

**FILLMORE COUNTY  
BOARD OF COMMISSIONERS  
SPECIAL MEETING AGENDA**

**April 12, 2022**

Fillmore County Courthouse – Boardroom, 101 Fillmore Street – Preston, MN

.....  
Mitch Lentz – First District  
Randy Dahl – Second District

Larry Hindt – Third 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 or virtually. To participate Dial Toll Free 1-844-621-3956 and enter Access Code 2480 045 6702; or go to [www.webex.com](http://www.webex.com) , click on “join meeting”; enter the Meeting ID 2480 045 6702, may need password cgDeqRHHV236**

- 9:00 a.m.      Pledge of Allegiance  
                  Approve Agenda
- Approve Consent Agenda:  
                  1. April 5th, 2022 County Board minutes.
- Approve Commissioners Warrants  
                  Review Finance Warrants
- 9:05 a.m.      Anne Koliha, SWCD Administrator  
                  1. Present 2021 County Feedlot Officer Annual Report and Year-End Review
- 9:15 a.m.      Cristal Adkins, Zoning Administrator  
                  1. Consider an access permit for a new field drive for Nathen Yutzy, section 34 of Bristol Township
- 9:20 a.m.      Christy Smith, Auditor/Treasurer  
                  1. Consider approval to purchase OmniBallot Tablets for Elections with VEGA/HAVA grants and budget dollars
- 9:30 a.m.      Citizens Input
- 9:35 a.m.      Bobbie Hillery, Administrator  
                  1. Discussion with possible action regarding redistricting
- 9:45 a.m.      Ron Gregg, Highway Engineer  
                  1. Discussion with possible action regarding RFP for the construction of a Storage Building at the County’s Chatfield location

# FILLMORE COUNTY BOARD OF COMMISSIONERS

April 12, 2022 Meeting Agenda

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10:00 a.m. Lindsie Engle, Human Resources Officer

1. Consider request to hire Highway Maintenance Specialist as recommended by the County Engineer and Hiring Committee
2. Consider request for retirement of Susan Phillips, Accounting Technician Lead, effective June 16<sup>th</sup> after 21 years of service
3. Consider request to change existing Accounting Technician Lead position in the Recorder's Office to an Accounting Technician position
4. Consider request for internal transfer of Accounting Technician from Administration to Recorder's Office effective April 18 with no request for replacement at this time
5. Consider resignation of Brooke Johnson, Sheriff Deputy, effective April 8<sup>th</sup>
6. Consider request to hire summer help in Sanitation department per budget as requested by the Solid Waste Administrator and recommended by the Personnel Committee

Calendar review, Committee Reports and Announcements

## Meetings:

|                    |            |                             |                |
|--------------------|------------|-----------------------------|----------------|
| Tuesday, April 12  | 8:00 a.m.  | Facilities                  | Dahl, Hindt    |
| Tuesday, April 12  | 9:00 a.m.  | Regular Board Meeting       | ALL            |
| Tuesday, April 12  | 12:00 p.m. | Community Services          | Dahl, Lentz    |
| Thursday, April 14 | 10:30 a.m. | Workforce                   | Lentz          |
| Tuesday, April 19  | 8:00 a.m.  | Law Enforcement             | Prestby, Lentz |
| Tuesday, April 19  | 9:00 a.m.  | Technology                  | Prestby, Lentz |
| Tuesday, April 19  | 2:00 p.m.  | Historical Society          | Bakke          |
| Thursday, April 21 | 4:30 p.m.  | SWCD                        | Bakke          |
| Thursday, April 21 | 7:00 p.m.  | Planning Commission         | Bakke          |
| Monday, April 25   | 6:00 p.m.  | Zumbro Valley Health Center | Lentz          |
| Tuesday, April 26  | 9:00 a.m.  | Special Board Meeting       | ALL            |
| Tuesday, April 26  | 12:00 p.m. | Finance Committee           | Lentz, Hindt   |

## FILLMORE COUNTY COMMISSIONERS' MINUTES

April 5<sup>th</sup>, 2022

This is a preliminary draft of the April 5th, 2022, 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 5th day of April, 2022, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Mitch Lentz, Larry Hindt, Duane Bakke, Marc Prestby and Randy Dahl.

Others present: Bobbie Hillery, Administrator/Clerk; Lindsie Engle, Human Resources Officer; Julia McCaslin, Account Technician; Ron Gregg, Highway Engineer; Brent Kohn, Maintenance Superintendent; Kevin Olson, Social Services Director; John DeGeorge, Sheriff; Lindsie Engle, Human Resource Officer; Jessie Grabau, Sergeant; Jason McCaslin, Assessor, Dave Kiehne, Recorder; Christy Smith, Auditor-Treasurer; Bonita Underbakke, and Karen Reisner, Fillmore County Journal.

Others present via WebEx: Tara Kraling, Account Technician; Kristi Ruesink, Account Technician; Bruce Schwartzman, BKV Group; Lori Affeldt, Finance Director; Jason Marquardt, Veterans Service Officer; Chris Hahn, Economic Development Director; Tom Kaase; Jessica Erickson, Director of Nursing; Renee Zachman, Representative for LELS; Brett Corson, County Attorney; Dan Dornink, Sergeant/Investigator and Tessia Melvin, David Drown

The Pledge of Allegiance was recited.

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

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

1. March 22, 2022 County Board minutes

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

The Finance Department warrants were reviewed.

Ron Gregg, Highway Engineer and Brent Kohn, Maintenance Supervisor were present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved to order two Mac tandem trucks to be delivered and paid for in the budget year 2023 in the amount of \$284,100.00.

Gregg requested to advertise RFP for the construction of a Storage Building for trucks with a washing station at the County's Chatfield location. The board requested to review the RFP prior to approval. Gregg will bring back to the board at a future meeting.

The Citizen's Input portion of the meeting was opened and closed at 9:41 a.m.

Kevin Olson, Social Services Director was present

Olson reviewed the workflow activity report for the Social Services Income Maintenance staff. He noted the report allows him verify the number of cases and the workload that the work employees are doing at home or in the office. This is the tool that he utilizes to verify their workflow for the Telecommuting Policy. He noted that all of his telecommuting staff are required to come into the office at least one day a week.

Lindsie Engle, Human Resources Officer was present

On motion by Prestby and seconded by Bakke, the Board unanimously approved the retirement of Gary Morken, with thanks for his 19 years of service as a Highway Maintenance Specialist, effective 04/28/22.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the request to hire Highway Maintenance Specialist from list to replace the open position as requested by the Personnel Committee, after the proper process is followed per the Union Contract.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the retirement of Vicky Topness, with thanks for her 20 years of service as an Office Support Specialist Senior in the Public Health Department, effective 4/28/2022.

On motion by Hindt and seconded by Dahl, the Board unanimously approved to hire Kari Broadwater as an Office Support Specialist, Sr. in the Social Services Department, effective April 20<sup>th</sup>, 2022 at Grade 6/Step 1 at \$21.31 per hour as recommended by the Social Services Director and Hiring Committee.

On motion by Dahl and seconded by Hindt, the Board unanimously approved to hire Matthew Rislov as Highway Maintenance Specialist effective April 25<sup>th</sup>, 2022 at Grade 8/Step 1 at \$23.02 per hour as recommended by the Highway Engineer and Hiring Committee.

Engle provided an update on the Remote Work Policy. Staff working from home are required to complete the Work Remote Application. She has received completed applications from various departments.

Bobbie Hillery, Administrator was present.

Hillery provided her Work Remote Application and requested board approval. Bakke noted the policy is for everyone, but the board would only need to approve the Administrator's. Hillery will approve all of the Department Heads' applications.

On motion by Hindt and seconded by Dahl, the Board unanimously approved the Remote Work Agreement for the County Administrator.

Hillery presented the pre-design contract from BKV and verified the changes noting that it would no longer be necessary to explore the pre-design options for changes to the Courthouse building or a new facility, as the engineers from BKV came down and determined that the existing Sheriff's office building could be utilized. Bruce Schwartzman from BKV noted the old jail will need an extensive amount of remodeling but it is useable. Discussion of cost ensued with the initial pre-design amount of \$25,000 changing to \$38,000. Schwartzman explained that based on the engineer evaluation of the old jail there is more work involved, but that they could do an hourly cost with a not to exceed \$38,000 amount. It also was noted that this is a pre-design and construction contract, so Attorney Corson suggested that it must come back to the Board for approval of the pre-design before moving forward with Construction. It was the consensus of the board that BKV will not proceed onto the next phase without board approval and pre-design will not exceed \$38,000.

On motion by Dahl and seconded Bakke, the Board unanimously approved the BKV Pre-Design Contract at an hourly basis with a not to exceed amount of \$38,000 and a Construction Contract at 7.4%, that will be approved at a later date prior to moving forward, with the only pre-design option being the remodel of the existing Sheriff's Office with the addition of a 32 bed facility added on to that location.

The chair recessed the board meeting at 10:30 a.m. and resumed back in session at 10:35 a.m.

2022 LELS Union negotiation discussion with Jessie Grabau, Sergeant present; Renee Zachman, LELS and Daniel Dornink, Sergeant/Investigator appearing via WebEx.



Discussion ensued about the packet material, the difference meetings that have been held.

The Union made the following proposal:

- 1 year contract
- Movement of Captain Position from Grade 13(L) to Grade 14(L)
- 3% for all positions
- In addition to the 3% COLA, a 8.7% market adjustment on 1/1/22 for Grade 12(L) positions
- In addition to the 3% COLA, a 2% market adjustment on 1/1/22 for Grade 11(L) positions
- Plus, Injury on Duty Language addition to the contract

Hillery on behalf of the board proposed the following:

- 1 year contract – all of the below changes effective 1/1/22
- 3% for all positions
- Move of Captain Position from Grade 13(L) to Grade 14(L)
- Add an additional \$1.00 onto the 12(L) Step 10 Pay Grade
- Plus, Injury on Duty Language addition to the Contract

Hillery presented two fax options. Option 1 is a normal fax costing \$39/month for 3 years. Option 2 is CT CLOUD fax costing \$11/month for 36 months allowing faxes to go directly to email. Hillery spoke with the department heads and it was the consensus to go with CT CLOUD.

On motion by Dahl and seconded by Hindt, the Board unanimously approved CT CLOUD Fax for four units in the amount of \$11/month for 36 months.

Hillery spoke about the upgrade for Pictometry. Hillery noted that because of the plane availability, Eagleview upgraded imagery to 3 inch for the current flight costing an additional \$27,870.00. The cost to upgrade to 3 inch would normally an additional \$222,960.00.

On motion by Dahl and seconded by Hindt, the Board unanimously approved to update resolution imagery from Eagleview from 6” to 3” for the amount of \$27,870.00.

Discussion ensued regarding possible redistricting for commissioners. Auditor/Treasurer Christy Smith noted she only received responses from half of the cities and townships. She did note that no one has reached out to change the boundary lines. Smith will reach out to the cities and townships requiring a response before the next board meeting. Hillery noted any changes have to be into the State by April 26<sup>th</sup>.

LELS Union negotiation discussion continued at 11:56 a.m.

Zachman noted that she has a tentative agreement from her Union representatives with the offer that was made.

The Board waited for confirmation from the consultant from David Drown and Associates for the numbers for the pay scale for the 12(L) with the additional dollar.

On motion by Prestby and seconded by Hindt, the Board unanimously approved the contractual offer to the LELS Union for the 2022 one year contract for a 3% COLA, an additional dollar adjustment to the 12(L) Pay Grade, moving the Captain from 13(L) to 14 (L) Pay Grade and adding the language for Injury on Duty.

Calendar review, Committee Reports and Announcements:

## **FILLMORE COUNTY COMMISSIONERS' MINUTES**

**April 5<sup>th</sup>, 2022**

Hindt: EDA meeting – Public health advisory – Avian flu has made it to Minnesota

On a motion by Hindt and seconded by Prestby, the Chair adjourned the meeting at 12:08 p.m.

bharmening  
4/7/22 1:34PM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                       | Rpt  | Warrant Description    | Invoice #                      | Account/Formula Description   | 1099           |
|--------|--------------------------------------------|------|------------------------|--------------------------------|-------------------------------|----------------|
| No.    | Account/Formula                            | Accr | Service Dates          | Paid On Bhf #                  | On Behalf of Name             |                |
| 3      | DEPT                                       |      | Board Of Commissioners |                                |                               |                |
| 5887   | Dahl/Randy                                 |      |                        |                                |                               |                |
|        | 01-003-000-0000-6335                       |      | 87.75                  | March 22 meeting mileage       | Employee Automobile Allowance | N              |
|        |                                            |      |                        | 03/02/2022 03/31/2022          |                               |                |
|        | 5887 Dahl/Randy                            |      | 87.75                  | 1 Transactions                 |                               |                |
| 82132  | Fillmore Co Journal                        |      |                        |                                |                               |                |
|        | 01-003-000-0000-6233                       |      | 24.00                  | 3/1/22 Board meeting minutes   | Publications                  | N              |
|        |                                            |      |                        | 03/28/2022 03/28/2022          |                               |                |
|        | 82132 Fillmore Co Journal                  |      | 24.00                  | 1 Transactions                 |                               |                |
| 111    | Fillmore Co Treasurer- Credit Card/ACH     |      |                        |                                |                               |                |
|        | 01-003-000-0000-6337                       |      | 42.66                  | AMC food/drink-Mitch L         | Other Travel Expense          | N              |
|        |                                            |      |                        | 03/01/2022 03/01/2022          |                               |                |
|        | 01-003-000-0000-6337                       |      | 42.66                  | AMC food/drink-Randy D         | Other Travel Expense          | N              |
|        |                                            |      |                        | 03/01/2022 03/01/2022          |                               |                |
|        | 01-003-000-0000-6337                       |      | 421.46                 | AMC lodging-Mitch Lentz        | Other Travel Expense          | N              |
|        |                                            |      |                        | 03/01/2022 03/03/2022          |                               |                |
|        | 01-003-000-0000-6337                       |      | 421.46                 | AMC lodging-Duane Bakke        | Other Travel Expense          | N              |
|        |                                            |      |                        | 03/01/2022 03/03/2022          |                               |                |
|        | 01-003-000-0000-6337                       |      | 421.46                 | AMC lodging-Randy Dahl         | Other Travel Expense          | N              |
|        |                                            |      |                        | 03/01/2022 03/03/2022          |                               |                |
|        | 111 Fillmore Co Treasurer- Credit Card/ACH |      | 1,349.70               | 5 Transactions                 |                               |                |
| 6732   | Hindt/Lawrence E                           |      |                        |                                |                               |                |
|        | 01-003-000-0000-6335                       |      | 139.22                 | March 22 meeting mileage       | Employee Automobile Allowance | N              |
|        |                                            |      |                        | 03/01/2022 03/29/2022          |                               |                |
|        | 6732 Hindt/Lawrence E                      |      | 139.22                 | 1 Transactions                 |                               |                |
| 2081   | Lentz/Mitch                                |      |                        |                                |                               |                |
|        | 01-003-000-0000-6335                       |      | 315.90                 | March 22 meeting mileage       | Employee Automobile Allowance | N              |
|        |                                            |      |                        | 03/01/2022 03/28/2022          |                               |                |
|        | 2081 Lentz/Mitch                           |      | 315.90                 | 1 Transactions                 |                               |                |
| 3      | DEPT Total:                                |      | 1,916.57               | Board Of Commissioners         | 5 Vendors                     | 9 Transactions |
| 11     | DEPT                                       |      |                        | District Court                 |                               |                |
|        | 4235 DODA & MCGEENEY, P.A.                 |      |                        |                                |                               |                |
|        | 01-011-000-0000-6261                       |      | 600.00                 | Court appointed atty-23JV21271 | Court Appointed Attorneys     | Y              |

bharmening  
4/7/22 1:34PM  
1 County Revenue Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                   | Rpt  | Amount   | Warrant Description                                 | Invoice #     | Account/Formula Description | 1099 |
|--------|----------------------------------------|------|----------|-----------------------------------------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                        | Accr |          | Service Dates                                       | Paid On Bhf # | On Behalf of Name           |      |
| 4235   | DODA & MCGEENEY, P.A.                  |      | 600.00   | 01/04/2022 03/11/2022<br>1 Transactions             |               |                             |      |
| 11     | DEPT Total:                            |      | 600.00   | District Court                                      | 1 Vendors     | 1 Transactions              |      |
| 34     | DEPT                                   |      |          | Administration                                      |               |                             |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                                                     |               |                             |      |
|        | 01-034-000-0000-6337                   |      | 42.66    | AMC food/drink-Bobbie H<br>03/01/2022 03/01/2022    |               | Other Travel Expense        | N    |
|        | 01-034-000-0000-6337                   |      | 25.83    | 3 hole punch-Admin office<br>02/25/2022 02/25/2022  | 1470642       | Other Travel Expense        | N    |
|        | 01-034-000-0000-6337                   |      | 430.96   | AMC lodging-Bobbie H<br>03/01/2022 03/03/2022       | 703760        | Other Travel Expense        | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 499.45   | 3 Transactions                                      |               |                             |      |
| 34     | DEPT Total:                            |      | 499.45   | Administration                                      | 1 Vendors     | 3 Transactions              |      |
| 41     | DEPT                                   |      |          | Auditor/Treasurer                                   |               |                             |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                                                     |               |                             |      |
|        | 01-041-000-0000-6337                   |      | 259.00   | Election training lodging<br>04/19/2022 04/21/2022  |               | Other Travel Expense        | N    |
|        | 01-041-000-0000-6337                   |      | 199.27   | Election training meals-CS<br>04/07/2022 04/07/2022 |               | Other Travel Expense        | N    |
|        | 01-041-000-0000-6337                   |      | 199.27   | Election training meals-SS<br>04/07/2022 04/07/2022 |               | Other Travel Expense        | N    |
|        | 01-041-000-0000-6337                   |      | 199.27   | Election training meals-SM<br>04/07/2022 04/07/2022 |               | Other Travel Expense        | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 856.81   | 4 Transactions                                      |               |                             |      |
| 41     | DEPT Total:                            |      | 856.81   | Auditor/Treasurer                                   | 1 Vendors     | 4 Transactions              |      |
| 62     | DEPT                                   |      |          | Elections                                           |               |                             |      |
| 4430   | SEACHANGE PRINT INNOVATIONS            |      |          |                                                     |               |                             |      |
|        | 01-062-000-0000-6461                   |      | 3,317.60 | May 2022 Election postage<br>04/06/2022 04/06/2022  | 41048         | Ballots                     | Y    |
| 4430   | SEACHANGE PRINT INNOVATIONS            |      | 3,317.60 | 1 Transactions                                      |               |                             |      |

bharmening  
4/7/22 1:34PM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                       | Rpt  | Warrant Description | Invoice #                      | Account/Formula Description | 1099                                    |
|--------|--------------------------------------------|------|---------------------|--------------------------------|-----------------------------|-----------------------------------------|
| No.    | Account/Formula                            | Accr | Service Dates       | Paid On Bhf #                  | On Behalf of Name           |                                         |
| 62     | DEPT Total:                                |      | 3,317.60            | Elections                      | 1 Vendors                   | 1 Transactions                          |
| 91     | DEPT                                       |      |                     | County Attorney                |                             |                                         |
| 2613   | Olmsted Co Sheriff's Office                |      |                     |                                |                             |                                         |
|        | 01-091-000-0000-6377                       |      | 100.00              | 23CR21359                      | 23CR21359                   | Fees And Service Charges N              |
|        |                                            |      |                     | 03/28/2022                     | 03/28/2022                  |                                         |
|        | 2613 Olmsted Co Sheriff's Office           |      | 100.00              |                                | 1 Transactions              |                                         |
| 91     | DEPT Total:                                |      | 100.00              | County Attorney                | 1 Vendors                   | 1 Transactions                          |
| 101    | DEPT                                       |      |                     | Recorder                       |                             |                                         |
| 111    | Fillmore Co Treasurer- Credit Card/ACH     |      |                     |                                |                             |                                         |
|        | 01-101-000-0000-6245                       |      | 375.00              | Abstract course-Roxanne K      |                             | Registration Fees N                     |
|        |                                            |      |                     | 03/11/2022                     | 03/11/2022                  |                                         |
|        | 111 Fillmore Co Treasurer- Credit Card/ACH |      | 375.00              |                                | 1 Transactions              |                                         |
|        | 83550 Kelly Printing & Signs LLC           |      |                     |                                |                             |                                         |
|        | 01-101-000-0000-6402                       |      | 53.67               | Abstract covers                | 227582                      | Stationary And Forms N                  |
|        |                                            |      |                     | 03/17/2022                     | 03/17/2022                  |                                         |
|        | 83550 Kelly Printing & Signs LLC           |      | 53.67               |                                | 1 Transactions              |                                         |
| 101    | DEPT Total:                                |      | 428.67              | Recorder                       | 2 Vendors                   | 2 Transactions                          |
| 102    | DEPT                                       |      |                     | Surveyor                       |                             |                                         |
| 4412   | JOEL THORESON LAND SURVEYING               |      |                     |                                |                             |                                         |
|        | 01-102-000-0000-6265                       |      | 7,500.00            | 1st Qtr 22 surveyor services   | 2022_1                      | Consulting Y                            |
|        |                                            |      |                     | 03/31/2022                     | 03/31/2022                  |                                         |
|        | 4412 JOEL THORESON LAND SURVEYING          |      | 7,500.00            |                                | 1 Transactions              |                                         |
| 102    | DEPT Total:                                |      | 7,500.00            | Surveyor                       | 1 Vendors                   | 1 Transactions                          |
| 111    | DEPT                                       |      |                     | Facilities Mtce                |                             |                                         |
| 111    | Fillmore Co Treasurer- Credit Card/ACH     |      |                     |                                |                             |                                         |
|        | 01-111-000-0000-6580                       |      | 71.88               | Menards-courthouse air filters |                             | Other Repair And Maintenance Supplies N |
|        |                                            |      |                     | 03/02/2022                     | 03/02/2022                  |                                         |
|        | 111 Fillmore Co Treasurer- Credit Card/ACH |      | 71.88               |                                | 1 Transactions              |                                         |
|        | 3370 Haakenson Electric, Inc               |      |                     |                                |                             |                                         |

bharmening  
4/7/22 1:34PM  
1 County Revenue Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor      | Name                                          | Rpt  |               | Warrant Description                                   | Invoice #        | Account/Formula Description           | 1099 |
|-------------|-----------------------------------------------|------|---------------|-------------------------------------------------------|------------------|---------------------------------------|------|
| No.         | Account/Formula                               | Accr | Amount        | Service Dates                                         | Paid On Bhf #    | On Behalf of Name                     |      |
|             | 01-111-000-0000-6317                          |      | 129.00        | Replace emergency lights<br>04/05/2022 04/05/2022     | 6218             | Building Maintenance                  | N    |
| <b>3370</b> | <b>Haakenson Electric, Inc</b>                |      | <b>129.00</b> | <b>1 Transactions</b>                                 |                  |                                       |      |
| 5988        | <b>Preston Auto Parts</b>                     |      |               |                                                       |                  |                                       |      |
|             | 01-111-000-0000-6580                          |      | 24.61         | Crimping tool<br>03/30/2022 03/30/2022                | 709390           | Other Repair And Maintenance Supplies | N    |
|             | 01-111-000-0000-6580                          |      | 3.63          | Slide terminal<br>03/30/2022 03/30/2022               | 709391           | Other Repair And Maintenance Supplies | N    |
|             | 01-111-000-0000-6580                          |      | 5.29          | Coat hanger<br>04/05/2022 04/05/2022                  | 709897           | Other Repair And Maintenance Supplies | N    |
| <b>5988</b> | <b>Preston Auto Parts</b>                     |      | <b>33.53</b>  | <b>3 Transactions</b>                                 |                  |                                       |      |
| 5050        | <b>Tufte/Blaine</b>                           |      |               |                                                       |                  |                                       |      |
|             | 01-111-000-0000-6335                          |      | 15.21         | March 22 Post Office mileage<br>03/01/2022 03/31/2022 |                  | Employee Automobile Allowance         | N    |
| <b>5050</b> | <b>Tufte/Blaine</b>                           |      | <b>15.21</b>  | <b>1 Transactions</b>                                 |                  |                                       |      |
| <b>111</b>  | <b>DEPT Total:</b>                            |      | <b>249.62</b> | <b>Facilites Mtce</b>                                 | <b>4 Vendors</b> | <b>6 Transactions</b>                 |      |
| <b>125</b>  | <b>DEPT</b>                                   |      |               | <b>Veteran Services</b>                               |                  |                                       |      |
| 106         | <b>Fillmore Co Treasurer</b>                  |      |               |                                                       |                  |                                       |      |
|             | 01-125-000-0000-6561                          |      | 99.18         | January 2022 Veterans fuel<br>01/03/2022 01/25/2022   |                  | Gasoline Diesel And Other Fuels       | N    |
|             | 01-125-000-0000-6561                          |      | 286.05        | February 2022 Veterans fuel<br>02/01/2022 02/25/2022  |                  | Gasoline Diesel And Other Fuels       | N    |
| <b>106</b>  | <b>Fillmore Co Treasurer</b>                  |      | <b>385.23</b> | <b>2 Transactions</b>                                 |                  |                                       |      |
| 111         | <b>Fillmore Co Treasurer- Credit Card/ACH</b> |      |               |                                                       |                  |                                       |      |
|             | 01-125-000-0000-6244                          |      | 80.00         | CPR continuing education<br>03/08/2022 03/08/2022     |                  | Continuing Education                  | N    |
| <b>111</b>  | <b>Fillmore Co Treasurer- Credit Card/ACH</b> |      | <b>80.00</b>  | <b>1 Transactions</b>                                 |                  |                                       |      |
| 3348        | <b>Marquardt/Jason</b>                        |      |               |                                                       |                  |                                       |      |
|             | 01-125-000-0000-6335                          |      | 264.42        | March 22 meeting mileage<br>03/24/2022 03/29/2022     |                  | Employee Automobile Allowance         | N    |
| <b>3348</b> | <b>Marquardt/Jason</b>                        |      | <b>264.42</b> | <b>1 Transactions</b>                                 |                  |                                       |      |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                   | Rpt  | Warrant Description      | Invoice #                    | Account/Formula Description | 1099                              |
|--------|----------------------------------------|------|--------------------------|------------------------------|-----------------------------|-----------------------------------|
| No.    | Account/Formula                        | Accr | Service Dates            | Paid On Bhf #                | On Behalf of Name           |                                   |
| 125    | DEPT Total:                            |      | 729.65                   | Veteran Services             | 3 Vendors                   | 4 Transactions                    |
| 149    | DEPT                                   |      | Other General Government |                              |                             |                                   |
| 4928   | 1 Source                               |      |                          |                              |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 3,519.20                 | Copy paper                   | 273069-0                    | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/31/2022 03/31/2022        |                             |                                   |
| 4928   | 1 Source                               |      | 3,519.20                 | 1 Transactions               |                             |                                   |
| 5005   | Cintas Corporation- First Aid & Safety |      |                          |                              |                             |                                   |
|        | 01-149-000-0000-6377                   |      | 211.98                   | March Hwy first aid kits     | 51015035556                 | Fees And Service Charges N        |
|        |                                        |      |                          | 03/29/2022 03/29/2022        |                             |                                   |
| 5005   | Cintas Corporation- First Aid & Safety |      | 211.98                   | 1 Transactions               |                             |                                   |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |                          |                              |                             |                                   |
|        | 01-149-000-0000-6372                   |      | 19.25                    | Preston foods-wellness       |                             | Wellness Grant Expenses N         |
|        |                                        |      |                          | 03/21/2022 03/21/2022        |                             |                                   |
|        | 01-149-000-0000-6372                   |      | 7.18                     | Preston foods-Wellness       |                             | Wellness Grant Expenses N         |
|        |                                        |      |                          | 03/22/2022 03/22/2022        |                             |                                   |
|        | 01-149-000-0000-6372                   |      | 20.00                    | Estelles gift cert-Wellness  |                             | Wellness Grant Expenses N         |
|        |                                        |      |                          | 03/24/2022 03/24/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 17.15                    | Shared Co office supplies    | 2872605                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/10/2022 03/10/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 129.96                   | Shared Co custodian supplies | 3244248                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/10/2022 03/10/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 48.96                    | County shared supplies       | 3807410                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/03/2022 03/03/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 60.00                    | County shared supplies       | 4417049                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 02/28/2022 02/28/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 19.99                    | Shared Co office supplies    | 5849821                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/10/2022 03/10/2022        |                             |                                   |
|        | 01-149-000-0000-6404                   |      | 78.00                    | Shared Co custodian supplies | 6420255                     | County Shared Cleaning Supplies N |
|        |                                        |      |                          | 03/10/2022 03/10/2022        |                             |                                   |
|        | 01-149-000-0000-6372                   |      | 35.17                    | Prizes-Wellness competition  | 6708201                     | Wellness Grant Expenses N         |
|        |                                        |      |                          | 03/07/2022 03/07/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 57.98                    | County shared supplies       | 7691418                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/03/2022 03/03/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 19.00                    | Shared Co office supplies    | 8665819                     | County Shared Office Supplies N   |
|        |                                        |      |                          | 03/10/2022 03/10/2022        |                             |                                   |
|        | 01-149-000-0000-6408                   |      | 169.95                   | Supplies                     | 9689050                     | County Shared Office Supplies N   |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                   | Rpt  | Warrant Description | Invoice #                                                               | Account/Formula Description           | 1099                                   |
|--------|----------------------------------------|------|---------------------|-------------------------------------------------------------------------|---------------------------------------|----------------------------------------|
| No.    | Account/Formula                        | Accr | Amount              | Service Dates                                                           | Paid On Bhf #                         | On Behalf of Name                      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 682.59              | 03/14/2022 03/14/2022<br>13 Transactions                                |                                       |                                        |
| 2343   | Kingsley Mercantile Inc.               |      |                     |                                                                         |                                       |                                        |
|        | 01-149-000-0000-6580                   |      | 87.96               | 2 gallons of paint HR office<br>04/04/2022 04/04/2022<br>1 Transactions | Other Repair And Maintenance Supplies | N                                      |
| 2343   | Kingsley Mercantile Inc.               |      | 87.96               |                                                                         |                                       |                                        |
| 20135  | MEDSURETY, LLC                         |      |                     |                                                                         |                                       |                                        |
|        | 01-149-000-0000-6285                   |      | 97.50               | Cobra continuation admin<br>04/01/2022 04/01/2022<br>1 Transactions     | 15248 Professional Fees               | N                                      |
| 20135  | MEDSURETY, LLC                         |      | 97.50               |                                                                         |                                       |                                        |
| 149    | DEPT Total:                            |      | 4,599.23            | Other General Government                                                | 5 Vendors                             | 17 Transactions                        |
| 201    | DEPT                                   |      |                     | Enhanced 911 System                                                     |                                       |                                        |
| 3689   | MN Dept of Transportation              |      |                     |                                                                         |                                       |                                        |
|        | 01-201-000-0000-6310                   |      | 2,511.63            | ARMER 2022 contract<br>01/01/2022 12/31/2022<br>1 Transactions          | 00000696517                           | Contract Repairs And Maintenance N     |
| 3689   | MN Dept of Transportation              |      | 2,511.63            |                                                                         |                                       |                                        |
| 2819   | Motorola                               |      |                     |                                                                         |                                       |                                        |
|        | 01-201-000-0000-6310                   |      | 10,473.72           | 2022 Service Contract<br>01/01/2022 12/31/2022<br>1 Transactions        | 8230364184                            | Contract Repairs And Maintenance N     |
| 2819   | Motorola                               |      | 10,473.72           |                                                                         |                                       |                                        |
| 201    | DEPT Total:                            |      | 12,985.35           | Enhanced 911 System                                                     | 2 Vendors                             | 2 Transactions                         |
| 202    | DEPT                                   |      |                     | Sheriff                                                                 |                                       |                                        |
| 4545   | Brown's Tire & Battery Inc             |      |                     |                                                                         |                                       |                                        |
|        | 01-202-000-0000-6310                   |      | 51.36               | 2320 Squad service<br>03/28/2022 03/28/2022<br>1 Transactions           | 227696                                | Contract Repairs And Maintenance N     |
| 4545   | Brown's Tire & Battery Inc             |      | 51.36               |                                                                         |                                       |                                        |
| 3550   | Emergency Automotive Technology, Inc   |      |                     |                                                                         |                                       |                                        |
|        | 01-202-000-0000-6652                   |      | 906.25              | Laptop docking stations<br>02/17/2022 02/17/2022                        | JP021722-40                           | Squad Car Equipment Purchased and Se N |



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| Vendor | Name                                   | Rpt  | Amount   | Warrant Description                          | Invoice #     | Account/Formula Description           | 1099 |
|--------|----------------------------------------|------|----------|----------------------------------------------|---------------|---------------------------------------|------|
| No.    | Account/Formula                        | Accr |          | Service Dates                                | Paid On Bhf # | On Behalf of Name                     |      |
| 3550   | Emergency Automotive Technology, Inc   |      | 906.25   | 1 Transactions                               |               |                                       |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                                              |               |                                       |      |
|        | 01-202-000-0000-6357                   |      | 1,125.00 | Post license<br>03/07/2022 03/07/2022        |               | Peace Officer Training Expense        | N    |
|        | 01-202-000-0000-6455                   |      | 2,151.76 | Taser cartridges<br>03/18/2022 03/18/2022    | 000070470     | Law Enforcement Supplies              | N    |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 3,276.76 | 2 Transactions                               |               |                                       |      |
| 7102   | Ironside Trailer Sales Inc.            |      |          |                                              |               |                                       |      |
|        | 01-202-000-0000-6310                   |      | 69.98    | 2316 squad service<br>02/10/2022 02/10/2022  | 13414         | Contract Repairs And Maintenance      | N    |
|        | 01-202-000-0000-6310                   |      | 63.98    | 2310 squad service<br>03/08/2022 03/08/2022  | 13509         | Contract Repairs And Maintenance      | N    |
| 7102   | Ironside Trailer Sales Inc.            |      | 133.96   | 2 Transactions                               |               |                                       |      |
| 3689   | MN Dept of Transportation              |      |          |                                              |               |                                       |      |
|        | 01-202-000-0000-6310                   |      | 1,788.31 | ARMER 2022 contract<br>01/01/2022 12/31/2022 | 00000696517   | Contract Repairs And Maintenance      | N    |
| 3689   | MN Dept of Transportation              |      | 1,788.31 | 1 Transactions                               |               |                                       |      |
| 303    | Preston Equipment Company              |      |          |                                              |               |                                       |      |
|        | 01-202-000-0000-6580                   |      | 113.14   | Generator additive<br>03/15/2022 03/15/2022  | 01-124876     | Other Repair And Maintenance Supplies | N    |
| 303    | Preston Equipment Company              |      | 113.14   | 1 Transactions                               |               |                                       |      |
| 3551   | US AutoForce                           |      |          |                                              |               |                                       |      |
|        | 01-202-000-0000-6310                   |      | 631.00   | 2307 squad tires<br>04/05/2022 04/05/2022    | 3491995       | Contract Repairs And Maintenance      | N    |
| 3551   | US AutoForce                           |      | 631.00   | 1 Transactions                               |               |                                       |      |
| 202    | DEPT Total:                            |      | 6,900.78 | Sheriff                                      | 7 Vendors     | 9 Transactions                        |      |
| 251    | DEPT                                   |      |          | County Jail                                  |               |                                       |      |
| 4026   | Bob Barker Company, Inc                |      |          |                                              |               |                                       |      |
|        | 01-251-000-0000-6377                   |      | 173.04   | Jail supplies<br>03/31/2022 03/31/2022       | 1750718       | Fees And Service Charges              | N    |
| 4026   | Bob Barker Company, Inc                |      | 173.04   | 1 Transactions                               |               |                                       |      |

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| Vendor | Name                                   | Rpt  |          | Warrant Description      | Invoice #     | Account/Formula Description            | 1099 |
|--------|----------------------------------------|------|----------|--------------------------|---------------|----------------------------------------|------|
| No.    | Account/Formula                        | Accr | Amount   | Service Dates            | Paid On Bhf # | On Behalf of Name                      |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6377                   |      | 89.57    | Jail supplies            |               | Fees And Service Charges               | N    |
|        |                                        |      |          | 03/02/2022 03/23/2022    |               |                                        |      |
|        | 01-251-000-0000-6580                   |      | 287.52   | Menards-jail air filters |               | Other Repair And Maintenance Supplies  | N    |
|        |                                        |      |          | 03/02/2022 03/02/2022    |               |                                        |      |
|        | 01-251-000-0000-6245                   |      | 110.00   | Registration fee         | 257750        | Registration Fees                      | N    |
|        |                                        |      |          | 03/23/2022 03/23/2022    |               |                                        |      |
| 111    | Fillmore Co Treasurer- Credit Card/ACH |      | 487.09   | 3 Transactions           |               |                                        |      |
| 4899   | HEALTHDIRECT #119                      |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6431                   |      | 81.86    | Inmate meds              | 000083494     | Drugs And Medicine                     | N    |
|        |                                        |      |          | 02/28/2022 02/28/2022    |               |                                        |      |
| 4899   | HEALTHDIRECT #119                      |      | 81.86    | 1 Transactions           |               |                                        |      |
| 2343   | Kingsley Mercantile Inc.               |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6310                   |      | 838.99   | New dishwasher for jail  | 10095         | Contract Repairs And Maintenance       | N    |
|        |                                        |      |          | 03/25/2022 03/25/2022    |               |                                        |      |
| 2343   | Kingsley Mercantile Inc.               |      | 838.99   | 1 Transactions           |               |                                        |      |
| 4866   | MEnD CORRECTIONAL CARE, PLLC           |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6429                   |      | 2,346.16 | April 22 jail healthcare | 6571          | Nurse/Medical Service Agreement        | N    |
|        |                                        |      |          | 04/02/2022 04/02/2022    |               |                                        |      |
| 4866   | MEnD CORRECTIONAL CARE, PLLC           |      | 2,346.16 | 1 Transactions           |               |                                        |      |
| 5988   | Preston Auto Parts                     |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6310                   |      | 20.77    | Jail supplies            | 708851/708829 | Contract Repairs And Maintenance       | N    |
|        |                                        |      |          | 03/24/2022 03/24/2022    |               |                                        |      |
| 5988   | Preston Auto Parts                     |      | 20.77    | 1 Transactions           |               |                                        |      |
| 4487   | Preston Service Plus                   |      |          |                          |               |                                        |      |
|        | 01-251-000-0000-6310                   |      | 22.82    | Transport van service    | 18993         | Contract Repairs And Maintenance       | Y    |
|        |                                        |      |          | 03/08/2022 03/08/2022    |               |                                        |      |
| 4487   | Preston Service Plus                   |      | 22.82    | 1 Transactions           |               |                                        |      |
| 251    | DEPT Total:                            |      | 3,970.73 | County Jail              | 7 Vendors     | 9 Transactions                         |      |
| 441    | DEPT                                   |      |          | Public Health            |               |                                        |      |
| 20082  | Boyum/ Carrie                          |      |          |                          |               |                                        |      |
|        | 01-441-000-0000-6054                   |      | 4.68     | March 22 ICA2 mileage    |               | Immunization Cooperative Agreement (2) | N    |

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| Vendor No. | Name<br>Account/Formula                                        | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates                                      | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|----------------------------------------------------------------|-------------|----------|---------------------------------------------------------------------------|----------------------------|--------------------------------------------------|------|
| 20082      | Boyum/ Carrie                                                  |             | 4.68     | 03/01/2022 03/29/2022<br>1 Transactions                                   |                            |                                                  |      |
| 402        | City of Rushford<br>01-441-000-0000-6448                       |             | 1,234.99 | Aquatic Cntr hydration station<br>04/06/2022 04/06/2022<br>1 Transactions |                            | Ship Grant Expenses                              | N    |
| 402        | City of Rushford                                               |             | 1,234.99 |                                                                           |                            |                                                  |      |
| 111        | Fillmore Co Treasurer- Credit Card/ACH<br>01-441-000-0000-6054 |             | 66.96    | Display ports<br>03/22/2022 03/22/2022<br>1 Transactions                  | 3509803                    | Immunization Cooperative Agreement (2)           | N    |
| 111        | Fillmore Co Treasurer- Credit Card/ACH                         |             | 66.96    |                                                                           |                            |                                                  |      |
| 6070       | Hopkins Medical Products<br>01-441-000-0000-6054               |             | 90.00    | 12 digital thermometers<br>03/29/2022 03/29/2022<br>1 Transactions        | IN01632063                 | Immunization Cooperative Agreement (2)           | N    |
| 6070       | Hopkins Medical Products                                       |             | 90.00    |                                                                           |                            |                                                  |      |
| 3169       | Pohlman/Brenda L<br>01-441-000-0000-6390                       |             | 68.44    | March 22 TZD mileage<br>03/02/2022 03/30/2022<br>1 Transactions           |                            | TZD Save Roads Basic 20.600                      | N    |
| 3169       | Pohlman/Brenda L                                               |             | 68.44    |                                                                           |                            |                                                  |      |
| 6884       | Rodger/Aimee<br>01-441-000-0000-6437                           |             | 10.53    | March 22 C&TC mileage<br>03/01/2022 03/29/2022                            |                            | CTC Expenses                                     | N    |
|            | 01-441-000-0000-6445                                           |             | 50.89    | March 22 TANF mileage<br>03/01/2022 03/29/2022<br>2 Transactions          |                            | TANF Expenses                                    | N    |
| 6884       | Rodger/Aimee                                                   |             | 61.42    |                                                                           |                            |                                                  |      |
| 441        | DEPT Total:                                                    |             | 1,526.49 | Public Health                                                             | 6 Vendors                  | 7 Transactions                                   |      |
| 443        | DEPT                                                           |             |          | Nursing Service                                                           |                            |                                                  |      |
| 6674       | Draper/Erica<br>01-443-000-0000-6335                           |             | 208.26   | March 22 nursing mileage<br>03/02/2022 03/31/2022<br>1 Transactions       |                            | Employee Automobile Allowance                    | N    |
| 6674       | Draper/Erica                                                   |             | 208.26   |                                                                           |                            |                                                  |      |
| 5428       | Hall/Alexis                                                    |             |          |                                                                           |                            |                                                  |      |

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| Vendor | Name                                   | Rpt  |          | Warrant Description        | Invoice #     | Account/Formula Description   | 1099 |
|--------|----------------------------------------|------|----------|----------------------------|---------------|-------------------------------|------|
| No.    | Account/Formula                        | Accr | Amount   | Service Dates              | Paid On Bhf # | On Behalf of Name             |      |
|        | 01-443-000-0000-6335                   |      | 129.87   | March 2022 Nursing mileage |               | Employee Automobile Allowance | N    |
|        |                                        |      |          | 03/02/2022 03/29/2022      |               |                               |      |
| 5428   | Hall/Alexis                            |      | 129.87   | 1 Transactions             |               |                               |      |
| 6766   | Hall/Sarah J                           |      |          |                            |               |                               |      |
|        | 01-443-000-0000-6335                   |      | 59.67    | March 2022 Nursing mileage |               | Employee Automobile Allowance | N    |
|        |                                        |      |          | 03/07/2022 03/14/2022      |               |                               |      |
| 6766   | Hall/Sarah J                           |      | 59.67    | 1 Transactions             |               |                               |      |
| 6143   | INTEGRITY HOME REPAIR LLC              |      |          |                            |               |                               |      |
|        | 01-443-000-0000-6433                   |      | 4,405.00 | Client #7488 down payment  | 23851         | Waiver Reimbursables          | N    |
|        |                                        |      |          | 02/07/2022 02/07/2022      |               |                               |      |
| 6143   | INTEGRITY HOME REPAIR LLC              |      | 4,405.00 | 1 Transactions             |               |                               |      |
| 7139   | Johnson/Dakota                         |      |          |                            |               |                               |      |
|        | 01-443-000-0000-6335                   |      | 260.32   | March 2022 Nursing mileage |               | Employee Automobile Allowance | N    |
|        |                                        |      |          | 03/07/2022 03/31/2022      |               |                               |      |
| 7139   | Johnson/Dakota                         |      | 260.32   | 1 Transactions             |               |                               |      |
| 443    | DEPT Total:                            |      | 5,063.12 | Nursing Service            | 5 Vendors     | 5 Transactions                |      |
| 446    | DEPT                                   |      |          | Mch Program                |               |                               |      |
| 6665   | Gilbert/Sydney                         |      |          |                            |               |                               |      |
|        | 01-446-000-0000-6257                   |      | 52.06    | March 22 EBFHV/HFA mileage |               | EBHV Expense                  | N    |
|        |                                        |      |          | 03/01/2022 03/30/2022      |               |                               |      |
|        | 01-446-000-0000-6335                   |      | 59.09    | March 22 MCH mileage       |               | Employee Automobile Allowance | N    |
|        |                                        |      |          | 03/01/2022 03/30/2022      |               |                               |      |
| 6665   | Gilbert/Sydney                         |      | 111.15   | 2 Transactions             |               |                               |      |
| 6884   | Rodger/Aimee                           |      |          |                            |               |                               |      |
|        | 01-446-000-0000-6257                   |      | 14.04    | March 22 EBFHV/HFA mileage |               | EBHV Expense                  | N    |
|        |                                        |      |          | 03/01/2022 03/29/2022      |               |                               |      |
| 6884   | Rodger/Aimee                           |      | 14.04    | 1 Transactions             |               |                               |      |
| 446    | DEPT Total:                            |      | 125.19   | Mch Program                | 2 Vendors     | 3 Transactions                |      |
| 602    | DEPT                                   |      |          | County Extension Service   |               |                               |      |
| 1671   | Regents Of The University Of Minnesota |      |          |                            |               |                               |      |

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| Vendor     | <u>Name</u>                            | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> | <u>1099</u> |
|------------|----------------------------------------|-------------|---------------|----------------------------|----------------------|------------------------------------|-------------|
| <u>No.</u> | <u>Account/Formula</u>                 | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |             |
|            | 01-602-000-0000-6277                   |             | 26,320.58     | Jan-Mar 2022 MOA           | 0300029203           | Alternative Funding Contract       | N           |
|            |                                        |             |               | 03/31/2022 03/31/2022      |                      |                                    |             |
| 1671       | Regents Of The University Of Minnesota |             | 26,320.58     | 1 Transactions             |                      |                                    |             |
| 602        | DEPT Total:                            |             | 26,320.58     | County Extension Service   | 1 Vendors            | 1 Transactions                     |             |
| 1          | Fund Total:                            |             | 77,689.84     | County Revenue Fund        |                      | 85 Transactions                    |             |

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| Vendor     |                                        | <u>Name</u> | <u>Rpt</u>    | <u>Warrant Description</u>     |                      | <u>Invoice #</u>         | <u>Account/Formula Description</u> | <u>1099</u> |
|------------|----------------------------------------|-------------|---------------|--------------------------------|----------------------|--------------------------|------------------------------------|-------------|
| <u>No.</u> | <u>Account/Formula</u>                 | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>           | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> |                                    |             |
| 111        | DEPT                                   |             |               | Facilites Mtce                 |                      |                          |                                    |             |
| 111        | Fillmore Co Treasurer- Credit Card/ACH |             |               |                                |                      |                          |                                    |             |
|            | 12-111-000-0000-6377                   |             | 960.00        | 22 MN Safety/Health Conf LE,TS | 301006               |                          | Fees And Service Charges           | N           |
|            |                                        |             |               | 05/02/2022 05/04/2022          |                      |                          |                                    |             |
| 111        | Fillmore Co Treasurer- Credit Card/ACH |             | 960.00        | 1 Transactions                 |                      |                          |                                    |             |
| 111        | DEPT Total:                            |             | 960.00        | Facilites Mtce                 | 1 Vendors            |                          | 1 Transactions                     |             |
| 12         | Fund Total:                            |             | 960.00        | INFRA FUND                     |                      |                          | 1 Transactions                     |             |

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13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                   | Rpt   | Warrant Description    | Invoice #     | Account/Formula Description | 1099 |
|--------|----------------------------------------|-------|------------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                        | Accr  | Service Dates          | Paid On Bhf # | On Behalf of Name           |      |
| 300    | DEPT                                   |       | Highway Administration |               |                             |      |
| 110    | Fillmore Co Treasurer                  |       |                        |               |                             |      |
|        | 13-300-000-0000-6205                   | 34.31 | 4/6 postage            | March         | Postage And Postal Box Rent | N    |
| 110    | Fillmore Co Treasurer                  | 34.31 | 1 Transactions         |               |                             |      |
| 300    | DEPT Total:                            | 34.31 | Highway Administration | 1 Vendors     | 1 Transactions              |      |
| 310    | DEPT                                   |       | Highway Maintenance    |               |                             |      |
| 6978   | Aramark Uniform & Career Apparal Group |       |                        |               |                             |      |
|        | 13-310-000-0000-6293                   | 21.23 | 3/1 uniforms           | 360102        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.23 | 3/1 uniforms           | 360836        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 19.81 | 3/3 uniforms           | 362226        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 18.16 | 3/3 uniforms           | 362244        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 15.88 | 3/3 uniforms           | 362311        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 89.13 | 3/3 uniforms           | 362347        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 38.98 | 3/7 uniforms           | 363854        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 25.70 | 3/8 uniforms           | 364224        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.23 | 3/8 uniforms           | 364895        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 19.81 | 3/10 uniforms          | 366566        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 18.16 | 3/10 uniforms          | 366590        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 71.76 | 3/10 uniforms          | 366675        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 38.98 | 3/14 uniforms          | 368221        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 73.62 | 3/15 uniforms          | 368545        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.23 | 3/15 uniforms          | 369250        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 19.81 | 3/17 uniforms          | 370967        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 18.16 | 3/17 uniforms          | 370970        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 15.88 | 3/7 uniforms           | 370977        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 89.13 | 3/17 uniforms          | 370982        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 41.98 | 3/21 uniforms          | 372307        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.23 | 3/22 uniforms          | 372647        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 24.23 | 3/22 uniforms          | 373467        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 22.81 | 3/24 uniforms          | 374997        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.16 | 3/24 uniforms          | 375008        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 74.76 | 3/24 uniforms          | 375070        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 41.98 | 3/28 uniforms          | 376636        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.23 | 3/29 uniforms          | 376866        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 24.23 | 3/29 uniforms          | 377672        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 19.18 | 3/31 uniforms          | 379253        | Uniform Expense             | N    |
|        | 13-310-000-0000-6293                   | 21.16 | 3/31 uniforms          | 379261        | Uniform Expense             | N    |

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor      | Name                                               | Rpt  |                 | Warrant Description                | Invoice #        | Account/Formula Description           | 1099 |
|-------------|----------------------------------------------------|------|-----------------|------------------------------------|------------------|---------------------------------------|------|
| No.         | Account/Formula                                    | Accr | Amount          | Service Dates                      | Paid On Bhf #    | On Behalf of Name                     |      |
|             | 13-310-000-0000-6293                               |      | 18.88           | 3/31 uniforms                      | 379283           | Uniform Expense                       | N    |
|             | 13-310-000-0000-6293                               |      | 92.13           | 3/31 uniforms                      | 379318           | Uniform Expense                       | N    |
| <b>6978</b> | <b>Aramark Uniform &amp; Career Apparal Group</b>  |      | <b>1,102.85</b> | <b>32 Transactions</b>             |                  |                                       |      |
| 1891        | <b>Bruening Rock Products, Inc.</b>                |      |                 |                                    |                  |                                       |      |
|             | 13-310-000-0000-6505                               |      | 111.35          | 3/16 rock                          | 238967           | Aggregate                             | N    |
| <b>1891</b> | <b>Bruening Rock Products, Inc.</b>                |      | <b>111.35</b>   | <b>1 Transactions</b>              |                  |                                       |      |
| 5751        | <b>Fastenal Company</b>                            |      |                 |                                    |                  |                                       |      |
|             | 13-310-000-0000-6466                               |      | 42.23           | 3/16 safety supplies               | 93186            | Safety Materials                      | N    |
| <b>5751</b> | <b>Fastenal Company</b>                            |      | <b>42.23</b>    | <b>1 Transactions</b>              |                  |                                       |      |
| 272         | <b>Newman Signs</b>                                |      |                 |                                    |                  |                                       |      |
|             | 13-310-000-0000-6515                               |      | 184.14          | 3/14 signs                         | TRFINV037988     | Traffic Signs                         | N    |
| <b>272</b>  | <b>Newman Signs</b>                                |      | <b>184.14</b>   | <b>1 Transactions</b>              |                  |                                       |      |
| 5471        | <b>Precise MRM LLC</b>                             |      |                 |                                    |                  |                                       |      |
|             | 13-310-000-0000-6580                               |      | 150.00          | 3/24 truck data plans              | 200-1036246      | Other Repair And Maintenance Supplies | N    |
| <b>5471</b> | <b>Precise MRM LLC</b>                             |      | <b>150.00</b>   | <b>1 Transactions</b>              |                  |                                       |      |
| <b>310</b>  | <b>DEPT Total:</b>                                 |      | <b>1,590.57</b> | <b>Highway Maintenance</b>         | <b>5 Vendors</b> | <b>36 Transactions</b>                |      |
| <b>320</b>  | <b>DEPT</b>                                        |      |                 | <b>Highway Construction</b>        |                  |                                       |      |
|             | 2846 <b>Farrell Equipment &amp; Supply Co, Inc</b> |      |                 |                                    |                  |                                       |      |
|             | 13-320-000-0000-6501                               |      | 84.00           | 3/16 supplies                      | 1241055          | Engineering And Surveying Supplies    | N    |
|             | <b>2846 Farrell Equipment &amp; Supply Co, Inc</b> |      | <b>84.00</b>    | <b>1 Transactions</b>              |                  |                                       |      |
| <b>320</b>  | <b>DEPT Total:</b>                                 |      | <b>84.00</b>    | <b>Highway Construction</b>        | <b>1 Vendors</b> | <b>1 Transactions</b>                 |      |
| <b>330</b>  | <b>DEPT</b>                                        |      |                 | <b>Equipment Maintenance Shops</b> |                  |                                       |      |
|             | 5142 <b>Ancom Technical Center, Inc.</b>           |      |                 |                                    |                  |                                       |      |
|             | 13-330-000-0000-6575                               |      | 110.00          | 3/11 parts                         | 106986           | Machinery Parts                       | N    |
|             | 13-330-000-0000-6576                               |      | 272.00          | 3/24 supplies                      | 107171           | Shop Supplies & Tools                 | N    |
| <b>5142</b> | <b>Ancom Technical Center, Inc.</b>                |      | <b>382.00</b>   | <b>2 Transactions</b>              |                  |                                       |      |
| 3691        | <b>Bauer Built Inc</b>                             |      |                 |                                    |                  |                                       |      |
|             | 13-330-000-0000-6516                               |      | 7.50            | 3/30 tires/parts                   | 47777            | Tires & Repairs                       | N    |
|             | 13-330-000-0000-6516                               |      | 19.00           | 3/30 labor                         | 47777            | Tires & Repairs                       | N    |



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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                           | Rpt  |          | Warrant Description | Invoice #     | Account/Formula Description | 1099 |
|--------|--------------------------------|------|----------|---------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                | Accr | Amount   | Service Dates       | Paid On Bhf # | On Behalf of Name           |      |
| 3691   | Bauer Built Inc                |      | 26.50    | 2 Transactions      |               |                             |      |
| 5826   | Culligan Water                 |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6317           |      | 35.30    | 3/31 drinking water | 588x01243204  | Building Maintenance        | N    |
| 5826   | Culligan Water                 |      | 35.30    | 1 Transactions      |               |                             |      |
| 5751   | Fastenal Company               |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6576           |      | 71.33    | 3/11 supplies       | 93135         | Shop Supplies & Tools       | N    |
|        | 13-330-000-0000-6576           |      | 21.19    | 3/17 supplies       | 93189         | Shop Supplies & Tools       | N    |
|        | 13-330-000-0000-6576           |      | 241.57   | 3/25 supplies       | 93318         | Shop Supplies & Tools       | N    |
| 5751   | Fastenal Company               |      | 334.09   | 3 Transactions      |               |                             |      |
| 9142   | Force America Distributing LLC |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6575           |      | 238.50   | 3/14 parts          | 001-1620824   | Machinery Parts             | N    |
| 9142   | Force America Distributing LLC |      | 238.50   | 1 Transactions      |               |                             |      |
| 20086  | Nesco LLC                      |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6575           |      | 960.00   | 3/16 labor          | TU38511       | Machinery Parts             | N    |
|        | 13-330-000-0000-6575           |      | 190.62   | 3/16 parts          | TU38511       | Machinery Parts             | N    |
| 20086  | Nesco LLC                      |      | 1,150.62 | 2 Transactions      |               |                             |      |
| 20133  | Retriever LLC                  |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6575           |      | 1,070.00 | 3/14 parts          | 2320          | Machinery Parts             | N    |
| 20133  | Retriever LLC                  |      | 1,070.00 | 1 Transactions      |               |                             |      |
| 97     | Rushford Hardware              |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6317           |      | 31.97    | 3/14 bldg maint     | E299001       | Building Maintenance        | N    |
| 97     | Rushford Hardware              |      | 31.97    | 1 Transactions      |               |                             |      |
| 3242   | Titan Machinery Inc.           |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6575           |      | 306.51   | 3/14 parts          | 16730671      | Machinery Parts             | N    |
|        | 13-330-000-0000-6575           |      | 1,072.86 | 3/14 parts          | 16731124      | Machinery Parts             | N    |
| 3242   | Titan Machinery Inc.           |      | 1,379.37 | 2 Transactions      |               |                             |      |
| 4003   | Towmaster                      |      |          |                     |               |                             |      |
|        | 13-330-000-0000-6575           |      | 156.89   | 3/14 parts          | 447676        | Machinery Parts             | N    |
| 4003   | Towmaster                      |      | 156.89   | 1 Transactions      |               |                             |      |
| 7107   | Triangle Machine & Radiator    |      |          |                     |               |                             |      |

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13 County Road & Bridge

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor      | <u>Name</u>                            | <u>Rpt</u>  |                 | <u>Warrant Description</u>         | <u>Invoice #</u>     | <u>Account/Formula Description</u> | <u>1099</u> |
|-------------|----------------------------------------|-------------|-----------------|------------------------------------|----------------------|------------------------------------|-------------|
| <u>No.</u>  | <u>Account/Formula</u>                 | <u>Accr</u> | <u>Amount</u>   | <u>Service Dates</u>               | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |             |
|             | 13-330-000-0000-6575                   |             | 749.00          | 3/16 parts                         | 22085                | Machinery Parts                    | N           |
| <b>7107</b> | <b>Triangle Machine &amp; Radiator</b> |             | <b>749.00</b>   | 1 Transactions                     |                      |                                    |             |
| 8755        | <b>Valley Home Improvement</b>         |             |                 |                                    |                      |                                    |             |
|             | 13-330-000-0000-6317                   |             | 1,369.40        | 3/14 shop door                     | 68799                | Building Maintenance               | N           |
| <b>8755</b> | <b>Valley Home Improvement</b>         |             | <b>1,369.40</b> | 1 Transactions                     |                      |                                    |             |
| <b>330</b>  | <b>DEPT Total:</b>                     |             | <b>6,923.64</b> | <b>Equipment Maintenance Shops</b> | <b>12 Vendors</b>    | <b>18 Transactions</b>             |             |
| <b>13</b>   | <b>Fund Total:</b>                     |             | <b>8,632.52</b> | <b>County Road &amp; Bridge</b>    |                      | <b>56 Transactions</b>             |             |

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14 Sanitation Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                 | Rpt  | Warrant Description        | Invoice #                | Account/Formula Description           | 1099           |
|--------|----------------------|------|----------------------------|--------------------------|---------------------------------------|----------------|
| No.    | Account/Formula      | Accr | Service Dates              | Paid On Bhf #            | On Behalf of Name                     |                |
| 390    | DEPT                 |      | Resource Recovery Center   |                          |                                       |                |
| 5873   | Hatzenbihler/Andrew  |      |                            |                          |                                       |                |
|        | 14-390-000-0000-6377 |      | 41.00                      |                          | Fees And Service Charges              | N              |
|        |                      |      | Replacement vehicle titles |                          |                                       |                |
|        |                      |      | 03/30/2022 03/30/2022      |                          |                                       |                |
| 5873   | Hatzenbihler/Andrew  |      | 41.00                      | 1 Transactions           |                                       |                |
| 4279   | Lacrosse Scale, Inc. |      |                            |                          |                                       |                |
|        | 14-390-000-0000-6311 |      | 1,166.02                   | IVL000023889             | Miscellaneous Repairs And Maintenance | N              |
|        |                      |      | Scale repair-power supply  |                          |                                       |                |
|        |                      |      | 03/31/2022 03/31/2022      |                          |                                       |                |
| 4279   | Lacrosse Scale, Inc. |      | 1,166.02                   | 1 Transactions           |                                       |                |
| 3206   | S & A Petroleum      |      |                            |                          |                                       |                |
|        | 14-390-000-0000-6561 |      | 34.99                      |                          | Gasoline Diesel And Other Fuels       | N              |
|        |                      |      | Forklift LP                |                          |                                       |                |
|        |                      |      | 03/01/2022 03/25/2022      |                          |                                       |                |
| 3206   | S & A Petroleum      |      | 34.99                      | 1 Transactions           |                                       |                |
| 390    | DEPT Total:          |      | 1,242.01                   | Resource Recovery Center | 3 Vendors                             | 3 Transactions |
| 14     | Fund Total:          |      | 1,242.01                   | Sanitation Fund          |                                       | 3 Transactions |

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23 County Airport Fund

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| Vendor | Name                                   | Rpt  |        | Warrant Description                         | Invoice #     | Account/Formula Description | 1099 |
|--------|----------------------------------------|------|--------|---------------------------------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                        | Accr | Amount | Service Dates                               | Paid On Bhf # | On Behalf of Name           |      |
| 350    | DEPT                                   |      |        | County Airport                              |               |                             |      |
| 1671   | Regents Of The University Of Minnesota |      |        |                                             |               |                             |      |
|        | 23-350-000-0000-6245                   |      | 225.00 | MCOA Conference-PS<br>04/06/2022 04/08/2022 | 2110010119    | Registration Fees           | N    |
|        | 23-350-000-0000-6245                   |      | 125.00 | MCOA Conference-BK<br>04/06/2022 04/08/2022 | 2110010120    | Registration Fees           | N    |
|        | 23-350-000-0000-6245                   |      | 125.00 | MCOA Conference-RG<br>04/06/2022 04/08/2022 | 2110010121    | Registration Fees           | N    |
|        | 23-350-000-0000-6245                   |      | 125.00 | MCOA Conference-BW<br>04/06/2022 04/08/2022 | 625542        | Registration Fees           | N    |
| 1671   | Regents Of The University Of Minnesota |      | 600.00 | 4 Transactions                              |               |                             |      |
| 350    | DEPT Total:                            |      | 600.00 | County Airport                              | 1 Vendors     | 4 Transactions              |      |
| 23     | Fund Total:                            |      | 600.00 | County Airport Fund                         |               | 4 Transactions              |      |

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91 Economic Development Auth

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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|     | Vendor No.   | Name<br>Account/Formula               | Rpt<br>Accr | Amount    | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----|--------------|---------------------------------------|-------------|-----------|--------------------------------------|----------------------------|--------------------------------------------------|------|
|     |              |                                       |             |           |                                      |                            |                                                  |      |
| 705 | DEPT         |                                       |             |           | Economic Development                 |                            |                                                  |      |
|     | 2910         | Community And Economic Development As |             | 10,736.25 | 2nd Qtr 2022 EDA support             |                            | Professional Fees                                | N    |
|     |              | 91-705-000-0000-6285                  |             |           | 03/31/2022 03/31/2022                |                            |                                                  |      |
|     | 2910         | Community And Economic Development As |             | 10,736.25 | 1 Transactions                       |                            |                                                  |      |
| 705 | DEPT Total:  |                                       |             | 10,736.25 | Economic Development                 | 1 Vendors                  | 1 Transactions                                   |      |
| 91  | Fund Total:  |                                       |             | 10,736.25 | Economic Development Authority       |                            | 1 Transactions                                   |      |
|     | Final Total: |                                       |             | 99,860.62 | 80 Vendors                           | 150 Transactions           |                                                  |      |

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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           | 77,689.84     | County Revenue Fund            |                    |
| 12          | 960.00        | INFRA FUND                     |                    |
| 13          | 8,632.52      | County Road & Bridge           |                    |
| 14          | 1,242.01      | Sanitation Fund                |                    |
| 23          | 600.00        | County Airport Fund            |                    |
| 91          | 10,736.25     | Economic Development Authority |                    |
| All Funds   | 99,860.62     | Total                          | Approved by, ..... |
|             |               |                                | .....              |
|             |               |                                | .....              |

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1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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|     | Vendor      | Name                            | Rpt  |          | Warrant Description           | Invoice #     | Account/Formula Description | 1099 |
|-----|-------------|---------------------------------|------|----------|-------------------------------|---------------|-----------------------------|------|
|     | No.         | Account/Formula                 | Accr | Amount   | Service Dates                 | Paid On Bhf # | On Behalf of Name           |      |
| 62  | DEPT        |                                 |      |          | Elections                     |               |                             |      |
|     | 2357        | Verizon Wireless                |      |          |                               |               |                             |      |
|     |             | 01-062-000-0000-6462            |      | 40.01    | Election Jet Packs            | 9902636474    | Other Election Supplies     | Y    |
|     |             |                                 |      |          | 03/25/2022 04/24/2022         |               |                             |      |
|     | 2357        | Verizon Wireless                |      | 40.01    | 1 Transactions                |               |                             |      |
| 62  | DEPT Total: |                                 |      | 40.01    | Elections                     | 1 Vendors     | 1 Transactions              |      |
| 91  | DEPT        |                                 |      |          | County Attorney               |               |                             |      |
|     | 5294        | RELX Inc.DBA LexisNexis         |      |          |                               |               |                             |      |
|     |             | 01-091-000-0000-6451            |      | 198.00   | Monthly Fee                   | 3093766295    | Reference Materials         | N    |
|     |             |                                 |      |          | 03/01/2022 03/31/2022         |               |                             |      |
|     | 5294        | RELX Inc.DBA LexisNexis         |      | 198.00   | 1 Transactions                |               |                             |      |
| 91  | DEPT Total: |                                 |      | 198.00   | County Attorney               | 1 Vendors     | 1 Transactions              |      |
| 111 | DEPT        |                                 |      |          | Facilites Mtce                |               |                             |      |
|     | 6094        | MN Energy Resources Corporation |      |          |                               |               |                             |      |
|     |             | 01-111-000-0000-6255            |      | 2,874.23 | Natural Gas - CH, FCOB        | 4091136028    | Gas                         | N    |
|     |             |                                 |      |          | 02/24/2022 03/28/2022         |               |                             |      |
|     | 6094        | MN Energy Resources Corporation |      | 2,874.23 | 1 Transactions                |               |                             |      |
| 111 | DEPT Total: |                                 |      | 2,874.23 | Facilites Mtce                | 1 Vendors     | 1 Transactions              |      |
| 112 | DEPT        |                                 |      |          | County Farm                   |               |                             |      |
|     | 110         | Fillmore Co Treasurer           |      |          |                               |               |                             |      |
|     |             | 01-112-000-0000-6377            |      | 286.00   | 2022 Property Tax 16.0029.000 | 16.0029.000   | Fees And Service Charges    | N    |
|     |             |                                 |      |          | 04/06/2022 04/06/2022         |               |                             |      |
|     |             | 01-112-000-0000-6377            |      | 32.00    | 2022 Property Tax 16.0032.000 | 16.0032.000   | Fees And Service Charges    | N    |
|     |             |                                 |      |          | 04/06/2022 04/06/2022         |               |                             |      |
|     |             | 01-112-000-0000-6377            |      | 1,708.00 | 2022 Property Tax 18.0242.000 | 18.0242.000   | Fees And Service Charges    | N    |
|     |             |                                 |      |          | 04/06/2022 04/06/2022         |               |                             |      |
|     | 110         | Fillmore Co Treasurer           |      | 2,026.00 | 3 Transactions                |               |                             |      |
| 112 | DEPT Total: |                                 |      | 2,026.00 | County Farm                   | 1 Vendors     | 3 Transactions              |      |
| 125 | DEPT        |                                 |      |          | Veteran Services              |               |                             |      |

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4/6/22 2:50PM  
1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

| Vendor | Name                                     | Rpt  | Warrant Description | Invoice #                  | Account/Formula Description | 1099                               |
|--------|------------------------------------------|------|---------------------|----------------------------|-----------------------------|------------------------------------|
| No.    | Account/Formula                          | Accr | Amount              | Service Dates              | Paid On Bhf #               | On Behalf of Name                  |
| 4574   | Hanson/Robert G.                         |      |                     |                            |                             |                                    |
|        | 01-125-000-0000-6377                     |      | 400.00              | March 2022 Van Trips to VA |                             | Fees And Service Charges Y         |
|        |                                          |      |                     | 03/01/2022 03/31/2022      |                             |                                    |
| 4574   | Hanson/Robert G.                         |      | 400.00              | 1 Transactions             |                             |                                    |
| 4504   | Laughlin/Ronald D.                       |      |                     |                            |                             |                                    |
|        | 01-125-000-0000-6377                     |      | 400.00              | March 2022 Van Trips to VA |                             | Fees And Service Charges Y         |
|        |                                          |      |                     | 03/02/2022 03/30/2022      |                             |                                    |
| 4504   | Laughlin/Ronald D.                       |      | 400.00              | 1 Transactions             |                             |                                    |
| 6040   | Milne/Richard C                          |      |                     |                            |                             |                                    |
|        | 01-125-000-0000-6377                     |      | 240.00              | March 2022 Van Trips to VA |                             | Fees And Service Charges Y         |
|        |                                          |      |                     | 03/01/2022 03/29/2022      |                             |                                    |
| 6040   | Milne/Richard C                          |      | 240.00              | 1 Transactions             |                             |                                    |
| 125    | DEPT Total:                              |      | 1,040.00            | Veteran Services           | 3 Vendors                   | 3 Transactions                     |
| 149    | DEPT                                     |      |                     | Other General Government   |                             |                                    |
|        | 85440 Centurylink                        |      |                     |                            |                             |                                    |
|        | 01-149-000-0000-6203                     |      | 1,832.65            | Courthouse Phones          | 301269347                   | Telephone N                        |
|        |                                          |      |                     | 03/26/2022 04/25/2022      |                             |                                    |
|        | 85440 Centurylink                        |      | 1,832.65            | 1 Transactions             |                             |                                    |
| 149    | DEPT Total:                              |      | 1,832.65            | Other General Government   | 1 Vendors                   | 1 Transactions                     |
| 201    | DEPT                                     |      |                     | Enhanced 911 System        |                             |                                    |
|        | 4441 Independent Emergency Services, LLC |      |                     |                            |                             |                                    |
|        | 01-201-000-0000-6310                     |      | 100.00              | 911 Services               | 200-0223                    | Contract Repairs And Maintenance Y |
|        |                                          |      |                     | 04/01/2022 04/30/2022      |                             |                                    |
|        | 4441 Independent Emergency Services, LLC |      | 100.00              | 1 Transactions             |                             |                                    |
| 201    | DEPT Total:                              |      | 100.00              | Enhanced 911 System        | 1 Vendors                   | 1 Transactions                     |
| 202    | DEPT                                     |      |                     | Sheriff                    |                             |                                    |
|        | 6317 Enterprise Fleet Management         |      |                     |                            |                             |                                    |
|        | 01-202-000-0000-6650                     |      | 6,855.20            | April 2022 Lease Payment   | FBN4444161                  | Enterprise Vehicle Payments N      |
|        |                                          |      |                     | 04/01/2022 04/30/2022      |                             |                                    |



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1 County Revenue Fund

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

| Vendor | Name                            | Rpt  | Amount   | Warrant Description                   | Invoice #      | Account/Formula Description           | 1099 |
|--------|---------------------------------|------|----------|---------------------------------------|----------------|---------------------------------------|------|
| No.    | Account/Formula                 | Accr |          | Service Dates                         | Paid On Bhf #  | On Behalf of Name                     |      |
| 6317   | Enterprise Fleet Management     |      | 6,855.20 |                                       | 1 Transactions |                                       |      |
| 2357   | Verizon Wireless                |      |          |                                       |                |                                       |      |
|        | 01-202-000-0000-6206            |      | 814.40   | Deputy Cell Phones<br>03/25/2022      | 9902636474     | Employee Electronic Device Reimbursen | Y    |
|        | 01-202-000-0000-6652            |      | 40.01    | Dataline<br>03/25/2022                | 9902636474     | Squad Car Equipment Purchased and St  | Y    |
| 2357   | Verizon Wireless                |      | 854.41   |                                       | 2 Transactions |                                       |      |
| 202    | DEPT Total:                     |      | 7,709.61 | Sheriff                               | 2 Vendors      | 3 Transactions                        |      |
| 203    | DEPT                            |      |          | Spring Valley Contract                |                |                                       |      |
| 85440  | Centurylink                     |      |          |                                       |                |                                       |      |
|        | 01-203-000-0000-6203            |      | 47.70    | SV Sheriff Phone<br>03/26/2022        | 301264120      | Telephone                             | N    |
| 85440  | Centurylink                     |      | 47.70    |                                       | 1 Transactions |                                       |      |
| 203    | DEPT Total:                     |      | 47.70    | Spring Valley Contract                | 1 Vendors      | 1 Transactions                        |      |
| 251    | DEPT                            |      |          | County Jail                           |                |                                       |      |
| 4855   | B&B Olympic Bowl                |      |          |                                       |                |                                       |      |
|        | 01-251-000-0000-6379            |      | 2,484.00 | March 2022 Inmate Meals<br>03/01/2022 |                | Board Of Prisoners                    | N    |
| 4855   | B&B Olympic Bowl                |      | 2,484.00 |                                       | 1 Transactions |                                       |      |
| 3219   | Centurylink                     |      |          |                                       |                |                                       |      |
|        | 01-251-000-0000-6203            |      | 0.66     | long distance 82944125<br>02/24/2022  | 285187844      | Telephone                             | N    |
| 3219   | Centurylink                     |      | 0.66     |                                       | 1 Transactions |                                       |      |
| 85440  | Centurylink                     |      |          |                                       |                |                                       |      |
|        | 01-251-000-0000-6203            |      | 70.50    | Sheriff Phone<br>03/26/2022           | 406899378      | Telephone                             | N    |
| 85440  | Centurylink                     |      | 70.50    |                                       | 1 Transactions |                                       |      |
| 6094   | MN Energy Resources Corporation |      |          |                                       |                |                                       |      |
|        | 01-251-000-0000-6255            |      | 1,054.95 | Natural gas for Jail<br>02/25/2022    | 4084388210     | Gas                                   | N    |

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4/6/22 2:50PM  
1 County Revenue Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor | Name                            | Rpt       | Warrant Description        | Invoice #     | Account/Formula Description | 1099 |
|--------|---------------------------------|-----------|----------------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                 | Accr      | Service Dates              | Paid On Bhf # | On Behalf of Name           |      |
| 6094   | MN Energy Resources Corporation |           | 1 Transactions             |               |                             |      |
| 251    | DEPT Total:                     | 3,610.11  | County Jail                | 4 Vendors     | 4 Transactions              |      |
| 441    | DEPT                            |           | Public Health              |               |                             |      |
| 2357   | Verizon Wireless                |           |                            |               |                             |      |
|        | 01-441-000-0000-6448            | 40.01     | SHIP Cell                  | 9902636474    | Ship Grant Expenses         | Y    |
|        |                                 |           | 03/25/2022 04/24/2022      |               |                             |      |
| 2357   | Verizon Wireless                | 40.01     | 1 Transactions             |               |                             |      |
| 441    | DEPT Total:                     | 40.01     | Public Health              | 1 Vendors     | 1 Transactions              |      |
| 445    | DEPT                            |           | Community Health           |               |                             |      |
| 400    | City of Preston                 |           |                            |               |                             |      |
|        | 01-445-000-0000-6802            | 4,500.00  | 22 Ambl Sub from Lanesboro |               | Appropriations              | N    |
|        |                                 |           | 04/06/2022 04/06/2022      |               |                             |      |
| 400    | City of Preston                 | 4,500.00  | 1 Transactions             |               |                             |      |
| 445    | DEPT Total:                     | 4,500.00  | Community Health           | 1 Vendors     | 1 Transactions              |      |
| 446    | DEPT                            |           | Mch Program                |               |                             |      |
| 2357   | Verizon Wireless                |           |                            |               |                             |      |
|        | 01-446-000-0000-6257            | 40.03     | EBHV Cell                  | 9902636474    | EBHV Expense                | Y    |
|        |                                 |           | 03/25/2022 04/24/2022      |               |                             |      |
| 2357   | Verizon Wireless                | 40.03     | 1 Transactions             |               |                             |      |
| 446    | DEPT Total:                     | 40.03     | Mch Program                | 1 Vendors     | 1 Transactions              |      |
| 1      | Fund Total:                     | 24,058.35 | County Revenue Fund        |               | 22 Transactions             |      |

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13 County Road & Bridge

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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| Vendor | Name                            | Rpt  |          | Warrant Description         | Invoice #     | Account/Formula Description | 1099 |
|--------|---------------------------------|------|----------|-----------------------------|---------------|-----------------------------|------|
| No.    | Account/Formula                 | Accr | Amount   | Service Dates               | Paid On Bhf # | On Behalf of Name           |      |
| 300    | DEPT                            |      |          | Highway Administration      |               |                             |      |
| 4369   | AcenTek                         |      |          |                             |               |                             |      |
|        | 13-300-000-0000-6203            |      | 111.11   | 4/1 telephone               | 12148203      | Telephone                   | N    |
|        | 13-300-000-0000-6203            |      | 98.59    | 4/1 telephone               | 12156567      | Telephone                   | N    |
| 4369   | AcenTek                         |      | 209.70   | 2 Transactions              |               |                             |      |
| 3219   | Centurylink                     |      |          |                             |               |                             |      |
|        | 13-300-000-0000-6203            |      | 9.65     | 3/24 telephone              | 285204362     | Telephone                   | N    |
| 3219   | Centurylink                     |      | 9.65     | 1 Transactions              |               |                             |      |
| 85440  | Centurylink                     |      |          |                             |               |                             |      |
|        | 13-300-000-0000-6203            |      | 115.35   | 3/26 telephone              | 301264100     | Telephone                   | N    |
|        | 13-300-000-0000-6203            |      | 291.14   | 3/26 telephone              | 301269901     | Telephone                   | N    |
| 85440  | Centurylink                     |      | 406.49   | 2 Transactions              |               |                             |      |
| 300    | DEPT Total:                     |      | 625.84   | Highway Administration      | 3 Vendors     | 5 Transactions              |      |
| 330    | DEPT                            |      |          | Equipment Maintenance Shops |               |                             |      |
| 2208   | City of Canton - Hwy dept       |      |          |                             |               |                             |      |
|        | 13-330-000-0000-6251            |      | 99.35    | 3/25 utilities              | 510-00-9      | Electricity                 | N    |
| 2208   | City of Canton - Hwy dept       |      | 99.35    | 1 Transactions              |               |                             |      |
| 288    | City Of Peterson                |      |          |                             |               |                             |      |
|        | 13-330-000-0000-6251            |      | 300.98   | 3/20 utilities              | 108A          | Electricity                 | N    |
| 288    | City Of Peterson                |      | 300.98   | 1 Transactions              |               |                             |      |
| 6094   | MN Energy Resources Corporation |      |          |                             |               |                             |      |
|        | 13-330-000-0000-6255            |      | 1,238.96 | 3/31 natural gas            | 0502458275    | Gas                         | N    |
|        | 13-330-000-0000-6255            |      | 1,049.07 | 3/29 natural gas            | 0502625354    | Gas                         | N    |
|        | 13-330-000-0000-6255            |      | 804.42   | 3/25 natural gas            | 0506251865    | Gas                         | N    |
| 6094   | MN Energy Resources Corporation |      | 3,092.45 | 3 Transactions              |               |                             |      |
| 343    | Spring Valley Public Utilities  |      |          |                             |               |                             |      |
|        | 13-330-000-0000-6251            |      | 330.73   | 3/25 utilities              | 1124          | Electricity                 | N    |
| 343    | Spring Valley Public Utilities  |      | 330.73   | 1 Transactions              |               |                             |      |
| 330    | DEPT Total:                     |      | 3,823.51 | Equipment Maintenance Shops | 4 Vendors     | 6 Transactions              |      |

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13 County Road & Bridge

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



Audit List for Board      **AUDITOR'S VOUCHERS ENTRIES**

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| Vendor |             | <u>Name</u>            | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> | <u>1099</u>              |
|--------|-------------|------------------------|-------------|----------------------------|----------------------|------------------------------------|--------------------------|
|        | <u>No.</u>  | <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u> | <u>Paid On Bhf #</u>               | <u>On Behalf of Name</u> |
| 13     | Fund Total: |                        |             | 4,449.35                   | County Road & Bridge |                                    | 11 Transactions          |

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4/6/22 2:50PM

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



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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|     | Vendor      | <u>Name</u>            | <u>Rpt</u>  |               | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> | <u>1099</u> |
|-----|-------------|------------------------|-------------|---------------|----------------------------|----------------------|------------------------------------|-------------|
|     | <u>No.</u>  | <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |             |
| 390 | DEPT        |                        |             |               | Resource Recovery Center   |                      |                                    |             |
|     | 85440       | Centurylink            |             |               |                            |                      |                                    |             |
|     |             | 14-390-000-0000-6203   |             | 146.60        | Mar 2022 Phone/Internet    | 301270054            | Telephone                          | N           |
|     |             |                        |             |               | 03/26/2022 04/25/2022      |                      |                                    |             |
|     | 85440       | Centurylink            |             | 146.60        | 1 Transactions             |                      |                                    |             |
| 390 | DEPT Total: |                        |             | 146.60        | Resource Recovery Center   | 1 Vendors            | 1 Transactions                     |             |
| 14  | Fund Total: |                        |             | 146.60        | Sanitation Fund            |                      | 1 Transactions                     |             |

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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|     | Vendor      | Name                         | Rpt  |           | Warrant Description | Invoice #     | Account/Formula Description | 1099 |
|-----|-------------|------------------------------|------|-----------|---------------------|---------------|-----------------------------|------|
|     | No.         | Account/Formula              | Accr | Amount    | Service Dates       | Paid On Bhf # | On Behalf of Name           |      |
| 609 | DEPT        |                              |      |           | Agbmp Septic Loan   |               |                             |      |
|     | 6621        | Mn Department Of Agriculture |      |           |                     |               |                             |      |
|     |             | 22-609-000-0000-6818         |      | 13,107.00 | Ag BMP Loan Payment | 26183         | Agbmp Loan Payment          | N    |
|     |             |                              |      |           | 04/01/2022          | 04/01/2022    |                             |      |
|     | 6621        | Mn Department Of Agriculture |      | 13,107.00 | 1 Transactions      |               |                             |      |
| 609 | DEPT Total: |                              |      | 13,107.00 | Agbmp Septic Loan   | 1 Vendors     | 1 Transactions              |      |
| 22  | Fund Total: |                              |      | 13,107.00 | Agbmp Septic Loans  |               | 1 Transactions              |      |

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23 County Airport Fund

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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|     | Vendor       | Name                 | Rpt  |           | Warrant Description         | Invoice #       | Account/Formula Description | 1099 |
|-----|--------------|----------------------|------|-----------|-----------------------------|-----------------|-----------------------------|------|
|     | No.          | Account/Formula      | Accr | Amount    | Service Dates               | Paid On Bhf #   | On Behalf of Name           |      |
| 350 | DEPT         |                      |      |           | County Airport              |                 |                             |      |
|     | 85440        | Centurylink          |      |           |                             |                 |                             |      |
|     |              | 23-350-000-0000-6203 |      | 268.68    | 2/26/22 - 4/25/22 Telephone | 301269537       | Telephone                   | N    |
|     |              |                      |      |           | 03/26/2022 04/25/2022       |                 |                             |      |
|     |              | 23-350-000-0000-6203 |      | 118.44    | 2/26/22 - 4/25/22 Telephone | 301269908       | Telephone                   | N    |
|     |              |                      |      |           | 03/26/2022 04/25/2022       |                 |                             |      |
|     | 85440        | Centurylink          |      | 387.12    | 2 Transactions              |                 |                             |      |
| 350 | DEPT Total:  |                      |      | 387.12    | County Airport              | 1 Vendors       | 2 Transactions              |      |
| 23  | Fund Total:  |                      |      | 387.12    | County Airport Fund         |                 | 2 Transactions              |      |
|     | Final Total: |                      |      | 42,148.42 | 29 Vendors                  | 37 Transactions |                             |      |

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4/6/22

2:50PM

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

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



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## Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u>          |
|-------------|---------------|----------------------|
| 1           | 24,058.35     | County Revenue Fund  |
| 13          | 4,449.35      | County Road & Bridge |
| 14          | 146.60        | Sanitation Fund      |
| 22          | 13,107.00     | Agbmp Septic Loans   |
| 23          | 387.12        | County Airport Fund  |
| All Funds   | 42,148.42     | Total                |

Approved by,

.....  
.....  
.....



# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 4/12/2022

Amount of time requested (minutes):

5

Dept.: Feedlots

Prepared By:

Anne Koliha

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

Consent Agenda:

Documentation  
(Yes/No):

Regular Agenda:

Documentation  
(Yes/No):

1. Present 2021 County Feedlot Officer Annual Report  
And Year-End Review

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: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) and [jfmccaslin@co.fillmore.mn.us](mailto:jfmccaslin@co.fillmore.mn.us)

April 1, 2022

VIA EMAIL

Anne Koliha  
Fillmore SWCD  
900 Washington Street Northwest  
Preston, MN 55965

RE: 2021 Fillmore County Feedlot Program Year-End Review

Dear Anne Koliha:

On March 31<sup>st</sup>, 2022, the Minnesota Pollution Control Agency (MPCA) completed a year-end review of the Fillmore County delegated feedlot program for the period of January 1, 2021 through December 31, 2021. Based upon the review, the MPCA has determined that the County satisfactorily 11.75 out of an applicable 12 or 97.9 percent of non-inspection minimum program requirements (MPRs). The County also satisfactorily conducted 43 inspections of the 597 feedlots required to be registered for an inspection rate of 7.2 percent.

In addition, the MPCA has reviewed the County's 2022-2023 Delegation Agreement and Work Plan by comparing it to the work the County has done. No modifications to the Delegation Agreement Work Plan have been proposed at this time.

The MPCA commends the County for its work in 2021. If you have any questions regarding the review, please do not hesitate to contact me at 507.424.9132 or [Peter.Kuisle@state.mn.us](mailto:Peter.Kuisle@state.mn.us).

Sincerely,

*Peter Kuisle*

*This document has been electronically signed.*

Peter Kuisle  
Environmental Specialist  
Watershed Division

PK:mt

Attachment: 2021 Year-End Review Worksheet

cc: Michelle Oie, MPCA (w/attachment)

# 2021 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2021 - December 31, 2021)

Revised June 2021

County: Fillmore

Contact Person: Anne Koliha

Phone: 507-765-3878 ext. 123

E-Mail Address: anne.koliha@fillmoreswcd.org

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

(Signature of County Board Commissioner)

(Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

Except where identified, this report only addresses **non-CAFO/NPDES/SDS sites** required by 7020 to be registered.

| STAFFING LEVEL                                                                              |                                                                                                                                                                              |                                                                                      |                                     |                                        |      |          |
|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------|----------------------------------------|------|----------|
| 1                                                                                           | FTEs - (Full Time Equivalents) supplied by the CFO(s):                                                                                                                       | 0.75                                                                                 |                                     |                                        |      |          |
| 2                                                                                           | FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:                                                             | 0.3                                                                                  |                                     |                                        |      |          |
| 3                                                                                           | FTEs supplied through contract with other local government units:                                                                                                            | 0.3                                                                                  |                                     |                                        |      |          |
| 4                                                                                           | Total Number of FTE positions that supported county program:                                                                                                                 | 1.35                                                                                 |                                     |                                        |      |          |
| REGISTRATION (Report your current numbers - base grant numbers are displayed for reference) |                                                                                                                                                                              | Base                                                                                 | Current                             |                                        |      |          |
| 5                                                                                           | Feedlots in shoreland with 10 - 49 AU:                                                                                                                                       | 27                                                                                   | 27                                  |                                        |      |          |
| 6                                                                                           | Feedlots with 50 - 299 AU:                                                                                                                                                   | 443                                                                                  | 421                                 |                                        |      |          |
| 7                                                                                           | Non-CAFO/NPDES/SDS ≥ 300 AU:                                                                                                                                                 | 104                                                                                  | 96                                  |                                        |      |          |
| 8                                                                                           | CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")                                                                                                                  | 0                                                                                    | 2                                   |                                        |      |          |
| 9                                                                                           | Feedlots with NPDES or SDS permits:                                                                                                                                          | 21                                                                                   | 14                                  |                                        |      |          |
| 10                                                                                          | Total - Feedlots required to be registered:                                                                                                                                  | 595                                                                                  | 560                                 |                                        |      |          |
| 11                                                                                          | Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)                                                                                                  | 597                                                                                  |                                     |                                        |      |          |
| Feedlot Sites Inspected                                                                     |                                                                                                                                                                              | Minimum number of FEEDLOT SITES required to register that must be inspected (7%): 42 |                                     |                                        |      |          |
| 12                                                                                          | Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection) | 43                                                                                   |                                     |                                        |      |          |
| INSPECTION REPORTING                                                                        |                                                                                                                                                                              |                                                                                      |                                     |                                        |      |          |
| Types of Inspections (at sites required to be registered)                                   |                                                                                                                                                                              | 10 - 49 AU<br>(in shoreland)                                                         | 50 - 299 AU<br>(except where noted) | 300 or more AU<br>(Non-CAFO/NPDES/SDS) |      |          |
| Only count first instance of each type of inspection per feedlot                            |                                                                                                                                                                              |                                                                                      |                                     |                                        |      |          |
| 13                                                                                          | Compliance inspections                                                                                                                                                       | 2                                                                                    | 41                                  | 0                                      |      |          |
|                                                                                             | 13.1) How many included the optional P review                                                                                                                                |                                                                                      |                                     | 0                                      |      |          |
| 14                                                                                          | Construction inspections                                                                                                                                                     | 0                                                                                    | 0                                   | 0                                      |      |          |
|                                                                                             | 14.1) How many received a 2nd construction inspection                                                                                                                        | 0                                                                                    | 0                                   | 0                                      |      |          |
| 15                                                                                          | Desktop N&P records inspection<br>(P review as part of a compliance inspection should be reported in 13.1)                                                                   |                                                                                      | 0                                   | 100+ AU &<br>in DWSMA                  | 0    |          |
| 16                                                                                          | In-field land application inspection                                                                                                                                         | 0                                                                                    | 0                                   | 0                                      |      |          |
| 17                                                                                          | Complaint initiated inspections (any non-CAFO/NPDES/SDS)                                                                                                                     | 0                                                                                    | 0                                   | 0                                      |      |          |
| 18                                                                                          | Routine or follow-up stockpile only inspection                                                                                                                               | 0                                                                                    | 0                                   | 0                                      |      |          |
| Other Inspection Related Info                                                               |                                                                                                                                                                              |                                                                                      |                                     |                                        |      |          |
| 19                                                                                          | CAFO/NPDES/SDS sites inspected at the MPCA's request                                                                                                                         | 0                                                                                    |                                     |                                        |      |          |
| 20                                                                                          | Number of feedlots inspected within shoreland or a DWSMA.                                                                                                                    | 4                                                                                    |                                     |                                        |      |          |
| 21                                                                                          | Number of feedlots inspected within the County's priority areas as designated in the work plan.                                                                              | 0                                                                                    |                                     |                                        |      |          |
| 22                                                                                          | Number of sites inspected found to be non-compliant with water quality discharge standards.                                                                                  | 2                                                                                    |                                     |                                        |      |          |
| 23                                                                                          | Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements.                                                                               | 10                                                                                   |                                     |                                        |      |          |
| INSPECTION Performance Credits (Summarized from entries above)                              |                                                                                                                                                                              | Total                                                                                | Not PC<br>eligible                  | PC<br>eligible                         | PC   | PC Total |
| NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible                     |                                                                                                                                                                              |                                                                                      |                                     |                                        |      |          |
| 24                                                                                          | Compliance inspections min. # of compliance inspections: 21                                                                                                                  | 43                                                                                   | 42                                  | 1                                      | 1.5  | 1.5      |
| 25                                                                                          | Construction inspections                                                                                                                                                     | 0                                                                                    | 0                                   | 0                                      | 1    | 0        |
| 26                                                                                          | Desktop N&P records inspections                                                                                                                                              | 0                                                                                    | 0                                   | 0                                      | 1.5  | 0        |
| 27                                                                                          | In-field land application inspections                                                                                                                                        | 0                                                                                    | 0                                   | 0                                      | 0.5  | 0        |
| 28                                                                                          | Compliance inspections that include optional P review                                                                                                                        |                                                                                      |                                     | 0                                      | 0.5  | 0        |
| 29                                                                                          | Number of facilities that received 2 or more construction inspections.                                                                                                       |                                                                                      |                                     | 0                                      | 0.5  | 0        |
| 30                                                                                          | CAFO/NPDES/SDS sites inspected at the MPCA's request                                                                                                                         |                                                                                      |                                     | 0                                      | 0.5  | 0        |
| 31                                                                                          | Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot):                                                                                         |                                                                                      |                                     | 0                                      | 0.5  | 0        |
| 32                                                                                          | Routine or follow-up stockpile only inspection. (only count 1 per feedlot)                                                                                                   |                                                                                      |                                     | 0                                      | 0.25 | 0        |

## Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

The site inspections completed in 2021 aligned well with the inspection goals. The goal numbers ended up heavier in the Low Risk/Low Priority category than originally thought. This was due to the sites selected were mostly ones that had never been inspected or had been a very long time since last inspection. Start of trying to clean up and catch up on all the sites in the County.

| PERMITTING                                                                 |                                                                                      | Number | PC  | PC Total |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------|-----|----------|
| 33                                                                         | 30-day construction or expansion notifications received:                             | 3      | --- | ---      |
| 34                                                                         | Interim Permits Issued or Modified:                                                  | 0      | 2   | 0        |
| 35                                                                         | Construction Short-Form Permits Issued or Modified at Sites $\geq$ 300 AU:           | 0      | 1   | 0        |
| 36                                                                         | Public meetings held for construction or expansion to $\geq$ 500 AU:                 | 0      | --- | ---      |
| ENVIRONMENTAL REVIEW (EAW)                                                 |                                                                                      | Number | PC  | PC Total |
| 37                                                                         | EAW petitions received:                                                              | 0      | --- | ---      |
| 38                                                                         | EAWs prepared by county:                                                             | 0      | 4   | 0        |
| EMERGENCY RESPONSE                                                         |                                                                                      | Number | PC  | PC Total |
| 39                                                                         | Events where emergency response was conducted: (on-site visit)                       | 0      | 2   | 0        |
| ENFORCEMENT ACTIONS                                                        |                                                                                      | Number | PC  | PC Total |
| 40                                                                         | Letters of Warning (LOW) issued:                                                     | 0      | --- | ---      |
| 41                                                                         | Notices of Violation (NOV) issued:                                                   | 0      | --- | ---      |
| 42                                                                         | Court actions commenced:                                                             | 0      | --- | ---      |
| FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)     |                                                                                      | Number | PC  | PC Total |
| 43                                                                         | Feedlots where a partial environmental upgrade was achieved:                         | 0      | --- | ---      |
| 44                                                                         | Feedlots where a complete environmental upgrade was achieved:                        | 0      | 6   | 0        |
| LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year) |                                                                                      | Number | PC  | PC Total |
| 45                                                                         | Feedlots 100+ AU where N records requirements were returned to compliance:           | 0      | --- | ---      |
| 46                                                                         | Feedlots 300+ AU (or 100+ DWSMA) where N&P requirements were returned to compliance: | 0      | --- | ---      |
| 47                                                                         | Feedlots 100+ AU where in-field inspection non-compliance was resolved:              | 0      | --- | ---      |

| OWNER ASSISTANCE AND OUTREACH                                                                                     |                                                                                                                                                          | Number                                                             | PC               | PC Total     |
|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|------------------|--------------|
| 48                                                                                                                | Sites visited to provide assistance                                                                                                                      | 7                                                                  | ---              | ---          |
| 49                                                                                                                | Workshops/trainings hosted/sponsored by the CFO:                                                                                                         | 0                                                                  | 2                | 0            |
|                                                                                                                   | 49.1) Total number of feedlot owners attending these events                                                                                              | 0                                                                  | ---              | ---          |
| 50                                                                                                                | CFO presentations at informational or producer group events: (per event)                                                                                 | 1                                                                  | 1                | 1            |
| 51                                                                                                                | Number of mailings to feedlot owners:                                                                                                                    | 2                                                                  | ---              | ---          |
| 52                                                                                                                | Feedlot articles placed in newspapers:                                                                                                                   | 0                                                                  | ---              | ---          |
| Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities. |                                                                                                                                                          |                                                                    |                  |              |
| <b>Date</b>                                                                                                       | <b>Description</b>                                                                                                                                       |                                                                    |                  |              |
| 21-Apr                                                                                                            | Present at BALMM meeting regarding 319 Feedlot Cost-share                                                                                                |                                                                    |                  |              |
| 2/15/2021                                                                                                         | Re-Registration letter mailed out to producers required to register by end of 2021                                                                       |                                                                    |                  |              |
| 21-Jun                                                                                                            | Reminder letter mailed to producers about re-registration                                                                                                |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
| CFO TRAINING AND MENTORING                                                                                        |                                                                                                                                                          | Number                                                             | PC               | PC Total     |
| 53                                                                                                                | CFO - training CEUs: (Enter total training hours earned - list events below)                                                                             | 28                                                                 | ---              | ---          |
| 54                                                                                                                | Hours mentoring New CFOs (describe on a separate sheet):                                                                                                 | 0                                                                  | 0.25             | 0            |
| List the training events attended.                                                                                |                                                                                                                                                          |                                                                    |                  |              |
| <b>Date</b>                                                                                                       | <b>Description</b>                                                                                                                                       | <b>Hours</b>                                                       |                  |              |
| 1/20/2021                                                                                                         | CFO Webex: Tempo screen, Q&A (Blake)                                                                                                                     | 0.5                                                                |                  |              |
| 3/10/2021                                                                                                         | Webex: Permit app checklist, NPDES, policies (Blake)                                                                                                     | 1                                                                  |                  |              |
| 25-Mar                                                                                                            | MACFO mini-conference (Blake)                                                                                                                            | 2                                                                  |                  |              |
| 15-Apr                                                                                                            | Webex: Online registration emails (Blake)                                                                                                                | 1.5                                                                |                  |              |
| 20-May                                                                                                            | Regional CFO Meeting (Anne)                                                                                                                              | 1                                                                  |                  |              |
| Jul-21                                                                                                            | New CFO online training (Anne)                                                                                                                           | 6                                                                  |                  |              |
| 7/8/2021                                                                                                          | Webex: Online registration emails (Anne)                                                                                                                 | 1.5                                                                |                  |              |
| 7/13/2021                                                                                                         | CFO Webex: Tempo screen, Q&A (Anne)                                                                                                                      | 0.5                                                                |                  |              |
| 7/16/2021                                                                                                         | New CFO training with Michelle (Anne)                                                                                                                    | 1                                                                  |                  |              |
| 7/27/2021                                                                                                         | New CFO & TEMPO training with Sara at MPCA (Anne)                                                                                                        | 6                                                                  |                  |              |
| 8/18/2021                                                                                                         | Monthly CFO Webex (Anne)                                                                                                                                 | 1                                                                  |                  |              |
| 9/29/2021                                                                                                         | Regional CFO Meeting (Anne)                                                                                                                              | 2                                                                  |                  |              |
| 10/28/2021                                                                                                        | CFO Webex: MPCA enforcement policy, discussion (Anne)                                                                                                    | 1.5                                                                |                  |              |
| 11/17/2021                                                                                                        | CFO Webex: updates, tableau reports (Anne)                                                                                                               | 1                                                                  |                  |              |
| 12/14/2021                                                                                                        | CFO Webex: updates, annual reporting (Anne)                                                                                                              | 1.5                                                                |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
| OTHER PROGRAM ACTIVITIES                                                                                          |                                                                                                                                                          | Number                                                             | PC               | PC Total     |
| 55                                                                                                                | Feedlots where a MinnFARM was conducted (list sites below):                                                                                              | 6                                                                  | 1                | 6            |
| 56                                                                                                                | Notifications received claiming air quality exemptions:                                                                                                  | 6                                                                  | ---              | ---          |
| 57                                                                                                                | Meetings with other local government and producer groups:                                                                                                | 0                                                                  | ---              | ---          |
| 58                                                                                                                | Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes describe below |                                                                    |                  |              |
| <b>MinnFARM completed by CFO</b>                                                                                  |                                                                                                                                                          | Describe other county program activities not identified elsewhere. |                  |              |
| <b>registration no.</b>                                                                                           | <b>Site Name</b>                                                                                                                                         |                                                                    |                  |              |
| 045-89988                                                                                                         | Kevin Tart Farm - Sec 18                                                                                                                                 |                                                                    |                  |              |
| 045-90055                                                                                                         | John B Snyder Farm - Sec 8                                                                                                                               |                                                                    |                  |              |
| 045-89965                                                                                                         | Robert R Thompson Farm                                                                                                                                   |                                                                    |                  |              |
| 045-90168                                                                                                         | Mckinnen Gartner - Sec 1                                                                                                                                 |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
|                                                                                                                   |                                                                                                                                                          |                                                                    |                  |              |
| <b>TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review</b>                                                |                                                                                                                                                          | <b>Max Eligible PC</b>                                             | <b>PC Earned</b> |              |
| 59                                                                                                                | Both registration files have ALL documentation uploaded to TEMPO                                                                                         | 3                                                                  | 3                |              |
| 60                                                                                                                | All four inspection files have ALL documentation uploaded to TEMPO                                                                                       | 3                                                                  | 3                |              |
| 61                                                                                                                | Both permit files have ALL documentation uploaded to TEMPO                                                                                               | 6                                                                  |                  |              |
| <b>TOTAL PERFORMANCE CREDITS</b>                                                                                  |                                                                                                                                                          |                                                                    |                  | <b>14.50</b> |

## Minnesota Pollution Control Agency (MPCA) Feedlot Program 2021 Year-End Review Worksheet

Sites reviewed by MPCA staff will be chosen from work done by the County in 2021. The County can pull their information from the Tempo warehouse data dump and Tableau. The information the County prepares should include:

1. Sites that registered
2. Compliance inspections conducted
3. Sites returned to compliance
4. Sites receiving a permit

A total of 20 Non-Inspection Minimum Program Requirement (MPR) points are possible for the 2021 Year-End Review. **A County cannot receive partial credit two years in a row for the same MPR. Either the County earns full credit the second year or no credit.** The MPCA reviewer should have the County's most current Delegation Agreement Work Plan (DAWP) and if applicable, the County's 2021 DAWP Addendum available for reference during the review. They are available in OnBase.

|                                |                                                                                     |                                                         |
|--------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------|
| <b>County:</b>                 | Fillmore                                                                            | <b>Date of Review:</b><br>March 31, 2022                |
| <b>County Feedlot Officer:</b> | (print) Anne Koliha                                                                 | (signature) <i>Anne Koliha</i>                          |
| <b>MPCA Reviewer:</b>          | (print) Peter Kuisle                                                                | (signature) <i>Peter Kuisle</i> (Signed Electronically) |
| <b>INSPECTION MPRs</b>         | Agency-approved number of feedlots required to be registered<br>(See Attachment A): | 597                                                     |
|                                | Number of inspections conducted that count towards the 7% inspection rate:          | 43                                                      |
|                                | Inspection rate achieved by the county (%):                                         | 7.2%                                                    |
| <b>NON-INSPECTION MPRs</b>     | Number of applicable non-inspection MPRs:                                           | 12                                                      |
|                                | Total non-inspection MPR points:                                                    | 11.75                                                   |
|                                | Non-Inspection MPR rate (%):                                                        | 97.9%                                                   |

**Registration ( ☐ NA )** – Review two registration files. If there is only one file, review one file. If there are no registration files, mark “NA” for this section.

| MPR No.                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|----------|----------------------|---------------------|---------------|------------------|-----------------|---------------|-----------------|-----------------|--------------------|--|--|--------------------|-----------------|-----------------|----------|-----------------------|-----------------------|--------|---------------------------|---------------------------|--------|------------|------------|---------------|--------------------|--------------------|---------------|-------|-------|--------------------|--|--|--------------------|-----------------|-----------------|----------|-----------------------|-----------------------|--------|---------------------------|---------------------------|--------|------------|--------------|
| 1. a.                                                                                                                                        | <p>Did the County use either the MPCA standard registration form or an alternative agency-approved registration form?</p> <p><i>One half point - both files contain a standard/approved form</i><br/> <i>One quarter point – only one file contains a standard/approved form</i><br/> <i>No point – neither file contains a standard/approved form</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input checked="" type="checkbox"/> ½ pt<br><input type="checkbox"/> ¼ pt |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| 1. b.                                                                                                                                        | <p>Did the County enter registration information into the online registration system or Tempo correctly according to MPCA instructions?<br/>           (Tempo HELP/Feedlot folder/CFO Feedlot folder/Instructional Exercises folder/”How to register feedlots and enter data in tempo.docx”. This will be updated as needed.) Review should indicate registration information was sent to MPCA master file staff within <b>60 days</b> of either receiving site registration information via a registration form or within <b>60 days</b> of the County issuing a permit (CSF or interim). If a county is entering the registration form information online (once live), it should be entered within <b>60 days</b> of receiving the information.</p> <p><i>One half point - both files are entered correctly</i><br/> <i>One quarter point – only one file is entered correctly or there are issues with how the County entered registration information in Tempo</i><br/> <i>(I.e. not entering complete or accurate information, deleting animal rows rather than entering zero and end date, not updating location information when necessary, not entering information within 60 days, etc.)</i><br/> <i>No point – neither file is entered correctly and/or issue(s) identified are the <u>same issues</u> that were identified and documented during last year’s review (County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review, beyond the two previous reviews, to address the issue.)</i></p> | <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input checked="" type="checkbox"/> ½ pt<br><input type="checkbox"/> ¼ pt |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| 2.                                                                                                                                           | <p>Did the County meet the 30-day registration receipt requirement? <i>(Once online registration is live and if a producer does not have a contact e-mail, the County will need to mail via USPS a registration receipt within 30 days of entering site information into the online system.)</i></p> <p><i>One point - both files contain an acceptable 30-day letter or meet other agency acceptable notification requirements</i><br/> <i>One half point – only one file contains an acceptable 30-day letter or meet other agency acceptable notification requirements or both files contain a 30-day registration receipt but documentation is inadequate</i><br/> <i>No point - neither file contains a 30-day registration receipt nor agency acceptable documentation</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| <p>Files reviewed for this section:</p> <p>1. Brett Broadwater Farm - Sec 24 Ai - 69954</p> <p>2. Darrel Highum Farm - Sec 16 Ai - 68552</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>Comments:</p> <table border="1"> <thead> <tr> <th>Contacts</th> <th>Previous Information</th> <th>Updated Information</th> </tr> </thead> <tbody> <tr> <td>Contact name:</td> <td>Brett Broadwater</td> <td>Univ Broadwater</td> </tr> <tr> <td>Contact type:</td> <td>Feedlot Contact</td> <td>Feedlot Contact</td> </tr> <tr> <td>Organization name:</td> <td></td> <td></td> </tr> <tr> <td>Organization type:</td> <td>18673 County 35</td> <td>18673 County 35</td> </tr> <tr> <td>Address:</td> <td>Preston MN 55965-1426</td> <td>Preston MN 55965-1426</td> </tr> <tr> <td>Email:</td> <td>anna.kuila@timonewald.org</td> <td>anna.kuila@timonewald.org</td> </tr> <tr> <td>Phone:</td> <td>5077652261</td> <td>5077652261</td> </tr> <tr> <td>Contact name:</td> <td>Brett L Broadwater</td> <td>Brett L Broadwater</td> </tr> <tr> <td>Contact type:</td> <td>Owner</td> <td>Owner</td> </tr> <tr> <td>Organization name:</td> <td></td> <td></td> </tr> <tr> <td>Organization type:</td> <td>27436 County 32</td> <td>18673 County 35</td> </tr> <tr> <td>Address:</td> <td>Preston MN 55965-1455</td> <td>Preston MN 55965-1426</td> </tr> <tr> <td>Email:</td> <td>anna.kuila@timonewald.org</td> <td>anna.kuila@timonewald.org</td> </tr> <tr> <td>Phone:</td> <td>5077653653</td> <td>507-273-8557</td> </tr> </tbody> </table> <p>You have the producers email in the registration so no need for a letter telling him that he has been reregistered. Good Job!</p> <p>Anne had her email entered assuming that the producer does not have an email, Anne sent a dated follow-up letter with the copy of record to the producer.</p> |                                                                           | Contacts | Previous Information | Updated Information | Contact name: | Brett Broadwater | Univ Broadwater | Contact type: | Feedlot Contact | Feedlot Contact | Organization name: |  |  | Organization type: | 18673 County 35 | 18673 County 35 | Address: | Preston MN 55965-1426 | Preston MN 55965-1426 | Email: | anna.kuila@timonewald.org | anna.kuila@timonewald.org | Phone: | 5077652261 | 5077652261 | Contact name: | Brett L Broadwater | Brett L Broadwater | Contact type: | Owner | Owner | Organization name: |  |  | Organization type: | 27436 County 32 | 18673 County 35 | Address: | Preston MN 55965-1455 | Preston MN 55965-1426 | Email: | anna.kuila@timonewald.org | anna.kuila@timonewald.org | Phone: | 5077653653 | 507-273-8557 |
| Contacts                                                                                                                                     | Previous Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Updated Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Contact name:                                                                                                                                | Brett Broadwater                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Univ Broadwater                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Contact type:                                                                                                                                | Feedlot Contact                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Feedlot Contact                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Organization name:                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Organization type:                                                                                                                           | 18673 County 35                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 18673 County 35                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Address:                                                                                                                                     | Preston MN 55965-1426                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Preston MN 55965-1426                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Email:                                                                                                                                       | anna.kuila@timonewald.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | anna.kuila@timonewald.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Phone:                                                                                                                                       | 5077652261                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5077652261                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Contact name:                                                                                                                                | Brett L Broadwater                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Brett L Broadwater                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Contact type:                                                                                                                                | Owner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Owner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Organization name:                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Organization type:                                                                                                                           | 27436 County 32                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 18673 County 35                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Address:                                                                                                                                     | Preston MN 55965-1455                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Preston MN 55965-1426                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Email:                                                                                                                                       | anna.kuila@timonewald.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | anna.kuila@timonewald.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |
| Phone:                                                                                                                                       | 5077653653                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 507-273-8557                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                           |          |                      |                     |               |                  |                 |               |                 |                 |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |            |               |                    |                    |               |       |       |                    |  |  |                    |                 |                 |          |                       |                       |        |                           |                           |        |            |              |



**Inspections and Compliance** – Review four inspection files. If there are less than four files, review available files.

- For Items 3 and 6, review two compliance and/or desktop N & P inspection files.
- For Item 8, review two inspection files. If there is only one file, review that file. If no files, mark “NA”.

| 3.                                                                                                                                                                                                                                                                   | <p>Did the County correctly document inspections using the MPCA inspection checklist?</p> <p><i>One point - both files contain the correct checklist</i><br/> <i>One half point – only one file contains the correct checklist or are issues with how the County completed the checklist</i><br/> <i>(I.e. components like an open lot or an LMSA existed at the feedlot site but they were not inspected or site did not have records, yet the site was marked compliant or non-compliant for nitrogen rate requirements and/or phosphorous requirements)</i><br/> <i>No point – neither file contains the correct checklist or the issue(s) identified are the <u>same issues</u> that were identified and documented during last year's review (County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</i></p> <p>Bill Oeltjen Farm- AI 68509-<br/> Checklist looks good.</p> <p>Bruce Thompson Farm-Sec 32- AI - 70713</p> <p>Per phone conversation with Bruce Thompson on 6/28/2021 and follow up site inspection on 6/29/2021 the feedlot site is being closed at this time.</p> <p>11. You conducted an inspection at a site that was required to be registered (10 AU or more in a <u>shoreland</u> area or 50 AU or more outside of <u>shoreland</u>). <u>At the inspection</u>, it was determined that the site has zero (0) animals or animal numbers that are less than the MN Rule 7020 threshold, requiring registration and the site is re-registered with zero (0) AU or animal numbers that are less than the MN Rule 7020 threshold requiring registration. An inspection like this <u>would count</u> as an inspection for reporting purposes, but it will not show up on the Tableau CFO Annual Report because it was re-registered with zero (0) AU or animal numbers that are less than the MN Rule 7020 threshold requiring registration. <b>**You will need to track sites like this in your county records and add them to the numbers from the Tableau report when completing the CFO Annual Report.</b></p> <p>12. The site should not have authorizations (Registration, any Permitting, Notice of Construction, Coverage). <b>Note that stockpile and manure storage area closure inspections, on their own, do not count towards the minimum seven percent inspection requirement.</b></p> <p>There are several of these that should not count as a “Compliance Inspection”, they would be manure storage area closures inspection. Your inspections should include that the pits were adequately cleaned and that if they have any open dirt lots that vegetation has been planted or established to use up remaining nitrates.</p> <p><b>&gt; 9. Liquid manure storage area(s) (LMSA)</b></p> <table border="1"> <thead> <tr> <th>Checklist questions (LMSA permitting, certification, or approval)</th> <th>C</th> <th>NC</th> <th>NA</th> <th>NI</th> <th>Notes:</th> </tr> </thead> <tbody> <tr> <td>9.1. All LMSA(s) at the site have been permitted, previously certified or previously approved.<br/>(7020.0405, 7020.2110 Subp. 4. &amp; 5., 7020.2100 Subp. 4., 7020.2000 Subp. 5.)</td> <td></td> <td></td> <td></td> <td></td> <td rowspan="3">Small shallow pit under barn - no manure in pit - advised that if building ever torn down to contact us to inspect closure of pit</td> </tr> <tr> <td colspan="5">For any LMSA(s) that are not permitted, previously certified, or previously approved;</td> </tr> <tr> <td colspan="5">- Unpermitted / unapproved LMSA(s) constructed BEFORE 10-23-2000 must obtain an approval to continue to operate the LMSA (see 7020.2110 Subp. 5.).<br/>- Unpermitted / unapproved LMSA(s) constructed AFTER 10-23-2000 are NOT ALLOWED (see 7020.2110 Subp. 4. &amp; 5.).</td> </tr> </tbody> </table> <p>C. An owner of a liquid manure storage area that has been <u>unused for a period of three years or more shall</u>, prior to using the structure for storing manure or process wastewaters, have a design engineer evaluate and prepare a report on the condition of the liner and include this report with a permit application submitted according to part <u>7020.0405</u>.</p> <p>7020.2100 subpart 1 part C, I would mark him non-compliant, he needs to close this and if he chooses to use it again he would need to get it inspected by an engineer. You should be doing a pit closure with the closure of the feedlot. As long as he was a feedlot he should have been keeping records as well, even if he is putting down 0 for manure production (I would push it personally if they are closing the lot down, it's just more a talking point about technical requirements).</p> | Checklist questions (LMSA permitting, certification, or approval) | C  | NC | NA                                                                                                                                | NI | Notes: | 9.1. All LMSA(s) at the site have been permitted, previously certified or previously approved.<br>(7020.0405, 7020.2110 Subp. 4. & 5., 7020.2100 Subp. 4., 7020.2000 Subp. 5.) |  |  |  |  | Small shallow pit under barn - no manure in pit - advised that if building ever torn down to contact us to inspect closure of pit | For any LMSA(s) that are not permitted, previously certified, or previously approved; |  |  |  |  | - Unpermitted / unapproved LMSA(s) constructed BEFORE 10-23-2000 must obtain an approval to continue to operate the LMSA (see 7020.2110 Subp. 5.).<br>- Unpermitted / unapproved LMSA(s) constructed AFTER 10-23-2000 are NOT ALLOWED (see 7020.2110 Subp. 4. & 5.). |  |  |  |  | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
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| Checklist questions (LMSA permitting, certification, or approval)                                                                                                                                                                                                    | C                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | NC                                                                | NA | NI | Notes:                                                                                                                            |    |        |                                                                                                                                                                                |  |  |  |  |                                                                                                                                   |                                                                                       |  |  |  |  |                                                                                                                                                                                                                                                                      |  |  |  |  |                             |                                                       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                    |



Kevin Tart Farm Sec - 18 AI – 68794-

> **11. Mortality management**

| Technical checklist questions                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Y  | N  | NA | NI | Notes:<br>Compost pile back in the woods - was told was not covered - just a pile. Educated Kevin on proper composting and that the current activity needs to stop and if possible to bury or cover up the existing pile in the woods. |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|----|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11.1.                                                                                         | For sites that have a mortality box: The mortality box is scavenger proof.                                                                                                                                                                                                                                                                                                                                                                          |    |    | ✓  |    |                                                                                                                                                                                                                                        |
| 11.2.                                                                                         | For sites that render mortalities: All mortalities are picked up within 72 hrs.                                                                                                                                                                                                                                                                                                                                                                     | ✓  |    |    |    |                                                                                                                                                                                                                                        |
| 11.3.                                                                                         | For sites that are composting mortalities: Mortalities are completely covered by compost material (no exposed mortalities allowed)                                                                                                                                                                                                                                                                                                                  |    | ✓  |    |    |                                                                                                                                                                                                                                        |
| 11.4.                                                                                         | For sites that bury animal mortalities:<br>- Mortalities are buried at least 5' above the seasonal high water table.<br>- Soil type restrictions for burial are met (no coarse-textured soils).                                                                                                                                                                                                                                                     |    |    | ✓  |    |                                                                                                                                                                                                                                        |
| 11.5.                                                                                         | For sites that incinerate animal mortalities: There is an afterburner on the stack of the primary incineration unit?                                                                                                                                                                                                                                                                                                                                |    |    | ✓  |    |                                                                                                                                                                                                                                        |
| If the answer to any of questions 11.1 through 11.5 was "No", Refer to Board of Animal Health |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |    |    |    |                                                                                                                                                                                                                                        |
| Discharge checklist questions                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                     | C  | NC | NA | NI |                                                                                                                                                                                                                                        |
| 11.6.                                                                                         | There is evidence (e.g., inadequate buffer, steep slopes, channels, matted or dead vegetation, clean water run-on, stormwater flow) that process wastewater from the mortality management area reached surface waters of the state or tile intakes, sinkholes, fractured bedrock, well, mine or quarry.<br>(7020.2003, subp. 1 & 3, 7050.0210, subp. 2 & 13, 7060.0600, subp. 2, CAFO/1000 AU specific - 7020.2003, subp. 2., NPDES/SDS Part 10.2.) | XX |    |    |    | ✓                                                                                                                                                                                                                                      |
| 11.7.                                                                                         | There is evidence (e.g., ponding, coarse-textured soils, depth to water table) that process wastewater from the animal mortality management area could impact ground water.<br>(7020.2003, subp. 1 & 3, 7050.0210, subp. 2 & 13, 7060.0600, subp. 2, CAFO/1000 AU specific - 7020.2003, subp. 2., NPDES/SDS Part 10.2.)                                                                                                                             | X? |    |    |    | ✓                                                                                                                                                                                                                                      |
| Discharge inspection requirement                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                     | C  | NC | NA | NI |                                                                                                                                                                                                                                        |
| 11.8.                                                                                         | Mortality management area discharge requirements are met.<br>(7020.2003, subp. 1 & 3, 7050.0210, subp. 2 & 13, 7060.0600, subp. 2, CAFO/1000 AU specific - 7020.2003, subp. 2., NPDES/SDS Part 10.2.)                                                                                                                                                                                                                                               |    | ✓  |    |    |                                                                                                                                                                                                                                        |

> **12. Manure storage and application**  
You indicated that this was on a slope and that you inspected it to determine that it was non-compliant, you should have been able to tell if these two items were compliant or not.

Circle S Farm - Sec 3 - AI 66515-  
Nice Work on this site!

4.a.

Did the County enter inspection information into Tempo correctly according to MPCA instructions for entering an inspection into Tempo?

(Tempo HELP/Feedlot folder/CFO Feedlot folder/Instructional Exercises folder/"Exercise 7. Inspection county.docx" and Tempo HELP/Feedlot folder/CFO Feedlot folder/"Tempo-over all compliance guidance-CFO.docx".)

*Half point - all files are entered correctly*

*Quarter point – only one file is entered correctly or there are issues with how the County entered inspection information in Tempo*

*(I.e. part of feedlot is non-compliant for open lot or manure application records, when entering the inspection in Tempo, base requirements - final compliance indicators - were loaded, but checklist section sub-questions were not OR inspection date is incorrectly entered as data entry date rather than actual inspection date OR incorrect inspection "Activity Type" or "Compliance Evaluation Type" is selected)*

*No point – neither file is entered correctly or the issue(s) identified are the same issues that were identified and documented during last year's review (County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)*

Bill Oeltjen Farm -

☐ NO

☐ 1/2 pt  
☒ 1/4 pt

|                          |                          |                          |                                                                                                                             |                                     |          |       |                          |                          |
|--------------------------|--------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------|-------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Date(s) of manure application [Minn. R. 7020.2225, Subp. 5(B)(4)]                                                           | [Minn. R. 7020.2225, Subp. 5(B)(4)] | Feedlots | Rules | <input type="checkbox"/> |                          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant-available N per acre from commercial fertilizer and manure (including carry-over) [Minn. R. 7020.2225, Subp. 5(B)(4)] | [Minn. R. 7020.2225, Subp. 5(B)(4)] | Feedlots | Rules | <input type="checkbox"/> |                          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adequate retained manure land application records are being kept. [Minn. R. 7020.2225, Subp. 5]                             | [Minn. R. 7020.2225, Subp. 5]       | Feedlots | Rules | Non-Compliant            | <input type="checkbox"/> |

Requirements >

[ADD NEW RECORD](#) [EDIT SELECTED](#) [DELETE SELECTED](#) [Filter](#) [Settings](#) **Total Records: 24**

Requirements >

[Filter](#) [Settings](#) **Total Records: 17**

When you find non-compliance you need to add in the indicator question, the questions in your checklist that led you to an overall non-compliant decision.

Bruce Thompson Farm –

Description Checklist/NonChecklist

[+](#) Total Records: 2

| * Compliance Evaluation Type |  |                                |
|------------------------------|--|--------------------------------|
|                              |  | FE Manure Storage Area Closure |
|                              |  | FE Compliance Inspection       |

If you are doing both a Compliance Inspection and a Manure Storage Area Closure then you should load both inspection types and add the Manure Storage Area Closure question.

Requirements >

[ADD NEW RECORD](#) [EDIT SELECTED](#) [DELETE SELECTED](#) [Filter](#) [Settings](#) **Total Records: 1**

| <input type="checkbox"/> | Incl. | Inspect Flag                        | Requirement                                                                              | Citation             | Regulatory Program | Req. Source Activity | P |
|--------------------------|-------|-------------------------------------|------------------------------------------------------------------------------------------|----------------------|--------------------|----------------------|---|
| <input type="checkbox"/> |       | <input checked="" type="checkbox"/> | Animal feedlot or manure storage area closure requirements are met. [Minn. R. 7020.2025] | [Minn. R. 7020.2025] | Feedlots           | Rules                |   |

Kevin Tart Farm Sec - 18

Indicator questions for the overall non-compliance questions

Circle S Farm - Sec 3

Indicator questions for the overall non-compliance questions

4. b. Review should indicate at least seventy five percent (75%) of inspection data was entered into Tempo within 90 days of the inspection. The remaining twenty five percent (25%) (or less) of inspection data was entered within 120 days of the inspection. Minimally funded counties can enter data less frequently.

*Half point - all data is entered within 90 and 120 timelines and by reporting deadline of February 1*

*Quarter point – all data is entered within 120 days and by reporting deadline of February 1*

*No point – data is not entered within timelines and/or not by February 1 deadline*

☐ NO

☒ 1/2 pt

☐ 1/4 pt



|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |                                                                           |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------|
|    | <p><b>Feedlots Inspection Entry Timeliness Report</b></p> <div> <div> <p>Total number of inspections: <b>34</b></p> <p>Inspections locked within 90 days: <b>33 (97.1%)</b></p> <p>Inspections locked within 120 days: <b>1 (2.9%)</b></p> <p>Inspections locked past 120 days: <b>0 (0.0%)</b></p> <p>Inspections not locked: <b>0 (0.0%)</b></p> </div> <div> <p>County: <b>Fillmore</b></p> <p>Master AI ID: <b>(All)</b></p> <p>Inspector: <b>76</b></p> <p>(Multiple values)</p> </div> </div> <p><b>You exceeded your 75% inspection rate, I checked your discrepancy list and if they were factored in you would still exceed it, Great Job!</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                             |                                                                           |
| 5. | <p>Did the County follow their Delegation Agreement Work Plan Inspection Strategy?</p> <p><i>One point - County followed inspection strategy.</i></p> <p><i>No point - County did not follow inspection strategy.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt                                  |
| 6. | <p>Was the producer notified of inspection results in writing (paper or electronic)? For a compliance and/or desktop N &amp; P inspection was the producer notified of inspection results in writing (paper or electronic) within <b>30 days</b> of compliance determination?</p> <p><i>One point - both files reviewed contain a letter/e-mail (sent when required)</i></p> <p><i>One half point - one of the two files reviewed contain a notification letter/e-mail (sent when required)</i></p> <p><i>No point - neither of the two files reviewed contain a notification letter/e-mail (if required)</i></p> <p><b>Bill Oeltjen Farm- AI 68509- Within 30 Days</b></p> <p><b>Bruce Thompson Farm-Sec 32- AI – 70713- Within 30 Days</b></p> <p><b>Kevin Tart Farm Sec - 18 AI – 68794- Within 30 Days</b></p> <p><b>Circle S Farm - Sec 3 - AI 66515 – Within 30 Days</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 7. | <p>Did the County follow their Delegation Agreement Work Plan Compliance Strategy for inspections that resulted in non-compliance? (<input type="checkbox"/> NA)</p> <p><i>One point - County followed compliance strategy</i></p> <p><i>No point - County did not follow compliance strategy</i></p> <p><b>Compliance Strategy</b></p> <p><b>1. Please state the various method(s) and practice(s) the County will use in response to compliance inspections that result in non-compliance:</b></p> <ol style="list-style-type: none"> <li>Include corrective actions with completion deadlines in the inspection results notification letter.</li> <li>Issue a Letter of Warning (LOW) or a Notice of Violation (NOV) that will include corrective actions and deadlines.</li> <li>Issue an interim permit that includes timelines for corrective actions.</li> <li>Other (describe below)</li> </ol> <div> <p>(Enter a letter(s) and describe the situation(s) when the method(s) will be used.)</p> <p>A and c</p> </div> <p><b>Areas of Concern or General Comments</b></p> <ol style="list-style-type: none"> <li>Uncovered compost pile in woods needs to be covered to complete the composting process and/or bury the remaining pile and no longer compost down in the woods.</li> <li>A manure analysis needs to be taken before manure is hauled this fall/spring and at least once every four years going forward</li> <li>Calibration of manure spreader next time manure is hauled to calculate rate of application</li> <li>Record number of loads of manure hauled out on land application maps</li> <li>Need to maintain manure land application records – recommend creating a master filed map to track where manure is being spread</li> </ol> <p><b>Corrective Actions</b></p> <p>Minn. R. 7020.2003, subp. 1 &amp; 3</p> <p>Corrective Action: complete compost of current pile by covering up with biodegradable material or bury the remaining pile and no longer compost uncovered down by the woods – develop a properly covered compost pile up on level ground by facility in order to maintain coverage of dead animals</p> <p>If you have a Major Non-Compliance on a site I would consider having hard dates, “by April 11, 1959 the compost pile must be covered” “effective immediately begin keeping land application records”</p> | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt                                  |

|                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                |                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------------|
| 8.                                                                                                                                                                                                                                                                         | <p>Did the County maintain documentation of corrective action for any site that was returned to compliance in the program year? (<input checked="" type="checkbox"/> NA)</p> <p><i>One point - documentation was maintained for each file reviewed (audit data screen/violation screen completed in Tempo.)</i></p> <p><i>One half point - documentation was observed in at least one of the files reviewed (audit data screen/violation screen completed in Tempo.)</i></p> <p><i>No point – no documentation was observed (audit data screen/violation screen not completed in Tempo.)</i></p> | <input type="checkbox"/><br>NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| <p>Files reviewed for this section:</p> <ol style="list-style-type: none"> <li>1. Bill Oeltjen Farm- AI 68509</li> <li>2. Bruce Thompson Farm-Sec 32- AI – 70713-</li> <li>3. Kevin Tart Farm Sec - 18 AI – 68794-</li> <li>4. Circle S Farm - Sec 3 - AI 66515</li> </ol> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>Comments:</p>               |                                                                |

**Permitting (☒ NA)** – Review two permit files. If there is only one file, review one file. If there are no permit files, mark “NA” for this section.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                             |                                                                |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------|
| 9. | <p>Did the County issue permits within the required 60/120 day time period?</p> <ul style="list-style-type: none"> <li>• Did the County clearly document a received date on all paperwork (permit applications, MMPs, and plans &amp; spec documents)?<br/> <input type="checkbox"/> YES <input type="checkbox"/> MOST <input type="checkbox"/> NO         </li> <li>• If applicable, did the County send incomplete letters within 15 business days?<br/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA         </li> </ul> <p><i>One point - all paperwork (applications, MMPs, and plans and specs) clearly document a received date and County met 15 business day requirement for applicable incomplete letters</i></p> <p><i>One half point - most paperwork (applications, MMPs and plans and specs) clearly document a received date and both files met 15 business day requirement</i></p> <p><i>No point – a received date is not documented on paperwork or neither file met 15 business day requirement</i></p> <p><b>Notice of Construction</b><br/>         One of Blake’s was not stamped with a received date, I think this was around the time he was leaving so I think it was just simply missed. Make sure that they get dated in the future.</p> | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------|



|     | T                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | N | R | W |  |                             |                                                                |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|---|--|-----------------------------|----------------------------------------------------------------|
|     | Any surface waters within 1,000 feet of the facility? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, indicate all applicable types:<br><input type="checkbox"/> Lake/Pond larger than 25 acres <input type="checkbox"/> Wetland <input type="checkbox"/> Drainage ditch <input type="checkbox"/> Other<br><input checked="" type="checkbox"/> River/Stream Is any part of the facility within 300 feet of the river/stream? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Any part of the facility located within a delineated flood plain (100 year flood)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Any part of the facility located within designated shoreland? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Any part of the facility within 300 feet of a known sinkhole? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Any part of the facility within 1,000 feet of a tile intake? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Operation Information<br>Blake should have marked this one incomplete? Was the building towards the shoreland?                                                                                                                 |   |   |   |  |                             |                                                                |
| 10. | Did the County correctly complete the permit application checklist?<br><i>One point - both files contain a correctly completed standard/approved checklist</i><br><i>One half point - only one file contains a correctly completed standard/approved checklist or there are issues with how the county completed the checklist</i><br><i>(I.e. application information is not verified as accurate and/or complete through the use of the permit application checklist. Ex: animal numbers indicated on application meet threshold of large CAFO and County issues permit OR parts of application left blank (i.e. barn dimensions) and permit issued without that information OR application only includes proposed information and not existing animals/barns and permit is issued without having existing information.)</i><br><i>No point - neither file contains a correctly completed standard/approved checklist or the issue(s) identified are the <u>same issues</u> that were identified and documented during last year's review (County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</i> |   |   |   |  | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 11. | Were notification requirements met (public notice $\geq$ 500 AU <input checked="" type="checkbox"/> NA and government notice <input type="checkbox"/> NA)?<br><i>One point - all notification requirements were met</i><br><i>One half point - half or more required notifications were met</i><br><i>No point - notification requirement was not met</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |   |   |   |  | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 12. | Were permits issued no sooner than 20 business days after public notice (>500 AU)? ( <input checked="" type="checkbox"/> NA)<br><i>One point - applicable permits were issued 20+ business days after public notice.</i><br><i>No point - one or both applicable permit(s) were issued sooner than 20 business days.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |   |   |   |  | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt                                  |
| 13. | Did the County correctly complete the MMP checklist? ( <input checked="" type="checkbox"/> NA)<br><i>One point - both files contain a correctly completed standard/approved checklist</i><br><i>One half point - only one file contains a correctly completed standard/approved checklist or there are issues with how the County completed the checklist</i><br><i>(I.e. the MMP shows planned over application of nutrients and permit is issued anyway OR MMP does not include items that are identified in feedlot rule and on MMP checklist and a permit is issued anyway.)</i><br><i>No point - neither file contains a correctly completed standard/approved checklist or the issue(s) identified are the <u>same issues</u> that were identified and documented during last year's review (County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</i>                                                                                                                                                                                                                                           |   |   |   |  | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 14. | Did the County correctly complete the LMSA checklist? ( <input checked="" type="checkbox"/> NA)<br><i>One point - both files contain a correctly completed standard/approved checklist</i><br><i>One half point - only one file contains a correctly completed standard/approved checklist or there are issues with how the County completed the checklist</i><br><i>(I.e. LMSA plans do not include items that are identified in the feedlot rules and on the LMSA checklist and a permit is issued anyway.)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |   |   |   |  | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                             |                                                                |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------|
|                                  | <i>No point – neither file contains a correctly completed standard/approved checklist or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year’s review (County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</i>                   |                             |                                                                |
| 15.                              | Did the County conduct an inspection at applicable sites to ensure that the proper permit was issued (CSF vs. INT)? ( <input checked="" type="checkbox"/> NA)<br><i>One point – both sites were inspected prior to permit issuance and correct permits were issued</i><br><i>One half point – one of the two sites was inspected prior to permit issuance and correct permit was issued</i><br><i>No point – neither site was inspected or permits were not issued at all or at least one incorrect permit was issued</i> | <input type="checkbox"/> NO | <input type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| Files reviewed for this section: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Comments:                   |                                                                |
| 1.                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                             |                                                                |
| 2.                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                             |                                                                |

**Complaint Response** (☐ NA) If the County received no complaints, mark “NA” for this section.

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                             |                                                                           |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------|
| 16.       | Did the County maintain a complaint log in accordance with the Delegation Agreement Work Plan?<br><i>One point – complete complaint log is maintained</i><br><i>One half point - some complaint log information is maintained</i><br><i>No point - a complaint log is not maintained</i><br><i>The complaint log should include:</i> <ul style="list-style-type: none"> <li><i>a. Type of complaint;</i></li> <li><i>b. Location of complaint;</i></li> <li><i>c. Date and time complaint was made;</i></li> <li><i>d. Facts and circumstances related to the complaint; and</i></li> <li><i>e. A statement describing the resolution of the complaint</i></li> </ul> | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| Comments: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                             |                                                                           |

### Owner Assistance

|     |                                                                                                                                                                                                                            |                             |                                          |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|
| 17. | Did the County follow their Delegation Agreement Work Plan Owner Assistance Strategy?<br><i>One point – County followed owner assistance strategy</i><br><i>No point – County did not follow owner assistance strategy</i> | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|



| OWNER ASSISTANCE AND OUTREACH                                                                                     |                                                                                    | Number | PC | PC Total |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|--------|----|----------|
| 48                                                                                                                | Sites visited to provide assistance                                                | 7      | —  | —        |
| 49                                                                                                                | Workshops/trainings hosted/sponsored by the CFO:                                   | 0      | 2  | 0        |
|                                                                                                                   | 49.1) Total number of feedlot owners attending these events                        | 0      | —  | —        |
| 50                                                                                                                | CFO presentations at informational or producer group events: (per event)           | 1      | 1  | 1        |
| 51                                                                                                                | Number of mailings to feedlot owners:                                              | 2      | —  | —        |
| 52                                                                                                                | Feedlot articles placed in newspapers:                                             | 0      | —  | —        |
| Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities. |                                                                                    |        |    |          |
| Date                                                                                                              | Description                                                                        |        |    |          |
| 21-Apr                                                                                                            | Present at BALMM meeting regarding 319 Feedlot Cost-share                          |        |    |          |
| 2/15/2021                                                                                                         | Re-Registration letter mailed out to producers required to register by end of 2021 |        |    |          |
| 21-Jun                                                                                                            | Reminder letter mailed to producers about re-registration                          |        |    |          |

Comments:

#### Staffing Level/Air Quality Exemption/Web Site Posting Requirement

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                             |                                                                           |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------|
| 18. | <p>Did the County earn the required 18 continuing education units (CEUs) of training?</p> <p><i>One point – 18 or more CEUs earned.</i></p> <p><i>One half point – 9-17 CEUs earned.</i></p> <p><i>No point – 0-8 CEUs earned.</i></p> <p>28 hours</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 19. | <p>Did the County maintain an air quality exemption log in accordance with the Delegation Agreement Work Plan? (<input type="checkbox"/> NA for no notifications received)</p> <p><i>One point – complete air quality exemption log is maintained.</i></p> <p><i>One half point - some air quality exemption log information is maintained.</i></p> <p><i>No point - air quality exemption log is not maintained.</i></p> <p><i>The log should include:</i></p> <ul style="list-style-type: none"> <li><i>a. Names of the owners/legal facility name;</i></li> <li><i>b. Location of the facility (county, township, section, quarter);</i></li> <li><i>c. Facility permit number; and</i></li> <li><i>d. Start date and number of days to removal</i></li> </ul> | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt<br><input type="checkbox"/> ½ pt |
| 20. | <p>Did the County post their 2019 Annual CFO Report and MPCA Financial Report on their website by July 1, 2020?</p> <p><i>One point - information is posted</i></p> <p><i>No point – information is not posted</i></p> <p>Checked by Peter K.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> 1 pt                                  |

Comments:

**Financial Report** (No points awarded for this section.)

Does the financial report show how much grant money the County received and spent? ☐NO ☒YES

Does the financial report show that the County spent the total match amount? ☐NO ☒YES

**NEW! Record Keeping** (No points awarded for this section.)

Do all the compliance inspection files reviewed have a copy or photo of a representative sample of manure application records for sites  $\geq 300$  AU? ☐NO ☐YES ☒NA

**NEW! Uploading Documentation** (No points awarded for this section.)

- Did the County upload the registration documentation (form, letter and if a permit reflects a change in registration information then complete permit materials [application, MMP, LMSA plans, permit, cover letter, review checklists, etc.]) into Tempo for both files reviewed?

☐NO ☒YES ☐NA

- Did the County upload all inspection documentation (checklist, letter, photos, nitrogen and phosphorus worksheets, etc.) into Tempo for the four files reviewed? ☐NO ☒YES
- Did the County upload all permit application materials (application, MMP, LMSA plans, permit, cover letter, review checklists, etc.) into Tempo for the two files reviewed? ☐NO ☒YES ☐NA

If the County uploaded documentation, award the appropriate number of performance credits on CFO Annual Report (lines 58, 59 and 60) as indicated below. Line 58 (registration): \_\_3\_\_ Line 59 (inspection): \_\_3\_\_  
Line 60 (permit): \_\_0\_\_

Both registration files have all documentation uploaded into Tempo:

County with 0-200 feedlots – 1, 201-400 – 2, 401-600 – 3, 601-800 – 4, 801-1000 – 5, 1001+ - 6

All four inspection files have all documentation uploaded into Tempo:

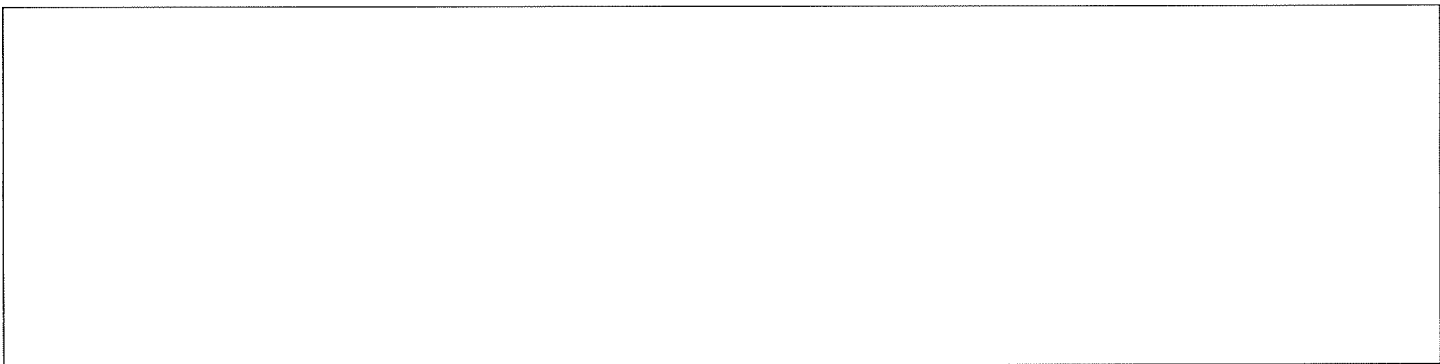
County with 0-200 feedlots – 1, 201-400 – 2, 401-600 – 3, 601-800 – 4, 801-1000 – 5, 1001+ - 6

Both permit files have all documentation uploaded into Tempo:

County with 0-200 feedlots – 2, 201-400 – 4 401-600 – 6, 601-800 – 8, 801-1000 – 10, 1001+ - 12

**Year-End Review Notes**





## ATTACHMENT A

| Delegated County  | Feedlots Eligible for Funding | 60%       | County Match Requirement | 25%      | Total Award |
|-------------------|-------------------------------|-----------|--------------------------|----------|-------------|
| Big Stone         | 51                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Blue Earth        | 353                           | \$27,152  | \$27,152                 | \$11,921 | \$39,073    |
| Brown             | 372                           | \$28,614  | \$28,614                 | \$12,562 | \$41,176    |
| Carver            | 190                           | \$14,615  | \$14,615                 | \$6,416  | \$21,031    |
| Clay              | 89                            | \$6,846   | \$6,846                  | \$3,006  | \$9,852     |
| Cottonwood        | 233                           | \$17,922  | \$17,922                 | \$7,868  | \$25,790    |
| Douglas           | 322                           | \$24,768  | \$24,768                 | \$10,874 | \$35,642    |
| Faribault         | 293                           | \$22,537  | \$22,537                 | \$9,895  | \$32,432    |
| Fillmore          | 597                           | \$45,921  | \$45,921                 | \$20,161 | \$66,082    |
| Freeborn          | 245                           | \$18,845  | \$18,845                 | \$8,274  | \$27,119    |
| Goodhue           | 496                           | \$38,152  | \$38,152                 | \$16,750 | \$54,902    |
| Houston           | 354                           | \$27,229  | \$27,229                 | \$11,955 | \$39,184    |
| Jackson           | 317                           | \$24,383  | \$24,383                 | \$10,705 | \$35,088    |
| Kandiyohi         | 389                           | \$29,921  | \$29,921                 | \$13,137 | \$43,058    |
| Kittson           | 18                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Lac Qui Parle     | 185                           | \$14,230  | \$14,230                 | \$6,247  | \$20,477    |
| Lake of the Woods | 25                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Le Sueur          | 158                           | \$12,153  | \$12,153                 | \$5,336  | \$17,489    |
| Lincoln           | 402                           | \$30,921  | \$30,921                 | \$13,576 | \$44,497    |
| Lyon              | 272                           | \$20,922  | \$20,922                 | \$9,185  | \$30,107    |
| Marshall          | 38                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Martin            | 520                           | \$39,998  | \$39,998                 | \$17,560 | \$57,558    |
| McLeod            | 300                           | \$23,076  | \$23,076                 | \$10,131 | \$33,207    |
| Meeker            | 287                           | \$22,076  | \$22,076                 | \$9,692  | \$31,768    |
| Morrison          | 612                           | \$47,074  | \$47,074                 | \$20,667 | \$67,741    |
| Mower             | 342                           | \$26,306  | \$26,306                 | \$11,549 | \$37,855    |
| Murray            | 435                           | \$33,460  | \$33,460                 | \$14,690 | \$48,150    |
| Nicollet          | 302                           | \$23,229  | \$23,229                 | \$10,199 | \$33,428    |
| Nobles            | 463                           | \$35,613  | \$35,613                 | \$15,636 | \$51,249    |
| Norman            | 49                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Pennington        | 44                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Pipestone         | 447                           | \$34,383  | \$34,383                 | \$15,095 | \$49,478    |
| Polk              | 76                            | \$5,846   | \$5,846                  | \$2,567  | \$8,413     |
| Pope              | 138                           | \$10,615  | \$10,615                 | \$4,660  | \$15,275    |
| Red Lake          | 46                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Renville          | 278                           | \$21,383  | \$21,383                 | \$9,388  | \$30,771    |
| Rice              | 244                           | \$18,768  | \$18,768                 | \$8,240  | \$27,008    |
| Rock              | 509                           | \$39,152  | \$39,152                 | \$17,189 | \$56,341    |
| Stearns           | 1,447                         | \$111,302 | \$111,302                | \$48,865 | \$160,167   |
| Steele            | 239                           | \$18,384  | \$18,384                 | \$8,071  | \$26,455    |
| Stevens           | 125                           | \$9,615   | \$9,615                  | \$4,221  | \$13,836    |
| Swift             | 155                           | \$11,922  | \$11,922                 | \$5,234  | \$17,156    |
| Todd              | 797                           | \$61,304  | \$61,304                 | \$26,915 | \$88,219    |
| Traverse          | 39                            | \$7,500   | \$7,500                  |          | \$7,500     |
| Wadena            | 81                            | \$6,230   | \$6,230                  | \$2,735  | \$8,965     |
| Waseca            | 232                           | \$17,845  | \$17,845                 | \$7,835  | \$25,680    |
| Watsonwan         | 186                           | \$14,307  | \$14,307                 | \$6,281  | \$20,588    |
| Winona            | 522                           | \$40,152  | \$40,152                 | \$17,628 | \$57,780    |
| Wright            | 248                           | \$19,076  | \$19,076                 | \$8,375  | \$27,451    |
| Yellow Medicine   | 249                           | \$19,153  | \$19,153                 | \$8,409  | \$27,562    |



# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 4/5/2022

Amount of time requested (minutes):

5

Dept.: Zoning

Prepared By:

Kristi Ruesink for Cristal Adkins

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

Consent Agenda:

Documentation  
(Yes/No):

Regular Agenda:

Documentation  
(Yes/No):

Consider an access permit for a new field drive for Nathen Yutzy, section 34 of Bristol Township.

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: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us); [tkraling@co.fillmore.mn.us](mailto:tkraling@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: Nathan, Esther Yutzy Phone #: Amish, please  
Call at 9:00 to 9:15 AM  
Phone #: Before Coming  
Thank You

email address: \_\_\_\_\_

Mailing Address: 2539 CR 30 Harmony MN 55939  
Address City State Zip

(2) Parcel #: 210273000 Permit # \_\_\_\_\_

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

Section: 34 (4) Township: 101 (5) Range: 011

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

(qtr/qtr) \_\_\_\_\_ Section 34 Township Name Bristol

Reason for Access Wanting to sell 10 AC to Build a House on Top of Hill  
on the West Side of the Spring

TOTAL FEE: \$200.00 (NON-REFUNDABLE)

(4) Signature of all Landowners: Nathan Yutzy Date: 7/7/21  
Esther Yutzy Date: 7-7-21  
Date: \_\_\_\_\_

After review of the site, it is recommended that the access be (approved) (disapproved) to the above applicant for the following reason(s). AD ECUATE SIGHT DISTANCE, AND ACCESS TO NEW PARCEL

Specifications/Conditions: CONSTRUCT ACCESS WITH A 20 FT TOP, 4:1 SLOPE, AND  
A 45 FT-18 INCH CULVERT

County Engineer

10/1/2021  
Date

Crista McKinley  
Zoning Administrator

3-29-22  
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





Beacon™ Fillmore County, MN

Wanting to Sell This Buildable 10 Ac  
Here West of the Spring.



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

Parcel ID 210273000  
Sec/Twp/Rng 34-101-011  
Property Address

Alternate ID n/a  
Class 101 - AGRICULTURAL  
Acreage 34

Owner Address NATHEN E YUTZY  
ESTHER YUTZY  
25397 COUNTY 30  
HARMONY, MN 55939

District BRISTOL/SD #2198  
Brief Tax Description Sect-34 Twp-101 Range-011 34.00 AC S1/2 OF ALL THAT PORTION W1/2 NW1/4 LYING N OF RD OF W1/2 OF NW1/4  
(Note: Not to be used on legal documents)

Date created: 7/1/2021  
Last Data Uploaded: 6/30/2021 10:43:34 PM

Developed by Schneider  
GEOSPATIAL

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 4/12/2022

Amount of time requested (minutes):

5

Dept.:

Auditor/ Treasurer

Prepared By:

Christy Smith

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

Consent Agenda:

Documentation  
(Yes/No):

Regular Agenda:

Documentation  
(Yes/No):

1. Consider approval of Omni Ballot Tablet order to be purchased partially with VEGA and HAVA grants. 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: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) and [jfmccaslin@co.fillmore.mn.us](mailto:jfmccaslin@co.fillmore.mn.us)



3601 18th St S Ste 101 St. Cloud, MN 56301  
 14505 27th Ave N Plymouth, MN 55447-4802  
 P: (763) 586-3749  
 e: shelly.angen@seachangemn.com

## OmniBallot Tablet Order Form

Shipping Address

Fillmore County  
 Attn: Christy Smith  
 101 Fillmore St., PO Box 627  
 Preston, MN 55965  
 507-765-2664

Billing Address (if different than Shipping)

Fillmore County  
 Attn: Christy Smith  
 101 Fillmore St., PO Box 627  
 Preston, MN 55965  
 507-765-2664

PO #:

Deliver by: **ASAP**

| Description                                                                                                                                                                                                                                                                                                                                                                      | QTY | Standard Unit Price | MnCCC Unit Price | Total Discounted Fees |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------------|------------------|-----------------------|
| OMNI BALLOT Tablet with Ballot-on-Demand and Print-on-ballot Integrated System (Equipment) Dell Tablet (hardened) with OmniBallot version 3.3 software (installed), hard case for tablet, ballot printer with soft-sided transport case, Accessible multi-button ADA input device, Accessible 3-button input device, headphones, and training at one of two SeaChange locations. | 22  | \$4,230.00          | \$3,845.00       | \$84,590.00           |
| QR bar code scanner for ballot activation <b>(optional)</b>                                                                                                                                                                                                                                                                                                                      |     | \$110.00            | \$90.00          | \$0.00                |
| Hard-sided, stackable printer transport case <b>(optional)</b>                                                                                                                                                                                                                                                                                                                   | 22  | \$275.00            | \$225.00         | \$4,950.00            |
| Printer toner (small capacity toner is included)                                                                                                                                                                                                                                                                                                                                 | 22  | \$76.00             | \$76.00          | \$1,672.00            |
| 16GB Thumb Drive for Election configuration (one is included per unit purchased)                                                                                                                                                                                                                                                                                                 |     | \$19.95             | \$19.95          | \$0.00                |
| Removal and recycling of existing AutoMark equipment <b>(optional)</b>                                                                                                                                                                                                                                                                                                           | 21  | \$50.00             | \$50.00          | \$1,050.00            |
| Training days at Customer Site - \$1,650 per day <b>(optional)</b>                                                                                                                                                                                                                                                                                                               |     | \$1,850.00          | \$1,650.00       | \$0.00                |
| Shipping and handling                                                                                                                                                                                                                                                                                                                                                            | 22  | \$105.00            | \$105.00         | \$2,310.00            |
| Software License Fee (right to use) - annual fee per unit                                                                                                                                                                                                                                                                                                                        | 22  | \$250.00            | \$225.00         | \$4,950.00            |
| Hardware replacement services (after initial warranty period - <b>optional</b> )                                                                                                                                                                                                                                                                                                 | 22  | \$125.00            | \$100.00         | \$2,200.00            |

**Total: \$101,722.00**

Signature

Signature

[Print Authorized Name]

Lisa Meredith

[County Name]

MnCCC Executive Director

Date

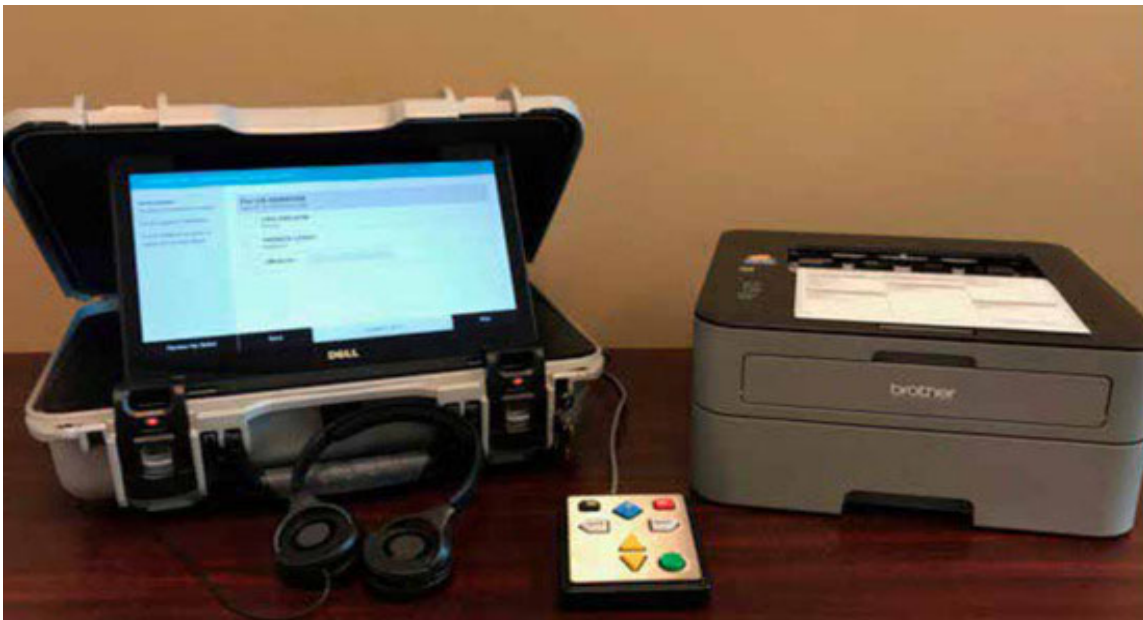
Date



## OmniBallot Tablet Purchase Breakdown

|                     |                                                            |
|---------------------|------------------------------------------------------------|
| \$ 101,722.00       | Requested purchase of 22 OnmiBallots                       |
| \$ (48,342.09)      | VEGA Grant Funds (Requires 50% County match)               |
| \$ (24,623.86)      | HAVA Grant Funds (Can be used towards 50% County match)    |
| <u>\$ 28,756.05</u> | <b>Remaining funds to be covered through County Budget</b> |

**\*\*\$80,000 put into 2022 budget for election equipment\*\***



**2020 CENSUS  
CURRENT COMMISSIONER DISTRICTS**

| <b>DISTRICT I</b>      | <b>2010</b> | <b>2020</b> |
|------------------------|-------------|-------------|
| Chatfield              | 1573        | 1834        |
| Chatfield Township     | 531         | 523         |
| Fillmore Township      | 457         | 479         |
| Jordan Township        | 352         | 381         |
| Spring Valley Township | 518         | 545         |
| Sumner Township        | 458         | 482         |
| Wykoff                 | 444         | 432         |
|                        | <b>4333</b> | <b>4676</b> |

| <b>DISTRICT II</b>   | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Arendahl Township    | 337         | 303         |
| Holt Township        | 271         | 239         |
| Norway Township      | 343         | 370         |
| Peterson             | 199         | 234         |
| Pilot Mound Township | 338         | 368         |
| Rushford             | 1731        | 1860        |
| Rushford Village     | 807         | 790         |
| Whalan               | 63          | 67          |
|                      | <b>4089</b> | <b>4231</b> |

| <b>DISTRICT III</b>  | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Beaver Township      | 242         | 209         |
| Bloomfield Township  | 353         | 324         |
| Forestville Township | 356         | 365         |
| Ostrander            | 254         | 231         |
| Spring Valley City   | 2479        | 2447        |
| York Township        | 368         | 367         |
|                      | <b>4052</b> | <b>3943</b> |

| <b>DISTRICT IV</b> | <b>2010</b> | <b>2020</b> |
|--------------------|-------------|-------------|
| Bristol Townshp    | 396         | 421         |
| Carimona Township  | 296         | 285         |
| Carrolton Township | 314         | 379         |
| Fountain           | 410         | 409         |
| Fountain Township  | 315         | 301         |
| Lanesboro          | 754         | 724         |
| Preston            | 1325        | 1322        |
| Preston Township   | 359         | 370         |
|                    | <b>4169</b> | <b>4211</b> |

| <b>DISTRICT V</b> | <b>2010</b> | <b>2020</b> |
|-------------------|-------------|-------------|
| Amherst Township  | 378         | 409         |
| Canton            | 346         | 310         |
| Canton Township   | 724         | 653         |
| Harmony           | 1020        | 1043        |
| Harmony Township  | 387         | 391         |
| Mabel             | 780         | 716         |
| Newburg Township  | 379         | 437         |
| Preble Township   | 209         | 208         |
|                   | <b>4223</b> | <b>4167</b> |

|                                   |        |
|-----------------------------------|--------|
| Average per district<br>(21228/5) | 4245.6 |
| District 1 Deviation from average | 10.14% |
| District 2 Deviation from average | -0.34% |
| District 3 Deviation from average | -7.13% |
| District 4 Deviation from average | -0.81% |
| District 5 Deviation from average | -1.85% |

|             |              |
|-------------|--------------|
| <b>2010</b> | <b>20866</b> |
| <b>2020</b> | <b>21228</b> |

# Fillmore County Today

|         | R-13-W                             | R-12-W                        | R-11-W                      | R-10-W                           | R-9-W                      | R-8-W                                 |
|---------|------------------------------------|-------------------------------|-----------------------------|----------------------------------|----------------------------|---------------------------------------|
| T-104-N | Sumner<br>Pages<br>76-77           | Jordan<br>Pages<br>60-61      | Chatfield<br>Pages<br>48-49 | Pilot<br>Mound<br>Pages<br>66-67 | Arendahl<br>Pages<br>34-35 | Rushford<br>Village<br>Pages<br>72-73 |
| T-103-N | Spring<br>Valley<br>Pages<br>74-75 | Fillmore<br>Pages<br>50-51    | Fountain<br>Pages<br>54-55  | Carrolton<br>Pages<br>46-47      | Holt<br>Pages<br>58-59     | Norway<br>Pages<br>64-65              |
| T-102-N | Bloomfield<br>Pages<br>38-39       | Forestville<br>Pages<br>52-53 | Carimona<br>Pages<br>44-45  | Preston<br>Pages<br>70-71        | Amherst<br>Pages<br>32-33  | Preble<br>Pages<br>68-69              |
| T-101-N | Beaver<br>Pages<br>36-37           | York<br>Pages<br>78-79        | Bristol<br>Pages<br>40-41   | Harmony<br>Pages<br>56-57        | Canton<br>Pages<br>42-43   | Newburg<br>Pages<br>62-63             |



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**Farm and Home Publishers, Ltd.**

**2020 CENSUS  
PROPOSED COMMISSIONER DISTRICTS  
OPTION 1**

| <b>DISTRICT I</b>      | <b>2010</b> | <b>2020</b> |
|------------------------|-------------|-------------|
| Chatfield              | 1573        | 1834        |
| Chatfield Township     | 531         | 523         |
| Fillmore Township      | 457         |             |
| Jordan Township        | 352         | 381         |
| Pilot Mound            |             | 368         |
| Spring Valley Township | 518         | 545         |
| Sumner Township        | 458         | 482         |
| Wykoff                 | 444         |             |
|                        | <u>4333</u> | <u>4133</u> |

| <b>DISTRICT II</b>   | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Arendahl Township    | 337         | 303         |
| Holt Township        | 271         | 239         |
| Norway Township      | 343         | 370         |
| Peterson             | 199         | 234         |
| Pilot Mound Township | 338         |             |
| Preble               |             | 208         |
| Rushford             | 1731        | 1860        |
| Rushford Village     | 807         | 790         |
| Whalan               | 63          | 67          |
|                      | <u>4089</u> | <u>4071</u> |

| <b>DISTRICT III</b>  | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Beaver Township      | 242         | 209         |
| Bloomfield Township  | 353         | 324         |
| Fillmore Township    |             | 479         |
| Forestville Township | 356         | 365         |
| Ostrander            | 254         | 231         |
| Spring Valley City   | 2479        | 2447        |
| Wykoff               |             | 432         |
| York Township        | 368         |             |
|                      | <u>4052</u> | <u>4487</u> |

| <b>DISTRICT IV</b> | <b>2010</b> | <b>2020</b> |
|--------------------|-------------|-------------|
| Amherst            |             | 409         |
| Bristol Township   | 396         |             |
| Carimona Township  | 296         | 285         |
| Carrolton Township | 314         | 379         |
| Fountain           | 410         | 409         |
| Fountain Township  | 315         | 301         |
| Lanesboro          | 754         | 724         |
| Preston            | 1325        | 1322        |
| Preston Township   | 359         | 370         |
|                    | <u>4169</u> | <u>4199</u> |

| <b>DISTRICT V</b> | <b>2010</b> | <b>2020</b> |
|-------------------|-------------|-------------|
| Amherst Township  | 378         |             |
| Bristol           |             | 421         |
| Canton            | 346         | 310         |
| Canton Township   | 724         | 653         |
| Harmony           | 1020        | 1043        |
| Harmony Township  | 387         | 391         |
| Mabel             | 780         | 716         |
| Newburg Township  | 379         | 437         |
| Preble Township   | 209         |             |
| York              |             | 367         |
|                   | <u>4223</u> | <u>4338</u> |

|                                   |        |                                |
|-----------------------------------|--------|--------------------------------|
| Average per district<br>(21228/5) | 4245.6 |                                |
| District 1 Deviation from average | -2.65% |                                |
| District 2 Deviation from average | -4.11% |                                |
| District 3 Deviation from average | 5.69%  | * would rerun in 2022 election |
| District 4 Deviation from average | -1.10% |                                |
| District 5 Deviation from average | 2.18%  |                                |

Option 1

|         | R-13-W                             | R-12-W                        | R-11-W                      | R-10-W                           | R-9-W                      | R-8-W                                 |
|---------|------------------------------------|-------------------------------|-----------------------------|----------------------------------|----------------------------|---------------------------------------|
| T-104-N | Sumner<br>Pages<br>76-77           | Jordan<br>Pages<br>60-61      | Chatfield<br>Pages<br>48-49 | Pilot<br>Mound<br>Pages<br>66-67 | Arendahl<br>Pages<br>34-35 | Rushford<br>Village<br>Pages<br>72-73 |
| T-103-N | Spring<br>Valley<br>Pages<br>74-75 | Fillmore<br>Pages<br>50-51    | Fountain<br>Pages<br>54-55  | Carrolton<br>Pages<br>46-47      | Holt<br>Pages<br>58-59     | Norway<br>Pages<br>64-65              |
| T-102-N | Bloomfield<br>Pages<br>38-39       | Forestville<br>Pages<br>52-53 | Carimona<br>Pages<br>44-45  | Preston<br>Pages<br>70-71        | Amherst<br>Pages<br>32-33  | Preble<br>Pages<br>68-69              |
| T-101-N | Beaver<br>Pages<br>36-37           | York<br>Pages<br>78-79        | Bristol<br>Pages<br>40-41   | Harmony<br>Pages<br>56-57        | Canton<br>Pages<br>42-43   | Newburg<br>Pages<br>62-63             |



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**2020 CENSUS  
PROPOSED COMMISSIONER DISTRICTS  
OPTION 2**

| <b>DISTRICT I</b>      | <b>2010</b> | <b>2020</b> |
|------------------------|-------------|-------------|
| Chatfield              | 1573        | 1834        |
| Chatfield Township     | 531         | 523         |
| Fillmore Township      | 457         |             |
| Jordan Township        | 352         | 381         |
| Pilot Mound            |             | 368         |
| Spring Valley Township | 518         | 545         |
| Sumner Township        | 458         | 482         |
| Wykoff                 | 444         |             |
|                        | <u>4333</u> | <u>4133</u> |

| <b>DISTRICT II</b>   | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Arendahl Township    | 337         | 303         |
| Holt Township        | 271         | 239         |
| Norway Township      | 343         | 370         |
| Peterson             | 199         | 234         |
| Pilot Mound Township | 338         |             |
| Preble Township      |             | 208         |
| Rushford             | 1731        | 1860        |
| Rushford Village     | 807         | 790         |
| Whalan               | 63          | 67          |
|                      | <u>4089</u> | <u>4071</u> |

| <b>DISTRICT III</b>  | <b>2010</b> | <b>2020</b> |
|----------------------|-------------|-------------|
| Beaver Township      | 242         | 209         |
| Bloomfield Township  | 353         | 324         |
| Carimona Township    |             | 285         |
| Forestville Township | 356         | 365         |
| Ostrander            | 254         | 231         |
| Spring Valley City   | 2479        | 2447        |
| York Township        | 368         | 367         |
|                      | <u>4052</u> | <u>4228</u> |

| <b>DISTRICT IV</b> | <b>2010</b> | <b>2020</b> |
|--------------------|-------------|-------------|
| Bristol Townshp    | 396         |             |
| Carimona Township  | 296         |             |
| Carrolton Township | 314         | 379         |
| Fillmore Township  |             | 479         |
| Fountain           | 410         | 409         |
| Fountain Township  | 315         | 301         |
| Lanesboro          | 754         | 724         |
| Preston            | 1325        | 1322        |
| Preston Township   | 359         | 370         |
| Wykoff             |             | 432         |
|                    | <u>4169</u> | <u>4416</u> |

| <b>DISTRICT V</b> | <b>2010</b> | <b>2020</b> |
|-------------------|-------------|-------------|
| Amherst Township  | 378         | 409         |
| Bristol           |             | 421         |
| Canton            | 346         | 310         |
| Canton Township   | 724         | 653         |
| Harmony           | 1020        | 1043        |
| Harmony Township  | 387         | 391         |
| Mabel             | 780         | 716         |
| Newburg Township  | 379         | 437         |
| Preble Township   | 209         |             |
|                   | <u>4223</u> | <u>4380</u> |

|                                   |        |
|-----------------------------------|--------|
| Average per district<br>(21228/5) | 4245.6 |
| District 1 Deviation from average | -2.65% |
| District 2 Deviation from average | -4.11% |
| District 3 Deviation from average | -0.41% |
| District 4 Deviation from average | 4.01%  |
| District 5 Deviation from average | 3.17%  |



Option 2

|         | R-13-W                             | R-12-W                        | R-11-W                      | R-10-W                           | R-9-W                      | R-8-W                                 |
|---------|------------------------------------|-------------------------------|-----------------------------|----------------------------------|----------------------------|---------------------------------------|
| T-104-N | Sumner<br>Pages<br>76-77           | Jordan<br>Pages<br>60-61      | Chatfield<br>Pages<br>48-49 | Pilot<br>Mound<br>Pages<br>66-67 | Arendahl<br>Pages<br>34-35 | Rushford<br>Village<br>Pages<br>72-73 |
| T-103-N | Spring<br>Valley<br>Pages<br>74-75 | Fillmore<br>Pages<br>50-51    | Fountain<br>Pages<br>54-55  | Carrolton<br>Pages<br>46-47      | Holt<br>Pages<br>58-59     | Norway<br>Pages<br>64-65              |
| T-102-N | Bloomfield<br>Pages<br>38-39       | Forestville<br>Pages<br>52-53 | Carlmona<br>Pages<br>44-45  | Preston<br>Pages<br>70-71        | Amherst<br>Pages<br>32-33  | Preble<br>Pages<br>68-69              |
| T-101-N | Beaver<br>Pages<br>36-37           | York<br>Pages<br>78-79        | Bristol<br>Pages<br>40-41   | Harmony<br>Pages<br>56-57        | Canton<br>Pages<br>42-43   | Newburg<br>Pages<br>62-63             |



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**Farm and Home Publishers, Ltd.**

# REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 4/12/2022

Amount of time requested (minutes):

10 minutes

Dept.: Highway/Airport

Prepared By: Ron Gregg

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: None

Regular Agenda:

Documentation

Yes

Highway Department

1. Request Board approval to advertise an RFP for the construction of a Storage Building at the County's Chatfield location.

Airport Department

All requests for County Board agenda must be in the Administrator'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: [bhillery@co.fillmore.mn.us](mailto:bhillery@co.fillmore.mn.us) and [tkraling@co.fillmore.mn.us](mailto:tkraling@co.fillmore.mn.us)



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Proposal for the construction  
of a Storage Building  
in Fillmore County

## COUNTY OF FILLMORE

### PROPOSAL FOR CONSTRUCTION OF A STORAGE BUILDING

Fillmore County, Minnesota is seeking proposals to construction a storage building at 32647 County Road 5, Chatfield, MN 55923.

The overall building dimensions are 60 ft. x 120 ft. with 4 storage bays and one wash bay. All bays will be accessed using 16' x 14' overhead doors. The wash bay will be separated by a partial wall and consist of a separate drain field to be constructed by others. The construction will included connecting the existing well to supply water to the wash bay.

The Contractor shall be responsible for all materials, whether furnished by himself, supplier, or subcontractor, and storage, security, and protection of the same and shall be responsible for following all building codes and ordinances covering the proposed building to be constructed. This proposal and provisions herein shall be exceeded as necessary to meet applicable design and/or building codes.

#### **The desired building type is as follows:**

The work to be performed shall include the furnishing and installation of all materials necessary for construction of a wood post frame clear span storage building.

- 60'width x 120' length x 16' ceiling height.
- Minimum 4/12 roof pitch.
- 2' overhang on door side with soffit and 1' overhang on end walls.
- 5 - 16' x 14' garage doors with openers and 2 – 36" width entry-service door with location to be determined by County and as to minimize interference with columns.
- An exhaust fan shall be installed in the wash bay to remove the moisture.
- Ceiling fans are to be installed for air circulation.

- Electrical work including design and layout (in coordination with County), bringing electrical service from distribution line or existing building. Include 200amp service, receptacles, switches and wiring as required by Code throughout building including for exit lighting w/battery backup, garage openers, lighting , minimum of (2) 50 amp 220 volt receptacles and (12) 20amp duplex receptacles, and exterior light at service door. Lighting shall be approximately (18) 4' LED 7000 lumen fixtures switched for each half of the length of the building. Electrical wiring shall not be buried. Electrical wiring shall be in conduit and mounted to interior framing or wall surface.

A minimum of 2 weeks prior to construction, the contractor shall submit to the County a complete set of plans for the building proposed to be constructed. Plans and drawings shall be prepared by a Professional Licensed Engineer of the State of Minnesota. Structural framing and covering shall be the design of a Licensed Professional Engineer experienced in design of this work.

The building shall be designed as a complete framed system. All components of the system shall be supplied or specified by the same manufacturer. The company manufacturing the building system shall have a minimum of 10 years experience in the manufacture of post frame system. The erector shall have specialized experience in the erection of this type of building systems of at least 10 years.

### **Wood Post Frame Building:**

#### **Columns**

The structural nail laminated foundation columns shall be three ply 2 x 8 members No. 1 or better Southern Pine, Kiln dried to 19% moisture content. Columns shall be spaced no greater than 8'0" OC. Columns shall be pressure treated from 1' above ground line to end with a wood preservative to a retention of 0.8 pounds per cubic foot Kiln dried after treating to 19% maximum moisture content. The wood preservative shall be Chromated Copper Arsenate Type III, Oxide type; or equal as listed in the Federal Specifications TT-W-571J. The preservative shall penetrate 100% of the sapwood. A letter of certification from the wood preserver shall be furnished with certifies the 0.8 pcf preservative retention for a 0.75" assay zone.

Columns shall be accurately placed and shall extend a minimum of 5'0" below grade and set on poured in-place concrete. Columns shall have a 1/2" diameter x 10" long steel rod, located 3-1/2" up from the base, and extending through all (3) members of column. Base of column shall be set in a footing of minimum 3,000 psi compressive strength concrete mix, placed under and around to permanently attach the footing and foundation column.

### Wood Trusses

Maximum truss spacing shall be 8'0" OC.

All lumber used in the design of wood trusses must be cured and graded in accordance with the current editions of respective lumber association's grading rules.

The design of wood members must be in accordance with the formulas published in the latest edition of the National Design Specification for Wood Construction as revised to current date.

Metal connector plates and joint design must conform to specifications as set forth in the 2005 edition of the recommended design practice of the Truss Plate Institute, Inc. Entitled Design Specification for Metal Plate Connected Wood Trusses (TPI-95) as revised to current date.

Truss members and joints must be designed in accordance with TPI-95. All truss designs must be accompanied by complete and accurate shop drawings bearing the seal of a Professional or Structural Engineer, registered in the State of Minnesota, and contains the following information:

- Slope of depth, span and spacing of the truss.
- Location of all joints.
- Bearing width.
- Design loading to include, as applicable: Top Cord live load, Top Cord dead load, Bottom chord live load, Bottom chord dead load, Concentrated loads and their points of application.

- Adjustments to lumber and plate design values to include modification for, as applicable:
  - Moisture service conditions.
  - Temperature.
  - Preservative treatment.
  - Fire retardant treated wood.
  - Duration of load.
  - Flexure.
  - Shear.
  - Each reaction force.
  - Each axial force (Heel panel axial forces shall not exceed 25,000#)
- Lateral bracing requirements:
  - Top Cord brace (roof purlins) spacing.
  - Bottom chord brace spacing.
  - Web bracing, as applicable.
  - Plate type, thickness or gauge, size; basic plate design value (specifying gross or net value); and the dimensioned location of each plate expect where symmetrically located relative to be joint interface.
  - Lumber size, species, and grade for each member.

Design calculations for bending moments shall be available from the designer.

### Framing

Splashboards shall be No. 2 or better Southern Pine nominal 2 x 8 S4S pressure treated to a net retention of 0.4 pounds per cubic foot with MCQ in accordance with American Wood Preservers Association Specification C2.

Sidewall eave boards shall be 2 x 6 No. 2 Spruce-Pine-Fir or better, and shall be beveled on the top edge at the same degree as the roof slope.

### Framing cont.

Cross-Bracing shall be 2 x 6 No. 2 Southern Pine, 19% maximum moisture content present at both corners. Cross-Bracing shall extend from top of column to bottom of splashboard and be fastened between adjoining columns on the narrow face with appropriate fasteners. Cross-Bracing should be spaced a maximum of approximately 25'0". Wall girts shall be 2 x 6 No. 2 Southern Pine, 19% maximum moisture content spaced approximately 24" O.C., with all ends bearing into wide face of column (outside nominal 2" face flush with columns).

Roof purlins shall be 2 x 6 and a maximum of 24" spacing. Purlins shall be attached to trusses with purlin hangers. Continuous 2 x 4 lateral bracing shall be provided as required by truss engineering. All lumber shall be free of warping, twisting, or splitting.

Contractor shall provide draft and/or fire stops/blocks as required by applicable code. Contractor shall identify locations and construction of such including providing for additional access panels or allowable access through stop/block.

Nail Fasteners for framing: minimum 9-gauge x 3-1/2" length, full round head 16d oil quench hardened lock ring shank framing nails-galvanized when in contact with pressure treated lumber.

### Metal Panel

Roof panel material: Galvalume steel sheet conforming to ASTM A792, AZ55 coating for bare; AZ50 coating for painted; 26 gauge sheet thickness, Kynar 500 coating. Standard color selection will be made by the County.

Siding and ceiling liner panel material: Galvalume steel sheet conforming to ASTM A792, AZ55 coating for bare; AZ50 coating for painted; 29 gauge sheet thickness, Kynar 500 coating. Standard color selection will be made by the County. Typar, Tyvek or other approved equivalent house-wrap product shall be installed around the exterior underneath the wall siding panel.

### Metal Panel cont.

Vent: Properly designed ridge vent in conjunction with 24" vented soffit sidewall overhang. Including ceiling fans to develop air circulation.

Closures: Manufacturer's standard type, closed cell or metal.

Fasteners: Manufacturer's standard screw type. Size and design to maintain load and weather tightness requirements. Color to match roof and siding panel. Fastener spacing shall be in accordance with the manufacturer's installation directions.

### Doors

Service door shall be steel, with manufacturer applied finish, insulated, and as manufactured with frame. Specific door details shall be submitted with bid. Service door shall have a Schlage lockset with lever action.

Overhead door openings shall be 5 – 16' x 14'. Doors shall be sectional overhead door type Polyurethane insulated steel commercial door manufactured by Clopay Company or approved equivalent. Track and bracket hardware shall be galvanized steel commercial grade. Door hardware shall provide for a weather tight closure. Hinge and roller assemblies shall be heavy duty with rollers holders adjustable made of galvanized steel, floating hardened steel bearing 3" rollers located at the top and bottom of each panel. Each overhead door shall have window which can be used to see if the bay is occupied. Contractor shall furnish and install a Logic 5.0 commercial operator listed electric door operator, size and type as recommended by Lift Master or approved equivalent. Entrapment protection and sensors are required. Each door shall have a 3 – button wall mounted control positioned near each door and have 2 – vehicle/remote transmitters.

### Concrete Floor

The work to be performed shall include labor, materials, and equipment for the installation of a concrete floor with sills at doors. Contractor is responsible for verification of all elevations and grade control.



### Concrete Floor cont.

Vapor retarder shall be 6mils minimum thickness and placed over base.

Concrete floor shall be 6" thick. Concrete shall be tapered to sill (poured continuously) depth of 18" beginning the taper at 30" distance from edge of sill at overhead doors. #4 reinforcement grade 60 at 2' O.C. shall be used throughout with additional bars for 1' O.C. spacing for 16' x 14' at overhead doors. Concrete shall be supplied from a ready mix plant and be in one continuous pour. Joint plan shall be given to County one week prior to pouring concrete. Control joints shall be sawed within 12 hours of placement at minimum 10' spacing and filled with approved backer and polyurethane sealant. Concrete shall have a steel trowel finish and be sloped to drains. Concrete shall be cured in accordance with ACI 308R for no less than 7 days.

### Concrete Apron

A concrete apron shall be built 45' x 120' x 8" thickness with the required reinforcement.

### Trench Drain

Trench drain shall be stalled a length of 80' in the four open bays 12" wide and connected to the 14' Trench drain in the wash bay 4' in width. The 4' drain will be attached to a cleanout pit 14'L x 4'W x 6' D and shall be connected to the drainage system built by others. The trench drain shall be pre-cast or cast-in-place with an approved grate such as Neenah Foundry 4990-CX & 4990- OX or approved equivalent that is considered appropriate for heavy load applications.

### Wall liner

Wall liner panel material for the four open bays. Galvalume steel sheet conforming to ASTM A792, AZ55 coating bare; AZ50 coating for painted; 29 gauge thickness, SMP finish. The wash bay wall liner shall be suitable to repel water sand and salt. Standard color selection will be made by the County.

### Wall insulation

Wall insulation will be a combination of close cell foam and fiberglass batts know as (splash & batt). The fiberglass batt insulation spaced in accordance with manufacturer's installation instructions. Insulation shall be installed without gaps or voids, fitting tightly, and trimmed neatly to fit spaces. A poly vapor barrier shall be installed prior to liner panel placement on interior wall, and an exterior wrap is required before the placement of the exterior siding.

### Ceiling insulation

Ceiling insulation material shall be installed at a minimum depth of 18" with complete coverage. Loose fill insulation: ASTM C 764, Type 1; glass fiber type, bulk for pneumatic placement. Thickness markers shall be placed at approximately 24' spacing throughout and visible from access point. A complete insulation receipt attic card must be attached to the framing near the attic access opening in a clearly visible place. The card must identify insulation used, manufacturer, installer, R-value, the design settled thickness, sq. ft. of attic coverage, and number of bags installed and signed by the installer. Baffles are required as needed to keep venting spaces open. All ceiling penetrations such as necessary for electrical, heating, and plumbing, shall be effectively sealed.

### Heater

The heating system shall be natural gas fired infra-red straight tube heaters connected to the meter with controls, thermostat and exhaust piping. Heaters shall be placed between the bays to allow the raising and lowering of the truck boxes.

### Site work

The County will provide the site grading for the storage building. The foundation design will be supplied by the contractor and constructed by the County. The County will haul in and place granular materials specified by the Contractor. All final floor grading will be done by the Contractor.

## **PREPARATION, SUBMITTAL AND CONSIDERATION OF PROPOSAL**

Bidders shall submit this complete proposal and complete proposal forms including the responsible Contractor forms provided by the County and shall also submit information clearly stating the Bidder's proposed:

Including finish warranties on materials, door, door opener and all indoor products.

The Bidder shall write the figures in ink or provide typed or printed figures.

An authorized representative of the Bidder must sign the Proposal.

The proposal shall be accompanied by a guaranty in the amount not less than 5 percent of the total bid amount. The guaranty shall be either a certified check or an acceptable bond made payable to Fillmore County. Bond shall be issued by corporations authorized to Contract as a surety in the State of Minnesota, and the bond form shall be acceptable to Fillmore County. Bond shall be conditioned on execution of the Contract Bond with the penal sum being expressed as 5 percent of the total amount of the bid.

Bid including all necessary proposal documents shall be enclosed in a sealed envelope and identified on the envelope as "Bid for Construction of Storage Building". If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate envelope with the notation, "SEALED BID ENCLOSED" on the face thereof.

In submitting the Bid, the Bidder is understood to have included in the Bid price any applicable State or Federal sales, excise, or use tax on all materials, supplies, and equipment that are to be utilized on this project. The Contractor shall secure and pay for all design, plans, building permits, plan review fees, other fees, licenses, inspection, and disposal of waste necessary for proper performance of the work.

Bids will be Received Until: 10:00 A.M., Monday May 2, 2022

Bids will be Received By: Fillmore County Highway Department  
909 Houston Street, NW  
Preston, MN 55965

Bids received after the time and date for receipt of Bids will be returned unopened. The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

The County will open Proposals at the time, date, and place defined in the above and the Advertisement for Bids.

Fillmore County reserves the right to reject any and all bids or to waive any informality in the bidding.

Within 30 calendar days after opening Proposals, the County will Award the Contract to the lowest responsible bidder for the Building. The lowest responsible Bidder shall comply with the Proposal requirements. The County may also decide not to make a Contract Award. The County will notify the lowest responsible Bidder electronically, in writing, or by other means that the County has accepted the Proposal, subject to execution and approval of the Contract as required. The County and the lowest responsible Bidder may mutually agree to extend the time within which the County makes the Award.

#### **REVISION OF PROPOSAL PACKAGE OR WITHDRAWAL OF PROPOSALS**

The Bidder may revise or withdraw its Proposal after delivery to the County if the County receives the Bidder's written request for withdrawal or revision before the date and time for opening Proposals.

The County reserves the right to revise the Proposal Package at any time before the date and time for opening Proposals. The County will issue a numbered and dated Addendum for any revision of the Proposal Package. The County will post each addendum as announced in an e-mail or other method of notification to each Bidder on the County's list of Bidders. If revisions made by an addendum require change to the Proposals or reconsideration by the Bidder, the County may postpone opening Proposals. If the County postpones opening Proposals, the County will specify the new date and time for opening Proposals in the Addendum.

The Bidder must acknowledge receipt of each Addendum in the proposal to be an eligible Bidder.

### **RETURN OF PROPOSAL GUARANTY**

The County will retain the Proposal Guaranties until execution and approval of the Contract by the County. After execution and approval of the Contract, the County will return the Proposal Guaranties. Upon release, certified checks will be returned to the bidder, but surety bonds will be destroyed.

### **EXECUTION OF CONTRACT**

The lowest responsible bidder shall return the Contract to the County with the required Payment Performance Bonds within 15 business days after receiving notice of award of Contract.

### **FAILURE TO EXECUTE CONTRACT**

The County will retain the Proposal Guaranty as liquidated damages sustained, not as penalty, if the lowest responsible Bidder fails to perform any of the following within the time specified in the Proposal Package: (1) Sign Contract documents, (2) Provide the required Contract Bonds, or (3) Comply with any other requirements imposed as a condition precedent to the Contract approval. If the County cancels the Award, the County may choose any of the following actions: (1) Award the Contract to the next lowest responsible Bidder, (2) Advertise for new Proposals, or (3) Otherwise perform the Work as decided by the County.

### **RESPONSIBLE CONTRACTOR**

The County cannot award a construction contract in excess of \$50,000 unless the Bidder is a "responsible contractor" as defined in Minnesota Statutes 16C.285, subdivision 3. A Bidder submitting a Proposal for this project must verify it meets the minimum criteria specified in that Statute by submitting the "Responsible Contractor Verification and Certification of Compliance" form. A company owner or officer must sign the "Responsible Contractor Verification and Certification of Compliance" form under oath verifying compliance with each of the minimum criteria. THE COMPLETED FORMS MUST BE SUBMITTED WITH THE BID PROPOSAL.

A bidder must obtain a verification from each subcontractor it will have a direct contractual relationship with. At the County's request, a bidder must submit signed subcontractor verifications. A contractor or subcontractor must obtain an annual verification from each motor carrier it has direct contractual relationship with. A motor carrier must give immediate written notice if it no longer meets the minimum responsible contractor criteria.

The requirement for subcontractor verification does not apply to:

- Design professional licensed under Minnesota Statutes 326.06: and
- A business or person that supplies materials, equipment, or supplies to a subcontractor on the Project, including performing delivering and unloading services in connection with the supply of materials, equipment, and supplies. But, a business or person must submit a verification if it delivers mineral aggregate such as sand, gravel, or stone that will be incorporated into the Work by depositing the material substantially in place, directly or through spreaders, from the transporting vehicle.

A bidder or subcontractor who does not meet the minimum criteria specified in the statutes, or fail to verify compliance with the criteria, is not a "responsible contractor" and is ineligible to be awarded the Contract for this Project or to work on this Project. Submitting a false verification makes the bidder or subcontractor ineligible to be awarded a construction contract for this Project. Additionally, submitting a false statement may lead to contract termination. If only one bidder submits a bid, the County may, but is not required to, award a contract even if that bidder does not meet the minimum criteria.

The Contractor may sublet work only to subcontractors that meet the definition of "responsible contractor" in Minnesota Statutes 16C.285, subdivision 3. The Contractor shall obtain verifications of compliance with 16C.285 from subcontractors using a form provided by the County. The Contractor must provide such verification to the County upon the County's request.

## **COMPLIANCE WITH TAX LAW REQUIREMENTS**

The County cannot make final payment to the Contractor until the Contractor demonstrates that it and all its subcontractors have complied with the income tax withholding requirements of Minnesota Statutes, section 290.92 for wages paid for work performed under the contract. To establish compliance, the Contractor must submit a "Contractor Affidavit" either online or in paper form (IC134) to the Minnesota Department of Revenue. The contractor will receive written certification of compliance when the Department of Revenue determines that all withholding tax returns have been filed and all withholding taxes attributable to the work performed on the contract have been paid. The Contractor must then provide this written certification to the County to receive final payment.

Every subcontractor working on the project must submit an approved "Contractor Affidavit" from the Minnesota Department of Revenue to the Contractor before the Contractor can file its own Contractor Affidavit. The Contractor is advised to obtain the certification from each subcontractor as soon as the subcontractor completes work on the Project.

Complying with this requirement is considered part of the Work under this Contract. The County will enforce this requirement equally with all other Contract requirements with all other Contract requirements. Contractor delay in complying with this requirement will cause the County to delay final payment and Contract acceptance. The County may also report non-compliance to the Minnesota Department of Revenue, which may result in enforcement action by the Minnesota Department of Revenue.

## **PROMPT PAYMENT TO SUBCONTRACTORS**

Minnesota Statute 471.425 requires prompt payment to subcontractors. The contractor shall pay any subcontractor within ten days of the Contractor's receipt of payment from the County for undisputed services provided by the subcontractor. The Contractor shall pay interest of 1-1/2 percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.

For an unpaid balance of less than \$100, the contractor shall pay the actual penalty due to the subcontractor.

A subcontractor who prevails in a civil action to collect interest penalties from the Contractor must be awarded its cost and disbursements, including attorney's fees, incurred in bringing the action.

#### **REQUIREMENTS OF CONTRACT BOND**

The successful bidder shall furnish a Payment Bond equal to the Contract amount and a Performance Bond equal to the contract amount as required by Minnesota Statutes, Section 574.26. The surety and form of the bonds shall be subject to be approval of the County.

#### **INSURANCE**

The Contractor shall not commence work under the Contract until he or she has obtained the following insurance, and submitted such insurance to Fillmore County.

Before work begins on the project, the Contractor shall deposit with the Fillmore County Engineer the original policy, or a certified duplicate copy thereof, for Public Liability and Property Damage Insurance and Extended Coverage Policies, required hereunder. The Contractor shall furnish the County with a certificate of Insurance from the insurance company issuing the policies for Worker's Compensation Insurance and such other insurance as is herein required. All policies and certificates shall provide that the policies shall remain in force and effect on 30 days written notice is served to the Fillmore County Engineer before cancellation.

The above insurance policies shall be submitted at the same time as the Contract and Bond.



## **INSURANCE Cont.**

The Contractor shall procure and maintain during the life of the contract and until the contract has been fully accepted, insurance policies as follows:

### **Public Liability and Property Damage Insurance**

For and in behalf of themselves, with the County of Fillmore and with a cross liability endorsement protecting the County of Fillmore from claims or damages for personal injuries, accidental death, claims for property damage which may arise from operations under the Contract, whether such operations be by the Contractor or by anyone directly or indirectly employed by either of them.

Said public liability and public property damage insurance policy shall provide that the insurance company waives the right to assert the immunity of Fillmore County as a defense to any claims made under said insurance.

### **The amount of such insurance will be as follows**

Public Liability insurance in an amount of not less than one million five hundred thousand dollars (\$1,500,000) for all damages arising out of bodily injuries to, or death of one person and subject to the same limit for each person in a total amount of not less than one million five hundred thousand dollars (\$1,500,000) on account of one accident; property damage insurance in an amount not less than one million five hundred thousand dollars (\$1,500,000) for all damages to or destruction of property in any one accident and subject to that limit, a total of three million dollars (\$3,000,000) for all damages to or destruction of property during the policy period.

### **Worker's Compensation insurance**

For all his or her employees employed at the site of the project, and, in case any work is sublet, the Contractor shall require the Subcontractor to provide Worker's Compensation Insurance for all employees.

### **Builders Risk Insurance**

The Contractor shall obtain Builders Risk (construction coverage) Insurance in an amount not less than the total amount bid.

### Automobile Public Liability Insurance

One million five hundred thousand dollars (\$1,500,000) for all damages arising out of bodily injuries to, or death of one person, and subject to the limit for each person, a total of one million five hundred thousand dollars (\$1,500,000) for any one accident; property damage liability insurance in an amount not less than one million five hundred thousand dollars (\$1,500,000) for all damages to or destruction of property in any one accident and subject to that limit, a total of three million dollars (\$3,000,000) for all damages to or destruction of property during the policy period; coverage for all motor vehicles engaged in operations within the term of the contract and on the site of work unless such coverage is included in the insurance provided for under a prior Sub-section hereof.

The cost of all insurance required herein will be considered to be incidental expense for which no direct compensation will be made.

Completed Operations coverage shall be maintained in effect during construction and for a period of not less than one year the Date of Substantial completion of the work.

All policies shall provide that the insurance company shall give the County of Fillmore thirty days prior written notice of materials change in the policy, and insurance certificates shall so state.

The Contractor shall purchase and maintain an Owner's and Contractor's Protective Liability Insurance policy which names the County of Fillmore as named insureds. The Insurance shall be written for not less than the limits of liability for Bodily Injury Liability and Property Damage Liability.

The Contractor shall be responsible for all deductibles and retentions which may apply to any of the Insurance coverages required.

It is the Responsibility of the Contractor to purchase and maintain additional insurance not specified above that may be necessary in connection with the work.

The County of Fillmore shall be named in all policies as additional insured.

The Contractor agrees to protect, defend, indemnify and hold the County of Fillmore and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged infringement or any patent, trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The Contractor further defends any such claims, etc., at this sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

#### **PRECONSTRUCTION MEETING AND PROGRESS SCHEDULES**

A preconstruction meeting will be held a minimum of 14 days prior to beginning of construction. A proposed progress schedule shall be presented to the County at the preconstruction meeting.

#### **CONTRACT TIME**

All work required under this contract for this building shall be completed within 45 calendar days of the start of construction and by August 15, 2022 whichever date is earlier. The County will deduct \$500/day for failure to complete the construction within the above time requirements.

#### **PARTIAL PAYMENTS**

Partial payments will be made for the estimated work certified through the last working day of each month. Partial payments will be made on or before the 15<sup>th</sup> day following the month in which the work has been completed.

Partial payments in excess of 95 percent of the value of the completed work will not be made under this Contract except as authorized by Minnesota Statutes 15.72.

**PARTIAL PAYMENTS Cont.**

Out of State Contractors must execute and provide an approved form SD-E, "Exemption from surety Deposits for Non- Minnesota Contractors" in order to limit their retainage to 5%, otherwise 8% will be retained from out of State Contractors until final payment is made.

**QUESTIONS:**

With any questions contact: Ronald Gregg P.E.

Fillmore County Engineer

Office: 507-765-3854

909 Houston Street NW

Preston, MN 55965

## BID FORM

**Project: Fillmore County Storage Building**

**Location: 32647 County Road 5, Chatfield, MN 55923**

Bids will be received until: 10:00 A.M., May 2, 2022

Bids will be received by: Fillmore County Highway Department

909 Houston Street, NW

Preston, MN 55965

The undersigned, being familiar with the local conditions, project, and all (if any) addenda, and in accordance with the Contract provisions and applicable building codes, hereby proposes to furnish all labor, materials, and equipment necessary to complete the work for the following amount.

**STORAGE BUILDING BID: TOTAL =** \_\_\_\_\_

PROPOSAL GUARANTY: A certified check or bond, prepared as required by the provisions and payable to Fillmore County Auditor/Treasurer, in the amount equal to at least 5% of the total amount of the bid is submitted herewith as a proposal guaranty.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of and has considered:

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_, Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_, Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

RESPONSIBLE CONTRACTOR CERTIFICATION: Attachment A "RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE" has been completed and submitted with this bid.

## BID FORM

COMPANY NAME: \_\_\_\_\_

OFFICIAL ADDRESS: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

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

(Print or Type)

(Print or Type)

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

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

Fillmore County reserves the right to reject any or all Proposals, and waive defects and technicalities in a Proposal.



**ATTACHMENT A  
PRIME CONTRACTOR RESPONSE**

**RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE**

**STATE PROJECT NUMBER:** \_\_\_\_\_

**This form includes changes by statutory references from the Laws of Minnesota 2015, chapter 64, sections 1-9. This form must be submitted with the response to this solicitation. A response received without this form, will be rejected.**

|                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Minn. Stat. § 16C.285, Subd. 7. <b>IMPLEMENTATION.</b> ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p>Minn. Stat. § 16C.285, Subd. 3. <b>RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.</b> "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:</p>                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| (1)                                                                                                                                                                                                                                                                                                                                                                              | <p>The Contractor:</p> <ul style="list-style-type: none"><li>(i) is in compliance with workers' compensation and unemployment insurance requirements;</li><li>(ii) is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;</li><li>(iii) has a valid federal tax identification number or a valid Social Security number if an individual; and</li><li>(iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| (2)                                                                                                                                                                                                                                                                                                                                                                              | <p>The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:</p> <ul style="list-style-type: none"><li>(i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;</li><li>(ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final;</li><li>(iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;</li><li>(iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;</li><li>(v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or</li><li>(vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*</li></ul> |



|     |                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (3) | The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*                                                                        |
| (4) | The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;* |
| (5) | The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;*   |
|     | * Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.                                                                                                                                                                |
| (6) | The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and                                                                                                                                                |
| (7) | All subcontractors and motor carriers that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).                                                                                                                                       |

Minn. Stat. § 16C.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.**

A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

**Subd. 5a. Motor carrier verification.** A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.

Minn. Stat. § 16C.285, Subd. 4. **VERIFICATION OF COMPLIANCE.**

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation document.

A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).

**CERTIFICATION**

**By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:**

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285, and**
- 2) if my company is awarded a contract, I will submit Attachment A-1 prior to contract execution, and**
- 3) if my company is awarded a contract, I will also submit Attachment A-2 as required.**

**Authorized Signature of Owner or Officer:**

**Printed Name:**

**Title:**

**Date:**

**Company Name:**

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.

**ATTACHMENT A-1**

**FIRST-TIER SUBCONTRACTORS LIST**

**SUBMIT PRIOR TO EXECUTION OF A CONSTRUCTION CONTRACT**

**STATE PROJECT NUMBER:** \_\_\_\_\_

Minn. Stat. § 16C.285, Subd. 5. A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

| <b>FIRST TIER SUBCONTRACTOR NAMES*</b><br><b>(Legal name of company as registered with the Secretary of State)</b> | <b>Name of city where company home office is located</b> |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
|                                                                                                                    |                                                          |
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\*Attach additional sheets as needed for submission of all first-tier subcontractors.

|                                                                                                                                                                                                                                                                                                                                                                              |                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-1</b>                                                                                                                                                                                                                                                                                                                         |                      |
| <b>By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:</b><br><br><b>All first-tier subcontractors listed on attachment A-1 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.</b> |                      |
| <b>Authorized Signature of Owner or Officer:</b>                                                                                                                                                                                                                                                                                                                             | <b>Printed Name:</b> |
| <b>Title:</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Date:</b>         |
| <b>Company Name:</b>                                                                                                                                                                                                                                                                                                                                                         |                      |

## ATTACHMENT A-2

### ADDITIONAL SUBCONTRACTORS LIST

#### PRIME CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE ADDED TO THE PROJECT

**STATE PROJECT NUMBER:** \_\_\_\_\_

This form must be submitted to the Project Manager or individual as identified in the solicitation document.

Minn. Stat. § 16C.285, Subd. 5. ... If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors. ...

| <b>ADDITIONAL SUBCONTRACTOR NAMES*</b><br><b>(Legal name of company as registered with the Secretary of State)</b> | <b>Name of city where company home office is located</b> |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
|                                                                                                                    |                                                          |
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|                                                                                                                    |                                                          |

\*Attach additional sheets as needed for submission of all additional subcontractors.

|                                                                                                                                                                                                                                                  |                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-2</b>                                                                                                                                                                                             |                      |
| <b>By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:</b>                                                                                                                             |                      |
| <b>All additional subcontractors listed on Attachment A-2 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.</b> |                      |
| <b>Authorized Signature of Owner or Officer:</b>                                                                                                                                                                                                 | <b>Printed Name:</b> |
| <b>Title:</b>                                                                                                                                                                                                                                    | <b>Date:</b>         |
| <b>Company Name:</b>                                                                                                                                                                                                                             |                      |

**Hire Analysis Form**  
**(All sections must be completed.)**

Print Form

Submit by Email

Date: 4/5/2022

Department: Recorder Office

Requested By: David Kiehne

Title of Position being requested: Deputy Recorder

Requested date to post: as soon as possible

Is the position currently in the budget? ☒ Yes ☐ No If yes, how many hours per week is the position currently? 40

Number of hours requested: 40

Replacement position: ☒ Yes ☐ No

Date position vacated: 6/15/2022

If the request is for a new position, what has created the need for the position?

How are the taxpayers served better by filling the position?

Has an assessment been made regarding the need for full-time vs. part-time? Explain.

Where does the specific funding for this position originate?

What real or permanent savings can be generated by this position?

Has this position, including job description, been reviewed with HR?

Are similar duties being performed in the County? If yes, could other positions/departments share in completing these tasks? Explain how this might work.

need to keep this as a full time position, to cover work load

this will be a continuation of a full time position need to maintain staff under all circumstances

included in 2022 budget and will be included in future budgets as a full time staff member

n/a

the duties of this position are shared by other staff in the recorder office, to ensure adequate staffing at all times.

Reviewed by Personnel Committee:

☐ Recommended for Board Approval

☐ No Recommendation Made

☐ Not Recommended for Board Approval

Reason:

Date on Board Agenda:

☐ Approved by Board

☐ Not Approved by Board

**Hire Analysis Form**  
**(All sections must be completed.)**

Date:  Department:

Requested By:  Title of Position being requested:

Requested date to post:

Is the position currently in the budget? ☒ Yes ☐ No If yes, how many hours per week is the position currently?

Number of hours requested:

Replacement position: ☐ Yes ☒ No

Date position vacated:

If the request is for a new position, what has created the need for the position?

Summer is the busiest season of the year and also has a higher likelihood of current staff taking extended vacations. This can make it difficult to keep up with the required work. In addition to working for the sanitation department, this position will also assist the maintenance department to complete the extra summer workload.

Why would this position be filled rather than absorbing the job duties within the department?

The position will focus on less skilled work that is either time consuming or would pull current staff away and cause an impact to customer service. This allows current staff to focus on more skilled work and also accomplishes tasks that may otherwise be put off for a later date.

Has an assessment been made regarding the need for full-time vs. part-time? Explain.

We have had a summer staff member for the past two years. Originally it was decided that in order to get the most utility out of the position, the individual would split their time between sanitation and maintenance.

Where does the specific funding for this position originate?

This position has been budgeted for annually and is included in the 2022 budget.

What real or permanent savings can be generated by this position?

This position allows both departments to get work done that would otherwise pile up and need to be done later and also frees up time for permanent/higher-paid staff to focus on more skilled work rather than wasting time on less skilled activities.

Has this position, including job description, been reviewed with HR?

This position has been discussed with HR and the personnel committee in previous years.

Are similar duties being performed in the County? If yes, could other positions/departments share in completing these tasks? Explain how this might work.

The increasing complexity of the work no longer allows all the duties of this position to be absorbed by another employee in a different department. In addition, most other employees already have a full workload and would not be able to complete tasks in a timely manner.

Reviewed by Personnel Committee:

☐ Recommended for Board Approval

☐ No Recommendation Made

☐ Not Recommended for Board Approval

Reason:

Date on Board Agenda:

☐ Approved by Board

☐ Not Approved by Board

Reason: