

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
February 5, 2019**

Fillmore County Courthouse, 101 Fillmore Street - Preston, MN

Mitch Lentz - First District

Vacant - Third District

Randy Dahl - Second District

Duane Bakke - Fourth District

Marc Prestby - Fifth District

9:00 a.m. Pledge of Allegiance

Approve Agenda

Approve Consent Agenda:

1. January 22, 2019 County Board minutes.

Approve Commissioners' Warrants

Review Auditor's Warrants

9:05 a.m. Andrew Hatzenbihler, Solid Waste

1. Consider second reading with possible action regarding changes to "Resource Recovery Center Credit and Operating Policy"

9:10 a.m. Ron Gregg, Highway

1. Consider purchase of a 2019 Tandem Truck and snowplow equipment from the state bid contract
2. Consider resolution for the application of Local Road Improvement Program funds for the resurfacing of CSAH 30 leading to the Niagara Cave
3. Consider advertising for the bridge replacement project on CSAH 4 west of Washington, SAP 023-604-005

9:20 a.m. Heidi Jones, Auditor/Treasurer

1. Consider approval of amended Fillmore County Abatement Policy Updated to reflect statutes 357.192 & 279.01
2. Consider approval of updated 2019 Fee Schedule

9:30 a.m. Citizens Input

9:35 a.m. John DeGeorge, Sheriff

1. Consider jail overhead garage door replacement purchase bid

9:45 a.m. Jessica Erickson, Director of Nursing

1. Consider Medical Consultant Contract

9:55 a.m. Kevin Olson, Social Services Manager

1. Request approval of Service agreement with Mary Klinghaven for claims training

10:10 a.m. Cristal Adkins, Zoning Administrator

1. Request approval approval to close out 2018 Grants

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- 10:15 a.m. Kristina Kohn, Human Resources
1. Request to hire Land Records Director effective February 6, 2019
 2. Request to hire from list for replacement Property Appraiser
 3. Resignation for Darrell Schmitt, Highway Engineering Supervisor, effective February 1, 2019
 4. Discussion with possible action regarding transition of functions from Auditor/Treasurer's Office to Coordinator's Office
 5. Request to promote Carrie Huffman, Account Tech, to Account Tech Lead effective 2/5/19 as recommended by the Personnel Committee
 6. Discussion with possible action regarding transfer of Karla Franzen, Account Technician, from Land Records to Auditor/Treasurer
 7. Discussion with possible action regarding classifications appeals for compensation and classification study
 8. Discussion with possible action regarding updated job descriptions

10:30 a.m. Consider closing meeting pursuant to M.S. 13D.03 for labor negotiations regarding review of compensation study

OTHER ADMINISTRATIVE ITEMS:

1. Discussion with possible action regarding old office supplies and furnishings.

Calendar review, committee reports and announcements

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

Tuesday, February 5	7:30 a.m.	Finance	<i>Bakke/Lentz</i>
	9:00 a.m.	County Board - Special Meeting, Commissioners' Boardroom, Courthouse, Preston	
Monday, February 11	12:30 p.m.	Southeast MN Emergency Communications Board, Rochester	<i>Lentz</i>
	6:00 p.m.	Development Achievement Center, Preston	<i>Lentz</i>
	6:30 p.m.	Semcac, St. Charles	<i>Dahl</i>
Tuesday, February 12	7:30 a.m.	Solid Waste	<i>Prestby</i>
	9:00 a.m.	County Board – Regular Meeting, Commissioners' Boardroom, Courthouse, Preston	
Thursday, February 14	12:00 p.m.	Fillmore County Community Corrections Task Force	<i>Bakke</i>
	2:30 p.m.	Southeastern MN Association Regional Trails, Rochester	<i>Lentz</i>
Friday, February 15	11:00 p.m.	Law Library, Law Library, Courthouse, Preston	<i>Lentz</i>
Monday, February 18	All Day	County Offices Closed in observance of Presidents' Day	

FILLMORE COUNTY COMMISSIONERS' MINUTES

January 22, 2019

This is a preliminary draft of the January 22, 2019 minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

The Board of County Commissioners of Fillmore County, Minnesota met in special session this 22nd day of January, 2019 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Duane Bakke, Marc Prestby, Randy Dahl, and Mitch Lentz. Also present were: Bobbie Vickerman, Coordinator/Clerk; John DeGeorge, Sheriff; Kristina Kohn, Human Resources Officer; Brett Corson, County Attorney; Cynthia Blagsvedt, Assessor; Ronald Vikre, Property Appraiser; Donna Rasmussen, Fillmore Soil & Water Conservation District Administrator; Caleb Fischer, Water Management Coordinator; David Kiehne, Recorder; Drew Hatzenbihler, Solid Waste Administrator; Bonita Underbakke; Nancy Bertrud; and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. January 8, 2019 County Board minutes as presented.
2. Transfer \$350,000 to the City of Preston for the Veterans Home allocation.

On motion by Lentz and seconded by Dahl, the Board unanimously approved payment of the following Commissioner warrants:

WARRANTS

The Auditor's warrants were reviewed.

Fillmore Soil & Water Conservation District Administrator Donna Rasmussen and Water Management Coordinator Caleb Fisher were present.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to close out the 2016 and 2017 Wetland Conservation Act grants as part of the Natural Resources Block Grant.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to close out FY2018 Local Water Management.

David Kiehne, Recorder, was present.

Kiehne presented the Recorder Compliance Report for 2018 recorded documents. He reviewed the processes and the concerns about people trying to push documents through the last week of the year for tax credits. Kiehne noted that he would like to see legislation that changes the recording requirements so that this is not an issue in the future. Commissioner Bakke encouraged Kiehne to reach out to his association to find their stance on the issue and reach out to the legislators regarding a possible legislative change for the process.

On motion by Lentz and seconded by Prestby, the Board unanimously approved annual expenditures for allocated and unallocated accounts.

The Citizen's Input portion of the meeting was opened and closed at 9:31 a.m. as no one was present to

Speak.

Drew Hatzenbihler, Solid Waste Administrator, was present.

On motion by Dahl and seconded by Prestby, the Board unanimously supports the letter sent to Resource Recovery Center customers on April 16, 2018 regarding a ban on cardboard and medical sharps with loads going to the Winneshiek County Landfill and the fines that go with them.

Solid Waste Administrator Hatzenbihler presented the first reading of the draft updates to the Fillmore County Resource Recovery Center Credit and Operating Policy. He will bring the policy back for a second reading.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the request by Minnesota Pollution Control Agency (MPCA) for re-permitting of Fillmore County Resource Recovery Center facility. This is not a physical modification, just a major modification in the operation because our requested daily tonnage increase is considered a major modification requiring public notice.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the resignation request from Lori Affeldt, Account Technician Lead, effective February 1, 2019 and thanked her for her service to Fillmore County.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to advertise internally and externally for an Account Technician in the Auditor/Treasurer's Office as recommended by the Personnel Committee. Applications will be received in the Coordinator's Office until 4:30 p.m. on Friday, February 15, 2019.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Fillmore County Journal as the official County newspaper for 2019.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2019 Septic Treatment Systems grant agreement.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the resignation request from Commissioner Gary Peterson, effective January 18, 2019. The Board thanked Peterson for his service to Fillmore County and wished him well.

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

RESOLUTION 2019-005: Resignation of Commissioner Gary Peterson

On motion by Dahl and seconded by Lentz, the Board unanimously approved the temporary assignments for committee appointments as follows:

- a. Safety/Emergency Management - Randy Dahl
- b. Solid Waste – Duane Bakke
- c. Law Enforcement – Mitch Lentz
- d. Facilities – Marc Prestby
- e. Economic Development Authority, alternate – Randy Dahl
- f. Winneshiek County Landfill – Drew Hatzenbihler

On motion by Prestby and seconded by Dahl, the Board unanimously approved the 2019 Committee list with suggested changes.

LIST

On motion by Lentz and seconded by Dahl, the Board unanimously approved changing the June meeting dates for the Board of Appeal and Equalization and Board meetings from June 11th to June 18th.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the purchase of Feedlot/Zoning Computers and supporting equipment with grant dollars as recommended by the Technology/Land Records/GIS committee.

A review of the calendar was done with the following committee reports and announcements given: Upcoming meetings were discussed. Dahl – none; Lentz – EDA; and Prestby/Bakke – Highway Committee, projects are being designed, reviewed and put out for advertising.

The Chair recessed the meeting at 10:21 a.m. and resumed back in session at 10:31 a.m.

Land Records Director Interview began at 10:31 a.m. and was completed at 11:00 a.m.

Following discussion, the Board agreed to make a bona fide offer to Brian Hoff for the Land Records Director position at an annual salary of \$71,947.20.

On motion by Lentz and seconded by Dahl, the Chair adjourned the meeting at 11:23 a.m.

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT			Board Of Commissioners			
5887	Dahl/Randy						
	01-003-000-0000-6335		87.00	Mileage		Employee Automobile Allowance	N
				01/08/2019 01/22/2019			
5887	Dahl/Randy		87.00	1 Transactions			
82132	Fillmore Co Journal						
	01-003-000-0000-6233		18.50	Board Minutes	97829	Publications	N
				01/28/2019 01/28/2019			
82132	Fillmore Co Journal		18.50	1 Transactions			
3608	Peterson/Gary						
	01-003-000-0000-6335		19.14	Mileage		Employee Automobile Allowance	N
				01/08/2019 01/08/2019			
3608	Peterson/Gary		19.14	1 Transactions			
1152	Prestby/Marc						
	01-003-000-0000-6335		69.60	Mileage		Employee Automobile Allowance	N
				01/08/2019 01/29/2019			
1152	Prestby/Marc		69.60	1 Transactions			
3	DEPT Total:		194.24	Board Of Commissioners	4 Vendors	4 Transactions	
14	DEPT			Law Library			
4072	Matthew Bender & Co. Inc						
	01-014-000-0000-6451	AP P	297.31	Dunnell Digest	07690495	Reference Materials	N
				12/19/2018 12/31/2018			
4072	Matthew Bender & Co. Inc		297.31	1 Transactions			
437	Thomson Reuters-West Payment Center						
	01-014-000-0000-6451	AP P	612.00	West information chgs-Dec '18	839540425	Reference Materials	N
				12/01/2018 12/31/2018			
	01-014-000-0000-6451	AP P	1,604.75	Discount plan chg-Dec 2018	839620726	Reference Materials	N
				12/05/2018 01/04/2019			
437	Thomson Reuters-West Payment Center		2,216.75	2 Transactions			
14	DEPT Total:		2,514.06	Law Library	2 Vendors	3 Transactions	

SNEWGARD

1/30/19 2:14PM

1 County Revenue Fund

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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	
34	DEPT					Policy Coordinator			
	4340	Donald E Salverda & Associates							
		01-034-000-0000-6245	AP	P	195.92	Books-2018 Leadership Growth	P-1808-6B	Registration Fees	Y
	4340	Donald E Salverda & Associates			195.92	1 Transactions			
34	DEPT Total:				195.92	Policy Coordinator	1 Vendors	1 Transactions	
60	DEPT					Information Systems			
	2545	Marco, Inc							
		01-060-000-0000-6285			3,500.00	Technology assessment	INV5941900	Professional Fees	N
						01/16/2019 01/16/2019			
	2545	Marco, Inc			3,500.00	1 Transactions			
60	DEPT Total:				3,500.00	Information Systems	1 Vendors	1 Transactions	
91	DEPT					County Attorney			
	81188	Civil Process Specialists							
		01-091-000-0000-6377			325.00	Subpoena service fees	CP-19-67	Fees And Service Charges	Y
						01/24/2019 01/24/2019			
	81188	Civil Process Specialists			325.00	1 Transactions			
	8572	Mariposa Publishing							
		01-091-000-0000-6451			147.26	Paralegal handbook	IN732165	Reference Materials	N
						01/02/2019 01/02/2019			
	8572	Mariposa Publishing			147.26	1 Transactions			
91	DEPT Total:				472.26	County Attorney	2 Vendors	2 Transactions	
105	DEPT					Planning And Zoning			
	5479	Bisek/Andrew R							
		01-105-000-0000-6104			45.00	January PC meeting		Per Diem	N
						01/24/2019 01/24/2019			
		01-105-000-0000-6104	AP	P	90.00	December PC mtg & tour		Per Diem	N
						12/17/2018 12/20/2018			
		01-105-000-0000-6335			2.32	Mileage		Employee Automobile Allowance	N
						01/24/2019 01/24/2019			
		01-105-000-0000-6335	AP	P	4.36	Mileage		Employee Automobile Allowance	N
						12/17/2018 12/20/2018			

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5479	Bisek/Andrew R			141.68		4 Transactions		
2540	Duxbury/Steve							
	01-105-000-0000-6104			45.00	January PC meeting		Per Diem	N
					01/24/2019 01/24/2019			
	01-105-000-0000-6104	AP	P	90.00	December PC meeting & tour		Per Diem	N
					12/17/2018 12/20/2018			
	01-105-000-0000-6335			11.60	Mileage		Employee Automobile Allowance	N
					01/24/2019 01/24/2019			
	01-105-000-0000-6335	AP	P	21.80	Mileage		Employee Automobile Allowance	N
					12/17/2018 12/20/2018			
2540	Duxbury/Steve			168.40		4 Transactions		
834	Hovey/Arlynn							
	01-105-000-0000-6104	AP	P	45.00	December PC meeting		Per Diem	N
					12/20/2018 12/20/2018			
	01-105-000-0000-6335	AP	P	7.09	Mileage		Employee Automobile Allowance	N
					12/20/2018 12/20/2018			
834	Hovey/Arlynn			52.09		2 Transactions		
5981	iWorQ Systems							
	01-105-000-0000-6637	AP	P	2,066.67	Software	140622	Software Expenses	N
					12/01/2018 12/01/2018			
5981	iWorQ Systems			2,066.67		1 Transactions		
4874	JOHNSON/TRINITY							
	01-105-000-0000-6104			45.00	January PC meeting		Per Diem	N
					01/24/2019 01/24/2019			
	01-105-000-0000-6104	AP	P	45.00	December PC meeting		Per Diem	N
					12/20/2018 12/20/2018			
	01-105-000-0000-6335			24.36	Mileage		Employee Automobile Allowance	N
					01/24/2019 01/24/2019			
	01-105-000-0000-6335	AP	P	22.89	Mileage		Employee Automobile Allowance	N
					12/20/2018 12/20/2018			
4874	JOHNSON/TRINITY			137.25		4 Transactions		
6904	Ruskell/Gary L							
	01-105-000-0000-6104			45.00	January PC meeting		Per Diem	N
					01/24/2019 01/24/2019			

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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	
	01-105-000-0000-6104	AP	P	90.00	December PC meeting & tour 12/17/2018 12/20/2018		Per Diem	N
	01-105-000-0000-6335			19.72	Mileage 01/24/2019 01/24/2019		Employee Automobile Allowance	N
	01-105-000-0000-6335	AP	P	37.06	Mileage 12/17/2018 12/20/2018		Employee Automobile Allowance	N
6904	Ruskell/Gary L			191.78	4 Transactions			
6315	Thompson/Thomas A							
	01-105-000-0000-6104			45.00	January PC meeting 01/24/2019 01/24/2019		Per Diem	N
	01-105-000-0000-6104	AP	P	45.00	December PC meeting 12/20/2018 12/20/2018		Per Diem	N
	01-105-000-0000-6335			12.76	Mileage 01/24/2019 01/24/2019		Employee Automobile Allowance	N
	01-105-000-0000-6335	AP	P	11.99	Mileage 12/20/2018 12/20/2018		Employee Automobile Allowance	N
6315	Thompson/Thomas A			114.75	4 Transactions			
105	DEPT Total:			2,872.62	Planning And Zoning	7 Vendors	23 Transactions	
106	DEPT				Unallocated Recording Fee			
	5981 iWorQ Systems							
	01-106-000-0000-6637	AP	P	2,066.67	Software 12/01/2018 12/01/2018	140622	Software Expenses	N
	5981 iWorQ Systems			2,066.67	1 Transactions			
106	DEPT Total:			2,066.67	Unallocated Recording Fee	1 Vendors	1 Transactions	
111	DEPT				Facilites Mtce			
	7460 Al Larson & Sons Plumbing & Heating, Inc							
	01-111-000-0000-6580			236.00	Head-auto toilet-cthse 01/15/2019 01/15/2019	19079	Other Repair And Maintenance Suppl	N
	7460 Al Larson & Sons Plumbing & Heating, Inc			236.00	1 Transactions			
4429	Byer/Daniel J							
	01-111-000-0000-6377			20.00	Renew boiler license		Fees And Service Charges	N

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4429	Byer/Daniel J		20.00		1 Transactions		
7183	CCP Industries,Inc						
	01-111-000-0000-6411		294.56	Custodial supplies	IN02241895	Custodial Supplies	N
				01/14/2019	01/14/2019		
7183	CCP Industries,Inc		294.56		1 Transactions		
1340	Mensink Landscaping						
	01-111-000-0000-6580		487.55	Ice Melt-all buildings		Other Repair And Maintenance Suppl	Y
				01/18/2019	01/18/2019		
1340	Mensink Landscaping		487.55		1 Transactions		
3514	Mid-American Research Chemical Corp.						
	01-111-000-0000-6411		129.33	Carpet cleaning towels	0655669-IN	Custodial Supplies	N
				01/18/2019	01/18/2019		
3514	Mid-American Research Chemical Corp.		129.33		1 Transactions		
6262	Northwoods						
	01-111-000-0000-6411		271.98	Custodial supplies	216934	Custodial Supplies	N
				01/18/2019	01/18/2019		
6262	Northwoods		271.98		1 Transactions		
5988	Preston Auto Parts						
	01-111-000-0000-6580		35.14	Paint supplies-Cty Atty Ofc	575752	Other Repair And Maintenance Suppl	N
				01/23/2019	01/23/2019		
	01-111-000-0000-6580		32.96	Masking tape-Cty Atty Ofc	576296	Other Repair And Maintenance Suppl	N
				01/29/2019	01/29/2019		
	01-111-000-0000-6580		21.45	Paint supplies-Cty Atty Ofc	576330	Other Repair And Maintenance Suppl	N
				01/29/2019	01/29/2019		
	01-111-000-0000-6580		40.95	Paint supplies cty atty ofc	576379	Other Repair And Maintenance Suppl	N
				01/29/2019	01/29/2019		
5988	Preston Auto Parts		130.50		4 Transactions		
303	Preston Equipment Company						
	01-111-000-0000-6580	AP P	55.20	Snowblower parts	01-65826	Other Repair And Maintenance Suppl	N
				12/28/2018	12/28/2018		
303	Preston Equipment Company		55.20		1 Transactions		
3448	Reliable Pest Management						

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Vendor	Name	Rpt		Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr			Service Dates	Paid On Bhf #	On Behalf of Name	
	01-111-000-0000-6377	AP	P	45.00	Rodent control at FCOB	6739	Fees And Service Charges	Y
					12/21/2018 12/21/2018			
3448	Reliable Pest Management			45.00	1 Transactions			
9206	Winona Heating & Ventilating Co, Inc.							
	01-111-000-0000-6317			1,279.24	Glycol-htng & clng units Cthse	97124	Building Maintenance	N
					01/18/2019 01/18/2019			
	01-111-000-0000-6317	AP	P	522.30	Replace relief valves-Cthse	97391	Building Maintenance	N
					12/31/2018 12/31/2018			
9206	Winona Heating & Ventilating Co, Inc.			1,801.54	2 Transactions			
111	DEPT Total:			3,471.66	Facilites Mtce	10 Vendors	14 Transactions	
149	DEPT				Other General Government			
4928	1 Source							
	01-149-000-0000-6408			54.41	Supplies	232142-0	County Shared Office Supplies	Y
					01/23/2019 01/23/2019			
4928	1 Source			54.41	1 Transactions			
3691	Bauer Built Inc							
	01-149-000-0000-6580	AP	P	453.36	Fuel fighter-rotate tires-pool	740034496	Other Repair And Maintenance Suppl	N
					12/18/2019 12/18/2019			
3691	Bauer Built Inc			453.36	1 Transactions			
149	DEPT Total:			507.77	Other General Government	2 Vendors	2 Transactions	
201	DEPT				Enhanced 911 System			
4441	Independent Emergency Services, LLC							
	01-201-000-0000-6310			9,542.88	Maintenance support	081385	Contract Repairs And Maintenance	Y
					07/01/2018 06/30/2019			
4441	Independent Emergency Services, LLC			9,542.88	1 Transactions			
201	DEPT Total:			9,542.88	Enhanced 911 System	1 Vendors	1 Transactions	
202	DEPT				Sheriff			
5049	Driver & Vehicle Services							
	01-202-000-0000-6311			11.00	Squad license tabs-2305		Miscellaneous Repairs And Maintena	N
					02/01/2019 02/01/2020			

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
5049	Driver & Vehicle Services		11.00		1 Transactions		
4767	Galls, LLC						
	01-202-000-0000-6173		10.00	Uniforms	011676570	Uniform Allowance	Y
				01/08/2019 01/08/2019			
	01-202-000-0000-6173		28.05	Uniforms	011723088	Uniform Allowance	Y
				01/14/2019 01/14/2019			
	01-202-000-0000-6173		58.00	Uniforms	011734122	Uniform Allowance	Y
				01/15/2019 01/15/2019			
	01-202-000-0000-6173		276.15	Uniforms	011734142	Uniform Allowance	Y
				01/15/2019 01/15/2019			
4767	Galls, LLC		372.20		4 Transactions		
83550	Kelly Printing & Signs LLC						
	01-202-000-0000-6402		42.00	Wall plaques	32398	Stationary And Forms	N
				01/17/2019 01/17/2019			
83550	Kelly Printing & Signs LLC		42.00		1 Transactions		
5172	MN DEPT OF PUBLIC SAFETY						
	01-202-000-0000-6455		22.16	Dangerous Dog signs		Law Enforcement Supplies	N
	01-202-000-0000-6455		13.00	Dangerous Dog tags		Law Enforcement Supplies	N
5172	MN DEPT OF PUBLIC SAFETY		35.16		2 Transactions		
202	DEPT Total:		460.36	Sheriff	4 Vendors	8 Transactions	
251	DEPT			County Jail			
9	AmeriPride Services, Inc						
	01-251-000-0000-6377		82.65	Jail laundry	2800983883	Fees And Service Charges	N
				01/23/2019 01/23/2019			
9	AmeriPride Services, Inc		82.65		1 Transactions		
4026	Bob Barker Company, Inc						
	01-251-000-0000-6455		413.53	Jail inmate supplies	multiple	Law Enforcement Supplies	N
				01/18/2019 01/22/2019			
4026	Bob Barker Company, Inc		413.53		1 Transactions		
1367	City Of Preston Ambulance						
	01-251-000-0000-6285	AP P	1,526.29	Ambulance-12/4 6/9 & 6/19	multiple	Professional Fees	N
				06/09/2018 12/04/2018			

SNEWGARD

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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	
1367	City Of Preston Ambulance			1,526.29	1 Transactions			
83204	Houston Co Sheriffs Office							
	01-251-000-0000-6384	AP	P	31.61	Board of Prisoners	3050-f	Out Of County Board Of Prisoners	N
					12/18/2018 01/14/2019			
83204	Houston Co Sheriffs Office			31.61	1 Transactions			
1138	McBe Company							
	01-251-000-0000-6431			30.94	Inmate med/supplies	multiple	Drugs And Medicine	N
					12/20/2018 01/10/2019			
1138	McBe Company			30.94	1 Transactions			
9361	MN Dept Of Corrections							
	01-251-000-0000-6301	DTG	O	552.50	August 2018 inmate wages	00000500698	Icwc Wage Expense	N
					08/01/2018 08/31/2018			
	01-251-000-0000-6301	DTG	O	356.38	November 2018 inmate wages	00000525555	Icwc Wage Expense	N
					11/01/2018 11/30/2018			
	01-251-000-0000-6301	DTG	O	487.50	December 2018 inmate wages	00000525558	Icwc Wage Expense	N
					12/01/2018 12/31/2018			
9361	MN Dept Of Corrections			1,396.38	3 Transactions			
2273	Olmsted Medical Center							
	01-251-000-0000-6431	AP	P	332.00	Inmate care	C12525952	Drugs And Medicine	N
					09/21/2018 09/21/2018			
2273	Olmsted Medical Center			332.00	1 Transactions			
251	DEPT Total:			3,813.40	County Jail	7 Vendors	9 Transactions	
442	DEPT				Wic Program			
3315	Melver/Paula							
	01-442-000-0000-6335	AP	P	30.52	December 2018 mileage		Employee Automobile Allowance	N
					12/05/2018 12/20/2018			
3315	Melver/Paula			30.52	1 Transactions			
5056	Peterson/Sara							
	01-442-000-0000-6335	AP	P	28.89	December 2018-WIC mileage		Employee Automobile Allowance	N
					12/03/2018 12/28/2018			
	01-442-000-0000-6335			30.74	January 2019 WIC mileage		Employee Automobile Allowance	N
					01/03/2019 01/17/2019			

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1 County Revenue Fund

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5056	Peterson/Sara			59.63	2 Transactions			
3581	Root/Emily							
	01-442-000-0000-6335	AP	P	14.17	December 2018 WIC mileage		Employee Automobile Allowance	N
					12/04/2018 12/26/2018			
	01-442-000-0000-6335			26.68	January 2019 WIC mileage		Employee Automobile Allowance	N
					01/03/2019 01/18/2019			
3581	Root/Emily			40.85	2 Transactions			
442	DEPT Total:			131.00	Wic Program	3 Vendors	5 Transactions	
443	DEPT				Nursing Service			
3504	Fillmore Co Social Services							
	01-443-000-0000-6825			100.00	2019 Collaborative contributio		Collaborative/Time Study	N
					01/18/2019 01/18/2019			
3504	Fillmore Co Social Services			100.00	1 Transactions			
3315	Melver/Paula							
	01-443-000-0000-6335	AP	P	65.29	December 2018 nursing mileage		Employee Automobile Allowance	N
					12/05/2018 12/20/2018			
3315	Melver/Paula			65.29	1 Transactions			
5056	Peterson/Sara							
	01-443-000-0000-6335	AP	P	97.01	December 2018 nursing mileage		Employee Automobile Allowance	N
					12/03/2018 12/28/2018			
	01-443-000-0000-6335			46.98	January 2019 nursing mileage		Employee Automobile Allowance	N
					01/03/2019 01/17/2019			
5056	Peterson/Sara			143.99	2 Transactions			
3251	Schultz/Kari							
	01-443-000-0000-6335	AP	P	58.86	October 2018 nursing mileage		Employee Automobile Allowance	N
					10/01/2018 10/15/2018			
3251	Schultz/Kari			58.86	1 Transactions			
86085	Semcac Transportation							
	01-443-000-0000-6433	AP	P	99.55	Waiver reimb-client #0739	1109	Waiver Reimbursables	N
					11/09/2018 11/30/2018			
86085	Semcac Transportation			99.55	1 Transactions			

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Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
443	DEPT Total:				467.69	Nursing Service	5 Vendors	6 Transactions	
446	DEPT					Mch Program			
	5056	Peterson/Sara							
		01-446-000-0000-6335	AP	P	74.12	MCH mileage-December 2018		Employee Automobile Allowance	N
						12/03/2018 12/28/2018			
	5056	Peterson/Sara			74.12		1 Transactions		
	3581	Root/Emily							
		01-446-000-0000-6335	AP	P	138.98	December 2018 MCH mileage		Employee Automobile Allowance	N
						12/04/2018 12/26/2018			
		01-446-000-0000-6335			23.20	January 2019 MCH mileage		Employee Automobile Allowance	N
						01/03/2019 01/18/2019			
	3581	Root/Emily			162.18		2 Transactions		
446	DEPT Total:				236.30	Mch Program	2 Vendors	3 Transactions	
602	DEPT					County Extension Service			
	4758	Fenske/Michael							
		01-602-000-0000-6104			45.00	CEC Meeting		Per Diem	N
						01/16/2019 01/16/2019			
		01-602-000-0000-6335			29.00	Mileage		Employee Automobile Allowance	N
						01/16/2019 01/16/2019			
	4758	Fenske/Michael			74.00		2 Transactions		
	1688	Kappers/Janet							
		01-602-000-0000-6104			45.00	CEC Meeting		Per Diem	N
						01/16/2019 01/16/2019			
		01-602-000-0000-6335			27.84	Mileage		Employee Automobile Allowance	N
						01/16/2019 01/16/2019			
	1688	Kappers/Janet			72.84		2 Transactions		
	5524	Raaen/Tyler K							
		01-602-000-0000-6104			45.00	CEC Meeting		Per Diem	N
						01/16/2019 01/16/2019			
		01-602-000-0000-6335			0.58	Mileage		Employee Automobile Allowance	N
						01/16/2019 01/16/2019			

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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	
5524	Raaen/Tyler K		45.58	2 Transactions			
5523	Redalen/Justin D						
	01-602-000-0000-6104		45.00	CEC Meeting		Per Diem	N
				01/16/2019 01/16/2019			
	01-602-000-0000-6335		12.76	Mileage		Employee Automobile Allowance	N
				01/16/2019 01/16/2019			
5523	Redalen/Justin D		57.76	2 Transactions			
6027	Welch/Jacob						
	01-602-000-0000-6104		45.00	CEC Meeting		Per Diem	N
				01/16/2019 01/16/2019			
	01-602-000-0000-6335		29.00	Mileage		Employee Automobile Allowance	N
				01/16/2019 01/16/2019			
6027	Welch/Jacob		74.00	2 Transactions			
602	DEPT Total:		324.18	County Extension Service	5 Vendors	10 Transactions	
603	DEPT			Feedlot			
5981	iWorQ Systems						
	01-603-000-0000-6637	AP P	2,066.66	Software	140622	Software Expenses	N
				12/01/2018 12/01/2018			
5981	iWorQ Systems		2,066.66	1 Transactions			
8465	MACFO-MN Assoc Of Co Feedlot Officers						
	01-603-000-0000-6242		125.00	Membership dues		Membership Dues	N
				01/18/2019 01/18/2019			
	01-603-000-0000-6245		175.00	Registraton fees		Registration Fees	N
				03/26/2019 03/28/2019			
8465	MACFO-MN Assoc Of Co Feedlot Officers		300.00	2 Transactions			
603	DEPT Total:		2,366.66	Feedlot	2 Vendors	3 Transactions	
1	Fund Total:		33,137.67	County Revenue Fund		96 Transactions	

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13 County Road & Bridge

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
300	DEPT			Highway Administration			
110	Fillmore Co Treasurer						
	13-300-000-0000-6205	AP P	34.01	December postage		Postage And Postal Box Rent	N
110	Fillmore Co Treasurer		34.01	1 Transactions			
300	DEPT Total:		34.01	Highway Administration	1 Vendors	1 Transactions	
310	DEPT			Highway Maintenance			
6509	Austin/Tim and Cindy						
	13-310-000-0000-6580		110.38	mailbox repair		Other Repair And Maintenance Suppl	N
6509	Austin/Tim and Cindy		110.38	1 Transactions			
1891	Bruening Rock Products, Inc.						
	13-310-000-0000-6505	AP P	2,566.73	rock	113391	Aggregate	N
	13-310-000-0000-6505		1,072.99	rock	113988	Aggregate	N
1891	Bruening Rock Products, Inc.		3,639.72	2 Transactions			
3046	CAT Personal Safety Training & Equipme						
	13-310-000-0000-6466		131.95	safety jackets	1222	Safety Materials	N
3046	CAT Personal Safety Training & Equipme		131.95	1 Transactions			
310	DEPT Total:		3,882.05	Highway Maintenance	3 Vendors	4 Transactions	
320	DEPT			Highway Construction			
6182	Bear Creek Archeology						
	13-320-000-0000-6377	AP P	5,162.67	historic archeology investigat		Fees And Service Charges	N
6182	Bear Creek Archeology		5,162.67	1 Transactions			
3879	Schmitt/Darrell						
	13-320-000-0000-6337		13.42	meal		Other Travel Expense	N
3879	Schmitt/Darrell		13.42	1 Transactions			
347	State Of Mn						
	13-320-000-0000-6377	DTG O	3,843.05	material testing	P00009980	Fees And Service Charges	N
347	State Of Mn		3,843.05	1 Transactions			
320	DEPT Total:		9,019.14	Highway Construction	3 Vendors	3 Transactions	

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
330	DEPT				Equipment Maintenance Shops			
5142	Ancom Technical Center, Inc.							
	13-330-000-0000-6575			26.22	parts	84848	Machinery Parts	N
5142	Ancom Technical Center, Inc.			26.22	1 Transactions			
5005	Cintas Corporation- First Aid & Safety							
	13-330-000-0000-6576			125.76	supplies	5012761049	Shop Supplies & Tools	N
5005	Cintas Corporation- First Aid & Safety			125.76	1 Transactions			
1221	Connaughtly Sales Inc							
	13-330-000-0000-6575	AP	P	5.25	parts	38363	Machinery Parts	N
	13-330-000-0000-6575	AP	P	56.25	labor	38363	Machinery Parts	N
	13-330-000-0000-6317			7.30	bldg maint	38700	Building Maintenance	N
1221	Connaughtly Sales Inc			68.80	3 Transactions			
4590	Debauche Truck & Diesel							
	13-330-000-0000-6575	AP	P	488.92	parts	114862	Machinery Parts	N
	13-330-000-0000-6575	AP	P	320.00	labor	114862	Machinery Parts	N
	13-330-000-0000-6575	AP	P	142.28	parts	5040683	Machinery Parts	N
4590	Debauche Truck & Diesel			951.20	3 Transactions			
3714	Hovey Oil Co Inc							
	13-330-000-0000-6561			882.80	#1 diesel	100130	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561			338.00	gas	100130	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561			859.67	#2 diesel	100130	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561	AP	P	842.00	#2 diesel	99985	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561	AP	P	1,040.01	#1 diesel	99985	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561	AP	P	488.70	gas	99985	Gasoline Diesel And Other Fuels	N
3714	Hovey Oil Co Inc			4,451.18	6 Transactions			
6508	Interstate Motor Trucks							
	13-330-000-0000-6575			236.37	parts	209840	Machinery Parts	N
	13-330-000-0000-6575			279.84	labor	209840	Machinery Parts	N
6508	Interstate Motor Trucks			516.21	2 Transactions			
83550	Kelly Printing & Signs LLC							
	13-330-000-0000-6575	AP	P	48.00	parts	32023	Machinery Parts	N
83550	Kelly Printing & Signs LLC			48.00	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	
5988	Preston Auto Parts							
	13-330-000-0000-6575	AP	P	30.70	parts	573553	Machinery Parts	N
	13-330-000-0000-6575	AP	P	8.34	parts	573623	Machinery Parts	N
5988	Preston Auto Parts			39.04	2 Transactions			
303	Preston Equipment Company							
	13-330-000-0000-6575	AP	P	15.81	parts	01-65773	Machinery Parts	N
303	Preston Equipment Company			15.81	1 Transactions			
3989	Ronco Engineering Sales Co, Inc							
	13-330-000-0000-6575			149.90	parts	3155572	Machinery Parts	N
	13-330-000-0000-6576			751.44	supplies	3155572	Shop Supplies & Tools	N
3989	Ronco Engineering Sales Co, Inc			901.34	2 Transactions			
3500	Severson Oil Company							
	13-330-000-0000-6561			915.60	#1 diesel	662700	Gasoline Diesel And Other Fuels	N
	13-330-000-0000-6561			1,779.74	#2 diesel	662700	Gasoline Diesel And Other Fuels	N
3500	Severson Oil Company			2,695.34	2 Transactions			
5833	Spring Valley Ace Hardware							
	13-330-000-0000-6576			30.37	supplies	A81235	Shop Supplies & Tools	N
	13-330-000-0000-6576			10.99	supplies	A81741	Shop Supplies & Tools	N
5833	Spring Valley Ace Hardware			41.36	2 Transactions			
330	DEPT Total:			9,880.26	Equipment Maintenance Shops	12 Vendors	26 Transactions	
340	DEPT				Local Option Sales Tax			
99	Erickson Engineering LLC							
	13-340-000-0000-6265	AP	P	279.00	consulting	12902	Consulting	N
99	Erickson Engineering LLC			279.00	1 Transactions			
340	DEPT Total:			279.00	Local Option Sales Tax	1 Vendors	1 Transactions	
13	Fund Total:			23,094.46	County Road & Bridge		35 Transactions	

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14 Sanitation Fund

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
390	DEPT		Resource Recovery Center			
5152	AMC					
	14-390-000-0000-6245		65.00	SWAA Training registration	Registration Fees	N
				01/22/2019 01/22/2019		
5152	AMC		65.00	1 Transactions		
3691	Bauer Built Inc					
	14-390-000-0000-6311		55.00	Trailer tire swap(billed-Hrtrs	740034819	Miscellaneous Repairs And Maintenar N
				01/14/2019 01/14/2019		
	14-390-000-0000-6311		25.00	Truck tire repair	740034949	Miscellaneous Repairs And Maintenar N
				01/28/2019 01/28/2019		
3691	Bauer Built Inc		80.00	2 Transactions		
6150	Cintas Corporation No.2					
	14-390-000-0000-6377		13.38	Uniforms	4015270794	Fees And Service Charges N
				01/18/2019 01/18/2019		
	14-390-000-0000-6377		20.76	Uniforms	4015629873	Fees And Service Charges N
				01/25/2019 01/25/2019		
6150	Cintas Corporation No.2		34.14	2 Transactions		
390	DEPT Total:		179.14	Resource Recovery Center	3 Vendors	5 Transactions
391	DEPT			Score Grant Program		
9375	Green Lights Recycling, Inc					
	14-391-000-0000-6861		484.32	Light bulb recycling	19-0386	Recycling Operation Expense N
				01/22/2019 01/22/2019		
9375	Green Lights Recycling, Inc		484.32	1 Transactions		
391	DEPT Total:		484.32	Score Grant Program	1 Vendors	1 Transactions
14	Fund Total:		663.46	Sanitation Fund		6 Transactions

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23 County Airport Fund

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Vendor Name		Rpt		Warrant Description		Invoice #	Account/Formula Descripti	1099	
No.	Account/Formula	Accr		Amount	Service Dates		Paid On Bhf #	On Behalf of Name	
350	DEPT				County Airport				
	3541 Nuss Truck & Equipment								
	23-350-000-0000-6305	AP	P	109.95	Battery for snow blower		1181719P	Machinery And Equipment Repairs	N
					12/27/2018	12/27/2018			
	23-350-000-0000-6305	AP	P	20.00-	Core battery return		CM1181719P	Machinery And Equipment Repairs	N
					12/31/2018	12/31/2018			
	3541 Nuss Truck & Equipment			89.95	2 Transactions				
	5988 Preston Auto Parts								
	23-350-000-0000-6305	AP	P	11.71	Filter for snow blower		573119	Machinery And Equipment Repairs	N
					12/21/2018	12/21/2018			
	5988 Preston Auto Parts			11.71	1 Transactions				
350	DEPT Total:			101.66	County Airport		2 Vendors	3 Transactions	
23	Fund Total:			101.66	County Airport Fund			3 Transactions	
	Final Total:			56,997.25	85 Vendors		140 Transactions		

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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	33,137.67	County Revenue Fund	
	13	23,094.46	County Road & Bridge	
	14	663.46	Sanitation Fund	
	23	101.66	County Airport Fund	
	All Funds	56,997.25	Total	Approved by,
			
			

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1 County Revenue Fund

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
111	Fillmore Co Treasurer- Credit Card/ACH 01-149-000-0000-6205		2,500.00	Mail Machine Postage 01/18/2019 01/18/2019		Postage And Postal Box Rent	N
111	Fillmore Co Treasurer- Credit Card/ACH		2,500.00	1 Transactions			
109	Fillmore Soil & Water Conservation Dist 01-604-000-0000-6802		107,500.00	1st Half 2019 Appropriations 01/18/2019 01/18/2019	10063	Appropriations	N
	01-604-000-0000-6823		2,000.00	1st Half 2019 Appropriations 01/18/2019 01/18/2019	10063	County Match - Buffer Law Adminis	N
	01-604-552-0000-6804		8,778.00	Water Management Grant 01/18/2019 01/18/2019	10064	For Other Agencies	N
	01-604-552-0000-6823		4,389.00	Water Management Grant 01/18/2019 01/18/2019	10064	County Match	N
	01-606-000-0000-6814		14,278.00	Water Management Grant 01/18/2019 01/18/2019	10064	Local Water Management Grant	N
	01-606-000-0000-6823		6,862.00	Water Management Grant 01/18/2019 01/18/2019	10064	County Match	N
109	Fillmore Soil & Water Conservation Dist		143,807.00	6 Transactions			
5166	Hiawatha Sno Seekers 01-001-000-0000-6876		15,210.18	2019 Benchmark #1 01/24/2019 01/24/2019		Snowmobile Trail Payments	N
5166	Hiawatha Sno Seekers		15,210.18	1 Transactions			
4723	Mabel Canton Trail Busters 01-001-000-0000-6876		7,141.55	2019 Benchmark #1 01/24/2019 01/24/2019		Snowmobile Trail Payments	N
4723	Mabel Canton Trail Busters		7,141.55	1 Transactions			
4844	Stonebrooke Engineering, Inc. 01-106-000-0000-6340		1,750.00	Locate 7 Section Corners 01/22/2019 01/22/2019		Re-Monumentation Of Section Corr	N
4844	Stonebrooke Engineering, Inc.		1,750.00	1 Transactions			
1 Fund Total:			170,408.73	County Revenue Fund	5 Vendors	10 Transactions	

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14 Sanitation Fund

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5882	Winneshiek County Landfill 14-390-000-0000-6374		3,756.36	Tipping Fees & Cardboard 01/09/2019 01/14/2019	22958	Landfill Tipping Fees
5882	Winneshiek County Landfill		3,756.36	1 Transactions		N
14 Fund Total:			3,756.36	Sanitation Fund	1 Vendors	1 Transactions

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76 Trust And Agency Fund

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Vendor	Name								
No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
							Paid On Bhf #	On Behalf of Name	
110	Fillmore Co Treasurer								
	76-000-000-0000-2006	AP	P	1,053.00	RRC Sales & Use Tax	12/01/2018 12/31/2018		Commercial Sw Mgmt Tax	N
	76-000-000-0000-2007	AP	P	172.00	041,101,103,149&602 Sales/Use	12/01/2018 12/31/2018		Sales Tax Collected	N
	76-300-000-0000-2007	AP	P	2.00	R & B Sales & Use Tax	12/01/2018 12/31/2018		Sales Tax Collected	N
110	Fillmore Co Treasurer			1,227.00		3 Transactions			
76 Fund Total:				1,227.00	Trust And Agency Fund		1 Vendors	3 Transactions	

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87 State Revenue And School

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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	
110	Fillmore Co Treasurer							
	87-000-000-0000-2470	DTG	O	69,819.77	December 2018 MRT Pmt		Mortgage Reg Tax-State	N
					12/01/2018 12/31/2018			
	87-000-000-0000-2471	DTG	O	38,055.16	December 2018 Deed Tax		State Deed Tax-State	N
					12/01/2018 12/31/2018			
110	Fillmore Co Treasurer			107,874.93	2 Transactions			
87 Fund Total:				107,874.93	State Revenue And School Fund	1 Vendors	2 Transactions	
Final Total:				283,267.02	8 Vendors	16 Transactions		

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	170,408.73	County Revenue Fund	
	14	3,756.36	Sanitation Fund	
	76	1,227.00	Trust And Agency Fund	
	87	107,874.93	State Revenue And School Fund	
	All Funds	283,267.02	Total	Approved by,
			
			

smensink

1/31/19 11:23AM

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	
4430	SEACHANGE PRINT INNOVATIONS							
	01-062-000-0000-6461	AP	P	2,470.76	School #2137 Ballot Reprint	30665	Ballots	Y
					09/21/2018 09/21/2018			
	01-062-000-0000-6461	AP	P	669.19	Extra Ballots 2018 General El	30968	Ballots	Y
					10/25/2018 10/25/2018			
4430	SEACHANGE PRINT INNOVATIONS			3,139.95	2 Transactions			
1 Fund Total:				3,139.95	County Revenue Fund	1 Vendors	2 Transactions	

smensink

1/31/19 11:23AM

13 County Road & Bridge

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
3219	Centurylink						
	13-300-000-0000-6203		138.25	telephone	5078673784	Telephone	N
3219	Centurylink		138.25	1 Transactions			
288	City Of Peterson						
	13-330-000-0000-6251		251.10	utilities	108A	Electricity	N
288	City Of Peterson		251.10	1 Transactions			
1829	Frontier Communications						
	13-300-000-0000-6203		73.88	telephone	5079373211	Telephone	N
1829	Frontier Communications		73.88	1 Transactions			
6094	MN Energy Resources Corporation						
	13-330-000-0000-6255		237.88	natural gas	0505303491	Gas	N
	13-330-000-0000-6255		734.24	natural gas	0506251865	Gas	N
	13-330-000-0000-6255		665.90	natural gas	0507313281	Gas	N
	13-330-000-0000-6255		784.66	natural gas	0507351562	Gas	N
6094	MN Energy Resources Corporation		2,422.68	4 Transactions			
13 Fund Total:			2,885.91	County Road & Bridge	4 Vendors	7 Transactions	

smensink

1/31/19 11:23AM

14 Sanitation Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5882	Winneshiek County Landfill							
	14-390-000-0000-6374			2,573.70	Tipping Fees	22975	Landfill Tipping Fees	N
					01/16/2019 01/21/2019			
5882	Winneshiek County Landfill			2,573.70	1 Transactions			
14 Fund Total:				2,573.70	Sanitation Fund	1 Vendors	1 Transactions	
Final Total:				8,599.56	6 Vendors	10 Transactions		

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1/31/19

11:23AM

*** Fillmore County ***

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 5

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,139.95	County Revenue Fund
13	2,885.91	County Road & Bridge
14	2,573.70	Sanitation Fund
All Funds	8,599.56	Total

Approved by,
.....
.....

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

5

Dept.: Solid Waste

Prepared By: Drew Hatzenbihler

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

Consent Agenda:

Documentation
(Yes/No):

1.

Regular Agenda:

Documentation
(Yes/No):

1. Consider second reading with possible action regarding changes to "Resource Recovery Center Credit and Operating Policy"

(Yes)

All requests for County Board agenda must be in the Coordinator's office **No later than noon Thursday prior to the Board date.** Items received after this time **will** not be placed on the Board agenda. All requests should be sent to: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

FILLMORE COUNTY RESOURCE RECOVERY CENTER
CREDIT & OPERATING POLICIES
Effective February 5, 2019

PURPOSE:

It is a financial responsibility of the County to selectively use available capital in a way that will best serve our taxpayers' interest. We do this by using our money to provide efficient, cost-effective services to the taxpayers, rather than using it to finance customer accounts receivable beyond regular terms or accounts that are uncollectible. To protect the taxpayers' best interest, the Fillmore County Board of Commissioners has adopted a policy which applies to users that have credit accounts with the Fillmore County Resource Recovery Center.

BILLING:

All customer credit accounts will be billed on the 15th of each month and the total amount due will be the last entry on the statement. The amount due by a customer must be received in the Fillmore County Resource Recovery Center office by the 10th of the following month. All accounts are considered past due if they are not received by the 10th of the month in which they are due.

INTEREST:

Interest will be charged to all customer accounts that are past due at the annual rate equal to 1½ % per month or 18% per annum. Finance charges are non-forgivable and will be added to the total bill for the next billing cycle. Periodically the interest rate will be reviewed by the County.

SECURITY:

All customers who are licensed haulers must provide Fillmore County with security equal to the sum of the two highest months of tipping fees from the previous calendar year as calculated by the County. The security must be provided as a surety bond and in force by January 31st of each year. A written copy of the surety bond must be sent to the Solid Waste Administrator, along with the hauler's annual license application. A licensed hauler's failure to supply written evidence of the surety bond, license and other required paperwork will result in the loss of credit.

Customers who are not licensed haulers and who pay an average of \$2,500 per month or more in tipping fees may also be required to post security with Fillmore County before credit is extended. The average monthly tipping fee shall be calculated each calendar year ending

December 31st. The security for customers who are not licensed haulers may be in the form of either a surety bond or an irrevocable letter of credit. Said letter of credit or surety bond must be in an amount equal to the total of the two highest months of tipping fees from the previous calendar year. The surety bond or irrevocable letter of credit must be filed with the Solid Waste Administrator for Fillmore County each year based on the prior year's average tipping fees. No credit shall be extended by the County until written proof of the security has been filed.

Customers who are not licensed haulers and who pay an average of less than \$2,500.00 per month in tipping fees are not required to post security with the County before credit is extended. The average monthly tipping fee shall be calculated each calendar year ending December 31st. The waiver of security for customers whose average is less than \$2,500.00 per month shall only continue as long as the customer's account is not past due and as long as the customer maintains compliance with all billing requirements.

The County may cash security for accounts which are 60 days or more past due. Customers must not be past due on their accounts and must maintain any required security or the customer will lose all credit privileges.

COLLECTIONS:

All customer credit accounts which are 60 or more days past due will only be allowed to use the Fillmore County Resource Recovery Center on a cash basis. Fillmore County will not reinstate credit privileges until a customer pays all past due account balances in full and has posted any security which may be required under this policy. If there are any customer credit accounts which are 60 days past due, Fillmore County will begin collection procedures against any security which has been posted or against the customer individually when no security has been posted. The past due amounts and the customer's name will be forwarded to the County Attorney for collection as authorized by state statutes. Customer shall be responsible for any attorney fees and costs of collection incurred by the County.

FILLMORE COUNTY RESOURCE RECOVERY CENTER'S OPERATING HOURS:

The Fillmore County Resource Recovery Center's tipping hours are from 7:30 a.m. to 3:30 p.m., Monday through Friday, and the first Saturday of the month from 8:00 a.m. until Noon. If the first Saturday falls within a holiday weekend, then the Center is open the second Saturday of the month. No one will be allowed access to the Fillmore County Resource Recovery Center property before or after hours, or on County designated holidays without a staff member present.

LOAD REQUIREMENTS:

Fillmore County, according to its permit with the Minnesota Pollution Control Agency may reject any load of solid waste that is not compatible with the operations or design of the transfer station. This includes trucks over the scale weight limit, units over the length of the scale, loads that contain items longer than 5 feet in length, loads that contain any hazardous waste or liquids, asbestos, sewage sludge or bars screenings, or any other items or things that may endanger members of the public or staff and/or cause damage to county equipment.

All loads are subject to guidelines enforced at the landfills used by Fillmore County. This includes landfill bans on cardboard, sharps, appliances and other materials. For non-credit customers, loads containing banned materials will be required to be separated or rejected. For billing customers, if fees are incurred at the landfill for a specific load, any customer who contributed contamination to the load will be billed for the excess fees incurred at the landfill. This cost will be split between all billing customers who contributed a given type of contamination based on the percentage each individual contributed to the total contamination. For example: Customer A tips 5 tons and Customer B tips 6 tons of waste that incurs a fee for contamination at the landfill. Customer A will pay 5/11ths and Customer B will pay 6/11ths of the extra cost incurred. If the total amount of the additional fee was \$1,600: Customer A's additional fee would be \$720 ($5/11^{\text{th}} \times \$1,600$) and Customer B's fee would be \$880 ($6/11^{\text{th}} \times \$1,600$).

TRANSPORT REQUIREMENTS:

All loads must be covered with a tarp, in an enclosed container and/or vehicle, or secured in a manner that does not allow material to escape during transport.

STAFF ASSISTANCE:

Fillmore County Staff may help unload bulky or heavy items, but are not required to assist in the unloading of vehicles due to the possibilities of disposing of personal items, damage to customer vehicles, or injury. Similarly, customers are responsible for driving their vehicles and trailers in and out of the facility. County staff will assist with directing customers but will not operate customer vehicles. Driving and unloading is the sole responsibility of each customer.

Adopted : February 5, 2019

Signed By: _____

Duane Bakke

Fillmore County Board Chair

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

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. Consider approving the purchase of a 2019 Tandem Truck and snowplow equipment from the state bid contract.
2. Consider passing a resolution for the application of Local Road Improvement Program funds for the resurfacing of CSAH 30 leading to the Niagara Cave.
3. Consider the approval to advertise for the bridge replacement project on CSAH 4 west of Washington, SAP 023-604-005.

Airport Department

Check e-mail for supporting documentation. **Support documents are attached.**

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.**

2019 Snowplow Truck

Nuss Truck and 2019 Mack AF Granite 64FR \$128,573.00
Equipment Contract # 124649

2007 Freightliner M2-112 Trade -\$28,000.00
Total \$100,573.00

Universal Truck Equip Muni Body \$37,470.00
Body Options \$9,065.00
Hoist \$5,902.00
Scraper \$10,818.00
Wing \$11,837.00
Hitch \$4,754.00
Plow \$9,113.00
Plow Coupler \$835.00
Hydraulic&Prewet \$30,686.00
Precise \$745.00
Total \$121,225.00

Contract #144742

Scraper and prewet added.

RESOLUTION

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

Date _____ Resolution No. 2019-_____

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS, County State Aid Highway No. 30 is in poor condition and is in great need of resurfacing and,

WHEREAS, Due to the limited transportation funding, County State Aid Highway No. 30 is not on the County's current five year Construction Improvement Program and,

WHEREAS, Fillmore County desires to maintain a good access to one of the region's largest tourist destination, Niagara Cave and,

NOW THEN BE IT RESOLVED:

Fillmore County wishes to apply for a grant to resurface County State Aid Highway No. 30 through the Local Road Improvement Program.

_____, Chairman of the Board

VOTING AYE

Commissioners

Bakke ☐

Prestby ☐

Dahl ☐

Lentz ☐

VOTING NAY

Commissioners

Bakke ☐

Prestby ☐

Dahl ☐

Lentz ☐

STATE OF MINNESOTA

COUNTY OF FILLMORE

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

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: Click or tap to enter a date.

Amount of time requested (minutes):

5 minutes

Dept.: Auditor/Treasurer's Office

Prepared By:

Heidi Jones, Auditor/Treasurer

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

Consent Agenda:

Documentation
(Yes/No):

Regular Agenda:

Documentation
(Yes/No):

1. Review and approval of amended Fillmore County Abatement Policy
Updated to reflect statutes 357.192 & 279.01

Yes

2. Review and approval of updated 2019 Fee Schedule

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; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

Fillmore County Tax Abatement Policy

Delegation of Authority

Pursuant to Minn. Stat. Sec. 375.192 and Minn. Stat. Sec. 279.01, the County Board of Commissioners delegates to the County Assessor and County Auditor/Treasurer jointly the authority, power, and responsibility to approve the abatements described in this policy which have a total value less than \$10,000.00. The delegation of authority will provide for the efficient, responsive, and timely processing of taxpayer and public requests.

Policy

The purpose of this policy is to ensure that all taxpayers and properties in Fillmore County are treated fairly and equitably, have equal access, and are given fair consideration under the statutory procedures.

The Board of Commissioners authorizes the County Assessor and County Auditor/Treasurer to jointly administer abatements, reductions of market value, classification changes, and property taxes.

It is important to note that abatement is not part of the appeals process for market valuation challenges, but shall be an administrative process by which corrections can be made to property taxes.

Abatements for consideration by the County Assessor and County Auditor/Treasurer shall be approved or denied jointly and do not require County Board action pursuant to Minnesota Statutes MS 375.192, Subd. 2 and Minn. Stat. Sec. 279.01 Subd. 2. Pursuant to those statutes, approval authority is delegated to the County Assessor and County Auditor/Treasurer, as long as the total amount of the abatement is less than \$10,000.00. The delegation of authority will provide for the efficient, responsive, and timely processing of taxpayer and public requests. The County Auditor/Treasurer shall make available to the Board of Commissioners the abatement requests and actions taken periodically as needed or requested.

Copies of all abatement applications and decisions shall be retained in the Office of the County Auditor and will be available for inspection upon request in accordance with the Fillmore County record retention policy.

Definitions

Abatement: Action to reduce or abate the market value of a property, taxes, penalties, interest, costs, or to change a property classification, following a written request by the taxpayer of record, the property owner, or property owner's agent.

Addition: Action to increase or add market value, taxes, penalties, interests, costs, or to change the property classification as a result of a change to the current year only.

Clerical Error: An error made by Fillmore County staff while entering data into the county tax system, a mathematical miscalculation, omission of data, incorrect classification, or similar mistake.

Disaster Relief Abatement (local option abatement): A reduction of taxes, penalties, or interest, on property that has been accidentally or unintentionally damaged due to a flood, tornado, or similar disaster which renders the property uninhabitable or not usable, **and** there is damage to at least fifty (50%) percent

of the structure or the value of the property is reduced by at least fifty percent (50%) as determined by the county assessor. In order to qualify the owner must rebuild on the same site.

Hardship: Hardship is defined as an event or circumstance beyond the control of the taxpayer. Examples of hardship include, but are not limited to, the physical or mental incapacity of the taxpayer. To prove hardship documentation must be provided. Hardship shall not include financial hardship.

Types of Abatements

Market Value Reduction changes: Abatement for market value changes shall be considered if the following factors are met:

1. The property owner can show that a notice of market value and a truth in taxation notice were not received prior to the mailing of the tax statement; and
2. The assessor's estimated market value is substantially higher than the property's actual market value.

Classification changes: Classification changes shall be considered based on ownership, principal use of the property and occupancy of the property. The following documents may be provided with the written abatement application to support the proposed change:

1. A recorded deed
2. A copy of the electronic Certificate of Real Estate Valued filed with the County Assessor
3. A signed homestead application
4. Documentation proving the date of occupancy

Homestead: Ownership AND occupancy requirements must be met by December 1st. For a homestead abatement where no homestead application has been properly signed and returned, property owners shall be required to provide two forms of proof of occupancy such as electric and/or other utility bills which document the services provided to the homestead for the assessment year in question. The following documentation may be submitted with the abatement application and may be accepted as proof of homesteading:

1. A recorded deed
2. A copy of the electronic Certificate of Real Estate Value filed with the County Assessor
3. A signed homestead application
4. Documentation proving the date of occupancy

Disaster Relief: An owner of a homestead or non-homestead property that has been damaged or destroyed as a result of a disaster may apply for a disaster (local option) abatement to reduce taxes in the year the damage occurred and in the following year until rebuilt. To qualify it must be shown that the property:

1. Was accidentally or unintentionally damaged due to a disaster; and
2. Is uninhabitable or not usable, and
3. The damage is at least fifty percent (50%) of the structure or reduces the value of the property by at least fifty percent (50%) as determined by the county assessor.

Documentation of the damage to the property and/or structures must accompany the written abatement application with the following criteria:

1. The property must be unoccupied for at least one calendar month.
2. The property must be rebuilt on the same site unless not allowed by local zoning or building authorities.

Tax Court: Taxpayers may apply for a change in property valuation or a classification change with the Minnesota Tax Court. Applications are due April 30th of the year the taxes are due and payable. Any changes determined necessary by the Tax Court will be fully implemented upon receipt of the Order for Judgement and Judgement.

Restrictions to Fillmore County Abatement Policy

Abatements shall be considered as they relate to taxes, interest, and penalties payable in the current year. The prior two tax years shall be considered only in case of documented hardship as defined in this policy. Taxes, penalties, interest, and costs may be considered for abatement under this policy. Penalties, interest, and costs shall continue to be in force and shall be due and payable to the date the abatement application is delivered to the County Assessor or County Auditor/Treasurer.

While any abatement application is pending approval or processing, it is required that any tax installments, penalties, or interest which become due must be paid in full regardless of the outcome of the abatement process.

Abatements for the current tax year shall be considered, but not processed, when prior year taxes remain unpaid—unless the abatement is based on hardship as defined in this policy.

Exemption from taxation is predicated upon ownership and qualifying use. Documentation supporting these requirements must be submitted upon request of the County Assessor or County Auditor/Treasurer.

Abatement for Special Assessments shall be approved upon written authorization of the governing body. Any portion of the Special Assessment already paid will not be considered or refunded.

Any abatement resulting in a tax reduction or refund of less than \$25.00 shall be denied.

Economic Development Abatements shall not be included in this policy. The provisions for this type of abatement are contained in Minnesota Statutes, MS chapter 469.

Deadline

The deadline for submitting written abatement requests shall be November 30th of the year in which the tax is payable. Written abatement applications post marked or delivered to the County Assessor or County Auditor/Treasurer by November 30th will be considered. A written abatement request shall not be considered complete unless all necessary documents are submitted or attached to the application.

Appeals Process

Applicants may appeal the determination of the County Assessor and County Auditor/Treasurer by submitting a written request to the County Board of Commissioners within twenty days of the date of denial notification.

Procedure

The County Assessor and County Auditor/Treasurer shall develop, implement, and maintain all necessary forms. An abatement request shall not be considered until the appropriate written application and all required or supporting documents are submitted to the County Assessor and County Auditor/Treasurer.

No abatement shall be approved without joint concurrence of the County Assessor and County Auditor/Treasurer.

Any abatement, which results in a refund of tax of \$25.00 or more, shall be disbursed by Fillmore County within thirty (30) days of approval.

FEE SCHEDULE

Approved by the Board on _____

Effective _____



FILLMORE COUNTY

PO Box 627

Preston MN 55965

Phone: (507)765-2663

Fax (507)765-2662

www.co.fillmore.mn.us

COMMON FEES (unless noted under individual department)

COPIES – Black and White

Letter and Legal size, single sided, each	\$0.25
Letter and Legal size, double sided, each	\$0.50
Ledger size (11" x 17"), each	\$1.00
Plat size (22"x34"), each	\$5.00

COPIES – Color

Letter and Legal size, each	\$0.50
Ledger size (11" x 17"), each	\$2.00
Plat size (22"x34"), each	\$10.00

FAX per page	\$0.25
LAMINATION per page	\$0.50

NOTARY, per document	\$1.00
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MAILING LABELS - per Address	\$0.05
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ADMINISTRATIVE SERVICES

TECHNOLOGY SERVICE FEES, per hour	\$50.00
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ASSESSOR

AERIAL COLOR MAPS (each)	\$5.00
CUSTOM MAPS (Soil,CPI,etc) (each)	\$25.00

PARCEL TAX SPLITS CALC PRIOR TO RECORDING

With 5 working day notice	\$25.00
Without 5 working day notice	\$100.00

SALES REPORT	\$10.00
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RESEARCH PER HOUR	\$20.00
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ATTORNEY

ATTORNEY FEES:

ATTORNEY	\$100.00
PARALEGAL	\$85.00

SOCIAL SERVICE ATTORNEY FEES:

ATTORNEY	\$95.00
PARALEGAL	\$45.00
LEGAL SECRETARY	\$25.00

AUDITOR-TREASURER (Licenses)

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

AUDITOR-TREASURER

COUNTY AUDITOR'S CERTIFICATE	\$100.00
BOND CERTIFICATE	\$100.00
AUDIT PACKET	\$100.00
SPEC. ASSESS - \$10 per parcel/\$100 minimum	\$10.00
TIF DISTRICT set up, per parcel (\$100 min.)	\$10.00
TIF EARLY DECERTIFICATION FEE	\$50.00
REPURCHASE FEE	\$25.00
TAX SEARCH/CERTIFY (Auditor/Treasurer Cert for Abstracts)	\$8.00
DELINQUENT TAX LIST	\$200.00
DELINQUENT ADMINISTRATION FEE (applied March 1st)	\$35.00
ESCROW PER PARCEL/YEAR	\$5.00
NSF	\$30.00
PHOTO	\$15.00
PASSPORT FEES - see www.travel.state.gov	

VITAL RECORDS

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

CERTIFIED CERTIFICATES

Birth – 1 ST copy	\$26.00
Birth – add'l copies	\$19.00
Death – 1 ST copy	\$13.00
Death – add'l copies	\$6.00
Marriage – copies	\$9.00

NON-CERTIFIED CERTIFICATES

Death – 1 ST copy	\$13.00
Death – add'l copies	\$6.00
Birth verification	\$9.00

MARRIAGE LICENSE	\$115.00
Reduced Fee	\$40.00
Copy	\$9.00

NOTARY PUBLIC REGISTRATION	\$20.00
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****Postage expenses shall be paid by requestor****

PUBLIC WORKS - HIGHWAY

MAILBOX SUPPORT	
Material (customer pick-up) plus tax	\$75.00
Installation	\$35.00
HOUSE MOVING PERMIT	
Non-Factory Built	\$50.00
Bridge Analysis	Actual Cost
OVER DIMENSION (WIDTH & LENGTH) AND WEIGHT LOADS	
OVER DIMENSION NOT OVER WEIGHT LOAD PERMITS	
OVER WEIGHT (Includes houses, factory-built mobile homes, double wide, and office trailers)	\$50.00/trip up to 10 trips
After 10 trips, no charge, but permit filing required	
<i>All over dimension and overweight loads require a permit for each trip, regardless of a fee being charged.</i>	
STREET CLOSING FOR EVENTS	
Community Event – w/ insurance agreement	\$0.00
Private Event – with County Board approval	\$250.00
UTILITY PERMIT (public water and/or sewer)	
Longitudinal Installation:	
Permit and Review Application Fee	\$100.00
Construction Permit – in Roadway	\$500/mile + Bond (\$200 minimum)
Traverse Installation:	
Permit and Review Application Fee	\$100.00
Construction Permit – in Roadway	
Open cut	\$150.00 + Bond
Trenchless	\$100.00
UTILITY PERMIT (electricity, communications, & gas)	
Longitudinal Installation:	
Line along road, per mile	\$50.00
Traverse Installation – Road Crossing:	
Underground Open Cut	\$150.00 + Bond
Aerial or Underground Trenchless	\$150.00 + Bond
WORK IN PUBLIC RIGHT-OF-WAY	
Soil Boring	\$100.00 + Bond
No charge for boring for County projects	\$50.00/boring
RIGHT-OF-WAY PERMIT, DITCH OR SLOPE	\$200.00
MONITORING WELL/SOIL BORING PERMIT	\$100.00
<i>*Plus \$900 refundable fee to assure restoration and closing of well</i>	
<i>*Well not closed in five years shall be assessed a \$200/year monitoring fee</i>	
<u>SHERIFF (Jail)</u>	
BOOKING FEE	
	\$10.00
HUBER FEES	
	\$25.00
DANGEROUS DOG FEE	
	\$75.00
PAY TO STAY, per day	
	\$25.00
WEEKENDER STAY FEE	
	\$75.00
URINALYSIS	
	\$10.00
OUT OF COUNTY PRISONER FEE	
	\$55.00

RECORDER SERVICES

CERTIFICATE (ABSTRACT)	\$75.00
CONTINUATION CERTIFICATE (Update Abstract or Continuation)	\$75.00
PER ENTRY	\$5.00
WITH COPY (Copy of Abstact)	\$4.00
O&E (Includes Deed Copy) Reports are emailed	\$60.00
O&E 2 OWNER (Includes Deed Copy) Reports are emailed	\$85.00
TITLE REPORT (Final, Payment with Order)	\$25.00
40 YR SEARCH (\$5 per entry; \$200 minimum)	\$200.00
Document Copies Extra	
SEARCH RECORDS	
	\$35/HR
NAME SEARCH	
	\$15/PER NAME
Includes:	
District Court	
Federal Judgment	
State Tax Lien	
Fed Tax Lien	
Bankruptcy	
TAX SEARCH	
	\$15/PER PARCEL
Includes:	
Current	
Delinquent	
Special Assessment	
EXHIBIT/ATTACHMENT	
	\$1/PAGE
EXHIBIT/ATTACHMENT EMAIL	
	\$0.25/PAGE
FAX	
	\$1/PG \$5 MINIMUM
POSTAGE	
	\$0.50 MINIMUM
INVOICE SENT WITH ALL ORDERS	
DUE UPON DELIVERY	
<u>SHERIFF (Administrative)</u>	
SERVICE FEE FOR ALL PAPERS (FIVE (5) ATTEMPTS)	\$80.00
SERVICE FEE FOR 2ND PERSON AT SAME RESIDENCE	\$40.00
SERVICE FEE FOR "NOT FOUND"	\$80.00
POSTING OF DOCUMENT	\$80.00
POSTING OF (3) THREE FORECLOSURE NOTICES	\$80.00
WRIT OF EXECUTION SERVICE FEE	\$80.00
WRIT OF EXECUTION LEVY FEE (TO EMPLOYER/BANK)	\$15.00
COMMISSION ON WRITE OF EXECUTION AFTER LEVY	5%
MECHANIC LIEN SALE	\$100.00
SHERIFF'S SALE - OTHER (PLUS TIME)	\$80.00
SHERIFF'S WRITE OF EXCECUTION SALE (PLUS TIME)	\$80.00
SHERIFF'S FORECLOSURE SALE	\$80.00
LATE POSTPONEMENT/CANCELLATION SHERIFF'S SALE	\$80.00
REDEMPTION OF REAL ESTATE FEE	\$150.00
REPLEVIN (PLUS TIME)	\$80.00
EVICITION ON WRIT OF RESTITUTION (PLUS TIME)	\$80.00
GUN PERMIT FEE (CARRY)	\$100.00
GUN PERMIT RENEWAL FEE (CARRY)	\$75.00
GUN PERMIT FEE (CARRY) LATE RENEWAL (1-30 DAYS AFTER EX	\$85.00
COPY OF VIDEO TAPE	\$20.00
COPY OF DVD/CD	\$10.00

*****Postage expenses shall be paid by requestor*****

ZONING

NEW DWELLING OR DWELLING ADDITION	\$10.00 per 100 sq.ft
ACCESSORY BUILDING (\$8.00 min.)	\$7.50 per 100 sq.ft.
FEEDLOT RELATED BUILDING PERMITS:	
ENGINEERED MANURE PITS	
over 20,000 gallons	\$750.00
under 20,000 gallons	\$100.00
<i>(Maximum permit fee of \$1,500.00 on feedlot building permits including pits, building and flat concrete work for feedlot)</i>	
WATER TEST KITS (subject to change by state)	
Nitrates and Bacteria	\$50.00 each
Bacteria ONLY - Fillmore SWCD	\$25.00 each
(Reduced priced bacteria ONLY kits available for \$10.00 through Fillmore SWCD for households containing a pregnant female or infant under the age of one (1))	
CONDITIONAL USE PERMIT (Adult Use)	\$1,500.00
CONDITIONAL USE PERMIT (Country Inn, Construction Aggregate, Sand Pits, All Others)	\$450.00 initial cost \$150.00 annually after CUP is issued
CONDITIONAL USE PERMIT FOR INDUSTRIAL MINING	\$750.00 initial cost \$150.00 annually after CUP is issued
TRANSFER OF CONDITIONAL USE PERMIT VARIANCE	\$150.00 \$450.00
RELIEF FROM ZA DECISION	
Appeal to Board of Adjustment	\$450.00
Pertaining to the Late Fees ONLY	\$100.00
LATE FEE/PENALTY	\$500.00
REZONING	\$500.00
SSTS (SEWER PERMIT)	
Holding Tank, Gray Water and Standard Mound System Homeowner Installation	\$350.00 \$750.00
ACCESS PERMIT	\$200.00
RURAL HOME BASED BUSINESS	\$250.00
BED & BREAKFAST ESTABLISHMENT	\$250.00
FILL PERMIT	\$150.00
NEW ADDRESS FEE (911 ADDRESS)	\$100.00

COMMUNITY SERVICES

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

RESOURCE RECOVERY CENTER

LANDFILL MATERIAL (Per Ton)	\$80.00
WHITE GOODS (Major Appliances) - EACH	\$10.00
TV'S, COMPUTER MONITORS & LAPTOPS - EACH	\$15.00
ALL OTHER ELECTRONICS	\$.25/LB (min. \$2.50)
printer, desktop, scanner, copier, stereo, VCR, DVD etc	
SOLID WASTE MANAGEMENT TAX	17%
OUT OF COUNTY RECYCLABLES (PER TON)	\$93.60
SOLID WASTE HAULERS LICENSE	\$75.00
TIRE PRICES	
<i>(ALL TIRES MUST BE DRY WITH MUD & DIRT REMOVED)</i>	
<i>(TIRES LEFT ON THE RIM WILL BE CHARGED DOUBLE THE ORIGINAL FEE)</i>	
OFF RIM BICYCLE, LAWN MOWER, ATV	\$1.00
OFF RIM CAR AND LIGHT TRUCK	\$3.00
OFF RIM LARGE TRUCK	\$10.00
OFF RIM SMALL AGRICULTURE TIRE	\$30.00
OFF RIM LARGE FRONT AND REAR TRACTOR	\$45.00
OFF RIM OFF ROAD TIRES	
(Manure Spreader, combine, loader, etc)	\$50.00
FLUORENCENT BULBS	
4 FOOT OR LESS	\$0.50
OVER 4 FOOT, U-SHAPED, CIRCULER, LED, HALOGEN AND SHIELDED	\$1.00
HIGH INTENSITY, ULTRA-VIOLET, HIGH PRESSURE SODIUM, METAL HALIDE, MERCUTY VAPOR	\$2.50
NEON FIXTURES	\$4.00/lb
OIL FILTERS	
ONE QUART OR SMALLER	\$0.50
OVER ONE QUART	\$1.00
BALLASTS	
NON PCB CONTAINING	\$0.50
PCB CONTAINING	\$3.50
Batteries: All types accepted at our Preston Facility free of charge	
Sharps: Household quantities accepted for free.	
Must be placed in hard-sided, plastic container	
Ink Cartridges: All types accepted for recycling at our Preston Facitlity Free of charge	
Recycling: Recycling is free and available at our Preston Facility & Remote Sites	

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

10

Dept.: Sheriff's Office

Prepared By: John DeGeorge

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

Consent Agenda:

Documentation
(Yes/No):

Regular Agenda:

Documentation
(Yes/No):
Yes, Attached

1. Jail Overhead Garage Door Replacement purchase bids

All requests for County Board agenda must be in the Coordinator's office **No later than noon Thursday prior to the Board date.** Items received after this time **will** not be placed on the Board agenda. All requests should be sent to: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

SPRING VALLEY OVERHEAD DOOR CO INC

14097 STATE HIGHWAY 16

SPRING VALLEY, MN 55975

507-346-7237

QUOTE

FOR: FILLMORE COUNTY SHERIFF'S OFFICE PHONE: 507-765-3835

ADDRESS: 909 HOUSTON STREET NW PRESTON, MN 55965

DATE: 1-14-2019 TERMS: PROJECT

2) T501L5, ½ HORSEPOWER COMMERCIAL OPENER BY LIFTMASTR, 120 VOLT SINGLE PHASE, TOTALLY
ENCLOSED MOTOR, WATERTIGHT/OILTIGHT CONTROL ENCLOSURE, WATERTIGHT/OILTIGHT
3-BUTTON CONTROL STATION AND NICKEL-PLATED CHAIN, NEMA 4 PHOTO EYES, NO REMOTES,
8' TROLLEY, INSTALLED, TX INCLUDED \$1797.00 EA \$3594.00

OPENINGS ARE TO BE PREPARED BY OTHERS IN ACCORDANCE WITH OUR SPECIFICATIONS. THE ABOVE PRICE DOES NOT INCLUDED GLASS, GLAZING, PAINTING OR WIRING FOR ELECTRIC OPERATOR, UNLESS INCLUDED IN ABOVE PORPOSAL. ABOVE PRPOSAL IS MADE FOR PROMPT ACCEPTANCE. AGREEMENTS ARE CONTINGENT UPON STRIKES, ACCIDENTS OR OTHER CONDITIONS BEYOND OUR CONTROL. WE CARRY MANUFACTURERS, CONTRACTORS, AND EMPLOYERS LIABILITY AND WORKMAN'S COMPENSATION INSURANCE.

WE ACCEPT THE ABOVE PROPOSAL:

BY:

DATE:

Thompson's Garage Door and Openers

6101 Bandel Rd. NW
Rochester, MN 55901
Phone: 507-281-1349



Name / Address

Fillmore County Sheriff Office
901 NW Houston St
Preston, Mn 55965

DATE: 1/17/2019

ESTIMATE #: 364

Phone #

507-281-1349

Opener:	Door Size and Ins:	P.O. No.	Terms	Rep

Description	Qty	Rate	Total
INSTALL NEW OPENERS	2	1,135.00	2,270.00
Door Sizes: 15'3" x 8'0" & 9'9" x 8'0"			
LiftMaster Opener T 501L5 8' Continuos Duty Motor, 1/2h.p. 115 volts, single phase, Standard cps-u photo eyes, Nema 1 3-button station (Labor & Product Included in line above)	2	0.00	0.00
Add Gateway to Control with MY Q ADD \$ 70.00			
Add Handheld Remote Add \$45.00 per (Split Button could Open Both Doors with one Remote)			
Add Heavy Duty Wire Exterior Keypad \$ 227.00 per			
Note: Openers are controlled open/close by a computer please make sure wires get hooked back up for the control			

TERMS:

- * Warranty: see enclosed information.
- * Openings are to be prepared by others in accordance with specifications.
- * Estimate is made for prompt acceptance Price subject to review after 30 days, due to steel market fluctuation
- * If no concrete floor, additional charges may apply.
- * Unless included in quote, we will not provide glass or framing.
- * Any additional insurance for project to be paid by others.
- * All electrical hook up of opener, photo eyes, wall buttons and three-button stations by others.

Subtotal

Sales Tax (8.125%)

Total

WE ACCEPT THE ABOVE PROPOSAL
(Execute Original and Return For Acceptance)

Dustin Thompson
Thompson Garage Door Co. Inc.

By: _____

By: _____

Date: _____

Date: _____

**6101 Bandel Rd. NW
Rochester, MN 55901
Phone: 507-281-1349**



Name / Address
Fillmore County Sheriff Office 901 NW Houston St Preston, Mn 55965

DATE:	1/17/2019
ESTIMATE #:	364

Phone #
507-281-1349

	Opener:	Door Size and Ins:	P.O. No.	Terms	Rep
	Description	Qty	Rate	Total	
	Note: According to the pictures the conduit ran to opener seems to not have much slack, we would recommend having an electrician to extend flexible conduit from ceiling to opener during the installation (TO BE DONE BY OTHERS)				

- * **Warranty: see enclosed information.**
- * **Openings are to be prepared by others in accordance with specifications.**
- * **Estimate is made for prompt acceptance Price subject to review after 30 days, due to steel market fluctuation**
- * **If no concrete floor, additional charges may apply.**
- * **Unless included in quote, we will not provide glass or framing.**
- * **Any additional insurance for project to be paid by others.**
- * **All electrical hook up of opener, photo eyes, wall buttons and three-button stations by others.**

Subtotal	\$2,270.00
Sales Tax (8.125%)	\$0.00
Total	\$2,270.00

<p align="center">WE ACCEPT THE ABOVE PROPOSAL (Execute Original and Return For Acceptance)</p>		<p align="center">Dustin Thompson Thompson Garage Door Co. Inc.</p>	
<p>By: _____</p>		<p>By: _____</p>	
<p>Date: _____</p>		<p>Date: _____</p>	

T

TROLLEY OPERATOR

Logic 5.0 The Next Generation of Commercial Door Operators

T-style trolley commercial door operators are optimal for general industrial applications. Suspended from the ceiling, the operators are used on sectional overhead doors with standard lift. T operators are directly attached to drive and control the door.

Connectivity

- **MyQ® Technology** enables you to securely monitor and control your facility operator and lights with your smartphone, tablet or computer for greater peace of mind.
- **Alerts** can be received as email or pop-up (push) notifications on a mobile device, ensuring the status of your commercial door.
- **MyQ Mobile App** is a free download with no annual activation fee.

Safety and Security

- **Security+ 2.0™** safeguards your facility – with every click, a new code is sent to the commercial door operator so the door opens only for you.

UL 325 requires all commercial door operators to be either constant pressure to close or be equipped with a primary external monitored entrapment protection device.

LiftMaster® is the leading brand of professionally installed commercial door operators and access control products for businesses worldwide. We are committed to quality products, innovative designs and comprehensive services which exceed our Customers' expectations.

MyQ Accessories:



Internet Gateway (828LM)

Enables owners of commercial door operators to connect their operators to the Internet to monitor, control and receive alerts regarding status of each door.



Door and Gate Monitor (829LM)

Enables monitoring and closing within a facility of up to four commercial doors.



Remote Light Control (825LM)

Operates a plug-in light using a commercial door operator remote control, or the LiftMaster Internet Gateway using your smartphone or computer.

Entrapment Protection Devices:



Monitored Dual-Sided Photo Eyes (CPS-OPEN4)

Provides primary entrapment protection on doors up to 45ft wide. NEMA 4X rated.



Monitored Optical Edge System (OES)

Thru-beam infrared optical sensors, premium rubber door edge that can be cut to length for exact fit.

Additional Accessories:



3-Button Remote Control (893MAX)

Provides Security+ 2.0™ Technology and compatible with multiple radio technologies. Includes open, close and stop functionality.



Mushroom Button Control Station (02-401M)

Provides single button to activate opening one or more commercial doors.



Red/Green Traffic Light (RGL24LY)

Indicates when a commercial door reaches the open position. Provides assurance of safe entering and exiting of the facility, reducing the potential for costly accidents. (TLS1CARD is recommended)



TROLLEY OPERATOR

STANDARD FEATURES:

DUAL VOLTAGE CONNECTIONS

Increase flexibility by enabling the installer to select the required voltage, within phase, to meet job-site requirements.

Within phases, voltage is selectable at the time of installation with the placement of a connector.

- Single-Phase: 115V and 230V
- 3-Phase: 208V, 230V and 460V
- 575V is a discrete model without field-selectable voltage

EMERGENCY DISCONNECT

Disconnects operator from door for manual lifting in an emergency.

CONTROL FUNCTION SELECTOR DIAL

Enables easy selection and programming of (7) wiring types, from constant pressure to close, to specialized Timer-to-Close functionality to meet end-user needs.

TIMER-TO-CLOSE

Conveniently and confidently closes the commercial door automatically after a predetermined amount of time has elapsed for added security and peace of mind.

CONTINUOUS-DUTY HIGH-STARTING TORQUE MOTOR

Performs in demanding industrial overhead door applications.

MOTOR REMOVABLE WITHOUT AFFECTING LIMIT SWITCH SETTINGS

Saves time and money for maintenance.

ADJUSTABLE FRICTION CLUTCH

Helps to protect door and operator from damage should the door meet an obstruction.

MID-STOP

Enables partial opening of door to a preprogrammed position for energy savings, time savings and convenience.

MAXIMUM RUN TIMER

Reverses or stops door if closing time exceeds expected time-frame to limit damage to door and operator.

DELAY-ON-REVERSE CIRCUIT

Prevents abrupt reversal of door, reducing wear on the door and operator system.

3-BUTTON CONTROL STATION WITH MAINTENANCE ALERT SYSTEM (MAS)

Provides open/close/stop functions and notification when routine maintenance is required.

SPECIFICATIONS:

SECURITY+ 2.0™ RADIO RECEIVER

Standard on-board with Logic 5.0 operators. Accepts up to (90) single-button or (30) 3-Button remote controls plus up to (30) wireless keypads or an unlimited number of DIP switch remotes.

MOTOR

Continuous-duty high-starting torque motor with instant reverse and overload protection. Available in 1/3, 1/2, 3/4 and 1 HP; single- or three-phase. Capacitor start on single-phase. Removable without affecting limit switch settings

WIRING TYPE

Operators are factory preset to C2 wiring, providing momentary contact to open and stop, with constant contact to close. Monitored entrapment protection, using approved photo sensors or sensing edges is optional, although recommended, when using C2, D1 or E2. All other wiring types, B2, T, TS and FSTS can be selected with the addition of an appropriately monitored entrapment protection device (LiftMaster® CPS-U photo eyes, LiftMaster OES monitored sensing edge, or a monitored sensing edge supported by the CPS-EI, as examples). Logic 5.0 operators can only accept UL-Approved LiftMaster monitored entrapment protection devices.

CONTROL CIRCUIT

5V DC NEC Class 2.

DRIVE REDUCTION

First-stage heavy-duty 5L V-belt; second #41 chain; #48 (for 1/3 and 1/2HP) and #41 (for 3/4 and 1HP) output chain on trolley.

BEARINGS/BUSHINGS

Industrial ball bearings on output shaft, heavy-duty oil-filled bushings on reduction shafts.

BRAKE

Standard on 3/4 and 1 HP operators (optional on 1/2 HP, not available on 1/3 HP).

CONSTRUCTION

NEMA 1 type electrical box, heavy-duty 11-gauge steel frame with durable powder coat finish, all reduction sprockets drilled and pinned to shafts.

TROLLEY ROLLER CHAIN

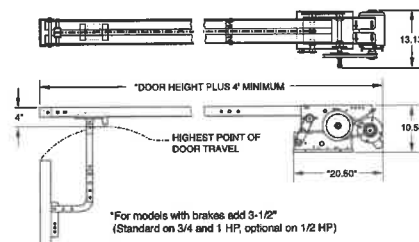
#48 on 1/3 and 1/2 HP.

#41 on 3/4 and 1HP.

WARRANTY

Two Years.

TECHNICAL INFORMATION:



MAXIMUM DOOR AREA (SQ. FT.)					
HP	STANDARD SECTIONAL	24 ga. Steel	20 ga. Steel	16 ga. Steel	—
		Fiberglass	Aluminum Doors	Wood Doors	—
		—	—	24 ga. Steel Insulated	20 ga. Steel Insulated
		—	—	20 ga. Steel Insulated	16 ga. Steel Insulated
1/3	310	285	260	175	125
1/2	400	350	320	250	200
3/4	560	500	450	325	275
1	640	625	560	400	310

NOTE: On steel insulated doors, a 24-gauge back panel is assumed. If a heavier back panel is supplied, use the next higher HP rating. Recommended Duty Cycles: Up to 25 per hour, up to 80-90 per day.

Fenske, James

From: Dustin Thompson <dthompsondoor@gmail.com>
Sent: Thursday, January 17, 2019 1:09 PM
To: Fenske, James
Subject: Re: Thompson Door Proposal to Replace Openers

I would upgrade after photo eyes and wall control would be about \$190.00 more per opener
These would be nema 4 water resistant

On Thu, Jan 17, 2019 at 1:06 PM Fenske, James <jfenske@co.fillmore.mn.us> wrote:

I don't know if it makes a difference but we do wash 2-3 squad cars a week with a hose in the garage.

Jamie Fenske

Fillmore County Jail Administrator

507-765-2846

From: Dustin Thompson [<mailto:dthompsondoor@gmail.com>]
Sent: Thursday, January 17, 2019 9:08 AM
To: Fenske, James
Subject: Thompson Door Proposal to Replace Openers

Please let me know if you have any questions, Have a good day! Thanks, Dustin



General Manager: Dustin Thompson

Cell: 507-272-5210 Or DThompsonDoor@gmail.com

ThompsonGarageDoor.com

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Dustin Thompson Thompson's Garage Door and Opener Company www.ThompsonGarageDoor.com Email: dthompsondoor@gmail.com Office 507-281-1349 Cell 507-272-5210

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

5

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/No):
YES

1. Medical Consultant Contract

All requests for County Board agenda must be in the Coordinator's office **No later than noon Thursday prior to the Board date**. Items received after this time **will** not be placed on the Board agenda. All requests should be sent to: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us



Fillmore County Public Health

902 Houston Street NW, Suite 2

Preston, MN 55965-1094

Phone: 507-765-3898

Fax: 507-765-2139



Public Health
Prevent. Promote. Protect.

Medical Consultant Contract

This contract is made this 23rd day of January, 2019 by and between Fillmore County (hereinafter "County") and Dr. Stephanie Jakim, (hereinafter "Dr. Jakim")

WHEREAS, the purpose of the Local Public Health Act as set forth in Chapter 145A of the Minnesota Statutes is to "develop and maintain an integrated system of community health services under local administration and within a system of state guidelines and standards."

WHEREAS, Fillmore County has established a Community Health Board for the purpose of facilitating and promoting the purposes of the Local Public Health Act. Said Community Health Board is operated and managed by Community Services – Fillmore County Public Health within County.

WHEREAS, Minnesota Statute 145A.04 subdivision 2a. states that the Community Health Board "shall appoint, employ, or contract with a medical consultant to ensure appropriate medical advice and direction for the community health board and assist the board and its staff in the coordination of community health services with local medical care and other health services."

WHEREAS, Minnesota Statute 145A.02, subdivision 15 defines medical consultant as "a physician licensed to practice medicine in Minnesota who is working under a written agreement with, employed by, or on contract with a community health board to provide advice and information, to authorize medical procedures through protocols, and to assist a community health board and its staff in coordinating their activities with local medical practitioners and health care institutions."

WHEREAS, County desires to contract with Dr. Jakim for the purposes of being the medical consultant for County and the Fillmore Community Health Board. Similarly, Dr. Jakim wishes to perform all duties as the medical consultant for County and the Fillmore Community Health Board.

WHEREAS, Dr. Jakim represents that she is a practicing physician who is licensed to practice medicine in the State of Minnesota and who is duly qualified and willing to perform medical consultant services and duties as defined and set forth herein, and

WHEREAS, Dr. Jakim desires to provide her services at no cost to County or the Community Health Board.

NOW THEREFORE it is agreed as follows:

I. Medical Consultant Services

- A. Dr. Jakim shall be appointed and act as medical consultant for County and the Fillmore Community Health Board.

II. Terms of Agreement

- A. The terms of this contract for medical consultant services provided by Dr. Jakim are effective January 23, 2019 and will renew, automatically on January 1st of each year. For the purposes of this contract only, January 1 through December 31, 2019 will be considered a full year.

III. Medical Consultant's Duties

- A. The Medical Consultant shall:
1. Provide advice and information, to authorize medical procedures through protocols, and to assist a community health board and its staff in coordinating their activities with local medical practitioners and health care institutions.
 2. Insure responsible medical consultation and direction for the community health board and those activities that are part of the Community Health Services Plan. These functions shall include:
 - a. Promotion of the development of community health services with an emphasis on preventive health services.
 - b. Consultation to the board in developing the medical aspects of community health programs, including assistance in the formulation and maintenance of standards on medical care aspects of community health programs.
 - c. Acting as a liaison between the board and practicing physicians in the community to help develop an understanding of local public health missions, roles and responsibilities, and areas of public health responsibility.
 - d. Consult with and assist the Board and staff in the identification and development of medical aspects of Public Health Services and programs
 - e. Sign standing orders for immunization clinics and consult on environmental hazards.

IV. Consideration, Terms, and Conditions of Payment

A. Payment.

The Medical Consultant shall receive no payment or compensation for her services.

B. Conditions of Payment.

All services and duties performed by the Medical Consultant pursuant to this contract shall be performed to the satisfaction of the Board and in accordance with all applicable federal and state laws and rules and any local ordinances as a condition of payment.

V. Standards and Licenses

A. The Medical Consultant warrants and represents that she is currently licensed as a medical doctor by the State of Minnesota. In the event said license is cancelled, revoked, suspended, or expires during the term of the contract, the Consultant agrees to immediately inform the Board.

B. The Medical Consultant shall comply with all applicable federal and state statutes and regulations as well as local ordinances now in effect or hereafter adopted.

C. Failure to meet the requirements of Sections A and B above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

VI. Subcontracting and Assignments

The Medical Consultant shall not enter into any subcontract for performance of any of the services contemplated under this contract nor assign any interests in the contract without the prior written approval of the Board of Health and subject to such conditions and provisions as the Board may deem necessary.

VII. Data Privacy

All data collected, created, received, maintained, or disseminated, or used for any purposes by the Medical Consultant in fulfilling the duties contained in this contract is governed by the Minnesota Government Data Practices Act and other applicable state and federal laws. The Medical Consultant agrees to abide by the applicable state and federal statutes, rules and regulations.

VIII. Cancellation

This contract may be cancelled by the Board or Medical Consultant at any time, with or without cause, upon sixty days written notice to the other party.

IX. Modifications

Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties. Any alternations, modifications, or variations deemed not to be material by agreement of the Board and Medical Consultant shall not require written approval.

Medical Consultant

By: _____

Dr. Stephanie Jakim, Medical Consultant

Date: _____ day of January 2019

Fillmore County Board of Health/Fillmore County Board of Commissioners

By: _____

Duane Bakke, Chair, Fillmore County Commissioners

Date: _____ day of January 2019

Approved as to legality, form and execution.

By: _____

Fillmore County Attorney, Brett A. Corson 205990

Date: _____ day of January 2019

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

10

Dept.: Fillmore County Social Services

Prepared By: Kevin Olson, Social Services

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

Consent Agenda:

Documentation
(Yes/No):

Regular Agenda:

Documentation
(Yes/No):
YES

1. Request for approval of Service agreement with Mary Klinghaven for Claims training.

All requests for County Board agenda must be in the Coordinator's office **No later than noon Thursday prior to the Board date**. Items received after this time **will** not be placed on the Board agenda. All requests should be sent to: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

Professional Service Agreement

This agreement is made and entered into by and between the County of Fillmore, 902 Houston St NW, Preston, MN 55965, (hereafter "County"), and Mary Klinghagen, (hereafter "Contractor").

WHEREAS, the County, through the Fillmore County Social Services, wishes to purchase the professional services of Contractor as Providing consultation and training for Social Service Information System (SSIS) healthcare claims; and WHEREAS, the Contractor is willing to provide these services; NOW, THEREFORE, in consideration of the mutual undertakings and agreements herein set forth, the County and the Contractor agree as follows:

I. TERM AND COST OF THE AGREEMENT

A. The Contractor agrees to furnish professional services to the County during the period commencing February 19, 2019.

B. The Contractor shall be paid \$125.00 per hour for services performed plus travel time and lodging, meal, and mileage expense. The total cost of this Agreement shall not exceed \$4,300.00. The County shall issue payment to the Contractor on the same schedule as checks are issued to vendors of the County.

C. The Contractor may provide services outside the normal business hours of the County, Monday through Friday, 8:00 A.M. through 4:30 P.M., but shall not be eligible for overtime.

II. SERVICES TO BE PROVIDED

The Contractor shall provide Consultation and training for Social Service Information System (SSIS) health care claims.

III. INDEPENDENT CONTRACTOR STATUS

A. Contractor is to be and shall remain an independent contractor with respect to any and all work performed under this Agreement. Nothing in this Agreement is intended or should be construed as creating a relationship between the County and Contractor as employer-employee. No tenure or any rights or benefits, including, but not limited to, Workers' Compensation, Unemployment Insurance, medical care, sick leave, vacation leave, severance pay, Public Employees Retirement Account (PERA), or other benefits available to County employees shall accrue to the Contractor.

B. Contractor shall be responsible for paying the costs to continue any health insurance available to him her through previous employment, if any.

C. Contractor shall be responsible for withholding any state and federal taxes, and shall be issued a 1099 form for tax purposes.

IV. DATA PRACTICES

All data collected, created, received, maintained or disseminated for any purposes by the activities of the Contractor because of this Agreement is governed by the Minnesota Data Practices Act, as amended, the Minnesota Rules implementing the Act now in force or as adopted, as well as federal regulations on data privacy.

V. TERMINATION

This Agreement shall terminate on February 21, 2019, or by either party, with or without cause, upon two weeks written notice to the other party.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year written below.

COUNTY OF Fillmore

Contractor Dated: _____

County Board Chairperson Dated: _____

County Administrator Dated: _____

Approval as to form this _____ Approval as to execution this
_____ day of _____, 2019.

Fillmore County Attorney

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

5

Dept.: *Zoning*

Prepared By: *Cristal Adkins*

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

Regular Agenda:

Documentation
(Yes/No):

The Zoning Office would like the County Commissioners to review a give final signature to close out and acknowledge completion of the following 2018 Grants:

- NRBG Shoreland Grant - \$2,692.00, funds have been expended in the administration of the Shoreland Ordinance;
- NRBG SSTS Grant - \$18,600 funds have been expended in the administration of the SSTS Program and SSTS Ordinance;
- NRBG SSTS Incentive Grant - \$3,000, funds were awarded and have been expended for increased administration of SSTS Ordinance for property transfers and improved compliance.

All requests for County Board agenda must be in the Coordinator's office **No later than noon Thursday prior to the Board date.** Items received after this time **will** not be placed on the Board agenda. All requests should be sent to: bvickerman@co.fillmore.mn.us; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us



Financial Report

Shoreland-NRBG 2018

Grant Title: 2018 - Shoreland-NRBG (Fillmore County)

Grant ID: P18-8333

Organization: Fillmore County

Grant Revenue	Amount
Total Awarded	\$2,692.00

Grant Expenditures

Grant Activity Category	Amount
Regulations/Ordinances/Enforcement	\$2,692.00
Total Spent	\$2,692.00
Returned Amount	\$0.00
Balance Remaining	\$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2018 - Shoreland-NRBG (Fillmore County)- Fillmore County. We believe our records are complete and subject to an audit.

OFFICIAL SIGNATURE

DATE

Please sign, scan, and upload this form to the attachments tab in eLINK.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155



Financial Report

SSTS-NRBG 2018

Grant Title: 2018 - Septic Treatment Systems - NRBG (Fillmore County)

Grant ID: P18-3646

Organization: Fillmore County

Grant Revenue	Amount
Total Awarded	\$18,600.00

Grant Expenditures

Grant Activity Category	Amount
Regulations/Ordinances/Enforcement	\$18,600.00
Total Spent	\$18,600.00
Returned Amount	\$0.00
Balance Remaining	\$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2018 - Septic Treatment Systems - NRBG (Fillmore County)- Fillmore County. We believe our records are complete and subject to an audit.

OFFICIAL SIGNATURE

DATE

Please sign, scan, and upload this form to the attachments tab in eLINK.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155



Financial Report

Septic Treatment Systems Incentive - NRBG 2018

Grant Title: 2018 - Septic Treatment Systems Incentive - NRBG (Fillmore County)

Grant ID: P18-5162

Organization: Fillmore County

Grant Revenue	Amount
Total Awarded	\$3,000.00

Grant Expenditures

Grant Activity Category	Amount
Administration/Coordination	\$3,000.00
Total Spent	\$3,000.00
Returned Amount	\$0.00
Balance Remaining	\$0.00
Percent Spent	100%

This is to certify that the information is a true and accurate representation of the grant program accounts for the 2018 - Septic Treatment Systems Incentive - NRBG (Fillmore County)- Fillmore County. We believe our records are complete and subject to an audit.

OFFICIAL SIGNATURE

DATE

Please sign, scan, and upload this form to the attachments tab in eLINK.

If returning program funds, please use the Returned Check form.

Make checks payable and mail to:
Board of Water and Soil Resources
520 Lafayette Road N.
St. Paul, MN 55155

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 2/5/2019

Amount of time requested (minutes):

15 Minutes

Dept.: Coordinator

Prepared By: Kristina Kohn

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

Consent Agenda:

Documentation
(Yes/No):

1.

Regular Agenda:

Documentation
(Yes/No):

1. Request to hire Land Records Director effective February 6, 2019
 - a. Brian Hoff
 - b. \$34.59/ hour
2. Request to hire from list for replacement Property Appraiser
 - a. List is less than 12 months old
3. Resignation for Darrell Schmitt, Highway Engineering Supervisor, effective February 1, 2019 No
 - a. Following 17 years of service
4. Discussion with possible action regarding transition of functions from Auditor/Treasurer's Office to Coordinator's Office Yes
5. Request to promote Carrie Huffman, Account Tech, to Account Tech Lead effective 2/5/19 as recommended by the Personnel Committee No
 - a. Lead position replaces one vacated
6. Discussion with possible action regarding transfer of Karla Franzen, Account Technician, from Land Records to Auditor/Treasurer No
 - a. This would replace position vacated by Lori Affeldt
7. Discussion with possible action regarding classifications appeals for compensation and classification study Yes
8. Discussion with possible action regarding updated job descriptions 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; ainglett@co.fillmore.mn.us; and kruesink@co.fillmore.mn.us

Transition of Functions from A/T to Coordinator Proposal

The personnel committee is making recommendations with regard to some functions, which are currently housed in the Auditor/Treasurer's Office, to be moved to the Coordinator's Office for efficiency of processes and in the best interest of the County. With both Department Heads included in the discussion, the following functions have been identified as recommended for transition:

1. Payroll
2. Audit Functions

In addition, these functions will be added onto other functions to sustain the Account Technician Lead position within the Coordinator's Office:

1. Creation/ management of new County intranet and website
2. Assist with Budget Preparation
3. Assist with Courthouse Security Functions – badge and cameras
4. Assist with IS Communications and Projects

With this, the personnel committee is recommending staffing level changes as follows:

1. A/T- would remain with 3 Account Tech positions with 1 being a Lead
2. Land Records- reduce number of Account Tech positions by 1
3. Coordinator- add one Account Tech Lead position
- All department heads involved have been made fully aware of these proposed changes

The personnel committee recommends that Lori Affeldt, Account Technician Lead, be placed in this position. Ms. Affeldt would remain with the County as a highly knowledgeable and experienced employee for which keeping her as an employee would be in the best interests of Fillmore County.

- If the Board approves the above proposal, they would need to rescind the resignation of Lori Affeldt as accepted at the January 22nd meeting.



TO: FILLMORE COUNTY BOARD COMMISSIONERS

FROM: TESSIA MELVIN, DDA MANAGEMENT CONSULTANT

CC: BOBBIE VICKERMAN, COUNTY COORDINATOR, AND KRISTINA KOHN, HUMAN RESOURCES OFFICER

SUBJECT: CLASSIFICATION APPEALS

PROJECT UPDATE

Our Classification and Compensation Study included the following:

- Job Description Review
- Job Description Appeal Process
- Board Approval of Job Descriptions and Benchmark communities and jobs
- Market Analysis
- Wage Analysis of all positions
- Wage and Benefit Survey of all benchmark communities and benchmark positions
- Calibrate wage scale
- Provide budget analysis and preliminary report with Project Team
- Final report with recommendations and implementation
- Job Classification Appeal Process

JOB CLASSIFICATION APPEAL PROCESS

As part of our transparency, we provide a Classification Appeal Process, to ensure that employees and managers/supervisors agree that their job description is correct and updated. This allows the Consultant to ensure Classification of Job Descriptions are accurate.

All employees and managers/supervisors received their current job description and a list of the proposed Job Classifications. No wages were tied to the proposed classification system. This appeal form was to be filled out if there were any additions or changes to job descriptions. As a result, the Consultant received 13 appeal forms. The Labor Committee met and are making the following recommendations to the County Board:

Job Description	Reason for Appeal
Veteran Service Officer	Several additional duties were included: <ul style="list-style-type: none">▪ The CVSO Prepares and Submits Federal/State grants and budgets for Veteran Services. Tracks receipts and expenditures for Veteran Services. (Annual and ongoing during grant cycle).

	<ul style="list-style-type: none"> Obtain initial NACVSO/ USDVA accreditation and attend classes, training, conferences, and regional meetings needed to maintain Federal Accreditation and State Certification and to perform duties and be eligible for Grants. Communicate with the Department of Veterans Affairs Medical facilities to resolve issues Veterans have with their care. Required to acquire and maintain computer access for US Department of Veterans Affairs and DOD systems which equates to a Department of Defense Secret security clearance. (Initial background check and every 10 years, annual online training). Directly trains office staff and drivers in accordance office procedures and County policy. Lobby and assist federal and state elected officials and advocate for program changes that benefit Fillmore County Veterans and their families.
Recommendation to make the changes, which warrant a grade change from Grade 10 to 11, due to additional problem-solving duties and increased decision making needed for the position.	
GIS Coordinator	Delete: Respond to building project needs, setbacks ETC.
Consultant and Committee recommend change to description, but no grade change.	
Custodian	<ul style="list-style-type: none"> Added some additional duties Supervisor felt that they were already included in job description
Consultant and Committee recommend no change.	
Traffic Sign Technician	<ul style="list-style-type: none"> Changes to job duties included those similar to Maintenance Specialist. Increased working conditions.
Recommendation to move this position from a Grade 6 to a Grade 8, as the duties and responsibilities are similar to Maintenance Specialist.	
Highway Maintenance Superintendent	Move airport related duties to an addendum
Recommendation no change in classification as no additions were mad to the job description, However after re-testing this position. It should be moved to non-exempt status.	
Case Aide	Changes to job duties included: <ul style="list-style-type: none"> Change in wording to mirror the merit system regarding education and experience needed for the position Add must have valid driver's license Increase working conditions to include driving and client visits Increase the problem solving and decision making due to some additional duties Add new licensing of child foster care, adult foster care, corporate foster care, re-licensing child, corporate foster care, and adult foster care. Add this position must travel and make client visits.
Recommendation to make changes, which warrant a grade change from Grade 6 to 7 due to education, work conditions and increased problem solving and decision making due to the addition of childcare licensing.	
Child Support Officer	Added additional duties and responsibilities to include: <ul style="list-style-type: none"> Prepare court documents, identify and collect appropriate information and evidence to support the legal findings.

	<ul style="list-style-type: none"> ▪ Interviews parents to obtain case information, employment status and to determine their ability to pay child support. Initiates interstate/intrastate actions to establish orders or enforce existing child support orders from other jurisdictions in order to secure child support payments. ▪ Gathers information, reviews financial records and makes recommendations for the monetary amount of child support to parents, attorneys and the court. ▪ Handles case correspondence and all necessary case maintenance. ▪ Make referrals to other agencies such as social services, legal services, job service, etc., as appropriate. ▪ Provides data to supervisor regarding work processing/flow and problem cases. ▪ Implements program changes as mandated by the legislature and the Department of Human Services. ▪ Considerable knowledge of child support laws, rules, regulations and policies. Considerable knowledge of the legal process related to child support orders, hearings and data privacy. ▪ Considerable knowledge of rules of evidence and court procedures. ▪ Knowledge of federal and state income maintenance program laws, rules and regulations. ▪ Knowledge of legal terms, forms and substance to be followed in drafting/writing orders of judgment and contempt actions and other legal documents. ▪ Knowledge of community resources. ▪ Knowledge of personal financial management techniques. ▪ Knowledge of debt collection approaches and laws. ▪ Basic computation skills. ▪ Ability to process a large volume of work quickly and accurately. ▪ Ability to work independently.
Consultant and Committee recommendation to make necessary changes, which warrant a grade change from Grade 8 to Grade 9 due to additional decision making and problem solving.	
Highway/Airport Office Manager	Did not include additional duties or responsibilities but elaborated on some details that they did not think were considered.
Consultation and Committee recommendation to leave as the same grade. Committee asked that the Airport Duties be moved to an addendum.	
Registered Dietician	<p>Changes included:</p> <ul style="list-style-type: none"> ▪ The Registered Dietitian (RD) serves as the WIC Coordinator and is responsible for the program operations and staff responsibilities of the county's WIC program. The State of Minnesota recently added a requirement to attempt to hire an RD for the WIC Coordinator role, given their expertise in prenatal, infant, and child nutrition and eating behaviors. RDs are also appropriately trained to work with high-risk participants that may have anthropometric concerns and nutrition-related medical conditions. Additionally, the RD trains nursing staff on these topics. ▪ A Registered Dietitian must have at least a bachelors' degree and complete a dietetic internship from a nationally accredited program before successfully completing the national Registered Dietitian exam. ▪ The RD collaborates with the SHIP Coordinator weekly to develop and implement health- and nutrition-related policies and services that benefit Fillmore County residents. ▪ Provides project management of several programs that include: Backpack Programs and creating a Breastfeeding Friendly Workplace at Fillmore County. ▪ Provides staff trainings that will count toward nursing staff's continuing education credits.

Consultant and Committee recommendation to make changes, which warrant a grade change from Grade 9 to Grade 11.	
Property Appraiser	<p>Looking to create career ladder for this position based on the continued education and training for the position. They would like to see the following grades:</p> <p>Property Appraiser 1: grade 9</p> <p>CMA Property Appraiser: Grade 10</p> <p>AMA Property Appraiser: Grade 11</p>
Consultant and Committee did not believe any changes should be made. Consultant will look at benchmark communities to see how many offer career ladders. This would need to go to the Personal Committee for policy change.	
Engineering Technician Supervisor	<p>Wants to change name to Project Developer/Construction Supervisor</p> <p>Wants to clarify that chain of command may subject this position to supervise from 4 to 24</p> <p>Believes problem solving is not reflective in description. Provided examples of the level of problem solving</p> <p>Believes that Assistant Engineer duties in the past were incorporated in the past without additional pay.</p>
Consultant and Committee believed the problem solving should be increased, which warrant a grade change from Grade 12 to Grade 13.	
Jailer	<p>Changes include:</p> <ul style="list-style-type: none"> ▪ Jailers are responsible for caring for a population of diverse and often extreme backgrounds and beliefs. ▪ Jailers often deal with predators and persons accused of and/or convicted of horrible things. Jailers are required to care for them in an objective and empathetic manner without allowing what the person has done to influence how they are cared for. ▪ Jailers are exposed to Exposure to angry or combative individuals occurs. Jailers routinely deal with aggressive, unpredictable, disgruntled, and sometimes violent people that are regularly under the influence of drugs or alcohol, in a state of mental crisis, suicidal, or that have psychological issues. Jailers are required to handle volatile situations in a calm and professional manner. ▪ This position is exposed to: the smell of body odor and other extreme smells, bodily fluids, feces and urine. Jailers frequently are required to view the nude body of inmates. ▪ Increase 20 lbs. of exertion to 60. ▪ Jailers are responsible for and manage inmate records, accounts, and property in compliance with HIPPA and other confidentiality requirements. ▪ Jailers coordinate with the courts, probation, dispatch, and deputies daily to accomplish their duties. ▪ Jailers are responsible for maintaining cleanliness within the Jail and inmates. ▪ Must be knowledgeable of all relevant department and state level policies and procedures including MN 29.11 rules. ▪ Monitors activity within the jail using audio and video recording systems. ▪ Conducts investigations of occurrences within the Jail. ▪ Enforces disciplinary measures on inmates when necessary ▪ Assist dispatchers as needed.
Consultant and Committee agree with additions, which warrant a grade change from Grade 6 to Grade 8. Consultant and Committee did not add handle media.	

Jail Programmer	<p>Changes include:</p> <ul style="list-style-type: none"> ▪ Jailers are responsible for caring for a population of diverse and often extreme backgrounds and beliefs. ▪ Jailers often deal with predators and persons accused of and/or convicted of horrible things. Jailers are required to care for them in an objective and empathetic manner without allowing what the person has done to influence how they are cared for. ▪ Jailers are exposed to Exposure to angry or combative individuals occurs. Jailers routinely deal with aggressive, unpredictable, disgruntled, and sometimes violent people that are regularly under the influence of drugs or alcohol, in a state of mental crisis, suicidal, or that have psychological issues. Jailers are required to handle volatile situations in a calm and professional manner. ▪ This position is exposed to: the smell of body odor and other extreme smells, bodily fluids, feces and urine. Jailers frequently are required to view the nude body of inmates. ▪ Increase 20 lbs. of exertion to 60. ▪ Jailers are responsible for and manage inmate records, accounts, and property in compliance with HIPPA and other confidentiality requirements. ▪ Jailers coordinate with the courts, probation, dispatch, and deputies daily to accomplish their duties. ▪ Jailers are responsible for maintaining cleanliness within the Jail and inmates. ▪ Must be knowledgeable of all relevant department and state level policies and procedures including MN 29.11 rules. ▪ Monitors activity within the jail using audio and video recording systems. ▪ Conducts investigations of occurrences within the Jail. ▪ Enforces disciplinary measures on inmates when necessary ▪ Assist dispatchers as needed.
<p>Consultant and Committee agree with additions, which warrant a grade change from Grade 8 to Grade 9. Consultant and Committee did not add handle media.</p>	

Column1	Grade
Custodian	5
Merit Office Support Specialist	5
Office Support Specialist	5
Baliff/Transport	6
Facilities Maintenance Worker	6
Merit Office Support Specialist Sr	6
Office Support Specialist Sr	6
Transfer Station Attendant	6
Accounting Technician	7
Case Aide	7
Eligibility Worker	8
Jailer	8
Maintenance Specialist-Hwy	8
Traffic Technician	8
Accounting Technician Lead	9
Child Support Officer	9
Courthouse Security	9
Feedlot Officer	9
Jail Program Trainer	9
Paralegal	9
Property Appraiser	9
Building Maintenance Supervisor	10
Dispatcher	10
Merit Fiscal Officer	10
Working Foreman	10
Deputy	11
Engineering Technician Sr	11
Finance Officer	11
GIS Coordinator	11
Head Mechanic	11
Highway/Airport Office Manager	11
Lead Dispatcher	11
Registered Dietician	11
Registered Nurse-2 year Degree	11
Shop Foreman	11
Veteran Services Officer	11
Emergency Manager	12
Home Care Coordinator	12
Human Resources Officer	12
Lieutenant	12
Maintenance Superintendent	12
Narcotics Officer	12
Patrol Sergeant	12
Registered Nurse-4 year Degree	12
Sergeant/Investigator	12
Social Worker - Non Union	12

Social Worker Merit	12
Captain	13
County Surveyor	13
Engineering Technician Supervisor	13
Public Health Nurse	13
Solid Waste Administrator	13
Zoning Administrator	13
Chief Deputy	14
County Recorder	14
Jail Administrator	14
Social Services Supervisor	14
Assistant County Attorney	15
County Assessor	15
Health Educator	15
Auditor/ Treasurer	16
Land Records Director	16
Director of Nursing	17
Sheriff	18
Social Services Manager	18
County Attorney	20
County Engineer	20
County Coordinator	21