

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
October 22, 2019**

Fillmore County Courthouse, 101 Fillmore Street – Preston, MN

Mitch Lentz – First District

Larry Hindt – Third District

Randy Dahl – Second District

Duane Bakke – Fourth District

Marc Prestby – Fifth District

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9:00 a.m.     Pledge of Allegiance  
                  Approve agenda

                  Approve Consent Agenda:

1. October 8, 2019, County Board minutes

                  Approve Commissioners' Warrants

                  Review Finance Warrants

9:05 a.m.     Gabby Kinneberg, Preston Chamber of Commerce, and Jennifer Hengel, Rushford-Peterson Valley Chamber of Commerce

1. Review of 2018 SE Minnesota Tourism
2. Review of 2018 Root River Trail Towns

9:15 a.m.     Travis Gransee, Director, DFO Community Corrections

1. Review of 2018 results for Fillmore County Corrections

9:30 a.m.     Citizens Input

9:35 a.m.     Kevin Olson, Social Services

1. Consider approval of Foster Care Transportation Agreement between Fillmore County and Mabel-Canton Public Schools

9:40 a.m.     Jessica Erickson, Director of Nursing, Public Health

1. Consider resolution for Fillmore County Advisory Committee
2. Consider approval of Fillmore County Advisory Committee members

9:50 a.m.     Ron Gregg, Highway

1. Discussion with possible action regarding parking lot replacement of upper and lower parking lots at the County Office building
2. Consider request to advertise for Township Bridge # L-9070 Replacement Project on the Canton/Harmony Township Line, SAP 023-599-207
3. Consider request to advertise the replacement of Bridge #88935 on CR 104 in Pilot Mound Township, LOST 1339-104
4. Consider request to advertise the replacement of Bridge #1339 on CR 101 in Jordan Township, LOST 1339-101
5. Consider request to advertise for the year 2020 Sealcoat Program to include CSAH 8, 11, 17, 21, 2, 4, 5, 10, municipal 17.25, and 35 totaling 45.13 miles
6. Consider request to enter into a contract with Bolton & Menk for preliminary site work for the construction of T-Hangers at the Fillmore County Airport

FILLMORE COUNTY BOARD OF COMMISSIONERS

October 22, 2019 Meeting Agenda

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10:10 a.m. Kristina Kohn, Human Resources Officer

1. Request to hire replacement full-time dispatcher at LELS Grade 10/Step 3 effective 10/23/2019 as recommended by the hiring committee
2. Request to replace FT jailer through internal promotion effective 10/23/2019 at LELS Jailer Step 1 in accordance with County Policy and as requested by the Sheriff

10:20 a.m. Bobbie Vickerman, Coordinator

1. Discussion with possible action regarding Fillmore County Website redesign
2. Discussion with possible action regarding Mapping Software
3. Discussion with possible action regarding Jail Software
4. Discussion with possible action Additional Courthouse Security Cameras
5. Discussion with possible action regarding 2018 DNR Resolution Change Request
6. Discussion with possible action regarding AS400 and software associated

**OTHER ADMINISTRATIVE ITEMS:**

1. Request to send reimbursement to SWCD for Southeast Water Resources Board refund
2. Consider request to approve PACE (Property Assessed Clean Energy) special assessments for Parcel 29.0004.020 and Parcel 25.0218.000

Calendar review, Committee Reports and Announcements

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

|                     |            |                                                                               |                    |
|---------------------|------------|-------------------------------------------------------------------------------|--------------------|
| Monday, October 28  | 8:00 a.m.  | AMC Fall District 9 Meeting, Dodge County                                     |                    |
|                     | 6:00 p.m.  | Zumbro Valley Health Center, Rochester                                        | <i>Lentz</i>       |
| Monday, November 4  | 9:00 a.m.  | Fillmore Soil & Water Conservation District, Conf. Room 102U                  | <i>Bakke</i>       |
| Tuesday, November 5 | 9:00 a.m.  | County Board – Special Meeting, Commissioners’ Boardroom, Courthouse, Preston |                    |
|                     | 12:00 noon | Airport Meeting, Commissioners’ Boardroom, Preston                            | <i>Bakke, Dahl</i> |

This is a preliminary draft of the October 8, 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 regular session this 8<sup>th</sup> day of October, 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, Larry Hindt and Mitch Lentz, Dahl. Also present were: Bobbie Vickerman, Coordinator/Clerk; Kevin Olson, Social Services Manager; Sheriff John DeGeorge; Kristina Kohn, Human Resources Officer; Bonita Underbakke; Gretchen Mensink-Lovejoy, Republican Leader and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

On motion by Lentz and seconded by Hindt, the agenda was unanimously approved.

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

1. October 1, 2019 County Board Minutes

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

The Finance Department warrants were reviewed.

Kevin Olson, Social Services, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Foster Care Transportation Agreement between Fillmore County and Rushford-Peterson Public School.

John DeGeorge, Sheriff, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the purchase of CodeRed Emergency Public Notification System with a one-year agreement at \$8,022 to be paid from the 911 fund.

Kristina Kohn, Human Resources Officer, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the request for retirement under Early Retirement Incentive Program for Michael Frauenkron, Feedlot Officer, effective May 28, 2020. The Board thanked him for nearly 20 years of dedicated service.

On motion by Hindt and seconded by Lentz, the Board unanimously approved the voluntary vision plan for employees as recommended by the Benefits Committee.

The citizens input portion of the meeting was opened and closed at 9:30 a.m.

A review of the calendar was done and the following committee reports and announcements were given:

- Fillmore County Airport meeting –Bakke – Discussed project for the Airport and Capital Improvement Plan
- Southeast Minnesota Water Resources Board – Bakke received confirmation that Fillmore County will be receiving the reimbursement for the dues that have been paid in for the Board. Bakke noted that the

reimbursement should be sent off to SWCD as they paid the dues out of the water plan dollars.

- Solid Waste – Prestby/Hindt – loader question came up to see if it is on a replacement schedule. MPCA draft permit – ready to move forward to finalize permit
- Lentz attended the ground breaking for the Chosen Valley Care Center

On motion by Hindt and seconded by Dahl, Chair Bakke adjourned the meeting at 9:44 a.m.

smensink  
10/18/19 11:32AM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|    | Vendor Name                                   | Rpt  |        | Warrant Description            | Invoice #     | Account/Formula Descripti   | 1099 |
|----|-----------------------------------------------|------|--------|--------------------------------|---------------|-----------------------------|------|
|    | No. Account/Formula                           | Accr | Amount | Service Dates                  | Paid On Bhf # | On Behalf of Name           |      |
| 1  | DEPT                                          |      |        | General Government             |               |                             |      |
|    | 84638 MN Counties Intergovernmental Trust-M   |      |        |                                |               |                             |      |
|    | 01-001-000-0000-6354                          |      | 55.00  | 2019 Mastic Melter             | 3133          | Property Casualty Insurance | N    |
|    |                                               |      |        | 10/02/2019 10/02/2019          |               |                             |      |
|    | 84638 MN Counties Intergovernmental Trust-M   |      | 55.00  | 1 Transactions                 |               |                             |      |
| 1  | DEPT Total:                                   |      | 55.00  | General Government             | 1 Vendors     | 1 Transactions              |      |
| 3  | DEPT                                          |      |        | Board Of Commissioners         |               |                             |      |
|    | 82132 Fillmore Co Journal, Sethre Media Group |      |        |                                |               |                             |      |
|    | 01-003-000-0000-6233                          |      | 6.00   | 09/10/2019 Board Mtg Minutes   | 103740        | Publications                | N    |
|    |                                               |      |        | 09/30/2019 09/30/2019          |               |                             |      |
|    | 01-003-000-0000-6233                          |      | 6.75   | 9/24/2019 Board Mtg Minutes    | 104100        | Publications                | N    |
|    |                                               |      |        | 10/07/2019 10/07/2019          |               |                             |      |
|    | 82132 Fillmore Co Journal, Sethre Media Group |      | 12.75  | 2 Transactions                 |               |                             |      |
|    | 83550 Kelly Printing & Signs LLC              |      |        |                                |               |                             |      |
|    | 01-003-000-0000-6233                          |      | 11.80  | Commissioner Name Plate - LH   | 23773         | Publications                | N    |
|    |                                               |      |        | 09/10/2019 09/10/2019          |               |                             |      |
|    | 83550 Kelly Printing & Signs LLC              |      | 11.80  | 1 Transactions                 |               |                             |      |
| 3  | DEPT Total:                                   |      | 24.55  | Board Of Commissioners         | 2 Vendors     | 3 Transactions              |      |
| 11 | DEPT                                          |      |        | District Court                 |               |                             |      |
|    | 22134 Fillmore Co Public Health               |      |        |                                |               |                             |      |
|    | 01-011-000-0000-6285                          |      | 125.00 | Court Visitor Guardianship     |               | Professional Fees           | N    |
|    |                                               |      |        | 08/08/2019 08/08/2019          |               |                             |      |
|    | 22134 Fillmore Co Public Health               |      | 125.00 | 1 Transactions                 |               |                             |      |
|    | 6715 Lane-Michaelson/Lois A                   |      |        |                                |               |                             |      |
|    | 01-011-000-0000-6285                          |      | 144.85 | Court Visitor Guardianship     |               | Professional Fees           | Y    |
|    |                                               |      |        | 09/26/2019 09/26/2019          |               |                             |      |
|    | 6715 Lane-Michaelson/Lois A                   |      | 144.85 | 1 Transactions                 |               |                             |      |
|    | 6551 Manion Law Office LLC                    |      |        |                                |               |                             |      |
|    | 01-011-000-0000-6261                          |      | 180.00 | Court Appt Attorney-Child Supp | 6544          | Court Appointed Attorneys   | N    |
|    |                                               |      |        | 12/18/2018 12/18/2018          |               |                             |      |
|    | 01-011-000-0000-6261                          |      | 120.00 | Court Appt Attorney-Child Supp | 6706          | Court Appointed Attorneys   | N    |

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| 6551   | Manion Law Office LLC       |      | 300.00              | 11/12/2018 11/13/2018<br>2 Transactions |                           |                        |
| 6725   | Tufte/Julie                 |      |                     |                                         |                           |                        |
|        | 01-011-000-0000-6285        |      | 126.74              | Court Visitor - Guardianship            |                           | Professional Fees N    |
|        |                             |      |                     | 10/02/2019 10/02/2019                   |                           |                        |
| 6725   | Tufte/Julie                 |      | 126.74              | 1 Transactions                          |                           |                        |
| 11     | DEPT Total:                 |      | 696.59              | District Court                          | 4 Vendors                 | 5 Transactions         |
| 60     | DEPT                        |      |                     | Information Systems                     |                           |                        |
| 2584   | CDW Government Inc          |      |                     |                                         |                           |                        |
|        | 01-060-000-0000-6640        |      | 42.86               | Ergo Mouse                              | TFH8856                   | Equipment Purchased N  |
|        |                             |      |                     | 07/24/2019 07/24/2019                   |                           |                        |
| 2584   | CDW Government Inc          |      | 42.86               | 1 Transactions                          |                           |                        |
| 5874   | Jaguar Communications, Inc. |      |                     |                                         |                           |                        |
|        | 01-060-000-0000-6285        |      | 89.50               | September 2019 Locates                  | 171829                    | Professional Fees N    |
|        |                             |      |                     | 09/01/2019 09/30/2019                   |                           |                        |
| 5874   | Jaguar Communications, Inc. |      | 89.50               | 1 Transactions                          |                           |                        |
| 2545   | Marco, Inc                  |      |                     |                                         |                           |                        |
|        | 01-060-000-0000-6640        |      | 415.39              | New Monitors & Keyboard                 | INV6853088                | Equipment Purchased N  |
|        |                             |      |                     | 10/04/2019 10/04/2019                   |                           |                        |
|        | 01-060-000-0000-6640        |      | 198.09              | Docking Station                         | INV6853092                | Equipment Purchased N  |
|        |                             |      |                     | 10/04/2019 10/04/2019                   |                           |                        |
| 2545   | Marco, Inc                  |      | 613.48              | 2 Transactions                          |                           |                        |
| 60     | DEPT Total:                 |      | 745.84              | Information Systems                     | 3 Vendors                 | 4 Transactions         |
| 61     | DEPT                        |      |                     | Data Processing                         |                           |                        |
| 3288   | MCCC, MI 33                 |      |                     |                                         |                           |                        |
|        | 01-061-000-0000-6362        |      | 8,277.00            | 4th Qtr Prop Tax Support-Avenu          | 1910021                   | Property Tax Support N |
|        |                             |      |                     | 10/01/2019 12/31/2019                   |                           |                        |
|        | 01-061-000-0000-6362        |      | 412.50              | 4th Qtr Tax Beta - Avenu                | 1910021                   | Property Tax Support N |
|        |                             |      |                     | 10/01/2019 12/31/2019                   |                           |                        |
|        | 01-061-000-0000-6371        |      | 600.00              | 4th Qtr Enhancements - Avenu            | 1910021                   | Cama N                 |
|        |                             |      |                     | 10/01/2019 12/31/2019                   |                           |                        |

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|--------|----------------------------------------|------|-----------|--------------------------------|---------------|---------------------------------|------|
| No.    | Account/Formula                        | Accr |           | Service Dates                  | Paid On Bhf # | On Behalf of Name               |      |
|        | 01-061-000-0000-6371                   |      | 3,060.00  | 4th Qtr CAMA Support           | 1910021       | Cama                            | N    |
|        |                                        |      |           | 10/01/2019 12/31/2019          |               |                                 |      |
|        | 01-061-000-0000-6639                   |      | 383.25    | 4th Qtr Capital Asset Software | 1910021       | Asset Inventory                 | N    |
|        |                                        |      |           | 10/01/2019 12/31/2019          |               |                                 |      |
| 3288   | MCCC, MI 33                            |      | 12,732.75 | 5 Transactions                 |               |                                 |      |
| 61     | DEPT Total:                            |      | 12,732.75 | Data Processing                | 1 Vendors     | 5 Transactions                  |      |
| 62     | DEPT                                   |      |           | Elections                      |               |                                 |      |
| 9015   | Election Systems & Software (ES & S)   |      |           |                                |               |                                 |      |
|        | 01-062-000-0000-6852                   |      | 1,241.16  | November Special Elections     | 1101384       | Hava Grant Expenses             | N    |
|        |                                        |      |           | 09/30/2019 09/30/2019          |               |                                 |      |
| 9015   | Election Systems & Software (ES & S)   |      | 1,241.16  | 1 Transactions                 |               |                                 |      |
| 62     | DEPT Total:                            |      | 1,241.16  | Elections                      | 1 Vendors     | 1 Transactions                  |      |
| 91     | DEPT                                   |      |           | County Attorney                |               |                                 |      |
| 4928   | 1 Source                               |      |           |                                |               |                                 |      |
|        | 01-091-000-0000-6408                   |      | 24.98     | Typewriter Ink Cartridges      | 245630-0      | Other Office Supplies           | Y    |
|        |                                        |      |           | 10/04/2019 10/04/2019          |               |                                 |      |
| 4928   | 1 Source                               |      | 24.98     | 1 Transactions                 |               |                                 |      |
| 6574   | Peterson/Bailey                        |      |           |                                |               |                                 |      |
|        | 01-091-000-0000-6335                   |      | 125.28    | Mileage - MCAA Legal Training  |               | Employee Automobile Allowance   | N    |
|        |                                        |      |           | 10/03/2019 10/03/2019          |               |                                 |      |
| 6574   | Peterson/Bailey                        |      | 125.28    | 1 Transactions                 |               |                                 |      |
| 91     | DEPT Total:                            |      | 150.26    | County Attorney                | 2 Vendors     | 2 Transactions                  |      |
| 103    | DEPT                                   |      |           | Assessor                       |               |                                 |      |
| 106    | Fillmore Co Treasurer                  |      |           |                                |               |                                 |      |
|        | 01-103-000-0000-6561                   |      | 64.88     | Sept 2019 Assessor Fuel-RA, DE |               | Gasoline Diesel And Other Fuels | N    |
|        |                                        |      |           | 09/05/2019 09/24/2019          |               |                                 |      |
| 106    | Fillmore Co Treasurer                  |      | 64.88     | 1 Transactions                 |               |                                 |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |           |                                |               |                                 |      |
|        | 01-103-000-0000-6337                   |      | 49.76     | Appraisal Class Food - RA      |               | Other Travel Expense            | N    |
|        |                                        |      |           | 09/16/2019 09/20/2019          |               |                                 |      |

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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                  |      |
|        | 01-103-000-0000-6244                   |      | 380.00   | Mass Appraisal Class - RA<br>09/16/2019 09/20/2019      | 13965315      | Continuing Education               | N    |
|        | 01-103-000-0000-6337                   |      | 638.90   | Appraisal Class Lodging - RA<br>09/15/2019 09/20/2019   | 50911453      | Other Travel Expense               | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 1,068.66 | 3 Transactions                                          |               |                                    |      |
| 3938   | MAAP-MN Assoc. of Assessment Personr   |      |          |                                                         |               |                                    |      |
|        | 01-103-000-0000-6245                   |      | 35.00    | MAAP Winter Conference - KP<br>12/06/2019 12/06/2019    |               | Registration Fees                  | N    |
| 3938   | MAAP-MN Assoc. of Assessment Personr   |      | 35.00    | 1 Transactions                                          |               |                                    |      |
| 103    | DEPT Total:                            |      | 1,168.54 | Assessor                                                | 3 Vendors     | 5 Transactions                     |      |
| 111    | DEPT                                   |      |          | Facilities Mtce                                         |               |                                    |      |
| 4928   | 1 Source                               |      |          |                                                         |               |                                    |      |
|        | 01-111-000-0000-6411                   |      | 418.47   | Crthse, FCOB, Hwy, Jail Supply<br>10/14/2019 10/14/2019 | 247276-0      | Custodial Supplies                 | Y    |
|        | 01-111-000-0000-6411                   |      | 41.22    | Jail Disinfectant, Fightbac<br>10/15/2019 10/15/2019    | 247276-1      | Custodial Supplies                 | Y    |
| 4928   | 1 Source                               |      | 459.69   | 2 Transactions                                          |               |                                    |      |
| 1340   | Mensink Landscaping                    |      |          |                                                         |               |                                    |      |
|        | 01-111-000-0000-6316                   |      | 65.00    | Weed Control - Courthouse<br>10/06/2019 10/06/2019      | 10504         | Grounds Maintenance                | Y    |
|        | 01-111-000-0000-6316                   |      | 50.00    | Fall Weed Control - FCOB<br>10/06/2019 10/06/2019       | 10505         | Grounds Maintenance                | Y    |
| 1340   | Mensink Landscaping                    |      | 115.00   | 2 Transactions                                          |               |                                    |      |
| 5717   | MN Dept Of Labor & Industry            |      |          |                                                         |               |                                    |      |
|        | 01-111-000-0000-6377                   |      | 100.00   | Crthse Elevator Annual Permit<br>10/02/2019 10/02/2019  | ALR01007461   | Fees And Service Charges           | N    |
|        | 01-111-000-0000-6377                   |      | 100.00   | FCOB Elevator Annual Permit<br>10/02/2019 10/02/2019    | ALR01007961   | Fees And Service Charges           | N    |
| 5717   | MN Dept Of Labor & Industry            |      | 200.00   | 2 Transactions                                          |               |                                    |      |
| 5988   | Preston Auto Parts                     |      |          |                                                         |               |                                    |      |
|        | 01-111-000-0000-6580                   |      | 44.56    | Batteries, Paint, Oil, Belt<br>10/08/2019 10/08/2019    |               | Other Repair And Maintenance Suppl | N    |
|        | 01-111-000-0000-6580                   |      | 23.97    | Security Door Chain & Lock                              |               | Other Repair And Maintenance Suppl | N    |



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| Vendor | Name                     | Rpt  | Warrant Description                                  | Invoice #     | Account/Formula Descripti          | 1099 |
|--------|--------------------------|------|------------------------------------------------------|---------------|------------------------------------|------|
| No.    | Account/Formula          | Accr | Service Dates                                        | Paid On Bhf # | On Behalf of Name                  |      |
|        | 01-111-000-0000-6580     |      | 10/10/2019 10/10/2019<br>FCOB Chain Link Fence Parts |               | Other Repair And Maintenance Suppl | N    |
| 5988   | Preston Auto Parts       |      | 09/05/2019 09/05/2019<br>3 Transactions              |               |                                    |      |
| 3448   | Reliable Pest Management |      |                                                      |               |                                    |      |
|        | 01-111-000-0000-6377     |      | 45.00 FCOB Rodent Control                            | 7912          | Fees And Service Charges           | Y    |
|        |                          |      | 09/26/2019 09/26/2019                                |               |                                    |      |
| 3448   | Reliable Pest Management |      | 45.00 1 Transactions                                 |               |                                    |      |
| 2621   | Schindler Elevator Corp. |      |                                                      |               |                                    |      |
|        | 01-111-000-0000-6377     |      | 75.55- Sales Tax Credit                              | 7160500508    | Fees And Service Charges           | N    |
|        |                          |      | 07/17/2019 07/17/2019                                |               |                                    |      |
|        | 01-111-000-0000-6377     |      | 549.84 FCOB Annaul Elevator Inspect                  | 8105139100    | Fees And Service Charges           | N    |
|        |                          |      | 09/01/2019 09/01/2019                                |               |                                    |      |
|        | 01-111-000-0000-6377     |      | 549.84 Crthse Annual Elevator Inspect                | 8105147258    | Fees And Service Charges           | N    |
|        |                          |      | 09/01/2019 09/01/2019                                |               |                                    |      |
| 2621   | Schindler Elevator Corp. |      | 1,024.13 3 Transactions                              |               |                                    |      |
| 5050   | Tufte/Blaine             |      |                                                      |               |                                    |      |
|        | 01-111-000-0000-6335     |      | 15.08 September 2019 Mileage                         |               | Employee Automobile Allowance      | N    |
|        |                          |      | 09/03/2019 09/30/2019                                |               |                                    |      |
| 5050   | Tufte/Blaine             |      | 15.08 1 Transactions                                 |               |                                    |      |
| 111    | DEPT Total:              |      | 1,964.58 Facilites Mtce                              | 7 Vendors     | 14 Transactions                    |      |
| 149    | DEPT                     |      | Other General Government                             |               |                                    |      |
| 4928   | 1 Source                 |      |                                                      |               |                                    |      |
|        | 01-149-000-0000-6408     |      | 248.83 County Shared Office Supplies                 | 247175-0      | County Shared Office Supplies      | Y    |
|        |                          |      | 10/10/2019 10/10/2019                                |               |                                    |      |
| 4928   | 1 Source                 |      | 248.83 1 Transactions                                |               |                                    |      |
| 81511  | Preston Foods            |      |                                                      |               |                                    |      |
|        | 01-149-000-0000-6372     |      | 24.94 Wellness Life Skills Class                     | 001002271639  | Wellness Grant Expenses            | N    |
|        |                          |      | 08/27/2019 08/27/2019                                |               |                                    |      |
| 81511  | Preston Foods            |      | 24.94 1 Transactions                                 |               |                                    |      |

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|---------------------------------------------------------------|------|---------------------|---------------------------------------------------------|-----------------------------|-----------------------------------------|
| No. Account/Formula                                           | Accr | Amount              | Service Dates                                           | Paid On Bhf #               | On Behalf of Name                       |
| 149 DEPT Total:                                               |      | 273.77              | Other General Government                                | 2 Vendors                   | 2 Transactions                          |
| 202 DEPT                                                      |      |                     | Sheriff                                                 |                             |                                         |
| 5227 Adamson Motors, Inc<br>01-202-000-0000-6311              |      | 274.40              | 4 Hub Caps - New Squad Charger<br>10/09/2019 10/09/2019 | 619198                      | Miscellaneous Repairs And Maintenance Y |
| 5227 Adamson Motors, Inc                                      |      | 274.40              | 1 Transactions                                          |                             |                                         |
| 82133 Fillmore Co Auditor-Treasurer<br>01-202-000-0000-6561   |      | 2,716.70            | August 2019 Sheriff Fuel<br>08/02/2019 08/31/2019       |                             | Gasoline Diesel And Other Fuels N       |
| 82133 Fillmore Co Auditor-Treasurer                           |      | 2,716.70            | 1 Transactions                                          |                             |                                         |
| 83550 Kelly Printing & Signs LLC<br>01-202-000-0000-6455      |      | 60.00               | Heyer Business Cards<br>09/11/2019 09/11/2019           | 34613                       | Law Enforcement Supplies N              |
| 83550 Kelly Printing & Signs LLC                              |      | 60.00               | 1 Transactions                                          |                             |                                         |
| 2826 MN County Attorney's Association<br>01-202-000-0000-6402 |      | 22.00               | Seizure/Forfeiture Forms<br>10/03/2019 10/03/2019       | 200006231                   | Stationary And Forms N                  |
| 2826 MN County Attorney's Association                         |      | 22.00               | 1 Transactions                                          |                             |                                         |
| 5988 Preston Auto Parts<br>01-202-000-0000-6311               |      | 325.82              | Squad Batteries & Key<br>09/18/2019 09/27/2019          |                             | Miscellaneous Repairs And Maintenance N |
| 5988 Preston Auto Parts                                       |      | 325.82              | 1 Transactions                                          |                             |                                         |
| 6724 Public Agency Training Council<br>01-202-000-0000-6357   |      | 495.00              | Hostage Negotiation Class - TR<br>10/14/2019 10/18/2019 | 243509                      | Peace Officer Training Expense N        |
| 01-202-000-0000-6357                                          |      | 495.00              | Hostage Negotiation Class - TM<br>10/14/2019 10/18/2019 | 243522                      | Peace Officer Training Expense N        |
| 6724 Public Agency Training Council                           |      | 990.00              | 2 Transactions                                          |                             |                                         |
| 6686 Root River Auto Bus & Diesel LLC<br>01-202-000-0000-6311 |      | 460.50              | 2014 Durango Service<br>09/30/2019 10/01/2019           | 0191                        | Miscellaneous Repairs And Maintenance N |
| 01-202-000-0000-6311                                          |      | 169.89              | 2016 Impala Service                                     | 0196                        | Miscellaneous Repairs And Maintenance N |

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|--------|-------------------------------------------------------|------|-------------------------------------------------------------|---------------|----------------------------------|------|
| No.    | Account/Formula                                       | Accr | Service Dates                                               | Paid On Bhf # | On Behalf of Name                |      |
| 6686   | Root River Auto Bus & Diesel LLC                      |      | 10/03/2019 10/03/2019<br>2 Transactions                     |               |                                  |      |
| 3500   | Severson Oil Company<br>01-202-000-0000-6561          |      | 301.95 September Sheriff Fuel<br>09/02/2019 09/28/2019      | 20248         | Gasoline Diesel And Other Fuels  | N    |
| 3500   | Severson Oil Company                                  |      | 301.95 1 Transactions                                       |               |                                  |      |
| 6350   | Stewartville Auto Center, Inc<br>01-202-000-0000-6382 |      | 159.50 ICR 19007380 Tow Forfeiture<br>10/01/2019 10/01/2019 | 19-1001-10520 | Vehicle Forfeiture Exp Ms169A.63 | N    |
| 6350   | Stewartville Auto Center, Inc                         |      | 159.50 1 Transactions                                       |               |                                  |      |
| 355    | Streicher's Inc.<br>01-202-000-0000-6173              |      | 380.98 New Hire Uniform - Sweeney<br>10/07/2019 10/07/2019  | 1391698       | Uniform Allowance                | N    |
|        | 01-202-000-0000-6173                                  |      | 190.00 New Hire Uniform - Sweeney<br>10/09/2019 10/09/2019  | 1392088       | Uniform Allowance                | N    |
| 355    | Streicher's Inc.                                      |      | 570.98 2 Transactions                                       |               |                                  |      |
| 202    | DEPT Total:                                           |      | 6,051.74 Sheriff                                            | 10 Vendors    | 13 Transactions                  |      |
| 240    | DEPT                                                  |      | Courthouse Security                                         |               |                                  |      |
|        | 355 Streicher's Inc.<br>01-240-000-0000-6173          |      | 166.00 Uniforms<br>10/03/2019 10/03/2019                    | 1391163       | Uniform Allowance                | N    |
|        | 355 Streicher's Inc.                                  |      | 166.00 1 Transactions                                       |               |                                  |      |
| 240    | DEPT Total:                                           |      | 166.00 Courthouse Security                                  | 1 Vendors     | 1 Transactions                   |      |
| 251    | DEPT                                                  |      | County Jail                                                 |               |                                  |      |
|        | 9 AmeriPride Services, Inc<br>01-251-000-0000-6377    |      | 91.29 Jail Laundry<br>10/02/2019 10/02/2019                 | 2801080747    | Fees And Service Charges         | N    |
|        | 9 AmeriPride Services, Inc                            |      | 91.29 1 Transactions                                        |               |                                  |      |
| 4026   | Bob Barker Company, Inc<br>01-251-000-0000-6455       |      | 76.83 Jail Supplies                                         | WEB000629053  | Law Enforcement Supplies         | N    |

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| No.    | Account/Formula                                                 | Accr | Amount   | Service Dates                                                      | Paid On Bhf # | On Behalf of Name                |      |
| 4026   | Bob Barker Company, Inc                                         |      | 76.83    | 09/26/2019 09/26/2019<br>1 Transactions                            |               |                                  |      |
| 9170   | Bureau of Criminal Apprehens-State Of M<br>01-251-000-0000-6310 |      | 390.00   | CJDN Access Fee<br>07/01/2019 09/30/2019<br>1 Transactions         | 00000568350   | Contract Repairs And Maintenance | N    |
| 9170   | Bureau of Criminal Apprehens-State Of M                         |      | 390.00   |                                                                    |               |                                  |      |
| 1367   | City Of Preston Ambulance<br>01-251-000-0000-6285               |      | 710.03   | Ambulance for Inmate<br>07/19/2019 07/19/2019<br>1 Transactions    |               | Professional Fees                | N    |
| 1367   | City Of Preston Ambulance                                       |      | 710.03   |                                                                    |               |                                  |      |
| 82132  | Fillmore Co Journal, Sethre Media Group<br>01-251-000-0000-6241 |      | 31.60    | 09/09/2019 Dispatch Ad<br>09/09/2019 09/09/2019                    | 103439        | Advertising                      | N    |
|        | 01-251-000-0000-6241                                            |      | 31.60    | 09/16/2019 Dispatch Ad<br>09/16/2019 09/16/2019                    | 103440        | Advertising                      | N    |
|        | 01-251-000-0000-6241                                            |      | 31.60    | 09/23/2019 Dispatch Ad<br>09/23/2019 09/23/2019                    | 103441        | Advertising                      | N    |
| 82132  | Fillmore Co Journal, Sethre Media Group                         |      | 94.80    | 3 Transactions                                                     |               |                                  |      |
| 4899   | HEALTHDIRECT #119<br>01-251-000-0000-6431                       |      | 276.42   | Inmate Meds<br>08/28/2019 09/26/2019<br>1 Transactions             | 0000055456    | Drugs And Medicine               | N    |
| 4899   | HEALTHDIRECT #119                                               |      | 276.42   |                                                                    |               |                                  |      |
| 1514   | McKesson Medical-Surgical<br>01-251-000-0000-6431               |      | 202.55   | Inmate Medical Supplies<br>09/23/2019 09/23/2019<br>1 Transactions | 64623746      | Drugs And Medicine               | Y    |
| 1514   | McKesson Medical-Surgical                                       |      | 202.55   |                                                                    |               |                                  |      |
| 4866   | MEnd CORRECTIONAL CARE, PLLC<br>01-251-000-0000-6429            |      | 2,255.06 | October 2019 Healthcare<br>10/01/2019 10/31/2019<br>1 Transactions | 4289          | Nurse/Medical Service Agreement  | N    |
| 4866   | MEnd CORRECTIONAL CARE, PLLC                                    |      | 2,255.06 |                                                                    |               |                                  |      |
| 1340   | Mensink Landscaping<br>01-251-000-0000-6377                     |      | 135.00   | Weed Control - Jail                                                | 10463         | Fees And Service Charges         | Y    |

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| No.    | Account/Formula                                           | Accr | Amount              | Service Dates                                                            | Paid On Bhf #             | On Behalf of Name                 |
| 1340   | Mensink Landscaping                                       |      | 135.00              | 10/06/2019 10/06/2019<br>1 Transactions                                  |                           |                                   |
| 7156   | Midwest Monitoring & Surveillance<br>01-251-000-0000-6285 |      | 22.75               | Drug Test Services<br>09/20/2019 09/24/2019<br>1 Transactions            | DT0919134                 | Professional Fees N               |
| 7156   | Midwest Monitoring & Surveillance                         |      | 22.75               |                                                                          |                           |                                   |
| 9361   | MN Dept Of Corrections<br>01-251-000-0000-6301            |      | 725.50              | July Inmate Wages<br>07/13/2019 07/27/2019                               | 00000567440               | Icwc Wage Expense N               |
|        | 01-251-000-0000-6301                                      |      | 615.00              | September Inmate Wages<br>09/07/2019 09/21/2019<br>2 Transactions        | 00000569953               | Icwc Wage Expense N               |
| 9361   | MN Dept Of Corrections                                    |      | 1,340.50            |                                                                          |                           |                                   |
| 2273   | Olmsted Medical Center<br>01-251-000-0000-6431            |      | 303.00              | Inmate Medical<br>09/20/2019 09/20/2019<br>1 Transactions                |                           | Drugs And Medicine N              |
| 2273   | Olmsted Medical Center                                    |      | 303.00              |                                                                          |                           |                                   |
| 251    | DEPT Total:                                               |      | 5,898.23            | County Jail                                                              | 12 Vendors                | 15 Transactions                   |
| 281    | DEPT                                                      |      |                     | Emergency Mgmt Services                                                  |                           |                                   |
| 253    | Morem Electric Inc<br>01-281-000-0000-6305                |      | 133.37              | Light Tower Repair<br>09/19/2019 09/19/2019<br>1 Transactions            | 41629                     | Machinery And Equipment Repairs N |
| 253    | Morem Electric Inc                                        |      | 133.37              |                                                                          |                           |                                   |
| 281    | DEPT Total:                                               |      | 133.37              | Emergency Mgmt Services                                                  | 1 Vendors                 | 1 Transactions                    |
| 441    | DEPT                                                      |      |                     | Public Health                                                            |                           |                                   |
| 6701   | Dakota Supply Group<br>01-441-000-0000-6448               |      | 2,167.80            | SHIP Hydration - x2 - Harmony<br>08/19/2019 08/19/2019<br>1 Transactions | 948268, 948235            | Ship Grant Expenses N             |
| 6701   | Dakota Supply Group                                       |      | 2,167.80            |                                                                          |                           |                                   |
| 4637   | Erickson/Jessica<br>01-441-000-0000-6447                  |      | 229.10              | LPHA Mileage September 2019                                              |                           | LPHA Grant Expenses N             |

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|--------|----------------------------------------|----------|-------------------------------|----------------|-------------------------------|------|
| No.    | Account/Formula                        | Accr     | Service Dates                 | Paid On Bhf #  | On Behalf of Name             |      |
| 4637   | Erickson/Jessica                       |          | 09/01/2019 09/30/2019         | 1 Transactions |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |          |                               |                |                               |      |
|        | 01-441-000-0000-6448                   | 229.10   | Breastfeeding Conference - JH |                | Ship Grant Expenses           | N    |
|        |                                        |          | 09/09/2019 09/09/2019         | 1 Transactions |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH | 230.00   |                               |                |                               |      |
| 4177   | GATZKE/MICHELE                         |          |                               |                |                               |      |
|        | 01-441-000-0000-6335                   | 198.94   | September 2019 Mileage        |                | Employee Automobile Allowance | N    |
|        |                                        |          | 09/01/2019 09/30/2019         | 1 Transactions |                               |      |
| 4177   | GATZKE/MICHELE                         | 198.94   |                               |                |                               |      |
| 6665   | Gilbert/Sydney                         |          |                               |                |                               |      |
|        | 01-441-000-0000-6445                   | 110.20   | TANF September 2019 Mileage   |                | TANF Expenses                 | N    |
|        |                                        |          | 09/05/2019 09/30/2019         | 1 Transactions |                               |      |
| 6665   | Gilbert/Sydney                         | 110.20   |                               |                |                               |      |
| 3169   | Pohlman/Brenda L                       |          |                               |                |                               |      |
|        | 01-441-000-0000-6390                   | 48.72    | TZD September 2019 Mileage    |                | TZD Save Roads Basic 20.600   | N    |
|        |                                        |          | 09/01/2019 09/30/2019         |                |                               |      |
|        | 01-441-000-0000-6448                   | 60.32    | SHIP September 2019 Mileage   |                | Ship Grant Expenses           | N    |
|        |                                        |          | 09/01/2019 09/30/2019         |                |                               |      |
|        | 01-441-000-0000-6449                   | 78.88    | PHEP September 2019 Mileage   |                | Preparedness Grant            | N    |
|        |                                        |          | 09/01/2019 09/30/2019         |                |                               |      |
| 3169   | Pohlman/Brenda L                       | 187.92   |                               | 3 Transactions |                               |      |
| 6619   | Serfling/Angela                        |          |                               |                |                               |      |
|        | 01-441-000-0000-6445                   | 203.58   | September 2019 TANF Mileage   |                | TANF Expenses                 | N    |
|        |                                        |          | 09/10/2019 09/26/2019         | 1 Transactions |                               |      |
| 6619   | Serfling/Angela                        | 203.58   |                               |                |                               |      |
| 441    | DEPT Total:                            | 3,327.54 | Public Health                 | 7 Vendors      | 9 Transactions                |      |
| 442    | DEPT                                   |          | Wic Program                   |                |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |          |                               |                |                               |      |
|        | 01-442-000-0000-6859                   | 15.69    | WIC Supplies                  |                | WIC Medical Supplies          | N    |
|        |                                        |          | 08/30/2019 08/30/2019         |                |                               |      |

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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  |      | 15.69  | 1 Transactions                 |               |                               |      |
| 6665   | Gilbert/Sydney                          |      |        |                                |               |                               |      |
|        | 01-442-000-0000-6335                    |      | 12.18  | WIC September 2019 Mileage     |               | Employee Automobile Allowance | N    |
|        |                                         |      |        | 09/05/2019 09/30/2019          |               |                               |      |
| 6665   | Gilbert/Sydney                          |      | 12.18  | 1 Transactions                 |               |                               |      |
| 5710   | Holst/Jessica                           |      |        |                                |               |                               |      |
|        | 01-442-000-0000-6335                    |      | 164.72 | September 2019 Mileage         |               | Employee Automobile Allowance | N    |
|        |                                         |      |        | 09/05/2019 09/19/2019          |               |                               |      |
| 5710   | Holst/Jessica                           |      | 164.72 | 1 Transactions                 |               |                               |      |
| 1514   | McKesson Medical-Surgical               |      |        |                                |               |                               |      |
|        | 01-442-000-0000-6859                    |      | 52.87  | WIC Medical Supplies           | 64928418      | WIC Medical Supplies          | Y    |
|        |                                         |      |        | 09/26/2019 09/26/2019          |               |                               |      |
| 1514   | McKesson Medical-Surgical               |      | 52.87  | 1 Transactions                 |               |                               |      |
| 442    | DEPT Total:                             |      | 245.46 | Wic Program                    | 4 Vendors     | 4 Transactions                |      |
| 443    | DEPT                                    |      |        | Nursing Service                |               |                               |      |
| 2138   | Baker/Jan                               |      |        |                                |               |                               |      |
|        | 01-443-000-0000-6335                    |      | 182.41 | Nursing Mileage September 2019 |               | Employee Automobile Allowance | N    |
|        |                                         |      |        | 09/11/2019 09/27/2019          |               |                               |      |
| 2138   | Baker/Jan                               |      | 182.41 | 1 Transactions                 |               |                               |      |
| 2988   | Bluff Country Newspaper Group           |      |        |                                |               |                               |      |
|        | 01-443-000-0000-6241                    |      | 16.60  | Joint Board Advertising        | 00648258      | Advertising                   | N    |
|        |                                         |      |        | 08/21/2019 08/21/2019          |               |                               |      |
| 2988   | Bluff Country Newspaper Group           |      | 16.60  | 1 Transactions                 |               |                               |      |
| 6674   | Erika J Draper                          |      |        |                                |               |                               |      |
|        | 01-443-000-0000-6335                    |      | 40.02  | September 2019 Mileage         |               | Employee Automobile Allowance | N    |
|        |                                         |      |        | 09/20/2019 09/27/2019          |               |                               |      |
| 6674   | Erika J Draper                          |      | 40.02  | 1 Transactions                 |               |                               |      |
| 82132  | Fillmore Co Journal, Sethre Media Group |      |        |                                |               |                               |      |
|        | 01-443-000-0000-6241                    |      | 26.50  | FCPH Case Mgr/Nurse Ad         | 103321        | Advertising                   | N    |
|        |                                         |      |        | 09/02/2019 09/02/2019          |               |                               |      |
|        | 01-443-000-0000-6241                    |      | 26.50  | FCPH Case Mgr/Nurse Ad         | 103322        | Advertising                   | N    |

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| No.    | Account/Formula                         | Accr | Amount | Service Dates                                   | Paid On Bhf # | On Behalf of Name               |      |
|        | 01-443-000-0000-6241                    |      | 26.50  | 09/09/2019 09/09/2019<br>FCPH Case Mgr/Nurse Ad | 103323        | Advertising                     | N    |
| 82132  | Fillmore Co Journal, Sethre Media Group |      | 79.50  | 09/16/2019 09/16/2019<br>3 Transactions         |               |                                 |      |
| 106    | Fillmore Co Treasurer                   |      |        |                                                 |               |                                 |      |
|        | 01-443-000-0000-6561                    |      | 73.03  | Sept 2019 Public Health Fuel                    |               | Gasoline Diesel And Other Fuels | N    |
|        |                                         |      |        | 09/09/2019 09/24/2019                           |               |                                 |      |
|        | 01-443-000-0000-6561                    |      | 56.02  | August 2019 Public Health Fuel                  |               | Gasoline Diesel And Other Fuels | N    |
|        |                                         |      |        | 08/02/2019 08/30/2019                           |               |                                 |      |
| 106    | Fillmore Co Treasurer                   |      | 129.05 | 2 Transactions                                  |               |                                 |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH  |      |        |                                                 |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 39.98  | Waiver Reimb Supplies - #4127                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 08/28/2019 08/28/2019                           |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 105.17 | Waiver Reimb Supplies - #4127                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 08/30/2019 08/30/2019                           |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 16.99  | Waiver Reimb Supplies - #6684                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 09/05/2019 09/05/2019                           |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 12.99  | Waiver Reimb Supplies - #3930                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 09/10/2019 09/10/2019                           |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 31.49  | Waiver Reimb Supplies - #4127                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 09/13/2019 09/13/2019                           |               |                                 |      |
|        | 01-443-000-0000-6433                    |      | 19.95  | Waiver Reimb Supplies - #4145                   |               | Waiver Reimbursables            | N    |
|        |                                         |      |        | 09/17/2019 09/17/2019                           |               |                                 |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH  |      | 226.57 | 6 Transactions                                  |               |                                 |      |
| 5428   | Hall/Alexis                             |      |        |                                                 |               |                                 |      |
|        | 01-443-000-0000-6335                    |      | 358.44 | September 2019 Mileage                          |               | Employee Automobile Allowance   | N    |
|        |                                         |      |        | 09/05/2019 09/30/2019                           |               |                                 |      |
| 5428   | Hall/Alexis                             |      | 358.44 | 1 Transactions                                  |               |                                 |      |
| 6186   | Johnson/Breanna                         |      |        |                                                 |               |                                 |      |
|        | 01-443-000-0000-6335                    |      | 162.40 | September 2019 Nursing Mileage                  |               | Employee Automobile Allowance   | N    |
|        |                                         |      |        | 09/03/2019 09/30/2019                           |               |                                 |      |
| 6186   | Johnson/Breanna                         |      | 162.40 | 1 Transactions                                  |               |                                 |      |
| 5312   | Lanz/Nicole R                           |      |        |                                                 |               |                                 |      |
|        | 01-443-000-0000-6335                    |      | 158.34 | September 2019 Mileage                          |               | Employee Automobile Allowance   | N    |



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| No.    | Account/Formula           | Accr     | Service Dates                | Paid On Bhf # | On Behalf of Name             |      |
| 5312   | Lanz/Nicole R             |          | 09/05/2019 09/19/2019        |               |                               |      |
|        |                           | 158.34   | 1 Transactions               |               |                               |      |
| 3288   | MCCC, MI 33               |          |                              |               |                               |      |
|        | 01-443-000-0000-6419      | 5,516.50 | 4th Quarter Doc Support      | 1910022       | PH Doc Software Support       | N    |
|        |                           |          | 10/01/2019 12/31/2019        |               |                               |      |
|        | 01-443-000-0000-6419      | 119.22   | Tax User Group-Shared Fees   | 1910129       | PH Doc Software Support       | N    |
|        |                           |          | 07/01/2019 09/30/2019        |               |                               |      |
| 3288   | MCCC, MI 33               | 5,635.72 | 2 Transactions               |               |                               |      |
| 1514   | McKesson Medical-Surgical |          |                              |               |                               |      |
|        | 01-443-000-0000-6432      | 146.41   | FCPH Lab Supplies            | 64958209      | Public Health Supplies        | Y    |
|        |                           |          | 09/25/2019 09/25/2019        |               |                               |      |
|        | 01-443-000-0000-6432      | 207.35   | FCPH Fluoride Supplies       | 65013239      | Public Health Supplies        | Y    |
|        |                           |          | 09/25/2019 09/25/2019        |               |                               |      |
|        | 01-443-000-0000-6432      | 113.19   | FCPH Supplies                | 65552851      | Public Health Supplies        | Y    |
|        |                           |          | 09/25/2019 09/25/2019        |               |                               |      |
| 1514   | McKesson Medical-Surgical | 466.95   | 3 Transactions               |               |                               |      |
| 3315   | Melver/Paula              |          |                              |               |                               |      |
|        | 01-443-000-0000-6335      | 321.44   | August 2019 Mileage          |               | Employee Automobile Allowance | N    |
|        |                           |          | 08/08/2019 08/30/2019        |               |                               |      |
| 3315   | Melver/Paula              | 321.44   | 1 Transactions               |               |                               |      |
| 5929   | Plak Smacker              |          |                              |               |                               |      |
|        | 01-443-000-0000-6431      | 260.38   | 2019 Fluoride Program        | CD60421833    | Drugs & Medicine              | N    |
|        |                           |          | 09/19/2019 09/19/2019        |               |                               |      |
| 5929   | Plak Smacker              | 260.38   | 1 Transactions               |               |                               |      |
| 4841   | ROCHESTER CITY LINES      |          |                              |               |                               |      |
|        | 01-443-000-0000-6433      | 234.00   | Transport Waiver Reimb #3455 | 148190920     | Waiver Reimbursables          | N    |
|        |                           |          | 09/01/2019 09/30/2019        |               |                               |      |
| 4841   | ROCHESTER CITY LINES      | 234.00   | 1 Transactions               |               |                               |      |
| 7320   | Sanofi Pasteur Inc        |          |                              |               |                               |      |
|        | 01-443-000-0000-6431      | 3,550.16 | 2019 Flu Vaccine             | 912986304     | Drugs & Medicine              | Y    |
|        |                           |          | 09/11/2019 09/11/2019        |               |                               |      |
|        | 01-443-000-0000-6431      | 1,838.18 | 2019 Flu Vaccine             | 913059234     | Drugs & Medicine              | Y    |
|        |                           |          | 09/17/2019 09/17/2019        |               |                               |      |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                            | Rpt  | Warrant Description | Invoice #                    | Account/Formula Descripti | 1099                   |
|--------|---------------------------------|------|---------------------|------------------------------|---------------------------|------------------------|
| No.    | Account/Formula                 | Accr | Service Dates       | Paid On Bhf #                | On Behalf of Name         |                        |
| 7320   | Sanofi Pasteur Inc              |      | 5,388.34            | 2 Transactions               |                           |                        |
| 86085  | Semcac Transportation           |      |                     |                              |                           |                        |
|        | 01-443-000-0000-6433            |      | 203.52              | Transport Waiver Reimb #0739 | 8009                      | Waiver Reimbursables N |
|        |                                 |      |                     | 08/02/2019 08/30/2019        |                           |                        |
|        | 01-443-000-0000-6433            |      | 67.26               | Transport Waiver Reimb #0739 | 8023                      | Waiver Reimbursables N |
|        |                                 |      |                     | 07/19/2019 07/19/2019        |                           |                        |
|        | 01-443-000-0000-6433            |      | 163.52              | Transport Wavier Reimb #7094 | 8026                      | Waiver Reimbursables N |
|        |                                 |      |                     | 08/01/2019 08/26/2019        |                           |                        |
| 86085  | Semcac Transportation           |      | 434.30              | 3 Transactions               |                           |                        |
| 443    | DEPT Total:                     |      | 14,094.46           | Nursing Service              | 16 Vendors                | 30 Transactions        |
| 446    | DEPT                            |      |                     | Mch Program                  |                           |                        |
| 6708   | Dahle/Teya F.                   |      |                     |                              |                           |                        |
|        | 01-446-000-0000-6257            |      | 307.74              | EBHV Supervision 2019        |                           | EBHV Expense Y         |
|        |                                 |      |                     | 09/05/2019 09/05/2019        |                           |                        |
| 6708   | Dahle/Teya F.                   |      | 307.74              | 1 Transactions               |                           |                        |
| 6665   | Gilbert/Sydney                  |      |                     |                              |                           |                        |
|        | 01-446-000-0000-6257            |      | 310.88              | EBFHV/HFA September Mileage  |                           | EBHV Expense N         |
|        |                                 |      |                     | 09/05/2019 09/30/2019        |                           |                        |
| 6665   | Gilbert/Sydney                  |      | 310.88              | 1 Transactions               |                           |                        |
| 5238   | GOODHUE COUNTY HEALTH & HUMAN S |      |                     |                              |                           |                        |
|        | 01-446-000-0000-6257            |      | 3,090.00            | EBHV Seminar September 2019  | 109                       | EBHV Expense N         |
|        |                                 |      |                     | 09/23/2019 09/26/2019        |                           |                        |
| 5238   | GOODHUE COUNTY HEALTH & HUMAN S |      | 3,090.00            | 1 Transactions               |                           |                        |
| 6619   | Serfling/Angela                 |      |                     |                              |                           |                        |
|        | 01-446-000-0000-6257            |      | 174.00              | September 2019 EBHV Mileage  |                           | EBHV Expense N         |
|        |                                 |      |                     | 09/10/2019 09/26/2019        |                           |                        |
| 6619   | Serfling/Angela                 |      | 174.00              | 1 Transactions               |                           |                        |
| 446    | DEPT Total:                     |      | 3,882.62            | Mch Program                  | 4 Vendors                 | 4 Transactions         |
| 602    | DEPT                            |      |                     | County Extension Service     |                           |                        |
| 3257   | U Of Mn Regents                 |      |                     |                              |                           |                        |

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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                   |      |
|        | 01-602-000-0000-6277                    |           | July-Sept 2019 Salary Billing | 0300023860    | Alternative Funding Contract        | N    |
|        |                                         |           | 07/01/2019 09/30/2019         |               |                                     |      |
| 3257   | U Of Mn Regents                         |           | 1 Transactions                |               |                                     |      |
| 602    | DEPT Total:                             | 30,296.49 | County Extension Service      | 1 Vendors     | 1 Transactions                      |      |
| 603    | DEPT                                    |           | Feedlot                       |               |                                     |      |
| 106    | Fillmore Co Treasurer                   |           |                               |               |                                     |      |
|        | 01-603-000-0000-6561                    | 103.48    | Sept 2019 Feedlot Fuel        |               | Gasoline Diesel And Other Fuels     | N    |
|        |                                         |           | 09/04/2019 09/26/2019         |               |                                     |      |
| 106    | Fillmore Co Treasurer                   | 103.48    | 1 Transactions                |               |                                     |      |
| 109    | Fillmore Soil & Water Conservation Dist |           |                               |               |                                     |      |
|        | 01-603-000-0000-6285                    | 3,261.09  | Feedlot Grant Fees July-Sept  | 10434         | Professional Fees                   | N    |
|        |                                         |           | 07/01/2019 09/30/2019         |               |                                     |      |
| 109    | Fillmore Soil & Water Conservation Dist | 3,261.09  | 1 Transactions                |               |                                     |      |
| 6720   | Omodt/Perry L                           |           |                               |               |                                     |      |
|        | 01-603-000-0000-6824                    | 5,000.00  | Feedlot Cost Share            |               | Feedlot Cost Share                  | N    |
|        |                                         |           | 10/15/2019 10/15/2019         |               |                                     |      |
| 6720   | Omodt/Perry L                           | 5,000.00  | 1 Transactions                |               |                                     |      |
| 4136   | Preston Service Plus                    |           |                               |               |                                     |      |
|        | 01-603-000-0000-6311                    | 71.32     | 2017 Equinox Oil Change       | 13115         | Miscellaneous Repairs And Maintenan | N    |
|        |                                         |           | 09/06/2019 09/06/2019         |               |                                     |      |
| 4136   | Preston Service Plus                    | 71.32     | 1 Transactions                |               |                                     |      |
| 603    | DEPT Total:                             | 8,435.89  | Feedlot                       | 4 Vendors     | 4 Transactions                      |      |
| 1      | Fund Total:                             | 91,584.84 | County Revenue Fund           |               | 124 Transactions                    |      |

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12 INFRA FUND

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| Vendor |             | <u>Name</u>               | <u>Rpt</u>  |               | <u>Warrant Description</u>          | <u>Invoice #</u>     | <u>Account/Formula Descripti</u>    | <u>1099</u> |
|--------|-------------|---------------------------|-------------|---------------|-------------------------------------|----------------------|-------------------------------------|-------------|
|        | <u>No.</u>  | <u>Account/Formula</u>    | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>                | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>            |             |
| 610    | DEPT        |                           |             |               | Greenleafton Septic System District |                      |                                     |             |
|        | 5147        | Gopher Septic Service INC |             |               |                                     |                      |                                     |             |
|        |             | 12-610-000-0000-6623      |             | 1,604.67      | Repair E-One - Greenleafton         | 35384                | Greenleafton Septic System Expenses | N           |
|        |             |                           |             |               | 09/26/2019 09/26/2019               |                      |                                     |             |
|        | 5147        | Gopher Septic Service INC |             | 1,604.67      | 1 Transactions                      |                      |                                     |             |
| 610    | DEPT Total: |                           |             | 1,604.67      | Greenleafton Septic System District | 1 Vendors            | 1 Transactions                      |             |
| 12     | Fund Total: |                           |             | 1,604.67      | INFRA FUND                          |                      | 1 Transactions                      |             |

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13 County Road &amp; Bridge

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| Vendor | Name                            | Rpt  |          | Warrant Description         | Invoice #     | Account/Formula Descripti | 1099 |
|--------|---------------------------------|------|----------|-----------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                 | Accr | Amount   | Service Dates               | Paid On Bhf # | On Behalf of Name         |      |
| 310    | DEPT                            |      |          | Highway Maintenance         |               |                           |      |
| 4381   | Brock White Company LLC C/O CSG |      |          |                             |               |                           |      |
|        | 13-310-000-0000-6528            |      | 814.47   | bridge deck repair material | 13502593      | Bituminous Materials      | N    |
|        | 13-310-000-0000-6528            |      | 4,806.82 | bridge deck repair material | 13518817      | Bituminous Materials      | N    |
| 4381   | Brock White Company LLC C/O CSG |      | 5,621.29 | 2 Transactions              |               |                           |      |
| 1891   | Bruening Rock Products, Inc.    |      |          |                             |               |                           |      |
|        | 13-310-000-0000-6505            |      | 137.70   | rock                        | 143310        | Aggregate                 | N    |
|        | 13-310-000-0000-6505            |      | 3,340.29 | rock                        | 144009        | Aggregate                 | N    |
|        | 13-310-000-0000-6505            |      | 4,896.91 | rock                        | 144999        | Aggregate                 | N    |
| 1891   | Bruening Rock Products, Inc.    |      | 8,374.90 | 3 Transactions              |               |                           |      |
| 6150   | Cintas Corporation No.2         |      |          |                             |               |                           |      |
|        | 13-310-000-0000-6293            |      | 8.86     | uniforms                    | 4029212320    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.20     | uniforms                    | 4029212419    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 17.36    | uniforms                    | 4029461556    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4029644012    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4029645674    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 24.32    | uniforms                    | 4029645676    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.20     | uniforms                    | 4029721541    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.86     | uniforms                    | 4029721558    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 17.76    | uniforms                    | 4029926010    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4030136581    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4030138104    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 24.32    | uniforms                    | 4030138114    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.20     | uniforms                    | 4030217910    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 26.44    | uniforms                    | 4030217926    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 14.76    | uniforms                    | 4030426853    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4030653385    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4030655236    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 24.32    | uniforms                    | 4030655244    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.24     | uniforms                    | 4030725293    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.20     | uniforms                    | 4030725325    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 17.76    | uniforms                    | 4030954798    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4031172391    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 24.32    | uniforms                    | 4031174419    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.64     | uniforms                    | 4031174491    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 33.60    | uniforms                    | 4031253978    | Uniform Expense           | N    |
|        | 13-310-000-0000-6293            |      | 8.20     | uniforms                    | 4031254024    | Uniform Expense           | N    |

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| Vendor | Name                     | Rpt       | Warrant Description       | Invoice #       | Account/Formula Descripti          | 1099 |
|--------|--------------------------|-----------|---------------------------|-----------------|------------------------------------|------|
| No.    | Account/Formula          | Accr      | Service Dates             | Paid On Bhf #   | On Behalf of Name                  |      |
| 6150   | Cintas Corporation No.2  |           |                           |                 |                                    |      |
|        |                          | 361.04    |                           | 26 Transactions |                                    |      |
| 6716   | Compass Mineral Inc      |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6525     | 2,243.42  | salt                      | 502255          | Road Salt And Dust Control Chemica | N    |
|        | 13-310-000-0000-6525     | 30,451.32 | salt                      | 503144          | Road Salt And Dust Control Chemica | N    |
|        | 13-310-000-0000-6525     | 7,697.49  | salt                      | 503820          | Road Salt And Dust Control Chemica | N    |
|        | 13-310-000-0000-6525     | 44,200.09 | salt                      | 504546          | Road Salt And Dust Control Chemica | N    |
| 6716   | Compass Mineral Inc      | 84,592.32 |                           | 4 Transactions  |                                    |      |
| 99     | Erickson Engineering LLC |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6629     | 2,555.00  | slide on 5 consulting     | 13298           | Infrastructure Improvement         | N    |
| 99     | Erickson Engineering LLC | 2,555.00  |                           | 1 Transactions  |                                    |      |
| 5751   | Fastenal Company         |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6501     | 803.59    | supplies                  | 80830           | Engineering And Surveying Supplies | N    |
|        | 13-310-000-0000-6501     | 68.46     | supplies                  | 80998           | Engineering And Surveying Supplies | N    |
|        | 13-310-000-0000-6466     | 31.94     | safety supplies           | 81013           | Safety Materials                   | N    |
|        | 13-310-000-0000-6501     | 20.73     | supplies                  | 81153           | Engineering And Surveying Supplies | N    |
| 5751   | Fastenal Company         | 924.72    |                           | 4 Transactions  |                                    |      |
| 4654   | Generation X, LLC        |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6342     | 16,500.00 | screener rental           | 11166           | Machinery And Equipment Rental     | N    |
| 4654   | Generation X, LLC        | 16,500.00 |                           | 1 Transactions  |                                    |      |
| 3956   | Icon Constructors, LLC   |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6629     | 40,685.00 | CSAH 23 bridge repair     | 1915            | Infrastructure Improvement         | N    |
| 3956   | Icon Constructors, LLC   | 40,685.00 |                           | 1 Transactions  |                                    |      |
| 197    | Kruegel's Inc            |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6580     | 61.60     | GAP filler equip supplies | 225185          | Other Repair And Maintenance Suppl | N    |
|        | 13-310-000-0000-6580     | 79.20     | GAP filler equip supplies | 225190          | Other Repair And Maintenance Suppl | N    |
| 197    | Kruegel's Inc            | 140.80    |                           | 2 Transactions  |                                    |      |
| 3632   | Milestone Materials Inc  |           |                           |                 |                                    |      |
|        | 13-310-000-0000-6505     | 128.68    | rock                      | 134084          | Aggregate                          | N    |
|        | 13-310-000-0000-6505     | 256.21    | rock                      | 135311          | Aggregate                          | N    |
|        | 13-310-000-0000-6505     | 81.08     | rock                      | 135312          | Aggregate                          | N    |
|        | 13-310-000-0000-6505     | 84.30     | rock                      | 135313          | Aggregate                          | N    |
|        | 13-310-000-0000-6505     | 241.51    | rock                      | 135314          | Aggregate                          | N    |

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| Vendor | Name                     | Rpt  | Warrant Description | Invoice #            | Account/Formula Descripti | 1099                               |   |
|--------|--------------------------|------|---------------------|----------------------|---------------------------|------------------------------------|---|
| No.    | Account/Formula          | Accr | Amount              | Service Dates        | Paid On Bhf #             | On Behalf of Name                  |   |
|        | 13-310-000-0000-6505     |      | 253.96              | rock                 | 135315                    | Aggregate                          | N |
|        | 13-310-000-0000-6505     |      | 81.08               | rock                 | 135316                    | Aggregate                          | N |
|        | 13-310-000-0000-6505     |      | 239.26              | rock                 | 135317                    | Aggregate                          | N |
|        | 13-310-000-0000-6505     |      | 172.65              | rock                 | 135318                    | Aggregate                          | N |
|        | 13-310-000-0000-6505     |      | 168.45              | rock                 | 135319                    | Aggregate                          | N |
|        | 13-310-000-0000-6505     |      | 82.95               | rock                 | 135320                    | Aggregate                          | N |
| 3632   | Milestone Materials Inc  |      | 1,790.13            | 11 Transactions      |                           |                                    |   |
| 5471   | Precise MRM LLC          |      |                     |                      |                           |                                    |   |
|        | 13-310-000-0000-6580     |      | 35.82               | truck data plan      | 200-1022815               | Other Repair And Maintenance Suppl | N |
| 5471   | Precise MRM LLC          |      | 35.82               | 1 Transactions       |                           |                                    |   |
| 618    | Scharf Auto Supply Inc   |      |                     |                      |                           |                                    |   |
|        | 13-310-000-0000-6528     |      | 99.40               | GAP repair thinner   | 619680                    | Bituminous Materials               | N |
| 618    | Scharf Auto Supply Inc   |      | 99.40               | 1 Transactions       |                           |                                    |   |
| 310    | DEPT Total:              |      | 161,680.42          | Highway Maintenance  | 12 Vendors                | 57 Transactions                    |   |
| 320    | DEPT                     |      |                     | Highway Construction |                           |                                    |   |
| 6717   | Cooley/Ronald N          |      |                     |                      |                           |                                    |   |
|        | 13-320-000-0000-6363     |      | 750.50              | easement             | F1                        | Right Of Way Costs                 | N |
|        | 13-320-000-0000-6363     |      | 130.00              | easement             | P1                        | Right Of Way Costs                 | N |
|        | 13-320-000-0000-6363     |      | 42.25               | easement             | P2                        | Right Of Way Costs                 | N |
|        | 13-320-000-0000-6363     |      | 26.30               | easement             | T1                        | Right Of Way Costs                 | N |
|        | 13-320-000-0000-6363     |      | 18.68               | easement             | T2                        | Right Of Way Costs                 | N |
| 6717   | Cooley/Ronald N          |      | 967.73              | 5 Transactions       |                           |                                    |   |
| 6718   | Cramer/Donna             |      |                     |                      |                           |                                    |   |
|        | 13-320-000-0000-6363     |      | 217.75              | easement             | P1                        | Right Of Way Costs                 | N |
| 6718   | Cramer/Donna             |      | 217.75              | 1 Transactions       |                           |                                    |   |
| 99     | Erickson Engineering LLC |      |                     |                      |                           |                                    |   |
|        | 13-320-000-0000-6265     |      | 1,400.00            | consulting           | 13306                     | Consulting                         | N |
| 99     | Erickson Engineering LLC |      | 1,400.00            | 1 Transactions       |                           |                                    |   |
| 347    | State Of Mn              |      |                     |                      |                           |                                    |   |
|        | 13-320-000-0000-6377     |      | 329.53              | pavement testing     | 1375                      | Fees And Service Charges           | N |
| 347    | State Of Mn              |      | 329.53              | 1 Transactions       |                           |                                    |   |

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13 County Road & Bridge

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| Vendor Name                                 | Rpt  | Warrant Description | Invoice #                   | Account/Formula Descripti | 1099                    |
|---------------------------------------------|------|---------------------|-----------------------------|---------------------------|-------------------------|
| No. Account/Formula                         | Accr | Amount              | Service Dates               | Paid On Bhf #             | On Behalf of Name       |
| 320 DEPT Total:                             |      | 2,915.01            | Highway Construction        | 4 Vendors                 | 8 Transactions          |
| 330 DEPT                                    |      |                     | Equipment Maintenance Shops |                           |                         |
| 5142 Ancom Technical Center, Inc.           |      |                     |                             |                           |                         |
| 13-330-000-0000-6575                        |      | 335.38              | parts                       | 90429                     | Machinery Parts N       |
| 5142 Ancom Technical Center, Inc.           |      | 335.38              |                             | 1 Transactions            |                         |
| 3691 Bauer Built Inc                        |      |                     |                             |                           |                         |
| 13-330-000-0000-6516                        |      | 15.00               | tires/parts                 | 37689                     | Tires & Repairs N       |
| 13-330-000-0000-6516                        |      | 10.00               | labor                       | 37689                     | Tires & Repairs N       |
| 13-330-000-0000-6516                        |      | 115.00              | labor                       | 37972                     | Tires & Repairs N       |
| 13-330-000-0000-6516                        |      | 20.00               | tires/parts                 | 37972                     | Tires & Repairs N       |
| 3691 Bauer Built Inc                        |      | 160.00              |                             | 4 Transactions            |                         |
| 2492 Chatfield Body Shop Inc                |      |                     |                             |                           |                         |
| 13-330-000-0000-6575                        |      | 482.80              | parts                       | 190152                    | Machinery Parts N       |
| 13-330-000-0000-6575                        |      | 150.00              | labor                       | 190152                    | Machinery Parts N       |
| 2492 Chatfield Body Shop Inc                |      | 632.80              |                             | 2 Transactions            |                         |
| 6617 Chatfield Parts House                  |      |                     |                             |                           |                         |
| 13-330-000-0000-6575                        |      | 19.49               | parts                       | 729734                    | Machinery Parts N       |
| 13-330-000-0000-6576                        |      | 18.99               | supplies                    | 729734                    | Shop Supplies & Tools N |
| 6617 Chatfield Parts House                  |      | 38.48               |                             | 2 Transactions            |                         |
| 6150 Cintas Corporation No.2                |      |                     |                             |                           |                         |
| 13-330-000-0000-6576                        |      | 149.70              | supplies                    | 4029645578                | Shop Supplies & Tools N |
| 13-330-000-0000-6576                        |      | 149.70              | supplies                    | 4030655146                | Shop Supplies & Tools N |
| 6150 Cintas Corporation No.2                |      | 299.40              |                             | 2 Transactions            |                         |
| 5005 Cintas Corporation- First Aid & Safety |      |                     |                             |                           |                         |
| 13-330-000-0000-6576                        |      | 110.13              | supplies                    | 5014582288                | Shop Supplies & Tools N |
| 13-330-000-0000-6576                        |      | 153.92              | supplies                    | 5014937537                | Shop Supplies & Tools N |
| 5005 Cintas Corporation- First Aid & Safety |      | 264.05              |                             | 2 Transactions            |                         |
| 5751 Fastenal Company                       |      |                     |                             |                           |                         |
| 13-330-000-0000-6575                        |      | 199.96              | parts                       | 80943                     | Machinery Parts N       |
| 13-330-000-0000-6576                        |      | 151.27              | supplies                    | 80943                     | Shop Supplies & Tools N |
| 13-330-000-0000-6625                        |      | 68.30               | breakroom supplies          | 80972                     | Building Improvement N  |
| 13-330-000-0000-6575                        |      | 417.00              | parts                       | 81125                     | Machinery Parts N       |



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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                          | Rpt      | Warrant Description  | Invoice #      | Account/Formula Descripti       | 1099 |
|--------|-------------------------------|----------|----------------------|----------------|---------------------------------|------|
| No.    | Account/Formula               | Accr     | Service Dates        | Paid On Bhf #  | On Behalf of Name               |      |
| 5751   | Fastenal Company              |          |                      |                |                                 |      |
|        |                               | 836.53   |                      | 4 Transactions |                                 |      |
| 7542   | Fillmore Co Treasurer         |          |                      |                |                                 |      |
|        | 13-330-000-0000-6561          | 25.00    | fuel license renewal |                | Gasoline Diesel And Other Fuels | N    |
| 7542   | Fillmore Co Treasurer         | 25.00    |                      | 1 Transactions |                                 |      |
| 1512   | G P Truck Painting            |          |                      |                |                                 |      |
|        | 13-330-000-0000-6575          | 1,815.00 | labor                | 5156           | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575          | 1,527.93 | parts                | 5156           | Machinery Parts                 | N    |
| 1512   | G P Truck Painting            | 3,342.93 |                      | 2 Transactions |                                 |      |
| 3714   | Hovey Oil Co Inc              |          |                      |                |                                 |      |
|        | 13-330-000-0000-6561          | 1,877.01 | #2 diesel            | 99600          | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561          | 547.25   | gas                  | 99600          | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561          | 2,139.65 | #2 diesel            | 99654          | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561          | 2,001.28 | #2 diesel            | 99677          | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561          | 1,462.80 | #2 diesel            | 99681          | Gasoline Diesel And Other Fuels | N    |
|        | 13-330-000-0000-6561          | 317.70   | gas                  | 99681          | Gasoline Diesel And Other Fuels | N    |
| 3714   | Hovey Oil Co Inc              | 8,345.69 |                      | 6 Transactions |                                 |      |
| 6542   | Kaman Industrial Technologies |          |                      |                |                                 |      |
|        | 13-330-000-0000-6575          | 1,482.00 | hose                 | T349320        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6576          | 318.61   | supplies             | V343444        | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6575          | 1,168.75 | hose                 | V988225        | Machinery Parts                 | N    |
| 6542   | Kaman Industrial Technologies | 2,969.36 |                      | 3 Transactions |                                 |      |
| 6719   | Northern Safety Technology    |          |                      |                |                                 |      |
|        | 13-330-000-0000-6575          | 129.12   | parts                | 48866          | Machinery Parts                 | N    |
| 6719   | Northern Safety Technology    | 129.12   |                      | 1 Transactions |                                 |      |
| 5988   | Preston Auto Parts            |          |                      |                |                                 |      |
|        | 13-330-000-0000-6625          | 9.68     | breakroom supplies   | 597854         | Building Improvement            | N    |
|        | 13-330-000-0000-6576          | 9.99     | supplies             | 598127         | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6576          | 4.78     | supplies             | 598417         | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6576          | 36.42    | supplies             | 598519         | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6576          | 79.99    | supplies             | 598893         | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6625          | 41.42    | breakroom supplies   | 599213         | Building Improvement            | N    |
|        | 13-330-000-0000-6625          | 6.98     | breakroom supplies   | 599235         | Building Improvement            | N    |
|        | 13-330-000-0000-6625          | 13.47    | breakroom supplies   | 599385         | Building Improvement            | N    |

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13 County Road &amp; Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                            | Rpt  |        | Warrant Description     | Invoice #     | Account/Formula Descripti       | 1099 |
|--------|---------------------------------|------|--------|-------------------------|---------------|---------------------------------|------|
| No.    | Account/Formula                 | Accr | Amount | Service Dates           | Paid On Bhf # | On Behalf of Name               |      |
|        | 13-330-000-0000-6625            |      | 10.20  | breakroom supplies      | 599475        | Building Improvement            | N    |
|        | 13-330-000-0000-6575            |      | 112.54 | parts                   | 599523        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6576            |      | 5.00   | supplies                | 599691        | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6576            |      | 25.00  | supplies                | 599692        | Shop Supplies & Tools           | N    |
|        | 13-330-000-0000-6575            |      | 169.86 | parts                   | 600152        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 21.47  | parts                   | 600271        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 12.79  | parts                   | 600351        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 3.70   | parts                   | 600423        | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 339.99 | parts                   | 600443        | Machinery Parts                 | N    |
| 5988   | Preston Auto Parts              |      | 903.28 | 17 Transactions         |               |                                 |      |
| 303    | Preston Equipment Company       |      |        |                         |               |                                 |      |
|        | 13-330-000-0000-6575            |      | 40.60  | parts                   | 01-79374      | Machinery Parts                 | N    |
|        | 13-330-000-0000-6565            |      | 92.04  | misc oil                | 01-80144      | Motor Oil And Lubricants        | N    |
|        | 13-330-000-0000-6575            |      | 113.88 | filters                 | 01-80144      | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 94.39- | filters                 | 01-80152      | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 108.71 | parts                   | 01-80331      | Machinery Parts                 | N    |
|        | 13-330-000-0000-6565            |      | 92.04  | misc oil                | 01-80404      | Motor Oil And Lubricants        | N    |
|        | 13-330-000-0000-6575            |      | 106.69 | filters                 | 01-80404      | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 96.73  | filters                 | 01-80407      | Machinery Parts                 | N    |
| 303    | Preston Equipment Company       |      | 556.30 | 8 Transactions          |               |                                 |      |
| 5753   | RDO Equipment Co                |      |        |                         |               |                                 |      |
|        | 13-330-000-0000-6575            |      | 812.79 | parts                   | P86170        | Machinery Parts                 | N    |
| 5753   | RDO Equipment Co                |      | 812.79 | 1 Transactions          |               |                                 |      |
| 3989   | Ronco Engineering Sales Co, Inc |      |        |                         |               |                                 |      |
|        | 13-330-000-0000-6575            |      | 229.00 | parts                   | 3183728       | Machinery Parts                 | N    |
|        | 13-330-000-0000-6576            |      | 15.73  | supplies                | 3184519       | Shop Supplies & Tools           | N    |
| 3989   | Ronco Engineering Sales Co, Inc |      | 244.73 | 2 Transactions          |               |                                 |      |
| 5567   | Run Right Power Equipment LLC   |      |        |                         |               |                                 |      |
|        | 13-330-000-0000-6575            |      | 23.10  | labor                   | 12977         | Machinery Parts                 | N    |
|        | 13-330-000-0000-6575            |      | 1.62   | parts                   | 12977         | Machinery Parts                 | N    |
| 5567   | Run Right Power Equipment LLC   |      | 24.72  | 2 Transactions          |               |                                 |      |
| 3206   | S & A Petroleum                 |      |        |                         |               |                                 |      |
|        | 13-330-000-0000-6561            |      | 5.73   | diesel-survey equipment | 189757        | Gasoline Diesel And Other Fuels | N    |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                    | Rpt  | Warrant Description | Invoice #                     | Account/Formula Descripti | 1099                                |
|--------|-----------------------------------------|------|---------------------|-------------------------------|---------------------------|-------------------------------------|
| No.    | Account/Formula                         | Accr | Amount              | Service Dates                 | Paid On Bhf #             | On Behalf of Name                   |
| 3206   | S & A Petroleum                         |      | 5.73                | 1 Transactions                |                           |                                     |
| 618    | Scharf Auto Supply Inc                  |      |                     |                               |                           |                                     |
|        | 13-330-000-0000-6575                    |      | 36.09               | filters                       | 619609                    | Machinery Parts N                   |
|        | 13-330-000-0000-6575                    |      | 70.26               | filters                       | 620023                    | Machinery Parts N                   |
| 618    | Scharf Auto Supply Inc                  |      | 106.35              | 2 Transactions                |                           |                                     |
| 6600   | Solberg Welding Inc                     |      |                     |                               |                           |                                     |
|        | 13-330-000-0000-6575                    |      | 46.68               | parts                         | 12279                     | Machinery Parts N                   |
|        | 13-330-000-0000-6575                    |      | 65.00               | labor                         | 12279                     | Machinery Parts N                   |
|        | 13-330-000-0000-6575                    |      | 7.22                | parts                         | 12340                     | Machinery Parts N                   |
| 6600   | Solberg Welding Inc                     |      | 118.90              | 3 Transactions                |                           |                                     |
| 7757   | Universal Truck Equipment Inc           |      |                     |                               |                           |                                     |
|        | 13-330-000-0000-6575                    |      | 1,800.00            | labor                         | 50390                     | Machinery Parts N                   |
|        | 13-330-000-0000-6575                    |      | 1,216.51            | parts                         | 50390                     | Machinery Parts N                   |
|        | 13-330-000-0000-6575                    |      | 805.49              | parts                         | 50391                     | Machinery Parts N                   |
| 7757   | Universal Truck Equipment Inc           |      | 3,822.00            | 3 Transactions                |                           |                                     |
| 450    | Zep Sales & Service, ACUITY SPECIALTY I |      |                     |                               |                           |                                     |
|        | 13-330-000-0000-6576                    |      | 325.79              | supplies                      | 9004589476                | Shop Supplies & Tools N             |
| 450    | Zep Sales & Service, ACUITY SPECIALTY I |      | 325.79              | 1 Transactions                |                           |                                     |
| 451    | Ziegler Inc                             |      |                     |                               |                           |                                     |
|        | 13-330-000-0000-6575                    |      | 35.06               | parts                         | 2890800                   | Machinery Parts N                   |
| 451    | Ziegler Inc                             |      | 35.06               | 1 Transactions                |                           |                                     |
| 330    | DEPT Total:                             |      | 24,334.39           | Equipment Maintenance Shops   | 23 Vendors                | 71 Transactions                     |
| 340    | DEPT                                    |      |                     | Local Option Sales Tax        |                           |                                     |
| 99     | Erickson Engineering LLC                |      |                     |                               |                           |                                     |
|        | 13-340-000-0000-6265                    |      | 2,441.00            | consulting                    | 13274                     | Consulting N                        |
| 99     | Erickson Engineering LLC                |      | 2,441.00            | 1 Transactions                |                           |                                     |
| 2802   | Winona County Highway Department        |      |                     |                               |                           |                                     |
|        | 13-340-000-0000-6614                    |      | 191,522.79          | County portion CR 104 project | 20191004                  | Local Sales Tax Road Improvements N |
| 2802   | Winona County Highway Department        |      | 191,522.79          | 1 Transactions                |                           |                                     |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor |            | <u>Name</u>            | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>       | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|--------|------------|------------------------|-------------|----------------------------|------------------------|----------------------------------|--------------------------|
|        | <u>No.</u> | <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>   | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 340    |            | DEPT Total:            |             | 193,963.79                 | Local Option Sales Tax | 2 Vendors                        | 2 Transactions           |
| 13     |            | Fund Total:            |             | 382,893.61                 | County Road & Bridge   |                                  | 138 Transactions         |

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14 Sanitation Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor No. | Name<br>Account/Formula                                         | Rpt<br>Accr | Amount    | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|------------|-----------------------------------------------------------------|-------------|-----------|--------------------------------------------------------|----------------------------|------------------------------------------------|------|
| 390        | DEPT                                                            |             |           | Resource Recovery Center                               |                            |                                                |      |
| 3691       | Bauer Built Inc<br>14-390-000-0000-6311                         |             | 76.50     | Trailer Tire Service Call<br>09/23/2019 09/23/2019     | 740037922                  | Miscellaneous Repairs And Maintenan            | N    |
| 3691       | Bauer Built Inc                                                 |             | 76.50     | 1 Transactions                                         |                            |                                                |      |
| 2988       | Bluff Country Newspaper Group<br>14-390-000-0000-6241           |             | 214.99    | HHW Advertising<br>09/16/2019 09/16/2019               | 00649499                   | Advertising                                    | N    |
|            | 14-390-000-0000-6241                                            |             | 545.04    | HHW Advertising<br>09/23/2019 09/23/2019               | 00649500                   | Advertising                                    | N    |
| 2988       | Bluff Country Newspaper Group                                   |             | 760.03    | 2 Transactions                                         |                            |                                                |      |
| 6150       | Cintas Corporation No.2<br>14-390-000-0000-6377                 |             | 17.70     | Uniforms<br>10/04/2019 10/04/2019                      | 4031718564                 | Fees And Service Charges                       | N    |
|            | 14-390-000-0000-6377                                            |             | 13.38     | Uniforms<br>10/11/2019 10/11/2019                      | 4032297386                 | Fees And Service Charges                       | N    |
| 6150       | Cintas Corporation No.2                                         |             | 31.08     | 2 Transactions                                         |                            |                                                |      |
| 82132      | Fillmore Co Journal, Sethre Media Group<br>14-390-000-0000-6241 |             | 238.92    | HHW Advertising<br>09/16/2019 09/16/2019               | 103449                     | Advertising                                    | N    |
|            | 14-390-000-0000-6241                                            |             | 238.92    | HHW Advertising<br>09/23/2019 09/23/2019               | 103750                     | Advertising                                    | N    |
| 82132      | Fillmore Co Journal, Sethre Media Group                         |             | 477.84    | 2 Transactions                                         |                            |                                                |      |
| 5504       | HARTER'S TRASH & RECYCLING INC<br>14-390-000-0000-6374          |             | 18,171.22 | September 2019 Trash<br>09/04/2019 09/30/2019          | 0000378510                 | Landfill Tipping Fees                          | N    |
| 5504       | HARTER'S TRASH & RECYCLING INC                                  |             | 18,171.22 | 1 Transactions                                         |                            |                                                |      |
| 5873       | Hatzenbihler/Andrew<br>14-390-000-0000-6335                     |             | 116.00    | October 2019 Mileage-Training<br>10/09/2019 10/09/2019 |                            | Employee Automobile Allowance                  | N    |
| 5873       | Hatzenbihler/Andrew                                             |             | 116.00    | 1 Transactions                                         |                            |                                                |      |
| 5941       | MN Dept Of Commerce<br>14-390-000-0000-6377                     |             | 481.00    | Scale Inspection                                       | DEV-00046382               | Fees And Service Charges                       | N    |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                           | Rpt  | Warrant Description | Invoice #                               | Account/Formula Descripti | 1099                              |
|--------|--------------------------------|------|---------------------|-----------------------------------------|---------------------------|-----------------------------------|
| No.    | Account/Formula                | Accr | Amount              | Service Dates                           | Paid On Bhf #             | On Behalf of Name                 |
| 5941   | MN Dept Of Commerce            |      | 481.00              | 09/25/2019 09/25/2019<br>1 Transactions |                           |                                   |
| 3206   | S & A Petroleum                |      |                     |                                         |                           |                                   |
|        | 14-390-000-0000-6561           |      | 69.98               | Forklift LP                             | 89343,89865               | Gasoline Diesel And Other Fuels N |
|        |                                |      |                     | 09/06/2019 09/27/2019<br>1 Transactions |                           |                                   |
| 3206   | S & A Petroleum                |      | 69.98               |                                         |                           |                                   |
| 390    | DEPT Total:                    |      | 20,183.65           | Resource Recovery Center                | 8 Vendors                 | 11 Transactions                   |
| 391    | DEPT                           |      |                     | Score Grant Program                     |                           |                                   |
| 5504   | HARTER'S TRASH & RECYCLING INC |      |                     |                                         |                           |                                   |
|        | 14-391-000-0000-6861           |      | 16,155.68           | September 2019 Recycling                | 0000378510                | Recycling Operation Expense N     |
|        |                                |      |                     | 09/04/2019 09/30/2019<br>1 Transactions |                           |                                   |
| 5504   | HARTER'S TRASH & RECYCLING INC |      | 16,155.68           |                                         |                           |                                   |
| 6351   | Southern Minnesota Recycling   |      |                     |                                         |                           |                                   |
|        | 14-391-000-0000-6861           |      | 545.00              | Appliance Recycling                     |                           | Recycling Operation Expense N     |
|        |                                |      |                     | 09/06/2019 09/27/2019<br>1 Transactions |                           |                                   |
| 6351   | Southern Minnesota Recycling   |      | 545.00              |                                         |                           |                                   |
| 391    | DEPT Total:                    |      | 16,700.68           | Score Grant Program                     | 2 Vendors                 | 2 Transactions                    |
| 14     | Fund Total:                    |      | 36,884.33           | Sanitation Fund                         |                           | 13 Transactions                   |
|        | Final Total:                   |      | 512,967.45          | 138 Vendors                             | 276 Transactions          |                                   |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 91,584.84     | County Revenue Fund  |                    |
|               | 12          | 1,604.67      | INFRA FUND           |                    |
|               | 13          | 382,893.61    | County Road & Bridge |                    |
|               | 14          | 36,884.33     | Sanitation Fund      |                    |
|               | All Funds   | 512,967.45    | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

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1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor | Name                                                        | Rpt  |           | Warrant Description                                     | Invoice #     | Account/Formula Descripti         | 1099 |
|--------|-------------------------------------------------------------|------|-----------|---------------------------------------------------------|---------------|-----------------------------------|------|
| No.    | Account/Formula                                             | Accr | Amount    | Service Dates                                           | Paid On Bhf # | On Behalf of Name                 |      |
| 4855   | B&B Olympic Bowl<br>01-251-000-0000-6379                    |      | 3,756.00  | Sept 2019 Board of Prisoners<br>09/01/2019 09/30/2019   |               | Board Of Prisoners                | N    |
| 4855   | B&B Olympic Bowl                                            |      | 3,756.00  | 1 Transactions                                          |               |                                   |      |
| 3219   | Centurylink<br>01-251-000-0000-6203                         |      | 62.59     | Sheriff's Phone Long Distance<br>08/23/2019 09/23/2019  | 1477261248    | Telephone                         | N    |
|        | 01-149-000-0000-6203                                        |      | 190.69    | Sept 2019 Courthouse Phone<br>08/24/2019 09/23/2019     | 1477261341    | Telephone                         | N    |
|        | 01-149-000-0000-6203                                        |      | 166.41    | Sept 2019 FCOB Phone<br>08/24/2019 09/23/2019           | 1477261964    | Telephone                         | N    |
| 3219   | Centurylink                                                 |      | 419.69    | 3 Transactions                                          |               |                                   |      |
| 85440  | Centurylink<br>01-203-000-0000-6203                         |      | 47.58     | Spring Valley Sheriff's Phone<br>09/26/2019 10/25/2019  | 301264120     | Telephone                         | N    |
|        | 01-149-000-0000-6203                                        |      | 897.08    | Courthouse Phone<br>09/26/2019 10/25/2019               | 301269347     | Telephone                         | N    |
|        | 01-251-000-0000-6203                                        |      | 70.50     | Sheriff's Phone 901 Houston St<br>09/26/2019 10/25/2019 | 406899378     | Telephone                         | N    |
| 85440  | Centurylink                                                 |      | 1,015.16  | 3 Transactions                                          |               |                                   |      |
| 4441   | Independent Emergency Services, LLC<br>01-201-000-0000-6310 |      | 100.00    | October 2019 911 Service<br>10/01/2019 10/31/2019       | 200-0223      | Contract Repairs And Maintenance  | Y    |
| 4441   | Independent Emergency Services, LLC                         |      | 100.00    | 1 Transactions                                          |               |                                   |      |
| 1479   | Loffler Companies, Inc<br>01-149-000-0000-6235              |      | 700.60    | Copier Usage 9/1/19 to 9/30/19<br>09/01/2019 09/30/2019 | 3231351       | Copy Machine - Copies BW and Coli | N    |
| 1479   | Loffler Companies, Inc                                      |      | 700.60    | 1 Transactions                                          |               |                                   |      |
| 84358  | Mayo Clinic-MrI<br>01-230-000-0000-6285                     |      | 15,677.59 | 3rd Qtr 2019 Autopsy Service<br>07/01/2019 09/30/2019   | 0000003463    | Professional Fees                 | N    |
| 84358  | Mayo Clinic-MrI                                             |      | 15,677.59 | 1 Transactions                                          |               |                                   |      |
| 6094   | MN Energy Resources Corporation<br>01-111-000-0000-6255     |      | 120.85    | Crthouse & FCOB Natural Gas                             | 2789419325    | Gas                               | N    |



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 1 County Revenue Fund

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## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor        | Name                                            | Rpt  |           | Warrant Description                                                    | Invoice #     | Account/Formula Descripti | 1099 |
|---------------|-------------------------------------------------|------|-----------|------------------------------------------------------------------------|---------------|---------------------------|------|
| No.           | Account/Formula                                 | Accr | Amount    | Service Dates                                                          | Paid On Bhf # | On Behalf of Name         |      |
| 6094          | MN Energy Resources Corporation                 |      | 120.85    | 08/23/2019 09/20/2019<br>1 Transactions                                |               |                           |      |
| 5294          | RELX Inc.DBA LexisNexis<br>01-091-000-0000-6451 |      | 198.00    | Lexis Nexis Subscription<br>09/01/2019 09/30/2019<br>1 Transactions    | 3092230438    | Reference Materials       | N    |
| 5294          | RELX Inc.DBA LexisNexis                         |      | 198.00    |                                                                        |               |                           |      |
| 4322          | Selco<br>01-506-000-0000-6812                   |      | 58,452.25 | 4th Qtr 2019 County Funding<br>10/01/2019 12/31/2019<br>1 Transactions | 046980        | Selco - Walk In           | N    |
| 4322          | Selco                                           |      | 58,452.25 |                                                                        |               |                           |      |
| 1 Fund Total: |                                                 |      | 80,440.14 | County Revenue Fund                                                    | 9 Vendors     | 13 Transactions           |      |

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 13 County Road & Bridge

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor No.     | Name<br>Account/Formula                          | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|----------------|--------------------------------------------------|------|---------------|--------------------------------------|----------------------------|------------------------------------------------|------|
| 2208           | Canton City - Hwy dept<br>13-330-000-0000-6251   |      | 61.23         | utilities                            | 125645                     | Electricity                                    | N    |
| 2208           | Canton City - Hwy dept                           |      | 61.23         | 1 Transactions                       |                            |                                                |      |
| 396            | City of Ostrander<br>13-320-000-0000-6344        |      | 5,384.79      | 601-035 M/C #12                      | 21-2019                    | Sap Municipal Construction                     | N    |
|                | 13-320-000-0000-6344                             |      | 629.56        | 603-004 M/C #12                      | 21-2019                    | Sap Municipal Construction                     | N    |
|                | 13-000-000-0000-2101                             |      | 6,014.36      | 601-35/603-004 Ost. LRIP #6          | 22-2019                    | Due To Other Govt Units (Acc)                  | N    |
|                |                                                  |      |               | 08/01/2019 08/31/2019                |                            |                                                |      |
| 396            | City of Ostrander                                |      | 12,028.71     | 3 Transactions                       |                            |                                                |      |
| 7542           | Fillmore Co Treasurer<br>13-330-000-0000-6561    |      | 682.58        | September fuel tax                   |                            | Gasoline Diesel And Other Fuels                | N    |
| 7542           | Fillmore Co Treasurer                            |      | 682.58        | 1 Transactions                       |                            |                                                |      |
| 3388           | Minnowa Construction Inc<br>13-320-000-0000-6343 |      | 120,410.41    | 601-030 R/C #2                       |                            | Regular Construction Contracts                 | N    |
|                |                                                  |      |               | 10/11/2019 10/11/2019                |                            |                                                |      |
| 3388           | Minnowa Construction Inc                         |      | 120,410.41    | 1 Transactions                       |                            |                                                |      |
| 1487           | Waste Management - WI-MN<br>13-330-000-0000-6251 |      | 71.02         | utilities                            | 37596353000                | Electricity                                    | N    |
| 1487           | Waste Management - WI-MN                         |      | 71.02         | 1 Transactions                       |                            |                                                |      |
| 13 Fund Total: |                                                  |      | 133,253.95    | County Road & Bridge                 | 5 Vendors                  | 7 Transactions                                 |      |

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14 Sanitation Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| Vendor         | Name                 |      | Rpt |            | Warrant Description   | Invoice #       | Account/Formula Descripti | 1099 |
|----------------|----------------------|------|-----|------------|-----------------------|-----------------|---------------------------|------|
| No.            | Account/Formula      | Accr |     | Amount     | Service Dates         | Paid On Bhf #   | On Behalf of Name         |      |
| 85440          | Centurylink          |      |     | 143.64     | RRC Sept 2019 Phone   | 301270054       | Telephone                 | N    |
|                | 14-390-000-0000-6203 |      |     |            | 09/26/2019 10/25/2019 |                 |                           |      |
| 85440          | Centurylink          |      |     | 143.64     | 1 Transactions        |                 |                           |      |
| 14 Fund Total: |                      |      |     | 143.64     | Sanitation Fund       | 1 Vendors       | 1 Transactions            |      |
| Final Total:   |                      |      |     | 213,837.73 | 15 Vendors            | 21 Transactions |                           |      |

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 80,440.14     | County Revenue Fund  |                    |
|               | 13          | 133,253.95    | County Road & Bridge |                    |
|               | 14          | 143.64        | Sanitation Fund      |                    |
|               | All Funds   | 213,837.73    | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

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1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

| Vendor | Name                                                           | Rpt  |           | Warrant Description                                    | Invoice #     | Account/Formula Descripti | 1099 |
|--------|----------------------------------------------------------------|------|-----------|--------------------------------------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                                                | Accr | Amount    | Service Dates                                          | Paid On Bhf # | On Behalf of Name         |      |
| 15     | Assoc of MN Counties<br>01-034-000-0000-6245                   |      | 350.00    | AMC Fall Conference - BV & KK<br>10/02/2019 10/02/2019 | 54582         | Registration Fees         | N    |
| 15     | Assoc of MN Counties                                           |      | 350.00    | 1 Transactions                                         |               |                           |      |
| 3219   | Centurylink<br>01-149-000-0000-6203                            |      | 1,343.78  | October Phone Acct#89549526<br>09/08/2019 10/07/2019   | 1478156394    | Telephone                 | N    |
| 3219   | Centurylink                                                    |      | 1,343.78  | 1 Transactions                                         |               |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH<br>01-202-000-0000-6652 |      | 665.19    | Sheriff Data Lines<br>09/02/2019 10/01/2019            | 9839263424    | Squad Car Technology      | N    |
|        | 01-281-000-0000-6203                                           |      | 70.02     | Sheriff Data Lines<br>09/02/2019 10/01/2019            | 9839263424    | Telephone                 | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH                         |      | 735.21    | 2 Transactions                                         |               |                           |      |
| 6676   | Marco - Phones<br>01-149-000-0000-6203                         |      | 3,419.66  | October Phone/Contract<br>10/01/2019 10/31/2019        | 25684432      | Telephone                 | Y    |
| 6676   | Marco - Phones                                                 |      | 3,419.66  | 1 Transactions                                         |               |                           |      |
| 2545   | Marco,Inc<br>01-060-000-0000-6285                              |      | 12,621.72 | Managed IT Servie<br>10/09/2019 11/08/2019             | INV6868812    | Professional Fees         | N    |
| 2545   | Marco,Inc                                                      |      | 12,621.72 | 1 Transactions                                         |               |                           |      |
| 5536   | MiEnergy Cooperative<br>01-251-000-0000-6251                   |      | 100.64    | Radio Tower Electricity<br>09/01/2019 10/01/2019       |               | Electricity               | N    |
| 5536   | MiEnergy Cooperative                                           |      | 100.64    | 1 Transactions                                         |               |                           |      |
| 5397   | MN Office Of Enterprise Technology<br>01-149-000-0000-6203     |      | 1,300.00  | September 2019 WAN Service<br>09/01/2019 09/30/2019    | DV19090402    | Telephone                 | N    |
| 5397   | MN Office Of Enterprise Technology                             |      | 1,300.00  | 1 Transactions                                         |               |                           |      |
| 308    | Preston Public Utilities<br>01-111-000-0000-6251               |      | 5,743.67  | Courthouse Utilities<br>08/29/2019 09/30/2019          |               | Electricity               | N    |

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1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

| Vendor        | Name                                | Rpt  | Amount    | Warrant Description         | Invoice #     | Account/Formula Descripti | 1099 |
|---------------|-------------------------------------|------|-----------|-----------------------------|---------------|---------------------------|------|
| No.           | Account/Formula                     | Accr |           | Service Dates               | Paid On Bhf # | On Behalf of Name         |      |
|               | 01-111-000-0000-6251                |      | 2,635.97  | FCOB Utilities              |               | Electricity               | N    |
|               |                                     |      |           | 08/30/2019 09/30/2019       |               |                           |      |
|               | 01-251-000-0000-6251                |      | 2,115.86  | Jail Utilities              |               | Electricity               | N    |
|               |                                     |      |           | 08/30/2019 09/30/2019       |               |                           |      |
| 308           | Preston Public Utilities            |      | 10,495.50 | 3 Transactions              |               |                           |      |
| 4781          | Pro-West & Associates, Inc          |      |           |                             |               |                           |      |
|               | 01-106-000-0000-6637                |      | 218.14    | GIS Support                 | 003699        | Software Expenses         | N    |
|               |                                     |      |           | 09/01/2019 09/28/2019       |               |                           |      |
| 4781          | Pro-West & Associates, Inc          |      | 218.14    | 1 Transactions              |               |                           |      |
| 437           | Thomson Reuters-West Payment Center |      |           |                             |               |                           |      |
|               | 01-014-000-0000-6451                |      | 365.50    | Sept 2019 West Info Charges | 841065542     | Reference Materials       | N    |
|               |                                     |      |           | 09/01/2019 09/30/2019       |               |                           |      |
| 437           | Thomson Reuters-West Payment Center |      | 365.50    | 1 Transactions              |               |                           |      |
| 1 Fund Total: |                                     |      | 30,950.15 | County Revenue Fund         | 10 Vendors    | 13 Transactions           |      |

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13 County Road & Bridge

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

| Vendor         | Name                     |      | Rpt |          | Warrant Description  | Invoice #     | Account/Formula Descripti     | 1099 |
|----------------|--------------------------|------|-----|----------|----------------------|---------------|-------------------------------|------|
| No.            | Account/Formula          | Accr |     | Amount   | Service Dates        | Paid On Bhf # | On Behalf of Name             |      |
| 396            | City of Ostrander        |      |     |          |                      |               |                               |      |
|                | 13-320-000-0000-6265     |      |     | 974.41   | 603-004 Eng.         | 23-2019       | Consulting                    | N    |
|                | 13-320-000-0000-6265     |      |     | 1,809.62 | 601-035 Eng.         | 23-2019       | Consulting                    | N    |
| 396            | City of Ostrander        |      |     | 2,784.03 | 2 Transactions       |               |                               |      |
| 5536           | MiEnergy Cooperative     |      |     |          |                      |               |                               |      |
|                | 13-300-000-0000-6306     |      |     | 42.81    | electricity          | 302875008     | Radio Tower Repair & Services | N    |
|                | 13-310-000-0000-6251     |      |     | 42.00    | electricity          | 302875011     | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 135.29   | electricity          | 302875012     | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 27.07    | electricity          | 302875013     | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 25.20    | electricity          | 333377001     | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 76.09    | electricity          | 333377002     | Electricity                   | N    |
| 5536           | MiEnergy Cooperative     |      |     | 348.46   | 6 Transactions       |               |                               |      |
| 308            | Preston Public Utilities |      |     |          |                      |               |                               |      |
|                | 13-330-000-0000-6251     |      |     | 553.75   | utilities            | 4458327       | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 41.86    | utilities            | 4473A342      | Electricity                   | N    |
|                | 13-330-000-0000-6251     |      |     | 768.46   | utilities            | 4473B341      | Electricity                   | N    |
| 308            | Preston Public Utilities |      |     | 1,364.07 | 3 Transactions       |               |                               |      |
| 13 Fund Total: |                          |      |     | 4,496.56 | County Road & Bridge | 3 Vendors     | 11 Transactions               |      |

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14 Sanitation Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| Vendor         | Name                     |      | Rpt |        | Warrant Description         | Invoice #     | Account/Formula Descripti | 1099 |
|----------------|--------------------------|------|-----|--------|-----------------------------|---------------|---------------------------|------|
| No.            | Account/Formula          | Accr |     | Amount | Service Dates               | Paid On Bhf # | On Behalf of Name         |      |
| 5152           | AMC                      |      |     |        |                             |               |                           |      |
|                | 14-390-000-0000-6245     |      |     | 175.00 | SWAA Annual Conference - AH | 53817         | Registration Fees         | N    |
|                |                          |      |     |        | 09/25/2019 09/25/2019       |               |                           |      |
| 5152           | AMC                      |      |     | 175.00 | 1 Transactions              |               |                           |      |
| 308            | Preston Public Utilities |      |     |        |                             |               |                           |      |
|                | 14-390-000-0000-6251     |      |     | 416.92 | Transfer Station Utilities  |               | Electricity               | N    |
|                |                          |      |     |        | 08/30/2019 09/30/2019       |               |                           |      |
| 308            | Preston Public Utilities |      |     | 416.92 | 1 Transactions              |               |                           |      |
| 14 Fund Total: |                          |      |     | 591.92 | Sanitation Fund             | 2 Vendors     | 2 Transactions            |      |



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 23 County Airport Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

| Vendor         | Name                                         |      | Rpt |        | Warrant Description          | Invoice #     | Account/Formula Descripti | 1099 |
|----------------|----------------------------------------------|------|-----|--------|------------------------------|---------------|---------------------------|------|
| No.            | Account/Formula                              | Accr |     | Amount | Service Dates                | Paid On Bhf # | On Behalf of Name         |      |
| 5536           | MiEnergy Cooperative<br>23-350-000-0000-6251 |      |     | 311.33 | Electricity 9/1/19 - 10/1/19 |               | Electricity               | N    |
|                |                                              |      |     |        | 09/01/2019 10/01/2019        |               |                           |      |
| 5536           | MiEnergy Cooperative                         |      |     | 311.33 | 1 Transactions               |               |                           |      |
| 23 Fund Total: |                                              |      |     | 311.33 | County Airport Fund          | 1 Vendors     | 1 Transactions            |      |

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73 Greenleafton Septic Projec

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

| Vendor         | Name                 |      | Rpt |        | Warrant Description         | Invoice #     | Account/Formula Descripti | 1099 |
|----------------|----------------------|------|-----|--------|-----------------------------|---------------|---------------------------|------|
| No.            | Account/Formula      | Accr |     | Amount | Service Dates               | Paid On Bhf # | On Behalf of Name         |      |
| 5536           | MiEnergy Cooperative |      |     |        |                             |               |                           |      |
|                | 73-611-000-0000-6251 |      |     | 315.30 | Greenleafton Plant Electric |               | Electricity               | N    |
|                |                      |      |     |        | 08/31/2019 10/01/2019       |               |                           |      |
|                | 73-611-000-0000-6251 |      |     | 43.87  | Plant Grinder Electric      |               | Electricity               | N    |
|                |                      |      |     |        | 09/01/2019 10/01/2019       |               |                           |      |
| 5536           | MiEnergy Cooperative |      |     | 359.17 | 2 Transactions              |               |                           |      |
| 73 Fund Total: |                      |      |     | 359.17 | Greenleafton Septic Project | 1 Vendors     | 2 Transactions            |      |

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91 Economic Development Au

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 8

| Vendor         | Name                                 | Rpt  |           | Warrant Description          | Invoice #       | Account/Formula Descripti | 1099 |
|----------------|--------------------------------------|------|-----------|------------------------------|-----------------|---------------------------|------|
| No.            | Account/Formula                      | Accr | Amount    | Service Dates                | Paid On Bhf #   | On Behalf of Name         |      |
| 2910           | Community And Economic Development . |      |           |                              |                 |                           |      |
|                | 91-705-000-0000-6285                 |      | 9,825.50  | 4th Quarter 2019 EDA Support |                 | Professional Fees         | N    |
|                |                                      |      |           | 10/01/2019 12/31/2019        |                 |                           |      |
| 2910           | Community And Economic Development . |      | 9,825.50  | 1 Transactions               |                 |                           |      |
| 91 Fund Total: |                                      |      | 9,825.50  | Economic Development Authori | 1 Vendors       | 1 Transactions            |      |
| Final Total:   |                                      |      | 46,534.63 | 18 Vendors                   | 30 Transactions |                           |      |

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

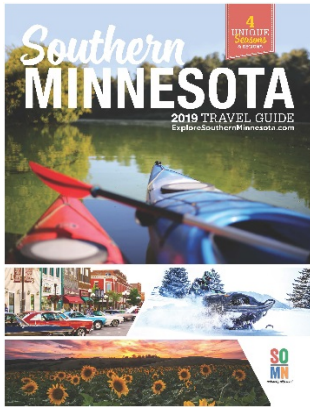
| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                  |              |       |
|---------------|-------------|---------------|------------------------------|--------------|-------|
|               | 1           | 30,950.15     | County Revenue Fund          |              |       |
|               | 13          | 4,496.56      | County Road & Bridge         |              |       |
|               | 14          | 591.92        | Sanitation Fund              |              |       |
|               | 23          | 311.33        | County Airport Fund          |              |       |
|               | 73          | 359.17        | Greenleifton Septic Project  |              |       |
|               | 91          | 9,825.50      | Economic Development Authori |              |       |
|               | All Funds   | 46,534.63     | Total                        | Approved by, | ..... |
|               |             |               |                              |              | ..... |
|               |             |               |                              |              | ..... |



## Southern Minnesota Tourism Association – 2019 SMTA Marketing Plan

**Southern Minnesota** marketing dollars come from \$.05/per capita from the 36 Counties of Southern Minnesota. It is a collective investment in Tourism Marketing of Southern Minnesota. SMTA implements an annual Tourism Marketing Plan that leverages funding from the 36 counties that make up SMTA for a total marketing plan valued at **\$66,329**.

**2019 Investment by SMTA = \$25,000    Marketing Plan Valued at = \$66,329**



### 2019 Southern Minnesota Guide

- 55,000 Guides Distributed at Explore Minnesota Welcome Centers
- 50,000 copies polybagged with 9 issues of metro area community magazines: *City South, Edina, Lake Minnetonka, Maple Grove, Plymouth, Southwest Metro, St. Croix Valley, White Bear Lake & Woodbury*
- Banner Ads on all 9 metro area community magazine's websites, with a link to the digital edition
- Mailed to visitor/consumer requests for the Southern Minnesota Travel Guide from ExploreMinnesota.com & ExploreSouthernMinnesota.com

### Metro Bus Wraps – Omaha, Nebraska

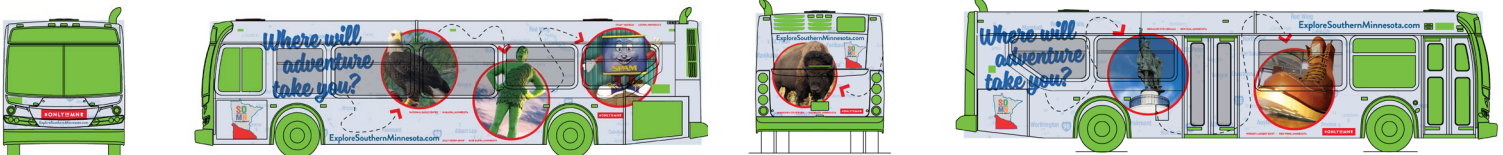
Value = \$30,160

SMTA Investment = \$17,474.32

Explore Minnesota Match = \$2,485.68

Savings: 42%

- Awareness campaign in the Omaha, NE area
- Drive consumers to ExploreSouthernMinnesota.com



### Take 5 Media Digital Email Marketing

Value = \$31,369

SMTA Investment = \$7,500

Savings: 76%

- 562,924 Impressions Ordered
- May & August emails targeted to Omaha, NE/ Des Moines, Cedar Falls, Waterloo, IA/LaCrosse, Eau Claire, Madison, Milwaukee, WI Markets
- Display Ad Retargeting



Make all checks to **Southern Minnesota Tourism Association**. If you have any questions please contact Lisa Havelka at [lisa.havelka@state.mn.us](mailto:lisa.havelka@state.mn.us) or 1-888-975-6766



# Southern Minnesota Tourism Association

[www.ExploreSouthernMinnesota.com](http://www.ExploreSouthernMinnesota.com)

May 28, 2019

Dear Southern Minnesota County,

Thank you for your County's continued support of funding of the Southern Minnesota Tourism Association (SMTA). Based on SMTA's funding model we would ask \$.05/per capita based on the population of the 2010 Census (invoice included). We always encourage full per capita funding but appreciate the level of support your County can make to Southern Minnesota Tourism Association Regional Tourism Marketing efforts.

Your contribution to the Southern Minnesota Tourism Association directly benefits economic development in your county and the entire state. Tourism is a \$15.3 billion industry in Minnesota employing over 270,000 people in Minnesota's Leisure and Hospitality Industry.

With the assistance of Explore Minnesota State Tourism, SMTA implements an annual Marketing Plan that ranges between \$20-30,000 and includes print, digital, content, and other advertising and marketing strategies. The current target audience for SMTA marketing includes the Omaha, NE, Des Moines, Ames, Cedar Falls and Waterloo, IA, La Crosse, Eau Claire, Madison and Milwaukee, WI and the Minnesota metro area. The current SMTA Marketing plan is included for reference.

Through the marketing efforts of the Southern Minnesota Tourism Association, Explore Minnesota, and individual communities and tourism organizations in southern Minnesota your County's appropriation allows us to market the entire southern region of Minnesota as a viable travel destination to non-resident and resident travelers.

Marketing tourism is an investment in the economy of your county and we appreciate your support of southern Minnesota tourism.

Thank you,

*Lisa Havelka*

Explore Minnesota Southern Regional Manager  
Southern Minnesota Tourism Association



*Treasurer Office: Harmony Area Chamber of Commerce, P.O. Box 141, Harmony, MN 55939*

We are a 501(c)(3) not-for-profit organization consisting of representatives from the towns along the Root River and Harmony-Preston Valley state trails. We meet monthly to plan the promotion of this bike trail system as a regional destination, to link people to an outdoor experience, and to foster community connections.

Fillmore County's support of \$2,000 is significant towards our efforts in promoting our area, bringing in visitors, and leveraging state grant dollars for marketing.

#### About our promotional efforts:

- We utilize marketing tools to reach audiences in Minnesota, surrounding states, and beyond!
- View our website **[www.rootrivertrail.org](http://www.rootrivertrail.org)**, with the content and an events calendar maintained cooperatively by each town's representative. In 2019 we have experienced a 78% increase in users coming to our website. We have had close to 30,000 users in 2019. Of those users, more than 20% are coming from states outside of Minnesota.
- Our Facebook page continues to gain followers each month, and we now have more than 3,830 followers with whom we regularly connect. Our post about the 60-Mile Garage Sale in mid-June reached over 45,000 people through shares and paid promotion.
- Our quarterly e-newsletter has over 7,000 subscribers interested in updates about the trail system and our area.
- In 2019, our print ads can be found in the *Minnesota Travel* and *Southern Minnesota* official guides, *Inspired* magazine, RAGBRAI official participant guide, and the Post Bulletin 507 entertainment guide. Membership with Explore La Crosse allows us an online presence on that website and brochure distribution throughout the La Crosse area. Digital ads have been placed on RAGBRAI's website and mobile app and MN Trails' website. We also maintain a paid, expanded listing on Explore MN Tourism's website.
- In 2019, we partnered with Shrpa (<https://shrpa.com/>) and now have multiple suggested day trip itineraries in our area available through this mobile app.
- Our volunteers operate a booth at events, such as RAGBRAI in Cresco in 2017 and the International Owl Festival each March since 2015.
- Our infographic handout on the Top 9 things to do along the Root River Trail Towns was created for the 2018 Minnesota Bike & Walk Conference but continues to be used for other groups visiting our area.

#### About our events:

- Taste of the Trail has been held on three September Saturdays since 2011. Visitors receive a "taste" of each town with activities, food, and music. 2019 events are September 7 in



Peterson, Whalan, and Lanesboro; September 14 in Harmony, Preston, and Fountain; and September 21 in the Rushford Area and Houston.

- Since 2015, Trail Towns has organized the 60-Mile Garage Sale. This event has grown in popularity and brings more and more people through our scenic valleys for two days each June.
- We conduct a trail-wide community cleanup every spring. In each town, volunteers are organized to spruce up the trail and public spaces within the towns.

About our organization:

- The nine towns participating are Harmony, Preston, Fountain, Lanesboro, Whalan, Rushford Village, Peterson, Rushford and Houston. A Minnesota Department of Natural Resources Parks & Trails Division representative attends several Trail Towns' meetings.
- Root River Trail Towns has little overhead. There is no central office and no paid staff. Instead, the towns' representatives share their time, expertise and talent to conduct the work and objectives of the organization. The Harmony Area Chamber of Commerce has served as the organization's treasurer, recording income and expenses and producing reports for meetings.
- We promote biking and healthy lifestyles through the BikeShare Program, in conjunction with the cities of Fountain, Preston, Harmony, Rushford and Peterson. Bicycles are available to borrow, free of charge, in each of these communities.
- Funding comes from contributions from all nine towns; a contribution from Fillmore County; businesses that pay for an advertisement on our website; and an Explore MN Tourism matching grant for marketing efforts.

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 10/22/2019      Amount of time requested (minutes):

Dept.:       Prepared By:

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

Consent Agenda:

Documentation  
(Yes/No):

1.

Regular Agenda:

Documentation  
(Yes):

1. Consider approval of Foster Care Transportation Agreement between Fillmore County and Mabel-Canton Public Schools      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)

FOSTER CARE TRANSPORTATION AGREEMENT  
MABEL-CANTON PUBLIC SCHOOLS ISD #238 & FILLMORE COUNTY

THIS AGREEMENT is entered into by Mabel-Canton Public Schools Independent School District #238, 316 W. Fillmore Ave, Mabel, MN, 55954 ("District") and Fillmore County Human Services, 902 Houston Street Northwest Suite 1, Preston, Minnesota, 55965 ("County").

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act, the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded, including the use of child welfare funding to cover costs for such transportation provided by the District and County agree to share the costs of the transportation. This agreement outlines the developed agreement about shared costs of transporting youth in foster care to and from school.

NOW, THEREFORE, in consideration of the mutual covenant herein, it is agreed by and between the parties hereto as follows:

**TERM:** The term of this Agreement shall be from July 1, 2019 through June 30, 2020.

**EDUCATION PLACEMENT DECISIONS:** The County is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and educational continuity for the child, unless contrary to the child's best interests. The County will notify the District upon placement of a resident student in foster care outside of District boundaries.

If the County is considering moving a child to a new educational placement, appropriate representatives of the county will consult with appropriate District contacts prior to changing the placement as part of gathering input about the best interests of the child in relation to their school placement. The District will provide information about the appropriateness of the child's current educational placement.

**SERVICES:** Transportation Services will be arranged for and provided by the District for the resident students residing in foster care placement outside of District boundaries. The District will determine the most appropriate form of transportation, including but not limited to transporting with a district van or bus or contracting with a third party carrier, taking into consideration student safety, cost and practicability. The District and the County will share the transportation costs.

**PAYMENT FOR SERVICES:** The District and County agree to split the costs of the transportation services provided by the District, including but not limited to driver salary and

benefits, mileage, and third party carriers as appropriate. The County will reimburse the District 50 percent of the daily cost of transportation.

The District will submit itemized invoices to the County on a monthly basis. The invoices will detail the date of each trip. Payment shall be made within 30 days of receipt of the invoice.

**INDEMNIFICATION:** Each party shall be liable for its own acts and the acts of its representatives to the extent provided by law and hereby agrees to indemnify, hold harmless, and defend each other, its officers, employees and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its officers, employees and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, employees or volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

**TERMINATION OF CONTRACT:** Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

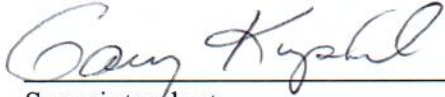
**STANDARDS:** The District and the County shall comply with all applicable State statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

**DATA PRACTICES:** All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or County because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.



IN WITNESS WHEREOF, the parties have caused this contract to be duly executed  
intending to be bound thereby.

Approved As To Form And Execution:



Superintendent

Mabel-Canton Public Schools ISD #238

Dated: 10/16/19

Director

Fillmore County Health & Human Services

Dated: \_\_\_\_\_

Chair

Fillmore County Board of Commissioners

Dated: \_\_\_\_\_

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 10/22/2019      Amount of time requested (minutes): 10

Dept.: Fillmore County Public Health      Prepared By: Jessica Erickson, DON

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

1. Resolution for approval of Fillmore County Advisory Committee
2. Approve membership of
  - a. Vonnie Aug
  - b. Jason Marquardt
  - c. Sarah Delaney
  - d. Ann Lechner
  - e. Dawn Kullot
  - f. Melissa Hammell
  - g. Stephanie Jakim – Medical Director

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 PUBLIC HEALTH ADVISORY COMMITTEE

## BYLAWS

### Article I Mission and Powers

The purpose of the Fillmore County Public Health Advisory Committee is to advocate for health and provide health recommendations to Fillmore County Public Health and the Fillmore County Board of Health in order to improve health outcomes among Fillmore County residents.

The Fillmore County Advisory Committee:

- Serves as advisory council as required by specific public health programs, grants, or statutes.
- Gathers health-related information from the public and shares it with public health staff and the Board.
- Identifies public health service needs and their development, evaluation, coordination, and integration;
- Reviews and provides timely recommendations regarding the required Local Public Health Assessment and Planning process;
- Recommends development and implementation of policies and procedures that promote and protect the health of residents;
- Supports efforts that advance in health equity;
- Serves as an advocate and ambassador for public health within Fillmore County by promoting the public health mission, services, and activities.

### Article II Membership and Representation

The Advisory Committee shall be comprised of the public health director, one public health staff, the medical consultant, at least one county commissioner, and at least one appointed member per commissioner district.

The Public Health Director may make membership recommendations to the Fillmore County Commissioners. The Fillmore County Commissioners makes membership appointments.

Members may serve as individuals or on behalf of an organization. The advisory group shall consist of members with a wide range of skills, abilities, community knowledge, professions, and diversity. Diverse membership from the following sectors is recommended: Business, Community Leadership, Cultural and Faith, Education, Early Childhood, Health Care, Housing and Sheltering, Government, Behavioral Health, Public Safety and Emergency Management, Senior Services, Social Services, or Volunteer Organizations.

Advisory Committee members will be appointed for two-year terms and may remain on the committee for an indefinite period of time.

Resignation from the committee must be submitted electronically or in writing to the Director of Fillmore County Public Health.

There shall be a chairperson who shall be elected for a term of one year. Election for the chairperson will be held annually. In the absence of the chair, the Fillmore County Public Health Director will facilitate the duties of the chairperson until a new chair is

elected. Secretarial duties will be assumed or designated by the Fillmore County Public Health Director.

A chairperson shall preside at all Advisory Committee meetings. He/she will also aid in agenda development, appoint sub-committees as needed, sign reports or documents as authorized by the Advisory Committee.

### Article III Meetings

There shall be four meetings per year unless extenuating circumstances occur. Meetings will be held on such dates, times, and locations as determined by the Advisory Committee. Special meetings may be called by the chairperson or upon request of two or more Advisory Committee members.

Notice of meetings shall be emailed to each Advisory Committee member at least seven calendar days prior to the date of the meeting.

Meetings are subject to Minnesota Statutes 13D. Open Meeting Law. All proceedings of the Advisory Committee or subcommittees of the Board shall be open to the public.

A quorum shall consist of the Advisory Committee Members present. Each Advisory Committee member shall be entitled to one vote within a consensus model. Unanimous consent or dissent will determine the outcome of actionable agenda items.

The minutes of each meeting shall be prepared by the Public Health Director's designee and distributed to Advisory Committee members after each meeting. Minutes shall not be deemed to be correct until adopted at a meeting of the committee. Minutes shall be retained permanently by Fillmore County as established by Minnesota Historical Society Record Retention Schedules.

### Article IV Compensation

Advisory Committee members shall receive such per diem allowance and travel expense allowance as the Fillmore County Board of Commissioners may determine and such as is consistent with Minnesota Law.

### Article V Amendment of Bylaws

Bylaws will be reviewed annually and amended as needed. These Bylaws may be amended by the majority vote of the members present at any meeting of the committee at which a quorum is present, provided that notice of the meeting shall state the proposed amendment, and the fact that it is to be voted upon at the meeting.



This agreement is made effective this 22 day of October 2019 by the Fillmore County Public Health Advisory Committee, Fillmore County Public Health, and Fillmore County Board of Commissioners until amended or rescinded.

COUNTY OF FILLMORE  
BOARD OF COMMISSIONERS  
COMMITTEE

COUNTY OF FILLMORE  
PUBLIC HEALTH ADVISORY

---

Chairperson

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

---

Chairperson

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

COUNTY OF FILLMORE  
DIRECTOR OF PUBLIC HEALTH

COUNTY OF FILLMORE  
ATTORNEY

---

Director of Nursing

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

---

County Attorney

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

**RESOLUTION**

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

Date \_\_\_\_\_ Resolution No. 2019-XXX

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

WHEREAS; Fillmore County has elected to create a Public Health Advisory Committee, whose purpose is to strive to improve health among Fillmore County residence by advocating for and providing health recommendations to Fillmore County Board of Health

WHEREAS; the Advisory Committee shall be comprised of the public health director, one public health staff, the medical consultant, at least one county commissioner, and at least one appointed member per commissioner district.

NOW, THEREFORE, BE IT RESOLVED , that the Fillmore County Board of Commissioners hereby adopts the Fillmore County Public Health Advisory Committee Bylaws.

***SEE ATTACHED***

**VOTING AYE**

Commissioners      Bakke ☐      Prestby ☐      Dahl ☐      Lentz ☐      Hindt ☐

**VOTING NAY**      Bakke ☐      Prestby ☐      Dahl ☐      Lentz ☐      Hindt ☐  
Commissioners

---

STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the \_\_\_\_ day of \_\_\_\_\_, 2019.

Witness my hand and official seal at Preston, Minnesota the \_\_\_\_ day of \_\_\_\_\_, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk  
Fillmore County Board of Commissioners

FILLMORE COUNTY PUBLIC HEALTH ADVISORY COMMITTEE  
BYLAWS

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Amendment of Bylaws

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COUNTY OF FILLMORE  
BOARD OF COMMISSIONERS

COUNTY OF FILLMORE  
PUBLIC HEALTH ADVISORY COMMITTEE

\_\_\_\_\_  
Chairperson

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

\_\_\_\_\_  
Chairperson

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

COUNTY OF FILLMORE  
DIRECTOR OF PUBLIC HEALTH

COUNTY OF FILLMORE  
ATTORNEY

\_\_\_\_\_  
Director of Nursing

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

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

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

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 10/22/2019

Amount of time requested (minutes): 10 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.

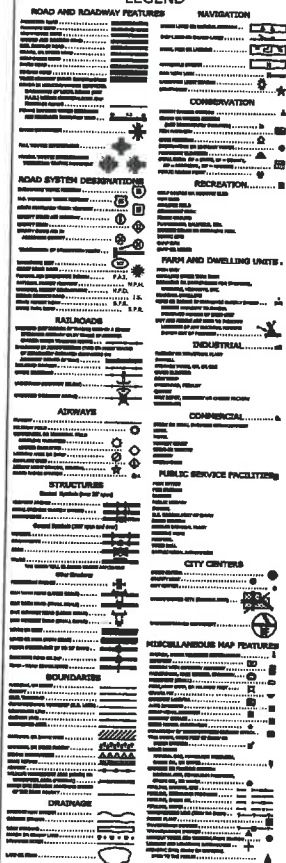
## Highway Department

1. Review and consider approving the parking lot replacement on the upper and lower parking lots at the Fillmore County Office building with possible action.
2. Request approval to advertise for the Township Bridge # L-9070 Replacement Project on the Canton/Harmony Township Line, SAP 023-599-207.
3. Request approval to advertise the replacement of Bridge #88935 on CR 104 in Pilot Mound Township, LOST 88935-104.
4. Request approval to advertise the replacement of Bridge #1339 on CR 101 in Jordan Township, LOST 1339-101.
5. Request approval to advertise for the year 2020 Sealcoat Program which includes CSAH 8,11,17,21,2,4,5,10, municipal17,25, and 35 totaling = 45.13 miles.

## Airport Department

Check e-mail for supporting documentation. **See attached documents.** Bid results will be available on Monday after the bid opening.

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.**



| PAY_ITEM_ID    | NOTES | DESCRIPTION                               | QUANTITY | UNIT |
|----------------|-------|-------------------------------------------|----------|------|
| 2021.501/00010 |       | MOBILIZATION                              | 1        | LS   |
| 2104.503/00205 | 1,2   | SAWING BITUMINOUS PAVEMENT (FULL DEPTH)   | 294      | L F  |
| 2104.503/00315 |       | REMOVE CURB AND GUTTER                    | 417      | L F  |
| 2104.504/00120 | 10    | REMOVE BITUMINOUS PAVEMENT                | 1736     | SY   |
| 2104.518/00140 |       | REMOVE CONCRETE WALK                      | 96       | S F  |
| 2106.507/00010 |       | EXCAVATION - COMMON                       | 70       | CY   |
| 2112.604/00010 | 7     | SUBGRADE PREPARATION                      | 4300     | SY   |
| 2211.509/00070 | 8     | AGGREGATE BASE CLASS 5                    | 300      | TON  |
| 2215.504/00010 | 6     | FULL DEPTH RECLAMATION                    | 2509     | S Y  |
| 2360.509/23300 | 3     | TYPE SP 12.5 WEARING COURSE MIXTURE (3;C) | 821      | TON  |
| 2511.509/00011 |       | RANDOM RIPRAP CLASS 1                     | 74       | TON  |
| 2521.518/00040 |       | 4" CONCRETE WALK                          | 1505     | S F  |
| 2521.518/00060 |       | 6" CONCRETE WALK                          | 192      | S F  |
| 2531.503/02001 | 4     | CONCRETE CURB AND GUTTER DESIGN SPECIAL 1 | 129      | L F  |
| 2531.503/02315 | 9     | CONCRETE CURB AND GUTTER DESIGN B618      | 426      | L F  |
| 2545.503/01103 |       | 4" NON-METALLIC CONDUIT                   | 180      | LF   |
| 2575.501/00020 | 5     | TURF ESTABLISHMENT                        | 1        | LS   |

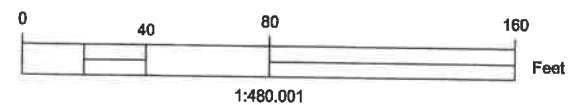
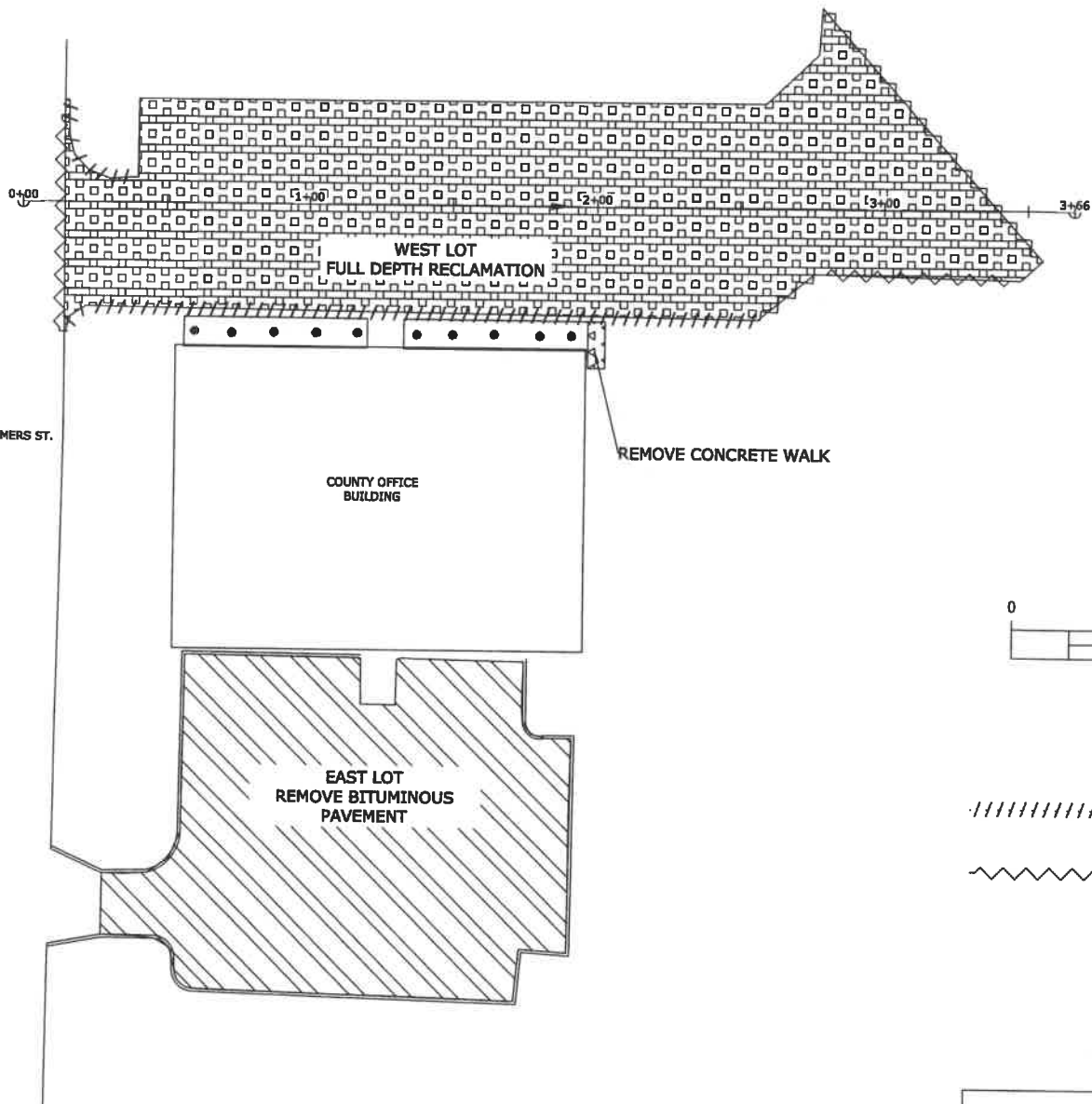
| ITEM                                      | QUANTITY: WEST LOT | UNIT | QUANTITY: EAST LOT | UNIT |
|-------------------------------------------|--------------------|------|--------------------|------|
| SAWING BITUMINOUS PAVEMENT (FULL DEPTH)   | 294                | LF   |                    | LF   |
| REMOVE CURB AND GUTTER                    | 292                | LF   | 125                | LF   |
| REMOVE CONCRETE WALK                      | 96                 | SF   |                    | SF   |
| EXCAVATION - COMMON                       | 70                 | CY   |                    | CY   |
| RANDOM RIPRAP CLASS 1                     | 74                 | TON  |                    | TON  |
| AGGREGATE BASE CLASS 5                    | 250                | TON  | 50                 | TON  |
| FULL DEPTH RECLAMATION                    | 2509               | SY   |                    | SY   |
| REMOVE BITUMINOUS PAVEMENT                |                    | SY   | 1791               | SY   |
| TYPE SP 12.5 WEARING COURSE MIXTURE (3;C) | 511                | TON  | 310                | TON  |
| 4" CONCRETE WALK                          | 1505               | SF   |                    | SF   |
| 6" CONCRETE WALK                          | 192                | SF   |                    | SF   |
| CONCRETE CURB AND GUTTER DESIGN SPECIAL 1 | 129                | LF   |                    | LF   |
| CONCRETE CURB AND GUTTER DESIGN B618      | 301                | LF   | 125                | LF   |
| 4" NON-METALLIC CONDUIT                   | 180                | LF   |                    | LF   |
| TURF ESTABLISHMENT                        | 0.8                | LS   | 0.2                | LS   |

| CONSTRUCTION NOTES |                                                                                                                                                                                                                                                    |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                  | Quantity of sawing bituminous pavement shown in the plans is approximate. Saw-cut locations and lengths shall be determined by the engineer in the field.                                                                                          |
| 2                  | Saw cut bituminous pavement at the South terminus of the project at the entrance to Farmer's Street. Saw cut along DNR parking lot. Saw cut North terminus of the project along the Northwest side of the concrete curb and gutter design special. |
| 3                  | Quantities have been increased 5% to account for irregularities.                                                                                                                                                                                   |
| 4                  | Concrete curb and gutter design special refers to the concrete drainage swale at the North end of the project. See typical section on sheet 4 for details.                                                                                         |
| 5                  | Turf establishment shall consist of establishing vegetation in the grass swale and touching up landscaping adjacent to the sidewalk and the curb and gutter in the radii of the tie-ins to Farmers Street.                                         |
| 6                  | Reclaim 5-6" of existing bituminous surface and aggregate base. Reclaimed material will be left in place and graded for use as aggregate base for new bituminous mixture.                                                                          |
| 7                  | Subgrade preparation shall consist of shaping watering and compacting aggregate base prior to paving.                                                                                                                                              |
| 8                  | The quantity is an estimate of the aggregate base needed to adjust parking lot grades to facilitate drainage. Actual quantity to be used shall be determined by the engineer in the field.                                                         |
| 9                  | In the East parking lot the contractor shall replace individual segments of the in-place curb and gutter as directed by the engineer in the field.                                                                                                 |
| 10                 | Removed bituminous pavement shall become the property of the contractor.                                                                                                                                                                           |

| STANDARD PLATES |                                       |
|-----------------|---------------------------------------|
| PLATE #         | TITLE                                 |
| 7100H           | Concrete curb & Gutter (Design B & V) |

HOUSTON ST.

FARMERS ST.



- //////////////////// REMOVE CURB & GUTTER
- ~~~~~ SAWING BITUMINOUS PAVEMENT



CERTIFIED BY \_\_\_\_\_ REG. NO. 26799 20 \_\_\_\_  
PROFESSIONAL ENGINEER

h:\my documents\highway projects\grading\1018\_county\_compas\source  
drawings\parking lot removals 10/4/19

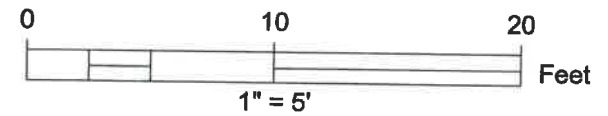
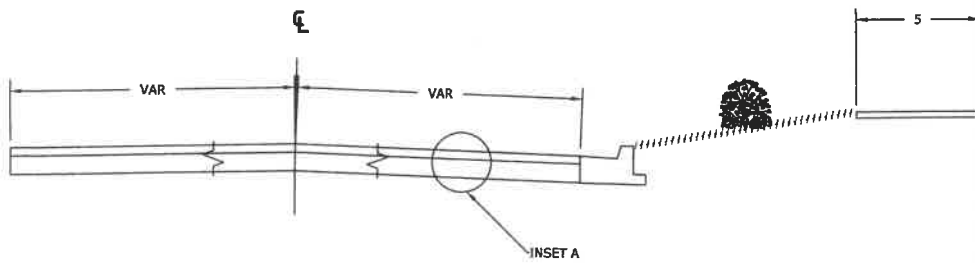
REMOVALS

FILLMORE COUNTY PARKING LOT

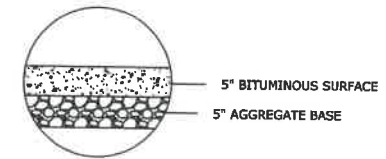
3 of 7



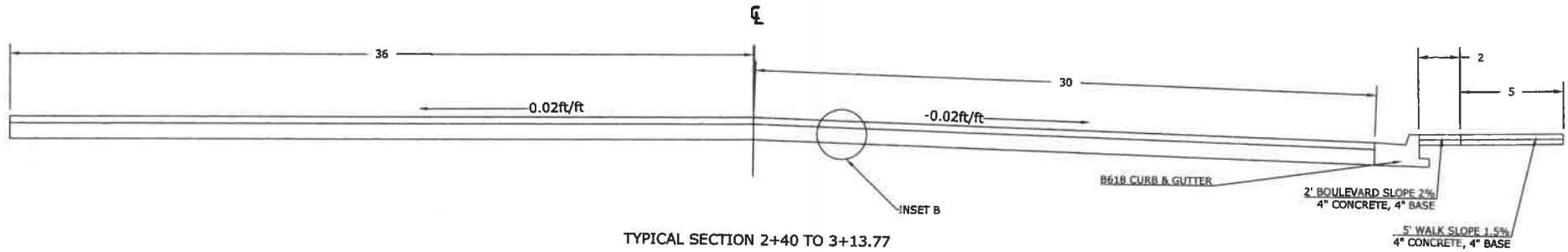
# INPLACE TYPICAL SECTION



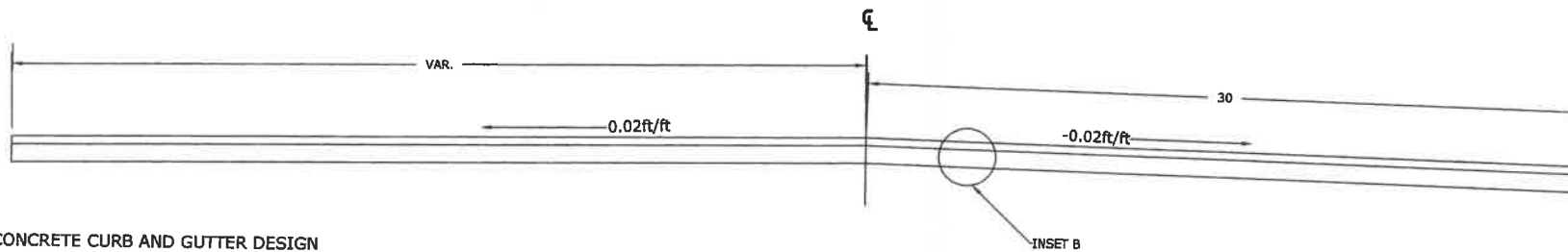
## INSET A



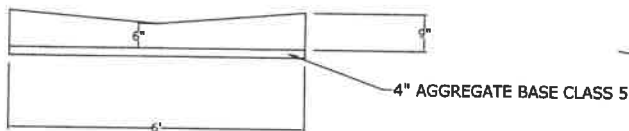
## TYPICAL SECTION 0+00 TO 2+40



## TYPICAL SECTION 2+40 TO 3+13.77



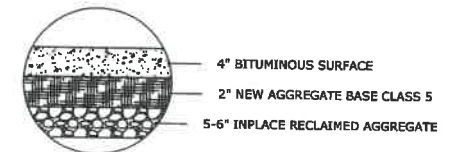
## CONCRETE CURB AND GUTTER DESIGN SPECIAL CROSS SECTION



## TYPICAL GRASS SWALE SECTION



## INSET B

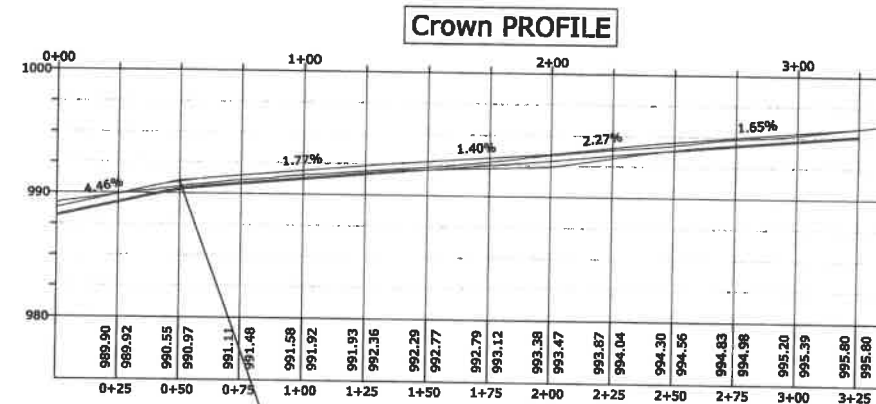
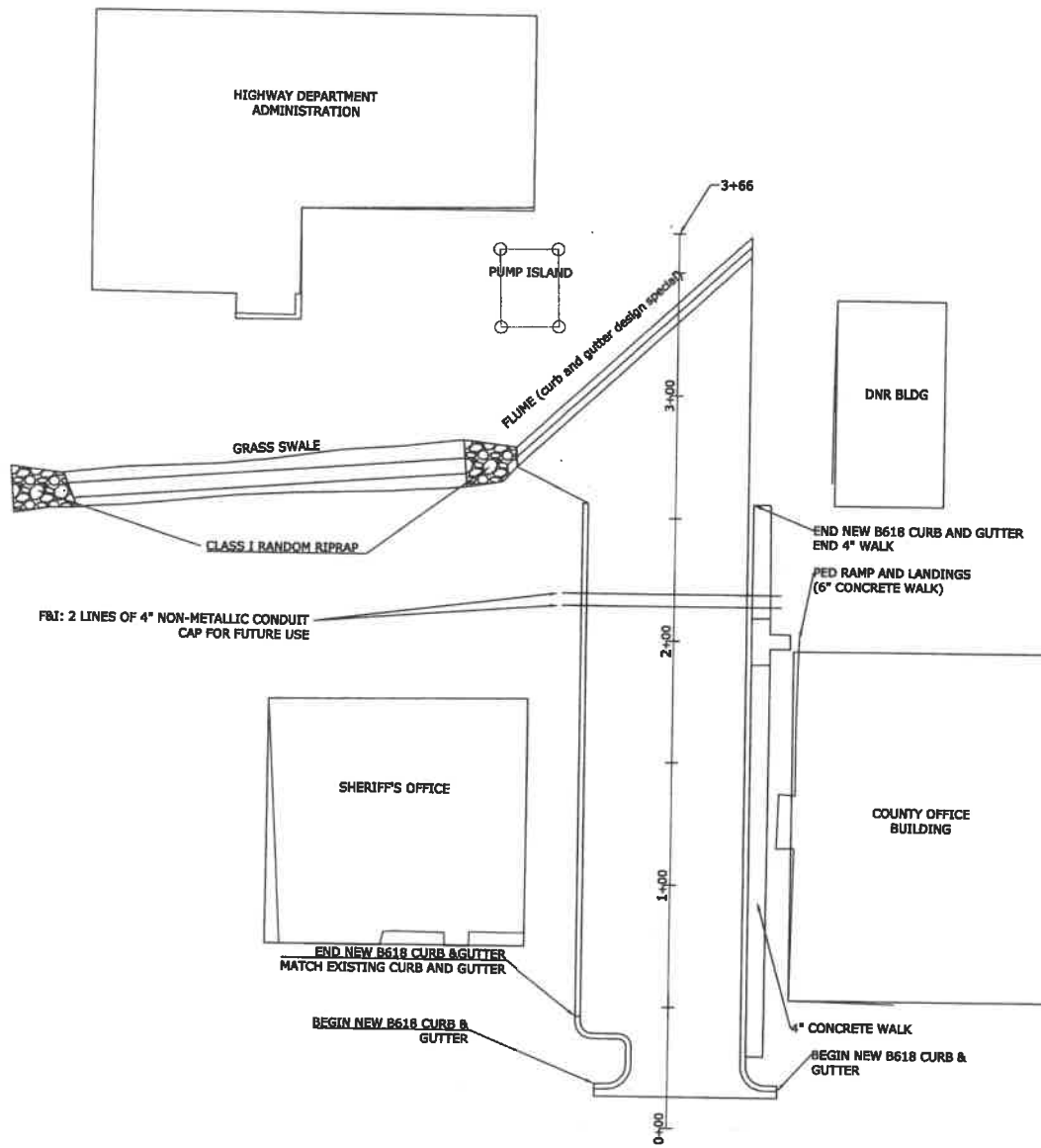


CERTIFIED BY \_\_\_\_\_ REG. NO. 26799 20 \_\_\_\_\_  
PROFESSIONAL ENGINEER

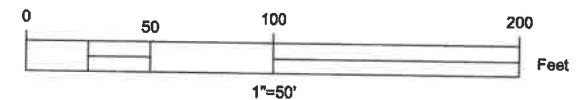
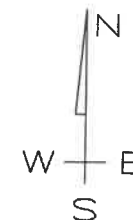
WEST LOT TYPICAL SECTIONS

FILLMORE COUNTY PARKING LOT

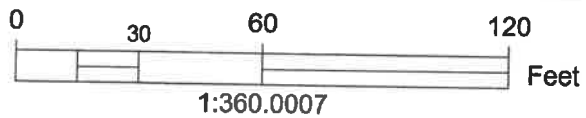
4 of 7



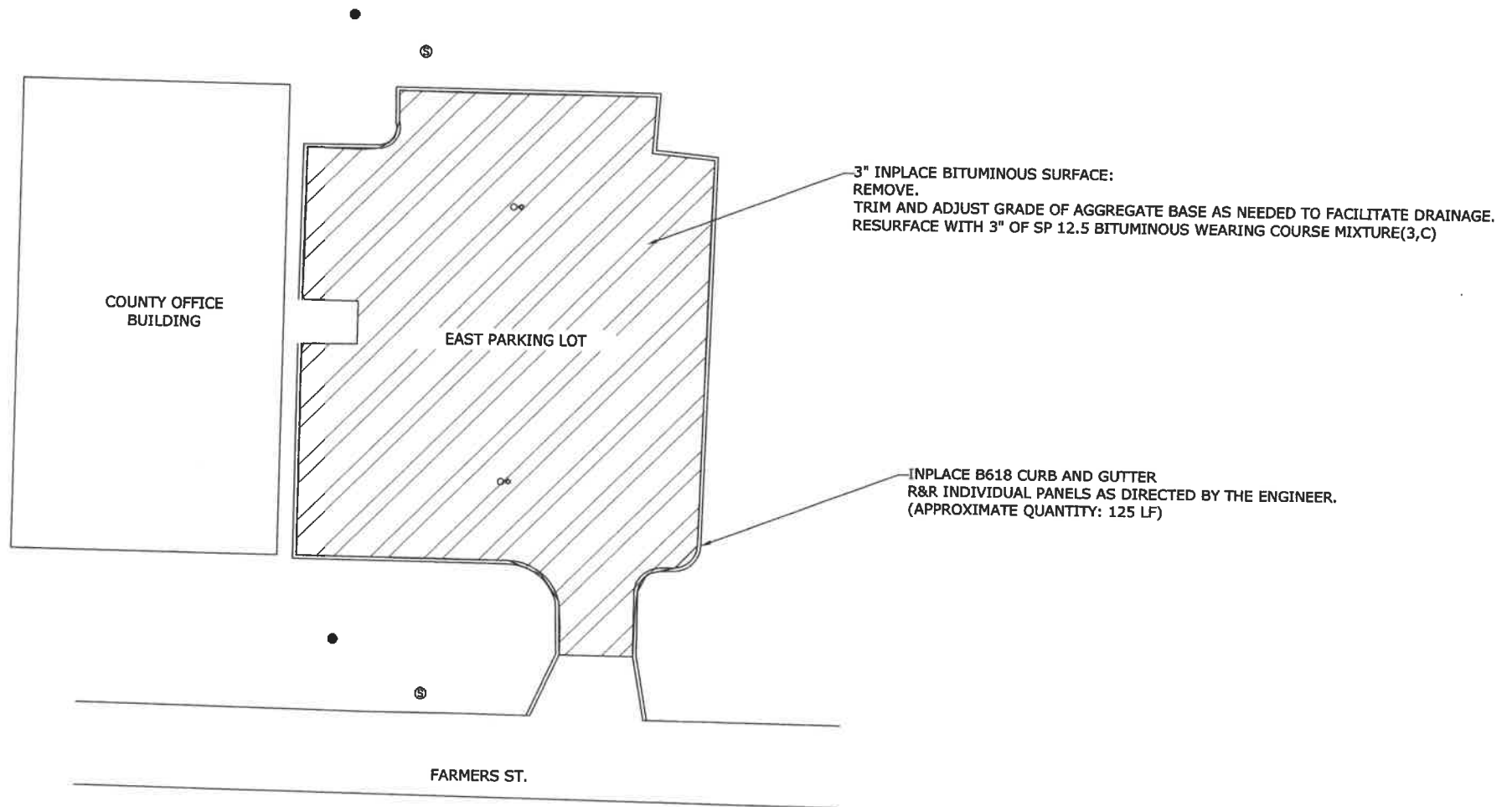
HIGH PT STA: 0+60.00  
 HIGH PT ELEV: 991.22  
 PVI STA: 0+50.00  
 PVI ELEV: 991.04  
 K: 7.43  
 LVC: 20.00  
 BVCS: 0+40.00  
 BVCE: 990.59  
 EVCS: 0+60.00  
 EVCE: 991.22

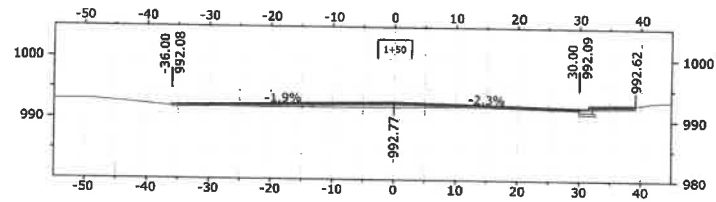
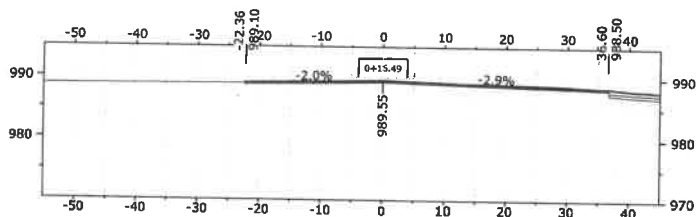
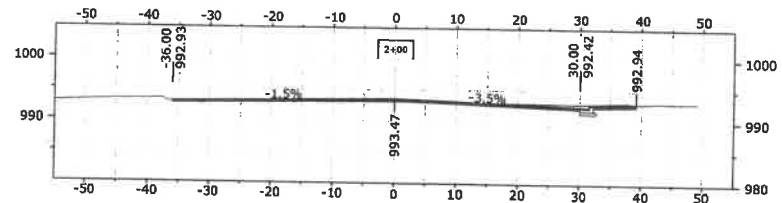
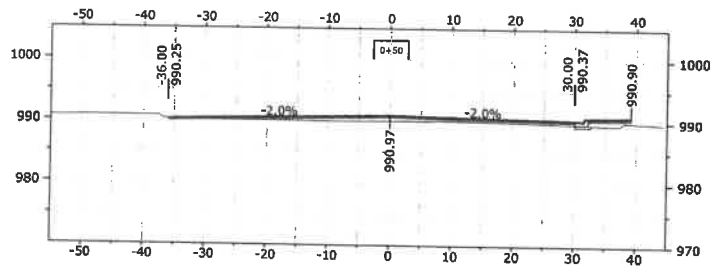
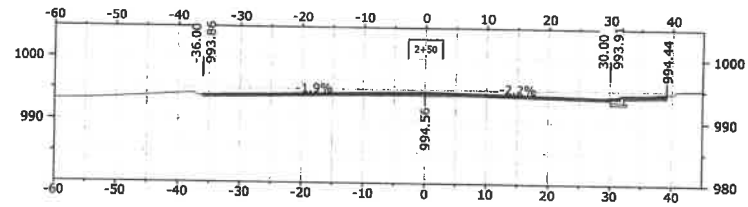
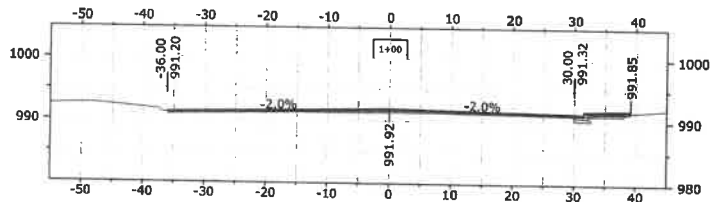


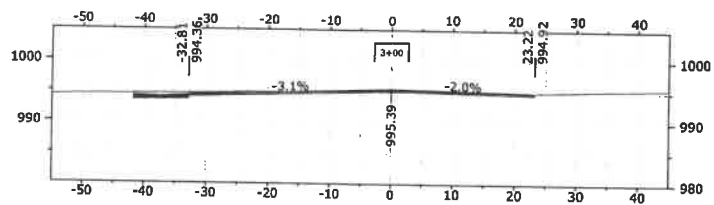
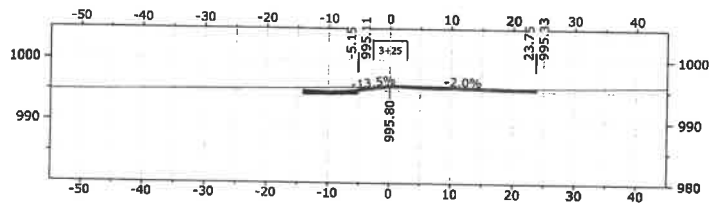
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 PROFESSIONAL ENGINEER



## EAST PARKING LOT REPAIRS



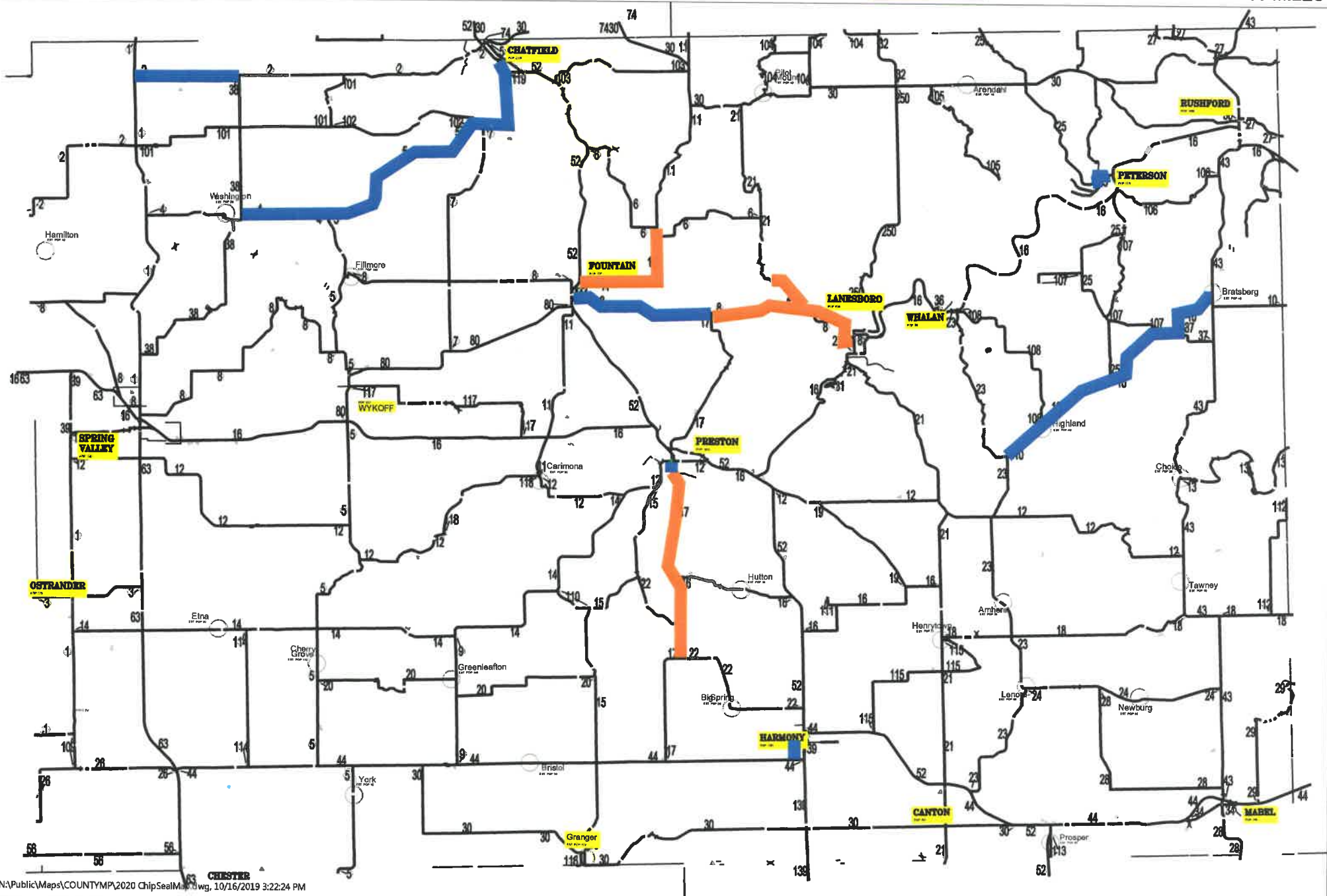




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WHEELAGE TAX FUNDS - 30.35 MILES





**BOLTON  
& MENK**

Real People. Real Solutions.

1960 Premier Drive  
Mankato, MN 56001-5900

Ph: (507) 625-4171  
Fax: (507) 625-4177  
Bolton-Menk.com

October 15, 2019

Ms. Pamela Schroeder  
Airport Manager  
Fillmore County  
909 Houston Street N.W.  
Preston, MN 55965

RE: Fillmore County Airport (FKA)  
8 Unit T-Hangar Construction  
BMI Work Order #3  
Proposal for Preliminary Design Professional Services

Dear Ms. Schroeder,

Bolton & Menk is pleased to submit our proposal for Preliminary Design Professional Services for the 8 Unit T-Hangar Construction project at the Fillmore County Airport.

I understand the County has an existing waiting list of pilots prepared to base their aircraft at FKA however no hangars are currently available for rent. As part of the Airport Master Plan study future hangar sites were established. This project will begin preliminary design services for construction on an 8 Unit T-Hangar to the west of the existing Fixed Based Operator Hangar. Associated with construction of the T-Hangar will be construction of Taxiways and Apron pavement. The current plan is to let the projects for bids in 2021.

This proposal includes preliminary design services to include the following; project scoping, FAA environmental categorical exclusion (CATEX), topographical survey, geotechnical investigation, construction safety and phasing plan (CSPP), and updating of the FAA Disadvantaged Businesses Enterprise (DBE) program.

This project will be funded with FAA Non-Primary entitlement funds. The anticipated funding participation rates are as follows:

- FAA 90%
- MnDOT 5%
- Fillmore County 5%

This will be Work Order #3 to the Professional Services agreement between Fillmore County and Bolton & Menk with contract effective date of May 25, 2016.

**SCOPE OF SERVICES:**

**TASK 1 PRELIMINARY DESIGN:**

**1.1 Project Scoping**

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor.

Consultant shall coordinate with the Sponsor, FAA, MnDOT, subconsultants, and other applicable agencies to complete the work elements in Task 1.

**1.2 Categorical Exclusion (CATEX)**

Consultant will complete a Categorical Exclusion (CATEX) document for the project. Consultant will conduct a site visit and contact various local, state, and federal agencies which may have jurisdiction in the proposed development. The format for this document will follow the procedures set forth in Federal Aviation Administration (FAA) Order 5050B. Copies of the final document will be distributed to the FAA for review and finding. If there are any impacts which require extensive research, the additional work shall be done under a separate Task Order.

**1.3 Topographical Survey**

Consultant shall establish survey control for the design survey utilizing existing established control points adjacent to the airport. Fillmore County coordinates shall be utilized for the survey. Survey work will include all utilities, pavement center, edges, and intermediate shots, ground shots, lights, signs, drainage structures, and buildings. It is anticipated survey field work will require two trips to the airport. Consultant shall convert the survey data in CAD format for use in design.

**1.4 Geotechnical Investigation**

Consultant shall determine the type and frequency of geotechnical testing required for the project. Field work will be performed by a qualified geotechnical subconsultant. The geotechnical investigation will include the following:

- Three (3) soil borings to a depth of 15-feet.
- Three (3) subgrade soil gradations.
- Three (3) sieve/hydrometer test.

Geotechnical subconsultant shall submit a report summarizing existing soil conditions, soil impacts to structure design, footing design, subgrade modulus for slab design, and vapor barrier recommendations.

**1.5 Construction Safety and Phasing Plan (CSPP)**

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), through FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

**1.6 Prepare Disadvantaged Business Plan (DBE)**

Since the project is anticipated to use federal grant funds in excess of \$250,000, the annual Disadvantaged Business Enterprise goals will be updated to reflect the current project. This task



includes research of the current state highway certified DBE listings and area contractors to determine the availability of potential DBE contractors, preparation of preliminary construction estimates, and identification of potential DBE work items. The DBE goal work sheets will be finalized for Sponsor submittal to the FAA Civil Rights Office.

**CONSIDERATION:**

The services described above in this proposal shall be completed on a **LUMP SUM NOT TO EXCEED** basis of \$ 24,980.

Bolton & Menk, Inc. puts a high priority on ensuring that our company's efforts are consistent with our clients' needs. If you find this proposal acceptable, please return a signed and dated copy our proposal.

Sincerely,

**Bolton & Menk, Inc.**



**Silas Parmar, P.E.**

Aviation Project Manager

\*\*\*\*\*

**Authorization and acceptance of this letter proposal.**

**Fillmore County, Minnesota**

By:

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
Date



# PROJECT FEE ESTIMATE

| <b>CLIENT:</b>                      | Fillmore County, MN                                          |                                                          |            |            |            |            | <b>DATE:</b>        | 10/15/2019 |                    |
|-------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|------------|------------|------------|------------|---------------------|------------|--------------------|
| <b>PROJECT:</b>                     | Fillmore County Airport - 8 Unit T-Hangar Preliminary Design |                                                          |            |            |            |            | <b>PREPARED BY:</b> | SP         |                    |
| Task                                | Task Description                                             | Estimated Person Hours Required                          |            |            |            |            |                     |            | Totals             |
|                                     |                                                              | Sr. Eng.                                                 | Sr. Eng.   | Grad. Eng. | Eng. Tech. | Surveyor   | Planner             | Admin.     |                    |
| <b>1</b>                            | <b>Preliminary Design</b>                                    |                                                          |            |            |            |            |                     |            |                    |
| 1.1                                 | Project Scoping                                              | 2                                                        | 8          | 4          | 0          | 2          | 0                   | 4          | 20                 |
| 1.2                                 | Categorical Exclusion                                        | 0                                                        | 12         | 32         | 8          | 0          | 0                   | 8          | 60                 |
| 1.3                                 | Topographical Survey                                         | 0                                                        | 3          | 2          | 16         | 24         | 0                   | 2          | 47                 |
| 1.4                                 | Geotechnical Investigation                                   | 0                                                        | 4          | 4          | 0          | 0          | 0                   | 0          | 8                  |
| 1.5                                 | Construction Safety and Phasing Plan (CSPP)                  | 0                                                        | 4          | 16         | 8          | 0          | 0                   | 4          | 32                 |
| 1.6                                 | Prepare Disadvantaged Business Plan (DBE)                    | 2                                                        | 8          | 0          | 0          | 0          | 0                   | 24         | 34                 |
| <b>Total Person Hours</b>           |                                                              | <b>4</b>                                                 | <b>39</b>  | <b>58</b>  | <b>32</b>  | <b>26</b>  | <b>0</b>            | <b>42</b>  | <b>201</b>         |
| Direct Labor Rate                   |                                                              | \$60.00                                                  | \$50.00    | \$30.00    | \$22.00    | \$40.00    | \$40.00             | \$20.00    |                    |
| Total Direct Labor Cost             |                                                              | \$240.00                                                 | \$1,950.00 | \$1,740.00 | \$704.00   | \$1,040.00 | \$0.00              | \$840.00   | \$6,514.00         |
| Overhead Rate 2.0078                |                                                              | \$481.87                                                 | \$3,915.21 | \$3,493.57 | \$1,413.49 | \$2,088.11 | \$0.00              | \$1,686.55 | \$13,078.81        |
| <b>Subtotal Labor Cost</b>          |                                                              |                                                          |            |            |            |            |                     |            | <b>\$19,592.81</b> |
| <b>Direct Expenses + 10%</b>        |                                                              |                                                          |            |            |            |            |                     |            |                    |
|                                     |                                                              | Geotechnical Investigation - Chosen Valley Testing, Inc. |            |            |            |            |                     |            | \$2,448.05         |
| <b>Total Expenses</b>               |                                                              |                                                          |            |            |            |            |                     |            | <b>\$2,448.05</b>  |
| Fixed Fee 15% x Subtotal Labor Cost |                                                              |                                                          |            |            |            |            |                     |            | \$2,938.92         |
| <b>Total Task 1</b>                 |                                                              |                                                          |            |            |            |            |                     |            | <b>\$24,980.00</b> |

# Chosen Valley Testing, Inc.

1410 7<sup>th</sup> Street NW, Rochester, MN 55901

Phone: 1-507-281-0968 Fax: 1-507-289-2523 Email: [rochester@chosenvalleytesting.com](mailto:rochester@chosenvalleytesting.com)

Mr. Silas Parmar, P.E.  
Bolton & Menk, Inc.  
7533 Sunwood Drive NW, Suite 206  
Ramsey, MN 55303-5119  
[Silas.Parmar@bolton-menk.com](mailto:Silas.Parmar@bolton-menk.com)

October 1, 2019

**Re: Proposal for Design Phase Geotechnical Evaluation  
Proposed Airport Hangar  
Fillmore County Municipal Airport  
Preston, Minnesota  
CVT Proposal Number: 15822.19.MNR**

Dear Mr. Parmar,

As requested, we have prepared this proposal for geotechnical engineering services for the proposed hangar at the Fillmore County Municipal Airport near Preston, Minnesota. We are familiar with the soil and rock in the area and are very interested in providing services on this project.

## **Scope**

**Boring Depths and Drilling Methods:** It is understood that 3 borings are desired to depths of 15 feet for the project. CVT intends to drill the borings to depths of 14 ½ feet or auger refusal, in order to avoid additional costs associated with sealing requirements and paperwork with the Minnesota Department of Health on any bore holes 15 feet in depth or greater. If unsuitable soils are present at the proposed termination depths, the borings would be extended until suitable bearing soils are met.

The borings would be sampled in accordance with the American Society for Testing and Materials (ASTM) Method of Test D1586 and D1587 procedures. Split-spoon samples would be obtained at 2½ and 5-foot intervals. Groundwater measurements will be recorded, if observed. The borings will be sealed according to state regulations.

**Laboratory Testing:** We have included 3 particle size gradation tests as requested, along with moisture content and pocket penetrometer tests to help estimate soil parameters at the site for our analysis purposes. CVT would contact you for additional authorization if conditions are suspected which might justify more specialized laboratory testing.

**Engineering Services:** A geotechnical engineering report will be prepared for the project. The report will provide a description of the topsoil/pavement thicknesses, soils/rock encountered on site, as well as recommendations for earthwork, soil corrections (if needed), foundation depths, bearing capacity, and estimated settlement. Boring logs indicating SPT values, groundwater data, moisture contents, along with a site sketch of where the boring were performed will also be included in the report. An electronic copy of the report will be provided and up to three hard copies can be mailed upon request.

**Access and Schedule:** Based on the provided layout and available aerial imagery, the site appears to be located in a small grass area with some slopes. With this information, CVT intends to use off-road drilling equipment. This is included in our cost.

Prior to drilling, CVT would contact Gopher State One Call to have public utilities located on site. Any private utilities, such as drain tile lines, septic lines, sprinkler/water lines, and electrical lines for yard lights/signs, will be the Owner's responsibility for locating prior to the day of our exploration. CVT could subcontract a private locator for a separate additional cost upon request.

Our current schedule would allow us to initiate services within about 2 weeks of authorization, while also being dependent upon utility locating, access, weather conditions, holidays, and any other unforeseen conditions that may cause delay. For safety of our crew and equipment, work will not take place on extremely hot or cold days. Drilling is expected to be completed in 1 day. Preliminary results can typically be made available upon request within a week after drilling. The geotechnical report usually requires an additional 1 to 2 weeks to prepare after drilling. CVT should be contacted if a specific schedule or deadline is desired to be met so that we can try to accommodate.

**Insurance:** Our firm carries the normal types of insurances expected to conduct business in our field, at or above the minimums required by law. Certificates of insurance are available on request and could be provided to the client prior to commencement of services.

### **Fees and Payment**

CVT will perform the requested work scope on a unit cost basis in accordance with the following tabulation. The total cost would not be exceeded without a change in work scope. Any additional services would be applied according to the provided unit costs. Standby time for the drill crew is \$165 per hour, but would not accrue until after the Client were notified of conditions causing delay.

#### **Drilling Scope: 3x14.5' or refusal**

| Unit                        | QTY. | ITEM DESCRIPTION                                  | UNIT COST | AMOUNT            |
|-----------------------------|------|---------------------------------------------------|-----------|-------------------|
| <b>Drilling Services</b>    |      |                                                   |           |                   |
| mob                         | 1    | Drill Rig and Support Vehicle                     | \$400.00  | \$400.00          |
| boring                      | 3    | Drilling, sampling, and sealing, per 14.5' boring | \$188.50  | \$565.50          |
| site                        | 0    | MDH Boring Sealing Record, per site               | \$200.00  | \$0.00            |
| <b>Laboratory Testing</b>   |      |                                                   |           |                   |
| lump sum                    | 1    | Moisture Content and Pocket Pen., lump sum        | \$100.00  | \$100.00          |
| test                        | 3    | Particle Size Gradation, per test                 | \$120.00  | \$360.00          |
| <b>Engineering Services</b> |      |                                                   |           |                   |
| lump sum                    | 1    | Logging, Analysis, and Report, lump sum           | \$800.00  | \$800.00          |
| <b>Total</b>                |      |                                                   |           | <b>\$2,225.50</b> |

An invoice for the work will be mailed to the client after the exploration report is completed. Payment for services is then expected within 30 days. Interest will be added to invoices over 30 days.

### **Remarks**

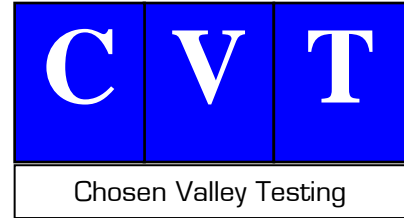
CVT appreciates the opportunity to propose geotechnical services on this project. Please feel free to call us at (507) 281-0968 if you have any questions, desire further information, or wish us to evaluate a different scope.

Sincerely,  
**Chosen Valley Testing, Inc.**



Devin M. Ehler, PE  
Geotechnical Engineer

Authorization to Proceed



**Proposal for Design Phase Geotechnical Evaluation**

**Project:** Proposed Airport Hangar  
Fillmore County Municipal Airport  
Preston, Minnesota

**Prepared by:** Chosen Valley Testing, Inc.

**CVT Number:** 15822.19.MNR

**Commencement of the above Project or Work Package, as outlined in the attached proposal document from Chosen Valley Testing, Inc., is hereby authorized.**

**Authorizing Person:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name / Title

\_\_\_\_\_  
Date

## **GENERAL CONTRACT PROVISIONS**

### **ARTICLE 1 – PERFORMANCE OF THE WORK**

Chosen Valley Testing, Inc. (“CVT”) shall perform the services under this Agreement in accordance with the care and skill ordinarily exercised by members of CVT’s profession practicing under similar circumstances at the same time and in the same locality. Sampling procedures employed by CVT during the Work can indicate actual conditions only at the precise locations from which, and only at the time, samples are taken. CVT may make inferences based upon the results of sampling or related testing to form a professional opinion of conditions in areas beyond those from which samples were taken. However, because a sampling program cannot prove the non-existence or non-presence of conditions or materials, CVT makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.

### **ARTICLE 2 – ADDITIONAL SERVICES**

If the Client requests that the CVT perform any services which are beyond the scope as set forth in the Proposal, or if changed or unforeseen conditions require the CVT to perform services outside of the original scope, then, CVT shall promptly notify the Client of cause and nature of the additional services required. Upon notification, CVT shall be entitled to an equitable adjustment in both compensation and time to perform.

### **ARTICLE 3 – SCHEDULE**

Unless specific periods of time or dates for providing services are specified in a separate Exhibit, CVT’s obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services. The Client agrees that CVT is not responsible for damages arising directly or indirectly from any delays for causes beyond CVT’s control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions, or other natural disasters or acts of God; fires, riots, war or other emergencies; any action or failure to act in a timely manner by any government agency; actions or failure to act by the Client or the Client’s contractor or CVTs; or discovery of any hazardous substance or differing site conditions. If the delays outside of CVT’s control increase the cost or the time required by CVT to perform its services in accordance with professional skill and care, then CVT shall be entitled to a reasonable adjustment in schedule and compensation.

### **ARTICLE 4 – CONTRACTOR RESPONSIBILITIES**

CVT neither guarantees the performance of any Contractor retained by Client nor assumes responsibility for any Contractor’s failure to furnish and perform the work in accordance with the construction documents. Client acknowledges CVT will not direct, supervise or control the work of contractors or their subcontractors, nor shall CVT have authority over or responsibility for the contractors means, methods, or procedures of construction. CVT’s services do not include review or evaluation of the Client’s, contractor’s or subcontractor’s safety measures, or job site safety. Job Site Safety shall be the sole responsibility of the contractor who is performing the work.

### **ARTICLE 5 – CLIENT RESPONSIBILITIES**

Client is responsible to provide CVT with access to the site. Client shall also provide CVT with any other previous geotechnical or other reports, investigations, specifications, plans and other information about the site to which Client has access. Changes in plans and information about the site conditions that becomes known after our report may affect CVT’s opinions.

Drilling, sampling, and other subsurface work will cause disruption to the site and in particular to any paving or other structures in place over the selected sampling locations. CVT will use reasonable care to minimize damage to the site, but CVT has not included the cost of restoring normal damage in the estimated charges contained within its proposal. Client agrees to equitable adjust the contract amount in the event that Client seeks repair of the site in a manner more than is customary in the industry.

### **ARTICLE 6 – REUSE AND DISPOSITION OF INSTRUMENTS OF SERVICE**

All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by CVT pursuant to this Agreement are CVT’s Instruments of Service and CVT retains all ownership interests in Instruments of Service, including copyrights. The Instruments of Service are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other project. Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by CVT. Files in electronic format furnished to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user’s sole risk. CVT makes no representations as to long term compatibility, usability or readability of electronic files.

If requested, at the time of completion or termination of the work, the CVT may make available to the Client the Instruments of Service upon (i) payment of amounts due and owing for work performed and expenses incurred to the date and time of termination, and (ii) fulfillment of the Client’s obligations under this Agreement. Any use or re-use of such Instruments of Service by the Client or others without written consent, verification or adaptation by the CVT except for the specific purpose intended will be at the Client’s risk and full legal responsibility and Client expressly releases all claims against CVT arising from re-use of the Instruments of Service without CVT’s written consent, verification or adaptation.

The Client will, to the fullest extent permitted by law, indemnify and hold the CVT harmless from any claim, liability or cost (including reasonable attorneys’ fees, and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of these Instruments of Service by the Client or any person or entity that acquires or obtains the reports, plans and specifications from or through the Client without the written authorization of the CVT. Under no circumstances shall transfer of Instruments of Service be deemed a sale by CVT, and CVT makes no warranties, either expressed or implied, of merchantability and fitness for any particular purpose. CVT shall be entitled to compensation for any consent, verification or adaptation of the Instruments of Service for extensions of the Project or any other project.

### **ARTICLE 7 – PAYMENTS**

Payment to CVT shall be on a lump sum or hourly basis as set out in the Agreement. CVT is entitled to payment of amounts due plus reimbursable expenses. Client will pay the balance stated on the invoice unless Client notifies CVT in writing of any disputed items within 15 days from the date of invoice. In the event of any dispute, Client will pay all undisputed amounts in the ordinary course, and the Parties will endeavor to resolve all disputed items. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1-1/2% per month, or the maximum amount authorized by law, whichever is less. CVT reserves the right to retain products of service until all invoices are paid in full. CVT will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or products of service until all invoices are paid in full. CVT shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney fees, incurred in connection with collecting amounts owed by Client. In addition, CVT may, after giving seven days’ written notice to Client, suspend services under this Agreement until it receives full payment for all amounts then due for services, expenses and charges. Payment methods, expenses and rates may be more fully described in Exhibit C and Exhibit E.

### **ARTICLE 8 – HAZARDOUS MATERIALS**

Notwithstanding the Scope of Services to be provided pursuant to this Agreement, it is understood and agreed that CVT is not a user, handler, generator, operator, treater, arranger, storer, transporter or disposer of hazardous or toxic substances, pollutants or contaminants as any of the foregoing items are defined by Federal, State and/or local law, rules or regulations, now existing or hereafter amended, and which may be found or identified on any Project which is undertaken by CVT.

The Client agrees to indemnify CVT and its officers, subCVT(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or

contaminants of any kind, except that this clause shall not apply to such liability as may arise out of CVT's sole negligence in the performance of services under this Agreement arising from or relating to hazardous or toxic substances, pollutants, or contaminants specifically identified by the Client and included within CVT's services to be provided under this Agreement.

#### **ARTICLE 9 - INSURANCE**

CVT has procured general and professional liability insurance. On request, CVT will furnish client with a certificate of insurance detailing the precise nature and type of insurance, along with applicable policy limits.

#### **ARTICLE 10 – TERMINATION OR SUSPENSION**

If CVT's services are delayed or suspended in whole or in part by Client, or if CVT's services are delayed by actions or inactions of others for more than 60 days through no fault of CVT, CVT shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by CVT in connection with, among other things, such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In the event of termination CVT shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses. CVT is entitled to payment even if the project does not go forward or is not constructed.

This Agreement may be terminated by either party upon thirty days' written notice without cause. CVT shall upon termination only be entitled to payment for the work performed up to the Date of termination. In the event of termination, copies of plans, reports, specifications, electronic drawing/data files (CADD), field data, notes, and other documents whether written, printed or recorded on any medium whatsoever, finished or unfinished, prepared by the CVT pursuant to this Agreement and pertaining to the work or to the Project, (hereinafter "Instruments of Service"), shall be made available to the Client upon payment of all amounts due as of the date of termination. All provisions of this Agreement allocating responsibility or liability between the Client and CVT shall survive the completion of the services hereunder and/or the termination of this Agreement.

#### **ARTICLE 11 - INDEMNIFICATION**

The CVT agrees to indemnify and hold the Client harmless from any damage, liability or cost to the extent caused by the CVT's negligence or willful misconduct.

The Client agrees to indemnify and hold the CVT harmless from any damage, liability or cost to the extent caused by the Client's negligence or willful misconduct.

#### **ARTICLE 12- WAIVER OF CONSEQUENTIAL DAMAGES**

The CVT and Client waive claims against each other for consequential damages arising out of or relating to this contract. This mutual waiver includes damages incurred by the Client for rental expenses, for loss of use, loss of income, lost profit, project delays, financing, business and reputation and for loss of management or employee productivity or of the services of such persons; and (2) Damages incurred by the CVT for principal office expenses including the compensation for personnel stationed there, for losses of financing, business and reputation and for loss of profit except anticipated profit arising directly from the Work. The CVT and Client further agree to obtain a similar waiver from each of their contractors, subcontractors or suppliers.

#### **ARTICLE 13 - ASSIGNMENT**

Neither Party to this Agreement shall assign its interest in this agreement, any proceeds due under the Agreement nor any claims that may arise from services or payments due under the Agreement without the written consent of the other Party. Any assignment in violation of this provision shall be null and void. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CVT or Client. This Agreement is for the exclusive benefit of CVT and Client and there are no other intended beneficiaries of this Agreement.

#### **ARTICLE 14 - CONFLICT RESOLUTION**

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and CVT agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation as a precondition to any formal legal proceedings.

#### **ARTICLE 15 - CONFIDENTIALITY**

The CVT agrees to keep confidential and not to disclose to any person or entity, other than the CVT's employees, and the general contractor and subcontractors, if appropriate, any data and information furnished to the CVT and marked CONFIDENTIAL by the Client. These provisions shall not apply to information in whatever form that comes into the public domain, nor shall it restrict the CVT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency or other authority with proper jurisdiction, or if it is reasonably necessary for the CVT to complete services under the Agreement or defend itself from any suit or claim.

#### **ARTICLE 16 – LIMITATION OF LIABILITY**

To the maximum extent permitted by law, the Client agrees to limit the CVT's liability for any claims by or through the Client to the sum of Fifty Thousand Dollars (\$50,000). This limitation shall apply regardless of the cause of action or legal theory pled or asserted. In addition, Client and CVT each agree that neither will be responsible for any incidental, indirect, or consequential damages (including loss of use or loss of profits) sustained by the other, its successors or assigns. This mutual waiver shall apply even if the damages were foreseeable and regardless of the theory of recovery plead or asserted.

#### **ARTICLE 17 - CONTROLLING LAW**

This Agreement is to be governed by the laws of the State of the location of the Project. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, including but not limited to claims for negligence or breach of warranty, that is not settled by nonbinding mediation shall be settled by the law of the state of the location of the Project.

#### **ARTICLE 18 - LOCATION OF UNDERGROUND IMPROVEMENTS**

Client shall provide CVT all information that Client has about buried objects at the site. Where requested by Client, CVT will perform customary research to assist Client in locating and identifying subterranean structures or utilities. However, CVT may reasonably rely on information from the Client and information provided by local utilities related to structures or utilities and will not be liable for damages incurred where CVT has complied with the standard of care and acted in reliance on that information. The Client agrees to waive all claims and causes of action against the CVT for claims by Client or its contractors relating to the identification, removal, relocation, or restoration of utilities, or damages to underground improvements resulting from subsurface penetration locations established by the CVT.

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 10/22/2019 Amount of time requested (minutes):

5

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:

## Regular Agenda:

Documentation  
(Yes/No):

1. Request to hire replacement full time dispatcher at LELS grade 10/Step 3 effective 10/23/2019 as recommended by the hiring committee  
a. [REDACTED]  
b. \$ 24.96  
c. Request for step 3 based on:
  - i. 3 years FT service in the Jail
  - ii. Some exposure to current dispatch system as fill in on overnights
  - iii. Current hourly rate (\$24.29)  
d. Employee must serve six (6) month probation per union contract as current union member.  
No
2. Request to replace FT jailer through internal promotion effective 10/23/2019 at LELS Jailer step 1 in accordance with County Policy and as requested by the Sheriff.  
a. [REDACTED]  
b. Current PT Jailer  
c. Completed probation April 2019  
d. \$21.43  
No

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



# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 10/22/2019

Amount of time requested (minutes): 10

Department: Coordinator

Requested By: Bobbie Vickerman

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

- Discussion with possible action regarding Fillmore County Website redesign – see enclosed two quotes
- Discussion with possible action regarding Mapping Software – see enclosed two quotes
- Discussion with possible action regarding Jail Software – see enclosed quote
- Discussion with possible action Additional Courthouse Security Cameras – see enclosed quote, enclosed map for camera location, and also see below email from Judge Opat:
  - *I appreciate your efforts in following up on getting added cameras installed in areas not now covered by the current cameras. At least one of the areas is in the hallway to the back courtroom. That hallway gets used frequently by in-custody being brought into the court room. It is also used on days of jury trials for bringing jurors back to the jury room. The back courtroom is used for child support magistrate cases and will possibly be getting more use for Veterans Court. Therefore, it is important that that the missing areas are covered by cameras. Let me know if you have any questions. Thank you.*
- Discussion with possible action regarding 2018 DNR Resolution Change Request – see enclosed resolution from 2018 with marked up requested changes by the DNR

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

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

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

# **A Public Safety Software Solution**

---

## **INSIGHT PROPOSAL**



**Prepared for  
the Fillmore County  
Sheriff's Office, MN**

**October 2, 2019**





Zuercher Technologies | 4509 W 58th Street | Sioux Falls, SD 57108  
605.274.6061 | 877.229.2205

October 2, 2019

Leroy Eickhoff, Lead Dispatcher  
Fillmore County Sheriff's Office  
901 Houston Street Northwest  
Preston, MN 55965

Dear Mr. Eickhoff,

Zuercher Technologies is pleased to provide this proposal to the Fillmore County Sheriff's Office (FCSO) for our Insight mapping solution.

A few of the items which make Zuercher Technologies and Insight unique are as follows:

- Insight is specifically designed for public safety dispatchers but includes all the tools that a map professional can appreciate and use.
- Insight uses the most current Esri technologies.
- Insight has been on the market for over 10 years with an unparalleled rate of uptime performance.
- As client-based software, Insight will never be affected by network changes or outages.
- We provide more features, functionality and value, for the price, than other comparable GIS software and services companies.
- We are a safe and smart decision for the FCSO. Since Zuercher Technologies' founding in 2003, we continue to hold and maintain one of the highest client retention rates in the industry.

This proposal updates the document provided on April 12, 2019, with refreshed information.

Because of the FCSO's status as a valued LETG customer, a significant discount has been included in order to assist with the decision to purchase Insight Mapping.

If we are fortunate enough to earn the FCSO's business, we will stand behind our commitment to deliver the required solution and complete the project with the same zealous pledge to customer support and service that we are known for throughout the US.

Sincerely,

A handwritten signature in black ink that reads "Frank. Parra".

Frank Parra  
Account Manager  
[francisco.parra@centralsquare.com](mailto:francisco.parra@centralsquare.com)  
727.804.3496

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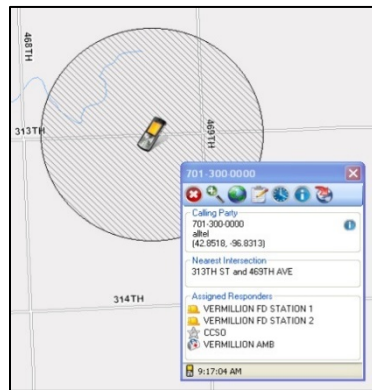
## Zuercher Insight Overview

Insight encompasses several GIS software applications that were designed specifically to meet the needs of public safety answering points and 911 centers. They were built for the needs of the dispatcher and responder and place focus on the map as the primary visual element. The design offers a consistent interface so that it can be used both in the dispatch center and in response vehicles.

The incident display is automatic and everything else the user wants to do is wizard driven, so the dispatcher never has to relearn the system, regardless of how seldom a feature is used.

Insight is designed to be supported by the most current Esri GIS tools.

### Insight Dispatch



**Insight Dispatch** is a powerful GIS solution designed specifically to meet the needs of public safety agencies.

**All 911 call information** is presented within the map display, including latitude and longitude of callers allowing dispatchers to see all key data at-a-glance.

**Call locations** are displayed for landlines, wireless (Phase I and Phase II), VOIP calls, as well as manually tagged calls.

**Quickly create routes** for emergency responders with turn-by-turn directions.

**Fax, print, or email** driving directions for emergency responders.

**Search for addresses** within the map by names, streets, and more.

**Quickly locate** by latitude and longitude.

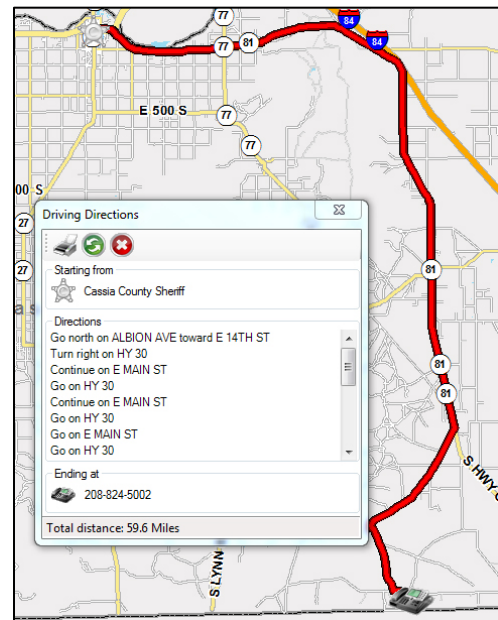
**Toggle map layers** with just a click to view aerial photography and more.

**Default response agencies** can be determined based on location of calls.

**Estimated locations for wireless callers** are displayed with uncertainty values.

**An outbound ENS** interface is available.

**Insight Dispatch is designed to be self-teaching**, so that anyone can effectively learn to use the numerous tools.

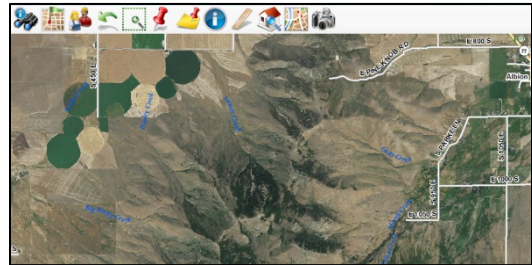


## ANI/ALI Interface

**Supports automatic call placement in Insight.**

**Receives the Automatic Location Identification (ALI) information from the Customer's Premise Equipment (CPE).**

**Parses ALI from the CPE's CAD interface port and forwards the information along to Zuercher Insight for 911 call mapping.**



## Insight Mobile

**Insight Mobile** allows emergency responders to access the Insight Dispatch map and data from a mobile laptop.

**Compatible with** ruggedized laptops or mobile data terminals, as well as touch screens.

**Map design** ensures that the display meets the specific needs of emergency responders.

**Accurate driving directions** from a unit's current location to a specified address or call for service provide turn-by-turn instructions in the vehicle.

**Units can place map markers** at their current location with a single click.

**Mobile units can toggle between map layers** for views like aerial photography.

**Locations** of other units and incidents all show on the map.

## Insight AVL

**Insight AVL** (Automatic Vehicle Location) displays emergency unit locations on the Insight Dispatch map.

**Each unit's number or name** is shown on the map along with a unique icon to make units easily identifiable.

**Equipment available** in each unit (such as jaws of life or defibrillator) can be included.

**911 calls and vehicle locations** appear side-by-side on the screen for quick reference.

**Real-time tracking** lets dispatchers identify and dispatch the closest responders to incidents. The routing feature lets dispatchers see the quickest route, turn-by-turn directions, and the distance and estimated travel time from a unit's location to any incident on the map.

**Units do not have to radio or call in locations**, reducing unnecessary radio traffic and speeding response times.

### Project Management

From the start of the project, a Zuercher Technologies project manager works with the agency as the single point of contact for implementation of the Zuercher Insight system. The project manager develops and manages the implementation schedule and liaises with the agency and Zuercher Technologies to keep the project on track and on schedule.

### GIS Data Services

In Zuercher Technologies' efforts to make sure that the Customer supplied data is working to the best of its abilities, Zuercher Technology will run a series of tests to ensure that the data is ready for first installation. In addition, the data will be set up with the proper configuration and loaded into an ArcGIS map document that is required for the Zuercher Insight software to operate. Address locator and network dataset files will be created and updated for proper geocoding and routing abilities.

Zuercher Technologies cannot make any guarantees for the spatial nor the tabular accuracy of the Customer-supplied GIS data as it pertains to geocoding results, routing, and searching. Customer understands that there are several steps involved in order to make the GIS data sufficiently perform the abovementioned functions. If the Customer is unable to make these corrections on their end, a GIS data contract can be set up with Zuercher to ensure the data is built according to the desired specifications.

### Software Installation

Installation will include the installation of software onto all licensed computers. When Zuercher Insight is deployed as a mapped ALI product, system testing, including CPE connectivity and initiating "test calls" will be performed as part of the installation. Zuercher is not responsible for the ability of the Customer's CPE equipment to provide necessary ALI data.

### Insight Dispatch and ALI Interface

The Customer's CPE equipment must be capable of providing a NENA standard ALI spill on the initial ALI bid and subsequent rebids for ALI. Additionally, the server on which the CAD Port Monitor for Insight resides must meet the system requirements per the Zuercher Insight technical requirements.

Customer is responsible for ensuring that their 911 controller equipment is set up to transmit ALI data (meeting the NENA standards) over the CAD interface prior to the installation of Zuercher Insight in the 911/dispatch center. Zuercher is not responsible for hardware acquisition, installation, or networking of the computer hardware required for operating the Zuercher Insight dispatch client.

Documentation/help files for Zuercher software will be included both in printed and electronic formats. The Customer is subject to the terms of the licensing agreement contained in the packaging of the application. The initial software license fee includes all Zuercher Insight application patches during the first year, one update during the first year,

and unlimited offsite standard support during the first year. Offsite support is provided via e-mail, telephone, and remote access. Additionally, the computer on which the Zuercher Insight Dispatch application resides must meet the system requirements per the Zuercher Insight technical requirements.

### **Insight Mobile**

Automatic determination of current location requires input from a GPS receiver that delivers NMEA protocol data streams to the laptop or MDT via a serial or virtual serial port. It is the Customer's responsibility to ensure that there is an available serial port that is not currently being used that will receive the coordinates from the GPS receiver. The GPS receiver, antenna, and wiring are not included as part of this deliverable and are the Customer's responsibility to obtain and install.

Computers running Zuercher Insight as an in-vehicle mapping application must have either a CD-ROM drive or USB ports available for loading and updating the Zuercher Insight application and required GIS data.

Documentation/help files for Zuercher Technologies software will be included both in printed and electronic formats. The Customer is subject to the terms of the licensing agreement contained in the packaging of the application. The initial software license fee includes all Zuercher Insight application patches during the first year, one update during the first year, and unlimited offsite standard support during the first year. Additionally, the computer on which the Zuercher Insight Mobile application resides must meet the system requirements per the Zuercher Insight technical requirements.

Zuercher is not responsible for hardware acquisition, installation, or networking of the computer hardware required for operating Zuercher Insight.

### **Insight AVL**

Zuercher Insight AVL is an extension to the Zuercher Insight Dispatch product and is used to locate emergency responders (i.e., law enforcement, fire, EMS). Zuercher Insight AVL does not include the AVL switch that is required to deliver NMEA protocol data streams to Zuercher Insight AVL. Zuercher Technologies is not responsible for hardware acquisition, installation, or networking of the computer hardware required for operating Zuercher Insight AVL.

### **Software Training**

Training will commence following the installation of the Zuercher Insight software. Training for the Zuercher Insight software will be conducted at the Customer's site or remotely through the Customer's computers. Zuercher Insight training is generally completed during the course of a single day, with trainees requiring as little as two (2) hours of training to fully utilize the software.

### **Standard Software Support**

Standard support consists of unlimited offsite (phone and email remote access) support offered Monday through Friday, during the hours of 8 AM to 5 PM Central Time. Standard support also includes all software patches and a minimum of one update per year.



## Terms and Conditions

### Terms and Conditions

Insight mapping software for CAD and Mobile is licensed per client and includes the required Esri software licenses.

Pricing provided in this document is valid for a period of not less than 180 days from publication.

The FCSO must maintain an active maintenance contract on their current system through Go Live of the new system to be eligible for the upgrade credit.

This confidential document has been prepared by the sales division of Zuercher Technologies and contains ideas, concepts, methods and other proprietary information. Readers are to treat the information contained herein as confidential and may not copy or reproduce any of these materials for distribution outside of their organization without the written permission of Zuercher Technologies.

## Zuercher Insight Pricing

### Zuercher Insight Standard Pricing

| Software                                                                                                                                                                        | Comments | License     | Qty | Price    | Total              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-----|----------|--------------------|
| Insight AVL Client License                                                                                                                                                      |          | Per Agency  | 1   | \$ 6,500 | \$ 6,500           |
| Insight Dispatch Client License                                                                                                                                                 |          | Per Seat    | 2   | \$ 6,500 | \$ 13,000          |
| Insight Mobile Client License                                                                                                                                                   |          | Per Unit    | 30  | \$ 900   | \$ 27,000          |
| Insight Dispatch - ANI/ALI Interface                                                                                                                                            |          | Per Agency  | 1   | Included | Included           |
| <b>Software Pre-Discount Subtotal</b>                                                                                                                                           |          |             |     |          | <b>\$ 46,500</b>   |
| <b>Software Discount</b>                                                                                                                                                        |          |             |     |          | <b>\$ (23,250)</b> |
| <b>Software Total</b>                                                                                                                                                           |          |             |     |          | <b>\$ 23,250</b>   |
| Services                                                                                                                                                                        |          | Unit        | Qty | Price    | Total              |
| Project Manager                                                                                                                                                                 |          | Per Project | 1   | \$ 3,720 | \$ 3,720           |
| System Admin Training and Configuration (on-site, includes travel time & expenses)                                                                                              |          | Per Day     | 1   | \$ 1,295 | \$ 1,295           |
| Train-the-Trainer Training (on-site, includes travel time & expenses)                                                                                                           |          | Per Day     | 1   | \$ 1,295 | \$ 1,295           |
| Go-Live Support (on-site, includes travel time & expenses)                                                                                                                      |          | Per Day     | 1   | \$ 1,295 | \$ 1,295           |
| Insight - One-time GIS Data Set Up                                                                                                                                              |          |             | 1   | \$ 4,500 | \$ 4,500           |
| <b>Services Total</b>                                                                                                                                                           |          |             |     |          | <b>\$ 12,105</b>   |
| TOTALS                                                                                                                                                                          |          |             |     |          | Total              |
| <b>Software Pre-Discount Subtotal</b>                                                                                                                                           |          |             |     |          | <b>\$ 46,500</b>   |
| <b>Software Discount</b>                                                                                                                                                        |          |             |     |          | <b>\$ (23,250)</b> |
| <b>Software Total</b>                                                                                                                                                           |          |             |     |          | <b>\$ 23,250</b>   |
| <b>Services Total</b>                                                                                                                                                           |          |             |     |          | <b>\$ 12,105</b>   |
| <b>TOTAL</b>                                                                                                                                                                    |          |             |     |          | <b>\$ 35,355</b>   |
| <b>Software Maintenance (Year 1)</b>                                                                                                                                            |          |             | 1   |          | \$ -               |
| <b>Software Maintenance (Year 2)</b>                                                                                                                                            |          |             | 1   |          | \$ 9,515           |
| *Taxes are not included in the pricing. On-site services provided on a 'per day' basis may include both actual time spent on site as well as travel time to and from the site.* |          |             |     |          |                    |

30700 Bainbridge Road  
Solon, Ohio 44139  
Phone 216-595-0890  
Fax 216-595-0991

Federal Tax ID #34-1530120

July 25, 2019

Jamie Fenske  
Fillmore County Jail  
901 Houston St  
Preston, MN 55965

Dear Jamie:

Thank you for your interest in our products and for the opportunity to present you with the following pricing information:

**Quote Number:** 07-190725-082419

| Qty. | Part Number     | Description                                                                  | Disc. | Price        | Total            |
|------|-----------------|------------------------------------------------------------------------------|-------|--------------|------------------|
| 1    | G1PSE-PROF-SVCS | Onsite Professional Services                                                 | 50%   | 6500.00      | 3250.00          |
| 1    | GUARD1-V6-UPG   | Upgrade to Guard1 Real Time                                                  | 50%   | 4995.00      | 2497.50          |
| 2    | GUARD1-V6-AL-U  | Android License for Guard1 Real Time, Unlimited Users (per device, per year) |       | 395.00       | 790.00           |
| 1    | PDC-4RPE        | PDC Clincher V RFID Wristbands w/plastic clasps, 1x11.5", box of 450         |       | 469.00       | 469.00           |
| 1    | PDC-695-00-PDE  | PDC Reusable Carrier Sleeves - pack of 25                                    |       | 25.20        | 25.20            |
| 1    | PDC-705-00-PDA  | PDC Dual Heater Wristband Laminator                                          |       | 699.95       | 699.95           |
| 1    | PDC-INSERTSL    | PDC Clincher Paper Inserts - Laser, 300 Sheets                               |       | 96.60        | 96.60            |
| 2    | CAT-S41         | Cat S41 Rugged Smartphone                                                    |       | 549.99       | 1099.98          |
| 20   | QR-NFC-MOUNT    | Wallmount RFID and QR Tag                                                    |       | 29.95        | 599.00           |
| 1    | SHIPPING        | Estimated Shipping Charge                                                    |       | 25.65        | <u>25.65</u>     |
|      |                 |                                                                              |       | <b>Total</b> | <b>\$9552.88</b> |

Terms are Net 30 Days. FOB Solon, Ohio.

Sales tax and shipping charges may apply. This quote is valid for thirty days from the date above. All sales are subject to TimeKeeping Systems' Terms and Conditions of Sale, at <http://www.guard1.com/Legal/Terms-And-Conditions-of-Sale.aspx>.

TimeKeeping Systems collects sales tax when shipping to CA, FL, IL, KY, MN, OH, PA, TX, and WI.

New customers: If your organization is tax exempt (and we are shipping to one of the states listed above) please provide a tax exemption certificate with your first order.

If you have any further questions, or if there is anything else I can do to help you make your decision, please let me know.

Sincerely,

30700 Bainbridge Road  
Solon, Ohio 44139  
Phone 216-595-0890  
Fax 216-595-0991

Federal Tax ID #34-1530120

Mark Stanton  
Western Regional Sales Manager  
216-595-0890 ext.150

30700 Bainbridge Road  
Solon, Ohio 44139  
Phone 216-595-0890  
Fax 216-595-0991

Federal Tax ID #34-1530120

## How to Place Your Order

We can accept orders by e-mail, fax, or mail.

You can order using the attached quote. Just write "Accepted" on the quote, sign it, and fax it to our sales department at 216-595-0991.

Here is where to send your order:

|           |                                                        |
|-----------|--------------------------------------------------------|
| By Fax    | 216-595-0991                                           |
| By Mail   | 30700 Bainbridge Road, Solon, OH 44139                 |
| By E-mail | <a href="mailto:sales@guard1.com">sales@guard1.com</a> |

A company purchase order is not required unless that is your company policy.

Because we require orders to be in writing, we cannot accept telephone orders.

Orders received by noon usually ship the same day.

## W-9 Form

For a copy of our W-9 form, go to

<http://www.guard1.com/Downloads/W-9 - TimeKeeping Systems, Inc.pdf>

## How to Contact Us

If you have questions, please contact our Sales Support team at 216-595-0890.

30700 Bainbridge Road  
Solon, Ohio 44139  
Phone 216-595-0890  
Fax 216-595-0991

Federal Tax ID #34-1530120

## GUARD1 Software System Requirements

GUARD1 has the following minimum system requirements:

| Product          |                                      | CPU <sup>4</sup> | RAM <sup>4</sup> | Free HD Space <sup>4</sup>  | Operating System and Minimum Service Pack                                                                                      | Other Minimum Requirements                                                                                                     |
|------------------|--------------------------------------|------------------|------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Guard1 Version 6 | Server for systems with no receivers | 2.80 GHz         | 4 GB             | 20 GB                       | Windows Server 2012 R2<br>Windows Server 2016<br>Windows 7 (32/64-bit) with SP1<br>Windows 8.1 (64-bit)<br>Windows 10 (64-bit) | SQL Server 2012 with SP2<br>SQL Server 2014<br>SQL Server 2016<br>Standard or Express Edition<br>SQL Server Reporting Services |
| Guard1 Version 6 | Server for Tracking / Duress         | 2.80 GHz         | 8 GB             | 20 GB<br>100 GB Extra Drive | Windows Server 2012 R2<br>Windows Server 2016                                                                                  | SQL Server 2012 with SP2<br>SQL Server 2014<br>SQL Server 2016<br>Standard Edition or higher<br>SQL Server Reporting Services  |
| Guard1 Version 6 | Client Workstation                   | 2.80 GHz         | 4 GB             | 2 GB                        | Windows 7 (32/64-bit) with SP1<br>Windows 8.1 (64-bit)<br>Windows 10 (64-bit)<br>Windows Server 2012 R2<br>Windows Server 2016 | 1024x768 monitor                                                                                                               |







**RESOLUTION**

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

Date December 11, 2018 Resolution No. 2018-054

Motion by Commissioner Prestby Second by Commissioner Peterson

**WHEREAS**, the County of Fillmore supports the request for acquisition from The Nature Conservancy and Minnesota Department of Natural Resources. The request is to acquire 2.75 acres and ~~receive a donation of 24.75 acres~~ to become an addition to the Choice Wildlife Management Area (WMA). The land is located in Preble Township. *\*they need to acquire both pieces\**

**WHEREAS**, The Nature Conservancy wishes to preserve the land for wildlife habitat and public recreation.

**WHEREAS**, the County of Fillmore recognizes that this acquisition is part of our Southeast Minnesota Blufflands program which seeks to conserve some of the most environmentally sensitive wildlife habitat in this area and to provide opportunities for public hunting, angling and wildlife observation. The Nature Conservancy wishes to acquire the land primarily using funds from the Outdoor Heritage Fund it has been awarded as recommended by the Lessard Sams Outdoor Heritage Council.

**THEREFORE BE IT RESOLVED**, that the Fillmore County Board of Commissioners hereby recognizes the Minnesota DNR makes payments in-lieu-of-taxes (PILT) to counties each year under M.S.477A.11 and M.S.97A.061 for all state natural resource lands. Payments for WMAs are  $\frac{3}{4}$  of 1 percent of the appraised value and are to be distributed to counties, townships and school districts just as property taxes are.

**BE IT FURTHER RESOLVED**, that the Fillmore County Board of Commissioners hereby approve the proposed acquisition from The Nature Conservancy and Minnesota Department of Natural Resources for said land.

**VOTING AYE**

|               |                                |                                           |                                             |                                              |                                          |
|---------------|--------------------------------|-------------------------------------------|---------------------------------------------|----------------------------------------------|------------------------------------------|
| Commissioners | Lentz <input type="checkbox"/> | Bakke <input checked="" type="checkbox"/> | Prestby <input checked="" type="checkbox"/> | Peterson <input checked="" type="checkbox"/> | Dahl <input checked="" type="checkbox"/> |
|---------------|--------------------------------|-------------------------------------------|---------------------------------------------|----------------------------------------------|------------------------------------------|

**VOTING NAY**

|               |                                           |                                |                                  |                                   |                               |
|---------------|-------------------------------------------|--------------------------------|----------------------------------|-----------------------------------|-------------------------------|
| Commissioners | Lentz <input checked="" type="checkbox"/> | Bakke <input type="checkbox"/> | Prestby <input type="checkbox"/> | Peterson <input type="checkbox"/> | Dahl <input type="checkbox"/> |
|---------------|-------------------------------------------|--------------------------------|----------------------------------|-----------------------------------|-------------------------------|

STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the 11<sup>th</sup> day of December, 2018.

Witness my hand and official seal at Preston, Minnesota the 11<sup>th</sup> day of December, 2018.

SEAL

Bobbie Vickerman, Coordinator/Clerk  
Fillmore County Board of Commissioners



Heidi Jones  
Fillmore County  
101 Fillmore Street  
PO Box 627  
Preston, MN 55965

Dear Heidi:

The Saint Paul Port Authority is requesting the Fillmore County Board place Property Assessed Clean Energy (PACE) special assessments on the following parcels as requested by the property owners:

| <u>Property Owner</u>    | <u>Parcel Number</u> | <u>Assessment Amount</u> | <u>Interest Accrual Date</u> |
|--------------------------|----------------------|--------------------------|------------------------------|
| Schwier Family Farms, LP | 29.0004.020          | \$85,200.00              | 11/01/2019                   |
| Scott & Robert Schwier   | 25.0218.000          | \$34,800.00              | 11/01/2019                   |

As the administrator of PACE for Fillmore County, the Port Authority has reviewed these assessments and it has determined that the projects conform with the Minnesota PACE statutes. The interest rate is 5.00% and accrued interest from the date shown above should be added to the assessment amount on January 1, 2020. The total should be amortized evenly over the term of the assessments. The assessments will have a 10-year term. Any fees incurred should be added to the assessment amount.

Please confirm that the assessments have been placed and provide amortization schedules for our records.

Thank you for all of the assistance and effort the County has expended to make PACE available for energy efficiency and renewable energy projects in your county.

Sincerely,



Michael Linder  
Loan Officer

MJL:djk



# MinnPACE

A division of the Saint Paul Port Authority

minnpace.com

380 Saint Peter Street, Suite 850

Saint Paul, MN 55102

MAY 3, 2019

651-204-6236 (phone) | 651-223-5198 (fax)

## Special Assessments Application and Petition Agreement

**The Property Assessed Clean Energy Program (MinnPACE)**, administered by the Saint Paul Port Authority, provides a finance mechanism for the installation of energy efficiency, renewable and conservation Improvements that are permanently fixed to the eligible properties and petition for special assessments in accordance with Minnesota Statutes Sections 216C.435 and 2016C.436 and Chapter 42, and the MinnPACE program. *For further information on eligibility requirements, see the Administrative Guidelines and Financing Summary found at minnpace.com or contact the Saint Paul Port Authority at 651-204-6236.* This MinnPACE Agreement contains an Application section, a Petition for Special Assessment, and designated attachments, all of which must be reviewed and completed, and constitute a full and complete agreement.

### APPLICATION

#### Eligibility Requirements

- Applicant(s) is/are legal owner(s) of the Property described in the Application (the "Property.")
- Property is developed and located within the City of Fountain and County of Fillmore.  
(Revise as needed if special assessments are to be levied by a county or town.)
- Property Owner is current on all mortgage(s). All lenders have signed the Lender Acknowledgement Form for MinnPACE Financing.
- Property Owner is not in bankruptcy and the Property is not an asset in a bankruptcy proceeding.
- There are no federal or state income tax liens, judgment liens or similar involuntary liens on the Property.
- Applicant(s) can be verified as being in "Good Standing" with the Minnesota Office of the Secretary of State or are able to provide a Member Agreement or Operating Agreement certified to be true or correct.
- Improvement costs are reasonable for the scope of the proposed Improvements and in relation to Property value.
- Requested Financing Amount does not exceed the lesser of 20 percent of the Property Market Value or the actual cost of installing the Improvements, including the cost of necessary equipment, materials and labor, the cost of energy audit or renewable energy feasibility study and the cost or verification of installation, less the value of expected rebates.
- Term of financing requested does not exceed the weighted average of the useful life of the Improvements.
- Applicant(s) has/have obtained an **energy audit or renewable energy feasibility study** on the Property. **Attach when submitting application.**

Below, please list and identify all real estate upon which the improvement will constructed or will be directly benefited.

Property Owner(s) Legal Name(s) (as they appear on Property tax records)

Applicant #1: Robert A. Schwier

List all parcel #s Owned by Applicant #1: 29.0004.00 29.0004.020

Applicant #2: S & M Schwier Living Trust

List all parcel #s Owned by Applicant #2: 25.0218.010

Applicant #3: \_\_\_\_\_

List all parcel #s Owned by Applicant #3: \_\_\_\_\_

Applicant #4: \_\_\_\_\_

List all parcel #s Owned by Applicant #4: \_\_\_\_\_

Initials

(all signers)

R.S. K.S. SS MS



# MinnPACE

A division of the Saint Paul Port Authority  
minnpace.com

380 Saint Peter Street, Suite 850  
Saint Paul, MN 55102

651-204-6236 (phone) | 651-223-5198 (fax)

## Property Owner(s) Type(s) — check all that apply

- ☐ Individual(s)/Joint Tenants/Common Property (not in trust)
 ☐ Corporation
 ☐ Limited Liability Company  
☐ Trust/Trustees/Living Trust
 ☒ Partnership
 ☐ Other (Specify):

## Property Owner Contact Information

Name: Schwier Family Farms—Bob & Scott Schwier Email: saschwier@hotmail.com  
 Phone (Day): 507-273-6324 / 6323 Cell Phone:

## Physical Property Address

Street Address: 29279 Keeper Rd. City, State Zip: Fountain, MN 55935

Property Type:
 ☒ Commercial/Industrial
 ☐ Apartment (more than four units)

Square Footage of Building (if applicable):

Finance Amount Requested: \$ 119,975

Finance Term:
 ☒ 10 Years
 ☐ Other:

## Current Mortgage Financing — attach a copy of Mortgage Statement

Name of Mortgage Lender:

Mortgage Lender Address:

Outstanding Principal Balance:

Utility Company: MiEnergy

## Improvement Description—attach all relevant documentation, including bids and estimates

This is a solar PV project for a family farm (hog, feeder cattle & crop) owned by Scott and Bob Schwier. There will be two installations completed—one on Bob's Farm and one on Scott's.

Bob's farm will have a 38.85 a kW DC PV system roof mounted and south facing. The estimated annual production is 47,800kWh.

The system will utilize (105) 370W Jinko modules, (3) 10kW SolarEdge inverters with Unirac mounting. The site is unshaded.

Scott's farm will have a 12.95 kW DC PV system roof mounted and south facing. The estimated annual production is 15,450 kWh.

The system will utilize (35) 370W Jinko modules, (1) 11.4 kW SolarEdge inverter with Unirac mounting. The site is unshaded.



## Petition for Special Assessment

We hereby acknowledge that we will be obligated to pay the assessments when due. The assessment and the interest and any penalties thereon will constitute a lien against the Property until they are paid, even if I/we sell the Property to another person. I/we understand that assessment installments together with the interest on the assessment will be collected on my/our Property tax bill in the same manner and at the same time as Property taxes and will be collected on my/our Property tax bill in subject to the same penalties, remedies and lien priorities as for Property taxes in the event of delinquency, including foreclosure. I/we waive any and all procedural and substantive objections to the installation of the Improvements and the special assessments, including but not limited to any public or other hearings or hearing requirements and any claim that the assessment exceeds the benefit to the Property. I/we waive any appeal rights otherwise available pursuant to M.S.A. §429.081.

The City or County will assess the cost of the Improvements as a special assessment against the Property in accordance with the City's or County's charter, code, or ordinances regulating assessments. The Assessment will carry a term of up to 20 years and will be certified by the City or County annually to County for collection with Owner's Property taxes. Owner may choose to prepay all or a portion of the assessment directly to the City or County at any time during the term of the Assessment. All principal amounts certified annually will carry interest amounts calculated on a fixed interest rate as established by the Saint Paul Port Authority prior to ratification of the Assessment by the City or County.

## Declarations

*By signing this Application, the undersigned hereby declares under penalty or perjury under the laws of the State of Minnesota all of the following:*

1. I am/we are the current owner of record of the Property described herein (the "Property.")
2. The Property is not currently involved in a bankruptcy proceeding.
3. I/we are current on any mortgage(s) or other loan(s) secured by the Property.
4. I/we and the Property meet the Eligibility Requirements listed on page one.
5. I/we waive any and all procedural and substantive objections to the installation of the Improvements and the special assessments, including but not limited to any public or other hearings or hearing requirements and any claim that the assessment exceeds the benefit to the Property. I/we waive any appeal rights otherwise available pursuant the M.S.A. § 429.801.
6. That (i) the information provided in, or in connection with, this Application is true and correct as of the date set forth opposite my/our signature(s) on this Application and (ii) that I/we understand that any intentional or negligent misrepresentation(s) of the information contained in this Application, or provided in connection with the Application, may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both and liability for monetary damages to the Saint Paul Port Authority, any lender providing financing for Improvements described herein, their agents, successors and assigns, insurers and any other person who may suffer any loss due to reliance upon any misrepresentation(s) which I/we have made in this application.
7. I/we agree that the selection of any product(s), equipment and measures referenced in this Application (the "Improvements,") and the decisions regarding the purchase, installation and ownership/maintenance of the Improvements is/are my/our sole responsibility and that I/we have not relied upon any representations or recommendations of MinnPACE/Saint Paul Port Authority, its agents, representatives, assignees, or employees in making such selection or decision, and that my manufacturer, dealer, supplier, contractor or installer of the Improvements is not an agent, employee, assignee or representative of MinnPACE/Saint Paul Port Authority.
8. Owner agrees that any review and approval of the Improvements by a City, County, State or governmental department is granted only in its capacity of administering and enforcing existing relevant codes. Any such approval is only as to compliance with the codes and does not create a special duty to the Owner nor establish a warranty of quality of materials and workmanship.
9. I/we understand the MinnPACE/Saint Paul Port Authority makes no warranty, whether expressed or implied, with respect to the choice, use or application of the Improvements, including without limitation, the implied warranties of merchantability and fitness for any particular purpose, or the use or application of the Improvements.
10. I/we agree that MinnPACE/Saint Paul Port Authority has no liability whatsoever concerning (i) the quality or safety of any Improvements, including their fitness for any purpose, (ii) the estimated energy savings produced by or performance of the Improvements, (iii) the workmanship of any third parties, (iv) the installation or use of the improvement including, but not limited to, any effect on indoor pollutants; or (v) any other matter with respect to MinnPACE/Saint Paul Port Authority.

Initials

(all signers)

A.S. KS. SS MS



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**Prior to sending this application, be sure to include all required attachments.**

- ☒ Evidence of Energy Audit or Renewable Energy System Feasibility (requested on page one) — **REQUIRED**
- ☐ Mortgage Statement (requested on page two) — **REQUIRED**
- ☒ Construction Contracts/Bids (requested on page two) — **REQUIRED**
- ☐ Lender Acknowledgement Form (requested on page five) — **REQUIRED FOR EACH AND EVERY MORTGAGE HOLDER**
- ☐ Financial Statements or Tax Returns from the past three years — **REQUIRED**

## Signatures of all Property Owners and Notary

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

|                                                          |                                       |
|----------------------------------------------------------|---------------------------------------|
| Property Owner Signature <u><i>Robert Schuler</i></u>    | Printed Name <u>Robert Schuler</u>    |
| Property Owner Signature <u><i>Kristin M Schuler</i></u> | Printed Name <u>Kristin M Schuler</u> |
| Property Owner Signature <u><i>Monica Schuler</i></u>    | Printed Name <u>Monica Schuler</u>    |
| Property Owner Signature <u><i>Scott Schuler</i></u>     | Printed Name <u>Scott Schuler</u>     |

For an acknowledgment in an individual capacity:

State of Minnesota

County of Fillmore

This instrument was acknowledged before me on 5/28/19 (date) by *Alissa Grindman* (name(s) or person(s)).  
(Seal, if any)



Signature of notarial officer *Alissa Grindman*  
Title (and Rank) My commission expires: 1/31/2023

For an acknowledgment in an individual capacity:

State of Minnesota  
County of Olmsted

This instrument was acknowledged before me on 5/29/19 by Monica Schuler  
and Scott Schuler



*Krista Oudekirk*  
My commission expires 1/31/23



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## Lender Acknowledgement Form

The undersigned, on behalf of the Lender, which is the holder of a mortgage lien on the Property described in this Application and Petition for Special Assessments in accordance with MinnPACE, administered by the Saint Paul Port Authority, acknowledges that it has reviewed the Applicant's completed MinnPACE Program Special Assessments Application and Petition Agreement, and confirms that the Applicant's receipt of MinnPACE financing and petition for assessment in connection therewith, and the imposition of, and any assignment of, MinnPACE will not constitute a default under Lender's mortgage.

Lender/Institution Name: Deane Schurier

By: Deane Schurier  
(Signature)

Name (print): Deane Schurier

Title: owner

Date: 5-22-19