transactions		
103	DEPT Total:		71.68	Land Records / Assessor	2 Vendors	2 Transactions
105	DEPT			Planning And Zoning		
	5479 Bisek/Andrew R					
	01-105-000-0000-6335		4.64	tour & meeting mileage reimb		Employee Automobile Allowance N
				05/20/2019 05/23/2019		
	01-105-000-0000-6335		90.00	tour & meeting per diem		Employee Automobile Allowance N
				05/20/2019 05/23/2019		
	5479 Bisek/Andrew R		94.64	2 Transactions		
	2540 Duxbury/Steve					
	01-105-000-0000-6335		23.20	tour & meeting mileage reimb		Employee Automobile Allowance N
				05/20/2019 05/23/2019		
	01-105-000-0000-6335		90.00	tour & meeting per diem		Employee Automobile Allowance N
				05/20/2019 05/23/2019		
	2540 Duxbury/Steve		113.20	2 Transactions		
	82132 Fillmore Co Journal					
	01-105-000-0000-6241		8.63	May legal notices	100199	Advertising N
				05/13/2019 05/13/2019		
	82132 Fillmore Co Journal		8.63	1 Transactions		
	834 Hovey/Arlynn					
	01-105-000-0000-6335		15.08	tour & meeting mileage reimb		Employee Automobile Allowance N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
		01-105-000-0000-6335			90.00	tour & meeting per diem	05/20/2019 05/23/2019			Employee Automobile Allowance	N
834	Hovey/Arlynn				105.08		05/20/2019 05/23/2019		2 Transactions		
4874	JOHNSON/TRINITY										
		01-105-000-0000-6335			48.72	tour & meeting mileage reimb	05/20/2019 05/23/2019			Employee Automobile Allowance	N
		01-105-000-0000-6335			90.00	tour & meeting per diem	05/20/2019 05/23/2019			Employee Automobile Allowance	N
4874	JOHNSON/TRINITY				138.72		05/20/2019 05/23/2019		2 Transactions		
6904	Ruskell/Gary L										
		01-105-000-0000-6335			90.00	tour & meeting per diem	05/20/2019 05/23/2019			Employee Automobile Allowance	N
		01-105-000-0000-6335			39.44	tour & meeting mileage reimb	05/20/2019 05/23/2019			Employee Automobile Allowance	N
6904	Ruskell/Gary L				129.44		05/20/2019 05/23/2019		2 Transactions		
6315	Thompson/Thomas A										
		01-105-000-0000-6335			25.52	tour & meeting mileage reimb	05/20/2019 05/23/2019			Employee Automobile Allowance	N
		01-105-000-0000-6335			90.00	tour & meeting per diem	05/20/2019 05/23/2019			Employee Automobile Allowance	N
6315	Thompson/Thomas A				115.52		05/20/2019 05/23/2019		2 Transactions		
105	DEPT Total:				705.23	Planning And Zoning		7 Vendors		13 Transactions	
111	DEPT					Facilities Mtce					
7460	Al Larson & Sons Plumbing & Heating, Inc										
		01-111-000-0000-6580			77.80	Two Toilet Seats		19431		Other Repair And Maintenance Suppl	N
7460	Al Larson & Sons Plumbing & Heating, Inc				77.80			1 Transactions			
5751	Fastenal Company										
		01-111-000-0000-6580			48.84	Paint for Parking Lot Lines		MNPRE79454		Other Repair And Maintenance Suppl	N
5751	Fastenal Company				48.84			1 Transactions			
3370	Haakenson Electric, Inc										
		01-111-000-0000-6317			1,209.76	Light Fixtures (Courthouse)		4671		Building Maintenance	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
3370	Haakenson Electric, Inc		1,209.76	1 Transactions		
1340	Mensink Landscaping					
	01-111-000-0000-6316		113.50	Weed Control Courthouse	10059	Grounds Maintenance Y
	01-111-000-0000-6316		93.10	Weed Control FCOB	10060	Grounds Maintenance Y
1340	Mensink Landscaping		206.60	2 Transactions		
272	Newman Signs					
	01-111-000-0000-6580		82.67	Handicapp Stand Courthouse		Other Repair And Maintenance Suppl N
	01-111-000-0000-6580		112.23	Handicap stand parking lot CH	11275	Other Repair And Maintenance Suppl N
				05/06/2019 05/06/2019		
272	Newman Signs		194.90	2 Transactions		
5988	Preston Auto Parts					
	01-111-000-0000-6580		23.98	Tape Measure, Oil - Airhandler		Other Repair And Maintenance Suppl N
5988	Preston Auto Parts		23.98	1 Transactions		
303	Preston Equipment Company					
	01-111-000-0000-6316		129.95	Purchase Cordless Trimmer	01-72112	Grounds Maintenance N
303	Preston Equipment Company		129.95	1 Transactions		
7788	Quality Construction-Ron Schroeder					
	01-111-000-0000-6317		485.00	Repairs on roof at FCOB		Building Maintenance Y
				05/21/2019 05/21/2019		
7788	Quality Construction-Ron Schroeder		485.00	1 Transactions		
7239	Werner Electric					
	01-111-000-0000-6317		115.00	Purchase Tubes	S010083907.001	Building Maintenance N
	01-111-000-0000-6317		471.02	Purchase 25 Watt Tubes	S010083907.002	Building Maintenance N
7239	Werner Electric		586.02	2 Transactions		
9206	Winona Heating & Ventilating Co, Inc.					
	01-111-000-0000-6317		204.34	New Belt for Air Exchanger	17794	Building Maintenance N
9206	Winona Heating & Ventilating Co, Inc.		204.34	1 Transactions		
111	DEPT Total:		3,167.19	Facilites Mtce	10 Vendors	13 Transactions
149	DEPT			Other General Government		
4928	1 Source					



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-149-000-0000-6408		County Supplies	several	County Shared Office Supplies	Y
		4,888.78	05/08/2019 05/20/2019			
4928	1 Source	4,888.78	1 Transactions			
1066	Burkholder/Philip R					
	01-149-000-0000-6104	45.00	DFO Task Force Meeting		Per Diem	N
	01-149-000-0000-6335	13.92	Mileage		Employee Automobile Allowance	N
1066	Burkholder/Philip R	58.92	2 Transactions			
5751	Fastenal Company					
	01-149-000-0000-6408	84.92	Batteries - AED Machines	79565	County Shared Office Supplies	N
			05/10/2019 05/10/2019			
5751	Fastenal Company	84.92	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH					
	01-149-000-0000-6372	20.90	March Madness-Wellness		Wellness Grant Expenses	N
	01-149-000-0000-6408	67.79	Supplies		County Shared Office Supplies	N
111	Fillmore Co Treasurer- Credit Card/ACH	88.69	2 Transactions			
6157	Further					
	01-149-000-0000-6289	395.30	April 2019 Participation Fee		Select Account Adm.	N
			04/01/2019 04/30/2019			
6157	Further	395.30	1 Transactions			
3665	Ratwik,Roszak & Maloney, PA					
	01-149-000-0000-6285	2,821.33	Professional Services 3/4-4/25		Professional Fees	Y
			03/04/2019 04/25/2019			
3665	Ratwik,Roszak & Maloney, PA	2,821.33	1 Transactions			
149	DEPT Total:	8,337.94	Other General Government	6 Vendors	8 Transactions	
201	DEPT		Enhanced 911 System			
4781	Pro-West & Associates, Inc					
	01-201-000-0000-6310	60.65	E911 Update	003008	Contract Repairs And Maintenance	N
	01-201-000-0000-6310	1,093.96	NG911 Update Import	003280	Contract Repairs And Maintenance	N
4781	Pro-West & Associates, Inc	1,154.61	2 Transactions			

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
201	DEPT Total:		1,154.61	Enhanced 911 System	1 Vendors	2 Transactions	
202	DEPT			Sheriff			
82133	Fillmore Co Auditor-Treasurer						
	01-202-000-0000-6561		2,733.88	Fuel -Sheriff Apr 19,bal 2018		Gasoline Diesel And Other Fuels	N
				04/01/2019 04/30/2019			
82133	Fillmore Co Auditor-Treasurer		2,733.88	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-202-000-0000-6242		140.00			Membership Dues	N
				08/16/2018 08/16/2018			
	01-202-000-0000-6242		419.00			Membership Dues	N
				09/27/2018 09/27/2018			
	01-202-000-0000-6245		150.00	Death Inv Training Registratio		Registration Fees	N
				02/27/2019 02/27/2019			
	01-202-000-0000-6245		150.00	Death Inv Training Registratio		Registration Fees	N
				02/27/2019 02/27/2019			
	01-202-000-0000-6245		75.00	DMT Registration		Registration Fees	N
				03/15/2019 03/15/2019			
	01-202-000-0000-6245		75.00	DMT Registration		Registration Fees	N
				03/15/2019 03/15/2019			
	01-202-000-0000-6245		75.00	DMT Registration		Registration Fees	N
				03/19/2019 03/19/2019			
	01-202-000-0000-6245		295.00	registration		Registration Fees	N
				11/19/2018 11/19/2018			
	01-202-000-0000-6245		265.00	registration		Registration Fees	N
				11/20/2018 11/20/2018			
	01-202-000-0000-6337		71.95	lodging		Other Travel Expense	N
				02/27/2019 02/27/2019			
	01-202-000-0000-6337		71.95	lodging		Other Travel Expense	N
				02/27/2019 02/27/2019			
	01-202-000-0000-6337		217.56	lodging		Other Travel Expense	N
				08/09/2018 08/09/2018			
	01-202-000-0000-6337		13.60	meal		Other Travel Expense	N
				09/18/2018 09/18/2018			
	01-202-000-0000-6337		11.95	meal		Other Travel Expense	N
				09/19/2018 09/19/2018			
	01-202-000-0000-6337		170.23	lodging		Other Travel Expense	N
				12/10/2018 12/10/2018			

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-202-000-0000-6337		15.37	meal		Other Travel Expense	N
				12/12/2018 12/12/2018			
	01-202-000-0000-6337		422.44	lodging		Other Travel Expense	N
				12/12/2018 12/12/2018			
	01-202-000-0000-6337		32.18	meal		Other Travel Expense	N
				10/23/2018 10/23/2018			
	01-202-000-0000-6337		39.40	meal		Other Travel Expense	N
				10/23/2018 10/23/2018			
	01-202-000-0000-6337		216.34	TZD training-hotel		Other Travel Expense	N
				10/24/2018 10/24/2018			
	01-202-000-0000-6408		67.11			Other Office Supplies	N
				08/10/2018 08/10/2018			
	01-202-000-0000-6408		199.98			Other Office Supplies	N
				11/03/2018 11/03/2018			
	01-202-000-0000-6408		25.98			Other Office Supplies	N
				11/09/2018 11/09/2018			
	01-202-000-0000-6455		239.25	CPR supplies for squads		Law Enforcement Supplies	N
				02/28/2019 02/28/2019			
	01-202-000-0000-6455		1,267.00	taser supplies		Law Enforcement Supplies	N
				08/28/2018 08/28/2018			
	01-202-000-0000-6561		38.69	fuel		Gasoline Diesel And Other Fuels	N
				03/18/2019 03/18/2019			
	01-202-000-0000-6561		54.19	fuel		Gasoline Diesel And Other Fuels	N
				09/19/2018 09/19/2018			
	01-202-000-0000-6561		22.75	fuel		Gasoline Diesel And Other Fuels	N
				12/10/2018 12/10/2018			
	01-202-000-0000-6561		27.55	fuel		Gasoline Diesel And Other Fuels	N
				12/12/2018 12/12/2018			
	01-202-000-0000-6561		34.00	Fuel/Katie		Gasoline Diesel And Other Fuels	N
				08/09/2018 08/09/2018			
111	Fillmore Co Treasurer- Credit Card/ACH		4,903.47	30 Transactions			
4241	MINNESOTA SHERIFF'S ASSOCIATION						
	01-202-000-0000-6245		240.00	Legislat update/civil training	191010	Registration Fees	N
				05/28/2019 05/28/2019			
4241	MINNESOTA SHERIFF'S ASSOCIATION		240.00	1 Transactions			
3500	Severson Oil Company						
	01-202-000-0000-6561		271.52	April 2019 Gas		Gasoline Diesel And Other Fuels	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3500	Severson Oil Company		271.52	1 Transactions		
355	Streicher's Inc.					
	01-202-000-0000-6173		62.00	Uniforms	I1367389	Uniform Allowance N
355	Streicher's Inc.		62.00	1 Transactions		
202	DEPT Total:		8,210.87	Sheriff	5 Vendors	34 Transactions
251	DEPT			County Jail		
111	Fillmore Co Treasurer- Credit Card/ACH					
	01-251-000-0000-6205		9.95	Postage		Postage And Postal Box Rent N
	01-251-000-0000-6205		6.70	postage		Postage And Postal Box Rent N
	01-251-000-0000-6205		8.50	Postage		Postage And Postal Box Rent N
	01-251-000-0000-6205		6.91	postage		Postage And Postal Box Rent N
				12/10/2018 12/10/2018		
	01-251-000-0000-6205		9.95	postage		Postage And Postal Box Rent N
				08/27/2018 08/27/2018		
	01-251-000-0000-6205		6.91	postage		Postage And Postal Box Rent N
				09/21/2018 09/21/2018		
	01-251-000-0000-6205		23.35	postage		Postage And Postal Box Rent N
				09/06/2018 09/06/2018		
	01-251-000-0000-6205		13.61	postage		Postage And Postal Box Rent N
				10/12/2018 10/12/2018		
	01-251-000-0000-6245		400.00	Jail Admin Conference		Registration Fees N
				08/24/2018 08/24/2018		
	01-251-000-0000-6337		489.16	Lodging		Other Travel Expense N
				08/28/2019 08/28/2019		
	01-251-000-0000-6337		489.16	Lodging		Other Travel Expense N
				08/28/2019 08/28/2019		
	01-251-000-0000-6416		88.78	Jail Supplies		Misc Supplies N
	01-251-000-0000-6416		66.65	Jail Supplies		Misc Supplies N
	01-251-000-0000-6416		107.28	Jail Supplies		Misc Supplies N
				11/19/2018 11/19/2018		
	01-251-000-0000-6416		35.90	Jail Supplies		Misc Supplies N
				12/14/2018 12/14/2018		
	01-251-000-0000-6416		40.99	Jail Supplies		Misc Supplies N
				12/19/2018 12/19/2018		
	01-251-000-0000-6416		20.95	jail supplies		Misc Supplies N
				12/21/2018 12/21/2018		

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-251-000-0000-6416		12.03	jail supplies		Misc Supplies	N
				12/21/2018 12/21/2018			
	01-251-000-0000-6416		53.10	jail supplies		Misc Supplies	N
				02/08/2019 02/08/2019			
	01-251-000-0000-6416		8.99	jail supplies		Misc Supplies	N
				02/26/2019 02/26/2019			
	01-251-000-0000-6416		22.00	jail supplies		Misc Supplies	N
				02/27/2019 02/27/2019			
	01-251-000-0000-6416		22.27	jail supplies		Misc Supplies	N
				03/01/2019 03/01/2019			
	01-251-000-0000-6455		18.98	Jail TV		Law Enforcement Supplies	N
	01-251-000-0000-6455		18.98	Jail TV		Law Enforcement Supplies	N
	01-251-000-0000-6455		18.98	jail tv		Law Enforcement Supplies	N
				11/08/2018 11/08/2018			
	01-251-000-0000-6455		18.98	jail tv		Law Enforcement Supplies	N
				01/08/2019 01/08/2019			
	01-251-000-0000-6455		18.98	jail tv		Law Enforcement Supplies	N
				02/08/2019 02/08/2019			
	01-251-000-0000-6455		18.98	jail tv		Law Enforcement Supplies	N
				03/08/2019 03/08/2019			
	01-251-000-0000-6455		18.98	Jail TV		Law Enforcement Supplies	N
	01-251-000-0000-6561		46.54	fuel		Gasoline Diesel And Other Fuels	N
111	Fillmore Co Treasurer- Credit Card/ACH		2,122.54	30 Transactions			
4899	HEALTHDIRECT #119						
	01-251-000-0000-6431		144.07	Inmate Meds		Drugs And Medicine	N
4899	HEALTHDIRECT #119		144.07	1 Transactions			
1514	McKesson Medical-Surgical						
	01-251-000-0000-6431		132.62	Inmate Medical Supplies	53947965	Drugs And Medicine	Y
1514	McKesson Medical-Surgical		132.62	1 Transactions			
7156	Midwest Monitoring & Surveillance						
	01-251-000-0000-6285		14.75	April 2019 Lab sources	419537	Professional Fees	N
				04/30/2019 04/30/2019			
7156	Midwest Monitoring & Surveillance		14.75	1 Transactions			
9361	MN Dept Of Corrections						
	01-251-000-0000-6301		477.50	February Inmate Wages	542640	lcwc Wage Expense	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	
	01-251-000-0000-6301		577.50	March Inmate Wages	544288	lcwc Wage Expense	N
				05/17/2019 05/17/2019			
	01-251-000-0000-6301		762.50	April 2019 inmate wages	544309	lcwc Wage Expense	N
				05/17/2019 05/17/2019			
9361	MN Dept Of Corrections		1,817.50	3 Transactions			
5717	MN Dept Of Labor & Industry						
	01-251-000-0000-6377		10.00	208943 pressure vessel	2104691	Fees And Service Charges	N
				05/02/2019 05/02/2019			
5717	MN Dept Of Labor & Industry		10.00	1 Transactions			
8080	Plunkett's Pest Control, Inc						
	01-251-000-0000-6377		109.96	Pest Control	6285658	Fees And Service Charges	N
				05/21/2019 05/21/2019			
8080	Plunkett's Pest Control, Inc		109.96	1 Transactions			
251	DEPT Total:		4,351.44	County Jail	7 Vendors	38 Transactions	
281	DEPT			Emergency Mgmt Services			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-281-000-0000-6245		350.00	Gov Conference Registration		Registration Fees	N
				01/02/2019 01/02/2019			
	01-281-000-0000-6337		123.18	EM Conference		Other Travel Expense	N
				10/25/2018 10/25/2018			
	01-281-000-0000-6337		166.86	EM Class Lodging		Other Travel Expense	N
				02/07/2019 02/07/2019			
	01-281-000-0000-6337		435.93	Gov Conference Lodging		Other Travel Expense	N
				02/14/2019 02/14/2019			
	01-281-000-0000-6561		15.00	Fuel EM Class travel		Gasoline Diesel And Other Fuels	N
				02/06/2019 02/06/2019			
111	Fillmore Co Treasurer- Credit Card/ACH		1,090.97	5 Transactions			
281	DEPT Total:		1,090.97	Emergency Mgmt Services	1 Vendors	5 Transactions	
441	DEPT			Public Health			
3169	Pohlman/Brenda L						
	01-441-000-0000-6390		46.40	TZD Mileage		TZD Save Roads Basic 20.600	N
	01-441-000-0000-6437		15.08	C&TC Mileage		CTC Expenses	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-441-000-0000-6448		SHIP Mileage & Supplies		Ship Grant Expenses	N
	01-441-000-0000-6448		SHIP Mileage		Ship Grant Expenses	N
	01-441-000-0000-6449		PHEP Mileage & Meal		Preparedness Grant	N
3169	Pohlman/Brenda L		5 Transactions			
441	DEPT Total:	345.88	Public Health	1 Vendors	5 Transactions	
443	DEPT		Nursing Service			
3315	Melver/Paula					
	01-443-000-0000-6335	328.40	April 2019 Nursing Mileage		Employee Automobile Allowance	N
3315	Melver/Paula	328.40	1 Transactions			
443	DEPT Total:	328.40	Nursing Service	1 Vendors	1 Transactions	
446	DEPT		Mch Program			
3169	Pohlman/Brenda L					
	01-446-000-0000-6335	18.56	MCH Mileage		Employee Automobile Allowance	N
	01-446-000-0000-6335	19.72	MCH Mileage		Employee Automobile Allowance	N
3169	Pohlman/Brenda L	38.28	2 Transactions			
446	DEPT Total:	38.28	Mch Program	1 Vendors	2 Transactions	
515	DEPT		Memorial Day Services			
6618	American Legion Post #166					
	01-515-000-0000-6802	75.00	2019 Memorial Day Appropriatio		Appropriations	N
			05/30/2019 05/30/2019			
6618	American Legion Post #166	75.00	1 Transactions			
515	DEPT Total:	75.00	Memorial Day Services	1 Vendors	1 Transactions	
603	DEPT		Feedlot			
106	Fillmore Co Treasurer					
	01-603-000-0000-6561	66.39	Fuel - April (Feedlot) Zoning		Gasoline Diesel And Other Fuels	N
			04/01/2019 04/30/2019			
106	Fillmore Co Treasurer	66.39	1 Transactions			

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1 County Revenue Fund

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</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>	
603	DEPT Total:		66.39	Feedlot	1 Vendors	1 Transactions	
1	Fund Total:		34,533.28	County Revenue Fund		149 Transactions	



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
300	DEPT		Highway Administration			
110	Fillmore Co Treasurer					
	13-300-000-0000-6205	126.35	postage	April	Postage And Postal Box Rent	N
110	Fillmore Co Treasurer	126.35		1 Transactions		
111	Fillmore Co Treasurer- Credit Card/ACH					
	13-300-000-0000-6337	117.04	lodging		Other Travel Expense	N
111	Fillmore Co Treasurer- Credit Card/ACH	117.04		1 Transactions		
300	DEPT Total:	243.39	Highway Administration	2 Vendors	2 Transactions	
310	DEPT		Highway Maintenance			
4381	Brock White Company LLC					
	13-310-000-0000-6580	284.75	erosion control	13229194	Other Repair And Maintenance Suppl	N
4381	Brock White Company LLC	284.75		1 Transactions		
1891	Bruening Rock Products, Inc.					
	13-310-000-0000-6505	721.42	rock	122989	Aggregate	N
	13-310-000-0000-6505	1,157.78	rock	124120	Aggregate	N
	13-310-000-0000-6505	194.09	rock	125057	Aggregate	N
	13-310-000-0000-6505	4,222.15	rock	126065	Aggregate	N
1891	Bruening Rock Products, Inc.	6,295.44		4 Transactions		
6150	Cintas Corporation No.2					
	13-310-000-0000-6293	9.86	uniforms	4019163300	Uniform Expense	N
	13-310-000-0000-6293	8.80	uniforms	4019163315	Uniform Expense	N
	13-310-000-0000-6293	14.65	uniforms	4019348842	Uniform Expense	N
	13-310-000-0000-6293	8.73	uniforms	4019526454	Uniform Expense	N
	13-310-000-0000-6293	8.82	uniforms	4019528136	Uniform Expense	N
	13-310-000-0000-6293	45.50	uniforms	4019528216	Uniform Expense	N
	13-310-000-0000-6293	8.80	uniforms	4019579464	Uniform Expense	N
	13-310-000-0000-6293	9.86	uniforms	4019579475	Uniform Expense	N
	13-310-000-0000-6293	17.65	uniforms	4019748919	Uniform Expense	N
	13-310-000-0000-6293	8.73	uniforms	4019933914	Uniform Expense	N
	13-310-000-0000-6293	24.67	uniforms	4019935658	Uniform Expense	N
	13-310-000-0000-6293	8.82	uniforms	4019935689	Uniform Expense	N
	13-310-000-0000-6293	8.80	uniforms	4020001236	Uniform Expense	N
	13-310-000-0000-6293	9.86	uniforms	4020001257	Uniform Expense	N
	13-310-000-0000-6293	14.65	uniforms	4020181317	Uniform Expense	N

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No.	Account/Formula	Accr	Amount		Service Dates	Paid On Bhf #	On Behalf of Name	
	13-310-000-0000-6293		8.73	uniforms		4020366725	Uniform Expense	N
	13-310-000-0000-6293		8.82	uniforms		4020368230	Uniform Expense	N
	13-310-000-0000-6293		59.46	uniforms		4020368325	Uniform Expense	N
	13-310-000-0000-6293		8.80	uniforms		4020419994	Uniform Expense	N
	13-310-000-0000-6293		9.86	uniforms		4020420018	Uniform Expense	N
	13-310-000-0000-6293		17.65	uniforms		4020599338	Uniform Expense	N
	13-310-000-0000-6293		8.73	uniforms		4020773785	Uniform Expense	N
	13-310-000-0000-6293		8.82	uniforms		4020775852	Uniform Expense	N
	13-310-000-0000-6293		24.67	uniforms		4020775863	Uniform Expense	N
	13-310-000-0000-6293		8.80	uniforms		4020838409	Uniform Expense	N
	13-310-000-0000-6293		9.86	uniforms		4020838515	Uniform Expense	N
6150	Cintas Corporation No.2		382.40		26 Transactions			
1982	Dunn Blacktop Co Inc							
	13-310-000-0000-6528		1,861.08	cold mix		440060	Bituminous Materials	N
1982	Dunn Blacktop Co Inc		1,861.08		1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH							
	13-310-000-0000-6337		35.39	meals			Other Travel Expense	N
	13-310-000-0000-6337		351.40	lodging			Other Travel Expense	N
111	Fillmore Co Treasurer- Credit Card/ACH		386.79		2 Transactions			
1331	John Deere Gov't & Nat'I Sales							
	13-310-000-0000-6640		48,800.00	tractor		116588581	Equipment Purchased	N
1331	John Deere Gov't & Nat'I Sales		48,800.00		1 Transactions			
9121	Kokinos/Todd							
	13-310-000-0000-6466		200.00	safety shoes			Safety Materials	N
9121	Kokinos/Todd		200.00		1 Transactions			
8487	Med Compass							
	13-310-000-0000-6466		431.00	hearing tests		35516	Safety Materials	N
8487	Med Compass		431.00		1 Transactions			
3632	Milestone Materials Inc							
	13-310-000-0000-6505		2,137.10	rock		108911	Aggregate	N
3632	Milestone Materials Inc		2,137.10		1 Transactions			
5471	Precise MRM LLC							

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	13-310-000-0000-6580		truck data plan	IN200-1021016	Other Repair And Maintenance Suppl	N
5471	Precise MRM LLC					
		75.00				
		75.00	1 Transactions			
4505	Soland/Brian					
	13-310-000-0000-6466		safety shoes		Safety Materials	N
		196.79				
4505	Soland/Brian					
		196.79	1 Transactions			
310	DEPT Total:	61,050.35	Highway Maintenance	11 Vendors	40 Transactions	
320	DEPT		Highway Construction			
82132	Fillmore Co Journal					
	13-320-000-0000-6241	22.50	ads: 601-033	100180	Advertising	N
	13-320-000-0000-6241	6.75	ads: 599-197	100201	Advertising	N
82132	Fillmore Co Journal	29.25				
			2 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH					
	13-320-000-0000-6337	326.80	lodging		Other Travel Expense	N
	13-320-000-0000-6501	142.23	supplies		Engineering And Surveying Supplies	N
111	Fillmore Co Treasurer- Credit Card/ACH	469.03				
			2 Transactions			
8487	Med Compass					
	13-320-000-0000-6466	164.00	hearing tests	35516	Safety Materails	N
8487	Med Compass	164.00				
			1 Transactions			
320	DEPT Total:	662.28	Highway Construction	3 Vendors	5 Transactions	
330	DEPT		Equipment Maintenance Shops			
5142	Ancom Technical Center, Inc.					
	13-330-000-0000-6317	1,040.00	bldg maint-lightning Canton	87078	Building Maintenance	N
5142	Ancom Technical Center, Inc.	1,040.00				
			1 Transactions			
3691	Bauer Built Inc					
	13-330-000-0000-6516	150.00	labor	35622	Tires & Repairs	N
	13-330-000-0000-6516	5.00	tires/parts	35622	Tires & Repairs	N
	13-330-000-0000-6516	20.00	tires/parts	35847	Tires & Repairs	N
	13-330-000-0000-6516	80.00	labor	35847	Tires & Repairs	N
	13-330-000-0000-6516	250.00	labor	88480	Tires & Repairs	N
	13-330-000-0000-6516	5.00	tires/parts	88480	Tires & Repairs	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
3691	Bauer Built Inc		510.00	6 Transactions		
4545	Brown's Tire & Battery Inc					
	13-330-000-0000-6516		325.00	tires/parts	189353	Tires & Repairs N
4545	Brown's Tire & Battery Inc		325.00	1 Transactions		
6617	Chatfield Parts House					
	13-330-000-0000-6576		21.97	supplies	709785	Shop Supplies & Tools N
	13-330-000-0000-6575		2.95	parts	711648	Machinery Parts N
6617	Chatfield Parts House		24.92	2 Transactions		
6150	Cintas Corporation No.2					
	13-330-000-0000-6576		144.84	supplies	4019528079	Shop Supplies & Tools N
	13-330-000-0000-6576		144.84	supplies	4020368158	Shop Supplies & Tools N
6150	Cintas Corporation No.2		289.68	2 Transactions		
1221	Connaughty Sales Inc					
	13-330-000-0000-6575		150.00	labor	39320	Machinery Parts N
	13-330-000-0000-6575		84.68	parts	39320	Machinery Parts N
	13-330-000-0000-6575		397.93	parts	39357	Machinery Parts N
	13-330-000-0000-6575		225.00	labor	39357	Machinery Parts N
	13-330-000-0000-6575		120.77	parts	39527	Machinery Parts N
	13-330-000-0000-6575		243.75	labor	39527	Machinery Parts N
1221	Connaughty Sales Inc		1,222.13	6 Transactions		
5751	Fastenal Company					
	13-330-000-0000-6575		279.16	parts	79192	Machinery Parts N
	13-330-000-0000-6576		29.81	supplies	79290	Shop Supplies & Tools N
	13-330-000-0000-6576		14.65	supplies	79312	Shop Supplies & Tools N
	13-330-000-0000-6576		233.74	supplies	79357	Shop Supplies & Tools N
	13-330-000-0000-6576		36.67	supplies	79363	Shop Supplies & Tools N
	13-330-000-0000-6576		12.73	supplies	79384	Shop Supplies & Tools N
	13-330-000-0000-6576		94.60	supplies	79385	Shop Supplies & Tools N
	13-330-000-0000-6576		946.35	shop tools	79421	Shop Supplies & Tools N
	13-330-000-0000-6576		13.25	supplies	79434	Shop Supplies & Tools N
5751	Fastenal Company		1,660.96	9 Transactions		
111	Fillmore Co Treasurer- Credit Card/ACH					
	13-330-000-0000-6561		124.49	fuel reimb		Gasoline Diesel And Other Fuels N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
111	Fillmore Co Treasurer- Credit Card/ACH		124.49	1 Transactions			
83550	Kelly Printing & Signs LLC						
	13-330-000-0000-6575		12.00	parts	33290	Machinery Parts	N
83550	Kelly Printing & Signs LLC		12.00	1 Transactions			
5988	Preston Auto Parts						
	13-330-000-0000-6317		48.54	bldg maint	582322	Building Maintenance	N
	13-330-000-0000-6317		7.41	bldg maint	582326	Building Maintenance	N
	13-330-000-0000-6576		47.96	supplies	582457	Shop Supplies & Tools	N
	13-330-000-0000-6575		6.08	parts	582601	Machinery Parts	N
	13-330-000-0000-6575		3.36	parts	582610	Machinery Parts	N
	13-330-000-0000-6575		11.97	parts	583073	Machinery Parts	N
	13-330-000-0000-6575		4.14	parts	583346	Machinery Parts	N
	13-330-000-0000-6576		45.00	supplies	583359	Shop Supplies & Tools	N
	13-330-000-0000-6575		39.62	parts	583483	Machinery Parts	N
	13-330-000-0000-6575		7.58	parts	583484	Machinery Parts	N
	13-330-000-0000-6575		11.98	parts	583557	Machinery Parts	N
	13-330-000-0000-6575		6.20	parts	583678	Machinery Parts	N
	13-330-000-0000-6575		28.36	parts	583756	Machinery Parts	N
	13-330-000-0000-6576		83.81	supplies	583838	Shop Supplies & Tools	N
	13-330-000-0000-6575		172.99	parts	583902	Machinery Parts	N
	13-330-000-0000-6576		19.96	supplies	584131	Shop Supplies & Tools	N
	13-330-000-0000-6575		5.16	parts	584135	Machinery Parts	N
	13-330-000-0000-6576		3.95	supplies	584140	Shop Supplies & Tools	N
	13-330-000-0000-6576		16.92	supplies	584176	Shop Supplies & Tools	N
	13-330-000-0000-6575		13.37-	parts	584260	Machinery Parts	N
	13-330-000-0000-6575		41.84	parts	584336	Machinery Parts	N
	13-330-000-0000-6575		3.54	parts	584361	Machinery Parts	N
	13-330-000-0000-6576		19.99	supplies	584556	Shop Supplies & Tools	N
	13-330-000-0000-6575		25.98	parts	584594	Machinery Parts	N
	13-330-000-0000-6575		9.30	parts	584643	Machinery Parts	N
	13-330-000-0000-6575		11.41	parts	584716	Machinery Parts	N
	13-330-000-0000-6575		4.76	parts	584845	Machinery Parts	N
	13-330-000-0000-6575		6.32	parts	584856	Machinery Parts	N
	13-330-000-0000-6576		6.58	supplies	584976	Shop Supplies & Tools	N
	13-330-000-0000-6575		5.76	parts	585036	Machinery Parts	N
	13-330-000-0000-6576		8.40	supplies	585489	Shop Supplies & Tools	N
	13-330-000-0000-6317		11.98	bldg maint	585490	Building Maintenance	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	13-330-000-0000-6575		18.47	parts	585516	Machinery Parts	N
	13-330-000-0000-6575		16.48	parts	585517	Machinery Parts	N
	13-330-000-0000-6565		23.96	oil	585564	Motor Oil And Lubricants	N
	13-330-000-0000-6576		6.49	supplies	585564	Shop Supplies & Tools	N
5988	Preston Auto Parts		778.88	36 Transactions			
303	Preston Equipment Company						
	13-330-000-0000-6575		47.61	parts	01-70923	Machinery Parts	N
	13-330-000-0000-6576		71.97	supplies	01-71892	Shop Supplies & Tools	N
303	Preston Equipment Company		119.58	2 Transactions			
3989	Ronco Engineering Sales Co, Inc						
	13-330-000-0000-6576		144.90	supplies	3166234	Shop Supplies & Tools	N
	13-330-000-0000-6575		192.86	parts	3167537	Machinery Parts	N
	13-330-000-0000-6575		228.66	parts	3167898	Machinery Parts	N
3989	Ronco Engineering Sales Co, Inc		566.42	3 Transactions			
744	Root River Hardwoods Inc						
	13-330-000-0000-6575		175.00	parts	14629	Machinery Parts	N
744	Root River Hardwoods Inc		175.00	1 Transactions			
6600	Solberg Welding Inc						
	13-330-000-0000-6575		91.08	parts	11903	Machinery Parts	N
	13-330-000-0000-6576		30.98	supplies	11906	Shop Supplies & Tools	N
6600	Solberg Welding Inc		122.06	2 Transactions			
4524	SynTech Systems						
	13-330-000-0000-6317		550.00	Fuel system annual maint renew	189451	Building Maintenance	N
4524	SynTech Systems		550.00	1 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		115.31	supplies	42167	Shop Supplies & Tools	N
4079	Village Farm & Home		115.31	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	
450	Zep Sales & Service						
	13-330-000-0000-6576		111.94	supplies	9004211040	Shop Supplies & Tools	N
450	Zep Sales & Service		111.94	1 Transactions			
330	DEPT Total:		7,851.06	Equipment Maintenance Shops	18 Vendors	78 Transactions	
340	DEPT			Local Option Sales Tax			
99	Erickson Engineering LLC						
	13-340-000-0000-6265		1,574.00	consulting	13065	Consulting	N
99	Erickson Engineering LLC		1,574.00	1 Transactions			
340	DEPT Total:		1,574.00	Local Option Sales Tax	1 Vendors	1 Transactions	
13	Fund Total:		71,381.08	County Road & Bridge		126 Transactions	

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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		13.38	Uniforms	4021668405	Fees And Service Charges N
	14-390-000-0000-6377		17.70	Uniforms	4022114458	Fees And Service Charges N
6150	Cintas Corporation No.2		31.08	2 Transactions		
5504	HARTER'S TRASH & RECYCLING INC					
	14-390-000-0000-6374		9,344.50	April Trash		Landfill Tipping Fees N
5504	HARTER'S TRASH & RECYCLING INC		9,344.50	1 Transactions		
3206	S & A Petroleum					
	14-390-000-0000-6561		34.99	Forklift LP		Gasoline Diesel And Other Fuels N
3206	S & A Petroleum		34.99	1 Transactions		
6378	Winona Co Household Hazardous Waste					
	14-390-000-0000-6862		911.67	Spring HHW Collection	622	Management Of Problem Wastes N
6378	Winona Co Household Hazardous Waste		911.67	1 Transactions		
450	Zep Sales & Service					
	14-390-000-0000-6416		69.20	Floor Dry	9004211430	Misc Supplies N
450	Zep Sales & Service		69.20	1 Transactions		
390	DEPT Total:		10,391.44	Resource Recovery Center	5 Vendors	6 Transactions
391	DEPT			Score Grant Program		
6333	Dynamic Lifecycle Innovations Inc.					
	14-391-000-0000-6861		2,586.86	TV Recycling		Recycling Operation Expense N
6333	Dynamic Lifecycle Innovations Inc.		2,586.86	1 Transactions		
5504	HARTER'S TRASH & RECYCLING INC					
	14-391-000-0000-6861		15,435.41	April Recycling		Recycling Operation Expense N
5504	HARTER'S TRASH & RECYCLING INC		15,435.41	1 Transactions		
391	DEPT Total:		18,022.27	Score Grant Program	2 Vendors	2 Transactions
14	Fund Total:		28,413.71	Sanitation Fund		8 Transactions



kapenhorst  
 5/31/19 8:51AM  
 23 County Airport Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 23

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
350	DEPT			County Airport				
5763	Bolton & Menk Inc.							
	23-350-000-0000-6626		245.61	Mstr Pln/ALP	0232857	Mn Improvement Const/Grant		N
	23-350-000-0000-6628		4,420.99	Mstr Pln/ALP	0232857	Fed Improvement Const/Grant		N
	23-350-000-0000-6630		245.61	Mstr Pln/ALP	0232857	County Share Construction/Improver		N
5763	Bolton & Menk Inc.		4,912.21	3 Transactions				
350	DEPT Total:		4,912.21	County Airport	1 Vendors	3 Transactions		
23	Fund Total:		4,912.21	County Airport Fund		3 Transactions		

kapenhorst  
 5/31/19 8:51AM  
 91 Economic Development Au

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 24

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			
	6324 Martin Walsh						
	91-705-000-0000-6335		21.00	Mileage (Business Visits)		Employee Automobile Allowance	N
				05/07/2019 05/14/2019			
	6324 Martin Walsh		21.00	1 Transactions			
705	DEPT Total:		21.00	Economic Development	1 Vendors	1 Transactions	
91	Fund Total:		21.00	Economic Development Author		1 Transactions	
	Final Total:		139,261.28	99 Vendors	287 Transactions		

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	34,533.28	County Revenue Fund	
	13	71,381.08	County Road & Bridge	
	14	28,413.71	Sanitation Fund	
	23	4,912.21	County Airport Fund	
	91	21.00	Economic Development Authori	
	All Funds	139,261.28	Total	Approved by, .....
				.....
				.....

ddunn  
 5/31/19 8:38AM  
 1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt							
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099		
				Service Dates	Paid On Bhf #	On Behalf of Name			
6157	Further								
	01-149-000-0000-6289		805.35	April & May Participant Fee		Select Account Adm.	N		
6157	Further		805.35	1 Transactions					
6615	Kansas County Appraisers Association								
	01-103-000-0000-6244		450.00	Appraisal Course-RA	1613	Continuing Education	N		
6615	Kansas County Appraisers Association		450.00	1 Transactions					
1 Fund Total:			1,255.35	County Revenue Fund	2 Vendors	2 Transactions			

ddunn  
 5/31/19 8:38AM  
 13 County Road & Bridge

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
288	City Of Peterson						
	13-330-000-0000-6251		147.86	utilities	108A	Electricity	N
288	City Of Peterson		147.86	1 Transactions			
1829	Frontier Communications						
	13-300-000-0000-6203		73.68	telephone	5079373211	Telephone	N
1829	Frontier Communications		73.68	1 Transactions			
6094	MN Energy Resources Corporation						
	13-330-000-0000-6255		163.49	natural gas	0506251865	Gas	N
	13-330-000-0000-6255		221.03	natural gas	0507313281	Gas	N
	13-330-000-0000-6255		132.65	natural gas	0507351562	Gas	N
6094	MN Energy Resources Corporation		517.17	3 Transactions			
13 Fund Total:			738.71	County Road & Bridge	3 Vendors	5 Transactions	
Final Total:			1,994.06	5 Vendors	7 Transactions		

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	1,255.35	County Revenue Fund	
	13	738.71	County Road & Bridge	
	All Funds	1,994.06	Total	Approved by, .....
				.....
				.....

From: Berke, Jessica <Jessica.Berke@courts.state.mn.us>  
Sent: Wednesday, May 22, 2019 4:17 PM  
To: Inglett, Audrey <ainglett@co.fillmore.mn.us>  
Cc: Corson, Brett <bcorson@co.fillmore.mn.us>; Marquardt, Jason  
<jmarquardt@co.fillmore.mn.us>  
Subject: June 4 Fillmore County Commissioners meeting

Audrey,

Here are Judge Leuning's biography and summary of the Third Judicial District Veterans Treatment Court that he will be presenting on at the June 4 Fillmore County Commissioners meeting.

Thank you for all your assistance. He is looking forward to this opportunity.

Jessica S. Berke  
Court Reporter to the  
Honorable Ross L. Leuning  
Freeborn County Government Center  
411 South Broadway Avenue  
Albert Lea, MN 56007  
(507) 377-5166

District Court Disclaimer: This is an official government communication. As the recipient, you are responsible for the lawful use of this information. This e-mail and any attachments may be confidential and are intended solely for the individual or organization to which they are addressed. They may contain privileged or confidential information and should not be disseminated. If you are not the intended recipient of this e-mail, you should not copy, distribute, or take any action in reliance upon this e-mail or the attachments. If you received this e-mail in error, please notify the sender immediately and delete this message.

Thank you.

Please consider the environment before printing this e-mail.

CAPTAIN ROSS L. LEUNING, JAGC, USN (Ret.)  
DISTRICT COURT JUDGE  
THIRD JUDICIAL DISTRICT  
STATE OF MINNESOTA

Judge Leuning started his military career at age 18 as a Private in the Army National Guard, serving from February 1979 until February 1985. He was commissioned as an ensign in the Navy in April 1986 and served on active duty as criminal defense counsel at courts-martial; as counsel for sailors and marines appealing their disability rating to the Regional Physical Evaluation Board; and later as senior trial counsel, supervising junior prosecutors and trying courts-martial.

He next served as an assistant professor in Leadership and Law department in the U.S. Naval Academy until he left active duty in July 1991. He immediately joined the Naval Reserves and served as appellate government counsel; as Force Judge Advocate for Commander, Naval Forces Japan; legal counsel to BUPERS in Washington, D.C., and Navy Personnel Command in Millington, TN; and assignment to Navy and Marine Corps Trial Judiciary, serving as a Military Judge for four years from 2006 through 2010.

In July 2010 he volunteered for recall to active duty to Base Command Group Al Asad, Iraq, as the Command Judge Advocate, serving until July 2011. Upon returning from that deployment he returned to the Reserves, first as appellate defense counsel, and later as appellate government counsel. His first assignment before mandatory retirement was a special independent Preliminary Hearing Officer to address public concerns over sexual assaults in the military. He officially retired 1 January 2018 after 37 years and 8 months of service.

Judge Leuning's civilian legal career began upon his departure from active duty in July 1991. In August 1991 he joined the law firm of Walbran, Walbran and Furness of Owatonna, Minnesota, where he focused on civil and criminal litigation. He was there until July 2007 when he accepted a position as senior criminal prosecutor for Olmsted County, Minnesota, handling serious felonies including murder, rape, serious assaults, complex thefts, and police misconduct. On 2 May 2011 he was appointed District Court Judge in Minnesota's Third Judicial District, Governor Mark Dayton's first judicial appointment. He is chambered in Albert Lea, Minnesota. In the fall of 2017 he was asked to spearhead the creation of a districtwide veterans treatment court for the 11-county Third Judicial District. The Third District Veterans Treatment Court began court sessions in March 2019.



The Third Judicial District Court recently started a Veterans Treatment Court serving all 11 counties, Rice, Steele, Waseca, Freeborn, Mower, Dodge, Olmsted, Fillmore, Houston, Wabasha and Winona Counties. Veteran's Treatment Courts deal exclusively with veterans who may be in legal trouble and who need assistance dealing with addiction, PTSD, mental health conditions, homelessness, or other issues. In lieu of prison or lengthy jail terms the court develops intensive probationary conditions and work directly with the VA and their Veterans Justice Outreach Officers (VJOs) to get our "justice involved veterans" lives back on track and contributing to our communities.

There are currently more than 460 Veterans Courts nationwide. They started in 2008 as an experiment aimed at finding alternatives to the "revolving door" justice that failed our veterans and our communities, never resolving the veterans' underlying issues that caused their criminal behavior. Veterans Treatment Courts have proven to be remarkably successful, outperforming all other specialty courts in preventing recidivism and getting our veterans connected with VA medical care and suicide prevention. Seventy percent of all veterans who commit suicide never had a contact with the VA.

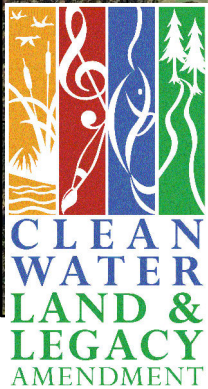
A foundational component of Veterans Treatment Court is the involvement of mentors - fellow veterans who volunteer to act as a support, guide, sounding board or simply friend to our justice involved veterans. These volunteers come to court sessions with our justice involved veterans, give them advice, help steer their lives in the right direction and provide moral support. These volunteers play a valuable role in our court system and community, and have proven to be the key factor in helping our justice-involved veterans succeed.



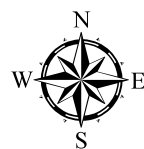
# Choice WMA Carl Smaby

Choice WMA  
Karl Smaby Addition  
T102N-R08W, Sect 1  
Yellow Line is Choice WMA Boundary  
Red Line is Smabt Tract

Smaby Property



0 0.1 0.2 0.4 0.6 Miles





# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/4/2019

Amount of time requested (minutes):

10

Dept.: Sheriff's Office

Prepared By: John DeGeorge

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:

ICWC Contract

Documentation  
(Yes/No):  
Yes, Attached

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](mailto:bvickerman@co.fillmore.mn.us); [ainglett@co.fillmore.mn.us](mailto:ainglett@co.fillmore.mn.us); and [kruesink@co.fillmore.mn.us](mailto:kruesink@co.fillmore.mn.us)

## AMENDMENT NO. 1 TO SWIFT ID 126433

Contract Start Date:	<u>07/01/2017</u>	Total Contract Amount:	<u>\$154,000.00</u>
Original Contract Expiration Date:	<u>06/30/2018</u>	Original Contract:	<u>\$124,000.00</u>
Current Contract Expiration Date:	<u>06/30/2018</u>	Previous Amendment(s) Total:	<u>\$N/A</u>
Requested Contract Expiration Date:	<u>N/A</u>	This Amendment:	<u>\$30,000.00</u>

This agreement is between the State of Minnesota, acting through its Commissioner of Corrections, Institution Community Work Crew House Building Program ("State") and Fillmore County, Law Enforcement Center, 121 St. Paul Street Southwest, Preston, MN 55965 ("Governmental Unit") Electronic Fund Transfer to: Fillmore County Auditor Treasurer, 101 Fillmore Street, PO Box 627 Preston, MN 55965.

### Recitals

1. The State has a contract with the Contractor identified as Fillmore County, SWIFT ID 126433 ("Original Contract") to provide housing of state inmates participating in a vocational training program known as the Institution Community Work Crew (ICWC) House Building Program
2. The original contract was not to exceed \$124,000.00. As a result of an increased overall ICWC population combined with the inability to predict the number of referrals to a specific facility in advance, additional money will likely be needed.
3. The State and the Contractor are willing to amend the Original Contract as stated below.

### Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike-through~~ for deletions and underlining for insertions.

**REVISION 1.** Clause 3, "**Payment**," is amended as follows:

#### 3 **Payment**

The State will pay Fifty-Five and 00/100 dollars (\$55.00) per day per State offender participating in the Governmental Unit's work release program inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed ~~\$125,000.00~~ \$225,000.00.

Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

### 1. STATE ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05.*

Signed: \_\_\_\_\_

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

SWIFT Contract No. \_\_\_\_\_

### 2. CONTRACTOR

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

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

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

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

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

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

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

### 3. STATE AGENCY

*Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.*

By: \_\_\_\_\_  
(with delegated authority)

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

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

### 4. COMMISSIONER OF ADMINISTRATION

*As delegated to Materials Management Division*

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

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

Distribution:  
Agency  
Contractor  
State's Authorized Representative - Photo Copy

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/4/2019

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. First reading of new Employment policy                               | Yes |
| a. Complete rewrite of policy   |     |
| 2. First reading of new Announcements, recruitment and Selection policy |     |
| a. Complete rewrite of policy   | Yes |

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](mailto:bvickerman@co.fillmore.mn.us); [ainglett@co.fillmore.mn.us](mailto:ainglett@co.fillmore.mn.us); and [kruesink@co.fillmore.mn.us](mailto: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 direction of the County Board and the approval of the County 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.

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

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 or some other time frame as allowed for under Minnesota Statute.

## RECRUITMENT, HIRING AND STATUS (2.00)

### Section 2.01 JOB ANNOUNCEMENTS, RECRUITMENT AND SELECTION

Date Approved by the County Board: July 11, 2017

Supersedes Policy Dated: October 11, 2011

#### A. Determination of Open Position

Department 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 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.

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/4/2019

Amount of time requested (minutes): 5 minutes for discussion

Department: Highway and Airport

Requested By: Mr. Gregg

Presented By: Mr. Gregg

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

## **Highway Department**

1. Consider awarding the Carimona Township Bridge replacement project SAP 023-599-197 to the lowest responsible bidder.

## **Airport Department**

Check e-mail for supporting documentation. **See attached documents.**

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.**

**To:** [Inglett, Audrey](#); [Ruesink, Kristi](#)  
**Date:** Thursday, May 30, 2019 3:00:13 PM

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Here are the results of our bid opening on Tuesday for consideration at the Board Meeting next week.

SAP 23-599-197 Bridge replacement with culvert, minor grading-Carimona Twp

1. Minnowa Construction: \$199,717.19
2. Generation X Construction: \$224,698.50
3. ICON Constructors: \$239,185.00
4. Alcon Excavating: \$259,784.45
5. Vangundy Excavating: \$290,445.00

Thanks,

Trista Ruen  
Accounting Technician  
Fillmore County Highway Department



# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 6/4/2019

Amount of time requested (minutes):

5 minutes

Dept.: Auditor/Treasurer's Office

Prepared By: Heidi Jones, Auditor/Treasurer

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. Minnesota Energy Resources Corporation – Tax Court Refund Update

Yes

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](mailto:bvickerman@co.fillmore.mn.us); [ainglett@co.fillmore.mn.us](mailto:ainglett@co.fillmore.mn.us); and [kruesink@co.fillmore.mn.us](mailto:kruesink@co.fillmore.mn.us)



Fillmore County  
Heidi Jones, Auditor/Treasurer  
PO Box 627

Preston, MN 55965

Phone: (507)765-2661

Email: [hjones@co.fillmore.mn.us](mailto:hjones@co.fillmore.mn.us)

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

May 29<sup>th</sup>, 2019

TO:

Canton City	Mabel City	Carrollton Township
Fillmore Township	Peterson City	Chatfield Township
Harmony City	Newburg Township	Rushford City
Spring Valley City	Fountain City	Wykoff City
Harmony Township	Preston City	Rushford Village
Spring Valley Township	Lanesboro City	Cc: Board of Commissioners

RE: Minnesota Energy Resources Corporation (MERC) – Tax Court Refunds

I am writing this letter to inform you of an issue that will be affecting your taxing district financially. Your taxing district has been receiving tax payments from property owned by MERC. The Minnesota Department of Revenue (MN DOR) values MERC's property and Fillmore County calculates their taxes based on that value. MERC has taken the MN DOR to court over the valuations and has been successful in their lawsuit.

All of the counties involved in this lawsuit are required to make a substantial payback to MERC for taxes payable 2009-2013 and 2014-2018. The payback will be coming out of your upcoming settlement in June.

The MN DOR provided me with the figures as to the amount of tax actually paid each year by MERC as well as the anticipated refund and accrued interest from the date of payment that must be withheld and paid back to MERC. I have attached the refund information due from each parcel. \*The anticipated refund amount shown includes the county, school, township/city and state portion to be refunded, along with interest.\*

Once I have completed computing each by the rates/funds/entity for each specific year with interest, I will be sending the final amounts to each of you. Please note that our system does not have the data available from 2009-2012 to break it down all the way by fund. For those specific years, I will be utilizing the tax statements for entity rates to which you will only see a total for your entity by parcel.

Being newly elected, I was informed of this tax court case a short time ago and am unaware as to what information has or has not been disbursed to you. The purpose of this letter is to ensure you were updated. I anticipate having the completed information out to you by the end of next week as I plan to disburse the refund with interest to MERC on June 7<sup>th</sup> as well.

I appreciate your attention to this matter.

Kind regards,

Heidi Jones, Fillmore County Auditor/Treasurer

# MERC MN Real & Personal Property Taxes

## Taxable Values Applied for Property Tax Refunds

Total Refund with interest due to MN  
Energy Resources Corp.  
Payout Date: 06/07/19 = \$234,749.99

Fillmore County			Property Tax Refund/(Tax Due)				Refund	Tax Due for	Net
DOR ID#	Muni Name	Parcel	2009	2010	2011	2012	TOTAL	2013	Refund
0057	CANTON CITY OF	P09.0000.002	\$ 4,910	\$ 1,961	\$ 2,619	\$ 2,416	\$ 11,906	\$ (2,551)	\$ 9,355
0059	HARMONY CITY OF	P15.0000.001	\$ 2,903	\$ 1,096	\$ 1,574	\$ 1,438	\$ 7,011	\$ (1,441)	\$ 5,570
0060	HARMONY TOWN OF	P14.0000.002	\$ 314	\$ 118	\$ 163	\$ 136	\$ 731	\$ (140)	\$ 591
0062	MABEL CITY OF	P02.0000.001	\$ 726	\$ 282	\$ 416	\$ 517	\$ 1,941	\$ (515)	\$ 1,426
0063	NEWBURG TOWN OF	P01.0000.002	\$ 316	\$ 123	\$ 163	\$ 135	\$ 737	\$ (139)	\$ 598
0064	PRESTON CITY OF	P17.0000.001	\$ 3,411	\$ 1,307	\$ 1,821	\$ 1,676	\$ 8,215	\$ (1,762)	\$ 6,453
0065	CARROLTON TOWN OF	P18.0000.003	\$ 1,957	\$ 721	\$ 1,024	\$ 859	\$ 4,561	\$ (997)	\$ 3,564
0066	RUSHFORD CITY OF	P06.0000.004	\$ 791	\$ 335	\$ 472	\$ 612	\$ 2,210	\$ (791)	\$ 1,419
0067	RUSHFORD VILLAGE CITY O	P05.0000.002	\$ 5,588	\$ 2,186	\$ 3,000	\$ 2,555	\$ 13,329	\$ (2,742)	\$ 10,587
0068	SPRING VALLEY CITY OF	P36.0000.005	\$ 4,352	\$ 1,742	\$ 2,395	\$ 2,267	\$ 10,756	\$ (2,446)	\$ 8,310
0069	SPRING VALLEY TOWN OF	P35.0000.003	\$ 902	\$ 341	\$ 470	\$ 397	\$ 2,110	\$ (415)	\$ 1,695
0209	PETERSON CITY OF	P07.0000.001	\$ 97	\$ 39	\$ 53	\$ 53	\$ 242	\$ (59)	\$ 183
0216	FOUNTAIN CITY OF	P24.0000.002	\$ 1,421	\$ 543	\$ 747	\$ 663	\$ 3,374	\$ (692)	\$ 2,682
0246	LANESBORO CITY OF	P19.0000.003	\$ 745	\$ 313	\$ 438	\$ 395	\$ 1,891	\$ (724)	\$ 1,167
0386	CHATFIELD TOWN OF	P25.0000.003	\$ 248	\$ 97	\$ 187	\$ 162	\$ 694	\$ (171)	\$ 523
Total Property Tax Refund/(Tax Due)			\$ 28,681.00	\$ 11,204.00	\$ 15,542.00	\$ 14,281.00	\$ 69,708.00	\$ (15,585.00)	\$ 54,123.00
MERC Calculated Interest Due			\$ 11,550.99	\$ 4,064.14	\$ 5,016.03	\$ 4,036.27	\$ 24,667.43	\$ -	\$ 24,667.43
Total Property Tax Refund/(Due) including Interest			\$ 40,231.99	\$ 15,268.14	\$ 20,558.03	\$ 18,317.27	\$ 94,375.43	\$ (15,585.00)	\$ 78,790.43

Fillmore County			Property Tax Refund/(Tax Due)						
DOR ID#	Muni Name	Parcel	2014	2015	2016	2017	2018	TOTAL	
0057	CANTON CITY OF	P09.0000.002	\$ 1,822	\$ 87	\$ 621	\$ 7,223	\$ 8,614	\$ 18,367	
0059	HARMONY CITY OF	P15.0000.001	\$ 1,039	\$ 48	\$ 368	\$ 4,491	\$ 6,303	\$ 12,249	
0060	HARMONY TOWN OF	P14.0000.002	\$ 81	\$ 9	\$ 28	\$ 322	\$ 367	\$ 807	
0062	MABEL CITY OF	P02.0000.001	\$ 407	\$ 5	\$ 153	\$ 2,374	\$ 3,184	\$ 6,123	
0063	NEWBURG TOWN OF	P01.0000.002	\$ 91	\$ 13	\$ 36	\$ 403	\$ 436	\$ 979	
0064	PRESTON CITY OF	P17.0000.001	\$ 1,377	\$ 74	\$ 562	\$ 6,618	\$ 7,955	\$ 16,586	
0065	CARROLTON TOWN OF	P18.0000.003	\$ 434	\$ 22	\$ 142	\$ 1,684	\$ 1,938	\$ 4,220	
0066	RUSHFORD CITY OF	P06.0000.004	\$ 1,279	\$ 91	\$ 580	\$ 6,128	\$ 9,372	\$ 17,450	
0067	RUSHFORD VILLAGE CITY O	P05.0000.002	\$ 1,209	\$ 76	\$ 476	\$ 6,160	\$ 6,537	\$ 14,458	
0068	SPRING VALLEY CITY OF	P36.0000.005	\$ 1,939	\$ 116	\$ 710	\$ 8,572	\$ 13,515	\$ 24,852	
0069	SPRING VALLEY TOWN OF	P35.0000.003	\$ 278	\$ -	\$ 96	\$ 2,116	\$ 2,410	\$ 4,900	
0209	PETERSON CITY OF	P07.0000.001	\$ 259	\$ 43	\$ 113	\$ 1,531	\$ 1,771	\$ 3,717	
0216	FOUNTAIN CITY OF	P24.0000.002	\$ 399	\$ 16	\$ 140	\$ 1,688	\$ 1,973	\$ 4,216	
0246	LANESBORO CITY OF	P19.0000.003	\$ 561	\$ 26	\$ 221	\$ 2,360	\$ 2,862	\$ 6,030	
0386	CHATFIELD TOWN OF	P25.0000.003	\$ 101	\$ (5)	\$ 62	\$ 767	\$ 884	\$ 1,809	
0454	CARROLTON TOWN OF	P18.0000.008	\$ 90	\$ 14	\$ 28	\$ 349	\$ 399	\$ 880	
0455	FOUNTAIN CITY OF	P24.0000.003	\$ 231	\$ 6	\$ 87	\$ 937	\$ 1,093	\$ 2,354	
0503	FILLMORE TOWN OF	P29.0000.002	\$ -	\$ -	\$ -	\$ -	\$ 541	\$ 541	
0504	WYKOFF CITY OF	P30.0000.003	\$ -	\$ -	\$ -	\$ -	\$ 4,766	\$ 4,766	
0505	WYKOFF CITY OF	P30.0000.001	\$ -	\$ -	\$ -	\$ -	\$ 39	\$ 39	
Total Property Tax Refund/(Tax Due)			\$ 11,597.00	\$ 641.00	\$ 4,423.00	\$ 53,723.00	\$ 74,959.00	\$ 145,343.00	
MERC Calculated Interest Due			\$ 2,349.92	\$ 104.25	\$ 541.91	\$ 4,433.22	\$ 3,187.26	\$ 10,616.56	
Total Property Tax Refund/(Due) including Interest			\$ 13,946.92	\$ 745.25	\$ 4,964.91	\$ 58,156.22	\$ 78,146.26	\$ 155,959.56	