

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
September 8, 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

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**The Fillmore County Board continues to have in-person / virtual meetings so that the public can  
participate in the meeting by phone if they choose.  
To participate by phone: Dial 1-408-418-9388 and then enter the Access Code: 146 879 9281**

9:00 a.m.     Pledge of Allegiance

                Approve agenda

                Approve Consent Agenda:

1. September 1, 2020 County Board minutes

                Approve Commissioners' Warrants

                Review Finance Warrants

9:05 a.m.     Cristal Adkins, Zoning

1. Consider an access permit for James Horihan, section 27, Newburg Township
2. Consider an access permit for Jerry Brown, section 5, Harmony Township
3. Consider an access permit for Finseth Farms, section 11, Fountain Township

9:10 a.m.     Terry Schultz, Maintenance

1. Discussion with possible action regarding quotes on a snow-blower and a broom for the riding lawnmower at the Highway Engineer shop
2. Discussion with possible action regarding quote on roof repairs at the Courthouse and the Jail

9:20 a.m.     John DeGeorge, Sheriff

1. Presentation of the 2020 Jail Inspection Report

9:30 a.m.     Citizens Input

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

1. Discussion with possible action regarding tentative IUOE Local #49 contract for 2021-2023

# FILLMORE COUNTY BOARD OF COMMISSIONERS

September 8, 2020 Meeting Agenda

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9:40 a.m. Bobbie Hillery, Administrator

1. Consider approval to advertise for request for proposal for County Farm lease for 2021 and 2022
2. Discussion with possible action for COVID-19
  - a. Non-Profit Grant Application
  - b. CARES update
3. Consider engagement with CliftonLarsonAllen LLP regarding state statute requirement for review

Calendar review, Committee Reports and Announcements

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

|                         |            |                                             |                         |
|-------------------------|------------|---------------------------------------------|-------------------------|
| Tuesday, September 8    | 7:30 am    | Safety/Emergency Management                 | Prestby, Hindt          |
|                         | 9:00 am    | County Board, regular meeting, Boardroom    | All                     |
| Wednesday, September 9  | 12:00 noon | DFO Joint Powers Board, Rochester           | Bakke, Prestby, Hillery |
| Monday, September 14    | 6:00 pm    | Developmental Achievement Center, Preston   | Lentz                   |
|                         | 8:30 pm    | SEMCAC, St Charles                          | Dahl                    |
| Tuesday, September 15   | 8:00 am    | Law Enforcement                             | Prestby, Lentz          |
|                         | 9:00 am    | Technology                                  | Prestby, Lentz          |
| Wednesday, September 16 | 7:00 pm    | Extension Committee, County Office Building | Bakke, Lentz            |
| Thursday, September 17  | 10:00 am   | Historical Society, Fountain                | Bakke                   |
|                         | 4:30 pm    | Economic Development Authority              | Lentz, Hindt            |
|                         | 4:30 pm    | SWCD, Preston                               | Bakke                   |
| Tuesday, September 22   | 7:30 am    | Highway Committee, Preston                  | Bakke, Prestby          |
|                         | 9:00 am    | County Board, special meeting, Boardroom    | All                     |
| Wednesday, September 23 | 8:30 am    | Wellness/Activities Committee               | Bakke, Lentz            |
| Thursday, September 24  | 7:00 pm    | Planning & Zoning Commission, Boardroom     | Bakke                   |
| Monday, September 28    | 6:00 pm    | Zumbro Valley Health Center, Rochester      | Lentz                   |

## 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 September 1, 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.

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The Board of County Commissioners of Fillmore County, Minnesota met in special session this 1<sup>st</sup> day of September, 2020, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Marc Prestby, Larry Hindt, Randy Dahl, and Duane Bakke. Also present were: Bobbie Hillery, Administrator/Clerk; Lori Affeldt, Finance Director; Cristal Adkins, Zoning; Kristina Kohn, Human Resources; Karen Reisner, Fillmore County Journal; Nicholas Meldahl; and Tom Vonbische.

Also present via Webex: Commissioner Mitch Lentz, Kristi Ruesink, Office Support Specialist, Sr.; Bonita Underbakke; Gretchen Mensink Lovejoy, Chatfield Newspaper.

The Pledge of Allegiance was recited.

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

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

1. August 25, 2020 County Board minutes

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

The Finance Department Warrants were reviewed.

Cristal Adkins, Zoning was present.

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

**RESOLUTION 2020-047:** Timberwolf Wind for a Meteorological Tower Conditional Use Permit in Harmony Township.

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

**RESOLUTION 2020-048:** Powder River Development Services for Telecommunications Tower Conditional Use Permit in Norway Township.

On motion by Hindt and seconded by Bakke, the following resolution was unanimously adopted:

**RESOLUTION 2020-049:** Zoning Ordinance Amendment to Section 604.03(13) of the Fillmore County Zoning Ordinance, Conditional Uses in Ag District.

On motion by Bakke and seconded by Hindt, the following resolution was unanimously adopted:

**RESOLUTION 2020-050:** Fillmore County SSTS Ordinance amendment.

Kristina Kohn, Human Resources was present.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the resignation of Julie Loven, Public Health, effective 11/30/2020. The Board thanked her for her 26 years of service.

On motion by Dahl and seconded by Hindt, the Board unanimously approved advertising for Lead Public

Health Nurse as requested by the Director of Nursing.

On motion by Hindt seconded by Dahl, the Board voted unanimously to eliminate one Transfer Station Attendant position effective 9/1/2020 due to declining revenues over the past few years and department history of having only two staff members; as recommended by the Solid Waste Committee. It was noted that the staff from Building Maintenance could be used for busy times/additional needs.

On motion by Dahl and seconded by Hindt, the Board unanimously approved adjusting Sydney Gilbert, Public Health Nurse, from 1.0 FTE to 0.8 FTE for the period of 1/1/2021 to 6/30/2021 as requested by the Director of Nursing.

On motion by Hindt seconded by Dahl, the Board unanimously approved the MCIT 2020 Dividend of \$72,808 allocated to the Infrastructure Fund.

On motion by Hindt and seconded by Bakke, the following resolution was unanimously adopted:  
**RESOLUTION 2020-051:** 6<sup>th</sup> Extension for Declaring State of Emergency due to COVID-19.

Hillery noted that the COVID-19 business grant applications are available and 3 applications have been received so far.

The 2021 Preliminary Budget was discussed, Hillery noted the levy change is 2.94%. Board members noted that they are comfortable with that preliminary levy percentage.

The Citizen's Input portion of the meeting was opened at 9:50 a.m.

Tom Vonbische, representing NextEra Energy approached the Board to thank them for approval of the recent Conditional Use Permits for Meteorological Towers and give an update of these projects in Fillmore County.

The Citizen's Input portion of the meeting closed at 10:13 a.m.

Hillery gave the Board an update regarding the status of office relocations within the Courthouse.

A review of the calendar was done with the following committee reports and announcements given:  
Bakke – AMC policy committee reminder for upcoming electronic meetings and upcoming DFO meeting due to budget discussions.

On motion by Hindt and seconded by Dahl, the Board chair adjourned the meeting at 10:19 a.m.

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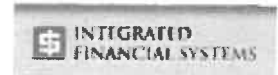
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1 County Revenue Fund

## \*\*\* 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     | Service Dates                 | Paid On Bhf #   | On Behalf of Name             |      |
| 3      | DEPT                                     |          | Board Of Commissioners        |                 |                               |      |
| 3804   | Bakke/Duane                              |          | August 2020 Mileage           |                 | Employee Automobile Allowance | N    |
|        | 01- 003- 000- 0000- 6335                 | 119.60   | 08/04/2020 08/25/2020         |                 |                               |      |
|        |                                          |          | 1 Transactions                |                 |                               |      |
| 3804   | Bakke/Duane                              | 119.60   |                               |                 |                               |      |
| 5887   | Dahl/Randy                               |          | August 2020 Mileage           |                 | Employee Automobile Allowance | N    |
|        | 01- 003- 000- 0000- 6335                 | 147.78   | 08/04/2020 08/25/2020         |                 |                               |      |
|        |                                          |          | 1 Transactions                |                 |                               |      |
| 5887   | Dahl/Randy                               | 147.78   |                               |                 |                               |      |
| 6732   | Hindt/Lawrence E                         |          | August 2020 Mileage           |                 | Employee Automobile Allowance | N    |
|        | 01- 003- 000- 0000- 6335                 | 58.31    | 08/04/2020 08/25/2020         |                 |                               |      |
|        |                                          |          | 1 Transactions                |                 |                               |      |
| 6732   | Hindt/Lawrence E                         | 58.31    |                               |                 |                               |      |
| 2081   | Lentz/Mitch                              |          | August 2020 Mileage           |                 | Employee Automobile Allowance | N    |
|        | 01- 003- 000- 0000- 6335                 | 41.40    | 08/04/2020 08/27/2020         |                 |                               |      |
|        |                                          |          | 1 Transactions                |                 |                               |      |
| 2081   | Lentz/Mitch                              | 41.40    |                               |                 |                               |      |
| 3      | DEPT Total:                              | 367.09   | Board Of Commissioners        | 4 Vendors       | 4 Transactions                |      |
| 11     | DEPT                                     |          | District Court                |                 |                               |      |
| 6692   | Minneapolis Forensic Psych Services, LLC |          | Juvenile EJJ Psych Evaluation | 23- JV- 20- 277 | Professional Fees             | Y    |
|        | 01- 011- 000- 0000- 6285                 | 2,175.00 | 07/28/2020 08/29/2020         |                 |                               |      |
|        |                                          |          | 1 Transactions                |                 |                               |      |
| 6692   | Minneapolis Forensic Psych Services, LLC | 2,175.00 |                               |                 |                               |      |
| 11     | DEPT Total:                              | 2,175.00 | District Court                | 1 Vendors       | 1 Transactions                |      |
| 60     | DEPT                                     |          | Information Systems           |                 |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH   |          | Refund Aug 2020 Web Hosting   |                 | Professional Fees             | N    |
|        | 01- 060- 000- 0000- 6285                 | 85.00-   | 08/01/2020 08/31/2020         |                 |                               |      |
|        | 01- 060- 000- 0000- 6640                 | 154.00   | Keyboard & Mouse              | LPFF308         | Equipment Purchased           | N    |
|        |                                          |          | 08/13/2020 08/13/2020         |                 |                               |      |
|        | 01- 060- 000- 0000- 6639                 | 9.54     | HDMI Cable                    | LPHZ057         | Asset Inventory               | N    |

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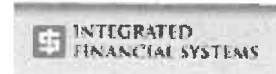
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|--------|----------------------------------------|------|---------------------------------------------------------|-----------------|---------------------------|------|
| No.    | Account/Formula                        | Accr | Service Dates                                           | Paid On Bhf #   | On Behalf of Name         |      |
|        | 01-060-000-0000-6285                   |      | 08/17/2020 08/17/2020<br>Siteground Web Hosting 08/2020 | R5370686        | Professional Fees         | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 08/01/2020 08/31/2020<br>4 Transactions                 |                 |                           |      |
| 2545   | Marco,Inc                              |      |                                                         |                 |                           |      |
|        | 01-060-000-0000-6640                   |      | 169.65- Credit - LED Monitor                            | CM403470        | Equipment Purchased       | N    |
|        | 01-060-000-0000-6640                   |      | 05/22/2020 05/22/2020<br>Credit - for BDS Contract      | CM448203        | Equipment Purchased       | N    |
|        | 01-060-000-0000-6640                   |      | 04/15/2020 04/15/2020<br>Laptop                         | INV7368205      | Equipment Purchased       | N    |
|        | 01-060-000-0000-6640                   |      | 02/27/2020 02/27/2020<br>Duo Purchase                   | INV7584505      | Equipment Purchased       | N    |
|        | 01-060-000-0000-6285                   |      | 05/08/2020 05/08/2020<br>Marco Contract                 | INV7895658      | Professional Fees         | N    |
|        | 01-060-000-0000-6640                   |      | 08/25/2020 08/25/2020<br>Server License&Software Agrmnt | INV7907444      | Equipment Purchased       | N    |
| 2545   | Marco,Inc                              |      | 08/28/2020 08/28/2020<br>6 Transactions                 |                 |                           |      |
| 60     | DEPT Total:                            |      | 22,161.06 Information Systems                           | 2 Vendors       | 10 Transactions           |      |
| 62     | DEPT                                   |      | Elections                                               |                 |                           |      |
| 9015   | Election Systems & Software, LLC       |      |                                                         |                 |                           |      |
|        | 01-062-000-0000-6462                   |      | 224.03 Thumb Drives                                     | 1152163         | Other Election Supplies   | N    |
|        |                                        |      | 08/26/2020 08/26/2020<br>1 Transactions                 |                 |                           |      |
| 9015   | Election Systems & Software, LLC       |      | 224.03                                                  |                 |                           |      |
| 62     | DEPT Total:                            |      | 224.03 Elections                                        | 1 Vendors       | 1 Transactions            |      |
| 91     | DEPT                                   |      | County Attorney                                         |                 |                           |      |
| 80711  | Blue Earth Co Sheriffs Office          |      |                                                         |                 |                           |      |
|        | 01-091-000-0000-6377                   |      | 65.00 Serve Subpoena - CHIPS Case                       | 23- JV- 20- 254 | Fees And Service Charges  | N    |
|        |                                        |      | 08/25/2020 08/25/2020<br>1 Transactions                 |                 |                           |      |
| 80711  | Blue Earth Co Sheriffs Office          |      | 65.00                                                   |                 |                           |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                                                         |                 |                           |      |
|        | 01-091-000-0000-6377                   |      | 665.00 2 Civil/Zoning Filing Fees                       | 024047          | Fees And Service Charges  | N    |

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| Vendor | Name                                   | Rpt  | Warrant Description                               | Invoice #     | Account/Formula Descripti     | 1099 |
|--------|----------------------------------------|------|---------------------------------------------------|---------------|-------------------------------|------|
| No.    | Account/Formula                        | Accr | Service Dates                                     | Paid On Bhf # | On Behalf of Name             |      |
|        | 01-091-000-0000-6377                   |      | 07/30/2020 07/30/2020<br>Motion & Credit Card Fee | 17778962      | Fees And Service Charges      | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 07/30/2020 07/30/2020<br>2 Transactions           |               |                               |      |
| 5294   | RELX Inc.DBA LexisNexis                |      |                                                   |               |                               |      |
|        | 01-091-000-0000-6451                   |      | LexisNexis August Subscription                    | 3092816386    | Reference Materials           | N    |
|        |                                        |      | 08/01/2020 08/31/2020<br>1 Transactions           |               |                               |      |
| 5294   | RELX Inc.DBA LexisNexis                |      |                                                   |               |                               |      |
| 91     | DEPT Total:                            |      | 1,008.00 County Attorney                          | 3 Vendors     | 4 Transactions                |      |
| 100    | DEPT                                   |      | County Recorder Equipment                         |               |                               |      |
| 6677   | CPS Technologies                       |      |                                                   |               |                               |      |
|        | 01-100-000-0000-6637                   |      | I Series Software Fees/Hosting                    | 379092        | Software Expenses             | N    |
|        |                                        |      | 08/24/2020 08/24/2020<br>1 Transactions           |               |                               |      |
| 6677   | CPS Technologies                       |      |                                                   |               |                               |      |
| 100    | DEPT Total:                            |      | 3,153.12 County Recorder Equipment                | 1 Vendors     | 1 Transactions                |      |
| 103    | DEPT                                   |      | Assessor                                          |               |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                                                   |               |                               |      |
|        | 01-103-000-0000-6337                   |      | Conference Lodging - RA                           | 3106448052    | Other Travel Expense          | N    |
|        |                                        |      | 07/28/2020 07/28/2020<br>1 Transactions           |               |                               |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                                                   |               |                               |      |
| 1191   | Hoff/Brian                             |      |                                                   |               |                               |      |
|        | 01-103-000-0000-6335                   |      | June & July 2020 Mileage                          |               | Employee Automobile Allowance | N    |
|        |                                        |      | 06/15/2020 08/03/2020<br>1 Transactions           |               |                               |      |
| 1191   | Hoff/Brian                             |      |                                                   |               |                               |      |
| 103    | DEPT Total:                            |      | 489.91 Assessor                                   | 2 Vendors     | 2 Transactions                |      |
| 104    | DEPT                                   |      | Gis                                               |               |                               |      |
| 272    | Newman Signs                           |      |                                                   |               |                               |      |
|        | 01-104-000-0000-6514                   |      | 4 Address Signs                                   | TRFINV024397  | Address Signs                 | N    |
|        |                                        |      | 08/11/2020 08/11/2020                             |               |                               |      |

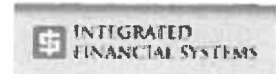
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1 County Revenue Fund

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| Vendor     | <u>Name</u>              | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>              | <u>Account/Formula Descripti</u> | <u>1099</u>                          |
|------------|--------------------------|-------------|----------------------------|-------------------------------|----------------------------------|--------------------------------------|
| <u>No.</u> | <u>Account/Formula</u>   | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u>          | <u>On Behalf of Name</u>         |                                      |
| 272        | Newman Signs             |             | 102.60                     | 1 Transactions                |                                  |                                      |
| 104        | DEPT Total:              |             | 102.60                     | Gis                           | 1 Vendors                        | 1 Transactions                       |
| 105        | DEPT                     |             |                            | Planning And Zoning           |                                  |                                      |
| 3696       | McCabe Repairs           |             |                            |                               |                                  |                                      |
|            | 01- 105- 000- 0000- 6310 |             | 58.20                      | Feedlot - Equinox Maintenance | Contract Repairs And Maintenance | N                                    |
|            |                          |             |                            | 08/06/2020 08/06/2020         |                                  |                                      |
| 3696       | McCabe Repairs           |             | 58.20                      | 1 Transactions                |                                  |                                      |
| 105        | DEPT Total:              |             | 58.20                      | Planning And Zoning           | 1 Vendors                        | 1 Transactions                       |
| 106        | DEPT                     |             |                            | Unallocated Recording Fee     |                                  |                                      |
| 6677       | CPS Technologies         |             |                            |                               |                                  |                                      |
|            | 01- 106- 000- 0000- 6637 |             | 3,153.13                   | ISeries Software/Hosting      | 379092                           | Software Expenses N                  |
|            |                          |             |                            | 08/24/2020 08/24/2020         |                                  |                                      |
| 6677       | CPS Technologies         |             | 3,153.13                   | 1 Transactions                |                                  |                                      |
| 106        | DEPT Total:              |             | 3,153.13                   | Unallocated Recording Fee     | 1 Vendors                        | 1 Transactions                       |
| 111        | DEPT                     |             |                            | Facilites Mtce                |                                  |                                      |
| 5988       | Preston Auto Parts       |             |                            |                               |                                  |                                      |
|            | 01- 111- 000- 0000- 6580 |             | 4.99                       | Line for Weedeater            | 642308                           | Other Repair And Maintenance Suppl N |
|            |                          |             |                            | 08/24/2020 08/24/2020         |                                  |                                      |
|            | 01- 111- 000- 0000- 6580 |             | 7.97                       | Bowl Cleaner - Airport        | 643406                           | Other Repair And Maintenance Suppl N |
|            |                          |             |                            | 09/02/2020 09/02/2020         |                                  |                                      |
| 5988       | Preston Auto Parts       |             | 12.96                      | 2 Transactions                |                                  |                                      |
| 5050       | Tufte/Blaine             |             |                            |                               |                                  |                                      |
|            | 01- 111- 000- 0000- 6335 |             | 15.53                      | August 2020 Mileage           | Employee Automobile Allowance    | N                                    |
|            |                          |             |                            | 08/03/2020 08/31/2020         |                                  |                                      |
| 5050       | Tufte/Blaine             |             | 15.53                      | 1 Transactions                |                                  |                                      |
| 111        | DEPT Total:              |             | 28.49                      | Facilites Mtce                | 2 Vendors                        | 3 Transactions                       |
| 149        | DEPT                     |             |                            | Other General Government      |                                  |                                      |
| 4928       | 1 Source                 |             |                            |                               |                                  |                                      |
|            | 01- 149- 000- 0000- 6405 |             | 700.00                     | COVID- 19 Supplies            | 257723- 0                        | COVID- 19 Supplies Y                 |



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9/3/20 4:33PM  
1 County Revenue Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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| Vendor | Name                                   | Rpt  | Warrant Description                         | Invoice #     | Account/Formula Descripti        | 1099 |
|--------|----------------------------------------|------|---------------------------------------------|---------------|----------------------------------|------|
| No.    | Account/Formula                        | Accr | Service Dates                               | Paid On Bhf # | On Behalf of Name                |      |
|        | 01- 149- 000- 0000- 6405               |      | 08/18/2020 08/18/2020<br>COVID- 19 Supplies | 257723- 1     | COVID- 19 Supplies               | Y    |
| 4928   | 1 Source                               |      | 08/20/2020 08/20/2020<br>2 Transactions     |               |                                  |      |
| 5751   | Fastenal Company                       |      |                                             |               |                                  |      |
|        | 01- 149- 000- 0000- 6405               |      | 97.86 Hand Sanitizer                        | MNPRE84498    | COVID- 19 Supplies               | N    |
|        |                                        |      | 08/10/2020 08/10/2020<br>1 Transactions     |               |                                  |      |
| 5751   | Fastenal Company                       |      |                                             |               |                                  |      |
|        |                                        |      | 97.86                                       |               |                                  |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                                             |               |                                  |      |
|        | 01- 149- 000- 0000- 6372               |      | 30.00 Wellness Gift Card Prizes             | 497930        | Wellness Grant Expenses          | N    |
|        |                                        |      | 08/14/2020 08/14/2020<br>1 Transactions     |               |                                  |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                                             |               |                                  |      |
|        |                                        |      | 30.00                                       |               |                                  |      |
| 6829   | Gallagher Benefit Services, Inc.       |      |                                             |               |                                  |      |
|        | 01- 149- 000- 0000- 6285               |      | 1,643.21 Aug 2020 Benefits Consulting       | 208800        | Professional Fees                | N    |
|        |                                        |      | 08/01/2020 08/31/2020<br>1 Transactions     |               |                                  |      |
| 6829   | Gallagher Benefit Services, Inc.       |      |                                             |               |                                  |      |
|        |                                        |      | 1,643.21                                    |               |                                  |      |
| 149    | DEPT Total:                            |      | 3,171.07 Other General Government           | 4 Vendors     | 5 Transactions                   |      |
| 251    | DEPT                                   |      | County Jail                                 |               |                                  |      |
| 83204  | Houston Co Sheriffs Office             |      |                                             |               |                                  |      |
|        | 01- 251- 000- 0000- 6384               |      | 180.00 Pay to Stay Out of County            | 3388- F       | Out Of County Board Of Prisoners | N    |
|        |                                        |      | 08/20/2020 08/22/2020<br>1 Transactions     |               |                                  |      |
| 83204  | Houston Co Sheriffs Office             |      |                                             |               |                                  |      |
|        |                                        |      | 180.00                                      |               |                                  |      |
| 4866   | MEnd CORRECTIONAL CARE, PLLC           |      |                                             |               |                                  |      |
|        | 01- 251- 000- 0000- 6429               |      | 2,300.16 Sept 2020 Inmate Healthcare        | 5086          | Nurse/Medical Service Agreement  | N    |
|        |                                        |      | 09/01/2020 09/30/2020<br>1 Transactions     |               |                                  |      |
| 4866   | MEnd CORRECTIONAL CARE, PLLC           |      |                                             |               |                                  |      |
|        |                                        |      | 2,300.16                                    |               |                                  |      |
| 8080   | Plunkett's Pest Control, Inc           |      |                                             |               |                                  |      |
|        | 01- 251- 000- 0000- 6377               |      | 109.96 Pest Control                         | 6758502       | Fees And Service Charges         | N    |
|        |                                        |      | 08/18/2020 08/18/2020<br>1 Transactions     |               |                                  |      |
| 8080   | Plunkett's Pest Control, Inc           |      |                                             |               |                                  |      |
|        |                                        |      | 109.96                                      |               |                                  |      |
| 81511  | Preston Foods                          |      |                                             |               |                                  |      |

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1 County Revenue Fund

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



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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| Vendor | Name                                   | Rpt  | Amount    | Warrant Description       | Invoice #      | Account/Formula Descripti           | 1099 |
|--------|----------------------------------------|------|-----------|---------------------------|----------------|-------------------------------------|------|
| No.    | Account/Formula                        | Accr |           | Service Dates             | Paid On Bhf #  | On Behalf of Name                   |      |
|        | 01- 251- 000- 0000- 6377               |      | 43.38     | Cleaning Supplies         | 891141, 631051 | Fees And Service Charges            | N    |
|        |                                        |      |           | 07/30/2020 08/14/2020     |                |                                     |      |
| 81511  | Preston Foods                          |      | 43.38     | 1 Transactions            |                |                                     |      |
| 251    | DEPT Total:                            |      | 2,633.50  | County Jail               | 4 Vendors      | 4 Transactions                      |      |
| 443    | DEPT                                   |      |           | Nursing Service           |                |                                     |      |
| 3315   | Melver/Paula J                         |      |           |                           |                |                                     |      |
|        | 01- 443- 000- 0000- 6335               |      | 28.75     | Nursing Mileage July 2020 |                | Employee Automobile Allowance       | N    |
|        |                                        |      |           | 07/08/2020 07/22/2020     |                |                                     |      |
| 3315   | Melver/Paula J                         |      | 28.75     | 1 Transactions            |                |                                     |      |
| 443    | DEPT Total:                            |      | 28.75     | Nursing Service           | 1 Vendors      | 1 Transactions                      |      |
| 446    | DEPT                                   |      |           | Mch Program               |                |                                     |      |
| 1285   | Houston County Public Health           |      |           |                           |                |                                     |      |
|        | 01- 446- 000- 0000- 6088               |      | 10,516.64 | PHEP 4th Quarter          |                | Houston Grant Passthrough (01- 446- | N    |
|        |                                        |      |           | 08/28/2020 08/28/2020     |                |                                     |      |
|        | 01- 446- 000- 0000- 6088               |      | 3,857.17  | SHIP July 2020            |                | Houston Grant Passthrough (01- 446- | N    |
|        |                                        |      |           | 08/27/2020 08/27/2020     |                |                                     |      |
|        | 01- 446- 000- 0000- 6088               |      | 2,286.32  | Title V July 2020         |                | Houston Grant Passthrough (01- 446- | N    |
|        |                                        |      |           | 08/27/2020 08/27/2020     |                |                                     |      |
| 1285   | Houston County Public Health           |      | 16,660.13 | 3 Transactions            |                |                                     |      |
| 446    | DEPT Total:                            |      | 16,660.13 | Mch Program               | 1 Vendors      | 3 Transactions                      |      |
| 602    | DEPT                                   |      |           | County Extension Service  |                |                                     |      |
| 1671   | Regents Of The University Of Minnesota |      |           |                           |                |                                     |      |
|        | 01- 602- 000- 0000- 6277               |      | 2,224.00  | June/July 2020 Intern     | 0300025518     | Alternative Funding Contract        | N    |
|        |                                        |      |           | 06/01/2020 07/31/2020     |                |                                     |      |
|        | 01- 602- 000- 0000- 6277               |      | 1,334.40  | August 2020 Intern        | 0300025624     | Alternative Funding Contract        | N    |
|        |                                        |      |           | 08/01/2020 08/31/2020     |                |                                     |      |
| 1671   | Regents Of The University Of Minnesota |      | 3,558.40  | 2 Transactions            |                |                                     |      |
| 602    | DEPT Total:                            |      | 3,558.40  | County Extension Service  | 1 Vendors      | 2 Transactions                      |      |
| 1      | Fund Total:                            |      | 58,972.48 | County Revenue Fund       |                | 44 Transactions                     |      |

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13 County Road & Bridge

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



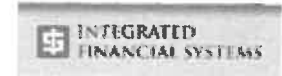
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 8

| Vendor | Name                                    | Rpt        | Warrant Description         | Invoice #     | Account/Formula Descripti           | 1099 |
|--------|-----------------------------------------|------------|-----------------------------|---------------|-------------------------------------|------|
| No.    | Account/Formula                         | Accr       | Service Dates               | Paid On Bhf # | On Behalf of Name                   |      |
| 310    | DEPT                                    |            | Highway Maintenance         |               |                                     |      |
| 6716   | Compass Mineral Inc                     |            |                             |               |                                     |      |
|        | 13- 310- 000- 0000- 6525                | 14,378.52  | 8/20 salt                   | 669433        | Road Salt And Dust Control Chemical | N    |
|        | 13- 310- 000- 0000- 6525                | 7,532.42   | 8/21 salt                   | 669863        | Road Salt And Dust Control Chemical | N    |
|        | 13- 310- 000- 0000- 6525                | 5,586.21   | 8/24 salt                   | 670469        | Road Salt And Dust Control Chemical | N    |
| 6716   | Compass Mineral Inc                     | 27,497.15  |                             |               |                                     |      |
|        |                                         |            | 3 Transactions              |               |                                     |      |
| 272    | Newman Signs                            |            |                             |               |                                     |      |
|        | 13- 310- 000- 0000- 6515                | 4,478.10   | 8/18 signs                  | TRFINV023982  | Traffic Signs                       | N    |
| 272    | Newman Signs                            | 4,478.10   |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 3541   | Nuss Truck & Equipment                  |            |                             |               |                                     |      |
|        | 13- 310- 000- 0000- 6640                | 123,349.09 | 8/24 new truck chasis       | 19969         | Equipment Purchased                 | N    |
| 3541   | Nuss Truck & Equipment                  | 123,349.09 |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 1996   | Nutrien Ag Solutions Inc                |            |                             |               |                                     |      |
|        | 13- 310- 000- 0000- 6529                | 260.00     | 8/3 seeding                 | 43301813      | Seeding                             | N    |
| 1996   | Nutrien Ag Solutions Inc                | 260.00     |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 310    | DEPT Total:                             | 155,584.34 | Highway Maintenance         | 4 Vendors     | 6 Transactions                      |      |
| 330    | DEPT                                    |            | Equipment Maintenance Shops |               |                                     |      |
| 5826   | Culligan Water Conditioning             |            |                             |               |                                     |      |
|        | 13- 330- 000- 0000- 6317                | 32.95      | 8/31 drinking water         | 588X01022202  | Building Maintenance                | N    |
| 5826   | Culligan Water Conditioning             | 32.95      |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 6696   | H & L Mesabi Company                    |            |                             |               |                                     |      |
|        | 13- 330- 000- 0000- 6575                | 493.92     | 8/17 cover boards           | 6826          | Machinery Parts                     | N    |
| 6696   | H & L Mesabi Company                    | 493.92     |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 3634   | Spring Valley Overhead Door Company Inc |            |                             |               |                                     |      |
|        | 13- 330- 000- 0000- 6317                | 126.00     | 8/18 bldg maint             | 47168         | Building Maintenance                | N    |
| 3634   | Spring Valley Overhead Door Company Inc | 126.00     |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |
| 6286   | World Fuel Services Inc                 |            |                             |               |                                     |      |
|        | 13- 330- 000- 0000- 6565                | 445.20     | 8/21 motor oil              | 117502        | Motor Oil And Lubricants            | N    |
| 6286   | World Fuel Services Inc                 | 445.20     |                             |               |                                     |      |
|        |                                         |            | 1 Transactions              |               |                                     |      |

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13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

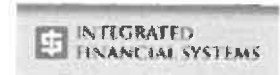
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|     | <u>Vendor Name</u>         | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>            | <u>Account/Formula Descripti</u> |
|-----|----------------------------|-------------|----------------------------|-----------------------------|----------------------------------|
|     | <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u>        | <u>On Behalf of Name</u>         |
| 330 | DEPT Total:                |             | 1,098.07                   | Equipment Maintenance Shops | 4 Vendors 4 Transactions         |
| 13  | Fund Total:                |             | 156,682.41                 | County Road & Bridge        | 10 Transactions                  |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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|     | <u>Vendor Name</u>                      | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|-----|-----------------------------------------|-------------|---------------|----------------------------|----------------------|----------------------------------|-------------|
|     | <u>No. Account/Formula</u>              | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 390 | DEPT                                    |             |               | Resource Recovery Center   |                      |                                  |             |
|     | 6150 Cintas Corporation No.2            |             |               |                            |                      |                                  |             |
|     | 14- 390- 000- 0000- 6377                |             | 13.38         | Uniforms                   | 4060077837           | Fees And Service Charges         | N           |
|     |                                         |             |               | 08/28/2020 08/28/2020      |                      |                                  |             |
|     | 6150 Cintas Corporation No.2            |             | 13.38         | 1 Transactions             |                      |                                  |             |
| 390 | DEPT Total:                             |             | 13.38         | Resource Recovery Center   | 1 Vendors            | 1 Transactions                   |             |
| 391 | DEPT                                    |             |               | Score Grant Program        |                      |                                  |             |
|     | 6333 Dynamic Lifecycle Innovations Inc. |             |               |                            |                      |                                  |             |
|     | 14- 391- 000- 0000- 6861                |             | 2,098.79      | TV Recycling               | I- 52432             | Recycling Operation Expense      | N           |
|     |                                         |             |               | 08/14/2020 08/14/2020      |                      |                                  |             |
|     | 6333 Dynamic Lifecycle Innovations Inc. |             | 2,098.79      | 1 Transactions             |                      |                                  |             |
|     | 9375 Green Lights Recycling, Inc        |             |               |                            |                      |                                  |             |
|     | 14- 391- 000- 0000- 6861                |             | 1,614.56      | Light Bulb Recycling       | 20- 5689             | Recycling Operation Expense      | N           |
|     |                                         |             |               | 08/27/2020 08/27/2020      |                      |                                  |             |
|     | 9375 Green Lights Recycling, Inc        |             | 1,614.56      | 1 Transactions             |                      |                                  |             |
| 391 | DEPT Total:                             |             | 3,713.35      | Score Grant Program        | 2 Vendors            | 2 Transactions                   |             |
| 14  | Fund Total:                             |             | 3,726.73      | Sanitation Fund            |                      | 3 Transactions                   |             |

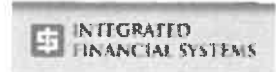
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91 Economic Development At

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

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



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| Vendor     | <u>Name</u>              | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>               | <u>Account/Formula Descripti</u> | <u>1099</u>    |
|------------|--------------------------|-------------|----------------------------|--------------------------------|----------------------------------|----------------|
| <u>No.</u> | <u>Account/Formula</u>   | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u>           | <u>On Behalf of Name</u>         |                |
| 705        | DEPT                     |             | Economic Development       |                                |                                  |                |
| 5226       | Brown/Michael            |             |                            |                                |                                  |                |
|            | 91- 705- 000- 0000- 6104 |             | 45.00                      | August 2020 EDA Per Diem       | Per Diem                         | Y              |
|            |                          |             |                            | 08/20/2020 08/20/2020          |                                  |                |
|            | 91- 705- 000- 0000- 6335 |             | 4.83                       | August 2020 EDA Mileage        | Employee Automobile Allowance    | Y              |
|            |                          |             |                            | 08/20/2020 08/20/2020          |                                  |                |
| 5226       | Brown/Michael            |             | 49.83                      | 2 Transactions                 |                                  |                |
| 4749       | Grabau/Samantha          |             |                            |                                |                                  |                |
|            | 91- 705- 000- 0000- 6104 |             | 90.00                      | June & August 2020 EDA PerDiem | Per Diem                         | N              |
|            |                          |             |                            | 06/18/2020 08/20/2020          |                                  |                |
| 4749       | Grabau/Samantha          |             | 90.00                      | 1 Transactions                 |                                  |                |
| 8055       | Marzolf/Corwin           |             |                            |                                |                                  |                |
|            | 91- 705- 000- 0000- 6104 |             | 45.00                      | August 2020 EDA Per Diem       | Per Diem                         | N              |
|            |                          |             |                            | 08/20/2020 08/20/2020          |                                  |                |
| 8055       | Marzolf/Corwin           |             | 45.00                      | 1 Transactions                 |                                  |                |
| 1870       | Reisner/Karen            |             |                            |                                |                                  |                |
|            | 91- 705- 000- 0000- 6104 |             | 90.00                      | June/Aug 2020 EDA Per Diem     | Per Diem                         | N              |
|            |                          |             |                            | 06/15/2020 08/20/2020          |                                  |                |
| 1870       | Reisner/Karen            |             | 90.00                      | 1 Transactions                 |                                  |                |
| 7653       | Underbakke/Bonita A      |             |                            |                                |                                  |                |
|            | 91- 705- 000- 0000- 6104 |             | 135.00                     | May, June, Aug EDA Per Diem    | Per Diem                         | N              |
|            |                          |             |                            | 05/21/2020 08/20/2020          |                                  |                |
| 7653       | Underbakke/Bonita A      |             | 135.00                     | 1 Transactions                 |                                  |                |
| 705        | DEPT Total:              |             | 409.83                     | Economic Development           | 5 Vendors                        | 6 Transactions |
| 91         | Fund Total:              |             | 409.83                     | Economic Development Author.   |                                  | 6 Transactions |
|            | Final Total:             |             | 219,791.45                 | 46 Vendors                     | 63 Transactions                  |                |

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

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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## Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>                  |                    |
|-------------|---------------|------------------------------|--------------------|
| 1           | 58,972.48     | County Revenue Fund          |                    |
| 13          | 156,682.41    | County Road & Bridge         |                    |
| 14          | 3,726.73      | Sanitation Fund              |                    |
| 91          | 409.83        | Economic Development Authori |                    |
| All Funds   | 219,791.45    | Total                        | Approved by, ..... |
|             |               |                              | .....              |
|             |               |                              | .....              |

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1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

| Vendor Name                            | No. | Account/Formula          | Accr | Rpt | Amount   | Warrant Description            | Service Dates         | Invoice # | Paid On Bhf # | Account/Formula Descripti | 1099 |
|----------------------------------------|-----|--------------------------|------|-----|----------|--------------------------------|-----------------------|-----------|---------------|---------------------------|------|
| 4855 B&B Olympic Bowl                  |     | 01- 251- 000- 0000- 6379 |      |     | 2,796.00 | August 2020 Board of Prisoners | 08/01/2020 08/31/2020 |           |               | Board Of Prisoners        | N    |
|                                        |     |                          |      |     |          |                                | 1 Transactions        |           |               |                           |      |
| 4855 B&B Olympic Bowl                  |     |                          |      |     | 2,796.00 |                                |                       |           |               |                           |      |
| 1926 Bratager/Marilyn                  |     | 01- 125- 000- 0000- 6377 |      |     | 80.00    | Van Trip to VA Hospital        | 08/07/2020 08/07/2020 |           |               | Fees And Service Charges  | Y    |
|                                        |     |                          |      |     |          |                                | 1 Transactions        |           |               |                           |      |
| 1926 Bratager/Marilyn                  |     |                          |      |     | 80.00    |                                |                       |           |               |                           |      |
| 3219 Centurylink                       |     | 01- 251- 000- 0000- 6203 |      |     | 20.89    | Sheriff Long Distance#82944125 | 07/23/2020 08/24/2020 | 141742350 |               | Telephone                 | N    |
|                                        |     |                          |      |     |          |                                | 1 Transactions        |           |               |                           |      |
| 3219 Centurylink                       |     |                          |      |     | 20.89    |                                |                       |           |               |                           |      |
| 85440 Centurylink                      |     | 01- 203- 000- 0000- 6203 |      |     | 49.27    | Spring Valley Sheriff Phone    | 08/26/2020 09/25/2020 | 301264120 |               | Telephone                 | N    |
|                                        |     | 01- 149- 000- 0000- 6203 |      |     | 1,779.48 | Courthouse Phone 8/26- 9/25    | 08/26/2020 09/25/2020 | 301269347 |               | Telephone                 | N    |
|                                        |     | 01- 102- 000- 0000- 6203 |      |     | 59.05    | 909 Houston St NW Phone        | 08/26/2020 09/25/2020 | 301269931 |               | Telephone                 | N    |
|                                        |     | 01- 251- 000- 0000- 6203 |      |     | 70.50    | Sheriff's Office Phone         | 08/26/2020 09/25/2020 | 406899378 |               | Telephone                 | N    |
|                                        |     |                          |      |     |          |                                | 4 Transactions        |           |               |                           |      |
| 85440 Centurylink                      |     |                          |      |     | 1,958.30 |                                |                       |           |               |                           |      |
| 5660 De Lage Landen Financial Services |     | 01- 149- 000- 0000- 6288 |      |     | 1,534.15 | Copy Machine Lease 9/12- 10/11 | 09/12/2020 10/11/2020 | 69319861  |               | Copy Machine - Lease      | N    |
|                                        |     |                          |      |     |          |                                | 1 Transactions        |           |               |                           |      |
| 5660 De Lage Landen Financial Services |     |                          |      |     | 1,534.15 |                                |                       |           |               |                           |      |
| 4574 Hanson/Robert G.                  |     | 01- 125- 000- 0000- 6377 |      |     | 240.00   | Van Trips to VA Hospital       | 08/05/2020 08/26/2020 |           |               | Fees And Service Charges  | Y    |
|                                        |     |                          |      |     |          |                                | 1 Transactions        |           |               |                           |      |
| 4574 Hanson/Robert G.                  |     |                          |      |     | 240.00   |                                |                       |           |               |                           |      |
| 4504 Laughlin/Ronald D.                |     | 01- 125- 000- 0000- 6377 |      |     | 400.00   | Van Trips to VA Hospital       | 08/03/2020 08/25/2020 |           |               | Fees And Service Charges  | Y    |



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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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1 County Revenue Fund

| Vendor        | Name                            | Rpt  | Warrant Description | Invoice #                    | Account/Formula Descripti | 1099                                |
|---------------|---------------------------------|------|---------------------|------------------------------|---------------------------|-------------------------------------|
| No.           | Account/Formula                 | Accr | Amount              | Service Dates                | Paid On Bhf #             | On Behalf of Name                   |
| 4504          | Laughlin/Ronald D.              |      | 400.00              | 1 Transactions               |                           |                                     |
| 6094          | MN Energy Resources Corporation |      |                     |                              |                           |                                     |
|               | 01- 251- 000- 0000- 6255        |      | 74.88               | Sheriff's Office Natural Gas | 3032537926                | Gas N                               |
|               |                                 |      |                     | 07/23/2020 08/20/2020        |                           |                                     |
|               | 01- 111- 000- 0000- 6255        |      | 334.62              | Crthse & FCOB Natural Gas    | 3036418793                | Gas N                               |
|               |                                 |      |                     | 07/21/2020 08/20/2020        |                           |                                     |
| 6094          | MN Energy Resources Corporation |      | 409.50              | 2 Transactions               |                           |                                     |
| 5960          | SE MN Initiative Fund           |      |                     |                              |                           |                                     |
|               | 01- 149- 000- 0000- 6802        |      | 1,500.00            | 2020 Appropriation           |                           | Appropriations N                    |
|               |                                 |      |                     | 01/01/2020 12/31/2020        |                           |                                     |
| 5960          | SE MN Initiative Fund           |      | 1,500.00            | 1 Transactions               |                           |                                     |
| 2357          | Verizon Wireless                |      |                     |                              |                           |                                     |
|               | 01- 202- 000- 0000- 6206        |      | 787.36              | Deputy Cell Phones           | 9861479566                | Employee Electronic Device Reimbu Y |
|               |                                 |      |                     | 07/25/2020 08/24/2020        |                           |                                     |
|               | 01- 202- 000- 0000- 6206        |      | 479.29              | Election Jetpacks            | 9861479566                | Employee Electronic Device Reimbu Y |
|               |                                 |      |                     | 07/25/2020 08/24/2020        |                           |                                     |
| 2357          | Verizon Wireless                |      | 1,266.65            | 2 Transactions               |                           |                                     |
| 1 Fund Total: |                                 |      | 10,205.49           | County Revenue Fund          | 10 Vendors                | 15 Transactions                     |

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13 County Road &amp; Bridge

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor Name                          | No. | Account/Formula          | Rpt | Accr | Amount | Warrant Description | Service Dates  | Invoice #  | Paid On Bhf # | Account/Formula Descripti | On Behalf of Name | 1099 |
|--------------------------------------|-----|--------------------------|-----|------|--------|---------------------|----------------|------------|---------------|---------------------------|-------------------|------|
| 4369 AcenTek                         |     | 13- 300- 000- 0000- 6203 |     |      | 108.99 | 9/1 telephone       |                | 11664756   |               | Telephone                 |                   | N    |
|                                      |     | 13- 300- 000- 0000- 6203 |     |      | 99.04  | 9/1 telephone       |                | 11679750   |               | Telephone                 |                   | N    |
| 4369 AcenTek                         |     |                          |     |      | 208.03 |                     | 2 Transactions |            |               |                           |                   |      |
| 2208 Canton City - Hwy dept          |     | 13- 330- 000- 0000- 6251 |     |      | 60.39  | 8/28 utilities      |                | 127462     |               | Electricity               |                   | N    |
| 2208 Canton City - Hwy dept          |     |                          |     |      | 60.39  |                     | 1 Transactions |            |               |                           |                   |      |
| 3219 Centurylink                     |     | 13- 300- 000- 0000- 6203 |     |      | 3.26   | 8/24 telephone      |                | 141749951  |               | Telephone                 |                   | N    |
| 3219 Centurylink                     |     |                          |     |      | 3.26   |                     | 1 Transactions |            |               |                           |                   |      |
| 85440 Centurylink                    |     | 13- 300- 000- 0000- 6203 |     |      | 115.82 | 8/26 telephone      |                | 301264100  |               | Telephone                 |                   | N    |
|                                      |     | 13- 300- 000- 0000- 6203 |     |      | 205.81 | 8/26 telephone      |                | 301269901  |               | Telephone                 |                   | N    |
| 85440 Centurylink                    |     |                          |     |      | 321.63 |                     | 2 Transactions |            |               |                           |                   |      |
| 288 City Of Peterson                 |     | 13- 330- 000- 0000- 6251 |     |      | 149.02 | 8/25 utilities      |                | 108A       |               | Electricity               |                   | N    |
| 288 City Of Peterson                 |     |                          |     |      | 149.02 |                     | 1 Transactions |            |               |                           |                   |      |
| 1829 Frontier Communications         |     | 13- 300- 000- 0000- 6203 |     |      | 75.06  | 8/22 telephone      |                | 5079373211 |               | Telephone                 |                   | N    |
| 1829 Frontier Communications         |     |                          |     |      | 75.06  |                     | 1 Transactions |            |               |                           |                   |      |
| 6094 MN Energy Resources Corporation |     | 13- 330- 000- 0000- 6255 |     |      | 46.95  | 8/21 natural gas    |                | 0502458275 |               | Gas                       |                   | N    |
|                                      |     | 13- 330- 000- 0000- 6255 |     |      | 50.32  | 8/24 natural gas    |                | 0502625354 |               | Gas                       |                   | N    |
|                                      |     | 13- 330- 000- 0000- 6255 |     |      | 12.52  | 8/24 natural gas    |                | 0507351562 |               | Gas                       |                   | N    |
| 6094 MN Energy Resources Corporation |     |                          |     |      | 109.79 |                     | 3 Transactions |            |               |                           |                   |      |
| 343 Spring Valley Public Utilities   |     | 13- 330- 000- 0000- 6251 |     |      | 157.23 | 8/31 utilities      |                | 1124       |               | Electricity               |                   | N    |
| 343 Spring Valley Public Utilities   |     |                          |     |      | 157.23 |                     | 1 Transactions |            |               |                           |                   |      |

13 Fund Total:

1,084.41

County Road &amp; Bridge

8 Vendors

12 Transactions

smensink

9/2/20 3:51PM

23 County Airport Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

| <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> |
| 85440 Centurylink          |             | 132.85                     | Telephone 8/26/20- 9/25/20 | 301269537                        | Telephone                |
| 23- 350- 000- 0000- 6203   |             |                            | 08/26/2020 09/25/2020      |                                  | N                        |
| 85440 Centurylink          |             | 132.85                     | 1 Transactions             |                                  |                          |
| 23 Fund Total:             |             | 132.85                     | County Airport Fund        | 1 Vendors                        | 1 Transactions           |
| Final Total:               |             | 11,422.75                  | 19 Vendors                 | 28 Transactions                  |                          |

smensink  
.9/2/20

3:51PM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 6

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 1           | 10,205.49     | County Revenue Fund  |                    |
|               | 13          | 1,084.41      | County Road & Bridge |                    |
|               | 23          | 132.85        | County Airport Fund  |                    |
| All Funds     |             | 11,422.75     | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

smensink

9/3/20

2:10PM

13 County Road &amp; Bridge

## \*\*\* 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          |      |
| 1              | 5011 Alcon Construction Corp |      |            |                       |                |                            |      |
|                | 13- 320- 000- 0000- 6344     |      | 250,780.75 | M/C #5                |                | Sap Municipal Construction | N    |
|                |                              |      |            | 09/04/2020 09/04/2020 |                |                            |      |
| 2              | 13- 320- 000- 0000- 6351     |      | 43,811.72  | Wykoff #5             |                | Local Cost Participation   | N    |
|                |                              |      |            | 09/04/2020 09/04/2020 |                |                            |      |
|                | 5011 Alcon Construction Corp |      | 294,592.47 | 2 Transactions        |                |                            |      |
| 13 Fund Total: |                              |      | 294,592.47 | County Road & Bridge  | 1 Vendors      | 2 Transactions             |      |
| Final Total:   |                              |      | 294,592.47 | 1 Vendors             | 2 Transactions |                            |      |

smensink  
9/3/20

2:10PM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |                    |
|---------------|-------------|---------------|----------------------|--------------------|
|               | 13          | 294,592.47    | County Road & Bridge |                    |
|               | All Funds   | 294,592.47    | Total                | Approved by, ..... |
|               |             |               |                      | .....              |
|               |             |               |                      | .....              |

smensink

9/3/20

9:01AM

80 Taxes And Penalties Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

| Vendor No.            | Name<br>Account/Formula                                      | Accr | Rpt<br>Amount | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|-----------------------|--------------------------------------------------------------|------|---------------|--------------------------------------|----------------------------|------------------------------------------------|------|
| 2                     | 404 City of Spring Valley<br>80- 889- 000- 0000- 6804        |      | 10,096.87     | TIF Refund<br>09/04/2020 09/04/2020  |                            | For Other Agencies                             | N    |
|                       | 404 City of Spring Valley                                    |      | 10,096.87     | 1 Transactions                       |                            |                                                |      |
| 1                     | 23659 Kingsland School Dist 2137<br>80- 888- 000- 0000- 6804 |      | 2,345.34      | TIF Refund<br>09/04/2020 09/04/2020  |                            | For Other Agencies                             | N    |
|                       | 23659 Kingsland School Dist 2137                             |      | 2,345.34      | 1 Transactions                       |                            |                                                |      |
| <b>80 Fund Total:</b> |                                                              |      | 12,442.21     | Taxes And Penalties Fund             | 2 Vendors                  | 2 Transactions                                 |      |
| <b>Final Total:</b>   |                                                              |      | 12,442.21     | 2 Vendors                            | 2 Transactions             |                                                |      |

smensink  
9/3/20

9:01AM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>              |                    |
|---------------|-------------|---------------|--------------------------|--------------------|
|               | 80          | 12,442.21     | Taxes And Penalties Fund |                    |
| All Funds     |             | 12,442.21     | Total                    | Approved by, ..... |
|               |             |               |                          | .....              |
|               |             |               |                          | .....              |



smensink

9/3/20 11:36AM

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         |      |
| 3  | 6935   | Boyum/Bertha            |      |     | 67.00  | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 6935   | Boyum/Bertha            |      |     | 67.00  |                     | 1 Transactions |                           |      |
| 9  | 6938   | BS Acres                |      |     | 70.00  | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 6938   | BS Acres                |      |     | 70.00  |                     | 1 Transactions |                           |      |
| 14 | 6942   | CHS - Ostrander         |      |     | 2.00   | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 6942   | CHS - Ostrander         |      |     | 2.00   |                     | 1 Transactions |                           |      |
| 5  | 21953  | Eiken/Winifred          |      |     | 48.00  | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 21953  | Eiken/Winifred          |      |     | 48.00  |                     | 1 Transactions |                           |      |
| 7  | 1030   | F & M Community Bank    |      |     | 403.00 | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 1030   | F & M Community Bank    |      |     | 403.00 |                     | 1 Transactions |                           |      |
| 10 | 6939   | Frank/Christian L       |      |     | 186.00 | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 6939   | Frank/Christian L       |      |     | 186.00 |                     | 1 Transactions |                           |      |
| 2  | 6933   | Garness/Dale & Jennifer |      |     | 488.00 | Abatement Refund    |                | Miscellaneous Expense     | N    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 6933   | Garness/Dale & Jennifer |      |     | 488.00 |                     | 1 Transactions |                           |      |
| 4  | 4303   | Gossman/Randy           |      |     | 49.00  | Abatement Refund    |                | Miscellaneous Expense     | Y    |
|    |        | 01-001-000-0000-6803    |      |     |        | 09/04/2020          | 09/04/2020     |                           |      |
|    | 4303   | Gossman/Randy           |      |     | 49.00  |                     | 1 Transactions |                           |      |

smensink

9/3/20 11:36AM

1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

|               | <u>Vendor</u> | <u>Name</u>                   | <u>Rpt</u>  | <u>Amount</u> | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Descripti</u> | <u>1099</u> |
|---------------|---------------|-------------------------------|-------------|---------------|----------------------------|----------------------|----------------------------------|-------------|
|               | <u>No.</u>    | <u>Account/Formula</u>        | <u>Accr</u> |               | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>         |             |
| 6             | 6936          | Joerg/Christopher             |             | 55.00         | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 6936          | Joerg/Christopher             |             | 55.00         | 1 Transactions             |                      |                                  |             |
| 13            | 6941          | John Ackerman Rev Trust       |             | 180.00        | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 6941          | John Ackerman Rev Trust       |             | 180.00        | 1 Transactions             |                      |                                  |             |
| 1             | 6932          | Meyer/Darin                   |             | 418.00        | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 6932          | Meyer/Darin                   |             | 418.00        | 1 Transactions             |                      |                                  |             |
| 8             | 55811         | S & A Petroleum, Inc.         |             | 126.00        | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 55811         | S & A Petroleum, Inc.         |             | 126.00        | 1 Transactions             |                      |                                  |             |
| 11            | 6940          | Thomas & Marian Niemiec Trust |             | 112.00        | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 6940          | Thomas & Marian Niemiec Trust |             | 112.00        | 1 Transactions             |                      |                                  |             |
| 12            | 6945          | Tienter/Lynn & Roxanne        |             | 490.00        | Abatement Refund           |                      | Miscellaneous Expense            | N           |
|               |               | 01-001-000-0000-6803          |             |               | 09/04/2020                 | 09/04/2020           |                                  |             |
|               | 6945          | Tienter/Lynn & Roxanne        |             | 490.00        | 1 Transactions             |                      |                                  |             |
| 1 Fund Total: |               |                               |             | 2,694.00      | County Revenue Fund        | 14 Vendors           | 14 Transactions                  |             |
| Final Total:  |               |                               |             | 2,694.00      | 14 Vendors                 | 14 Transactions      |                                  |             |

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>         |
|-------------|---------------|---------------------|
| 1           | 2,694.00      | County Revenue Fund |
| All Funds   | 2,694.00      | Total               |

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

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 9/08/2020

Amount of time requested (minutes):

5

Dept.: Zoning

Prepared By:

Kristi Ruesink

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

Consent Agenda:

Documentation  
(Yes/No):

Regular Agenda:

Documentation  
(Yes/No):

Consider an access permit for new drive for James Horihan, section 27 of Newburg Township

YES

Consider an access permit for new drive for Jerry Brown, section 5 of Harmony Township

YES

Consider an access permit for Finseth Farms, section 11, Fountain Township

YES

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

# ACCESS PERMIT APPLICATION

## FILLMORE COUNTY

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

(1) Name of all Landowners: James Horihan Phone #: 507-450-4816 - cell  
Carolyn Horihan Phone #: 563-735-5646  
Phone #: \_\_\_\_\_

Mailing Address: 3791 N. Winn. Rd. Decorah Ia. 52101  
Address City State Zip

(2) Parcel # R 0.1.0 225.050 Permit # \_\_\_\_\_  
To be filled out by the Zoning Office

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

Sect. 27 Twp 101 Range 008 37.9Ac Part of W 1/4 NE 1/4 lying N of Hwy Exe E 57 75 ft

Section: 27 (4) Township: Newburg (5) Range: 8 W

Permission is being applied for to construct an access to County Road 28 at the following location

(qtr/qtr) NW of NE Section 27 Township Name Newburg

Reason for Access Entry to farm field

TOTAL FEE: \$200.00 (NON-REFUNDABLE)

(4) Signature of all Landowners: James Horihan Date: 8/10/2020  
Carolyn Horihan Date: 8/10/2020  
Date: \_\_\_\_\_

After review of the site, it is recommended that the access be (approved) (disapproved) to the above applicant for the following reason(s). NO FIELD ACCESS, VERY GOOD SIGHT DISTANCE

Specifications/Conditions: CONSTRUCT THE ACCESS WITH A 24-FT TOP 4:1 INSLOPE, A CULVERT IS REQUIRED - 15" INCH AND 40FT IN LENGTH

[Signature]  
County Engineer

8/28/2020  
Date

Cristal Adkins  
Zoning Administrator

9/1/2020  
Date

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

Board Chairman

Date



#### Overview



#### Legend

-  Road Centerlines
-  Parcels
-  Municipalities
-  Townships
-  Quarter-Quarters
-  Bordering Countie

|                         |            |                     |                    |                      |                    |
|-------------------------|------------|---------------------|--------------------|----------------------|--------------------|
| <b>Parcel ID</b>        | 010225050  | <b>Alternate ID</b> | n/a                | <b>Owner Address</b> | JAMES M HORIHAN &  |
| <b>Sec/Twp/Rng</b>      | 27-101-008 | <b>Class</b>        | 101 - AGRICULTURAL |                      | CAROLYN M HORIHAN  |
| <b>Property Address</b> |            | <b>Acreage</b>      | 37.9               |                      | 3791 NORTH WINN RD |
|                         |            |                     |                    |                      | DECORAH, IA 52101  |

**District** NEWBURG/SD #0238

**Brief Tax Description** Sect-27 Twp-101 Range-008 37.90 AC THAT PART OF W 1/4 NE 1/4 LYING N OF HWY EXC. E 57.75 FT  
 (Note: Not to be used on legal documents)

Date created: 8/5/2020

Last Data Uploaded: 8/4/2020 10:11:17 PM

Developed by  **Schneider**  
GEOSPATIAL



# ACCESS PERMIT APPLICATION FILLMORE COUNTY

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

(1) Name of all Landowners: Jerry Brown Phone #: \_\_\_\_\_  
Barbara Brown Phone #: \_\_\_\_\_  
735 6th St SE Harmony, MN Dan Dornik Phone #: 507-257-2912  
Mailing Address: 29421 Co. 22 Harmony MN 55939  
Address City State Zip

(2) Parcel #: 146027000 Permit # \_\_\_\_\_  
To be filled out by the Zoning Office  
(3) Legal Description (from deed, abstract, or Recorder's Office): \_\_\_\_\_

Section: 5 (4) Township: 101 (5) Range: 10

Permission is being applied for to construct an access to County Road 22 at the following location  
(qtr/qtr) \_\_\_\_\_ Section 5 Township Name Harmony

Reason for Access Purchase of tillable land @ hill top w/ access to co. 22

TOTAL FEE: \$200.00 (NON-REFUNDABLE)

(4) Signature of all Landowners: Jerry Brown Date: 9-1-2020  
Barbara Brown Date: 9-1-2020  
Dan Dornik Date: 9-1-2020

After review of the site, it is recommended that the access be (approved) (disapproved) to the above applicant for the following reason(s). TO ACCESS FARM GROUND OFF CSAH 22, VERY GOOD SIGHT DISTANCE.

Specifications/Conditions: CONSTRUCT THE ACCESS WITH A 20FT TOP, 4:1 SLOPES, THE ACCESS REQUIRES A 15" INCH CULVERT 50FT IN LENGTH.

[Signature] 9/3/2020 Cristal Adkins 9/3/20  
County Engineer Date Zoning Administrator Date

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

Board Chairman \_\_\_\_\_ Date \_\_\_\_\_



#### Overview



#### Legend

- Road Centerlines
- ▭ Parcels
- ▭ Municipalities
- ▭ Townships
- FEMA Flood Zone**
  - 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
  - A
  - AE
  - AE, FLOODWAY
  - X PROTECTED BY LEVEE
- Bluffland**
  - Bluffland
  - 200ft Buffer of Bluffland
- ▨ Bordering Countie

|                         |                 |                     |                    |                      |                           |
|-------------------------|-----------------|---------------------|--------------------|----------------------|---------------------------|
| <b>Parcel ID</b>        | 140027000       | <b>Alternate ID</b> | n/a                | <b>Owner Address</b> | JERRY A & BARBARA A BROWN |
| <b>Sec/Twp/Rng</b>      | 05-101-010      | <b>Class</b>        | 101 - AGRICULTURAL |                      | 29421 C COUNTY 22         |
| <b>Property Address</b> | 29421 COUNTY 22 | <b>Acreage</b>      | 51.75              |                      | HARMONY, MN 55939         |
|                         | HARMONY         |                     |                    |                      |                           |

**District** HARMONY/SD #2198

**Brief Tax Description** Sect-05 Twp-101 Range-010 51.75 AC S1/2 NE1/4 LYING EAST OF ROAD EX .75AC TO STATE  
 (Note: Not to be used on legal documents)

Date created: 9/2/2020  
 Last Data Uploaded: 9/1/2020 10:50:55 PM

Developed by  **Schneider**  
 GEOSPATIAL



# ACCESS PERMIT APPLICATION

## FILLMORE COUNTY

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

(1) Name of all Landowners: Dallas Finseth Phone #: 507-259-3778  
Debra Finseth Phone #: 507-251-5839  
Home Phone Phone #: 507-268-4457

Mailing Address: 26684 277<sup>th</sup> Ave. Fountain MN 55935  
Address City State Zip

(2) Parcel #: 240035000 Permit # \_\_\_\_\_

*To be filled out by the Zoning Office*

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

Section: 11 (4) Township: 103 (5) Range: 011

Permission is being applied for to construct an access to County Road 8 at the following location

(qtr/qtr) SWSE Section 11 Township Name Fountain

Reason for Access To get Semi Truck into Fields, Flat access to Cty Road

TOTAL FEE: \$200.00 (NON-REFUNDABLE)

(4) Signature of all Landowners: Dallas Finseth Date: 8-12-20  
Debra Finseth Date: 8-12-20  
\_\_\_\_\_  
Date: \_\_\_\_\_

After review of the site, it is recommended that the access be (approved) (disapproved) to the above applicant for the following reason(s). THIS NEW LOCATION WILL APPROVE FIELD ACCESS AND SIGHT DISTANCE.

Specifications/Conditions: CONSTRUCT THE ACCESS WITH A 20 FT TOP, 4:1 SLOPES, THE ACCESS REQUIRES A 18" ICH CULVERT 60 FT IN LENGTH

[Signature]  
County Engineer

9/3/2020  
Date

Cristal Adkins  
Zoning Administrator

9/3/20  
Date

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

Board Chairman

Date



- Road Centerlines
- ▣ Parcels
- ▣ Municipalities
- ▣ Townships
- ▣ Quarter-Quarters
- ▣ Bordering Countie

Developed by  **Schneider**  
GEOSPATIAL

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 9/8/2020

Amount of time requested (minutes):

15

Dept.: FACILITIES MAINTENANCE

Prepared By: TERRY SCHULTZ

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

## Consent Agenda:

## Regular Agenda:

## Documentation

1. Discussion with possible action regarding quotes on a snowblower and a broom for the riding lawnmower at the Highway Engineer shop.
2. Discussion with possible action regarding quote on roof repairs at the Courthouse and the Jail.

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



**JOHN DEERE**



Quote Id: 22452522

---

Prepared For:  
**Filmore Cty Court House Terry**



Prepared By: **Gary Holst**

SEMA Equipment, Inc.  
505 4th Avenue Ne  
Grand Meadow, MN 55936

Tel: 507-754-1100  
Fax: 507-289-3043  
Email: gholst@semaequip.com

Date: 29 July 2020

Offer Expires: 30 October 2020

---

*Confidential*





**JOHN DEERE**



### Quote Summary

**Prepared For:**

Filmore Cty Court House Terry  
MN  
Home: 507-459-4640

**Prepared By:**

Gary Holst  
SEMA Equipment, Inc.  
505 4th Avenue Ne  
Grand Meadow, MN 55936  
Phone: 507-754-1100  
gholst@semaequip.com

**Quote Id:** 22452522  
**Created On:** 29 July 2020  
**Last Modified On:** 11 August 2020  
**Expiration Date:** 30 October 2020

| Equipment Summary                                      | Suggested List | Selling Price | Qty | Extended           |
|--------------------------------------------------------|----------------|---------------|-----|--------------------|
| JOHN DEERE 47 In. Quick-Hitch<br>Two-Stage Snow Blower | \$ 4,661.60    | \$ 3,850.00 X | 1 = | \$ 3,850.00        |
| JOHN DEERE 60 In. Heavy-Duty<br>Rotary Broom           | \$ 4,881.00    | \$ 3,850.75 X | 1 = | \$ 3,850.75        |
| <b>Equipment Total</b>                                 |                |               |     | <b>\$ 7,700.75</b> |

### Quote Summary

|                            |                    |
|----------------------------|--------------------|
| Equipment Total            | \$ 7,700.75        |
| SubTotal                   | \$ 7,700.75        |
| Est. Service Agreement Tax | \$ 0.00            |
| Total                      | \$ 7,700.75        |
| Down Payment               | (0.00)             |
| Rental Applied             | (0.00)             |
| <b>Balance Due</b>         | <b>\$ 7,700.75</b> |

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

*Confidential*





JOHN DEERE

## Selling Equipment



Quote Id: 22452522

| JOHN DEERE 47 In. Quick-Hitch Two-Stage Snow Blower |                                                                     |     |                |             |
|-----------------------------------------------------|---------------------------------------------------------------------|-----|----------------|-------------|
| Hours:                                              |                                                                     |     | Suggested List |             |
| Stock Number:                                       |                                                                     |     | \$ 4,661.60    |             |
|                                                     |                                                                     |     | Selling Price  |             |
|                                                     |                                                                     |     | \$ 3,850.00    |             |
| Code                                                | Description                                                         | Qty | Unit           | Extended    |
| 1474M                                               | 47 In. Quick-Hitch Two-Stage Snow Blower                            | 1   | \$ 2,219.00    | \$ 2,219.00 |
| Standard Options - Per Unit                         |                                                                     |     |                |             |
| 2005                                                | Front Quick-Hitch and Hydraulic Lift                                | 1   | \$ 645.00      | \$ 645.00   |
| 3014                                                | 2-Wheel Drive 2000 RPM Front PTO                                    | 1   | \$ 351.00      | \$ 351.00   |
| 4013                                                | Implement Drive and Upstop                                          | 1   | \$ 280.00      | \$ 280.00   |
| Standard Options Total                              |                                                                     |     |                | \$ 1,276.00 |
| Dealer Attachments                                  |                                                                     |     |                |             |
| BM20960                                             | Remote spout cap control kit                                        | 1   | \$ 131.61      | \$ 131.61   |
| BM20714                                             | Bracket Kit - BRACKET KIT, KIT, CLCK-N-GO BRACKET                   | 1   | \$ 119.84      | \$ 119.84   |
| BM20779                                             | Weight Kit - BRACKET, REAR WEIGHT W/O 3-PT                          | 1   | \$ 166.91      | \$ 166.91   |
| TY15958                                             | Tire Chains - Tire Chains (Pair), for 26x12.00 - 12 Inch Rear Tires | 1   | \$ 115.27      | \$ 115.27   |
| UC13263                                             | Weight - WEIGHT, WEIGHT, 20KG SUITCASE WEIGH                        | 3   | \$ 60.99       | \$ 182.97   |
| Dealer Attachments Total                            |                                                                     |     |                | \$ 716.60   |
| Value Added Services Total                          |                                                                     |     |                | \$ 0.00     |
| Other Charges                                       |                                                                     |     |                |             |
|                                                     | Setup                                                               | 1   | \$ 450.00      | \$ 450.00   |
| Other Charges Total                                 |                                                                     |     |                | \$ 450.00   |
| Suggested Price                                     |                                                                     |     |                | \$ 4,661.60 |
| Customer Discounts                                  |                                                                     |     |                |             |
| Customer Discounts Total                            |                                                                     |     | \$ -811.60     | \$ -811.60  |
| Total Selling Price                                 |                                                                     |     |                | \$ 3,850.00 |

| JOHN DEERE 60 In. Heavy-Duty Rotary Broom |  |  |                |  |
|-------------------------------------------|--|--|----------------|--|
| Hours:                                    |  |  | Suggested List |  |
| Stock Number:                             |  |  | \$ 4,881.00    |  |
|                                           |  |  | Selling Price  |  |
|                                           |  |  | \$ 3,850.75    |  |

Confidential



**JOHN DEERE**

# Selling Equipment



Quote Id: 22452522

| Code                               | Description                               | Qty | Unit                | Extended            |
|------------------------------------|-------------------------------------------|-----|---------------------|---------------------|
| 3790M                              | 60 In. Heavy-Duty Rotary Broom            | 1   | \$ 3,499.00         | \$ 3,499.00         |
| <b>Standard Options - Per Unit</b> |                                           |     |                     |                     |
| 1000                               | Mounting Frame                            | 1   | \$ 411.00           | \$ 411.00           |
| 2010                               | Less Front Quick-Hitch and Hydraulic Lift | 1   | \$ 0.00             | \$ 0.00             |
| 3000                               | Hydraulic Angling                         | 1   | \$ 198.00           | \$ 198.00           |
| 4010                               | Less 2000 RPM Front PTO Kit               | 1   | \$ 0.00             | \$ 0.00             |
| 5004                               | Implement Drive Shaft                     | 1   | \$ 262.00           | \$ 262.00           |
| <b>Standard Options Total</b>      |                                           |     |                     | <b>\$ 871.00</b>    |
| <b>Other Charges</b>               |                                           |     |                     |                     |
|                                    | Freight                                   | 1   | \$ 61.00            | \$ 61.00            |
|                                    | Setup                                     | 1   | \$ 450.00           | \$ 450.00           |
| <b>Other Charges Total</b>         |                                           |     |                     | <b>\$ 511.00</b>    |
| <b>Suggested Price</b>             |                                           |     |                     | <b>\$ 4,881.00</b>  |
| <b>Customer Discounts</b>          |                                           |     |                     |                     |
| <b>Customer Discounts Total</b>    |                                           |     | <b>\$ -1,030.25</b> | <b>\$ -1,030.25</b> |
| <b>Total Selling Price</b>         |                                           |     |                     | <b>\$ 3,850.75</b>  |



JOHN DEERE

### Quote Summary

**Prepared For:**  
FILLMORE COUNTY COURTHOUSE  
101 FILLMORE STREET  
PRESTON, MN 55965

**Prepared By:**  
Scott Trouten  
Preston Equipment Company  
21144 Us 52  
Preston, MN 55965  
Phone: 507-765-3803  
Mobile: 507-251-0876  
strouten@prestonequipment.com

**Quote Id:** 22376258  
**Created On:** 17 July 2020  
**Last Modified On:** 01 September 2020  
**Expiration Date:** 02 November 2020

| Equipment Summary                                      | Suggested List | Selling Price | Qty | Extended           |
|--------------------------------------------------------|----------------|---------------|-----|--------------------|
| JOHN DEERE 47 In. Quick-Hitch<br>Two-Stage Snow Blower | \$ 4,241.61    | \$ 4,000.00 X | 1 = | \$ 4,000.00        |
| JOHN DEERE 60 In. Heavy-Duty<br>Rotary Broom           | \$ 4,720.00    | \$ 3,600.00 X | 1 = | \$ 3,600.00        |
| <b>Equipment Total</b>                                 |                |               |     | <b>\$ 7,600.00</b> |

### Quote Summary

|                            |                    |
|----------------------------|--------------------|
| Equipment Total            | \$ 7,600.00        |
| SubTotal                   | \$ 7,600.00        |
| Est. Service Agreement Tax | \$ 0.00            |
| Total                      | \$ 7,600.00        |
| Down Payment               | (0.00)             |
| Rental Applied             | (0.00)             |
| <b>Balance Due</b>         | <b>\$ 7,600.00</b> |

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



**JOHN DEERE**

# Selling Equipment

Quote Id: 22376258

Customer: FILLMORE COUNTY COURTHOUSE

## JOHN DEERE 47 In. Quick-Hitch Two-Stage Snow Blower

Hours:

Stock Number:

Suggested List

\$ 4,241.61

Selling Price

\$ 4,000.00

| Code  | Description                              | Qty | Unit        | Extended    |
|-------|------------------------------------------|-----|-------------|-------------|
| 1474M | 47 In. Quick-Hitch Two-Stage Snow Blower | 1   | \$ 2,219.00 | \$ 2,219.00 |

**Standard Options - Per Unit**

|                               |                                      |   |           |                    |
|-------------------------------|--------------------------------------|---|-----------|--------------------|
| 2005                          | Front Quick-Hitch and Hydraulic Lift | 1 | \$ 645.00 | \$ 645.00          |
| 3014                          | 2-Wheel Drive 2000 RPM Front PTO     | 1 | \$ 351.00 | \$ 351.00          |
| 4013                          | Implement Drive and Upstop           | 1 | \$ 280.00 | \$ 280.00          |
| <b>Standard Options Total</b> |                                      |   |           | <b>\$ 1,276.00</b> |

**Dealer Attachments**

|                                 |                              |   |           |                  |
|---------------------------------|------------------------------|---|-----------|------------------|
| BM20960                         | Remote spout cap control kit | 1 | \$ 131.61 | \$ 131.61        |
| TY15958                         | TIRE CHAINS                  | 1 | \$ 115.00 | \$ 115.00        |
| TY17976                         | WHEEL WEIGHTS                | 1 | \$ 150.00 | \$ 150.00        |
| <b>Dealer Attachments Total</b> |                              |   |           | <b>\$ 396.61</b> |

**Other Charges**

|                            |   |           |                  |
|----------------------------|---|-----------|------------------|
| Setup                      | 1 | \$ 350.00 | \$ 350.00        |
| <b>Other Charges Total</b> |   |           | <b>\$ 350.00</b> |

|                        |                    |
|------------------------|--------------------|
| <b>Suggested Price</b> | <b>\$ 4,241.61</b> |
|------------------------|--------------------|

**Customer Discounts**

|                                 |                   |                   |
|---------------------------------|-------------------|-------------------|
| <b>Customer Discounts Total</b> | <b>\$ -241.61</b> | <b>\$ -241.61</b> |
|---------------------------------|-------------------|-------------------|

|                            |                    |
|----------------------------|--------------------|
| <b>Total Selling Price</b> | <b>\$ 4,000.00</b> |
|----------------------------|--------------------|

## JOHN DEERE 60 In. Heavy-Duty Rotary Broom

Hours:

Stock Number:

Suggested List

\$ 4,720.00

Selling Price

\$ 3,600.00

| Code  | Description                    | Qty | Unit        | Extended    |
|-------|--------------------------------|-----|-------------|-------------|
| 3790M | 60 In. Heavy-Duty Rotary Broom | 1   | \$ 3,499.00 | \$ 3,499.00 |

**Standard Options - Per Unit**

|      |                                           |   |           |           |
|------|-------------------------------------------|---|-----------|-----------|
| 1000 | Mounting Frame                            | 1 | \$ 411.00 | \$ 411.00 |
| 2010 | Less Front Quick-Hitch and Hydraulic Lift | 1 | \$ 0.00   | \$ 0.00   |
| 3000 | Hydraulic Angling                         | 1 | \$ 198.00 | \$ 198.00 |



**JOHN DEERE**

## Selling Equipment

**Quote Id: 22376258****Customer: FILLMORE COUNTY COURTHOUSE**

|                                 |                             |   |                     |                     |
|---------------------------------|-----------------------------|---|---------------------|---------------------|
| 4010                            | Less 2000 RPM Front PTO Kit | 1 | \$ 0.00             | \$ 0.00             |
| 5004                            | Implement Drive Shaft       | 1 | \$ 262.00           | \$ 262.00           |
| <b>Standard Options Total</b>   |                             |   |                     | <b>\$ 871.00</b>    |
| <b>Other Charges</b>            |                             |   |                     |                     |
|                                 | Freight                     | 1 | \$ 61.00            | \$ 61.00            |
|                                 | Setup                       | 1 | \$ 289.00           | \$ 289.00           |
| <b>Other Charges Total</b>      |                             |   |                     | <b>\$ 350.00</b>    |
| <b>Suggested Price</b>          |                             |   |                     | <b>\$ 4,720.00</b>  |
| <b>Customer Discounts</b>       |                             |   |                     |                     |
| <b>Customer Discounts Total</b> |                             |   | <b>\$ -1,120.00</b> | <b>\$ -1,120.00</b> |
| <b>Total Selling Price</b>      |                             |   |                     | <b>\$ 3,600.00</b>  |

## PROJECT OVERVIEW

### Project Summary

On May 12, 2020, Tecta roofing specialists performed a comprehensive roof audit of your facility.

The goal of the TectaPlan inspection and maintenance program as a management tool is to identify and address your roofing issues and needs.

*Courthouse*

### Facility Overview

Currently, this facility has 3 roof sections that are approximately 20 years old and in overall good condition.

| ROOF SECTION  | SQ FT  | SYSTEM TYPE | AGE | ERSL      | PRIORITY A      | PRIORITY B     | PRIORITY C |
|---------------|--------|-------------|-----|-----------|-----------------|----------------|------------|
| Section A     | 11,697 | EPDM        | 20  | 7-9 Years | \$7,220         | \$4,315        | \$0        |
| Section B     | 2,937  | EPDM        | 20  | 7-9 Years | \$4,715         | \$0            | \$0        |
| Section C     | 11,892 | EPDM        | 20  | 7-9 Years | \$0             | \$1,965        | \$0        |
| <b>Totals</b> |        |             |     |           | <b>\$11,935</b> | <b>\$6,280</b> | <b>\$0</b> |

\*Repair pricing is for budget purposes, and may not reflect travel charges or additional project costs. Actual project repair costs depend on the scope of work selected. Please request a proposal for final pricing.



## PROJECT OVERVIEW

### Project Summary

On May 12, 2020, Tecta roofing specialists performed a comprehensive roof audit of your facility.

The goal of the TectaPlan inspection and maintenance program as a management tool is to identify and address your roofing issues and needs.

*Fail*

### Facility Overview

Currently, this facility has 2 roof sections that are approximately 20 years old and in overall good condition.

| ROOF SECTION  | SQ FT | SYSTEM TYPE | AGE | ERSL      | PRIORITY A     | PRIORITY B     | PRIORITY C |
|---------------|-------|-------------|-----|-----------|----------------|----------------|------------|
| Section A     | 7,031 | EPDM        | 21  | 7-9 Years | \$4,120        | \$6,375        | \$0        |
| Section B     | 2,984 | EPDM        | 19  | 7-9 Years | \$0            | \$0            | \$0        |
| <b>Totals</b> |       |             |     |           | <b>\$4,120</b> | <b>\$6,375</b> | <b>\$0</b> |

\*Repair pricing is for budget purposes, and may not reflect travel charges or additional project costs. Actual project repair costs depend on the scope of work selected. Please request a proposal for final pricing.

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 09/08/2020

Amount of time requested (minutes):

10

Dept.: Sheriff's Office

Prepared By: John DeGeorge

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

Consent Agenda:

Documentation  
(Yes/No):

Regular Agenda:

Documentation  
(Yes/No):

2020 Jail Inspection Report

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)



## Facility Inspection Report Issued By The Minnesota Department of Corrections Pursuant to MN Statute 241.021, Subdivision 1

Inspection and Enforcement Unit, 1450 Energy Park Drive, Suite 200, St.Paul MN 55108  
Telephone: 651-361-7146 Fax: 651-642-0314 Email: ie-support.doc@state.mn.us

### INSPECTION DETAILS FOR:

#### Fillmore County Jail

**Address:** 901 Houston Street, Preston, MN 55965

**MN Governing Rule:** 2911 Local Adult Detention Facilities

**Inspection Type:** Annual **Inspected By:** Jen Pfeifer – Detention Facility Inspector **Inspected on:** 08/11/2020

**Inspection Method:** Facility tour, staff and resident interviews, employee and resident file reviews, related documentation reviews, and video footage review.

**Officials Present During Inspection:** Jail Administrator Jamie Fenske; Sheriff John DeGeorge

**Officials Present for Exit Interview:** Jail Administrator Jamie Fenske; Sheriff John DeGeorge

**Issued Inspection Report to:** Jail Administrator Jamie Fenske; Sheriff John DeGeorge; County Coordinator Bobbie Jo Vickerman; Regional Manager Dayna Burmeister

### RULE COMPLIANCE SUMMARY

| Rule Chapter | Requirement Type | Total Applicable | Total Compliance | Total Non Compliance | Total Compliance With Concerns | Compliance Rating | Substantial Compliance Result/Criteria |
|--------------|------------------|------------------|------------------|----------------------|--------------------------------|-------------------|----------------------------------------|
| 2911         | Mandatory        | 126              | 125              | 1                    | 0                              | 99.21%            | Compliance rating of 100%              |
| 2911         | Essential        | 103              | 102              | 1                    | 0                              | 99.03%            | Compliance rating of 90%               |

### TERMS OF OPERATION

**Authority to Operate:** conditional approval **Begins On:** 06/01/2020 **Ends On:** 05/31/2021 **Facility Type:** 90 Day Lockup  
**Placed on Biennial Status:** No **Biennial Status Annual Compliance Form Due On:**  
**Delinquent Juvenile Hold Approval:** 6 hrs **Certificate Holder:** Fillmore County Sheriff's Office  
**Special Conditions:** None.

#### Approved Capacity Details *\*Operational Capacity is calculated as a percent of Approved Capacity beds.*

| Bed Type | Gender | Approved Capacity | %Operating Capacity | Operational Capacity | Bed Details                                                                                                                                           | Conditions |
|----------|--------|-------------------|---------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Secure   | Coed   | 24                | 80                  | 19.20                | Fillmore County's 2002 closed juvenile THF area is now used for minimum custody females. February 2017 the facility was reduced to a 90 day facility. | None.      |

### RULE COMPLIANCE DETAILS

**Chapter 2911 - Mandatory Rules Not In Compliance****Total: 1****1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 5. Well-being.**

A facility shall have a system providing for well-being checks of inmates. A written policy and procedure shall provide that all inmates are personally observed by a custody staff person at least once every 30 minutes. Thirty-minute checks should be staggered. If a well-being check does not occur due to an emergency, it must be documented in the jail log and have supervisory review and approval. More frequent observation is required for those inmates of a special need classification who may be harmful to themselves. Examples of inmates of a special need classification include those classified as potentially suicidal, or as mentally ill, or those experiencing withdrawal from drugs or alcohol.

**Inspection Findings:**

Well-being checks were found to be outside the 30 minute time frame allowed by the rule.

**Corrective Actions:**

**Continue to train staff in the importance of well-being checks being completed within the 30 minute time frame outlined in the rule. Continue to audit these checks and document accordingly.**

**Response Needed By: 11/01/2020****Chapter 2911 - Essential Rules Not In Compliance****Total: 1****1. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 7. Recreation plan.**

The facility administrator or designee shall have a plan providing opportunities for physical exercise and recreational activities for all inmates consistent with the facility's classification and design. Class I facilities are exempt from this requirement. The plan shall include policies and procedures necessary to protect the facility's security and the welfare of inmates. Policy and procedure shall provide: A. inmates with access to recreational opportunities and equipment, including seven hours of physical exercise or recreation outside the cell and adjacent dayroom areas per week; B. recreational opportunities a minimum of five days per week; C. indoor space and equipment for active recreational activities in all Class II to Class VI facilities; D. outdoor recreational space and equipment for outdoor recreational programming in all Class VI facilities. The space and equipment shall be provided in a manner consistent with the facility's security classification; E. passive and active recreation needs and equipment for a variety of inmates consistent with the facility's classification and offenders served. As an example, activity needs of geriatric, disabled, or geriatric and disabled offenders shall be addressed; F. inmates in segregation with a minimum of one hour a day, seven days a week, of exercise outside the inmates' cells, unless security or safety considerations dictate otherwise; and G. discretionary access by inmates on segregation status to the same recreational facilities as other inmates unless security or safety considerations dictate otherwise. When inmates on segregation status are excluded from use of regular recreation facilities, the alternative area for exercise used shall be documented.

**Inspection Findings:**

There is no recreation area inside the facility. There is space outside when the weather is appropriate.

**Corrective Actions:**

**Corrective action at this time would require substantial remodeling or expansion of the current facility.**

**Response Needed By:**

**INSPECTION COMMENTS**

On February 1, 2017, the Fillmore County Jail was reduced to a 90 day facility.

Since that time the floors within the cell areas have been replaced and old toilets and sink fixtures were replaced with stainless steel. The showers have been modified and bars were removed that could pose a safety risk.

Physical Plant Deficiencies: The infra-structure of the Fillmore County Jail continues to show signs of significant deterioration, but the facility has taken an aggressive approach to ensure any deficiencies are addressed with maintenance staff in a timely manner.

The facility lacks adequate program space for the population. This has been an ongoing issue for many years. Coupled with lack of educational programming, the lack of space continues to be one of the more significant concerns related to the operation of the facility. Research has shown that programs, whether educational, vocational, or recreational, help to reduce negative inmate behavior, as well as helping to reduce recidivism.

The facility will be placed on biennial inspections.

**JJDP A Compliance**

On August 18, 2020, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The facility is allowed to hold a delinquent juvenile up to 6 hours, excluding weekends and holiday. There are three core requirements that are looked at during our facility review. Those core requirements are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation.

I reviewed 100 percent of the year 2019/2020 juvenile data. The findings are as follows:  
I found no violations.

Jail Removal: Files and Statewide Supervision System data indicate that any children brought into the jail are removed within the 6 hour time frame allowed per the JJDP Act.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. Policies and the court schedule also indicate proper sight and sound separation are maintained.

The facility does not participate in any "Scared Straight" programs for any youth that are under public authority.

Report completed By: Jen Pfeifer – Detention Facility Inspector

Signature: \_\_\_\_\_





# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 9/8/2020

Amount of time requested (minutes):

5

Dept.: Administration

Prepared By: Kristina Kohn

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

## Consent Agenda:

## Regular Agenda:

Documentation

1. Discussion with possible action regarding tentative IUOE  
Local #49 contract for 2021-2023

Yes

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



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## FILLMORE COUNTY

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COURTHOUSE • P.O. BOX 466 • PRESTON, MINNESOTA 55965  
BOBBIE HILLERY • COUNTY ADMINISTRATOR • (507) 765-2814  
KRISTINA KOHN • HUMAN RESOURCES OFFICER • (507) 765-2809  
Fax (507) 765-2803

August 25, 2020

To: Bryce Bushman  
Local #49

Re: 2021-2023 Union Contract

Mr. Bushman-

This letter is to confirm the tentative agreement between Local #49 and Fillmore County subject to union and Board approval. The following changes to the union contract are tentatively agreed upon:

1. Duration- 3 years (2021-2023)
2. Wages-
  - a. 2021- 2% COLA
  - b. 2022- 2.25% COLA
  - c. 2.23- 2.5% COLA

Please let me know if the union accepts these changes. If approved, the contract, with the above noted changes, will be sent to the County Board of Commissioners for final approval at their next regularly scheduled meeting following an approval vote from the membership.

Please do not hesitate to contact me with any questions or needs for additional information.

Sincerely,

Kristina Kohn  
Human Resources Officer

*First District*  
Mitch Lentz

*Second District*  
Randy Dahl

BOARD OF COMMISSIONERS  
*Third District*  
Larry Hindt  
AN EQUAL OPPORTUNITY EMPLOYER

*Fourth District*  
Duane Bakke

*Fifth District*  
Marc Prestby



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## FILLMORE COUNTY

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COURTHOUSE • P.O. BOX 466 • PRESTON, MINNESOTA 55965  
BOBBIE HILLERY • COUNTY ADMINISTRATOR • (507) 765-2814  
Fax (507) 765-2803

September 8, 2020

Fillmore County Journal  
Preston, MN 55965

Dear Editor:

Please print the below notice for sealed bids in the September 21 and September 28 editions in the Public Notice section in the Classifieds.

### NOTICE OF SEALED BIDS

Sealed bids will be received until **4:30 p.m. on Thursday, October 1, 2020** by the County Administrator of Fillmore County, Minnesota on behalf of the Fillmore County Board of Commissioners for the rental of 45.79 acres, more or less, with 100% farm program base acres as determined by the Farm Service Agency, located on the County Farm land in Section 32, Township 103N, Range 10W, with the exception of the access easement. This will be a two-year lease.

Bid specifications available online at [www.co.fillmore.mn.us](http://www.co.fillmore.mn.us) or at the Fillmore County Administrator's Office, 101 Fillmore Street West, Preston, MN 55965, (507) 765-4566.

Please send bill and proof of publication to Fillmore County Administrator; PO Box 466; Preston, MN 55965

Sincerely,

Bobbie Hillery  
Fillmore County Administrator

BH:kmo

*First District*  
Mitch Lentz

*Second District*  
Randy Dahl

BOARD OF COMMISSIONERS  
*Third District*  
Larry Hindt  
AN EQUAL OPPORTUNITY EMPLOYER

*Fourth District*  
Duane Bakke

*Fifth District*  
Marc Prestby

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# Fillmore County CARES Grant Application For Non-Profit Organizations

## APPLICANT INFORMATION

**Legal Name of the Non-profit Organization, including assumed name, if any:**

|                                                                                                                                                                                                                |                   |                                                                                                  |             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------|-------------|
| 501 (c)(3) _____                                                                                                                                                                                               | 501 (c)(6) _____  | Other: _____                                                                                     |             |
| Length of Time in Operation                                                                                                                                                                                    | Years      Months | Fed Tax Id#                                                                                      | MN State ID |
| Mailing Address                                                                                                                                                                                                |                   | City                                                                                             | Zip         |
| Location Address                                                                                                                                                                                               |                   | City                                                                                             | Township    |
| Business Phone                                                                                                                                                                                                 | (      )          | Cell Phone                                                                                       | (      )    |
| E-Mail Address                                                                                                                                                                                                 |                   | Web Address                                                                                      |             |
| Contact Name                                                                                                                                                                                                   |                   | Title                                                                                            |             |
| Amount of Funding Requested                                                                                                                                                                                    | \$ _____          | The FTE number of employees:<br>Number of volunteers:<br>Annual average number of people served: |             |
| 1. What is the purpose/mission of this non-profit organization?                                                                                                                                                |                   |                                                                                                  |             |
| 2. What is the impact that the COVID-19 Pandemic and Stay-at-home orders have had on your non-profit organization? (i.e.; loss of revenue, inability to serve clients, increase in demand for services, etc.). |                   |                                                                                                  |             |
| 3. What additional need(s), if any, has this non-profit addressed for individuals and/or for the community as a result of COVID-19 and related orders?                                                         |                   |                                                                                                  |             |
| 4. How will the funds be used? Please provide a detailed list, attaching a spreadsheet if necessary, and approximate costs.                                                                                    |                   |                                                                                                  |             |

## **Funding Information**

- Eligible applicants may request up to \$10,000 in Grant assistance based upon need and number of applications. Actual grant may be awarded based on number of employees, number of people served, urgency of needs addressed, and COVID-19 organizational response. Applicants are encouraged to state full need, even if the amount exceeds \$10,000. The awarded amount will be based on number of applicants and total dollars available.
- Applications will be considered by the Fillmore County EDA and acted on by the Fillmore County Board of Commissioners.
- The grant application and related attachments will be considered public information. Any social security, bank accounts, and date of birth information will be considered private data under MN Data Practices Chapter 13.

## **Eligible Applicants**

- Non-profit organizations that can demonstrate a loss of income, increase in demand for services due to COVID-19, needs to make physical changes to your entity to ensure the safety of your staff and public or can make an impact for individuals or the community in response to COVID-19. Dates of loss for grant purposes are March 1, 2020 to December 1, 2020.
- All eligible applicants must have a physical location in Fillmore County and serve the residents of Fillmore County.
- All eligible applicants must be registered with the Minnesota Secretary of State and have been operating since February 1, 2019.
- The Grantee suffered financial loss from business interruption caused by required closures or business reduction resulting from COVID-19 public health emergency or suffered loss in response to executive orders.
- The Grantee is expected to be fully operational after local and state emergency guidelines are rolled back. (in application consider them speaking to sustaining business)
- The Grantee must not be operating in violation of any state, federal or local laws. Must hold all current and applicable licenses.
- The Grantee has not received financial assistance from any federal, state, or local Small Business Assistance Program for the expenses claimed for this grant. This grant is eligible for expenses beyond what was covered in the fed/state/local program.
- Business may have to show financial data from 2019 compared to 2020 time-period.
- All terms are subject to change at the discretion of Fillmore County Board of Commissioners.
- The Fillmore County Board retains final authority to determine if a business is eligible or not, and whether to approve a grant or not.

## **Application Requirements**

- The Fillmore County CARES Relief Grant application must be completed in its entirety by the applicant and submitted to Fillmore County Administrator's Office, 101 Fillmore St, PO Box 466, Preston, MN 55965 Attn: Bobbie Hillery ; or submitted electronically to [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) by September 25, 2020 at 4:30 p.m. in order to be considered.
- A copy of the IRS non-profit determination letter.
- The most recent federal 990 tax return filed by the business.
- Income/expense statements for the first six months of 2019 and the first six months of 2020.
- Grant recipients agree to provide documentation of how funds were spent within 60 days following grant dispersal.
- A copy of the non-profit's current filing with the Minnesota Secretary of State Office.
- Other items as requested by the review committee.

# GRANT PROGRAM POLICY AUTHORIZATION FOR RELEASE OF INFORMATION

I declare that the information provided in this application and on the accompanying exhibits is true and complete to the best of my knowledge. Fillmore County has the right to verify any information contained in this application and may contact any individuals and institutions involved with the proposed project.

Signature/Title of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature/Title of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

The Fillmore County Board of Commissioners retains final authority to determine if a non-profit organization is eligible or not, and whether to approve a grant or not.



September 2, 2020

Board of Commissioners and Management  
Fillmore County  
101 Fillmore  
P.O. Box 627  
Preston, Minnesota 55965

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the agreed-upon procedures engagement CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for Fillmore County, Minnesota ("you," "your," or "the County") as of July 31, 2020.

Craig Popenhagen is responsible for the performance of the agreed-upon procedures engagement.

**Scope, objective, and responsibilities**

We will apply the agreed-upon procedures which Fillmore County has specified and agreed to, listed in the attached schedule, to deposit and investment accounts of the Fillmore County Auditor-Treasurer as of July 31, 2020.

Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Fillmore County agrees to and acknowledges the procedures performed or to be performed are appropriate for the intended purpose of complying with Minnesota Statutes 385.06 and 574.23. The intended users of the agreed-upon procedures report are Fillmore County and the Board of County Commissioners. Intended users in addition to Fillmore County may be requested to agree to the procedures and acknowledge that the procedures performed are appropriate for the intended purpose. Consequently, we make no representation regarding the appropriateness of the procedures enumerated in the attached schedule either for the purpose for which this report has been requested or for any other purpose. The intended users assume the risk that such procedures might be inappropriate for the intended purpose and the risk that they might misunderstand or otherwise inappropriately use findings properly reported by CLA.

Our responsibility is to perform the specified procedures and report the findings in accordance with the attestation standards. Because the agreed-upon procedures listed in the attached schedule do not constitute an examination, audit, or review, we will not express an opinion or conclusion on the deposit and investment accounts of the Fillmore County Auditor-Treasurer. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

At the conclusion of the engagement, you agree to provide a written representation letter that includes your agreement and acknowledgement that the procedures performed are appropriate for the intended purpose of the engagement and, if applicable, that you have obtained from necessary other parties their agreement to the procedures and acknowledgement that the procedures performed are appropriate for their purposes.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. This report is intended solely for the information and use of Fillmore County and the Board of County Commissioners, and should not be used by anyone other than the specified parties. If, for any reason, we are

unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report and withdraw from this engagement. Our report will include a statement indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the deposit and investment accounts of the Fillmore County Auditor-Treasurer that come to our attention, unless they are clearly inconsequential. In addition, if, in connection with this engagement, matters come to our attention that contradict the deposit and investment accounts of the Fillmore County Auditor-Treasurer, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters that might have come to our attention had we performed additional procedures or an examination or review.

Management is responsible for providing us with (1) access to all information of which you are aware that is relevant to the [describe subject matter] and the agreed-upon procedures, such as records, documentation, and other matters, and for the accuracy and completeness of that information; (2) additional information that we may request for the purpose of performing the agreed-upon procedures; and (3) unrestricted access to persons within the County from whom we determine it necessary to obtain evidence relating to performing the procedures. You agree to inform us of events occurring or facts discovered subsequent to the date of the deposit and investment accounts of the Fillmore County Auditor-Treasurer that may affect the deposit and investment accounts of the Fillmore County Auditor-Treasurer.

For all accounting services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

#### **Engagement administration and other matters**

A list of information we expect to need for the engagement and the dates required will be provided in a separate communication.

The workpapers supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers in accordance with our record retention policy that typically provides for a retention period of seven years.

Pursuant to authority given by law or regulation, we may be requested to make certain workpapers available to Minnesota Office of the State Auditor for their regulatory oversight purposes. We will notify you of any such request. Access to the requested workpapers will be provided to the regulators under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers to such regulators. The regulators may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.



CLA will not disclose any of your confidential, proprietary, or privileged information to any persons without the authorization of your management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

### **Mediation**

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties (i.e., you and CLA). The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Any Dispute will be governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

### **Limitation of remedies**

Our role is strictly limited to the engagement described in this letter, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based on our communications with you or our reports. You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents (each a "CLA party") and that this limitation of remedies provision is governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

You further agree that you will not hold CLA or any other CLA party liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions, or results of this engagement, except to the extent authorized by this agreement. In no event shall any CLA party be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorney fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by a CLA party of our duties owed under this engagement agreement, but any recovery on any such claim shall not exceed the portion of the total fees actually paid by you to CLA that corresponds to the particular service(s) that give(s) rise to the claim (i.e., the specific service(s) that a CLA party performed in such a manner as to cause CLA to be liable to you).

### **Time limitation**

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final report under this agreement to you, regardless of whether we provide other services for you relating to the report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

### **Fees**

We estimate that our professional fees will range from 4,000 to \$4,800. We will also bill for expenses (including travel, other costs such as report production, word processing, postage, etc., and internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. These estimates are based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimates. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

### ***Other fees***

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

### ***Finance charges and collection expenses***

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

### **Subcontractors**

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

### Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign, date, and return a copy to us.

Sincerely,

**CliftonLarsonAllen LLP**



Craig W. Popenhagen, CPA  
Principal  
507-280-2327  
Craig.popenhagen@CLAconnect.com

### Response:

This letter correctly sets forth the understanding of Fillmore County.

Authorized Signature: \_\_\_\_\_

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

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

Authorized Signature: \_\_\_\_\_

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

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

**AGREED-UPON PROCEDURES TO BE PERFORMED:**

- 1. Obtain confirmations for all bank accounts under the County's name at the banks listed on the attached Cash Book page at July 31, 2020.**
- 2. Obtain confirmations for all investment accounts under the County's name at the financial institutions listed on the attached Cash Book page at July 31, 2020.**
- 3. Obtain the July 31, 2020 checking account reconciliations, as identified by management, and determine that all reconciling items are supported with evidential matter by sighting said evidential matter.**
- 4. Trace the July 31, 2020 reconciliations of cash on deposit and investments per the Treasurer's Cash Book to the balances in the respective general ledger accounts as of July 31, 2020.**
- 5. Prepare a summary of deposit and investments using the accounts management has identified as being under the County Auditor-Treasurer's control and compare balances per confirmations obtained to the balances as provided by the Treasurer's Cash Book at July 31, 2020.**
- 6. Inquire of the Finance Director and newly appointed County Auditor-Treasurer that the County credit card in the possession of the prior County Auditor-Treasurer has been returned to the current Administration.**
- 7. Confirm with each institution listed on the attached Cash Book page that a change of authorized signers from the prior County Auditor-Treasurer to the current County Auditor-Treasurer on signature cards of bank and investment accounts under the County's name has occurred as of July 31, 2020.**
- 8. Obtain from the County the electronic transfers policy and procedures and site the former County Auditor-Treasurer's name has been removed from formal policies procedures.**

Fillmore County  
Auditor Treasurer Cash Book  
July 31, 2020

|                              |                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Root River State Bank        | Certificate of Deposit                                                                                                                                                                                                                                                                                                                                   |
| F & M Community Bank         | ACH Account<br>Airport Account<br>Building Fund<br>Credit Card Account<br>Extension Fund<br>Further Insurance Account<br>Main Checking Account<br>General Insurance Account<br>Over Remittance Account<br>Road & Bridge Account<br>Sheriff Fees Account<br>Sherriff Trust Account<br>Social Services Account<br>Vitals Account<br>Certificate of Deposit |
| First State Bank of Fountain | Certificates of Deposit                                                                                                                                                                                                                                                                                                                                  |
| First Southeast Bank         | Certificates of Deposit                                                                                                                                                                                                                                                                                                                                  |
| Home Federal Savings Bank    | Money Market                                                                                                                                                                                                                                                                                                                                             |
| Rushford State Bank          | Certificates of Deposit                                                                                                                                                                                                                                                                                                                                  |
| MAGIC                        | Investment                                                                                                                                                                                                                                                                                                                                               |