

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
May 26, 2020**

Fillmore County Courthouse, 101 Fillmore Street – Preston, MN

Mitch Lentz – First District

Larry Hindt – Third District

Randy Dahl – Second District

Duane Bakke – Fourth District

Marc Prestby – Fifth District

~~~~~

**Meeting will be held via WebEx due to current Emergency Declaration regarding COVID-19  
Public may access the meeting by dialing 1(408) 418-9388 – access code 962 436 830**

9:00 a.m.     Pledge of Allegiance

                 Approve agenda

                 Approve Consent Agenda:

1. May 12, 2020 County Board minutes

                 Approve Commissioners' Warrants

                 Review Finance Warrants

9:05 a.m.     Ron Gregg, Highway & Airport

1. Consider resolution for final payment for CSAH 1 bridge replacement project SAP 023-601-30 North of Ostrander
2. Consider request to advertise for the CSAH 34 project SAP 023-634-005
3. Consider resolution authorizing the County Engineer and Airport Manager to execute grant documents

9:15 a.m.     Drew Hatzenbihler, Solid Waste Administrator

1. Consider request to terminate contract for landfill services with Winneshiek County Landfill effective July 1, 2020

9:25 a.m.     Heidi Jones, Auditor/Treasurer

1. Discussion regarding receipt of tax payments to date/supplemental settlement

9:30 a.m.     Citizens Input

9:35 a.m.     John DeGeorge, Sheriff

1. Consider resolution for Joint Powers agreement with State of Minnesota for NIBRS Reporting system
2. Consider request to approve Central Square quote of \$8,000 for NIBRS Reporting System Program
3. Review of the Sentence to Serve State Program

# FILLMORE COUNTY BOARD OF COMMISSIONERS

May 26, 2020 Meeting Agenda

Page 2

\*\*\*\*\*

9:55 a.m. Jason McCaslin, Assessor

1. Consider approval of Memorandum of Understanding (MOU) with Avenu Insights & Analytics to be a testing site for development of property assessment software
2. Consider approval of the Nondisclosure Agreement with Avenu Insight & Analytics for the property assessment software project
3. Consider request to be appointed as the official voting delegate for Fillmore County regarding MCCC, Minnesota Counties Computer Cooperative
4. Discussion with possible regarding COVID-19 quintile policy and process

10:10 a.m. Bobbie Hillery, Administrator

1. Discussion with possible action regarding COVID-19
  - a. Emergency Declaration
  - b. Opening Process and Timeline
  - c. Future Meetings Structure
  - d. Projects and Needs

Calendar review, Committee Reports and Announcements

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

|                 |            |                                               |                       |
|-----------------|------------|-----------------------------------------------|-----------------------|
| Tuesday, May 26 | 7:30 am    | Highway Committee, webex                      | <i>Prestby, Bakke</i> |
|                 | 9:00 am    | County Board, special meeting, webex          | <i>All</i>            |
|                 | 12:00 noon | Community Services Committee, webex           | <i>Dahl, Lentz</i>    |
| Tuesday, June 2 | 9:00 am    | County Board, special meeting, Boardroom      | <i>All</i>            |
| Monday, June 8  | 4:30 pm    | Winneshiek County Solid Waste Agency, Decorah | <i>Hindt</i>          |
|                 | 6:00 pm    | Developmental Achievement Center, Preston     | <i>Lentz</i>          |
|                 | 6:30 pm    | Semcac, St Charles                            | <i>Dahl</i>           |
| Tuesday, June 9 | 8:00 am    | Facilities Committee                          | <i>Dahl, Hindt</i>    |
|                 | 9:00 am    | County Board, regular meeting, Boardroom      | <i>All</i>            |

## COMMITTEE OPENINGS:

|                                               |                                      |
|-----------------------------------------------|--------------------------------------|
| Community Corrections Task Force – District 2 | meets quarterly at noon              |
| Community Corrections Task Force – District 1 |                                      |
| Community Corrections Task Force – At Large   |                                      |
| Extension – At-large                          | Meets quarterly at 7pm               |
| Zumbro Valley Health Center – At Large        | Meets Monthly, fourth Monday at 6 pm |
| Zumbro Valley Health Center – At Large        |                                      |

This is a preliminary draft of the May 12, 2020, minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

\*\*\*\*\*

The Board of County Commissioners of Fillmore County, Minnesota met in regular session this 12<sup>th</sup> day of May, 2020, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following member was present: Commissioner Marc Prestby

The following members were present by Webex: Commissioners Larry Hindt, Randy Dahl, Mitch Lentz and Duane Bakke. Also present by Webex were: Bobbie Hillery, Administrator/Clerk; Lori Affeldt, Finance Director; Kristina Kohn, Human Resources; Ron Gregg, Highway Engineer; Andrew Hatzenbihler, Sanitation; Jessica Erickson, Public Health Director; Kevin Olson, Social Services Manager; Brett Corson, County Attorney; Heidi Jones, Auditor/Treasurer; Bonita Underbakke; Gerald Wolf; Gary Harter, Harter Quick Cleanup; and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. May 5, 2020 County Board minutes

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

The Finance Department Warrants were reviewed.

Ron Gregg, Highway & Airport was present.

On motion by Bakke and seconded by Lentz, the Board unanimously approved RESOLUTION 2020-017: Carimona Township Bridge Replacement Project SAP 23-599-197.

On motion by Dahl and seconded by Bakke, the Board unanimously approved signature for the Request for FAA Approval of Agreement for Transfer of Entitlements, which approves the sum of \$75,000 for fiscal years 2017 and 2018 from Fillmore County Airport to the City of Blue Earth, Minnesota, as requested by the County Engineer.

On motion by Dahl and seconded by Hindt, the Board unanimously approved signature for the Agreement for Waiver, Transfer, and Repayment of Federal Airport Entitlement Funds as requested by the County Engineer.

Heidi Jones, Auditor/Treasurer was present.

On motion by Bakke and seconded by Lentz, the Board unanimously approved RESOLUTION 2020-018: Snowmobile Funding for the 2020-2021 snowmobile season.

Heidi Jones, Auditor/Treasurer explained the Northern Natural Gas Tax Court Refund Agreement, noting that at this time the total amount needing to be reimbursed is \$141,306.04. Jones also noted that Northern Natural Gas agreed to allow repayment by subtracting from their 2020 tax payment.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the Agreement to Offset Ad Valorem Tax with Northern Natural Gas Company which reduces the 2019 tax year as a result of the 2015-2016 tax year litigation, in the amount of \$141,306, as recommended by the Auditor/Treasurer.

On motion by Dahl and seconded by Hindt, the Board unanimously approved RESOLUTION 2020-019: Absentee Ballot Board for Primary and General Election, as recommended by the Auditor/Treasurer.

Jones updated the Board regarding the Presidential Nomination Primary Reimbursement submission, noting that \$49,623.87 was submitted for reimbursement from the Secretary of State.

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

Andrew Hatzenbihler, Solid Waste Manager was present.

Hatzenbihler reviewed the proposed 8% rate increase for hauling fees by Harter's Quick Clean-up that he had presented at the April 28<sup>th</sup> meeting. He discussed four payment options of the requested increase from Harter's Quick Cleanup. The Solid Waste committee met and is recommending the added increase to be approved at 4% this year, followed by a 2% increase the next 2 years.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the 4% increase for the first year, effective June 1<sup>st</sup>, 2020 and 2% for the following two years as of January 1<sup>st</sup> above the annual CPI increase, as recommended by the Solid Waste Administrator.

Kristina Kohn, Human Resources was present.

On motion by Bakke and seconded by Lentz, the Board unanimously approved hiring Donald Hanson as replacement Custodian at Grade 5/Step 1 at a rate of \$16.98/hour effective May 9, 2020 as requested by the Building Maintenance Supervisor and recommended by the Hiring Committee.

Bobbie Hillery, Administrator was present.

Hillery drafted a letter to Senator Miller and Representative Davids requesting extension of waivers and modifications for providing human services. Kevin Olson, Social Service Manager noted that other counties are sending similar letters to their legislators as well to encourage them to continue to allow the options that do not require a face to face meeting with their clients, noting that there are safety concerns for the clients and the employees.

On motion by Bakke and seconded by Dahl, the Board unanimously approved a Letter for Extending Waivers and Modifications to provide Human Services, as recommended by the Administrator.

Hillery presented a plan for the County to reopen after the Executive Orders are lifted. The Board approved the plan as presented.

On motion by Hindt and seconded by Bakke, the Board unanimously approved the purchase of glass and sneeze guards, not to exceed \$6,320, as recommended by the Administrator.

Hillery noted that they had received a request to allow access and right of way options for the former Preston Oil Company building located in Preston, MN which is a current forfeiture property. There has been a committee that has been working with the City of Preston to clean up this property. Attorney Corson gave a

summary of what stage the group is at with this clean up and noted that he is comfortable with the agreements as presented.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the Site Access Agreement for MPCA to investigate underground storage tank release of forfeiture property.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the Site Right Of Way Agreement for MPCA.

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

Bakke – Interviewed Consultants for Airport; Environment/Natural Resources conference call; Planning Commission will be via Webex next week

Dahl – Airport Consultant Interviews; SEMCAC

Lentz – SE EMS / Bluff County HRA

Hindt – Solid Waste discussing the rate increase and Winneshiek Landfill

Prestby – Solid Waste

It was the consensus of the Board to have Hillery send a thank you note to the Winona County Board for the assistance they provided by allowing the contractual agreement to share the Winona County Assessor Steve Hacken. Also, making note of the guidance that Steve Hacken gave Fillmore County and for his work finding us a full-time Assessor.

On motion by Hindt and seconded by Lentz, the Board chair adjourned at 10:31 a.m.

smensink

5/22/20 7:53AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 2

| Vendor | Name                                    | Rpt  |          | Warrant Description            | Invoice #     | Account/Formula Descripti | 1099 |
|--------|-----------------------------------------|------|----------|--------------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                         | Accr | Amount   | Service Dates                  | Paid On Bhf # | On Behalf of Name         |      |
| 3      | DEPT                                    |      |          | Board Of Commissioners         |               |                           |      |
| 82132  | Fillmore Co Journal, Sethre Media Group |      |          |                                |               |                           |      |
|        | 01-003-000-0000-6233                    |      | 74.69    | Board Mtg Minutes - 04/28/2020 | 108825        | Publications              | N    |
|        |                                         |      |          | 05/11/2020 05/11/2020          |               |                           |      |
|        | 01-003-000-0000-6233                    |      | 43.09    | Board Mtg Minutes - 05/05/2020 | 108842        | Publications              | N    |
|        |                                         |      |          | 05/18/2020 05/18/2020          |               |                           |      |
| 82132  | Fillmore Co Journal, Sethre Media Group |      | 117.78   | 2 Transactions                 |               |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH  |      |          |                                |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 27.67    | Leg. Conference Meal - LH & ML |               | Other Travel Expense      | N    |
|        |                                         |      |          | 02/26/2020 02/26/2020          |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 12.95    | UBER at Leg Conf - LH,ML,BV    |               | Other Travel Expense      | N    |
|        |                                         |      |          | 02/26/2020 02/26/2020          |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 30.00    | Parking at Leg Conference - DB |               | Other Travel Expense      | N    |
|        |                                         |      |          | 02/25/2020 02/25/2020          |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 388.28   | Leg Conference Hotel - LH      | 674893        | Other Travel Expense      | N    |
|        |                                         |      |          | 02/25/2020 02/27/2020          |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 388.28   | Leg Conference Hotel - DB      | 674904        | Other Travel Expense      | N    |
|        |                                         |      |          | 02/25/2020 02/27/2020          |               |                           |      |
|        | 01-003-000-0000-6337                    |      | 194.14   | Leg Conference Hotel - ML      | 674914        | Other Travel Expense      | N    |
|        |                                         |      |          | 02/26/2020 02/27/2020          |               |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH  |      | 1,041.32 | 6 Transactions                 |               |                           |      |
| 3      | DEPT Total:                             |      | 1,159.10 | Board Of Commissioners         | 2 Vendors     | 8 Transactions            |      |
| 11     | DEPT                                    |      |          | District Court                 |               |                           |      |
| 4145   | Luhmann Law, LLC                        |      |          |                                |               |                           |      |
|        | 01-011-000-0000-6261                    |      | 1,080.00 | Court Appt Attorney - CHIPS    | 10653         | Court Appointed Attorneys | Y    |
|        |                                         |      |          | 12/18/2019 03/02/2020          |               |                           |      |
| 4145   | Luhmann Law, LLC                        |      | 1,080.00 | 1 Transactions                 |               |                           |      |
| 11     | DEPT Total:                             |      | 1,080.00 | District Court                 | 1 Vendors     | 1 Transactions            |      |
| 34     | DEPT                                    |      |          | Policy Coordinator             |               |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH  |      |          |                                |               |                           |      |
|        | 01-034-000-0000-6337                    |      | 16.33    | Leg. Conference Meal - BV      |               | Other Travel Expense      | N    |
|        |                                         |      |          | 02/26/2020 02/26/2020          |               |                           |      |
|        | 01-034-000-0000-6337                    |      | 194.14   | Leg Conference Hotel - BV      | 674885        | Other Travel Expense      | N    |

smensink

5/22/20 7:53AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

| Vendor | Name                                   | Rpt  | Warrant Description   | Invoice #                      | Account/Formula Descripti | 1099                       |
|--------|----------------------------------------|------|-----------------------|--------------------------------|---------------------------|----------------------------|
| No.    | Account/Formula                        | Accr | Service Dates         | Paid On Bhf #                  | On Behalf of Name         |                            |
|        |                                        |      | 02/26/2020 02/27/2020 |                                |                           |                            |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 210.47                | 2 Transactions                 |                           |                            |
| 34     | DEPT Total:                            |      | 210.47                | Policy Coordinator             | 1 Vendors                 | 2 Transactions             |
| 60     | DEPT                                   |      | Information Systems   |                                |                           |                            |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                       |                                |                           |                            |
|        | 01-060-000-0000-6640                   |      | 131.54                | Cables                         | LJXJ187                   | Equipment Purchased N      |
|        |                                        |      |                       | 04/20/2020 04/20/2020          |                           |                            |
|        | 01-060-000-0000-6640                   |      | 8.66                  | Cables                         | LKBL734                   | Equipment Purchased N      |
|        |                                        |      |                       | 04/23/2020 04/23/2020          |                           |                            |
|        | 01-060-000-0000-6377                   |      | 80.00                 | Siteground Website Host 3/2020 | R4786651                  | Fees And Service Charges N |
|        |                                        |      |                       | 03/01/2020 03/01/2020          |                           |                            |
|        | 01-060-000-0000-6377                   |      | 80.00                 | Siteground Website Host 4/2020 | R4896004                  | Fees And Service Charges N |
|        |                                        |      |                       | 04/01/2020 04/01/2020          |                           |                            |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 300.20                | 4 Transactions                 |                           |                            |
| 5874   | Jaguar Communications, Inc.            |      |                       |                                |                           |                            |
|        | 01-060-000-0000-6285                   |      | 83.70                 | April 2020 Locates             | 172133                    | Professional Fees N        |
|        |                                        |      |                       | 04/01/2020 04/30/2020          |                           |                            |
| 5874   | Jaguar Communications, Inc.            |      | 83.70                 | 1 Transactions                 |                           |                            |
| 2545   | Marco,Inc                              |      |                       |                                |                           |                            |
|        | 01-060-000-0000-6640                   |      | 995.00                | Zlxport                        | INV7355184                | Equipment Purchased N      |
|        |                                        |      |                       | 02/25/2020 02/25/2020          |                           |                            |
|        | 01-060-000-0000-6640                   |      | 1,833.00              | Zlx Gateway                    | INV7360511                | Equipment Purchased N      |
|        |                                        |      |                       | 02/26/2020 02/26/2020          |                           |                            |
|        | 01-060-000-0000-6640                   |      | 9,725.00              | Cisco Project - Firewall       | INV7361113                | Equipment Purchased N      |
|        |                                        |      |                       | 02/26/2020 02/26/2020          |                           |                            |
|        | 01-060-000-0000-6640                   |      | 4,187.00              | Cisco Project Firewall         | INV7472640                | Equipment Purchased N      |
|        |                                        |      |                       | 03/30/2020 03/30/2020          |                           |                            |
|        | 01-060-000-0000-6285                   |      | 19,000.00             | Block of Time                  | INV7555519                | Professional Fees N        |
|        |                                        |      |                       | 04/29/2020 04/29/2020          |                           |                            |
|        | 01-060-000-0000-6640                   |      | 434.00                | April 2020 DUO                 | INV7595622                | Equipment Purchased N      |
|        |                                        |      |                       | 04/01/2020 04/30/2020          |                           |                            |
| 2545   | Marco,Inc                              |      | 36,174.00             | 6 Transactions                 |                           |                            |

smensink  
5/22/20 7:53AM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

|     | <u>Vendor Name</u>                            | <u>Rpt</u>  |               | <u>Warrant Description</u>    | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|-----|-----------------------------------------------|-------------|---------------|-------------------------------|----------------------|----------------------------------|-------------|
|     | <u>No. Account/Formula</u>                    | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>          | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 60  | DEPT Total:                                   |             | 36,557.90     | Information Systems           | 3 Vendors            | 11 Transactions                  |             |
| 100 | DEPT                                          |             |               | County Recorder Equipment     |                      |                                  |             |
|     | 7213 Metro Sales, Inc                         |             |               |                               |                      |                                  |             |
|     | 01-100-000-0000-6310                          |             | 158.24        | Ricoh Wide Copier - Qtrly Use | INV1588557           | Contract Repairs And Maintenance | N           |
|     |                                               |             |               | 05/05/2020 08/04/2020         |                      |                                  |             |
|     | 7213 Metro Sales, Inc                         |             | 158.24        | 1 Transactions                |                      |                                  |             |
| 100 | DEPT Total:                                   |             | 158.24        | County Recorder Equipment     | 1 Vendors            | 1 Transactions                   |             |
| 102 | DEPT                                          |             |               | Surveyor                      |                      |                                  |             |
|     | 106 Fillmore Co Treasurer                     |             |               |                               |                      |                                  |             |
|     | 01-102-000-0000-6561                          |             | 21.25         | April 2020 Fuel - Surveyor    |                      | Gasoline Diesel And Other Fuels  | N           |
|     |                                               |             |               | 04/23/2020 04/23/2020         |                      |                                  |             |
|     | 106 Fillmore Co Treasurer                     |             | 21.25         | 1 Transactions                |                      |                                  |             |
| 102 | DEPT Total:                                   |             | 21.25         | Surveyor                      | 1 Vendors            | 1 Transactions                   |             |
| 104 | DEPT                                          |             |               | Gis                           |                      |                                  |             |
|     | 272 Newman Signs                              |             |               |                               |                      |                                  |             |
|     | 01-104-000-0000-6514                          |             | 76.14         | 3 Address Signs               | TRFINV021044         | Address Signs                    | N           |
|     |                                               |             |               | 04/21/2020 04/21/2020         |                      |                                  |             |
|     | 272 Newman Signs                              |             | 76.14         | 1 Transactions                |                      |                                  |             |
| 104 | DEPT Total:                                   |             | 76.14         | Gis                           | 1 Vendors            | 1 Transactions                   |             |
| 105 | DEPT                                          |             |               | Planning And Zoning           |                      |                                  |             |
|     | 82132 Fillmore Co Journal, Sethre Media Group |             |               |                               |                      |                                  |             |
|     | 01-105-000-0000-6241                          |             | 20.11         | Legal Notice - Public Hearing | 108820               | Advertising                      | N           |
|     |                                               |             |               | 05/11/2020 05/11/2020         |                      |                                  |             |
|     | 01-105-000-0000-6241                          |             | 22.98         | Legal Notice - Two CUP's      | 108821               | Advertising                      | N           |
|     |                                               |             |               | 05/11/2020 05/11/2020         |                      |                                  |             |
|     | 01-105-000-0000-6241                          |             | 48.83         | Legal Notice - ITC Permit     | 108822               | Advertising                      | N           |
|     |                                               |             |               | 05/11/2020 05/11/2020         |                      |                                  |             |
|     | 01-105-000-0000-6241                          |             | 51.71         | Legal Notice - MiEnergy       | 108823               | Advertising                      | N           |
|     |                                               |             |               | 05/11/2020 05/11/2020         |                      |                                  |             |
|     | 01-105-000-0000-6241                          |             | 48.83         | Legal Notice - B Carpenter    | 108824               | Advertising                      | N           |
|     |                                               |             |               | 05/11/2020 05/11/2020         |                      |                                  |             |



smensink  
5/22/20 7:53AM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 5

| Vendor | Name                                       | Rpt  | Amount   | Warrant Description           | Invoice #     | Account/Formula Descripti          | 1099 |
|--------|--------------------------------------------|------|----------|-------------------------------|---------------|------------------------------------|------|
| No.    | Account/Formula                            | Accr |          | Service Dates                 | Paid On Bhf # | On Behalf of Name                  |      |
|        | 01-105-000-0000-6241                       |      | 20.11    | Legal Notice - May Tour       | 108832        | Advertising                        | N    |
|        |                                            |      |          | 05/11/2020 05/11/2020         |               |                                    |      |
|        | 01-105-000-0000-6241                       |      | 48.83    | Legal Notice - Skyline Permit | 108833        | Advertising                        | N    |
|        |                                            |      |          | 05/11/2020 05/11/2020         |               |                                    |      |
| 82132  | Fillmore Co Journal, Sethre Media Group    |      | 261.40   | 7 Transactions                |               |                                    |      |
| 597    | MN Secretary Of State-Notary               |      |          |                               |               |                                    |      |
|        | 01-105-000-0000-6377                       |      | 120.00   | Notary Commission - CS        |               | Fees And Service Charges           | N    |
|        |                                            |      |          | 05/06/2020 05/06/2020         |               |                                    |      |
| 597    | MN Secretary Of State-Notary               |      | 120.00   | 1 Transactions                |               |                                    |      |
| 105    | DEPT Total:                                |      | 381.40   | Planning And Zoning           | 2 Vendors     | 8 Transactions                     |      |
| 106    | DEPT                                       |      |          | Unallocated Recording Fee     |               |                                    |      |
|        | 4781 Pro-West & Associates, Inc            |      |          |                               |               |                                    |      |
|        | 01-106-000-0000-6637                       |      | 95.40    | Online Plat Doc List Update   | 004304        | Software Expenses                  | N    |
|        |                                            |      |          | 05/12/2020 05/12/2020         |               |                                    |      |
|        | 4781 Pro-West & Associates, Inc            |      | 95.40    | 1 Transactions                |               |                                    |      |
| 106    | DEPT Total:                                |      | 95.40    | Unallocated Recording Fee     | 1 Vendors     | 1 Transactions                     |      |
| 111    | DEPT                                       |      |          | Facilites Mtce                |               |                                    |      |
|        | 111 Fillmore Co Treasurer- Credit Card/ACH |      |          |                               |               |                                    |      |
|        | 01-111-000-0000-6580                       |      | 257.70   | Purchase 12 EM2 Batteries     | 222811        | Other Repair And Maintenance Suppl | N    |
|        |                                            |      |          | 02/25/2020 02/25/2020         |               |                                    |      |
|        | 111 Fillmore Co Treasurer- Credit Card/ACH |      | 257.70   | 1 Transactions                |               |                                    |      |
| 5988   | Preston Auto Parts                         |      |          |                               |               |                                    |      |
|        | 01-111-000-0000-6580                       |      | 18.79    | Weedwacker Line, Spark Plug   | 627502        | Other Repair And Maintenance Suppl | N    |
|        |                                            |      |          | 05/11/2020 05/11/2020         |               |                                    |      |
|        | 01-111-000-0000-6580                       |      | 10.47    | Weedwacker Oil, Glue Remover  | 627858        | Other Repair And Maintenance Suppl | N    |
|        |                                            |      |          | 05/13/2020 05/13/2020         |               |                                    |      |
| 5988   | Preston Auto Parts                         |      | 29.26    | 2 Transactions                |               |                                    |      |
| 308    | Preston Public Utilities                   |      |          |                               |               |                                    |      |
|        | 01-111-000-0000-6251                       |      | 4,953.94 | Courthouse Electricity        |               | Electricity                        | N    |
|        |                                            |      |          | 03/30/2020 04/30/2020         |               |                                    |      |
|        | 01-111-000-0000-6251                       |      | 2,424.23 | FCOB Electricity              |               | Electricity                        | N    |

smensink

5/22/20 7:53AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

| Vendor | Name                                   | Rpt  | Warrant Description | Invoice #                                                                | Account/Formula Descripti | 1099                            |
|--------|----------------------------------------|------|---------------------|--------------------------------------------------------------------------|---------------------------|---------------------------------|
| No.    | Account/Formula                        | Accr | Amount              | Service Dates                                                            | Paid On Bhf #             | On Behalf of Name               |
| 308    | Preston Public Utilities               |      | 7,378.17            | 03/27/2020 04/30/2020<br>2 Transactions                                  |                           |                                 |
| 3448   | Reliable Pest Management               |      |                     |                                                                          |                           |                                 |
|        | 01-111-000-0000-6377                   |      | 45.00               | FCOB Rodent Control<br>04/06/2020 04/06/2020<br>1 Transactions           | 8868                      | Fees And Service Charges Y      |
| 3448   | Reliable Pest Management               |      | 45.00               |                                                                          |                           |                                 |
| 26012  | Schultz/Terry                          |      |                     |                                                                          |                           |                                 |
|        | 01-111-000-0000-6335                   |      | 62.10               | Employee Automobile Allowance<br>04/17/2020 05/12/2020<br>1 Transactions |                           | Employee Automobile Allowance N |
| 26012  | Schultz/Terry                          |      | 62.10               |                                                                          |                           |                                 |
| 111    | DEPT Total:                            |      | 7,772.23            | Facilites Mtce                                                           | 5 Vendors                 | 7 Transactions                  |
| 149    | DEPT                                   |      |                     | Other General Government                                                 |                           |                                 |
| 4928   | 1 Source                               |      |                     |                                                                          |                           |                                 |
|        | 01-149-000-0000-6408                   |      | 209.52              | County Shared Custodial Supply<br>05/12/2020 05/12/2020                  | 254384-3                  | County Shared Office Supplies Y |
|        | 01-149-000-0000-6408                   |      | 376.16              | County Shared Office Supplies<br>05/11/2020 05/11/2020                   | 255240-0                  | County Shared Office Supplies Y |
|        | 01-149-000-0000-6408                   |      | 362.19              | County Shared Custodial Supply<br>05/11/2020 05/11/2020                  | 255241-0                  | County Shared Office Supplies Y |
|        | 01-149-000-0000-6408                   |      | 285.02              | County Shared Custodial Supply<br>05/12/2020 05/12/2020                  | 255241-1                  | County Shared Office Supplies Y |
|        | 01-149-000-0000-6408                   |      | 91.46               | County Shared Office Supplies<br>05/14/2020 05/14/2020                   | 255356-0                  | County Shared Office Supplies Y |
|        | 01-149-000-0000-6408                   |      | 99.99-              | County Shared Supply - Credit<br>05/18/2020 05/18/2020                   | C255357-0                 | County Shared Office Supplies Y |
| 4928   | 1 Source                               |      | 1,224.36            | 6 Transactions                                                           |                           |                                 |
| 7183   | CCP Industries,Inc                     |      |                     |                                                                          |                           |                                 |
|        | 01-149-000-0000-6408                   |      | 281.20              | Shared County Custodial Supply<br>05/08/2020 05/08/2020                  | IN02531319                | County Shared Office Supplies N |
| 7183   | CCP Industries,Inc                     |      | 281.20              | 1 Transactions                                                           |                           |                                 |
| 5005   | Cintas Corporation- First Aid & Safety |      |                     |                                                                          |                           |                                 |
|        | 01-149-000-0000-6377                   |      | 31.65               | Monthly Service/Apr Safety-Hwy<br>04/14/2020 04/14/2020                  | 5016661176                | Fees And Service Charges N      |

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



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor | Name                                   | Rpt  | Amount   | Warrant Description            | Invoice #     | Account/Formula Descripti | 1099 |
|--------|----------------------------------------|------|----------|--------------------------------|---------------|---------------------------|------|
| No.    | Account/Formula                        | Accr |          | Service Dates                  | Paid On Bhf # | On Behalf of Name         |      |
|        | 01-149-000-0000-6377                   |      | 9.64     | Monthly Service-Apr Safety-Crt | 5016661177    | Fees And Service Charges  | N    |
|        |                                        |      |          | 04/14/2020 04/14/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 4.82     | Monthly Service/Apr Safe-Jail  | 5016661178    | Fees And Service Charges  | N    |
|        |                                        |      |          | 04/14/2020 04/14/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 9.64     | Monthly Service/Apr Safe-FCOB  | 5016661180    | Fees And Service Charges  | N    |
|        |                                        |      |          | 04/14/2020 04/14/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 4.82     | Monthly Service/May Safety-RRC | 5017064356    | Fees And Service Charges  | N    |
|        |                                        |      |          | 05/13/2020 05/13/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 9.64     | Monthly Service/May Safe-Crths | 5017064357    | Fees And Service Charges  | N    |
|        |                                        |      |          | 05/13/2020 05/13/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 31.65    | Monthly Service/May Safety-Hwy | 5017064358    | Fees And Service Charges  | N    |
|        |                                        |      |          | 05/13/2020 05/13/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 9.64     | Monthly Service/May Safe-FCOB  | 5017064359    | Fees And Service Charges  | N    |
|        |                                        |      |          | 05/13/2020 05/13/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 4.82     | Monthly Service/May Safe-Jail  | 5017064360    | Fees And Service Charges  | N    |
|        |                                        |      |          | 05/13/2020 05/13/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 269.10   | New First Aid Kit for Jail     | 9080708354    | Fees And Service Charges  | N    |
|        |                                        |      |          | 02/28/2020 02/28/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 538.20   | Two New First Aid Kits-Crthse  | 9080709973    | Fees And Service Charges  | N    |
|        |                                        |      |          | 02/28/2020 02/28/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 538.20   | Two New First Aid Kits - FCOB  | 9080709982    | Fees And Service Charges  | N    |
|        |                                        |      |          | 02/28/2020 02/28/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 269.10   | New First Aid Kit - RRC        | 9080710071    | Fees And Service Charges  | N    |
|        |                                        |      |          | 02/28/2020 02/28/2020          |               |                           |      |
|        | 01-149-000-0000-6377                   |      | 845.94   | First Aid Supplies-Hwy & Shops | 9080710120    | Fees And Service Charges  | N    |
|        |                                        |      |          | 02/28/2020 02/28/2020          |               |                           |      |
| 5005   | Cintas Corporation- First Aid & Safety |      | 2,576.86 | 14 Transactions                |               |                           |      |
| 5751   | Fastenal Company                       |      |          |                                |               |                           |      |
|        | 01-149-000-0000-6405                   |      | 332.22   | COVID-19 Supplies              | MNPRE83187    | COVID-19 Supplies         | N    |
|        |                                        |      |          | 04/27/2020 04/27/2020          |               |                           |      |
|        | 01-149-000-0000-6405                   |      | 3,000.00 | COVID-19 Supplies              | MNPRE83302    | COVID-19 Supplies         | N    |
|        |                                        |      |          | 04/30/2020 04/30/2020          |               |                           |      |
| 5751   | Fastenal Company                       |      | 3,332.22 | 2 Transactions                 |               |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                                |               |                           |      |
|        | 01-149-000-0000-6405                   |      | 70.05    | County COVID-19 Supplies       |               | COVID-19 Supplies         | N    |
|        |                                        |      |          | 04/01/2020 04/23/2020          |               |                           |      |
|        | 01-149-000-0000-6405                   |      | 12.89    | COVID-19 Supplies              |               | COVID-19 Supplies         | N    |

smensink

5/22/20 7:53AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 8

| Vendor No. | Name                                   | Account/Formula      | Rpt<br>Accr | Amount    | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|------------|----------------------------------------|----------------------|-------------|-----------|---------------------------------------------------------|----------------------------|------------------------------------------------|------|
|            |                                        | 01-149-000-0000-6405 |             | 38.66     | 04/01/2020 04/01/2020<br>COVID-19 Supplies              |                            | COVID-19 Supplies                              | N    |
|            |                                        | 01-149-000-0000-6408 |             | 28.93     | 04/01/2020 04/01/2020<br>County Shared Supply/Hand Soap | 574996                     | County Shared Office Supplies                  | N    |
|            |                                        | 01-149-000-0000-6408 |             | 68.97     | 03/18/2020 03/18/2020<br>County Shared Office Supplies  | 67010066493003             | County Shared Office Supplies                  | N    |
| 111        | Fillmore Co Treasurer- Credit Card/ACH |                      |             | 219.50    | 03/10/2020 03/10/2020<br>5 Transactions                 |                            |                                                |      |
| 6829       | Gallagher Benefit Services, Inc.       | 01-149-000-0000-6285 |             | 1,643.21  | Benefit Consulting May 2020<br>05/01/2020 05/31/2020    | 201740                     | Professional Fees                              | N    |
| 6829       | Gallagher Benefit Services, Inc.       |                      |             | 1,643.21  | 1 Transactions                                          |                            |                                                |      |
| 5817       | Hildi Inc                              | 01-149-000-0000-6285 |             | 705.00    | Actuarial Valuation<br>05/06/2020 05/06/2020            | 11765                      | Professional Fees                              | N    |
| 5817       | Hildi Inc                              |                      |             | 705.00    | 1 Transactions                                          |                            |                                                |      |
| 6050       | Wright/Sandra                          | 01-149-000-0000-6104 |             | 45.00     | HRA Per Diem May 2020<br>05/11/2020 05/11/2020          |                            | Per Diem                                       | N    |
| 6050       | Wright/Sandra                          |                      |             | 45.00     | 1 Transactions                                          |                            |                                                |      |
| 149        | DEPT Total:                            |                      |             | 10,027.35 | Other General Government                                | 8 Vendors                  | 31 Transactions                                |      |
| 201        | DEPT                                   |                      |             |           | Enhanced 911 System                                     |                            |                                                |      |
| 3689       | MN Dept of Transportation              | 01-201-000-0000-6310 |             | 2,952.68  | 2020 ARMER Motorola Contract<br>01/01/2020 12/31/2020   | 00000605960                | Contract Repairs And Maintenance               | N    |
| 3689       | MN Dept of Transportation              |                      |             | 2,952.68  | 1 Transactions                                          |                            |                                                |      |
| 201        | DEPT Total:                            |                      |             | 2,952.68  | Enhanced 911 System                                     | 1 Vendors                  | 1 Transactions                                 |      |
| 202        | DEPT                                   |                      |             |           | Sheriff                                                 |                            |                                                |      |
| 2492       | Chatfield Body Shop Inc                | 01-202-000-0000-6310 |             | 121.10    | #2305 and #2309 Squad Maint<br>04/14/2020 04/16/2020    | 6810, 6817                 | Contract Repairs And Maintenance               | N    |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 9

| Vendor | Name                                 | Rpt  |           | Warrant Description                                     | Invoice #     | Account/Formula Descripti       | 1099 |
|--------|--------------------------------------|------|-----------|---------------------------------------------------------|---------------|---------------------------------|------|
| No.    | Account/Formula                      | Accr | Amount    | Service Dates                                           | Paid On Bhf # | On Behalf of Name               |      |
| 2492   | Chatfield Body Shop Inc              |      | 121.10    | 1 Transactions                                          |               |                                 |      |
| 3550   | Emergency Automotive Technology, Inc |      |           |                                                         |               |                                 |      |
|        | 01-202-000-0000-6650                 |      | 5,369.64  | New Squad Equipment<br>05/15/2020 05/15/2020            | JOR20007      | Vehicles Purchased              | N    |
|        | 01-202-000-0000-6650                 |      | 5,113.36  | New Squad Equipment<br>05/15/2020 05/15/2020            | JOR20008      | Vehicles Purchased              | N    |
| 3550   | Emergency Automotive Technology, Inc |      | 10,483.00 | 2 Transactions                                          |               |                                 |      |
| 82133  | Fillmore Co Auditor-Treasurer        |      |           |                                                         |               |                                 |      |
|        | 01-202-000-0000-6561                 |      | 1,027.01  | Sheriff Office Fuel-April 2020<br>04/30/2020 04/30/2020 |               | Gasoline Diesel And Other Fuels | N    |
| 82133  | Fillmore Co Auditor-Treasurer        |      | 1,027.01  | 1 Transactions                                          |               |                                 |      |
| 3500   | Severson Oil Company                 |      |           |                                                         |               |                                 |      |
|        | 01-202-000-0000-6561                 |      | 179.13    | April 2020 Fuel - Sheriff<br>04/01/2020 04/25/2020      |               | Gasoline Diesel And Other Fuels | N    |
| 3500   | Severson Oil Company                 |      | 179.13    | 1 Transactions                                          |               |                                 |      |
| 202    | DEPT Total:                          |      | 11,810.24 | Sheriff                                                 | 4 Vendors     | 5 Transactions                  |      |
| 205    | DEPT                                 |      |           | Sheriff Contingent Funds                                |               |                                 |      |
|        | 6528 IdentiSys Inc                   |      |           |                                                         |               |                                 |      |
|        | 01-205-000-0000-6387                 |      | 303.42    | Card Printer Ribbons<br>05/08/2020 05/08/2020           | 485859-R      | Gun Permit Expenses             | N    |
|        | 6528 IdentiSys Inc                   |      | 303.42    | 1 Transactions                                          |               |                                 |      |
| 205    | DEPT Total:                          |      | 303.42    | Sheriff Contingent Funds                                | 1 Vendors     | 1 Transactions                  |      |
| 251    | DEPT                                 |      |           | County Jail                                             |               |                                 |      |
|        | 4899 HEALTHDIRECT #119               |      |           |                                                         |               |                                 |      |
|        | 01-251-000-0000-6431                 |      | 1,020.99  | Inmate Meds<br>04/30/2020 04/30/2020                    | 0000062217    | Drugs And Medicine              | N    |
|        | 4899 HEALTHDIRECT #119               |      | 1,020.99  | 1 Transactions                                          |               |                                 |      |
|        | 4866 MEnD CORRECTIONAL CARE, PLLC    |      |           |                                                         |               |                                 |      |
|        | 01-251-000-0000-6429                 |      | 2,255.06  | May 2020 Jail Healthcare<br>05/01/2020 05/31/2020       | 4806          | Nurse/Medical Service Agreement | N    |

smensink

5/22/20 7:53AM

1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 10

| Vendor | Name                                   | Rpt  | Amount   | Warrant Description           | Invoice #      | Account/Formula Description       | 1099 |
|--------|----------------------------------------|------|----------|-------------------------------|----------------|-----------------------------------|------|
| No.    | Account/Formula                        | Accr |          | Service Dates                 | Paid On Bhf #  | On Behalf of Name                 |      |
| 4866   | ME nD CORRECTIONAL CARE, PLLC          |      | 2,255.06 |                               | 1 Transactions |                                   |      |
| 308    | Preston Public Utilities               |      |          |                               |                |                                   |      |
|        | 01-251-000-0000-6251                   |      | 2,078.52 | Jail Electricity              |                | Electricity                       | N    |
|        |                                        |      |          | 03/27/2020                    | 04/30/2020     |                                   |      |
| 308    | Preston Public Utilities               |      | 2,078.52 |                               | 1 Transactions |                                   |      |
| 251    | DEPT Total:                            |      | 5,354.57 | County Jail                   | 3 Vendors      | 3 Transactions                    |      |
| 441    | DEPT                                   |      |          | Public Health                 |                |                                   |      |
| 3747   | Control Solutions, Inc                 |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6088                   |      | 425.00   | COVID-19 Fridge - Supplies    | CS88077        | COVID-19 Grant Expense (with Hous | N    |
|        |                                        |      |          | 04/27/2020                    | 04/27/2020     |                                   |      |
| 3747   | Control Solutions, Inc                 |      | 425.00   |                               | 1 Transactions |                                   |      |
| 106    | Fillmore Co Treasurer                  |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6088                   |      | 10.82    | COVID-19 Fuel                 |                | COVID-19 Grant Expense (with Hous | N    |
|        |                                        |      |          | 04/14/2020                    | 04/24/2020     |                                   |      |
| 106    | Fillmore Co Treasurer                  |      | 10.82    |                               | 1 Transactions |                                   |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6088                   |      | 68.21    | FCPH COVID-19 Supplies        |                | COVID-19 Grant Expense (with Hous | N    |
|        |                                        |      |          | 04/01/2020                    | 04/23/2020     |                                   |      |
|        | 01-441-000-0000-6088                   |      | 14.34    | COVID-19 Shipping             | 008639         | COVID-19 Grant Expense (with Hous | N    |
|        |                                        |      |          | 04/22/2020                    | 04/22/2020     |                                   |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 82.55    |                               | 2 Transactions |                                   |      |
| 6766   | Hall/Sarah J                           |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6088                   |      | 61.53    | COVID-19 Mileage - April 2020 |                | COVID-19 Grant Expense (with Hous | N    |
|        |                                        |      |          | 04/15/2020                    | 04/16/2020     |                                   |      |
| 6766   | Hall/Sarah J                           |      | 61.53    |                               | 1 Transactions |                                   |      |
| 4752   | Logsdon/Linda                          |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6445                   |      | 74.46    | TANF Mileage April 2020       |                | TANF Expenses                     | N    |
|        |                                        |      |          | 04/07/2020                    | 04/27/2020     |                                   |      |
| 4752   | Logsdon/Linda                          |      | 74.46    |                               | 1 Transactions |                                   |      |
| 1089   | Loven/Julie                            |      |          |                               |                |                                   |      |
|        | 01-441-000-0000-6088                   |      | 19.55    | COVID-19 Mileage April 2020   |                | COVID-19 Grant Expense (with Hous | N    |

smensink  
5/22/20 7:53AM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 11

| Vendor No. | Name<br>Account/Formula                                        | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates                                    | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|------------|----------------------------------------------------------------|-------------|----------|-------------------------------------------------------------------------|----------------------------|------------------------------------------------|------|
| 1089       | Loven/Julie                                                    |             | 19.55    | 04/10/2020 04/10/2020<br>1 Transactions                                 |                            |                                                |      |
| 6934       | Olmsted County Public Health<br>01-441-000-0000-6437           |             | 720.00   | C&TC Media Expense<br>05/04/2020 05/04/2020<br>1 Transactions           | CSFI-132501                | CTC Expenses                                   | N    |
| 6934       | Olmsted County Public Health                                   |             | 720.00   |                                                                         |                            |                                                |      |
| 6884       | Rodger/Aimee<br>01-441-000-0000-6088                           |             | 31.63    | COVID-19 Delivery Mileage<br>04/16/2020 04/16/2020<br>1 Transactions    |                            | COVID-19 Grant Expense (with Hous              | N    |
| 6884       | Rodger/Aimee                                                   |             | 31.63    |                                                                         |                            |                                                |      |
| 441        | DEPT Total:                                                    |             | 1,425.54 | Public Health                                                           | 8 Vendors                  | 9 Transactions                                 |      |
| 442        | DEPT                                                           |             |          | Wic Program                                                             |                            |                                                |      |
| 4534       | ENRIGHT/CARRIE<br>01-442-000-0000-6424                         |             | 4.60     | April 2020 Mileage - Peer BF<br>04/10/2020 04/22/2020<br>1 Transactions |                            | WIC-Peer Breastfeeding Support Grar            | N    |
| 4534       | ENRIGHT/CARRIE                                                 |             | 4.60     |                                                                         |                            |                                                |      |
| 442        | DEPT Total:                                                    |             | 4.60     | Wic Program                                                             | 1 Vendors                  | 1 Transactions                                 |      |
| 443        | DEPT                                                           |             |          | Nursing Service                                                         |                            |                                                |      |
| 111        | Fillmore Co Treasurer- Credit Card/ACH<br>01-443-000-0000-6433 |             | 19.99    | Waiver Reimbursable #5575<br>03/31/2020 03/31/2020                      |                            | Waiver Reimbursables                           | N    |
|            | 01-443-000-0000-6433                                           |             | 15.98    | Waiver Reimbursable #2924<br>04/02/2020 04/02/2020                      |                            | Waiver Reimbursables                           | N    |
|            | 01-443-000-0000-6433                                           |             | 34.28    | Waiver Reimbursable #3109<br>04/16/2020 04/16/2020                      |                            | Waiver Reimbursables                           | N    |
|            | 01-443-000-0000-6433                                           |             | 20.43    | Waiver Reimbursable #3109<br>04/20/2020 04/20/2020                      |                            | Waiver Reimbursables                           | N    |
|            | 01-443-000-0000-6433                                           |             | 68.99    | Waiver Reimbursable #2898<br>04/17/2020 04/17/2020<br>5 Transactions    |                            | Waiver Reimbursables                           | N    |
| 111        | Fillmore Co Treasurer- Credit Card/ACH                         |             | 159.67   |                                                                         |                            |                                                |      |
| 6143       | INTEGRITY HOME REPAIR LLC                                      |             |          |                                                                         |                            |                                                |      |

smensink  
5/22/20 7:53AM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 12

| Vendor | Name                         | Rpt  |           | Warrant Description         | Invoice #      | Account/Formula Descripti          | 1099 |
|--------|------------------------------|------|-----------|-----------------------------|----------------|------------------------------------|------|
| No.    | Account/Formula              | Accr | Amount    | Service Dates               | Paid On Bhf #  | On Behalf of Name                  |      |
|        | 01-443-000-0000-6433         |      | 6,910.00  | Waiver Reimburse-Bath-#7094 | 23128          | Waiver Reimbursables               | N    |
|        |                              |      |           | 03/03/2020 03/03/2020       |                |                                    |      |
| 6143   | INTEGRITY HOME REPAIR LLC    |      | 6,910.00  |                             | 1 Transactions |                                    |      |
| 6186   | Johnson/Breanna              |      |           |                             |                |                                    |      |
|        | 01-443-000-0000-6335         |      | 34.50     | Nursing Mileage April 2020  |                | Employee Automobile Allowance      | N    |
|        |                              |      |           | 04/09/2020 04/30/2020       |                |                                    |      |
| 6186   | Johnson/Breanna              |      | 34.50     |                             | 1 Transactions |                                    |      |
| 83550  | Kelly Printing & Signs LLC   |      |           |                             |                |                                    |      |
|        | 01-443-000-0000-6408         |      | 52.00     | Business Cards - LSW & RN   | 36626          | Other Office Supplies              | N    |
|        |                              |      |           | 04/28/2020 04/28/2020       |                |                                    |      |
| 83550  | Kelly Printing & Signs LLC   |      | 52.00     |                             | 1 Transactions |                                    |      |
| 3288   | MCCC, MI 33                  |      |           |                             |                |                                    |      |
|        | 01-443-000-0000-6419         |      | 84.72     | 1st Qtr User Group Dues     | 2005051        | PH Doc Software Support            | N    |
|        |                              |      |           | 01/01/2020 03/31/2020       |                |                                    |      |
| 3288   | MCCC, MI 33                  |      | 84.72     |                             | 1 Transactions |                                    |      |
| 443    | DEPT Total:                  |      | 7,240.89  | Nursing Service             | 5 Vendors      | 9 Transactions                     |      |
| 446    | DEPT                         |      |           | Mch Program                 |                |                                    |      |
| 6665   | Gilbert/Sydney               |      |           |                             |                |                                    |      |
|        | 01-446-000-0000-6335         |      | 13.80     | MCH Mileage - April 2020    |                | Employee Automobile Allowance      | N    |
|        |                              |      |           | 04/09/2020 04/09/2020       |                |                                    |      |
| 6665   | Gilbert/Sydney               |      | 13.80     |                             | 1 Transactions |                                    |      |
| 1285   | Houston County Public Health |      |           |                             |                |                                    |      |
|        | 01-446-000-0000-6088         |      | 19,123.38 | LPH March 2020              |                | Houston Grant Passthrough (01-446- | N    |
|        |                              |      |           | 03/01/2020 03/31/2020       |                |                                    |      |
|        | 01-446-000-0000-6088         |      | 3,092.53  | TANF - March 2020           |                | Houston Grant Passthrough (01-446- | N    |
|        |                              |      |           | 03/01/2020 03/31/2020       |                |                                    |      |
|        | 01-446-000-0000-6088         |      | 6,807.70  | WIC March 2020              |                | Houston Grant Passthrough (01-446- | N    |
|        |                              |      |           | 03/01/2020 03/31/2020       |                |                                    |      |
| 1285   | Houston County Public Health |      | 29,023.61 |                             | 3 Transactions |                                    |      |
| 446    | DEPT Total:                  |      | 29,037.41 | Mch Program                 | 2 Vendors      | 4 Transactions                     |      |



smensink  
 5/22/20 7:53AM  
 1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 13

| Vendor | Name                  | Rpt  | Warrant Description | Invoice #                 | Account/Formula Descripti | 1099                              |
|--------|-----------------------|------|---------------------|---------------------------|---------------------------|-----------------------------------|
| No.    | Account/Formula       | Accr | Amount              | Service Dates             | Paid On Bhf #             | On Behalf of Name                 |
| 603    | DEPT                  |      | Feedlot             |                           |                           |                                   |
| 106    | Fillmore Co Treasurer |      |                     |                           |                           |                                   |
|        | 01-603-000-0000-6561  |      | 9.10                | Feedlot Gas - March 2020  |                           | Gasoline Diesel And Other Fuels N |
|        |                       |      |                     | 03/11/2020 03/11/2020     |                           |                                   |
|        | 01-603-000-0000-6561  |      | 16.43               | Feedlot Fuel - April 2020 |                           | Gasoline Diesel And Other Fuels N |
|        |                       |      |                     | 04/17/2020 04/23/2020     |                           |                                   |
| 106    | Fillmore Co Treasurer |      | 25.53               | 2 Transactions            |                           |                                   |
| 603    | DEPT Total:           |      | 25.53               | Feedlot                   | 1 Vendors                 | 2 Transactions                    |
| 1      | Fund Total:           |      | 115,694.36          | County Revenue Fund       |                           | 107 Transactions                  |

smensink  
 5/22/20 7:53AM  
 12 INFRA FUND

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor |             | <u>Name</u>                             | <u>Rpt</u>  |               |                          | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|--------|-------------|-----------------------------------------|-------------|---------------|--------------------------|----------------------------|----------------------|----------------------------------|-------------|
|        | <u>No.</u>  | <u>Account/Formula</u>                  | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>     |                            | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 111    | DEPT        |                                         |             |               | Facilites Mtce           |                            |                      |                                  |             |
|        | 6567        | A-1 All Brand Vacuums of Rochester, Inc |             |               | New Carpet Extractor     |                            | 10429                | Building Improvement             | N           |
|        |             | 12-111-000-0000-6625                    |             | 1,822.00      | 05/05/2020               | 05/05/2020                 |                      |                                  |             |
|        | 6567        | A-1 All Brand Vacuums of Rochester, Inc |             | 1,822.00      | 1 Transactions           |                            |                      |                                  |             |
|        | 111         | Fillmore Co Treasurer- Credit Card/ACH  |             |               | Safety Conf Lodging - KK |                            | 278988               | Building Improvement             | N           |
|        |             | 12-111-000-0000-6625                    |             | 305.00        | 05/11/2020               | 05/13/2020                 |                      |                                  |             |
|        |             | 12-111-000-0000-6625                    |             | 305.00        | Safety Conf Lodging - TS |                            | 278988               | Building Improvement             | N           |
|        |             |                                         |             |               | 05/11/2020               | 05/13/2020                 |                      |                                  |             |
|        | 111         | Fillmore Co Treasurer- Credit Card/ACH  |             | 610.00        | 2 Transactions           |                            |                      |                                  |             |
| 111    | DEPT Total: |                                         |             | 2,432.00      | Facilites Mtce           |                            | 2 Vendors            | 3 Transactions                   |             |
| 12     | Fund Total: |                                         |             | 2,432.00      | INFRA FUND               |                            |                      | 3 Transactions                   |             |

smensink  
5/22/20 7:53AM  
13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 15

| Vendor | Name                    | Rpt    | Warrant Description    | Invoice #       | Account/Formula Descripti   | 1099 |
|--------|-------------------------|--------|------------------------|-----------------|-----------------------------|------|
| No.    | Account/Formula         | Accr   | Service Dates          | Paid On Bhf #   | On Behalf of Name           |      |
| 300    | DEPT                    |        | Highway Administration |                 |                             |      |
| 110    | Fillmore Co Treasurer   |        |                        |                 |                             |      |
|        | 13-300-000-0000-6205    | 49.60  | postage                | April           | Postage And Postal Box Rent | N    |
| 110    | Fillmore Co Treasurer   | 49.60  |                        | 1 Transactions  |                             |      |
| 300    | DEPT Total:             | 49.60  | Highway Administration | 1 Vendors       | 1 Transactions              |      |
| 310    | DEPT                    |        | Highway Maintenance    |                 |                             |      |
| 6150   | Cintas Corporation No.2 |        |                        |                 |                             |      |
|        | 13-310-000-0000-6293    | 14.76  | uniforms               | 4046879879      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4047139568      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 30.42  | uniforms               | 4047141507      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4047141528      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.92   | uniforms               | 4047220520      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.20   | uniforms               | 4047220549      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 17.76  | uniforms               | 4047467796      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4047717296      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4047719385      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 57.25  | uniforms               | 4047719402      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 21.92  | uniforms               | 4047869510      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 13.40  | uniforms               | 4047869597      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 14.76  | uniforms               | 4048101671      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4048326940      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 27.09  | uniforms               | 4048328997      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4048329002      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.20   | uniforms               | 4048409268      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.92   | uniforms               | 4048409329      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 51.46  | uniforms               | 4048665374      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 11.24  | uniforms               | 4048887086      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.64   | uniforms               | 4048887578      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 52.64  | uniforms               | 4048887613      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.20   | uniforms               | 4048997277      | Uniform Expense             | N    |
|        | 13-310-000-0000-6293    | 8.92   | uniforms               | 4048997285      | Uniform Expense             | N    |
| 6150   | Cintas Corporation No.2 | 424.54 |                        | 24 Transactions |                             |      |
| 4591   | Hamann/James            |        |                        |                 |                             |      |
|        | 13-310-000-0000-6466    | 200.00 | safety shoes           |                 | Safety Materials            | N    |
| 4591   | Hamann/James            | 200.00 |                        | 1 Transactions  |                             |      |

smensink  
5/22/20 7:53AM  
13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 16

| Vendor | Name                                     | Rpt  | Warrant Description | Invoice #                   | Account/Formula Descripti | 1099                                 |
|--------|------------------------------------------|------|---------------------|-----------------------------|---------------------------|--------------------------------------|
| No.    | Account/Formula                          | Accr | Amount              | Service Dates               | Paid On Bhf #             | On Behalf of Name                    |
| 3210   | Mathy Construction Co Inc                |      |                     |                             |                           |                                      |
|        | 13-310-000-0000-6528                     |      | 988.99              | cold mix                    | 17678                     | Bituminous Materials N               |
| 3210   | Mathy Construction Co Inc                |      | 988.99              | 1 Transactions              |                           |                                      |
| 5471   | Precise MRM LLC                          |      |                     |                             |                           |                                      |
|        | 13-310-000-0000-6580                     |      | 125.00              | truck data plans            | 2001025723                | Other Repair And Maintenance Suppl N |
| 5471   | Precise MRM LLC                          |      | 125.00              | 1 Transactions              |                           |                                      |
| 1067   | Preston Dairy & Farm Assn                |      |                     |                             |                           |                                      |
|        | 13-310-000-0000-6529                     |      | 114.00              | seed                        | 210110                    | Seeding N                            |
| 1067   | Preston Dairy & Farm Assn                |      | 114.00              | 1 Transactions              |                           |                                      |
| 310    | DEPT Total:                              |      | 1,852.53            | Highway Maintenance         | 5 Vendors                 | 28 Transactions                      |
| 320    | DEPT                                     |      |                     | Highway Construction        |                           |                                      |
| 99     | Erickson Engineering LLC                 |      |                     |                             |                           |                                      |
|        | 13-320-000-0000-6265                     |      | 10,752.50           | consulting                  | 13619                     | Consulting N                         |
| 99     | Erickson Engineering LLC                 |      | 10,752.50           | 1 Transactions              |                           |                                      |
| 3388   | Minnowa Construction Inc                 |      |                     |                             |                           |                                      |
|        | 13-320-000-0000-6343                     |      | 31,178.62           | 601-030 R/C Final           |                           | Regular Construction Contracts N     |
|        |                                          |      |                     | 05/29/2020 05/29/2020       |                           |                                      |
| 3388   | Minnowa Construction Inc                 |      | 31,178.62           | 1 Transactions              |                           |                                      |
| 320    | DEPT Total:                              |      | 41,931.12           | Highway Construction        | 2 Vendors                 | 2 Transactions                       |
| 330    | DEPT                                     |      |                     | Equipment Maintenance Shops |                           |                                      |
| 7460   | Al Larson & Sons Plumbing & Heating, Inc |      |                     |                             |                           |                                      |
|        | 13-330-000-0000-6317                     |      | 128.88              | bldg maint                  | 20330                     | Building Maintenance N               |
| 7460   | Al Larson & Sons Plumbing & Heating, Inc |      | 128.88              | 1 Transactions              |                           |                                      |
| 6150   | Cintas Corporation No.2                  |      |                     |                             |                           |                                      |
|        | 13-330-000-0000-6576                     |      | 193.91              | supplies                    | 4047141502                | Shop Supplies & Tools N              |
|        | 13-330-000-0000-6576                     |      | 193.91              | supplies                    | 4048328781                | Shop Supplies & Tools N              |
| 6150   | Cintas Corporation No.2                  |      | 387.82              | 2 Transactions              |                           |                                      |
| 8165   | Dave Syverson Freightliner               |      |                     |                             |                           |                                      |
|        | 13-330-000-0000-6575                     |      | 360.80-             | parts                       | 328703x2                  | Machinery Parts N                    |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 17

| Vendor | Name                          | Rpt  | Warrant Description | Invoice #       | Account/Formula Descripti | 1099                              |
|--------|-------------------------------|------|---------------------|-----------------|---------------------------|-----------------------------------|
| No.    | Account/Formula               | Accr | Amount              | Service Dates   | Paid On Bhf #             | On Behalf of Name                 |
|        | 13-330-000-0000-6575          |      | 45.50-              | parts           | 328951x2                  | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 2.41                | parts           | 331047                    | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 7.23                | parts           | 331113                    | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 10.90               | parts           | 331119                    | Machinery Parts N                 |
|        | 13-330-000-0000-6576          |      | 29.64               | supplies        | 334549                    | Shop Supplies & Tools N           |
|        | 13-330-000-0000-6575          |      | 19.34               | parts           | 335997                    | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 217.21              | parts           | 336307                    | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 3.28                | parts           | 336730                    | Machinery Parts N                 |
|        | 13-330-000-0000-6575          |      | 2,403.53            | parts           | 337052                    | Machinery Parts N                 |
|        | 13-330-000-0000-6576          |      | 12.96               | supplies        | CM334549A                 | Shop Supplies & Tools N           |
| 8165   | Dave Syverson Freightliner    |      | 2,300.20            |                 |                           |                                   |
|        |                               |      |                     | 11 Transactions |                           |                                   |
| 5751   | Fastenal Company              |      |                     |                 |                           |                                   |
|        | 13-330-000-0000-6576          |      | 4.24                | supplies        | 83249                     | Shop Supplies & Tools N           |
|        | 13-330-000-0000-6576          |      | 37.36               | supplies        | 83254                     | Shop Supplies & Tools N           |
|        | 13-330-000-0000-6576          |      | 8.02                | supplies        | 83299                     | Shop Supplies & Tools N           |
|        | 13-330-000-0000-6576          |      | 23.51               | supplies        | 83318                     | Shop Supplies & Tools N           |
|        | 13-330-000-0000-6576          |      | 15.00               | supplies        | 83319                     | Shop Supplies & Tools N           |
| 5751   | Fastenal Company              |      | 88.13               |                 |                           |                                   |
|        |                               |      |                     | 5 Transactions  |                           |                                   |
| 2669   | Hammell Equipment Inc         |      |                     |                 |                           |                                   |
|        | 13-330-000-0000-6565          |      | 449.85              | oil             | HI50275                   | Motor Oil And Lubricants N        |
|        | 13-330-000-0000-6575          |      | 103.75              | filters         | HI50275                   | Machinery Parts N                 |
| 2669   | Hammell Equipment Inc         |      | 553.60              |                 |                           |                                   |
|        |                               |      |                     | 2 Transactions  |                           |                                   |
| 3714   | Hovey Oil Co Inc              |      |                     |                 |                           |                                   |
|        | 13-330-000-0000-6561          |      | 1,941.19            | gas             | 1571                      | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 213.38              | #2 diesel       | 1613                      | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 762.39              | #2 diesel       | 200                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 193.75              | gas             | 210                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 479.52              | #2 diesel       | 210                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 213.25              | gas             | 243                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 595.08              | #2 diesel       | 243                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 806.12              | #2 diesel       | 263                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 349.76              | gas             | 313                       | Gasoline Diesel And Other Fuels N |
|        | 13-330-000-0000-6561          |      | 378.40              | #2 diesel       | 313                       | Gasoline Diesel And Other Fuels N |
| 3714   | Hovey Oil Co Inc              |      | 5,932.84            |                 |                           |                                   |
|        |                               |      |                     | 10 Transactions |                           |                                   |
| 6542   | Kaman Industrial Technologies |      |                     |                 |                           |                                   |

smensink

5/22/20 7:53AM

13 County Road &amp; Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 18

| Vendor | Name                                    | Rpt  |           | Warrant Description | Invoice #     | Account/Formula Descripti | 1099 |
|--------|-----------------------------------------|------|-----------|---------------------|---------------|---------------------------|------|
| No.    | Account/Formula                         | Accr | Amount    | Service Dates       | Paid On Bhf # | On Behalf of Name         |      |
|        | 13-330-000-0000-6576                    |      | 1,406.35  | supplies            | T381570       | Shop Supplies & Tools     | N    |
|        | 13-330-000-0000-6576                    |      | 58.85     | supplies            | W836489       | Shop Supplies & Tools     | N    |
| 6542   | Kaman Industrial Technologies           |      | 1,465.20  | 2 Transactions      |               |                           |      |
| 4136   | Preston Service Plus                    |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6575                    |      | 144.36    | parts               | 14455         | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 72.00     | labor               | 14455         | Machinery Parts           | N    |
| 4136   | Preston Service Plus                    |      | 216.36    | 2 Transactions      |               |                           |      |
| 5753   | RDO Equipment Co                        |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6575                    |      | 2,233.65  | parts               | P9268702      | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 1,591.95- | parts               | P9282702      | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 89.25     | parts               | W1290702      | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 595.00    | labor               | W1290702      | Machinery Parts           | N    |
| 5753   | RDO Equipment Co                        |      | 1,325.95  | 4 Transactions      |               |                           |      |
| 3989   | Ronco Engineering Sales Co, Inc         |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6576                    |      | 270.21    | supplies            | 3206475       | Shop Supplies & Tools     | N    |
|        | 13-330-000-0000-6575                    |      | 15.10     | labor               | 3206893       | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 123.75    | parts               | 3206893       | Machinery Parts           | N    |
| 3989   | Ronco Engineering Sales Co, Inc         |      | 409.06    | 3 Transactions      |               |                           |      |
| 3778   | Sheldon Plumbing & Heating Inc/Valley / |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6317                    |      | 1,050.00  | bldg maint          | 20085         | Building Maintenance      | N    |
| 3778   | Sheldon Plumbing & Heating Inc/Valley / |      | 1,050.00  | 1 Transactions      |               |                           |      |
| 9336   | Stepp Manufacturing Co Inc              |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6575                    |      | 180.25    | parts               | 57302         | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 336.63    | parts               | 57321         | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 122.20    | parts               | 57327         | Machinery Parts           | N    |
| 9336   | Stepp Manufacturing Co Inc              |      | 639.08    | 3 Transactions      |               |                           |      |
| 450    | Zep Sales & Service                     |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6576                    |      | 288.79    | supplies            | 9005131766    | Shop Supplies & Tools     | N    |
| 450    | Zep Sales & Service                     |      | 288.79    | 1 Transactions      |               |                           |      |
| 451    | Ziegler Inc                             |      |           |                     |               |                           |      |
|        | 13-330-000-0000-6575                    |      | 1,352.47  | cutting edges       | 2890800       | Machinery Parts           | N    |
|        | 13-330-000-0000-6575                    |      | 856.83-   | parts               | 2890800       | Machinery Parts           | N    |

smensink  
5/22/20 7:53AM  
13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 19

| Vendor Name |                          | Rpt  | Warrant Description |                             | Invoice #     | Account/Formula Descripti | 1099 |
|-------------|--------------------------|------|---------------------|-----------------------------|---------------|---------------------------|------|
| No.         | Account/Formula          | Accr | Amount              | Service Dates               | Paid On Bhf # | On Behalf of Name         |      |
| 451         | Ziegler Inc              |      | 495.64              | 2 Transactions              |               |                           |      |
| 330         | DEPT Total:              |      | 15,281.55           | Equipment Maintenance Shops | 14 Vendors    | 49 Transactions           |      |
| 340         | DEPT                     |      |                     | Local Option Sales Tax      |               |                           |      |
| 99          | Erickson Engineering LLC |      |                     |                             |               |                           |      |
|             | 13-340-000-0000-6265     |      | 153.00              | consulting                  | 13594         | Consulting                | N    |
| 99          | Erickson Engineering LLC |      | 153.00              | 1 Transactions              |               |                           |      |
| 340         | DEPT Total:              |      | 153.00              | Local Option Sales Tax      | 1 Vendors     | 1 Transactions            |      |
| 13          | Fund Total:              |      | 59,267.80           | County Road & Bridge        |               | 81 Transactions           |      |

smensink  
 5/22/20 7:53AM  
 14 Sanitation Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 20

| Vendor Name |                                                  | Rpt  | Warrant Description |                                                     | Invoice #     | Account/Formula Descripti          | 1099 |
|-------------|--------------------------------------------------|------|---------------------|-----------------------------------------------------|---------------|------------------------------------|------|
| No.         | Account/Formula                                  | Accr | Amount              | Service Dates                                       | Paid On Bhf # | On Behalf of Name                  |      |
| 390         | DEPT                                             |      |                     | Resource Recovery Center                            |               |                                    |      |
| 6150        | Cintas Corporation No.2<br>14-390-000-0000-6337  |      | 13.38               | Uniforms<br>05/08/2020 05/08/2020                   | 4050011998    | Other Travel Expense               | N    |
| 6150        | Cintas Corporation No.2                          |      | 13.38               | 1 Transactions                                      |               |                                    |      |
| 6860        | Herc-U-Lift<br>14-390-000-0000-6311              |      | 54.36               | Forklift Maintenance<br>04/23/2020 04/23/2020       | W431979       | Miscellaneous Repairs And Maintena | N    |
| 6860        | Herc-U-Lift                                      |      | 54.36               | 1 Transactions                                      |               |                                    |      |
| 308         | Preston Public Utilities<br>14-390-000-0000-6251 |      | 508.13              | Transfer Station Utilities<br>03/27/2020 04/30/2020 |               | Electricity                        | N    |
| 308         | Preston Public Utilities                         |      | 508.13              | 1 Transactions                                      |               |                                    |      |
| 390         | DEPT Total:                                      |      | 575.87              | Resource Recovery Center                            | 3 Vendors     | 3 Transactions                     |      |
| 14          | Fund Total:                                      |      | 575.87              | Sanitation Fund                                     |               | 3 Transactions                     |      |



smensink  
 5/22/20 7:53AM  
 23 County Airport Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 21

| 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                               |                  |                                    |      |
| 5763        | Bolton & Menk Inc.   |      |                     |                                              |                  |                                    |      |
|             | 23-350-000-0000-6626 |      | 187.35              | #6 Site Design St<br>04/30/2020 04/30/2020   | 0250198          | Mn Improvement Const/Grant         | N    |
|             | 23-350-000-0000-6628 |      | 3,372.30            | #6 Site Design Fed<br>04/30/2020 04/30/2020  | 0250198          | Fed Improvement Const/Grant        | N    |
|             | 23-350-000-0000-6630 |      | 187.35              | #6 Site Design Cnty<br>04/30/2020 04/30/2020 | 0250198          | County Share Construction/Improver | N    |
| 5763        | Bolton & Menk Inc.   |      | 3,747.00            | 3 Transactions                               |                  |                                    |      |
| 350         | DEPT Total:          |      | 3,747.00            | County Airport                               | 1 Vendors        | 3 Transactions                     |      |
| 23          | Fund Total:          |      | 3,747.00            | County Airport Fund                          |                  | 3 Transactions                     |      |
|             | Final Total:         |      | 181,717.03          | 81 Vendors                                   | 197 Transactions |                                    |      |

smensink  
5/22/20

7:53AM

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

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 22

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 115,694.36    | County Revenue Fund  |                    |
|               | 12          | 2,432.00      | INFRA FUND           |                    |
|               | 13          | 59,267.80     | County Road & Bridge |                    |
|               | 14          | 575.87        | Sanitation Fund      |                    |
|               | 23          | 3,747.00      | County Airport Fund  |                    |
|               | All Funds   | 181,717.03    | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

smensink

5/13/20 12:50PM

1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

|   | <u>Vendor Name</u>                                | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>                                                  | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|---|---------------------------------------------------|-------------|----------------------------|-------------------------------------------------------------------|----------------------------------|--------------------------|
|   | <u>No. Account/Formula</u>                        | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>                                              | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 1 | 382 City of Chatfield<br>01-445-000-0000-6802     |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 2 | 388 City of Harmony<br>01-445-000-0000-6802       |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 3 | 392 City of Lanesboro<br>01-445-000-0000-6802     |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 4 | 393 City of Mabel<br>01-445-000-0000-6802         |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 5 | 400 City of Preston<br>01-445-000-0000-6802       |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 6 | 402 City of Rushford<br>01-445-000-0000-6802      |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 7 | 404 City of Spring Valley<br>01-445-000-0000-6802 |             | 4,500.00                   | 2020 Ambulance Subsidy<br>01/01/2020 12/31/2020<br>1 Transactions | Appropriations                   | N                        |
| 8 | 5536 MiEnergy Cooperative<br>01-251-000-0000-6251 |             | 108.44                     | Radio Tower Power<br>04/01/2020 05/01/2020<br>1 Transactions      | Electricity                      | N                        |
|   | 5536 MiEnergy Cooperative                         |             | 108.44                     |                                                                   |                                  |                          |

smensink

5/13/20 12:50PM

1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

|               | Vendor Name |                                     | Rpt                                 | Amount    | Warrant Description     |                | Invoice #  | Account/Formula Descripti |                   | 1099 |
|---------------|-------------|-------------------------------------|-------------------------------------|-----------|-------------------------|----------------|------------|---------------------------|-------------------|------|
|               | No.         | Account/Formula                     |                                     |           | Accr                    | Service Dates  |            | Paid On Bhf #             | On Behalf of Name |      |
| 9             | 4344        | OFFICE OF MNIT SERVICES             |                                     | 1,300.00  | WAN April 2020          |                | DV20040423 | Telephone                 |                   | N    |
|               |             | 01-149-000-0000-6203                |                                     |           | 04/01/2020              | 04/30/2020     |            |                           |                   |      |
|               |             | 4344                                | OFFICE OF MNIT SERVICES             |           | 1,300.00                | 1 Transactions |            |                           |                   |      |
| 10            | 437         | Thomson Reuters-West Payment Center |                                     | 420.00    | Library Plan April 2020 |                | 842334421  | Reference Materials       |                   | N    |
|               |             | 01-014-000-0000-6451                |                                     |           | 04/05/2020              | 05/04/2020     |            |                           |                   |      |
|               |             | 437                                 | Thomson Reuters-West Payment Center |           | 420.00                  | 1 Transactions |            |                           |                   |      |
| 1 Fund Total: |             |                                     |                                     | 33,328.44 | County Revenue Fund     |                | 10 Vendors | 10 Transactions           |                   |      |

smensink  
 5/13/20 12:50PM  
 14 Sanitation Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

|                | <u>Vendor</u> | <u>Name</u>                | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|----------------|---------------|----------------------------|-------------|---------------|----------------------------|----------------------|----------------------------------|-------------|
|                | <u>No.</u>    | <u>Account/Formula</u>     | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 11             | 5882          | Winneshiek County Landfill |             |               |                            |                      |                                  |             |
|                |               | 14-390-000-0000-6374       |             | 2,473.80      | Tipping Fees               | 24033                | Landfill Tipping Fees            | N           |
|                |               |                            |             |               | 05/04/2020                 | 05/04/2020           |                                  |             |
|                | 5882          | Winneshiek County Landfill |             | 2,473.80      | 1 Transactions             |                      |                                  |             |
| 14 Fund Total: |               |                            |             | 2,473.80      | Sanitation Fund            | 1 Vendors            | 1 Transactions                   |             |

smensink

5/13/20 12:50PM

23 County Airport Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| Vendor Name    |                                                   | <u>Rpt</u>  | <u>Warrant Description</u> |                                                      | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> |  | <u>1099</u> |
|----------------|---------------------------------------------------|-------------|----------------------------|------------------------------------------------------|----------------------|----------------------------------|--|-------------|
| <u>No.</u>     | <u>Account/Formula</u>                            | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>                                 | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |  |             |
| 12             | 5536 MiEnergy Cooperative<br>23-350-000-0000-6251 |             | 387.63                     | Electricity 4/1/20 - 5/1/20<br>04/01/2020 05/01/2020 |                      | Electricity                      |  | N           |
| 13             | 23-350-000-0000-6251                              |             | 37.68                      | Electricity 4/1/20 - 5/1/20<br>04/01/2020 05/01/2020 |                      | Electricity                      |  | N           |
|                | 5536 MiEnergy Cooperative                         |             | 425.31                     | 2 Transactions                                       |                      |                                  |  |             |
| 23 Fund Total: |                                                   |             | 425.31                     | County Airport Fund                                  | 1 Vendors            | 2 Transactions                   |  |             |

smensink

5/13/20 12:50PM

73 Greenleafton Septic Projec

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

| Vendor Name    |                                                   | Rpt  | Warrant Description |                                                       | Invoice #       | Account/Formula Descripti |  | 1099 |
|----------------|---------------------------------------------------|------|---------------------|-------------------------------------------------------|-----------------|---------------------------|--|------|
| No.            | Account/Formula                                   | Accr | Amount              | Service Dates                                         | Paid On Bhf #   | On Behalf of Name         |  |      |
| 14             | 5536 MiEnergy Cooperative<br>73-611-000-0000-6251 |      | 43.73               | Greenleafton Plant Grinder<br>04/01/2020 05/01/2020   |                 | Electricity               |  | N    |
| 15             | 73-611-000-0000-6251                              |      | 310.05              | Greenleafton Treatment Plant<br>04/01/2020 05/01/2020 |                 | Electricity               |  | N    |
|                | 5536 MiEnergy Cooperative                         |      | 353.78              | 2 Transactions                                        |                 |                           |  |      |
| 73 Fund Total: |                                                   |      | 353.78              | Greenleafton Septic Project                           | 1 Vendors       | 2 Transactions            |  |      |
| Final Total:   |                                                   |      | 36,581.33           | 13 Vendors                                            | 15 Transactions |                           |  |      |

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                |                    |
|---------------|-------------|---------------|----------------------------|--------------------|
|               | 1           | 33,328.44     | County Revenue Fund        |                    |
|               | 14          | 2,473.80      | Sanitation Fund            |                    |
|               | 23          | 425.31        | County Airport Fund        |                    |
|               | 73          | 353.78        | Greenleafon Septic Project |                    |
|               | All Funds   | 36,581.33     | Total                      | Approved by, ..... |
|               |             |               |                            | .....              |
|               |             |               |                            | .....              |



smensink

5/20/20 2:34PM

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                 |      |
| 3219   | Centurylink                            |      |           |                                |               |                                   |      |
|        | 01-149-000-0000-6203                   |      | 1,387.99  | May 2020 Phone #89549526       | 1491358335    | Telephone                         | N    |
|        |                                        |      |           | 04/08/2020 05/07/2020          |               |                                   |      |
| 3219   | Centurylink                            |      | 1,387.99  | 1 Transactions                 |               |                                   |      |
| 107    | Fillmore Co Historical Center          |      |           |                                |               |                                   |      |
|        | 01-501-000-0000-6802                   |      | 23,400.00 | 2020 2nd Appropriation Pmt     |               | Appropriations                    | N    |
|        |                                        |      |           | 07/01/2020 12/31/2020          |               |                                   |      |
| 107    | Fillmore Co Historical Center          |      | 23,400.00 | 1 Transactions                 |               |                                   |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |           |                                |               |                                   |      |
|        | 01-441-000-0000-6448                   |      | 53.52     | SHIP Cell Phone                | 9853780484    | Ship Grant Expenses               | N    |
|        |                                        |      |           | 04/03/2020 05/02/2020          |               |                                   |      |
|        | 01-442-000-0000-6424                   |      | 38.44     | WIC PBF Cell Phone             | 9853780484    | WIC-Peer Breastfeeding Support Gr | N    |
|        |                                        |      |           | 04/03/2020 05/02/2020          |               |                                   |      |
|        | 01-446-000-0000-6257                   |      | 38.44     | EBHV Cell Phone                | 9853780484    | EBHV Expense                      | N    |
|        |                                        |      |           | 04/03/2020 05/02/2020          |               |                                   |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 130.40    | 3 Transactions                 |               |                                   |      |
| 6157   | Further                                |      |           |                                |               |                                   |      |
|        | 01-149-000-0000-6289                   |      | 436.60    | May 2020 Participant Fee       | 15471406      | Select Account Adm.               | N    |
|        |                                        |      |           | 05/01/2020 05/31/2020          |               |                                   |      |
| 6157   | Further                                |      | 436.60    | 1 Transactions                 |               |                                   |      |
| 1479   | Loffler Companies, Inc                 |      |           |                                |               |                                   |      |
|        | 01-149-000-0000-6235                   |      | 669.72    | Copier Usage 02/01/20-02/29/20 | 3373032       | Copy Machine - Copies BW and Coli | N    |
|        |                                        |      |           | 02/01/2020 02/29/2020          |               |                                   |      |
|        | 01-149-000-0000-6235                   |      | 880.63    | Copies Usage 03/01/20-03/31/20 | 3397503       | Copy Machine - Copies BW and Coli | N    |
|        |                                        |      |           | 03/01/2020 03/31/2020          |               |                                   |      |
|        | 01-149-000-0000-6235                   |      | 536.37    | Copier Usage 04/01/20-04/30/20 | 3419131       | Copy Machine - Copies BW and Coli | N    |
|        |                                        |      |           | 04/01/2020 04/30/2020          |               |                                   |      |
| 1479   | Loffler Companies, Inc                 |      | 2,086.72  | 3 Transactions                 |               |                                   |      |
| 6676   | Marco - Phones                         |      |           |                                |               |                                   |      |
|        | 01-149-000-0000-6203                   |      | 3,419.66  | May 2020 Phone Contract        | 27010098      | Telephone                         | Y    |
|        |                                        |      |           | 05/01/2020 05/31/2020          |               |                                   |      |
| 6676   | Marco - Phones                         |      | 3,419.66  | 1 Transactions                 |               |                                   |      |
| 2545   | Marco, Inc                             |      |           |                                |               |                                   |      |
|        | 01-060-000-0000-6285                   |      | 12,621.72 | Managed IT 05/09/20-06/08/20   | INV7582494    | Professional Fees                 | N    |

smensink

5/20/20 2:34PM

1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

| Vendor Name   |                 | Rpt  | Warrant Description |                       | Invoice #     | Account/Formula Descripti |  | 1099 |
|---------------|-----------------|------|---------------------|-----------------------|---------------|---------------------------|--|------|
| No.           | Account/Formula | Accr | Amount              | Service Dates         | Paid On Bhf # | On Behalf of Name         |  |      |
| 2545          | Marco,Inc       |      | 12,621.72           | 05/09/2020 06/08/2020 |               | 1 Transactions            |  |      |
| 1 Fund Total: |                 |      | 43,483.09           | County Revenue Fund   | 7 Vendors     | 11 Transactions           |  |      |

| Vendor | Name                            | Rpt  |            | Warrant Description | Invoice #     | Account/Formula Descripti         | 1099 |
|--------|---------------------------------|------|------------|---------------------|---------------|-----------------------------------|------|
| No.    | Account/Formula                 | Accr | Amount     | Service Dates       | Paid On Bhf # | On Behalf of Name                 |      |
| 3219   | Centurylink                     |      |            |                     |               |                                   |      |
|        | 13-300-000-0000-6203            |      | 142.29     | telephone           | 5078673784    | Telephone                         | N    |
| 3219   | Centurylink                     |      | 142.29     | 1 Transactions      |               |                                   |      |
| 7542   | Fillmore Co Treasurer           |      |            |                     |               |                                   |      |
|        | 13-330-000-0000-6561            |      | 495.62     | April fuel tax      |               | Gasoline Diesel And Other Fuels   | N    |
| 7542   | Fillmore Co Treasurer           |      | 495.62     | 1 Transactions      |               |                                   |      |
| 225    | Marzolf Implement Company       |      |            |                     |               |                                   |      |
|        | 13-310-000-0000-6640            |      | 51,600.00  | tractor             |               | Equipment Purchased               | N    |
| 225    | Marzolf Implement Company       |      | 51,600.00  | 1 Transactions      |               |                                   |      |
| 5536   | MiEnergy Cooperative            |      |            |                     |               |                                   |      |
|        | 13-330-000-0000-6251            |      | 198.11     | electricity         | 302875004     | Electricity                       | N    |
|        | 13-300-000-0000-6306            |      | 42.81      | electricity         | 302875008     | Radio Tower Repair & Services     | N    |
|        | 13-310-000-0000-6251            |      | 42.00      | electricity         | 302875011     | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 224.84     | electricity         | 302875012     | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 27.32      | electricity         | 302875013     | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 25.20      | electricity         | 333377001     | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 115.14     | electricity         | 333377002     | Electricity                       | N    |
| 5536   | MiEnergy Cooperative            |      | 675.42     | 7 Transactions      |               |                                   |      |
| 3388   | Minnowa Construction Inc        |      |            |                     |               |                                   |      |
|        | 13-340-000-0000-6614            |      | 43,935.12  | LOST 88935-104 #2   |               | Local Sales Tax Road Improvements | N    |
|        |                                 |      |            | 05/22/2020          | 05/22/2020    |                                   |      |
|        | 13-340-000-0000-6614            |      | 98,264.39  | LOST 1339-101 #1    |               | Local Sales Tax Road Improvements | N    |
|        |                                 |      |            | 05/22/2020          | 05/22/2020    |                                   |      |
| 3388   | Minnowa Construction Inc        |      | 142,199.51 | 2 Transactions      |               |                                   |      |
| 6094   | MN Energy Resources Corporation |      |            |                     |               |                                   |      |
|        | 13-330-000-0000-6255            |      | 101.68     | natural gas         | 0505303491    | Gas                               | N    |
| 6094   | MN Energy Resources Corporation |      | 101.68     | 1 Transactions      |               |                                   |      |
| 308    | Preston Public Utilities        |      |            |                     |               |                                   |      |
|        | 13-330-000-0000-6251            |      | 898.07     | utilities           | 4458327       | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 43.75      | utilities           | 4473A342      | Electricity                       | N    |
|        | 13-330-000-0000-6251            |      | 920.58     | utilities           | 4473B341      | Electricity                       | N    |
| 308    | Preston Public Utilities        |      | 1,862.40   | 3 Transactions      |               |                                   |      |
| 1487   | Waste Management - WI-MN        |      |            |                     |               |                                   |      |

smensink  
5/20/20 2:34PM  
13 County Road & Bridge

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| Vendor         | Name                     |      | Rpt |            | Warrant Description  | Invoice #     | Account/Formula Descripti | 1099 |
|----------------|--------------------------|------|-----|------------|----------------------|---------------|---------------------------|------|
| No.            | Account/Formula          | Accr |     | Amount     | Service Dates        | Paid On Bhf # | On Behalf of Name         |      |
|                | 13-330-000-0000-6251     |      |     | 74.45      | utilities            | 37596353000   | Electricity               | N    |
| 1487           | Waste Management - WI-MN |      |     | 74.45      | 1 Transactions       |               |                           |      |
| 13 Fund Total: |                          |      |     | 197,151.37 | County Road & Bridge | 8 Vendors     | 17 Transactions           |      |

smensink

5/20/20 2:34PM

76 Trust And Agency Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

| Vendor         | Name                  |      | Rpt |          | Warrant Description           | Invoice #     | Account/Formula Descripti | 1099 |
|----------------|-----------------------|------|-----|----------|-------------------------------|---------------|---------------------------|------|
| No.            | Account/Formula       | Accr |     | Amount   | Service Dates                 | Paid On Bhf # | On Behalf of Name         |      |
| 110            | Fillmore Co Treasurer |      |     |          |                               |               |                           |      |
|                | 76-000-000-0000-2006  |      |     | 1,332.00 | RRC Sales & Use Tax           |               | Commercial Sw Mgmt Tax    | N    |
|                |                       |      |     |          | 04/01/2020 04/30/2020         |               |                           |      |
|                | 76-000-000-0000-2007  |      |     | 110.00   | 041,101 & 602 Sales & Use Tax |               | Sales Tax Collected       | N    |
|                |                       |      |     |          | 04/01/2020 04/30/2020         |               |                           |      |
| 110            | Fillmore Co Treasurer |      |     | 1,442.00 | 2 Transactions                |               |                           |      |
| 76 Fund Total: |                       |      |     | 1,442.00 | Trust And Agency Fund         | 1 Vendors     | 2 Transactions            |      |

smensink

5/20/20 2:34PM

87 State Revenue And School

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

| Vendor         | Name                     | Rpt  | Warrant Description | Invoice #                     | Account/Formula Descripti | 1099                               |
|----------------|--------------------------|------|---------------------|-------------------------------|---------------------------|------------------------------------|
| No.            | Account/Formula          | Accr | Amount              | Service Dates                 | Paid On Bhf #             | On Behalf of Name                  |
| 110            | Fillmore Co Treasurer    |      |                     |                               |                           |                                    |
|                | 87-000-000-0000-2470     |      | 24,948.16           | April 2020 MRT                |                           | Mortgage Reg Tax-State N           |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
|                | 87-000-000-0000-2471     |      | 35,060.55           | April 2020 Deed Tax           |                           | State Deed Tax-State N             |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
| 110            | Fillmore Co Treasurer    |      | 60,008.71           | 2 Transactions                |                           |                                    |
| 1859           | MN Department Of Finance |      |                     |                               |                           |                                    |
|                | 87-000-000-0000-2100     |      | 721.00              | April 2020 Vitals             |                           | Due To Other Governmental Agenci N |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
|                | 87-000-000-0000-2313     |      | 4,190.00            | April 2020 RE State Surcharge |                           | Real Estate Surcharge N            |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
|                | 87-000-000-0000-2404     |      | 1.50                | April 2020 State Assurance    |                           | State Assurance N                  |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
| 1859           | MN Department Of Finance |      | 4,912.50            | 3 Transactions                |                           |                                    |
| 5993           | Mn Dept Of Health        |      |                     |                               |                           |                                    |
|                | 87-000-000-0000-2312     |      | 340.00              | April 2020 Well Certificate   |                           | Well Management Funds N            |
|                |                          |      |                     | 04/01/2020 04/30/2020         |                           |                                    |
| 5993           | Mn Dept Of Health        |      | 340.00              | 1 Transactions                |                           |                                    |
| 87 Fund Total: |                          |      | 65,261.21           | State Revenue And School Fund | 3 Vendors                 | 6 Transactions                     |
| Final Total:   |                          |      | 307,337.67          | 19 Vendors                    | 36 Transactions           |                                    |

smensink  
5/20/20

2:34PM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 8

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                   |                    |
|---------------|-------------|---------------|-------------------------------|--------------------|
|               | 1           | 43,483.09     | County Revenue Fund           |                    |
|               | 13          | 197,151.37    | County Road & Bridge          |                    |
|               | 76          | 1,442.00      | Trust And Agency Fund         |                    |
|               | 87          | 65,261.21     | State Revenue And School Fund |                    |
|               | All Funds   | 307,337.67    | Total                         | Approved by, ..... |
|               |             |               |                               | .....              |
|               |             |               |                               | .....              |

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 5/26/2020

Amount of time requested (minutes): 10 minutes

Department: Highway and Airport

Requested By: Mr. Gregg

Presented By: Mr. Gregg and Pam Schroeder

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 passing a final payment resolution for the CSAH 1 bridge replacement project SAP 23-601-30 North of Ostrander.
2. Requesting board approval to advertise for the CSAH 34 project SAP 023-634-005.

## **Airport Department**

1. Consider passing a resolution authorizing the County Engineer and Airport Manager to execute grant documents.

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

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



**RESOLUTION**

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

Date May 26, 2020 Resolution No. \_\_\_\_\_

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

**WHEREAS, Minnowa Construction, Inc.**, has in all things completed **SAP 23-601-030**, in Bloomfield Township; and the County Board being fully advised in the premise.

**NOW THEN BE IT RESOLVED:**

That we do hereby accept said completed project for and on behalf of the County of Fillmore and authorize final payment as specified.

Dated at Preston, Minnesota, this 26th day of May, 2020

Contract Price:       \$       **653,773.50**

Value of Work:       \$       **586,997.39**

**Final Payment:**       \$       **31,178.62**

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

**VOTING AYE**

Commissioners      Prestby ☐              Dahl ☐              Bakke ☐              Hindt ☐              Lentz ☐

**VOTING NAY**

Commissioners      Prestby ☐              Dahl ☐              Bakke ☐              Hindt ☐              Lentz ☐

---

STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Hillery, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the \_\_\_\_ day of \_\_\_\_\_, 2020.

Witness my hand and official seal at Preston, Minnesota the \_\_\_\_ day of \_\_\_\_\_, 2020.

SEAL

Bobbie Hillery, Administrator  
Fillmore County Board of Commissioners

**RESOLUTION**

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

Date May 26, 2020 Resolution No. \_\_\_\_\_

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

**WHEREAS**, The County of Fillmore applies to the Federal Aviation Administration and to the Commissioner of Transportation for Grants from the Minnesota State Transportation Fund for enhancement of the Fillmore County Airport (FKA), in Fountain Township; and

**WHEREAS**, the Federal Aviation Administration and the Commissioner of Transportation has given notice that when funding for grants are available, it is required to provide a resolution naming individuals authorized to proceed with grant administration in representation of the Fillmore County Airport (FKA); and

**WHEREAS**, it is necessary to name the Fillmore County Engineer and Airport Office Manager as authorized to execute Airport related Agreements, any amendments including any administrative documents to process or administer grants on behalf of the Fillmore County Airport (FKA) for projects at the Fillmore County Airport;

**NOW THEN BE IT RESOLVED:** The County of Fillmore agrees that said Grant Agreements for State and Federal Projects as administered are accepted. That the listed above individuals are authorized to execute these Agreements and any amendments on behalf of Fillmore County as stated.

**VOTING AYE**

Commissioners      Prestby ☐      Dahl ☐      Bakke ☐      Hindt ☐      Lentz ☐

**VOTING NAY**

Commissioners      Prestby ☐      Dahl ☐      Bakke ☐      Hindt ☐      Lentz ☐

---

STATE OF MINNESOTA  
COUNTY OF FILLMORE

I, Bobbie Hillery, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the \_\_\_\_ day of \_\_\_\_\_, 2020.

Witness my hand and official seal at Preston, Minnesota the \_\_\_\_ day of \_\_\_\_\_, 2020.

SEAL

Bobbie Hillery, Administrator  
Fillmore County Board of Commissioners

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 5/26/2020      Amount of time requested (minutes): 10

Dept.: Sanitation      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 termination of contract for landfill services with Winneshiek County Landfill effective July 1, 2020. (YES)
  - a. Due to decrease in hauler waste, the quality of the waste we are sending to Winneshiek County Landfill has decreased (waste is bulky, doesn't compact well, and takes a lot of effort/time to compact).
    - i. Fillmore County is roughly 7% of their income but takes up about 25% more airspace than that
  - b. When inquiring about modifying tonnage requirement with the Winneshiek County Solid Waste Agency their discussion favored us terminating our contract over a new tonnage requirement.
  - c. Haulers I have spoken to in the past support termination of this contract and reference it as a primary reason for not using Fillmore County facility.
  - d. Terms of termination:
    - i. Termination effective July 1, 2020
    - ii. No tonnage or financial obligations for remaining 5 years
    - iii. Closure/post-closure fees/benefits based on percentage of Fillmore County waste in the landfill at close.

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

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 5/26/2020      Amount of time requested (minutes): 3 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.

Regular Agenda:

Documentation  
(Yes/No):

1. Discussion regarding receipt of tax payments to date/supplemental settlement

No

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

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 05/26/2020

Amount of time requested (minutes):

20

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):

Joint Powers agreement with State of Minnesota for NIBRS Reporting system, including agreement for \$8,000 reimbursement to Fillmore County.

Yes, attached

Central Square quote of \$8,000 for NIBRS Reporting System Program.

Yes, attached

Breakdown of inmate Sentence to Serve State Program

Yes, attached

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

**RESOLUTION**

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

Date May 26, 2020 Resolution No. 2020-XXX

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

**APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE  
COUNTY OF FILLMORE ON BEHALF OF ITS SHERIFF'S OFFICE**

**WHEREAS**, the County of Fillmore on behalf of its Sheriff's Office desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to receive funding to use to implement an adapter to make its records management system compatible with Minnesota National Incident-Based Reporting System requirements for which the Department is eligible.

**NOW, THEREFORE, BE IT RESOLVED** by the County of Fillmore, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Fillmore on behalf of its Sheriff's Office, it hereby approved. A copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That the Fillmore County Sheriff, John DeGeorge, or his successor, is designated the Authorized Representative for the County. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the agreement with the State.  
To assist the Authorized Representative with the administration of the agreement, the Chief Deputy is appointed as the Authorized Representative's designee.
3. That John DeGeorge, the Sheriff for the County of Fillmore, and Lance Boyum, the Chief Deputy, are authorized to sign the State of Minnesota Joint Powers Agreement.

Passed and adopted by the Fillmore County Board of Commissioners on this 26<sup>th</sup> day of May, 2020.

**VOTING AYE**

Commissioners      Prestby ☐      Dahl ☐      Bakke ☐      Lentz ☐      Hindt ☐

**VOTING NAY**

Commissioners      Prestby ☐      Dahl ☐      Bakke ☐      Lentz ☐      Hindt ☐

---

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 26<sup>th</sup> day of May, 2020.

Witness my hand and official seal at Preston, Minnesota the 26<sup>th</sup> day of May, 2020.

SEAL

Bobbie Vickerman, Coordinator/Clerk  
Fillmore County Board of Commissioners



# CENTRAL SQUARE

## Quote

Date: 2/11/2020

### General & Client Information

|                            |                                  |          |                              |
|----------------------------|----------------------------------|----------|------------------------------|
| Client Name:               | Fillmore County Sheriff's Office | Bill to: |                              |
| Product Family:            | LETG                             |          | 901 Houston Street Northwest |
| Bill To #                  | 52160                            |          | Preston, MN 55965            |
| Install Name:              |                                  |          |                              |
| Quote #                    | SR-32501                         |          |                              |
| Client Purchase Order #    |                                  |          |                              |
| Client Purchase Order Date |                                  |          |                              |
| Client Contact:            | Leeroy Eickhoff                  | Ship to: |                              |
| Contact Phone:             | (507) 765 - 3874                 |          |                              |
| Contact Email Address:     | leickhoff@co.fillmore.mn.us      |          |                              |
| Account Executive:         | Brenda Taylor                    |          |                              |

### Project Products & Services

| Qty    | Sales Category | Software Platform | Item Description             | Unit Price  | Qty*Unit \$ | Extended Price |
|--------|----------------|-------------------|------------------------------|-------------|-------------|----------------|
| 1      | Services       | LETG              | CRS Enhancement and Services | \$ 8,000.00 | \$ 8,000.00 | \$ 8,000.00    |
| Total: |                |                   |                              |             |             | \$ 8,000.00    |

### Project Payment Terms: Payment due in full 30 days from date of invoice

|                 |  |                                 |  |  |  |             |
|-----------------|--|---------------------------------|--|--|--|-------------|
|                 |  | 100% Payment due upon Signature |  |  |  | \$ 8,000.00 |
| Total Payments: |  |                                 |  |  |  | \$ 8,000.00 |

### Summary Information & Project Notes

There is no annual maintenance associated with this quote.

The CentralSquare CRS enhancements will map RMS data elements as established by the State in the CRS Vendor Adapter Specifications posted on the BCA website at <https://app.dps.mn.gov/cjdn/>. CentralSquare will also ensure that the development and implementation meet the requirements of the MN Department of Public Safety's Security Architecture, State of MN Non-Visual Access standards, CRS Vendor Adapter specifications, and CRS Data mapping requirements. Agency is responsible for reviewing and confirming all data housed in CentralSquare systems to CRS/NIBRS requirements before test or production submissions. Agency is responsible for following all testing guidelines as outlined by the BCA. There is no maintenance on this item since this quote is for services only.

- 1) All obligations must be completed by any date from the Approved JPA between the Agency and the MN BCA. This is defined as Certification of Submissions of all appropriate investigative and crime data by the Fillmore County Sheriff's Office, which includes providing a field-mapping document and assisting with ensuring ordinance records are accounted for (proper code assignments to be coordinated between the agency and the MN BCA).
- 2) CentralSquare will provide a field mapping document prior to scenario testing. This will include the BCA CRS field and the corresponding CentralSquare RMS UI field.
- 3) CentralSquare will perform an ordinance export which will allow for the agency to work with the BCA to get the correct codes applied. Central Square will assist in getting the ordinances updated within the CentralSquare RMS system. This will be completed prior to scenario testing on the agency's Test RMS and subsequently within their Production RMS prior to going live with submissions.

The vendor will make the work done part of its product that is available to Minnesota agencies for no additional development of license fee. The vendor is allowed to charge Minnesota agencies a reasonable fee for installing, testing, and configuring the MN-NIBRS compliant product. The vendor will assist in the resolution of any errors during the testing period. The vendor is required to provide any documentation necessary for the successful operation of the submissions. CentralSquare will provide training, for MN NIBRS. The lead agency (Fillmore County Sheriff's Office) may include participants from other agencies on the same server at this training. Additional training and/or on-site training can be provided at an additional charge.

Issued by:

Contact info:

Send Purchase Orders to:

Account Management

Remit Payments to:

CentralSquare Technologies

12709 Collection Center Drive

Chicago, IL 60693

### Terms and Conditions

Proposed Quote is valid for 60 (sixty) days.

Software License Terms:

The CentralSquare Software is licensed for use by Client in accordance with the software licensing terms of the System Purchase Agreement or other CentralSquare license agreement currently in effect between CentralSquare and Client. Acceptance for the CentralSquare Software may be defined in the applicable Statement of Work ('SOW'), if not, the Software licenses shall be deemed accepted on delivery.

The annual Software Support Services for the CentralSquare Software licenses are provided for a period of twelve-months from the go live date and shall be governed by the existing Software Support Agreement currently in effect between CentralSquare and Client.

Sales Tax:

Any estimated sales and/or use tax has been calculated as of the date of Quote and is provided as a convenience for budgetary purposes. CentralSquare reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing, at the then current rates. Your organization must provide CentralSquare with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction, when your order is placed, if you are exempt from sales tax.



# CENTRAL SQUARE

## Quote

Date: 2/11/2020

### General Terms:

The items in this Quote are based upon meetings and communications with the Client and unless attached to a contract form the entirety of the deliverables from CentralSquare.

The CentralSquare Software license price does not include any services for installation. Services, if applicable are listed as separate line items.

The scope of Deliverables for this order will be limited to the CentralSquare Software, Services, and Support, and if applicable third party items (collectively the "System") that are explicitly listed herein for the listed quantities.

This order provides CentralSquare Software licenses as well as required deployment services only for the environments that are explicitly listed herein (Production, Test, Training, etc.). These software licenses do not apply to any other existing environments, or environments that may be implemented in the future.

Changes in the scope of certain components of the System may impact the cost and timelines for other areas of the Project.

Unless otherwise specified, the designated Bill To entity shall be invoiced upon signing. Payment is due within 30 days from that invoice date.

All services will be performed during normal business hours, unless otherwise stated in this Quote for specific service deliverables.

Deployment and implementation of CentralSquare Software and Services are based upon Client's provision and compliance with CentralSquare's Configuration Management Document.

CentralSquare reserves the right to adjust this Quote as a result of changes including but not limited to project scope, deliverables (CentralSquare Software, or third party software or hardware, including changes in the hardware manufacturer's specifications), services, interface requirements, and Client requested enhancements.

By signing below, you are indicating that you are authorized to obligate funds for your organization. To activate this Quote, check the appropriate box below and, either, (i) attach a copy of this Quote to your purchase order when it is remitted to CentralSquare, or, (ii) if no additional authorizing paperwork is required for your organization to accept and pay an invoice, sign below and email this Quote to your account manager to indicate your acceptance.

☐ Purchase Order required and attached, reference PO# \_\_\_\_\_ on invoice

☐ No Purchase Order required to invoice

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☐ I am tax exempt. Please contact me if CentralSquare does not have my current exempt information on file.

### Accepted for Client

|  |  |                                  |  |       |  |  |  |
|--|--|----------------------------------|--|-------|--|--|--|
|  |  |                                  |  |       |  |  |  |
|  |  |                                  |  |       |  |  |  |
|  |  | Client Agency/Entity Name        |  |       |  |  |  |
|  |  |                                  |  |       |  |  |  |
|  |  | Print Name                       |  | Title |  |  |  |
|  |  | Client Authorized Representative |  |       |  |  |  |
|  |  |                                  |  |       |  |  |  |
|  |  | Signature                        |  | Date  |  |  |  |
|  |  | Client Authorized Representative |  |       |  |  |  |





# Joint Powers Agreement

## National Incident-Based Reporting System (NIBRS)

## State of Minnesota

This Agreement is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension [BCA] ("State"), and the County of Fillmore, acting on behalf of its Sheriff's Department ("Governmental Unit").

### Recitals

1. Under Minnesota Statutes § 471.59, subdivision 10, the State is empowered to engage such assistance as deemed necessary. The BCA is the state agency that collects incident data and through which Minnesota crime statistics are reported to the Federal Bureau of Investigation (FBI). The FBI has established January 1, 2021, as the deadline by which all states must submit crime statistics in the National Incident-Based Reporting System (NIBRS) format. The State is in need of assistance from the Governmental Unit to implement and certify the integration of incident reporting and the submission of crime statistics in the NIBRS format as well as crime statistics unique to Minnesota (MN-NIBRS).
2. Law enforcement agencies in the State of Minnesota are required to report crime statistics to the State. Subsequently the State reports those statistics to the FBI pursuant to Minnesota Statutes § 299C.05. Current crime statistics reporting has less detail than is required to be MN-NIBRS compliant. The State has funding available to assist the Governmental Unit to implement and certify crime statistics reporting to meet MN-NIBRS requirements as well as submit incident data for use during investigations pursuant to Minnesota Statutes § 299C.40.

### Agreement

#### 1 Term of Agreement

- 1.1 **Effective Date.** The Agreement is effective on the date the State obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** The Agreement ends April 30, 2021, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Deadlines for Compliance.** All terms of this Agreement between parties must be satisfactorily fulfilled by December 31, 2020, with the exception of Governmental Unit Duty 12, which has a deadline of April 30, 2021.

#### 2 Agreement Between the Parties

The Governmental Unit Duties:

1. Continue to submit its crime statistics until its submissions have been certified by State as MN-NIBRS compliant.
2. Coordinate and communicate with any other government agencies using Governmental Unit's records management system ("RMS") to do crime reporting to ensure that all understand the benefits of transitioning to NIBRS.
3. Draft and execute an agreement with its RMS vendor to implement an electronic submission format that will report its incident data in a format that meets BCA and MN-NIBRS reporting requirements. The Governmental Unit's agreement with its RMS vendor must provide that the vendor:
  - (a) guarantees the Governmental Unit is compliant with State's requirements as listed below in Items 10 and 11 below;
  - (b) is notified by the Governmental Unit of changes to the requirements listed below in Items 9 and 10;
  - (c) is provided by the Governmental Unit with documentation of the Crime Reporting System ("CRS");
  - (d) is required to assist in the resolution of any errors during the testing period and the corrective fixes be available to existing and future MN-NIBRS installations at no additional cost;
  - (e) provides the Governmental Unit with any documentation necessary for the successful operation of the input submissions.
4. Submit the agreement draft with its RMS vendor to the State for approval prior to execution.
5. Create a project plan with its RMS vendor identifying how the vendor will ensure that all the work required for the Governmental Unit to submit incident data and MN-NIBRS complaint crime statistics are within the scope of this Agreement.
6. Submit the project plan with its RMS vendor to the State for approval.
7. Refrain from authorizing work on the implementation of the MN-NIBRS compliant submissions until the State

approves the RMS vendor agreement draft, the agreement is executed, and the State approves the RMS vendor project plan.

8. Require the Governmental Unit's staff and the staff of the RMS vendor attend periodic status meetings and demonstrations organized by the State.
9. Assure the RMS vendor installs a version of software that is compliant with the State requirements.
10. Ensure that the implementation meets the requirements of the Minnesota Department of Public Safety's Security Architecture, State of Minnesota Non-Visual Access Standards ([https://mn.gov/mnit/assets/Stnd\\_State\\_Accessibility\\_tcm38-61585.pdf](https://mn.gov/mnit/assets/Stnd_State_Accessibility_tcm38-61585.pdf)), and the CRS Vendor Adapter Specifications, and the CRS Data Mapping Requirements, which are posted on the CJIS Launch Pad (<https://bcanextest.x.state.mn.us/launchpad/>). These documents and any revisions posted to the website are incorporated into this Agreement by reference. The Governmental Unit is responsible for checking the website periodically for updates to these documents and providing any changes to its RMS vendor.
11. Test its electronic submissions in the State's test environment according to the "CRS Agency Vendor Test Plan" posted on the CJIS Launch Pad at <https://bcanextest.x.state.mn.us/launchpad/> located under MNJIS Training/ NIBRS. This document and any revisions posted to the website are incorporated into this Agreement by reference. The Governmental Unit is responsible for checking the website periodically for updates to these documents and providing any changes to its RMS vendor.
12. Achieve certification for its electronic submissions by sending three (3) consecutive months of MN-NIBRS compliant statistics with an error rate below 4% each month, a requirement of all government agencies reporting crime utilizing the RMS.
13. Transition reporting MN-NIBRS compliant crime statistics in coordination with the State at a date and time specified by the State.

#### The State's Duties:

1. Accept Governmental Unit's crime statistics in the existing format in use on the effective date of this Agreement.
2. Provide the Governmental Unit with documents listed in Items 10 and 11 above and maintain their accuracy including any changes made by the State or FBI.
3. Review Governmental Unit's agreement draft with its RMS vendor for the required content and either approve or disapprove the agreement. If the draft is disapproved, the State will notify Governmental Unit of the required changes to receive approval. State will review and act within ten (10) business days of receiving the agreement draft from the Governmental Unit.
4. Review Governmental Unit's project plan with its RMS vendor and either approve or disapprove the plan. If the plan is disapproved, the State will notify the Governmental Unit of the required changes to receive approval. State will review and act within ten (10) business days of receiving the plan from the Governmental Unit.
5. Schedule periodic status meetings and demonstrations as needed to ensure the project is completed.
6. Provide electronic schema and sample submission files that Governmental Unit can share with its RMS vendor.
7. Provide access to its test environment so that Governmental Unit can test its submissions.
8. Verify and validate Governmental Unit's submissions during the test period.
9. Provide training to Governmental Unit on the submission requirements and best practices for MN-NIBRS compliance.
10. Verify and validate Governmental Unit's submissions during the certification period including those made by government agencies using the RMS.
11. Issue written certification of MN-NIBRS compliance to Governmental Unit when the standards for submission have been met.
12. Provide access to its production environment and authorize Governmental Unit to switch to MN-NIBRS reporting following the written certification.

### 3 Payment

The State will make payments to the Governmental Unit in accordance with the following deliverables list.

| Deliverable                                                                      | Payment |
|----------------------------------------------------------------------------------|---------|
| Receipt of an executed Agreement between Governmental Unit and its RMS vendor    | \$1,000 |
| Approval of project plan                                                         | \$1,000 |
| Receipt of mapping document of RMS data elements to CRS data elements            | \$1,000 |
| Submission of first successful test                                              | \$1,000 |
| Completion of training provided by vendor                                        | \$1,000 |
| Submission of RMS documentation to support successful operation (training and/or | \$1,000 |

|                                                                                                       |         |
|-------------------------------------------------------------------------------------------------------|---------|
| administrative documentation)                                                                         |         |
| Successful completion of the CRS agency vendor NIBRS test plan by Governmental Unit staff             | \$1,000 |
| Certification of submissions of all appropriate investigative and crime data by the Governmental Unit | \$1,000 |

The total obligation of the State under this Agreement will not exceed **Eight Thousand and 00/100 Dollars (\$8,000.00)**.

#### 4 Authorized Representatives

The State's Authorized Representative is the person below or her successor:

Name: Dana Gotz, Deputy Superintendent  
Address: Department of Public Safety; Bureau of Criminal Apprehension  
1430 Maryland Street East  
Saint Paul, MN 55106  
Telephone: 651.793.1007  
Email Address: [dana.gotz@state.mn.us](mailto:dana.gotz@state.mn.us)

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name: John DeGeorge, Sheriff  
Address: 901 Houston St  
Preston, MN 55965  
Telephone: 507.765.3874 option #1  
Email Address: [jdegeorge@co.fillmore.mn.us](mailto:jdegeorge@co.fillmore.mn.us)

#### 5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 5.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 5.3 Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

#### 6 Liability

The State and Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The State's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

#### 7 State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

#### 8 Government Data Practices

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

**9 Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**10 Termination**

**10.1 Termination.** The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

**10.2 Termination for Insufficient Funding.** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

**11 E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)**

For services valued in excess of \$50,000, Contractor certifies that as of the date of services performed on behalf of the State, Contractor and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the State. Contractor is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

**12 Continuing Obligations**

The following clauses survive the expiration or cancellation of this Agreement: 6, Liability; 7, State Audits; 8, Government Data Practices; and 9, Venue.

**THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK**

**1. STATE ENCUMBRANCE VERIFICATION**

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

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

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

SWIFT PO Number:   3-65986  

**2. GOVERNMENTAL UNIT**

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

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

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

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

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

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

**3. DEPARTMENT OF PUBLIC SAFETY;  
BUREAU OF CRIMINAL APPREHENSION**

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

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

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

**4. COMMISSIONER OF ADMINISTRATION  
As delegated to Office of State Procurement**

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

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

STS Contract:

July 1, 2019 to June 30, 2021

State provides 1 crew leader that can take up to 10 inmates out for 40 hours per week. Currently are doing 4 10 hour days Monday-Thursday. If there is a holiday or crew leader is sick or on vacation then no STS.

30 day termination in writing.

Payment for program is 75% County and 25% State.

Current contract county 75%:

|                 |                    |
|-----------------|--------------------|
| 7/30/2019       | \$35,042.16        |
| 1/1/2019        | \$35,042.16        |
| 7/1/2020        | \$36,268.64        |
| <u>1/1/2019</u> | <u>\$36,268.64</u> |
| Total           | \$142,621.60       |

When people come to jail they get approved to be on STS by the courts at the discretion of Jail Administration. Once on STS, inmates can earn \$10 towards fines or pay to stay. No actually money exchanges hands, it is all done on paper. An example would be that an inmate has a \$500 fine so they complete 50 hours of STS to satisfy their fine. If their fines are satisfied the can work off CWS community work service hours. If everything is satisfied some inmates have the option to get day for day credit off their sentence. So, if they are sitting 60 days and do 20 days of STS they will only sit 40 days. If inmates do not have fines or CWS and are not able to earn day for day credit, they can still do STS for something to do.

Inmates on STS or less likely to get in trouble while in jail and less likely to be destructive or assaultive. Inmates on STS are less likely to require mental health and medical services.

County Inmates on STS are responsible for providing all their own clothes and equipment such as gloves, hats and boots.

The county STS inmates are also used in the jail for cleaning projects, dishes, snow removal and lawn care outside of work down with the crew leader.

ICWC Contract:

July 1, 2019 to June 30, 2021

State is responsible for all inmate expenses including medical and clothing.

The state pays the county \$57.50 per inmate per day.

There is a 30 day termination in writing.

The county is responsible to pay ICWC wages.

- Level 1 60 days at \$1.00 per hour

- Level 2 30 days at \$1.00 per hour, 60 days at \$1.25 per hour

- Level 3 30 days at \$1.25 per hour, 90 days at \$1.50 per hour

- Level 4 Unlimited at \$1.50 per hour

The state issues the ICWC pay check and the county reimburses the state.

ICWC inmates are used for projects outside of work with crew leader. They do projects with maintenance such as snow removal, repair to air conditioner at social services building, lawn care, tree care and leave pickup, painting at court house, painting stakes for high department, fleet car cleaning, furniture moving at court house and other.

Revenues from ICWC:

Housing 2019 \$76,495

Housing 2018 \$73,810

Housing 2017 \$18,700 only had inmates September to December

Cleaning trout ponds 2019 \$6,400

They increase phone and canteen revenues

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 5/26/2020

Amount of time requested (minutes): 20 minutes

Department: Assessor

Requested By: Jason McCaslin

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

Consider approval of Memorandum of Understanding (MOU) with Avenu Insights & Analytics to be a testing site for development of property assessment software

Consider approval of the Nondisclosure Agreement with Avenu Insight & Analytics for the property assessment software project

Consider request to be appointed as the official voting delegate for Fillmore County regarding MCCC, Minnesota Counties Computer Cooperative

Discussion with possible action regarding COVID-19 quintile policy and process

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

Reviewed By: BH

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.**



# Memorandum of Understanding (“MOU”)

Between

**Avenu Insights & Analytics**

and

**Fillmore County, Minnesota**

This Memorandum of Understanding (MOU) sets forth the terms and understandings between Fillmore County, Minnesota (“**County**”) and **Avenu Insights & Analytics (“Avenu”)** to pursue their mutual interests to research, analyze, evaluate, design, develop and implement technology and analytically based solutions relating to Assessment and Appraisal in Fillmore County, MN in particular and the nation and worldwide property assessment and appraisal community in general.

## **BACKGROUND**

Avenu has and will continue to design, develop, market, sell and implement technological solutions and establish technology related initiatives designed to improve the administration of property taxes, assessment administration, and appraisal throughout the nation and worldwide.

The MnCCC and Fillmore County have in the past and have indicated their willingness to continue in the future to assist Avenu and be **a test bed of innovation** in order to achieve more effective and efficient operations regarding the administration of property taxes and property appraisal and thereby improve the lives of its community and constituents.

In addition, both Avenu and the County wish to **showcase the County** as vibrant, innovative and forward-thinking organizations with respect to analyzing, evaluating and implementing technologies, methods and technological models for use across the country and around the world.

## **PURPOSE**

The primary purpose of this MOU is to assist in the effective communication and coordination necessary to cooperatively work towards the design, development and implementation of technology solutions relating to the more effective and efficient administration of property assessment.

This MOU does not represent a commitment on behalf of either party to pursue specific initiatives, projects and/or results. Future initiatives, projects and/or results may require subsequent agreements between the parties.

A secondary purpose of this MOU is to enable the parties to define, promote and mutually pursue communications with other interested parties to in order to gather, share and expand knowledge within the nation and worldwide assessment and appraisal community. That is, both parties strive to showcase the results of the cooperative efforts carried out via this MOU with the assessment community at large.

## PROCESS

The PURPOSE of this MOU will be accomplished via the following PROCESS:

1. The County and Avenu will designate "LEAD" persons on behalf of their organizations re the MOU.
2. The County and Avenu will cooperate to schedule a "Kick-Off" meeting.
3. The County and Avenu will continually cooperate to schedule additional meetings, as deemed appropriate by both, in order to facilitate the exchange of information, ideas, results, etc.
4. The County will provide any/all technology related infrastructure required by any/all "proof of concept" ("POC") software that Avenu may, from time to time, at Avenus' sole discretion, provide the County. The County may, at their discretion, choose not to receive any/all such POC software.
5. If the County choose to accept POC software, the County will execute any necessary agreements relating to such software, e.g. a NDA, License Agreement, etc., prior to its receipt of said software.
6. The County and Avenu agree that certain aspects of this cooperative initiative may require confidentiality which is not merely, directly, related to the POC software. Therefore, both the County and Avenu agree to make every effort to cooperate in maintaining confidentiality re any/all confidentiality concerns expressed by the other.
7. The County assure Avenu that they intend to a good faith effort to eventually acquire the technology product(s) which Avenu develops and markets based on efforts relating to this MOU.
8. Avenu assures the County that it will license the POC software to the County as an enhancement to and replacement of the County's existing legacy software (i.e. Avenu's "CAMA USA" and related software) at no additional "licensing" cost to the County at such time as Avenu, in its sole discretion, deems the POC software to be in "general release" and therefore ready for use in a production environment providing that the County's Maintenance and Support contract has not lapsed and the term is active for a period of no less than five (5) years. In addition, Avenu will maintain the maintenance fee schedule, except for an annual escalation not to exceed to exceed the rate of five percent (5%), year -over-year, during the period of this agreement and the first five (5) years following the County's first production use of the POC Software.

## FUNDING

This MOU is not a commitment of funds to either party on behalf of the other party.

## DURATION

This MOU is "at-will" and may be modified by mutual consent of authorized officials from both parties or may be terminated by either party at any time. The MOU will terminate if the County Maintenance Agreement is terminated. This MOU shall become effective upon signature by the appropriate parties representing the County and Avenu.

## EXECUTION

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

Title:  
Fillmore County, Minnesota

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

Title:  
Avenu Insights & Analytics ("Avenu")

## NONDISCLOSURE AGREEMENT

THIS NONDISCLOSURE AGREEMENT ("**Agreement**") is dated \_\_\_\_\_ and is entered into by and between **Avenu Insights and Analytics, LLC**, a Delaware Company whose principal address is 5860 Trinity Parkway, Suite 120, Centreville, VA 20120 (the "**Disclosing Party**") and \_\_\_\_\_ a \_\_\_\_\_ whose principal address is \_\_\_\_\_ (the "**Receiving Party**"). Avenu and/or its subsidiaries or affiliates is willing to furnish the Receiving Party with certain information which is non-public, confidential or proprietary in nature. This information may be, without limitation, in whole or in part, whether furnished prior to, on or after the date hereof, oral, written, graphic, or electronic, and together with any analyses, compilations, studies or other documents prepared by the Receiving Party and its subsidiaries or affiliates' respective employees, officers, directors, contractors, agents, advisors (including without limitation, counsel, consultants and accountants) (collectively, "**Representatives**") that contain or otherwise reflect such information is hereinafter referred to as the "**Confidential Information**." In consideration of the Disclosing Party furnishing the Confidential Information, agrees that:

1. **Confidentiality.** The Receiving Party will exercise due diligence to maintain the strict confidentiality of all Confidential Information furnished to it or learned by it hereunder and will use the Confidential Information solely in connection with the purposes agreed upon between us. "Due diligence" shall mean at least the same precautions and standard of care which a reasonable person in such business would use to safeguard proprietary information of its own and its other clients.

2. **Restriction in Use; No License.** The Receiving Party agrees that the Confidential Information provided by or on behalf of the Disclosing Party shall at all times remain the exclusive property of the Disclosing Party and the Receiving Party will not use or disclose Confidential Information to anyone (other than its Representatives) without the Disclosing Party's prior written consent. No license to use any of the Disclosing Party's Confidential Information or intellectual property is granted by this Agreement, except as may be specifically required for the purpose of this Agreement, and then only for such purpose.

3. **Reverse Engineering.** The Receiving Party agrees not to, and not to attempt to (and will not permit its Representatives to), reverse engineer or decompile any software, hardware, firmware or other technology programs provided to it by or on behalf of the Disclosing Party under this Agreement, unless it has obtained the Disclosing Party's prior written consent.

4. **Access; Return.** The Receiving Party agrees to permit access to the Confidential Information only to its Representatives who need to know the Confidential Information for the purposes set forth herein and who shall be subject to a confidentiality or professional obligation, duty or agreement, code of conduct or confidentiality undertaking that is at least as restrictive as the provisions of this Agreement from a confidentiality perspective. Should the Receiving Party have reason to believe that any Confidential Information has been disclosed to a person not authorized to receive such information, the Receiving Party shall inform the Disclosing Party in writing as promptly as practicable. Under such circumstances, the Receiving Party shall use commercially reasonable efforts to limit any damage that may be caused to the Disclosing Party as a result of the disclosure. The Receiving Party also agrees to promptly notify the Disclosing Party of any breach by it or its Representatives of this Agreement of which the Receiving Party becomes aware, and in any event, the Receiving Party shall be responsible for any breach of this Agreement by any of its Representatives. Upon the Disclosing Party's written request, except as may be required for archival or compliance purposes, and except for the portion of the Confidential Information that consists of analyses, compilations, studies or other documents prepared by the Receiving Party or its Representatives, the Receiving Party agrees to return promptly the Confidential Information and any copies or extracts thereof. The Receiving Party shall destroy that portion of the Confidential Information which consists of analyses, compilations, studies or other documents prepared by it or its Representatives to the extent permitted by applicable law or regulation and except as may be required for archival or compliance purposes. If requested by the Disclosing Party, such destruction shall be certified in writing to it by one of the Receiving Party's authorized officers. Notwithstanding any other provision of this Agreement to the contrary, each party agrees to promptly inform the other party if it believes that it erroneously or unintentionally disclosed Confidential Information to the other party, and in any such instance, the Receiving Party will dispose of such Confidential Information as instructed by the Disclosing Party.

5. **Scope.** Confidential Information for purposes of this Agreement also includes any metadata, source code, object code, firmware or other data or information embedded in, or attached to, electronic documents or other media provided by the Disclosing Party or on behalf of the Disclosing Party. However, the term Confidential Information does not include information that (a) is or becomes generally available to the public other than as a result of, direct or indirect, disclosure in breach of this Agreement by the Receiving Party or any of its Representatives; (b) is or becomes available to the Receiving

Party on a non-confidential basis from a source other than the Disclosing Party who is not known by the Receiving Party to be bound by a confidentiality agreement with the Disclosing Party or other legal or fiduciary obligation of secrecy to, or for the benefit of, the Disclosing Party; (c) the Receiving Party can document was known to it or in its possession on a non-confidential basis prior to the date of disclosure by the Disclosing Party; (d) was or is independently developed by the Receiving Party or any of its Representatives without use of, or reference to, the Confidential Information, as demonstrated by tangible evidence; or (e) is furnished by the Disclosing Party to others with written confirmation that such information is not confidential and may be disclosed.

6. Disclosure Legally Compelled. In the event that the Receiving Party or any of its Representatives becomes legally compelled (or requested by an applicable regulatory body) to disclose any of the Confidential Information, the Receiving Party will provide the Disclosing Party with prompt written notice, unless providing such notice would violate applicable law or regulation, so that the Disclosing Party may seek a protective order or other appropriate remedy (and if the Disclosing Party seeks such an order, the Receiving Party will provide such cooperation as the Disclosing Party reasonably requests) and/or waive compliance with the provisions of this Agreement. In the event that such a protective order or other remedy is not obtained, or if the Disclosing Party waives compliance with the provisions of this Agreement, the Receiving Party (or its Representatives, as applicable) will furnish only that portion of the Confidential Information which is legally required (based on the advice of its internal or external counsel).

7. Additional Restrictions on Disclosure and Contacts. Except as required by the rules and regulations of the Securities and Exchange Commission or any applicable stock exchange, securities commission or regulatory agency or authority (in which case the Receiving Party and its Representatives will use reasonable efforts to notify the Disclosing Party before complying with such rules and regulations), each party agrees not to, and will direct its Representatives not to, disclose to any third party (a) the existence or contents of this Agreement, (b) the fact that it is evaluating the Confidential Information or the possibility of a transaction with the other party or (c) any term, condition or other fact relating to discussions or negotiations between the parties to this Agreement in relation to the Confidential Information, unless it has received the prior written consent of the other party. Each party acknowledges that direct contact with any employees, sales representatives, suppliers, customers, competitors or others involved with the other party (other than contacts in the ordinary course of business) could seriously impair our respective businesses, and each party agrees to refrain from any and all such contact unless first obtaining approval from the other party.

8. Specific Performance. Each party acknowledges and agrees that, in the event of any breach of this Agreement by a party or its Representatives, the non-breaching party may be

irreparably and immediately harmed and might not be made whole by monetary damages. Without prejudice to any rights and remedies otherwise available, the non-breaching party may be entitled to equitable relief by way of injunction, specific performance or otherwise if the breaching party or any of its Representatives breach any provision of this Agreement.

9. Competitive Development. Each party recognizes that the other (including certain of its affiliates) may be engaged in the research, development, production, marketing, licensing and/or sale of similar services or products to those being considered under this Agreement. These services or products may be competitive with those of the other and may display the same or similar functionality. Nothing in this Agreement shall be construed to prevent either of us from engaging independently in such activities, provided it does not use the Confidential Information of the other in order to do so.

10. No Representations. NEITHER PARTY NOR ANY OF ITS RESPECTIVE DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, ADVISORS OR REPRESENTATIVES HAVE MADE OR MAKE ANY EXPRESS OR IMPLIED REPRESENTATION OR WARRANTY HEREUNDER AS TO THE ACCURACY OR COMPLETENESS OF THE CONFIDENTIAL INFORMATION AND NONE OF THEM SHALL HAVE ANY LIABILITY HEREUNDER TO THE OTHER PARTY OR ANY OF ITS REPRESENTATIVES OR ANY OTHER PERSON RELATING TO OR RESULTING FROM USE OF THE CONFIDENTIAL INFORMATION OR FOR ANY ERRORS THEREIN OR OMISSIONS THEREFROM. Each party also agrees that the other party is not entitled to rely on the completeness or accuracy of any Confidential Information. Each party expressly disclaims any and all liability for Confidential Information transmitted orally or in writing to the other party or its Representatives excepting only those particular representations and warranties which, in fact, are made in a definitive agreement, signed by the parties on or after the date of this Agreement, and subject to such limitations and restrictions as may be contained therein.

11. No Contract. This Agreement does not give rise to any intention, commitment or obligation of either party to buy or sell or to enter into any kind of business relationship with the other party.

12. Export Control Laws. Subject to the conditions of this Agreement, each party agrees not to export, directly or indirectly, any Confidential Information acquired pursuant to this Agreement or any product using any such Confidential Information, except in accordance with applicable export control laws, rules and regulations.

13. Choice of Law. This Agreement will be governed by and construed under, the laws of the State of Minnesota, without regard to the principles of choice of law. This Agreement shall inure to the benefit of the parties and their respective successor and assigns.

14. Entire Agreement/Assignment; Term. This Agreement represents the entire understanding and agreement of the parties and supersedes all prior agreements and understandings relating to the subject matter hereof. This Agreement may not be modified or amended, except by a written instrument duly executed by both parties. Neither of us may assign this Agreement without the prior written consent of the other party (which shall not be unreasonably withheld or delayed); provided, however, that Avenu may assign this Agreement to an affiliate or to a third party successor-in-interest to all or substantially all of its business, assets or stock without such consent. Confidential Information disclosed pursuant to this Agreement shall be subject to the terms of this Agreement for three (3) years following the initial date of disclosure (which may be prior to the date of execution of this Agreement), except that Confidential Information that constitutes trade secrets of the Disclosing Party shall be subject to the terms of this Agreement for as long as such information remains a trade secret under applicable law and Confidential Information that constitutes personally identifiable information shall be subject to the terms of this Agreement forever, without expiration.

15. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the other provisions of this Agreement, which shall remain in full force and effect. If any of the provisions of

this Agreement shall be deemed to be unenforceable by reason of its extent, duration, scope or otherwise, then the parties contemplate that the court making such determination shall enforce the remaining provisions of this Agreement, and shall reduce such extent, duration, scope, or other provision and shall enforce them in their reduced form for all purposes contemplated by this Agreement.

16. No Waiver. No failure or delay by either party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

17. Headings. The descriptive headings of the paragraphs of this Agreement are inserted for convenience only, do not constitute a part of this Agreement and shall not affect in any way the meaning or interpretation of this Agreement.

18. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument. Transmission of signature pages by e-mail or other electronic means is acceptable.

\*\*\*

IN WITNESS WHEREOF, each of the undersigned has entered into this Mutual Nondisclosure Agreement by its duly authorized representative as of the date first above written.

**AVENU INSIGHTS & ANALYTICS, LLC:**

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

Name: \_\_\_\_\_  
*Please Print*

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

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

Name: \_\_\_\_\_  
*Please Print*

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

May 14, 2020

RE: 2021 Assessment – Parcel XX.XXXX.XXX

Dear Property Owner,

According to Minnesota Statutes 273.01, I am required to physically inspect 20% of properties annually to maintain compliance with state law and recently received guidance from the Minnesota Department of Revenue that despite the concerns with COVID-19, this obligation must still be fulfilled.

The Fillmore County Assessor's Office has formulated a plan to address our statutorily defined obligations while still recognizing precautionary measures to ensure this process can be completed as safely as possible. With your cooperation, here is how we are planning to address our inspection requirements for the 2021 Assessment:

1. We will only perform exterior inspections of the properties due for review. We will not approach the door and will not leave a tag.
2. Our inspection will be completed with as minimal contact on the property as possible. In most situations we will restrict ourselves to only the bare essentials required to adequately perform the functions of this task. What you can expect:
  - a. We will be taking a picture of your property to reference when completing maintenance for our files.
  - b. We will be attempting to confirm as many measurements as possible with our GIS software. This has been tested and found to be accurate. Unfortunately, in areas with significant tree cover, this may force us to confirm information while on the property. We will first review the data already maintained in our records and gauge the necessity of physically confirming the measurement while at your property and only pursue this action if deemed absolutely necessary.

Due to the COVID-19 threat, we are not going to be able to confirm as much information as we would typically consider acceptable to complete the appraisal of your property. We are requesting you to contact the office at 507-765-3868 to review interior information.

We appreciate your cooperation with this process and look forward to speaking with you. If you have additional questions or concerns, please don't hesitate to contact me.

Sincerely,

Jason McCaslin

Fillmore County Assessor's Office

## **Fillmore County Assessor's Office 2021 Assessment Quintile Policy**

The Minnesota Department of Revenue provided guidance on May 1<sup>st</sup>, 2020 regarding the 2021 Assessment and Quintile work required by Minnesota Statutes 273.08 and 273.01. The nature of the guidance was to address Quintile compliance while ensuring the safety of the public and county staff during the COVID-19 pandemic.

In order to ensure compliance with Minnesota Statutes and recognize safety issues that may be experienced by county staff and the public while completing this obligation, the following policy was developed to provide direction and guidance.

Below are a list of policies and procedures staff are expected to follow while completing their 2021 Assessment Quintile work:

1. The Fillmore County Assessor's Office will utilize all means necessary to complete our statutorily defined obligations for compliance with Minnesota Statutes 273.01 and 273.08.
  - a. Alternative Methods of Data Collection with taxpayers:
    - i. Some counties have experienced success sending a post card to each property owner requesting appointments. This practice will be employed to request taxpayers to follow up with information regarding their property, mitigating interpersonal communication.
    - ii. Email
    - iii. Telephone
  - b. Utilize alternative resources to collect information and verify measurements:
    - i. Aerial Photography
    - ii. Pictometry
    - iii. Street Level Images (Google Maps provides an economical source of information)
    - iv. Zillow, Redfin, MLS, and other property sales/management sites providing property information.\*

\*Any information acquired from third party sources needs to be verified for accuracy

2. A priority will be placed on bare land assessments which involve little to no contact with the public. Appraisers will focus efforts ensuring land classifications are accurate using the resources defined above and then confirm with a physical inspection of the parcel.
3. Improved parcel inspections will be limited to external inspections only with any taxpayer contact regarding those inspections being completed through phone.
  - a. Letters will be sent to parcels requiring an inspection. The letter will provide direction for the taxpayer and outline our procedure for the inspection under the current circumstances.
  - b. Any properties in which the appraiser feels an interior inspection should be completed will be flagged for further review later in the year.
4. Staff will take necessary precautions while performing physical inspections. This includes, but is not limited to, the utilization of facemasks, gloves, and any other means deemed necessary to avoid the spread of the COVID-19 virus.
5. Any New Construction inspections will be completed later in the year.

- a. As the majority of new construction inspections require tours of property, consultations with the property owner, and physically measuring the improvement, these tasks should be delayed until the threat of the COVID-19 virus subsides.
- 6. Outside of training opportunities, the staff will perform field inspections individually.
  - a. During training opportunities the staff will select jurisdictions in close proximity to the office. Every effort will be made to maintain social distancing while working in pairs.
  - b. If deemed necessary, separate vehicles will be utilized to transport staff to and from quintile area.
  - c. All relevant precautions should be addressed to avoid transmission of the COVID-19 virus
    - i. No sharing of appraisal equipment
    - ii. Define roles during the inspection to maintain consistency in the utilization of resources
- 7. Any activities not specifically defined by this policy should be addressed following CDC guidelines to mitigate the potential spread of the COVID-19 virus.