

**FILLMORE COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
March 26, 2019**

Fillmore County Courthouse, 101 Fillmore Street West - Preston, MN

Mitch Lentz - First District

Vacant - Third District

Randy Dahl - Second District

Duane Bakke - Fourth District

Marc Prestby - Fifth District

.....
Pledge of Allegiance

9:00 a.m. Approve agenda

Approve Consent Agenda:

1. March 12, 2019 County Board minutes
2. Unpaid Administrative Leave for employee #1445 effective 3/26/19 for up to three (3) months as recommended by the Personnel Committee

Approve Commissioners' Warrants

Review Auditor's Warrants

9:05 a.m. Sarah Monroe, Victim Services

1. Consider proclamation for Sexual Assault Awareness Month (SAAM)
2. Update on activities planned for Sexual Assault Awareness Month (SAAM)

9:10 a.m. Brett Corson, County Attorney

1. Consider City Prosecutor Agreements with the cities Fountain and Mabel
2. Discussion with possible action regarding Preston Oil Products building
3. Approval of Schueler Quit Claim Deed and Resolution
4. Consider resolution for Nuisance Abatement Recovery Costs

9:30 a.m. Citizen's Input

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

1. Request to hire temporary summer position in the highway department effective May 10, 2019 at Grade 3/Step 1 as requested by the County Engineer and recommended by the Personnel Committee
2. Consider first reading of draft changes to Early Retirement Incentive Program (ERIP) policy
3. Request to hire intermittent deputy at Grade 11/ Step 1 effective April 1, 2019 as requested by the Sheriff and recommended by the Hiring Committee
4. Consider first reading of proposed Breastfeeding policy

9:55 a.m. Jessica Erickson, Director of Nursing

1. Request approval of out of state travel and overnight for Jessica Holst
2. Request approval of Evidence Based Home Visiting Grant Program
3. Request approval of SHIP Expenditures
4. Review and select "Hope" t-shirts

10:15 a.m. Marty Walsh, Economic Development Authority

1. Request approval of 2018 Annual Report

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- 10:20 a.m. Drew Hatzenbihler, Solid Waste Administrator
1. Consider resolution requesting funds for educational program from Winneshiek County Solid Waste Agency
- 10:25 a.m. Ron Gregg, Highway Engineer
1. Consider resolution in support of long term sustainable funding for Transportation to go to the Minnesota Legislature
- 10:35 a.m. Heidi Jones, Auditor/Treasurer
1. Discussion with possible action regarding RFP for primary Financial Institution
 2. Consider resolution authorizing absentee ballot processing
- 10:45 a.m. Bobbie Vickerman, County Coordinator
1. Discussion with possible action regarding Tax Payer Services
 2. Discussion with possible action regarding RFP for central County Supply purchasing

Consider closed meeting for LELS Union Negotiations

Calendar review, announcements and committee reports

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

Monday, March 25	9:30 a.m.	Resource, Conservation & Development, Olmsted County Public Works Building, Rochester	<i>Lentz</i>
	6:00 p.m.	Zumbro Valley Health Center, Rochester	<i>Lentz</i>
Tuesday, March 26	7:30 a.m.	Highway Department, Highway Office, Preston	<i>Bakke/Prestby</i>
	9:00 a.m.	County Board – Special Meeting, Commissioners’ Boardroom, Courthouse, Preston	
	11:00 a.m.	March Madness Chili/Soup/, Instant Pot, and Sides Cook-Off, Fillmore County Office Building, Conf. Rm. 108, Preston	
Thursday, March 28	7:00 p.m.	Planning Commission, Commissioners’ Boardroom, Courthouse	<i>Bakke</i>
Tuesday, April 2	7:30 a.m.	Finance	<i>Dahl/Prestby</i>
	9:00 a.m.	County Board – Special Meeting, Commissioners’ Boardroom, Courthouse, Preston	

FILLMORE COUNTY COMMISSIONERS' MINUTES

March 12, 2019

This is a preliminary draft of the March 12, 2019 minutes as interpreted by the Clerk of the Board for use in preparing the official minutes. It is expected that there will be corrections, additions, and/or omissions before the final minutes are reviewed and officially approved by the County Board.

The Board of County Commissioners of Fillmore County, Minnesota met in regular session this 12th day of March, 2019 at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Duane Bakke, Marc Prestby, Randy Dahl, and Mitch Lentz. Also present were: Bobbie Vickerman, Coordinator/Clerk; Brett Corson, County Attorney; Brian Hoff, Land Records Director; Heidi Jones, Auditor/Treasurer; Anne Detlefsen & Cami Jones, Women's Shelter; Ron Gregg, Highway Engineer; Kevin Olson, Social Services Manager; Cristal Adkins, Zoning Administrator; Terry Schultz, Building Maintenance Supervisor; Kristina Kohn, Human Resources Officer; David Kiehne, Recorder; Jessica Erickson, Director of Nursing; Pam Schroeder, Highway/Airport Office Manager; Bonita Underbakke; Kevin Beck; Gretchen Mensink, Republican Leader, and Karen Reisner, Fillmore County Journal.

The Pledge of Allegiance was recited.

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

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

1. March 5, 2019 County Board minutes as presented.
2. Payment of 2nd qtr. invoice #126361 in the sum of \$109,821.50 to Olmsted County Community Services for Dodge-Fillmore-Olmsted (DFO) Community Corrections 2019 appropriation in accordance with Joint Powers agreement.
3. Merit increase for Ashley Rinn, Case Aide, to Grade 7/Step 2 effective March 30, 2019 as recommended by the Social Services Manager.

On motion by Lentz and seconded by Dahl, the Board unanimously approved payment of the following Commissioner warrants, noting that one of the MN Energy invoices was in Commissioner warrants and should have been in Auditor's warrants:

WARRANTS

The Auditor's warrants were reviewed. It was noted that some of the invoices that were in the Auditor's batch should have been in Commissioners' warrants.

Anne Detlefsen, Advocate for the Women's Shelter, and intern, Cami Jones, were present.

Anne requested having the Empty Shoes Memorial on display in the main level of the Courthouse March 25-29, explaining that this memorial honors victims of domestic violence who were murdered (femicide). She also noted that Domestic Violence Rally Day at the Capitol is March 27th. Chair Bakke suggested we could have this display up for a few weeks.

On motion by Dahl and seconded by Lentz, the Board unanimously approved hosting the Empty Shoes Memorial for up to a few weeks.

Brett Corson, County Attorney, was present along with Brian Hoff, Land Records Director, and Heidi Jones, Auditor/Treasurer. There was discussion about the 2019 Abatement Policy.

The Citizen's Input portion of the meeting was opened and closed at 9:36 a.m. as no one was present to speak.

Discussion ensued regarding adding Minnesota Department of Revenue link for the necessary paperwork required and updating the Abatement Policy on the website.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to update the Abatement Policy.

Ron Gregg, Highway Engineer, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to advertise for the Concrete Overlay project on CSAH 1 from CSAH 39 to the Mower County Line, SP 023-601-033.

On motion by Prestby and seconded by Dahl, the Board unanimously approved to award the 2019 County fuel needs to the low bidder, Hovey Oil Company, at the following low bids for the Peterson, Chatfield, Spring Valley, Cherry Grove, Canton and Preston shops based on estimated units and at the recommendation of the County Engineer: (Abstract of bids on file at the Highway Department)
BIDS

Kevin Olson, Social Services Manager, was present.

On motion by Lentz and seconded by Dahl, the Board unanimously approved the proclamation recognizing March as Social Workers Month.

Kevin reported the results of the Claims Training provided by Mary Klinhagan of MAK Consulting, LLC. Mary went through each Social Worker case load. Olson stated there are \$34,799.47 in claims that had not been claimed from February 2018 – January 2019. The cost for training was \$4,146.99.

Cristal Adkins, Zoning Administrator, was present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the access permit for Jeff Brogle for a new field drive in Section 22, Arendahl Township.

On motion by Lentz and seconded by Prestby, the following resolution was unanimously adopted:
RESOLUTION 2019-011: Conditional Use Permit for a Telecommunications Tower by MiEnergy Cooperative, Arendahl Township

On motion by Lentz and seconded by Dahl, the following resolution was unanimously adopted:
RESOLUTION 2019-012: Conditional Use Permit for a Telecommunications Tower by MiEnergy Cooperative, Fountain Township

On motion by Prestby and seconded by Dahl, the following resolution was unanimously adopted:
RESOLUTION 2019-013: Conditional Use Permit for a Telecommunications Tower by MiEnergy Cooperative, Spring Valley Township

The Chair recessed the meeting at 10:16 a.m. and resumed back in session at 10:23 a.m.

Bobbie Vickerman, Coordinator, and Terry Schultz, Building Maintenance Supervisor, were present.

On motion by Dahl and seconded by Prestby, the Board unanimously approved to upgrade the pneumatic controls for Law Enforcement Building with the bid from Winona Heat & Vent, Inc. in the amount of \$10,930.00.

Taxpayer Services was discussed and options were reviewed for the construction of that area.

A motion was made by Prestby and seconded by Dahl to move forward with option 1, which involved a counter extending outside the current counter area and adding doors to the Auditor/Treasurer's office with badge reader access.

A motion was made by Lentz and seconded by Prestby to leave the doors as is. Discussion ensued. Heidi Jones, Auditor/Treasurer, voiced concerns about checks, confidential data, election information, and cash sometimes being in the office.

Commissioners Lentz and Prestby pulled their motion to leave the doors as is.

The Board unanimously approved to move forward with option 1 and asked for bids to be provided.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the low bid from Clifton Larson Allen for the 2018, 2019 and 2020 audits with the cost being \$48,000, \$48,900 and \$49,900 respectively for each year.

Kristina Kohn, Human Resources Officer, was present.

On motion by Prestby and seconded by Lentz, the Board unanimously approved the request to hire Jordan Heyer as intermittent deputy in the Sheriff's department at Grade 11/Step 1 effective April 1, 2019 as requested by the Sheriff and as recommended by the Hiring Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the request to hire Karen Apenhorst as replacement Accounting Technician in the Auditor/Treasurer's Office at Grade 7/Step 1 effective April 1, 2019 as recommended by the Hiring Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the request to hire Deborah Dunn as replacement Accounting Technician in the Auditor/Treasurer's Office at Grade 7/Step 1 effective no later than April 1, 2019 as recommended by the Hiring Committee.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the request to hire Angela Serfling, FT Public Health Nurse at Grade 13/Step 2 effective April 1, 2019 as requested by the Director of Nursing and as recommended by the Hiring Committee.

A review of the calendar was done and the following committee reports and announcements were given: Dahl – SEMCAC – audit review, presentation by Engineer/Architect for Kasson bus garage, hired firm to get a new Executive Director.

Prestby – Safety/EM – reviewed Hazard Mitigation, employee injuries: 1 ankle injury and one neck strain; department inspection ongoing, reviewed training calendar, ergonomic assessment review, thank you to Highway, Building Maintenance and Sheriff's departments; Safety Conference -Terry Schultz attending and another committee member.

Bakke – SE Water Resources Board met and the group passed a motion to disband by December 31, 2019.

On motion by Lentz and seconded by Dahl, the Chair adjourned the meeting at 12:12 p.m.

laffeldt
3/21/19 10:32AM
1 County Revenue Fund

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
	No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT				Board Of Commissioners			
	15	Assoc of MN Counties		300.00	2/13/19 Leg Conf-AMC DB	52535	Registration Fees	N
		01-003-000-0000-6245			02/13/2019 02/13/2019			
	15	Assoc of MN Counties		300.00	1 Transactions			
	82132	Fillmore Co Journal		10.50	2/26/19 Board Minutes	98734	Publications	N
		01-003-000-0000-6233			03/11/2019 03/11/2019			
	82132	Fillmore Co Journal		10.50	1 Transactions			
	111	Fillmore Co Treasurer- Credit Card/ACH		366.68	AMC Leg Conf Feb 2019 DB	02/14/2019	Other Travel Expense	N
		01-003-000-0000-6337			02/12/2019 02/14/2019			
	111	Fillmore Co Treasurer- Credit Card/ACH		366.68	1 Transactions			
3	DEPT Total:			677.18	Board Of Commissioners	3 Vendors	3 Transactions	
11	DEPT				District Court			
	5101	Novotny Law Office, LTD		180.00	CHIPS 23-JV-19-105	853	Court Appointed Attorneys	Y
		01-011-000-0000-6261			03/05/2019 03/06/2019			
	5101	Novotny Law Office, LTD		180.00	1 Transactions			
	8887	Third Judicial District		20,000.00	Cty Portion-Courtroom Upgrade	FillCtRoms2019	Equipment Purchased	N
		01-011-000-0000-6640			12/01/2018 06/30/2019			
	8887	Third Judicial District		20,000.00	1 Transactions			
11	DEPT Total:			20,180.00	District Court	2 Vendors	2 Transactions	
34	DEPT				Policy Coordinator			
	15	Assoc of MN Counties		175.00	MCHRMA Spring Conf 2019	03/06/2019	Registration Fees	N
		01-034-000-0000-6245			03/06/2019 03/06/2019			
		01-034-000-0000-6245		300.00	2/13/19 Leg Conf-AMC BV	52535	Registration Fees	N
					02/13/2019 02/13/2019			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
15	Assoc of MN Counties		475.00	2 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-034-000-0000-6337		366.68	AMC Leg Conf Feb 2019 BV 02/12/2019 02/14/2019	02/14/2019	Other Travel Expense	N
111	Fillmore Co Treasurer- Credit Card/ACH		366.68	1 Transactions			
34	DEPT Total:		841.68	Policy Coordinator	2 Vendors	3 Transactions	
60	DEPT			Information Systems			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-060-000-0000-6285		80.00	Feb 2019 Siteground 02/01/2019 02/28/2019	02/01/2019	Professional Fees	N
111	Fillmore Co Treasurer- Credit Card/ACH		80.00	1 Transactions			
5988	Preston Auto Parts						
	01-060-000-0000-6639	AP P	25.98	HDMI Cable 09/05/2018 09/05/2018	562126	Asset Inventory	N
5988	Preston Auto Parts		25.98	1 Transactions			
60	DEPT Total:		105.98	Information Systems	2 Vendors	2 Transactions	
61	DEPT			Data Processing			
5893	The Master's Touch, LLC						
	01-061-000-0000-6377		84.67	Statement envelopes 03/14/2019 03/14/2019	M190200	Fees And Service Charges	N
5893	The Master's Touch, LLC		84.67	1 Transactions			
61	DEPT Total:		84.67	Data Processing	1 Vendors	1 Transactions	
62	DEPT			Elections			
2988	Bluff Country Newspaper Group						
	01-062-000-0000-6241		132.80	Filing for Commissioner Ad 02/27/2019 02/27/2019	00640841	Advertising	N
2988	Bluff Country Newspaper Group		132.80	1 Transactions			
9015	Election Systems & Software (ES & S)						
	01-062-000-0000-6852		3,727.50	Automark Maintenance Fee 2019	1080981	Hava Grant Expenses	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9015	Election Systems & Software (ES & S)		3,727.50	06/01/2019 05/31/2020 1 Transactions		
82132	Fillmore Co Journal					
	01-062-000-0000-6233		117.62	Absentee Voting 02/04/2019 02/04/2019	98067	Publications N
	01-062-000-0000-6241		132.32	Filing for Commissioner Ad 02/18/2019 02/18/2019	98297	Advertising N
	01-062-000-0000-6233		275.63	Special Election Cimmissioner 02/25/2019 02/25/2019	98558	Publications N
	01-062-000-0000-6241		132.32	Filing for Commissioner Ad 2nd 02/25/2019 02/25/2019	98559	Advertising N
82132	Fillmore Co Journal		657.89	4 Transactions		
83550	Kelly Printing & Signs LLC					
	01-062-000-0000-6461		212.35	2019 Township Election Ballots 02/11/2019 02/11/2019	22322	Ballots N
83550	Kelly Printing & Signs LLC		212.35	1 Transactions		
62	DEPT Total:		4,730.54	Elections	4 Vendors	7 Transactions
91	DEPT			County Attorney		
	437 Thomson Reuters-West Payment Center					
	01-091-000-0000-6451		249.00	MN Rules of Court Books 02/05/2019 03/04/2019	839971401	Reference Materials N
	437 Thomson Reuters-West Payment Center		249.00	1 Transactions		
91	DEPT Total:		249.00	County Attorney	1 Vendors	1 Transactions
105	DEPT			Planning And Zoning		
	3696 McCabe Repairs					
	01-105-000-0000-6310		557.91	Repairs and maintenance 01/18/2019 01/18/2019	01/18/2019	Contract Repairs And Maintenance N
	3696 McCabe Repairs		557.91	1 Transactions		
105	DEPT Total:		557.91	Planning And Zoning	1 Vendors	1 Transactions
111	DEPT			Facilites Mtce		

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
7183	CCP Industries, Inc 01-111-000-0000-6411		294.32	Custodial Supplies 03/06/2019 03/06/2019	IN02273612	Custodial Supplies	N
7183	CCP Industries, Inc		294.32	1 Transactions			
3370	Haakenson Electric, Inc 01-111-000-0000-6317		132.22	Retro fit outside light-courth 03/18/2019 03/18/2019	4567	Building Maintenance	N
3370	Haakenson Electric, Inc		132.22	1 Transactions			
3514	Mid-American Research Chemical Corp. 01-111-000-0000-6411		581.48	Disinfectant Towels 03/08/2019 03/08/2019	0659834-IN	Custodial Supplies	N
3514	Mid-American Research Chemical Corp.		581.48	1 Transactions			
5988	Preston Auto Parts 01-111-000-0000-6580		15.28	Mending Plates and Holesaw 03/11/2019 03/11/2019	580226	Other Repair And Maintenance Suppl	N
	01-111-000-0000-6580		17.96	Snap Clips for flags 03/19/2019 03/19/2019	581046	Other Repair And Maintenance Suppl	N
5988	Preston Auto Parts		33.24	2 Transactions			
3448	Reliable Pest Management 01-111-000-0000-6377		45.00	Rodent control at FCOB 02/18/2019 02/18/2019	6962	Fees And Service Charges	Y
3448	Reliable Pest Management		45.00	1 Transactions			
26012	Schultz/Terry 01-111-000-0000-6335		41.76	Automobile Allowance Feb 2019 02/01/2019 03/11/2019	03/11/2019	Employee Automobile Allowance	N
26012	Schultz/Terry		41.76	1 Transactions			
3975	Ultimate Safety Concepts Inc 01-111-000-0000-6377		200.00	Annual Fire Extinguisher Serv 03/14/2019 03/14/2019	181783	Fees And Service Charges	N
3975	Ultimate Safety Concepts Inc		200.00	1 Transactions			
111	DEPT Total:		1,328.02	Facilites Mtce	7 Vendors	8 Transactions	

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
149	DEPT			Other General Government			
4928	1 Source						
	01-149-000-0000-6408		752.76	County Office Supplies	235636-0 and -	County Shared Office Supplies	Y
				03/08/2019 03/11/2019			
	01-149-000-0000-6408		280.73	Co Supplies (Assessors)	235973-0	County Shared Office Supplies	Y
				03/14/2019 03/14/2019			
4928	1 Source		1,033.49	2 Transactions			
5745	Flexible Benefit Consulting, Inc						
	01-149-000-0000-6285		1,643.21	March 2019 Consulting	20190305-02	Professional Fees	N
				03/01/2019 03/31/2019			
5745	Flexible Benefit Consulting, Inc		1,643.21	1 Transactions			
83550	Kelly Printing & Signs LLC						
	01-149-000-0000-6377		43.00	2019 Safety Award Jacket	32684	Fees And Service Charges	N
				02/25/2019 02/25/2019			
83550	Kelly Printing & Signs LLC		43.00	1 Transactions			
3665	Ratwik,Roszak & Maloney, PA						
	01-149-000-0000-6285		3,266.59	Professional Services	5023-0001	Professional Fees	Y
				02/04/2019 02/28/2019			
3665	Ratwik,Roszak & Maloney, PA		3,266.59	1 Transactions			
149	DEPT Total:		5,986.29	Other General Government	4 Vendors	5 Transactions	
201	DEPT			Enhanced 911 System			
5142	Ancom Technical Center, Inc.						
	01-201-000-0000-6310		500.00	Radio Service/Repair	85879	Contract Repairs And Maintenance	N
				03/06/2019 03/06/2019			
5142	Ancom Technical Center, Inc.		500.00	1 Transactions			
201	DEPT Total:		500.00	Enhanced 911 System	1 Vendors	1 Transactions	
202	DEPT			Sheriff			
5983	Anderson Auto LLC						
	01-202-000-0000-6311		126.46	2014 Impala Service and Repair	161555	Miscellaneous Repairs And Maintenance	Y
				02/26/2019 02/26/2019			

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
5983 Anderson Auto LLC		126.46	1 Transactions		
2492 Chatfield Body Shop Inc					
01-202-000-0000-6311		47.50	2016 Ram Oil Change	4559	Miscellaneous Repairs And Maintena
			02/04/2019 02/04/2019		
2492 Chatfield Body Shop Inc		47.50	1 Transactions		
111 Fillmore Co Treasurer- Credit Card/ACH					
01-202-000-0000-6652		665.19	Sheriff Office Data Lines	9825330494	Squad Car Technology
			02/02/2019 03/01/2019		
111 Fillmore Co Treasurer- Credit Card/ACH		665.19	1 Transactions		
2273 Olmsted Medical Center					
01-202-000-0000-6285		156.00	New Employee Physical	700001059	Professional Fees
			03/05/2019 03/05/2019		
2273 Olmsted Medical Center		156.00	1 Transactions		
3500 Severson Oil Company					
01-202-000-0000-6561		282.04	February 2019 Gas	17022819	Gasoline Diesel And Other Fuels
			02/01/2019 02/28/2019		
3500 Severson Oil Company		282.04	1 Transactions		
2423 Sirchie Fingerprint Lab					
01-202-000-0000-6455		159.94	Evidence Bags	0389341-IN	Law Enforcement Supplies
			03/07/2019 03/07/2019		
2423 Sirchie Fingerprint Lab		159.94	1 Transactions		
3569 Uniforms Unlimited Inc					
01-202-000-0000-6173		98.10	Uniforms	012084650	Uniform Allowance
			02/27/2019 02/27/2019		
01-202-000-0000-6173		68.64	Bellock new hire uniforms	012095990	Uniform Allowance
			02/28/2019 02/28/2019		
01-202-000-0000-6173		270.22	Bellock new uniforms	012121944	Uniform Allowance
			03/04/2019 03/04/2019		
01-202-000-0000-6173		549.29	Bellock new uniforms	012132795	Uniform Allowance
			03/05/2019 03/05/2019		
01-202-000-0000-6173		20.81	Bellock new uniforms	012132796	Uniform Allowance
			03/05/2019 03/05/2019		

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3569	Uniforms Unlimited Inc		1,007.06	5 Transactions			
202	DEPT Total:		2,444.19	Sheriff	7 Vendors	11 Transactions	
251	DEPT			County Jail			
4899	HEALTHDIRECT #119 01-251-000-0000-6431		128.66	Inmate Meds 02/28/2019 02/28/2019	153543	Drugs And Medicine	N
4899	HEALTHDIRECT #119		128.66	1 Transactions			
8154	Johnson/Eugene E. 01-251-000-0000-6335		81.20	Mileage for training 02/20/2019 02/21/2019	02/20/19	Employee Automobile Allowance	N
8154	Johnson/Eugene E.		81.20	1 Transactions			
83550	Kelly Printing & Signs LLC 01-251-000-0000-6402		149.16	Receipt Books 02/27/2019 02/27/2019	32735	Stationary And Forms	N
83550	Kelly Printing & Signs LLC		149.16	1 Transactions			
4866	MEnD CORRECTIONAL CARE, PLLC 01-251-000-0000-6429		2,210.85	March 2019 Healthcare Services 03/01/2019 03/31/2019	3832	Nurse/Medical Service Agreement	N
4866	MEnD CORRECTIONAL CARE, PLLC		2,210.85	1 Transactions			
251	DEPT Total:		2,569.87	County Jail	4 Vendors	4 Transactions	
281	DEPT			Emergency Mgmt Services			
111	Fillmore Co Treasurer- Credit Card/ACH 01-281-000-0000-6203		70.02	Sheriff Office Data Lines 02/02/2019 03/01/2019	9825330494	Telephone	N
111	Fillmore Co Treasurer- Credit Card/ACH		70.02	1 Transactions			
281	DEPT Total:		70.02	Emergency Mgmt Services	1 Vendors	1 Transactions	
441	DEPT			Public Health			
111	Fillmore Co Treasurer- Credit Card/ACH 01-441-000-0000-6447		366.68	AMC Conference Exp Hotel	8383	LPHA Grant Expenses	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
111	Fillmore Co Treasurer- Credit Card/ACH		366.68	02/18/2019 02/18/2019 1 Transactions			
3169	Pohlman/Brenda L						
	01-441-000-0000-6390		46.40	PHEP Mileage 02/08/2019 02/21/2019	02/26/2019	TZD Save Roads Basic 20.600	N
	01-441-000-0000-6448		11.60	SHIP Mileage 02/08/2019 02/21/2019	02/26/2019	Ship Grant Expenses	N
3169	Pohlman/Brenda L		58.00	2 Transactions			
2237	Thiss/Kathy						
	01-441-000-0000-6445		59.16	February 2019 TANF mileage 02/19/2019 02/28/2019	03/08/2019	TANF Expenses	N
2237	Thiss/Kathy		59.16	1 Transactions			
441	DEPT Total:		483.84	Public Health	3 Vendors	4 Transactions	
443	DEPT			Nursing Service			
2138	Baker/Jan						
	01-443-000-0000-6335		96.28	February 2019 Mileage 02/04/2019 02/27/2019	03/07/2019	Employee Automobile Allowance	N
2138	Baker/Jan		96.28	1 Transactions			
4177	GATZKE/MICHELE						
	01-443-000-0000-6335		144.42	February 2019 Mileage 02/01/2019 02/21/2019	03/08/2019	Employee Automobile Allowance	N
4177	GATZKE/MICHELE		144.42	1 Transactions			
5428	Hall/Alexis						
	01-443-000-0000-6335		185.60	February 2019 Mileage 02/08/2019 02/28/2019	03/07/2019	Employee Automobile Allowance	N
5428	Hall/Alexis		185.60	1 Transactions			
6186	Johnson/Breanna						
	01-443-000-0000-6335		92.22	February 2019 Mileage 02/01/2019 02/28/2019	03/07/2019	Employee Automobile Allowance	N
6186	Johnson/Breanna		92.22	1 Transactions			
5312	Lanz/Nicole R						

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-443-000-0000-6335		February 2019 Mileage	03/07/2019	Employee Automobile Allowance	N
		65.25	02/01/2019 02/08/2019			
5312	Lanz/Nicole R	65.25	1 Transactions			
4752	Logsdon/Linda					
	01-443-000-0000-6335	16.24	February 2019 Mileage	03/07/2019	Employee Automobile Allowance	N
			02/06/2019 02/06/2019			
4752	Logsdon/Linda	16.24	1 Transactions			
1089	Loven/Julie					
	01-443-000-0000-6335	151.96	February 2019 Mileage	03/07/2019	Employee Automobile Allowance	N
			02/05/2019 02/28/2019			
1089	Loven/Julie	151.96	1 Transactions			
3315	Melver/Paula					
	01-443-000-0000-6335	131.72	February 2019 Mileage	03/11/2019	Employee Automobile Allowance	N
			02/01/2019 02/28/2019			
3315	Melver/Paula	131.72	1 Transactions			
3251	Schultz/Kari					
	01-443-000-0000-6335	102.66	February 2019 Mileage	03/07/2019	Employee Automobile Allowance	N
			02/01/2019 02/28/2019			
3251	Schultz/Kari	102.66	1 Transactions			
86085	Semcac Transportation					
	01-443-000-0000-6433	122.92	Waiver Reimb-client 4080	3419	Waiver Reimbursables	N
			01/04/2019 01/29/2019			
	01-443-000-0000-6433	112.48	Waiver Reimb-client #0739	4419	Waiver Reimbursables	N
			01/04/2019 01/25/2019			
86085	Semcac Transportation	235.40	2 Transactions			
443	DEPT Total:	1,221.75	Nursing Service	10 Vendors	11 Transactions	
446	DEPT		Mch Program			
3169	Pohlman/Brenda L					
	01-446-000-0000-6335	15.66	MCH Mileage	02/26/2019	Employee Automobile Allowance	N
			02/08/2019 02/21/2019			
3169	Pohlman/Brenda L	15.66	1 Transactions			

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
446	DEPT Total:		15.66	Mch Program	1 Vendors	1 Transactions
601	DEPT			County Fair Board		
82001	Fillmore Co Ag Society					
	01-601-000-0000-6802		37,000.00	2019 Appropriation	210	Appropriations N
				01/01/2019 12/31/2019		
				1 Transactions		
82001	Fillmore Co Ag Society		37,000.00			
601	DEPT Total:		37,000.00	County Fair Board	1 Vendors	1 Transactions
603	DEPT			Feedlot		
106	Fillmore Co Treasurer					
	01-603-000-0000-6561		36.69	Gas-Feed lot January 2019	03/07/2019	Gasoline Diesel And Other Fuels N
				01/01/2019 01/31/2019		
				1 Transactions		
106	Fillmore Co Treasurer		36.69			
3696	McCabe Repairs					
	01-603-000-0000-6310		55.53	Repairs and Maintenance	01/21/2019	Contract Repairs And Maintenance N
				01/21/2019 01/21/2019		
				1 Transactions		
3696	McCabe Repairs		55.53			
603	DEPT Total:		92.22	Feedlot	2 Vendors	2 Transactions
1	Fund Total:		79,138.82	County Revenue Fund		69 Transactions

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	No.	Account/Formula	Accr		Amount	Service Dates		Paid On Bhf #	On Behalf of Name	
111	DEPT					Facilites Mtce				
	4030	Distinctive Communications, Inc								
		12-111-000-0000-6625	AP	P	25.00	PH Fax Line August 2018		760	Building Improvement	N
						03/07/2019	03/07/2019			
		12-111-000-0000-6625			50.00	PH Fax Line		801	Building Improvement	N
						03/07/2019	03/07/2019			
	4030	Distinctive Communications, Inc			75.00	2 Transactions				
111	DEPT Total:				75.00	Facilites Mtce		1 Vendors	2 Transactions	
12	Fund Total:				75.00	INFRA FUND			2 Transactions	

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
300	DEPT		Highway Administration			
15	Assoc of MN Counties					
	13-300-000-0000-6245		300.00	registratiom	52535	Registration Fees N
15	Assoc of MN Counties		300.00	1 Transactions		
80445	Beckley's Office Products, Inc.					
	13-300-000-0000-6408		1,407.00	3 chairs	46555	Other Office Supplies N
80445	Beckley's Office Products, Inc.		1,407.00	1 Transactions		
111	Fillmore Co Treasurer- Credit Card/ACH					
	13-300-000-0000-6337		366.68	lodging		Other Travel Expense N
111	Fillmore Co Treasurer- Credit Card/ACH		366.68	1 Transactions		
6020	FSSolutions					
	13-300-000-0000-6377		52.20	drug test	L10038	Fees And Service Charges N
6020	FSSolutions		52.20	1 Transactions		
300	DEPT Total:		2,125.88	Highway Administration	4 Vendors	4 Transactions
310	DEPT		Highway Maintenance			
1891	Bruening Rock Products, Inc.					
	13-310-000-0000-6505		843.59	rock	114892	Aggregate N
	13-310-000-0000-6505		2,224.33	rock	115172	Aggregate N
	13-310-000-0000-6505		1,290.07	rock	115559	Aggregate N
	13-310-000-0000-6505		1,285.33	rock	115767	Aggregate N
	13-310-000-0000-6505		2,434.06	rock	116171	Aggregate N
	13-310-000-0000-6505		1,328.35	rock	116483	Aggregate N
	13-310-000-0000-6505		633.33	rock	116813	Aggregate N
1891	Bruening Rock Products, Inc.		10,039.06	7 Transactions		
382	Chatfield City					
	13-310-000-0000-6342		376.25	snow removal	20190312	Machinery And Equipment Rental N
382	Chatfield City		376.25	1 Transactions		
6150	Cintas Corporation No.2					
	13-310-000-0000-6293		15.00	uniforms	4015997823	Uniform Expense N
	13-310-000-0000-6293		24.71	uniforms	4016000355	Uniform Expense N
	13-310-000-0000-6293		15.00	uniforms	4016000470	Uniform Expense N
	13-310-000-0000-6293		15.00	uniforms	4016040892	Uniform Expense N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	13-310-000-0000-6293		15.00	uniforms	4016041037	Uniform Expense N
	13-310-000-0000-6293		15.00	uniforms	4016231863	Uniform Expense N
	13-310-000-0000-6293		8.73	uniforms	4016353151	Uniform Expense N
	13-310-000-0000-6293		8.82	uniforms	4016355355	Uniform Expense N
	13-310-000-0000-6293		24.71	uniforms	4016355400	Uniform Expense N
	13-310-000-0000-6293		8.80	uniforms	4016401647	Uniform Expense N
	13-310-000-0000-6293		9.86	uniforms	4016401683	Uniform Expense N
	13-310-000-0000-6293		17.65	uniforms	4016547299	Uniform Expense N
	13-310-000-0000-6293		8.73	uniforms	4016727155	Uniform Expense N
	13-310-000-0000-6293		24.71	uniforms	4016728913	Uniform Expense N
	13-310-000-0000-6293		8.82	uniforms	4016728971	Uniform Expense N
	13-310-000-0000-6293		8.80	uniforms	4016770716	Uniform Expense N
	13-310-000-0000-6293		9.86	uniforms	4016770758	Uniform Expense N
	13-310-000-0000-6293		14.65	uniforms	4016942598	Uniform Expense N
	13-310-000-0000-6293		8.73	uniforms	4017117661	Uniform Expense N
	13-310-000-0000-6293		8.82	uniforms	4017118929	Uniform Expense N
	13-310-000-0000-6293		24.71	uniforms	4017118949	Uniform Expense N
	13-310-000-0000-6293		8.80	uniforms	4017159902	Uniform Expense N
	13-310-000-0000-6293		9.86	uniforms	4017159982	Uniform Expense N
	13-310-000-0000-6293		17.65	uniforms	4017363121	Uniform Expense N
6150	Cintas Corporation No.2		332.42	24 Transactions		
9273	Crawford/Jim					
	13-310-000-0000-6466		200.00	safety boots		Safety Materials N
9273	Crawford/Jim		200.00	1 Transactions		
3632	Milestone Materials Inc					
	13-310-000-0000-6505		248.22	rock	350997	Aggregate N
3632	Milestone Materials Inc		248.22	1 Transactions		
5471	Precise MRM LLC					
	13-310-000-0000-6580		75.00	truck data plan	IN200-1020254	Other Repair And Maintenance Suppl N
5471	Precise MRM LLC		75.00	1 Transactions		
310	DEPT Total:		11,270.95	Highway Maintenance	6 Vendors	35 Transactions
320	DEPT			Highway Construction		
	3357 Concrete Paving Association Of Mn					
	13-320-000-0000-6377		40.00	additional award plaque	19-5420	Fees And Service Charges N

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3357	Concrete Paving Association Of Mn		40.00		1 Transactions		
1084	Forestry Suppliers Inc						
	13-320-000-0000-6501		344.33	supplies	490664-00	Engineering And Surveying Supplies	N
1084	Forestry Suppliers Inc		344.33		1 Transactions		
5988	Preston Auto Parts						
	13-320-000-0000-6501		27.98	supplies	576820	Engineering And Surveying Supplies	N
5988	Preston Auto Parts		27.98		1 Transactions		
3879	Schmitt/Darrell						
	13-320-000-0000-6337		11.87	meal		Other Travel Expense	N
3879	Schmitt/Darrell		11.87		1 Transactions		
320	DEPT Total:		424.18	Highway Construction	4 Vendors	4 Transactions	
330	DEPT			Equipment Maintenance Shops			
3691	Bauer Built Inc						
	13-330-000-0000-6516		3,497.80	parts	34525	Tires & Repairs	N
	13-330-000-0000-6516		240.00	labor	34525	Tires & Repairs	N
	13-330-000-0000-6516		5.00	parts	34952	Tires & Repairs	N
	13-330-000-0000-6516		60.00	labor	34952	Tires & Repairs	N
	13-330-000-0000-6516		3,787.48	parts	35137	Tires & Repairs	N
	13-330-000-0000-6516		240.00	labor	35137	Tires & Repairs	N
3691	Bauer Built Inc		7,830.28		6 Transactions		
6617	Chatfield Parts House						
	13-330-000-0000-6565		71.88	transmission oil	703660	Motor Oil And Lubricants	N
	13-330-000-0000-6575		8.07	parts	705530	Machinery Parts	N
6617	Chatfield Parts House		79.95		2 Transactions		
6150	Cintas Corporation No.2						
	13-330-000-0000-6576		144.84	supplies	4016355282	Shop Supplies & Tools	N
	13-330-000-0000-6576		144.84	supplies	4017118880	Shop Supplies & Tools	N
6150	Cintas Corporation No.2		289.68		2 Transactions		
1221	Connaughty Sales Inc						
	13-330-000-0000-6575		8.73	parts	38957	Machinery Parts	N
	13-330-000-0000-6575		150.00	labor	38957	Machinery Parts	N

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1221	Connaughty Sales Inc		158.73	2 Transactions		
5826	Culligan Water Conditioning					
	13-330-000-0000-6317		34.95	drinking water	913778	Building Maintenance N
5826	Culligan Water Conditioning		34.95	1 Transactions		
6696	H & L Mesabi Company					
	13-330-000-0000-6575		2,503.04	cutting edges	3475	Machinery Parts N
6696	H & L Mesabi Company		2,503.04	1 Transactions		
155	Hammell Equipment Inc					
	13-330-000-0000-6561		19.69	additive	1109186	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		94.87	additive	1109208	Gasoline Diesel And Other Fuels N
155	Hammell Equipment Inc		114.56	2 Transactions		
3714	Hovey Oil Co Inc					
	13-330-000-0000-6561		1,002.36	#1 diesel	100340	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		921.27	#2 diesel	100340	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		825.85	#2 diesel	100368	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		940.99	#1 diesel	100368	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		1,052.27	#1 diesel	100372	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		919.16	#2 diesel	100372	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		987.20	#2 diesel	100416	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		1,173.20	#1 diesel	100416	Gasoline Diesel And Other Fuels N
3714	Hovey Oil Co Inc		7,822.30	8 Transactions		
6542	Kaman Industrial Technologies					
	13-330-000-0000-6576		334.58	supplies	B590491	Shop Supplies & Tools N
	13-330-000-0000-6576		148.91	supplies	E630901	Shop Supplies & Tools N
	13-330-000-0000-6576		134.70	supplies	J345666	Shop Supplies & Tools N
6542	Kaman Industrial Technologies		618.19	3 Transactions		
3113	Mississippi Welders Supply Co Inc					
	13-330-000-0000-6575		110.00	labor	2885163	Machinery Parts N
	13-330-000-0000-6576		53.36	supplies	2906524	Shop Supplies & Tools N
3113	Mississippi Welders Supply Co Inc		163.36	2 Transactions		
6451	MRO Systems,LLC					
	13-330-000-0000-6576		440.79	supplies	1700	Shop Supplies & Tools N

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	13-330-000-0000-6576		supplies	2129	Shop Supplies & Tools	N
6451	MRO Systems,LLC					
		158.39				
		599.18				
			2 Transactions			
3594	Napa Auto Parts					
	13-330-000-0000-6565	30.04	transmission oil	3799	Motor Oil And Lubricants	N
	13-330-000-0000-6575	26.08	parts	6323	Machinery Parts	N
3594	Napa Auto Parts					
		56.12				
			2 Transactions			
3541	Nuss Truck & Equipment					
	13-330-000-0000-6575	111.76	parts	164737	Machinery Parts	N
	13-330-000-0000-6575	496.49	labor	164737	Machinery Parts	N
3541	Nuss Truck & Equipment					
		608.25				
			2 Transactions			
137	Praxair Distribution Inc					
	13-330-000-0000-6576	2,671.18	plasma cutter	88000998	Shop Supplies & Tools	N
137	Praxair Distribution Inc					
		2,671.18				
			1 Transactions			
5988	Preston Auto Parts					
	13-330-000-0000-6575	153.14-	parts-credit	#5457 overpmt	Machinery Parts	N
	13-330-000-0000-6575	46.61-	parts	576724	Machinery Parts	N
	13-330-000-0000-6317	15.99	bldg maint	576756	Building Maintenance	N
	13-330-000-0000-6576	109.99	supplies	577004	Shop Supplies & Tools	N
	13-330-000-0000-6575	94.70	parts	577292	Machinery Parts	N
	13-330-000-0000-6576	5.65	supplies	577433	Shop Supplies & Tools	N
	13-330-000-0000-6576	18.24	supplies	577538	Shop Supplies & Tools	N
	13-330-000-0000-6576	39.99	supplies	577593	Shop Supplies & Tools	N
	13-330-000-0000-6576	25.86	supplies	577829	Shop Supplies & Tools	N
	13-330-000-0000-6576	23.00	supplies	577889	Shop Supplies & Tools	N
	13-330-000-0000-6576	459.90	supplies	577944	Shop Supplies & Tools	N
	13-330-000-0000-6576	21.76	supplies	578176	Shop Supplies & Tools	N
	13-330-000-0000-6576	12.60	supplies	578530	Shop Supplies & Tools	N
	13-330-000-0000-6317	6.99	bldg maint	579042	Building Maintenance	N
	13-330-000-0000-6575	37.87	parts	579164	Machinery Parts	N
	13-330-000-0000-6575	113.61	parts	579215	Machinery Parts	N
	13-330-000-0000-6575	31.07	parts	579270	Machinery Parts	N
5988	Preston Auto Parts					
		817.47				
			17 Transactions			
303	Preston Equipment Company					
	13-330-000-0000-6561	104.88	additive	01-67950	Gasoline Diesel And Other Fuels	N

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	13-330-000-0000-6565		82.49	oil	01-68518	Motor Oil And Lubricants N
	13-330-000-0000-6575		13.02	filters	01-68541	Machinery Parts N
303	Preston Equipment Company		200.39	3 Transactions		
5753	RDO Equipment Co					
	13-330-000-0000-6575		544.93	parts	P80757	Machinery Parts N
	13-330-000-0000-6575		24.40	parts	P81036	Machinery Parts N
	13-330-000-0000-6575		20.32	parts	P81245	Machinery Parts N
	13-330-000-0000-6575		41.57	parts	P81248	Machinery Parts N
5753	RDO Equipment Co		631.22	4 Transactions		
1054	Rochester Petroleum Equip Inc					
	13-330-000-0000-6576		153.01	gas tank manhole cover	127759	Shop Supplies & Tools N
	13-330-000-0000-6576		80.04	tank filters	127791	Shop Supplies & Tools N
1054	Rochester Petroleum Equip Inc		233.05	2 Transactions		
3989	Ronco Engineering Sales Co, Inc					
	13-330-000-0000-6575		2,932.07	hose	3159615	Machinery Parts N
	13-330-000-0000-6576		69.17	supplies	3159616	Shop Supplies & Tools N
	13-330-000-0000-6576		49.55	supplies	3159845	Shop Supplies & Tools N
	13-330-000-0000-6575		3,816.25	chain	3160904	Machinery Parts N
	13-330-000-0000-6576		143.91	supplies	3160906	Shop Supplies & Tools N
3989	Ronco Engineering Sales Co, Inc		7,010.95	5 Transactions		
97	Rushford Hardware					
	13-330-000-0000-6576		11.99	supplies	E179156	Shop Supplies & Tools N
	13-330-000-0000-6561		3.99	deicer	E179271	Gasoline Diesel And Other Fuels N
97	Rushford Hardware		15.98	2 Transactions		
85924	Schilling Supply Company					
	13-330-000-0000-6576		251.86	supplies	21508	Shop Supplies & Tools N
85924	Schilling Supply Company		251.86	1 Transactions		
3500	Severson Oil Company					
	13-330-000-0000-6561		1,462.68	#1 diesel	663461	Gasoline Diesel And Other Fuels N
	13-330-000-0000-6561		2,887.82	#2 diesel	663461	Gasoline Diesel And Other Fuels N
3500	Severson Oil Company		4,350.50	2 Transactions		
7757	Universal Truck Equipment Inc					

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*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 19

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	13-330-000-0000-6575		608.25-	parts	48472	Machinery Parts N
	13-330-000-0000-6575		136.39	parts	48649	Machinery Parts N
	13-330-000-0000-6575		59.40	parts	48699	Machinery Parts N
	13-330-000-0000-6576		69.75	supplies	48893	Shop Supplies & Tools N
	13-330-000-0000-6575		1,139.40	cutting edges	49019	Machinery Parts N
	13-330-000-0000-6575		2,094.70	parts	49020	Machinery Parts N
	13-330-000-0000-6575		593.97	parts	49023	Machinery Parts N
	13-330-000-0000-6575		89.68	parts	49024	Machinery Parts N
	13-330-000-0000-6575		24.27	parts	49025	Machinery Parts N
7757	Universal Truck Equipment Inc		3,599.31	9 Transactions		
4079	Village Farm & Home					
	13-330-000-0000-6575		80.85	parts	421965	Machinery Parts N
4079	Village Farm & Home		80.85	1 Transactions		
6286	World Fuel Services Inc					
	13-330-000-0000-6565		2,251.80	hydraulic oil	117502	Motor Oil And Lubricants N
	13-330-000-0000-6565		297.98	supplies	117502	Motor Oil And Lubricants N
	13-330-000-0000-6565		1,494.00	motor oil	117502	Motor Oil And Lubricants N
6286	World Fuel Services Inc		4,043.78	3 Transactions		
450	Zep Sales & Service					
	13-330-000-0000-6576		103.83	supplies	9004074158	Shop Supplies & Tools N
450	Zep Sales & Service		103.83	1 Transactions		
451	Ziegler Inc					
	13-330-000-0000-6575		26.08	parts	90319246	Machinery Parts N
	13-330-000-0000-6575		2,846.49	parts	90319337	Machinery Parts N
	13-330-000-0000-6575		5.41	parts	90319338	Machinery Parts N
451	Ziegler Inc		2,877.98	3 Transactions		
330	DEPT Total:		47,766.94	Equipment Maintenance Shops	27 Vendors	89 Transactions
13	Fund Total:		61,587.95	County Road & Bridge		132 Transactions

laffeldt
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14 Sanitation Fund

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
390	DEPT		Resource Recovery Center			
6150	Cintas Corporation No.2 14-390-000-0000-6377		17.70	Uniforms 03/08/2019 03/08/2019 1 Transactions	4017911398	Fees And Service Charges N
6150	Cintas Corporation No.2		17.70			
5988	Preston Auto Parts 14-390-000-0000-6416		99.99	Water Pump 03/15/2019 03/15/2019 1 Transactions	580715	Misc Supplies N
5988	Preston Auto Parts		99.99			
390	DEPT Total:		117.69	Resource Recovery Center	2 Vendors	2 Transactions
391	DEPT		Score Grant Program			
8757	OSI Environmental, Inc 14-391-000-0000-6861		100.00	Oil Recycling 02/28/2019 02/28/2019	2077325	Recycling Operation Expense N
	14-391-000-0000-6861		105.00	Antifreeze/Oil Filter Recyclin 02/28/2019 02/28/2019	2077354	Recycling Operation Expense N
	14-391-000-0000-6861		50.00	Oil Filter Recycling 02/28/2019 02/28/2019	2077355	Recycling Operation Expense N
8757	OSI Environmental, Inc		255.00	3 Transactions		
391	DEPT Total:		255.00	Score Grant Program	1 Vendors	3 Transactions
14	Fund Total:		372.69	Sanitation Fund		5 Transactions

laffeldt
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23 County Airport Fund

*** Fillmore County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 21

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
350	DEPT		County Airport			
5763	Bolton & Menk Inc.					
	23-350-000-0000-6626	647.42	#19 MstrPln/ALP St 5%	0229170	Mn Improvement Const/Grant	N
			01/28/2019 01/28/2019			
	23-350-000-0000-6628	11,653.69	#19 MstrPln/ALP Fed 90%	0229170	Fed Improvement Const/Grant	N
			01/28/2019 01/28/2019			
	23-350-000-0000-6630	647.43	#19 MstrPln/ALP County 5%	0229170	County Share Construction/Improver	N
			01/28/2019 01/28/2019			
	23-350-000-0000-6626	201.01	#20 MstrPln/ALP St 5%	0230516	Mn Improvement Const/Grant	N
			02/28/2019 02/28/2019			
	23-350-000-0000-6628	3,618.16	#20 MstrPln/ALP Fed 90%	0230516	Fed Improvement Const/Grant	N
			02/28/2019 02/28/2019			
	23-350-000-0000-6630	201.01	#20 MstrPln/ALP County 5%	0230516	County Share Construction/Improver	N
			02/28/2019 02/28/2019			
5763	Bolton & Menk Inc.	16,968.72	6 Transactions			
350	DEPT Total:	16,968.72	County Airport	1 Vendors	6 Transactions	
23	Fund Total:	16,968.72	County Airport Fund		6 Transactions	
	Final Total:	158,143.18	103 Vendors	214 Transactions		

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3/21/19

10:32AM

*** Fillmore County ***

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	79,138.82	County Revenue Fund	
	12	75.00	INFRA FUND	
	13	61,587.95	County Road & Bridge	
	14	372.69	Sanitation Fund	
	23	16,968.72	County Airport Fund	
	All Funds	158,143.18	Total	Approved by,
			
			

kfranzen
3/14/19 7:18AM
1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
49	3684	Ask/Michael L 01-125-000-0000-6377		240.00	February van trip to VA 02/11/2019 02/19/2019 1 Transactions		Fees And Service Charges	Y
2	3219	Centurylink 01-149-000-0000-6203		176.25	February 2019 Courthouse 01/23/2019 02/22/2019 1 Transactions	1462891839	Telephone	N
37	85440	Centurylink 01-149-000-0000-6203		3,914.66	Local Service 02/26/2019 03/25/2019 1 Transactions	301269347	Telephone	N
3	382	Chatfield City 01-445-000-0000-6802		4,500.00	2019 Ambulance Sub. Contract 1 Transactions		Appropriations	N
8	402	City of Rushford 01-445-000-0000-6802		4,500.00	2019 Ambulance Sub Contract 1 Transactions		Appropriations	N
9	404	City of Spring Valley 01-445-000-0000-6802		4,500.00	2019 Ambulance Sub contract 1 Transactions		Appropriations	N
38	107	Fillmore Co Historical Center 01-501-000-0000-6802		23,400.00	2019 1st Approp. 02/08/2019 02/08/2019 1 Transactions	24	Appropriations	N
25	106	Fillmore Co Treasurer 01-441-000-0000-6445		7.64	January 2019 Fuel 01/01/2019 01/31/2019		TANF Expenses	N
27		01-441-000-0000-6445		26.52	February 2019 Fuel TANF 02/01/2019 02/28/2019		TANF Expenses	N
26		01-443-000-0000-6561		31.51	January 2019 Fuel 01/01/2019 01/31/2019		Gasoline Diesel And Other Fuels	N
28		01-443-000-0000-6561		40.41	February 2019 Fuel		Gasoline Diesel And Other Fuels	N

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1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
106	Fillmore Co Treasurer		106.08	02/01/2019 02/28/2019 4 Transactions			
32	111 Fillmore Co Treasurer- Credit Card/ACH 01-041-000-0000-6337		112.00	Maco Conferance Late Cancel fe 02/11/2019 02/13/2019		Other Travel Expense	N
33	01-101-000-0000-6245		275.00-	Refund for MACO conf. 01/04/2019 01/07/2019		Registration Fees	N
35	01-441-000-0000-6449		18.60	March 2019 PHEP phone 02/03/2019 03/02/2019		Preparedness Grant	N
34	01-443-000-0000-6203		28.75	March 2019 nurse phone 02/03/2019 03/02/2019		Telephone	N
18	01-443-000-0000-6433		9.56	Waiver Reim. Client #2004 01/25/2019 01/25/2019		Waiver Reimbursables	N
20	01-443-000-0000-6433		19.54	Waiver Riem. Client #8077 02/14/2019 02/14/2019		Waiver Reimbursables	N
21	01-443-000-0000-6433		33.21	Waiver Riem. Client #5755 02/20/2019 02/20/2019		Waiver Reimbursables	N
22	01-443-000-0000-6433		43.56	Waiver Reim. Client #1488 02/20/2019 02/20/2019		Waiver Reimbursables	N
23	01-443-000-0000-6433		71.09	Waiver Reim. Client #5770 02/14/2019 02/14/2019		Waiver Reimbursables	N
24	01-443-000-0000-6433		33.78	Waiver Reim. Client #5477 02/14/2019 02/14/2019		Waiver Reimbursables	N
47	01-443-000-0000-6433		79.99	Waiver Reim. Client 3930 02/14/2019 02/14/2019		Waiver Reimbursables	N
19	01-446-000-0000-6245		55.00	B Pohlman recertification 2019 02/14/2019 02/14/2019		Registration Fees	N
31	01-441-000-0000-6449		29.83	Feb. 2019 PHEP phone 02/01/2019 02/28/2019	9823402819	Preparedness Grant	N
30	01-443-000-0000-6203		40.58	Feb. 2019 nurse cell 02/02/2019 02/28/2019	9823402819	Telephone	N
	111 Fillmore Co Treasurer- Credit Card/ACH		300.49	14 Transactions			
51	4574 Hanson/Robert G. 01-125-000-0000-6377		80.00	February van trips to VA 02/28/2019 02/28/2019		Fees And Service Charges	Y
	4574 Hanson/Robert G.		80.00	1 Transactions			
	388 Harmony City						

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1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

	Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4		01-445-000-0000-6802			4,500.00	2019 Ambulance Sub Contract		Appropriations	N
	388	Harmony City			4,500.00	1 Transactions			
50	6267	Jeffers/Edward Charles			80.00	February van trips to VA		Fees And Service Charges	N
		01-125-000-0000-6377				02/06/2019 02/06/2019			
	6267	Jeffers/Edward Charles			80.00	1 Transactions			
5	392	Lanesboro City			4,500.00	2019 Ambulance Sub Contract		Appropriations	N
		01-445-000-0000-6802			4,500.00	1 Transactions			
	392	Lanesboro City							
48	4504	Laughlin/Ronald D.			160.00	February Van trip to VA		Fees And Service Charges	Y
		01-125-000-0000-6377				02/15/2019 02/20/2019			
	4504	Laughlin/Ronald D.			160.00	1 Transactions			
6	393	Mabel City			4,500.00	2019 Ambulance Sub Contract		Appropriations	N
		01-445-000-0000-6802			4,500.00	1 Transactions			
	393	Mabel City							
12	2545	Marco,Inc			11,796.00	Manage IT	INV6125234	Professional Fees	N
		01-060-000-0000-6285				03/09/2019 04/08/2019			
11		01-060-000-0000-6639			40.01	Kingston 4 GB Flashdrive	INV6125996	Asset Inventory	N
						03/08/2019 03/08/2019			
	2545	Marco,Inc			11,836.01	2 Transactions			
10	5536	MiEnergy Cooperative			119.66	Radio Tower	302875009	Electricity	N
		01-251-000-0000-6251				02/01/2019 03/01/2019			
	5536	MiEnergy Cooperative			119.66	1 Transactions			
1	5397	MN Office Of Enterprise Technology			1,300.00	February 2019 WAN	DV19020396	Telephone	N
		01-149-000-0000-6203				02/01/2019 02/28/2019			
	5397	MN Office Of Enterprise Technology			1,300.00	1 Transactions			
13	25073	Olmsted Co Community Services			109,821.50	2nd Qrt. Appropriation 2019	126361	D.F.O. Appropriation	N
		01-252-000-0000-6831							

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1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
25073	Olmsted Co Community Services		109,821.50	03/31/2019 06/30/2019 1 Transactions		
7	400 Preston City 01-445-000-0000-6802		4,500.00	2019 Ambulance Sub Contract		Appropriations N
	400 Preston City		4,500.00	1 Transactions		
16	308 Preston Public Utilities 01-111-000-0000-6251		1,645.11	Utilities for FCOB	44701115	Electricity N
15	01-251-000-0000-6251		1,595.88	Utilities for Jail	4471340	Electricity N
14	01-111-000-0000-6251		3,535.47	Utilities for Courthouse	88833822	Electricity N
	308 Preston Public Utilities		6,776.46	01/31/2019 02/28/2019 3 Transactions		
36	9118 Preston Servicemen's Club-Flag Account 01-111-000-0000-6377		98.00	New Flags for Courthouse		Fees And Service Charges N
	9118 Preston Servicemen's Club-Flag Account		98.00	03/08/2019 03/08/2019 1 Transactions		
29	4841 ROCHESTER CITY LINES 01-443-000-0000-6433		234.00	Waiver Reim. Client #3455	02272019	Waiver Reimbursables N
	4841 ROCHESTER CITY LINES		234.00	02/27/2019 02/27/2019 1 Transactions		
17	437 Thomson Reuters-West Payment Center 01-014-000-0000-6451		612.00	West Info Charges Feb. 2019	839884478	Reference Materials N
	437 Thomson Reuters-West Payment Center		612.00	02/01/2019 02/28/2019 1 Transactions		
1 Fund Total:			190,755.11	County Revenue Fund	24 Vendors	43 Transactions

kfranzen
3/14/19 7:18AM
14 Sanitation Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
39	308 Preston Public Utilities 14-390-000-0000-6251		722.91	Utilities-Transfer Station		Electricity		N
	308 Preston Public Utilities		722.91	01/31/2019 02/27/2019 1 Transactions				
14 Fund Total:			722.91	Sanitation Fund	1 Vendors	1 Transactions		

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 3/14/19 7:18AM
 22 Agbmp Septic Loans

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt						
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099	
				Service Dates	Paid On Bhf #	On Behalf of Name		
40	6621 Mn Department Of Agriculture 22-609-000-0000-6818		11,022.76	2019 AGBMP Loan payment #23 01/04/2019 01/04/2019	24293	Agbmp Loan Payment	N	
	6621 Mn Department Of Agriculture		11,022.76	1 Transactions				
22 Fund Total:			11,022.76	Agbmp Septic Loans	1 Vendors	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 Descripti		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
41	5536 MiEnergy Cooperative 23-350-000-0000-6251		560.63	Fillmore Cty Airport Electric 02/01/2019 03/01/2019		Electricity		N
42	23-350-000-0000-6251		136.74	Airport Storage Electricity 02/01/2019 03/01/2019		Electricity		N
	5536 MiEnergy Cooperative		697.37	2 Transactions				
23 Fund Total:			697.37	County Airport Fund	1 Vendors	2 Transactions		

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 3/14/19 7:18AM
 73 Greenleifton Septic Projec

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
43	5536 MiEnergy Cooperative 73-611-000-0000-6251			41.50	Greenleifton Plant Grinder 02/01/2019 03/01/2019		Electricity	N
44	73-611-000-0000-6251			312.80	Greenleifton Wastewater plant 02/01/2019 03/01/2019		Electricity	N
	5536 MiEnergy Cooperative			354.30	2 Transactions			
73 Fund Total:				354.30	Greenleifton Septic Project	1 Vendors	2 Transactions	

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3/14/19 7:18AM
76 Trust And Agency Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
110	Fillmore Co Treasurer						
45	76-000-000-0000-2006		454.00	RRC Sales & Tax		Commercial Sw Mgmt Tax	N
46	76-000-000-0000-2007		209.00	041,101 &602 Sales & Use Tax		Sales Tax Collected	N
110	Fillmore Co Treasurer		663.00	2 Transactions			
76 Fund Total:			663.00	Trust And Agency Fund	1 Vendors	2 Transactions	
Final Total:			204,215.45	29 Vendors	51 Transactions		

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	190,755.11	County Revenue Fund	
	14	722.91	Sanitation Fund	
	22	11,022.76	Agbmp Septic Loans	
	23	697.37	County Airport Fund	
	73	354.30	Greenleifton Septic Project	
	76	663.00	Trust And Agency Fund	
	All Funds	204,215.45	Total	Approved by,
			
			

kfranz
3/21/19 11:50AM
1 County Revenue Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3219	Centurylink						
	01-149-000-0000-6203		196.25	Feb. 2019 FCOB	1462894510	Telephone	N
				01/24/2019 02/23/2019			
3219	Centurylink		196.25	1 Transactions			
6317	Enterprise Fleet Management						
	01-202-000-0000-6650		6,234.66	New vehicle lease	FBN3641852	Vehicles Purchased	N
				03/01/2019 03/01/2019			
	01-202-000-0000-6650		3,388.50	New vehicle purchase	FBN3665007	Vehicles Purchased	N
				03/01/2019 03/31/2019			
6317	Enterprise Fleet Management		9,623.16	2 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH						
	01-149-000-0000-6205		2,500.00	Postage for mail machine	0871640	Postage And Postal Box Rent	N
				03/15/2019 03/15/2019			
111	Fillmore Co Treasurer- Credit Card/ACH		2,500.00	1 Transactions			
248	MN Unemployment Insurance Fund						
	01-125-000-0000-6377		8,747.93	Unemployment Ins. 1st qrt.		Fees And Service Charges	N
				03/11/2019 03/11/2019			
248	MN Unemployment Insurance Fund		8,747.93	1 Transactions			
1 Fund Total:			21,067.34	County Revenue Fund	4 Vendors	5 Transactions	

kfranzen
3/21/19 11:50AM
13 County Road & Bridge

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3219	Centurylink						
	13-300-000-0000-6203		142.25	telephone	5078673784	Telephone	N
3219	Centurylink		142.25	1 Transactions			
111	Fillmore Co Treasurer- Credit Card/ACH						
	13-300-000-0000-6203		35.01	Jeff D's hotspot		Telephone	N
111	Fillmore Co Treasurer- Credit Card/ACH		35.01	1 Transactions			
197	Kruegel's Inc						
	13-330-000-0000-6255		484.36	propane	37116	Gas	N
197	Kruegel's Inc		484.36	1 Transactions			
13 Fund Total:			661.62	County Road & Bridge	3 Vendors	3 Transactions	

kfranzen
3/21/19 11:50AM
14 Sanitation Fund

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5882	Winneshiek County Landfill 14-390-000-0000-6374			2,695.14	Tipping fees 02/26/2019 03/06/2019	23060	Landfill Tipping Fees	N
5882	Winneshiek County Landfill			2,695.14	1 Transactions			
14 Fund Total:				2,695.14	Sanitation Fund	1 Vendors	1 Transactions	

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87 State Revenue And School

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
110	Fillmore Co Treasurer							
	87-000-000-0000-2470			5,795.16	Feb. 19 mgt. tax payment		Mortgage Reg Tax-State	N
					02/01/2019 02/28/2019			
	87-000-000-0000-2471			17,425.78	Feb. 19 Deed Tax		State Deed Tax-State	N
					03/03/2019 03/03/2019			
110	Fillmore Co Treasurer			23,220.94	2 Transactions			
87 Fund Total:				23,220.94	State Revenue And School Fund	1 Vendors	2 Transactions	
Final Total:				47,645.04	9 Vendors	11 Transactions		

*** Fillmore County ***



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	21,067.34	County Revenue Fund	
	13	661.62	County Road & Bridge	
	14	2,695.14	Sanitation Fund	
	87	23,220.94	State Revenue And School Fund	
	All Funds	47,645.04	Total	Approved by,
			
			

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: March 26th Amount of time requested (minutes): 10 minutes
Dept.: Victim Services Prepared By: Sarah Monroe

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

Consent Agenda:

Documentation
(Yes/No):

1. sexual assault awareness
month activities + proclamation yes + flyer

Regular Agenda:

Documentation
(Yes/No):

- 1.

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

Proclamation



Whereas,

Sexual Assault Awareness Month calls attention to the fact that sexual violence is widespread and impacts every person in this community; and

Statistics show one in six boys and one in four girls will experience sexual assault by age of 18. Chances are you know a survivor; and

On average Victim Services of Dodge, Fillmore, and Olmsted Counties serves more than 350 victims of sexual violence a year; and

With leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence in our community through prevention education, increased awareness, and holding offenders who commit acts of violence responsible for their actions

We all can do our part by believing and supporting all survivors, letting them know it is never their fault, they did nothing wrong, and that you are always there for them

Prevention is possible when everyone gets involved. It is time for all of us to take action to create a safe environment for all by responding to victim blaming, shutting down sexist jokes, and intervening when we are bystanders of sexual violence

Therefore, Be It
Resolved,

The voices of those who have been victims of sexual violence must be supported and heard.

Therefore Fillmore County hereby proclaims April 2019 as

Sexual Assault Awareness Month

In honor of all the Minnesotans who have experienced sexual violence, as well as those who have dedicated their lives and their time serving victims of sexual violence in our state.

In Witness Whereof, we have here unto set our hand and caused the corporate (official) seal of Fillmore County to be affixed this month of April in the year of 2019.



Duane Bakke, Board Chairperson
Fillmore County Board of Commissioners
Fillmore County, Minnesota



**The signing of the Proclamation for April
Being Sexual Assault Awareness Month
When: March 26th at 9:05am
Where: Courthouse - County Board Room**

**Coffee Talk
When: April 2nd at 11:00am
Where: Courthouse - Conference Room 102U**

Please join the County Attorney's Office, Law Enforcement, Probation, Social Services, Victim Services, Women's Shelter and other systems professionals as they gather to talk about the challenges and successes they are seeing in sexual assault cases.

APRIL IS SEXUAL ASSAULT AWARENESS MONTH

April 9th is Wear Teal Day

Teal is the color for Sexual Assault Awareness Month.

During April, use the color teal as a way to tell others why ending Sexual Violence is important to you.

Ice Cream Social

WHEN: April 23rd, 11:30AM-1:00PM

WHERE: Courthouse - Conference Room 102U



Come join us for a **FREE Ice Cream Social** to unify as county workers standing up to Sexual Assault and Sexual Violence!
There will be an ice cream sundae bar with all the toppings,
so bring yourself and a co-worker and help spread Sexual Assault Awareness.

This event is being put on by the Fillmore County Attorney's Office and DFO Victim Services.



Brown Bag Lunch - "Living in a Digital World"

Presented by Neil Dennison

**When : Tuesday, April 30th, 12:30pm-1:30pm
Where : Courthouse - County Board Room**

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/2019 Amount of time requested (minutes): 30 minutes

Dept.: County Attorney's Office Prepared By: Bailey Peterson / Brett Corson

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:

Regular Agenda: Documentation:

1. Future of P.O.P. Site **Yes**
 - Allowing the City of Preston to enter the property to remove hazardous materials. Fillmore County will determine value of property & give City first right of refusal to buy property at market value. Alternative options available
2. City Prosecutor Agreements **Yes**
 - Prepared agreements where the County Attorney's Office would provide prosecution services for the City of Fountain & City of Mabel. Cities have already reviewed and agreed to contract.
3. Approval of Schueler Quit Claim Deed and Resolution **Yes**
 - Adjustments to Resolution No. 2018-055 (included in packet) and new QCD, Highway Right of Way Easement for land owned by the Elmer R Schueler Family Trust and Margaret A. Schueler.
4. Nuisance Abatement Recovery Costs **Yes**
 - Recover costs of abating public health nuisance by assessing total cost of \$8,022.54 against the real property located in Preston, MN.

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

FOUNTAIN CITY PROSECUTOR AGREEMENT

THIS AGREEMENT is entered into by the County of Fillmore, (hereinafter referred to as "County") and the City of Fountain, Minnesota (hereinafter referred to as "City"), a municipal corporation under the law of the State of Minnesota.

WHEREAS, City wishes to contract with the County through the Fillmore County Attorney's Office (hereinafter referred to as "Attorney") to prosecute gross misdemeanor crimes, misdemeanor crimes, petty misdemeanor offenses, violations of city ordinances, consult with law enforcement, and perform other city prosecutor duties for offenses which occur within the City's boundaries; and

WHEREAS, the County and Attorney are agreeable to rendering such services on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for in Minnesota Statute Section 484.87.

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, County of Fillmore, Attorney, and City of Fountain agree as follows:

1. Services Provided:

The County of Fillmore shall, through the Fillmore County Attorney's Office ("Attorney"), provide city prosecutor services for crimes and offenses which occur within the corporate limits of the City of Fountain as follows:

- a. Attorney shall provide legal advice and assistance to law enforcement during the investigative phase and prior to arrest or charging of an individual who has committed a criminal offense. These services shall include advice on searches and seizures, advice on warrants, advice on obtaining statements, and responding to other criminal law questions by law enforcement.
- b. Attorney shall review police reports and other law enforcement data to determine if criminal charges, referral to Social Services, or other action is warranted.
- c. Attorney shall review and insure filing of complaints, citations, and such other appropriate documents as are necessary to initiate prosecution; draft and file motions or other pleadings; conduct motion, evidentiary or other hearings; research, write, and file memos or other

documents; interview and prepare witnesses for hearings or trial; prepare for and conduct court trials and/or jury trials; conduct sentencing hearings; conduct probation violation hearings; review chemical dependency assessments, Pre-Sentence Investigations, Domestic Violence Inventories, and other documents; and perform all matters related thereto.

- d. The manner and standards of performance, availability of attorneys or other personnel, control and direction of personnel, and other matters related to providing the services described in this agreement shall be subject solely to the control of Attorney. In the event of a dispute between the parties as to the extent of the duties and functions to be rendered hereunder or regarding the level or manner of performance of such services, the determination made by Attorney shall be final and conclusive.
- e. Services shall be provided on an as-needed basis at the hourly rate set forth in this agreement for paralegals and attorneys.
- f. County and Attorney shall furnish and supply necessary labor, supervision, training, equipment, communication facilities, and supplies as necessary to provide city prosecutor services pursuant to this agreement except as noted herein.
- g. All paralegals, attorneys, and other county personnel performing duties pursuant to this agreement shall, at all times, be considered employees of County for all purposes.
- h. The Fillmore County Attorney or his designee shall attend Fountain City Council Meetings as requested by City.

2. Terms of Payment:

City agrees to pay County the hourly rate of \$85 for city prosecution services provided by paralegals and the hourly rate of \$110 per hour for prosecution services provided by attorneys.

Paralegal hourly rate:	\$85.00 per hour
Attorney hourly rate:	\$110.00 per hour

The Attorney shall bill City on a case-by-case basis. Said bill shall itemize paralegal and attorney work and time for each case. City shall pay County within thirty-five (35) days of receipt of the invoice unless there is a dispute regarding the amount billed. If there is a dispute, City must advise Attorney within ten (10) days of receiving the disputed billing. The parties shall then attempt to resolve the disputed portion of the billing. The undisputed portion of the billing must still be paid within the normal 35-day period. If the parties are not able to resolve their dispute regarding billing, either party may terminate this agreement with sixty (60) days' notice as indicated below.

If County desires to increase the hourly fee for paralegal and/or attorney time, County will provide ninety (90) days' written notice of the intended increase to City. At that time, City may determine whether to agree to the increased fees or discontinue the contract.

3. Term of Agreement:

The term of this agreement shall be for a period of one (1) year beginning March 1, 2019 and continuing until March 31, 2020. Either party may cancel this agreement upon sixty (60) days' written notice. The contract shall automatically renew upon the same terms and conditions unless a party hereto gives written notice to the other party as provided herein.

4. Standards and Licenses:

The prosecuting attorneys will be currently licensed to practice law in the State of Minnesota. In the event that the prosecuting attorneys' are not currently licensed to practice law, County and Attorney shall immediately inform City.

County and County Attorney's Office shall comply with all applicable federal and state statutes and regulations as well as local ordinances now in effect or hereinafter adopted.

5. Independent Contractor Status:

It is understood and agreed by the parties that at all times and for all purposes herein, County and Attorney have contracted to provide services to City and are not employees or agents of City. No statement contained in this agreement shall be construed so as to find County or Attorney are an employee of City. County shall not be entitled to any of the rights, privileges, or benefits of City employees except as otherwise stated herein. Similarly, City and its employees, agents, and

representatives shall not be considered employees, agents, or representatives of the County.

Each party shall be solely responsible for any state, federal, local, or social security, and insurance payments due for their employees.

Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners, a joint venture, or similar association between the County/Attorney and City.

6. Relationship of the Parties:

City understands that Attorney provides prosecutor services and legal advice to other cities and legal entities besides City of Fountain.

7. Subcontracting and Assignment:

Attorney shall not subcontract any of the services contemplated under this contract nor assign any interest in the contract without prior written approval of City.

8. Non-Assignability:

Attorney shall not assign any interest in this agreement and shall not transfer any interest in the same without the prior written consent of City.

9. Data Practices:

All data collected, created, received, maintained, or disseminated, or used for any purposes by City and/or Attorney in fulfilling the duties described in this contract are governed by the Minnesota Government Data Practices Act and other state and federal laws. City and Attorney agree to abide by the applicable state and federal statutes, rules and regulations.

10. Default and Termination:

Either party may terminate this agreement at any time without cause upon sixty (60) days' written notice to the other party. Either party may also terminate this agreement with sixty (60) days' notice for cause such as default or breach by the other party as long as a written Notice of Default is provided to the defaulting party via certified mail specifying the particular event, series of events or failure constituting the default and cure period. If the party in default fails to cure the specified circumstances described in the Notice of Default within fourteen (14) calendar days, then the whole or any part of this agreement may be terminated

by written Notice of Termination. Notice to County shall be given to the County Attorney's Office. Notice to City shall be given to the Fountain City Clerk.

11. Amendments - Entire Agreement:

This agreement is complete and supersedes all oral agreements and negotiations between the parties as well as any previous agreements presently in effect between the parties relating to the services identified herein. If there are any inconsistencies between the provisions of this agreement and any prior agreements, the provisions of the most recent agreement shall prevail. The entire agreement between the parties is contained herein.

12. Modifications:

Any material alterations, variations, modifications, or waivers to the terms of this agreement shall only be valid when they have been agreed upon by the parties and reduced to a writing signed by representatives of City, County, and Attorney.

13. Interpretation of Agreement; Venue:

This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this agreement shall be venued in Fillmore County District Court in Preston, Minnesota.

14. Assumption of Liabilities/Insurance:

Each party shall maintain professional, liability, worker's compensation and such other insurance as is necessary to cover negligent or wrongful acts of its employees, agents and representative. County and Attorney shall not be responsible for the negligent or wrongful acts of City's employees, agents or representatives.

Except as otherwise provided, City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to County personnel performing services hereunder for City, and County hereby assumes said liabilities. Similarly, City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his/her employment.

County, its officers and employees, shall not be deemed to assume any liability for intentional or negligent acts of City or of any officers, agents or employees thereof, and City agrees to defend and indemnify County and its officers, employees and agents from and against all claims, damages, losses and

expenses, including attorney's fees arising out of or resulting from City's performance of or failure to perform its obligation under this agreement.

15. Fees:

If any action at law or in equity shall be brought in court or for or on account of any breach or to enforce or to interpret any of the covenants, terms or conditions of this contract, the prevailing party shall be entitled to recover from the other party as part of prevailing party's costs, its reasonable attorney's fees, the amount of which shall be fixed by the Court and shall be made part of any judgment or decree rendered.

IN WITNESS WHEREOF, Fillmore County and City of Fountain have executed this agreement as of the _____ day of _____, 2019:

County of Fillmore

By: _____
County Commissioner Date

By: _____
Bobbie Vickerman/Coordinator Date

City of Fountain

By:  3/6/2019
Mayor Date

By:  3-6-19
City Clerk Date

Fillmore County Attorney's Office

By: _____
Brett A. Corson/County Attorney Date

MABEL CITY PROSECUTOR AGREEMENT

THIS AGREEMENT is entered into by the County of Fillmore, (hereinafter referred to as "County") and the City of Mabel, Minnesota (hereinafter referred to as "City"), a municipal corporation under the law of the State of Minnesota.

WHEREAS, City wishes to contract with the County through the Fillmore County Attorney's Office (hereinafter referred to as "Attorney") to prosecute gross misdemeanor crimes, misdemeanor crimes, petty misdemeanor offenses, violations of city ordinances, consult with law enforcement, and perform other city prosecutor duties for offenses which occur within the City's boundaries; and

WHEREAS, the County and Attorney are agreeable to rendering such services on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for in Minnesota Statute Section 484.87.

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, County of Fillmore, Attorney, and City of Mabel agree as follows:

1. Services Provided:

The County of Fillmore shall, through the Fillmore County Attorney's Office ("Attorney"), provide city prosecutor services for crimes and offenses which occur within the corporate limits of the City of Mabel as follows:

- a. Attorney shall provide legal advice and assistance to law enforcement during the investigative phase and prior to arrest or charging of an individual who has committed a criminal offense. These services shall include advice on searches and seizures, advice on warrants, advice on obtaining statements, and responding to other criminal law questions by law enforcement.
- b. Attorney shall review police reports and other law enforcement data to determine if criminal charges, referral to Social Services, or other action is warranted.
- c. Attorney shall review and insure filing of complaints, citations, and such other appropriate documents as are necessary to initiate prosecution; draft and file motions or other pleadings; conduct motion, evidentiary or other hearings; research, write, and file memos or other

documents; interview and prepare witnesses for hearings or trial; prepare for and conduct court trials and/or jury trials; conduct sentencing hearings; conduct probation violation hearings; review chemical dependency assessments, Pre-Sentence Investigations, Domestic Violence Inventories, and other documents; and perform all matters related thereto.

- d. The manner and standards of performance, availability of attorneys or other personnel, control and direction of personnel, and other matters related to providing the services described in this agreement shall be subject solely to the control of Attorney. In the event of a dispute between the parties as to the extent of the duties and functions to be rendered hereunder or regarding the level or manner of performance of such services, the determination made by Attorney shall be final and conclusive.
- e. Services shall be provided on an as-needed basis at the hourly rate set forth in this agreement for paralegals and attorneys.
- f. County and Attorney shall furnish and supply necessary labor, supervision, training, equipment, communication facilities, and supplies as necessary to provide city prosecutor services pursuant to this agreement except as noted herein.
- g. All paralegals, attorneys, and other county personnel performing duties pursuant to this agreement shall, at all times, be considered employees of County for all purposes.
- h. The Fillmore County Attorney or his designee shall attend Mabel City Council Meetings as requested by City.

2. Terms of Payment:

City agrees to pay County the hourly rate of \$85 for city prosecution services provided by paralegals and the hourly rate of \$110 per hour for prosecution services provided by attorneys.

Paralegal hourly rate:	\$85.00 per hour
Attorney hourly rate:	\$110.00 per hour

The Attorney shall bill City on a case-by-case basis. Said bill shall itemize paralegal and attorney work and time for each case. City shall pay County within thirty-five (35) days of receipt of the invoice unless there is a dispute regarding the amount billed. If there is a dispute, City must advise Attorney within ten (10) days of receiving the disputed billing. The parties shall then attempt to resolve the disputed portion of the billing. The undisputed portion of the billing must still be paid within the normal 35-day period. If the parties are not able to resolve their dispute regarding billing, either party may terminate this agreement with sixty (60) days' notice as indicated below.

If County desires to increase the hourly fee for paralegal and/or attorney time, County will provide ninety (90) days' written notice of the intended increase to City. At that time, City may determine whether to agree to the increased fees or discontinue the contract.

3. Term of Agreement:

The term of this agreement shall be for a period of one (1) year beginning March 1, 2019 and continuing until March 31, 2020. Either party may cancel this agreement upon sixty (60) days' written notice. The contract shall automatically renew upon the same terms and conditions unless a party hereto gives written notice to the other party as provided herein.

4. Standards and Licenses:

The prosecuting attorneys will be currently licensed to practice law in the State of Minnesota. In the event that the prosecuting attorneys' are not currently licensed to practice law, County and Attorney shall immediately inform City.

County and County Attorney's Office shall comply with all applicable federal and state statutes and regulations as well as local ordinances now in effect or hereinafter adopted.

5. Independent Contractor Status:

It is understood and agreed by the parties that at all times and for all purposes herein, County and Attorney have contracted to provide services to City and are not employees or agents of City. No statement contained in this agreement shall be construed so as to find County or Attorney are an employee of City. County shall not be entitled to any of the rights, privileges, or benefits of City employees except as otherwise stated herein. Similarly, City and its employees, agents, and

representatives shall not be considered employees, agents, or representatives of the County.

Each party shall be solely responsible for any state, federal, local, or social security, and insurance payments due for their employees.

Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners, a joint venture, or similar association between the County/Attorney and City.

6. Relationship of the Parties:

City understands that Attorney provides prosecutor services and legal advice to other cities and legal entities besides City of Mabel.

7. Subcontracting and Assignment:

Attorney shall not subcontract any of the services contemplated under this contract nor assign any interest in the contract without prior written approval of City.

8. Non-Assignability:

Attorney shall not assign any interest in this agreement and shall not transfer any interest in the same without the prior written consent of City.

9. Data Practices:

All data collected, created, received, maintained, or disseminated, or used for any purposes by City and/or Attorney in fulfilling the duties described in this contract are governed by the Minnesota Government Data Practices Act and other state and federal laws. City and Attorney agree to abide by the applicable state and federal statutes, rules and regulations.

10. Default and Termination:

Either party may terminate this agreement at any time without cause upon sixty (60) days' written notice to the other party. Either party may also terminate this agreement with sixty (60) days' notice for cause such as default or breach by the other party as long as a written Notice of Default is provided to the defaulting party via certified mail specifying the particular event, series of events or failure constituting the default and cure period. If the party in default fails to cure the specified circumstances described in the Notice of Default within fourteen (14) calendar days, then the whole or any part of this agreement may be terminated

by written Notice of Termination. Notice to County shall be given to the County Attorney's Office. Notice to City shall be given to the Mabel City Clerk.

11. Amendments - Entire Agreement:

This agreement is complete and supersedes all oral agreements and negotiations between the parties as well as any previous agreements presently in effect between the parties relating to the services identified herein. If there are any inconsistencies between the provisions of this agreement and any prior agreements, the provisions of the most recent agreement shall prevail. The entire agreement between the parties is contained herein.

12. Modifications:

Any material alterations, variations, modifications, or waivers to the terms of this agreement shall only be valid when they have been agreed upon by the parties and reduced to a writing signed by representatives of City, County, and Attorney.

13. Interpretation of Agreement; Venue:

This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this agreement shall be venued in Fillmore County District Court in Preston, Minnesota.

14. Assumption of Liabilities/Insurance:

Each party shall maintain professional, liability, worker's compensation and such other insurance as is necessary to cover negligent or wrongful acts of its employees, agents and representative. County and Attorney shall not be responsible for the negligent or wrongful acts of City's employees, agents or representatives.

Except as otherwise provided, City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to County personnel performing services hereunder for City, and County hereby assumes said liabilities. Similarly, City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his/her employment.

County, its officers and employees, shall not be deemed to assume any liability for intentional or negligent acts of City or of any officers, agents or employees thereof, and City agrees to defend and indemnify County and its officers, employees and agents from and against all claims, damages, losses and

expenses, including attorney's fees arising out of or resulting from City's performance of or failure to perform its obligation under this agreement.

15. Fees:

If any action at law or in equity shall be brought in court or for or on account of any breach or to enforce or to interpret any of the covenants, terms or conditions of this contract, the prevailing party shall be entitled to recover from the other party as part of prevailing party's costs, its reasonable attorney's fees, the amount of which shall be fixed by the Court and shall be made part of any judgment or decree rendered.

IN WITNESS WHEREOF, Fillmore County and City of Mabel have executed this agreement as of the _____ day of _____, 2019:

County of Fillmore

By: _____
County Commissioner Date

By: _____
Bobbie Vickerman/Coordinator Date

City of Mabel

By: James Wesley 3/13/19
Mayor Date

By: Karen Larson 3/13/19
City Clerk Date

Fillmore County Attorney's Office

By: _____
Brett A. Corson/County Attorney Date



170144000

170146000

170152000

170145000

170144010

170147000

St Paul St

170149000

Preston

170141000

170140000

170139000

170138000

6 SE,NW

170148000

170150020

170084010

170088000

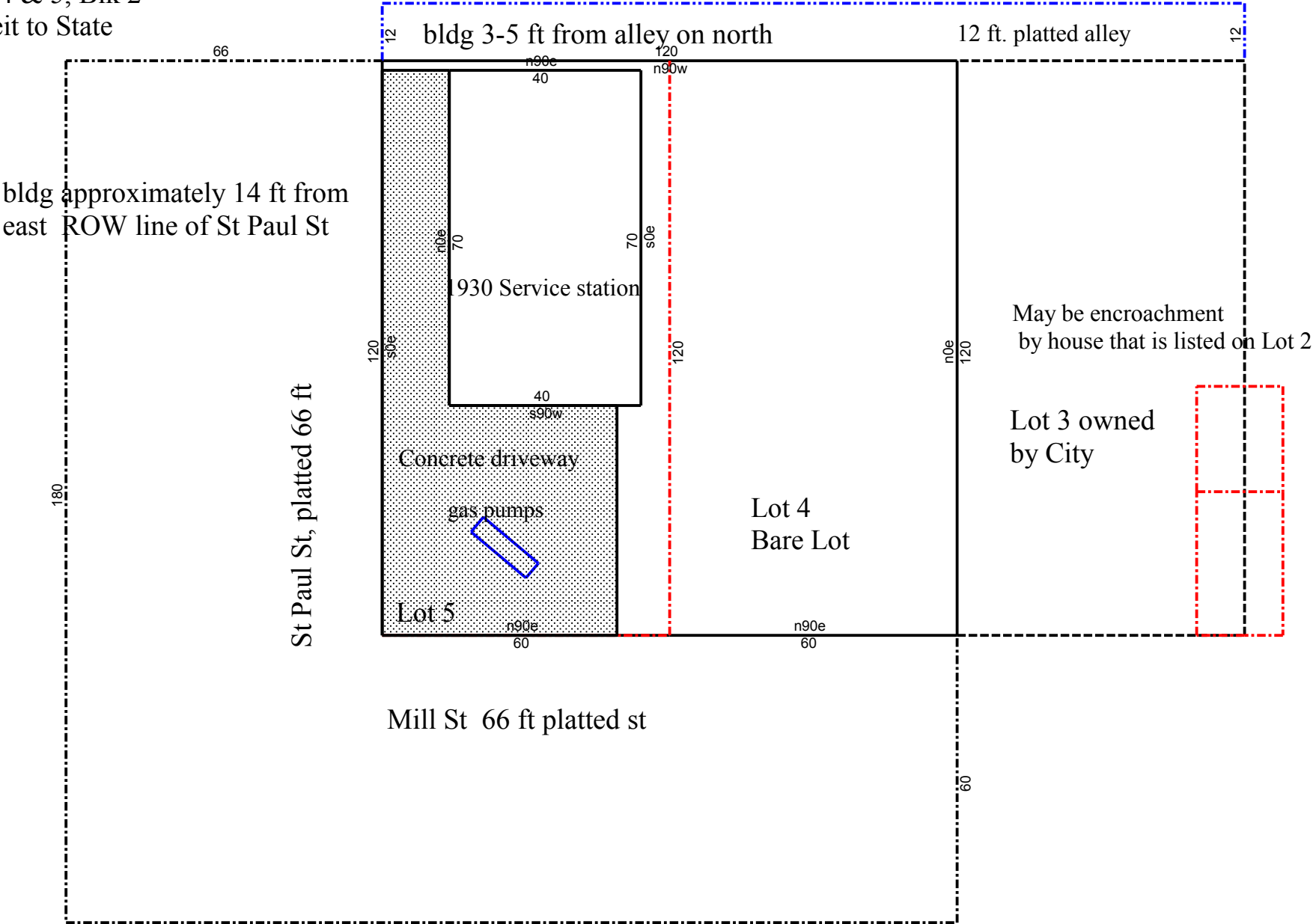
170088010

170088000

170085020

170574010

Preston Oil Products
17.0141.000
Lots 4 & 5, Blk 2
Forfeit to State



FILLMORE COUNTY

David Kiehne
Fillmore County Recorder
P.O. Box 465
Preston, MN 55965-0465
dkiehne@co.fillmore.mn.us

Phone (507) 765 - 3852 FAX (507) 765 - 2802

TRACT SEARCH
Tax Forfeit Property
Effective Date: 4/11/2017@4:30 P.M.

Name: Preston Oil Products
119 Mill St
Preston, MN 55965

Parcel Number: 17.0141.000
Assessed Value: \$26,800
Tax Classification: Commercial
2017 Taxes: \$1,456, with S/A, due 5/15/2017
2016 Taxes: \$1,388, with S/A, delinquent
2015 Taxes: \$1,422, with S/A, delinquent
2014 Taxes: \$838
2013 Taxes: \$722,
2012 Taxes: \$740
Special Assessments: 2014 St Paul St Project, \$4,461.56 assessed
10 years at 3.74 % interest

Documents relating to the following Property were recorded from 12/31/1924 to 4/11/2017
The only remaining property held by Preston Oil Products

Property Description: Lots 4 & 5 Block 2, Original Plat, Preston (lots are 60 x 120)

Tract Record

Warranty Deed **Dated:** 12/30/1924 **Recorded:** 12/31/1924 **Doc.:** Bk 146 pg 152
Grantor: Augusta Popple, a widow, EH Cummings and Estella Cummings, his wife
Grantee: Preston Oil Products, a corporation under the laws of Minnesota
South half of Lot 5, Block 2, Original Plat, City of Preston, Fillmore County

Warranty Deed **Dated:** 12/29/1931 **Recorded:** 12/31/1931 **Doc.:** Bk 155 pg 308
Grantor: Mary J. Love, a widow
Grantee: Preston Oil Products, a corporation under the laws of Minnesota
North half of Lot 5, Block 2, Original Plat, City of Preston, Fillmore County

Warranty Deed **Dated:** 12/20/1954 **Recorded:** 12/28/1954 **Doc.:** Bk 195 pg 550
Grantor: Charles F. Behnke and Minnie Behnke, his wife
Grantee: Preston Oil Products, a corporation under the laws of Minnesota
Lot 4, Block 2, Original Plat, City of Preston, Fillmore County

Quit Claim Deed **Dated:** 11/4/1992 **Recorded:** 11/18/1992 **Doc.:** 271231
Grantor: F & M Bank of Preston
Grantee: Preston Oil Products, a corporation under the laws of Minnesota
Lot 4 & 5 Block 2, Original Plat, City of Preston, Fillmore County
releasing assignment of rents 251173, recorded 4/12/1988

Signed this 14th day of April, 2017

By: David Kiehne
David Kiehne
Fillmore County Recorder

This report is not an opinion of title. This is only a report on the Documents of Record for the specific period stated, for the specific property listed in the legal description of this report as of the effective date stated in the report. There may be other encumbrances on the owner that could affect the property, that are recorded relating to other legal descriptions, that are not included in this report. The purpose of this report is to show current ownership and recorded documents on the specified legal for the specified period of time. It is not intended to replace an Opinion of Title or the Abstract of Title. Property subject to Easements of Record.

Preston Oil Products Meeting

3/14/19

- I. **Attendance:** Brian Hoff, Bobbie Vickerman, Brett Corson, Joe Hoffman, Dave Kiehne, Heidi Jones, and Cristal Adkins. (Duane Bakke and Drew Hatzenbihler absent)
- II. **Current Status of Discussions:**
 - a. **Removal of Tanks and Inspection:** Confirmed that City of Preston proposes to pay for the removal of all gas, diesel, kerosene or other tanks on the POP property and to pay for soil borings or other testing related to inspection of the property for contamination. If there is little or no contamination, the City may be able to purchase the property without further cleanup. If there is more extensive contamination, it will be necessary to determine if the State of Minnesota will pay for cleanup or if a “responsible party” is able to pay for that cost. It is believed that the State would pay 100% of the costs of cleanup if there is no “responsible party”. (See e-mail from Amy Jendro at MPCA dated 1/24/19 for further details).
 - b. **Sale vs. County continuing to hold property pending sale:** It was discussed that the County could try to sell the property immediately in an “AS IS” condition, but it is unlikely that a buyer will be willing to purchase “AS IS” because of uncertainty regarding the presence of gasoline or other hazardous chemicals, liability issues, and potential costs associated with removal of the tanks and cleanup. The alternative is to proceed with an agreement with the City of Preston whereby they assume the costs to remove the tanks and complete testing as part of a “Blight mitigation Plan” as contemplated under Minn. Stat. Sec. 282.01 Subd. 1a(d). If the property can be cleaned up at the City’s expense, Preston could then be given a first right of refusal to purchase the property for market value. An immediate sale “AS IS” would have the advantage of occurring quickly compared to a process of cleanup with the City of Preston which could take several years. The committee favored cleanup by the City of Preston since it would most likely result in mitigation of a blighted property and resale. There were concerns about how long the process would take.
 - c. **Proposed time frame for removal and inspection by City:** It is likely that removal of the tank and inspection/testing could be accomplished within the next year. Completing purchase of the property by the City of Preston would then be dependent upon the nature of any contamination found on the property. If there is little or no contamination, it is likely that the City could purchase the property shortly after obtaining the testing results. If there is more extensive contamination, the purchase could take several years depending upon whether the State could pay for cleanup or a “responsible party” could be compelled to pay for cleanup. If cleanup was not paid by the State or a “responsible party”, it is possible that

the City would decide not to purchase the property. If cleanup of contamination is necessary using state funds, the process could take several years.

- d. **Liability/Maintenance of Property pending removal of tanks and inspection:** Pending completion of tank removal, testing, and cleanup, Fillmore County would be required to maintain and insure the property. Bobbie Vickerman agreed to check with MCIT to determine the cost of continued insurance coverage. As per Joe Hoffman, the City would likely be willing to mow, perform snow removal and maintain the sidewalks. If the closing takes several years, the County would have these additional costs and obligations. The County would want to make sure that the City or contractors assume liability for activities related to removal of the tanks, testing and inspection and possible cleanup using state funds.
- e. **Status of County and City resolutions to proceed ahead:** There are currently no resolutions or decisions by the City or County. The City's position is set forth in a letter from Joe Hoffman dated March 6, 2019. It was recommended that the Fillmore County Board be updated on the status of the matter and that it be recommended to proceed with drafting an agreement to proceed with removal of the tanks, soil testing and inspections, and possible sale to the City of Preston after all blight mitigation has been completed. The City of Preston has agreed to pay for all blight mitigation. In the alternative, the City would seek to have all blight mitigation costs paid by the State of Minnesota or a "responsible party". Fillmore County would not pay any costs for tank removal, inspections or testing, blight mitigation, closing expenses, or any other expenses related to this matter.
- f. **Other:** None

III. **Recommended Course of Action:** The committee recommends that Fillmore County agree that the City of Preston may enter upon the P.O.P. property for the purposes of removing any gasoline, diesel, kerosene or other underground tanks on the property and that they may complete all steps necessary to obtain soil borings or other tests for the purpose of determining whether the property is contaminated with petroleum products or other hazardous chemicals. If there is contamination that needs to be cleaned up, the City, State or other "responsible party" may enter upon the property to complete cleanup of the hazardous chemicals and will be responsible for any actions arising from those activities. Once cleanup has been completed, Fillmore County shall determine the value of the property and give City the first right of refusal to buy the property for market value as determined within the sole discretion of County of Fillmore.

- a. **Alternative Course of action:** The County would allow removal of the tanks and testing at City's expense. After the nature of contamination is determined, the City and County would determine whether they can immediately proceed to sale, whether further

cleanup and mitigation will be pursued by the City, or whether the City wishes to decline proceeding further.

- b. **Alternative Course of Action:** The County could decline to have the City remove the tanks and pursue further testing of the property. Instead, the County could sell the property “AS IS” in order to obtain an immediate sale. Once it is sold, the County would not have the ability to compel the purchaser to remove the tanks or cleanup the property.

IV. Taskers:

- a. **County:** Dave Kiehne will determine the dimensions of the P.O.P. lot and complete a GIS drawing of said property to assist with answering any questions. Brett Corson, will draft a summary of the meeting and recommended course of action. Bobbie Vickerman will draft the proposed resolution one the summary is provided by Attorney Corson. All information and recommendations shall be presented to the Board of Commissioners.
- b. **City:** City shall contact a licensed petroleum contractor the assist the City in removing any tanks and testing the property.
- c. **State:** Heidi Jones will contact the State to make sure they do not object to the proposed course of action and to delaying the forfeiture sale of the property until the tanks can be removed, testing is completed, cleanup/mitigation is completed, and sale of the property is finalized.
- d. **Other:** Should there be a time frame on when cleanup must be completed and by which the City must decide to purchase and/or complete the sale?

V. Other Issues: Who will draft the purchase agreement and other legal documents?

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

Business Entity to Individual(s)

**Minnesota Uniform Conveyancing Blanks
Form 10.3.4 (2016)**

eCRV number: _____

DEED TAX DUE: \$ 0.00

DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, Fillmore County,

(insert name of Grantor)

a _____ municipal corporation and body politic under the laws of _____ the State of Minnesota ("Grantor"),
hereby conveys and quitclaims to Sharon K. Woxland, Trustee for the Elmer R. Schueler Family Trust and Margaret A. Schueler, a widow
and single person, _____ ("Grantee"), as
(insert name of each Grantee)

(Check only one box.)

- ☐ tenants in common,
☐ joint tenants,

(If more than one Grantee is named above and either no box is checked or both boxes are checked,
this conveyance is made to the named Grantees as tenants in common.)

real property in Fillmore County, Minnesota, legally described as follows:

See attached EXHIBIT A.

Check here if all or part of the described real property is Registered (Torrens) ☐

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- ☒ The Seller certifies that the Seller does not know of any wells the described real property.
- ☐ A well disclosure certificate accompanies this document or electronically filed. (If electronically filed, insert WDC number:.)
- ☐ I am familiar with the property described in this instrument. I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

Fillmore County

*(name of Grantor)*By: (signature) Duane BakkeIts: Chairman of the BoardBy: (signature) Heidi M. JonesIts: Auditor/TreasurerState of Minnesota, County of FillmoreThis instrument was acknowledged before me on _____, by Duane Bakke
(month/day/year) *(name of authorized signer)*as Chairman of the Board of Commissioners
*(type of authority)*and by Heidi M. Jones
*(name of authorized signer)*as Auditor/Treasurer of Fillmore County, Minnesota
(type of authority) *(name of Grantor)*

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
*(month/day/year)*THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Brett A. Corson
Fillmore County Attorney
101 W. Fillmore St.
P.O. Box 307
Preston, MN 55965

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS
INSTRUMENT SHOULD BE SENT TO:
(insert legal name and residential or business address of Grantee)

Elmer R. Schueler Family Trust
& Margaret A. Schueler
43354 County Rd 327 W.
Rushford, MN 55971

EXHIBIT A

That part of the Northwest Quarter of Section 3, Township 104, Range 8 West, and that part of the Northeast Quarter of Section 4, Township 104 North, Range 8 West, shown as Parcel #1 on the plat designated as Fillmore County Highway Right of Way Plat No. 12 on file and recorded as document number 276025 in the Office of the County Recorder in and for Fillmore County, Minnesota.

Said parcel contains 3.31 acres more or less.

Fillmore County reserves a highway right of way easement in and to said parcel which allows Fillmore County, its successors and assigns the right to enter upon the property, dig, cut away and remove material from or add material to ditches, grades, back slopes and all or any part of said parcel or parcel of land in connection with the improvements and for the purpose of maintaining said County State Aid Highway No. 27, or any modification thereof. Fillmore County also reserves the right to plant or remove any vegetation, including trees and the owner of said parcel shall release any right or claim thereto. This Highway Right of Way Easement also reserves to Fillmore County the right to issue permits and permission to public utilities for their use in establishing utility lines both overhead and underground within the established right of way without further compensation. Said utilities shall be responsible for repaying any damage resulting from the installation. Fillmore County also reserves the right to enter upon said land for purposes related to said Highway Right of Way Easement and the owner of said parcel shall not take any action inconsistent with the Highway Right of Way Easement herein granted nor shall said landowner interfere in any manner with the stated uses of such Highway Easement.

TOTAL CONSIDERATION IS LESS THAN \$500.00.

RESOLUTION

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

Date _____ Resolution No. 2019-_____

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS, it is necessary to clarify the language and correct information in the Fillmore County Board of Commissioners resolution dated December 18, 2018 and entitled Resolution No. 208-055.

WHEREAS, the legal description in a document entitled Fillmore County Contract for Deed in Fee Simple Absolute recorded as Document No. 275075 in the Office of the Fillmore County Recorder contains an incomplete legal description for a road right of way and unnecessarily conveys title to Fillmore County in Fee Simple Absolute. Fillmore County only needs a highway right of way easement for the property.

WHEREAS, it is necessary to make the legal description in Document No. 275075 consistent with the legal description in Fillmore County Highway Right of Way Plat No. 12. The correct legal description is as follows:

That part of the Northwest Quarter of Section 3, Township 104, Range 8 West, and that part of the Northeast Quarter of Section 4, Township 104 North, Range 8 West, shown as Parcel #1 on the plat designated as Fillmore County Highway Right of Way Plat No. 12 on file and of record as document number 276025 in the Office of the County Recorder in and for Fillmore County, Minnesota.

Said parcel contains 3.31 acres more or less.

WHEREAS, Fillmore County wishes to reserve a highway right of way easement in and to said parcel and convey the remainder interest back to the original landowner.

WHEREAS, it is necessary to authorize the board and other representatives of Fillmore County to sign and record a Quit Claim Deed and such other documents as are necessary to correct the legal description, eliminate holding title in Fee Simple Absolute and reserve any highway right of way easement to Fillmore County in said parcel. In exchange for conveyance of the county's interest in Fee Simple Absolute but reserving a highway right of way easement, Sharon K. Woxland as trustee for the Elmer R. Schueler Family Trust and Margaret A. Schueler, a widow and single person, have agreed to sign those documents necessary to confirm the highway right of way easement which is described as Highway Right of Way Plat No. 12. Said parcel is more specifically described as follows:

That part of the Northwest Quarter of Section 3, Township 104, Range 8 West, and that part of the Northeast Quarter of Section 4, Township 104 North, Range 8 West, shown as Parcel #1 on the plat designated as Fillmore County Highway Right of Way Plat No. 12 on file and of record as document number 276025 in the Office of the County Recorder in and for Fillmore County, Minnesota.

Said parcel contains 3.31 acres more or less.

NOW THEREFORE, BE IT RESOLVED that the Board Chair and other necessary representatives of Fillmore County are hereby authorized to sign a Quit Claim Deed and such other documents as are necessary to correct the legal description, eliminate Fillmore County's title to the property in Fee Simple Absolute, and reserve a Highway Right of Way Easement to Fillmore County. The Quit Claim Deed to Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust and Margaret A. Schueler, a widow and single person, shall be exchanged for a corrected Highway Right of Way Easement to Fillmore County. Representatives of Fillmore County are hereby authorized to record the Quit Claim Deed, Right of Way easement, or such other documents as are necessary to accomplish this objective.

VOTING AYE

Commissioners Lentz ☐ Bakke ☐ Prestby ☐ Peterson ☐ Dahl ☐

VOTING NAY

Commissioners Lentz ☐ Bakke ☐ Prestby ☐ Peterson ☐ Dahl ☐

STATE OF MINNESOTA

COUNTY OF FILLMORE

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

Witness my hand and official seal at Preston, Minnesota this ____ day of _____, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

HIGHWAY RIGHT OF WAY EASEMENT
Fillmore County
FILLMORE COUNTY RIGHT OF WAY PLAT NO. 12 (Parcel # 1)
Project No: S.A.P. 23-627-13 (County Road No. 27)
COUNTY TAX ID/PARCEL # 05.0016.000 (in Sec. 3) & #05.0025.000 (in Sec. 4)
Date: 10/30/2018

Owner: Sharon K. Woxland, as Trustee for the Elmer R. Schueler Family Trust and Margaret A. Schueler, a widow and single person
Address: 43354 County Road 327 West
Rushford, MN 55971

Other Interested Parties in Parcel #35.0283.000 & #05.0025.000:

-
1. **Additional Permanent Highway Easement 1.36 acres @ \$ 0.00/Acre**
 2. **(Existing Permanent Highway Right-of-Way Easement 1.95 acres)**

Total Consideration=\$0.00

Additional Permanent Highway Easement

For and in the above-stated consideration, the receipt and sufficiency of which is hereby acknowledged, Sharon K. Woxland, as Trustee for the Elmer R. Schueler Family Trust and Margaret A. Schueler, a widow and single person, do hereby grant, bargain, sell and convey unto the County of Fillmore, State of Minnesota, its successors and assigns, a perpetual highway easement and right of way, for the purpose and including the rights hereinafter described, in, upon, under, over and across the following described strip or parcel of land in the County of Fillmore, State of Minnesota, to wit:

That part of the Northwest Quarter of Section 3, T104N R8W and that part of the Northeast Quarter of Section 4 T104N R8W, shown as Parcel 1 on the plat designated as Fillmore County Right of Way Plat No. 12 on file and of recorded as Document No. 276025 in the office of the County Recorder in and for Fillmore County, Minnesota.

Containing 3.31 acres more or less of which 1.95 acres is encumbered by existing roadway prior to said R/W Plat.

This easement hereby grants and conveys unto said County, its successors and assigns, the right to enter upon said property, dig or cut away and remove material from or add material to ditches, grades, back slopes and all or any part of said described ~~or~~ parcel of land in connection with the improvement and maintenance of said County State Aid Highway No. 27, or any modification thereof.

In addition, said County shall have the right to plant or remove any vegetation, including trees, and owner does hereby release any right or claim thereto.

Also this Highway Right of Way Easement grants the County the right to issue permits and permission to public utilities for their use in establishing Utility lines both overhead and underground within the established Right of Way without further compensation. Said Utilities are responsible for repairing any surface damage resulting from their installation.

This easement shall permit said County the right of entry upon said Lands for any purpose related to said Highway Right of Way Easement. Owner shall not, at any time, take any actions inconsistent with the easements herein granted, nor shall such owner interfere in any manner with the stated uses of such easement.

IN TESTIMONY WHEREOF, Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust has hereunto subscribed ~~her~~^{their} names this _____ day of _____, 2019.

Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust

STATE OF MINNESOTA)
COUNTY OF FILLMORE) SS.

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust, Grantor.

Signature of Notary Public

My commission expires: _____

IN TESTIMONY WHEREOF, Margaret A. Schueler, a widow and single person, has hereunto subscribed her name this _____ day of _____, 2019.

Margaret A. Schueler

STATE OF MINNESOTA)
COUNTY OF FILLMORE) SS.

The foregoing instrument was acknowledged before me this ____ day of _____,
2019, by Margaret A. Schueler, a widow and single person, Grantor.

Signature of Notary Public

My commission expires: _____

This instrument was drafted by:

Brett A. Corson
Fillmore County Attorney
101 Fillmore St. W.
P.O. Box 307
Preston, MN 55965

Peterson, Bailey

Subject: FW: Highway on Schueler Property
Attachments: Right of Way Easement - Schueler (002)-TNC Revisions.docx

From: Corson, Brett
Sent: Monday, March 18, 2019 11:35 AM
To: 'Sanborn, Dawn' <dms@dunlaplaw.com>
Subject: RE: Highway on Schueler Property

Ms. Sanborn:

Please find enclosed the final draft of the Right of Way easement which needs to be signed by Sharon Woxland as Trustee of the Schueler Trust. I reviewed the proposed Combined Certificate of Turst and Affidavit of Trustee which you sent earlier today. It looks fine. Thus, I will schedule with the Fillmore County Commissioners to obtain approval of the Resolution and Quit Claim Deed. Please let me know when Ms. Woxland has signed so that we can exchange documents for recording. Please let me know if you have questions. Thank you.

Brett A. Corson
Fillmore County Attorney
P.O. Box 307
Preston, MN 55965
(Office)507-765-2530
(FAX)507-7654543

From: Sanborn, Dawn <dms@dunlaplaw.com>
Sent: Monday, March 18, 2019 10:43 AM
To: Corson, Brett <bcorson@co.fillmore.mn.us>
Cc: Finseth, Paul <paf@dunlaplaw.com>
Subject: Highway on Schueler Property

This message was sent securely using Zix*

Please see the attached correspondence and Combined Certificate of Trust from Paul Finseth.

Thank you

Dawn Sanborn 
Legal Assistant
Dunlap & Seeger, P.A.
PO Box 549
Rochester, MN 55903-0549
Phone: 507-285-4287
Fax: 507-529-7227
e-mail: dsanborn@dunlaplaw.com



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DUNLAP & SEEGER

A PROFESSIONAL ASSOCIATION

ATTORNEYS AT LAW

Paul A. Finseth
Attorney at Law
paf@dunlaplaw.com

March 18, 2019

Brett A. Corson
Fillmore County Attorney
PO Box 307
Preston MN 55965

Sent via email to
bcorson@co.fillmore.mn.us

Re: Highway on Schueler Property
Our File No. 17-1426

Dear Brett:

Attached hereto is my proposed Combined Certificate of Trust and Affidavit of Trustee for use in connection with the Highway Right-of-Way Easement that the Schueler family will be granting to Fillmore County. The Exhibit "A" to the Combined Certificate will be a photocopy of the fully executed and notarized HIGHWAY RIGHT-OF-WAY EASEMENT document.

Would you please email to me the final version of the HIGHWAY RIGHT-OF-WAY EASEMENT so that I can proceed to get the Schueler's signatures as may be required.

If you have any questions, please call me at my direct number set out below.

Yours very truly,



Paul A. Finseth
Direct Dial: (507)-285-4216

PAF/dms
Enclosure

3/18/19 Receive/Review - Document looks good - Send final version of Hwy easement so Sharon Waxland can sign - Need to put on Commissioners agenda so they can approve.

STATE OF MINNESOTA)
) SS
COUNTY OF OLMSTED)

1. The Elmer R. Schueler Family Trust was created by and in the Last Will and Testament of Elmer R. Schueler, Decedent, dated June 9, 1999. Decedent died on September 22, 2009. Affiant, the undersigned, Sharon K. Woxland, as Trustee of the Trust, acquired by Deed of Distribution dated May 27, 2009, recorded in the office of the County Recorder of Fillmore County, Minnesota, on June 18, 2009, as Document No. 372880, an interest in real property in Fillmore County, Minnesota, legally described in the instrument, a copy of which is attached hereto as Exhibit "A".

2. The name of the trust, if one is given, is: ELMER R. SCHUELER FAMILY TRUST.
3. The date of the trust instrument is: June 19, 1999, the date the decedent's will was executed.
4. Pursuant to Minn. Stat. 501C.1013 subd. 2:

The name of the only original Trustee is: Sharon K. Woxland

5. The name and address of each Trustee empowered by the Trust Instrument to act at the time of the execution of this Combined Certificate of Trust and Affidavit of Trustee is:
- Sharon K. Woxland
672 Shardlow Place N.E.
Byron, MN 55920
6. The Trustee(s) is/are authorized by the Trust Agreement to sell, convey, pledge, grant security interests, mortgage, release and partially release mortgages and other security interests, lease or transfer title to any interest in real or personal property, EXCEPT as limited by the following (if none, so indicate): None.
7. The number of Trustees required to act is: One (1)
8. The Trust has not terminated and the trust instrument has not been revoked. The execution and delivery of the instrument described in paragraph 9 below has been made pursuant to the provisions of the trust and there have been no amendments to the trust which limit the power of the Trustee(s) to execute and deliver such instrument.
9. The Trustee(s) who has/have executed that certain instrument, a copy of which is attached hereto as Exhibit "A", are the requisite number of Trustee(s) required by the trust instrument to execute and deliver such instrument.
10. The Trust is not supervised by any Court.
11. Affiant does not have actual knowledge of any facts indicating that the Trust is invalid.
12. The Statements contained in this Combined Certificate of Trust and Affidavit of Trustee are true and correct and there are no other provisions in the Trust Instrument or amendments to it, if any, that limit (i) the powers of the trustee(s) to sell, convey, pledge, grant security interests, mortgage, release and partially release mortgages and other security interests, lease or transfer title to interests in real or personal property, or (ii) the authority of the Trustee(s) to exercise any other power identified herein.

Subscribed and sworn to before me
this ____ day of _____, 2019.

AFFIANT

Sharon K. Woxland, Trustee

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Paul A. Finseth
Dunlap & Seeger, P.A.
30 Third Street SE Suite 400
P.O. Box 549
Rochester MN 55903-0549
(507) 288-9111
File No. 17-1426

RESOLUTION

FILLMORE COUNTY BOARD OF COMMISSIONERS
Preston, Minnesota 55965

OLD RES.

Date December 18, 2018 Resolution No. 2018- 055

Motion by Commissioner Dahl Second by Commissioner Bakke

WHEREAS, the legal description in a document entitled "Fillmore County Contract for Deed in Fee Simple Absolute" recorded as document number 275075 in the Office of the Fillmore County Recorder contains an inaccurate legal description for a road right of way and acquires title in Fee Simple Absolute for Fillmore County.

WHEREAS, the parties wish to submit those documents necessary to correct the legal description contained in document number 275075 and to make legal description consistent with Fillmore County Highway Right of Way Plat No. 12 and as follows:

That part of the Northwest Quarter of Section 3, Township 104, Range 8 West, and that part of the Northeast Quarter of Section 4, Township 104 North, Range 8 West, shown as Parcel #1 on the plat designated as Fillmore County Highway Right of Way Plat No. 12 on file and of record as document number 276025 in the Office of the County Recorder in and for Fillmore County, Minnesota.

Said parcel contains 3.31 acres more or less.

All mineral rights are reserved in accordance with Minn. Stat. § 373.01, Subd. 1(4).

WHEREAS, Fillmore County wishes to convey any title in fee simple absolute back to the original landowner but intends to reserve a highway right of way easement in and to said parcel.

WHEREAS, Fillmore County is authorized to sign and record a Quit Claim Deed which conveys all interest to the above-described parcel but reserves to Fillmore County a highway right of way easement. In exchange for conveyance of the County's interest in fee simple absolute, Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust and Elmer R. Schueler and Margaret A. Schueler, as husband and wife agree to convey a right of way easement for highway purposes in said real estate located in Fillmore County and described as Highway Right of Way Plat No. 12. Said parcel is more specifically described as follows:

That part of the Northwest Quarter of Section 3, Township 104, Range 8 West, and that part of the Northeast Quarter of Section 4, Township 104 North, Range 8 West, shown as Parcel #1 on the plat designated as Fillmore County Highway Right of Way Plat No. 12 on file and of record as document number 276025 in the Office of the County Recorder in and for Fillmore County, Minnesota.

Said parcel contains 3.31 acres more or less.

All mineral rights are reserved in accordance with Minn. Stat. § 373.01, Subd. 1(4).

NOW THEREFORE, BE IT RESOLVED that representatives of Fillmore County are hereby authorized to convey a Quit Claim Deed which reserves a highway Right of Way Easement to Fillmore County with said Quit Claim Deed conveyed to Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust. Sharon K. Woxland as Trustee for the Elmer R. Schueler Family Trust as well as Elmer R. Schueler and Margaret A. Schueler shall in exchange convey to Fillmore County a corrected Highway Right of Way Easement. Representatives of Fillmore County are hereby authorized to record any Quit Claim Deeds or right-of-way

easements necessary to accomplish this objective.

VOTING AYE

Commissioners

Lentz ☒

Bakke ☒

Prestby ☒

Peterson ☒

Dahl ☒

VOTING NAY

Commissioners

Lentz ☐

Bakke ☐

Prestby ☐

Peterson ☐

Dahl ☐

STATE OF MINNESOTA

COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the 18th day of December, 2018.

Witness my hand and official seal at Preston, Minnesota this 18th day of December, 2018.

SEAL



Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

RESOLUTION

FILLMORE COUNTY BOARD OF COMMISSIONERS

Preston, Minnesota 55965

Date _____ Resolution No. _____

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS, a county or its representative may enter a building or place for the purpose of determining whether contagion, filth, or other public health nuisances exist (see Minn. Stat. § 145A.04, Subd. 7).

WHEREAS, representatives of Fillmore County Public Health, on behalf of Fillmore County, determined that a public health nuisance existed on or in the property located at 214 St. Paul St., Preston, MN 55965 having Parcel Identification No. 17.0303.000 and legally described as follows:

See attached Exhibit A for legal description.

WHEREAS, the owner of said real property described on Exhibit A was given proper notice in accordance with Minn. Stat. § 145A, Subd. 8 to remove and/or abate the public health threat within ten (10) days.

WHEREAS, it was necessary for Fillmore County to incur cost necessary to remove and/or abate the public health threat located on the property described in Exhibit A since the landowner was unable or unwilling to pay for removal and abatement.

WHEREAS, Fillmore County is authorized to recover the costs of enforcement as well as the costs of removal and abatement of the public health threat as per Minn. Stat. § 145A.08. Those costs may be assessed and charged against the real property in which the public health threat and/or public health nuisance was located.

WHEREAS, the auditor of Fillmore County shall extend the costs so assessed and charged on the tax roll of the County against the real property on which the enforcement action was taken as per Minn. Stat. § 145A.08, Subd. 2(c).

WHEREAS, the total costs incurred by Fillmore County for abatement and removal of the public health threat and/or public health nuisance was eight thousand twenty-two dollars and fifty-four cents (\$8,022.54).

NOW THEREFORE, BE IT RESOLVED that the sum of eight thousand twenty-two dollars and fifty-four cents (\$8,022.54) incurred by Fillmore County for abatement and removal of the public health threat and/or public health nuisance located at 214 St. Paul Street, Preston, MN 55965 (PIN 17.0303.000) and legally described on the attached Exhibit A shall be submitted to the Fillmore County Auditor to be assessed and charged against the real property over a period of five (5) years.

VOTING AYE

Commissioners

Lentz ☐

Bakke ☐

Prestby ☐

Dahl ☐

VOTING NAY

Commissioners

Lentz ☐

Bakke ☐

Prestby ☐

Dahl ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the

foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the ____ day of _____, 2019.

Witness my hand and official seal at Preston, Minnesota the ____ day of _____, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

EXHIBIT A

Lot 6 and the West half of Lot 7, Block 9, Barbara
Kaercher's 2nd Addition to the City of Preston,
Fillmore County, Minnesota.

Bob The Bug Man, LLC
6698 Buckridge Court NE
Rochester, MN 55906

Phone: 507-252-9512
Email: office@bobthebugman-mn.com
Web:
<http://www.bobthebugman-mn.com>



Statement of Account

Statement Period
11/21/2018 to 3/11/2019

Account:

Catholic Charities of MN
Attn: Pam Boyd
214 St Paul St NW
Preston, MN 55965

			Opening Balance	\$0.00
Location	Date	Description	Amount	
Work Location: 214 St Paul St NW Preston, MN 55965				
	12/05/2018	Invoice: 107433 Charges at land fill		
		- ADS. Service performed - landfill charges - 12/6/2018.		\$221.15
		- ADS. Service performed - landfill charges - 12/5/2018.		\$83.63
		- ADS. Service performed - landfill charges - 12/6/2018.		\$80.03
		- ADS. Service performed - landfill charges - 12/14/2018.		\$68.02
		- ADS. Service performed - landfill charges - 12/14/2018.		\$48.02
		- ADS. Service performed - landfill charges - 12/14/2018.		\$15.12
		- ADS. Service performed - landfill charges - 12/14/2018.		\$51.57
	12/05/2018	Invoice: 106777 Clean out property hourly		
		- ADS. Service performed - clean out.		\$4,843.80
		- ADS. Service performed cleann out adjust to total of 30 hours as per bid for job.		(\$2,818.80)
Total:				\$2,592.54

Account	Current	30 Days	60 Days	Over 90 Days	Unapplied
History	\$0.00	\$0.00	\$2,592.54	\$0.00	\$0.00

Total Balance Due: \$2,592.54

Please detach this portion and return with remittance

Payment Coupon

Submit To:

Bob The Bug Man, LLC
6698 Buckridge Court NE
Rochester, MN 55906

Account:

Catholic Charities of MN
Attn: Pam Boyd
214 St Paul St NW
Preston, MN 55965

Total Balance Due: \$2,592.54

Terms: Net 30

Amount Enclosed: _____

Thank You For Your Business

Bob The Bug Man, LLC
6698 Buckridge Court NE
Rochester, MN 55906

Phone: 507-252-9512
Email: office@bobthebugman-mn.com
Web:
<http://www.bobthebugman-mn.com>



Statement of Account

Statement Period
9/17/2018 to 11/20/2018

Account:

Catholic Charities of MN
Attn: Pam Boyd
214 St Paul St NW
Preston, MN 55965

Opening Balance			\$0.00
Location	Date	Description	Amount
Work Location:			
214 St Paul St NW			
Preston, MN 55965			
	08/20/2018	Invoice: 103505 inspection for bed bugs - CINS. Commercial property inspection for treatment of bed bugs.	\$125.00
	10/10/2018	Invoice: 105547 Final Inspection - CINS. Commercial property inspection for treatment of bed bugs.	\$0.00
	11/05/2018	Invoice: 106514 Meet Catholic Charities to review - CINS. Commercial property inspection for removal of items.	\$0.00
	09/05/2018	Invoice: 104851 Removal - MAT - Materials. Filmore county recycling center fee. - ADS. Removal of items and transport to recycling center on the 5th of September. - ADS. Removal of items to transport to recycling center on the rth of September.	\$155.00 \$1,200.00 \$600.00
	09/04/2018	Invoice: 104321 Bed Bugs #1 - CPBB. Custom Program Bedbugs.	\$1,925.00
	09/14/2018	Invoice: 104646 Bed Bugs #2 - CPBB. Custom Program Bedbugs.	\$1,347.50
	09/25/2018	Invoice: 105182 Bed Bugs #3 - CPBB. Custom Program Bedbugs.	\$577.50
Total:			\$5,930.00

Payments:	Date	Description	Payments
	09/17/2018	Check - Check #338084 - (Applied To Invoice # 95762) (Applied To Invoice # 95761)	\$500.00
	11/20/2018	Check - Check #58710 - (Applied To Invoice # 95755) (Applied To Invoice # 96285) (Applied To Invoice # 97100) (Applied To Invoice # 95762)	\$5,430.00

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/2019

Amount of time requested (minutes):

10 Minutes

Dept.: Coordinator

Prepared By: Kristina Kohn

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

Consent Agenda:

Documentation
(Yes/No):

1. Unpaid Administrative Leave for employee #1445 effective 3/26/19 for up to three (3) months as recommended by the Personnel Committee

No

Regular Agenda:

Documentation
(Yes/No):

1. Request to hire temporary summer position in the highway department effective May 10, 2019 at Grade 3/Step 1 as requested by the County Engineer and recommended by the Personnel Committee.
 - a.
 - b.
2. First reading of draft changes to Early Retirement Incentive Program (ERIP) policy.
3. Request to hire intermittent deputy at Grade 11/ Step1 effective April 1, 2019 as requested by the Sheriff and recommended by the Hiring Committee.
 - a.
 - b.
4. First Reading of proposed Breastfeeding policy

No

Yes

No

Yes

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

Policy Statement

The Fillmore County Early Retirement Incentive Program (ERIP) is designed to provide employees who wish to retire prior to being eligible for Medicare an option to do so by offering some extra financial incentive. This program is also intended to aid the County in reducing expenditures in order to respond in part to budget challenges. Participation in the ERIP is completely voluntary.

A. Eligibility Requirements

An employee is eligible to participate in the ERIP if the employee:

1. Is a current full-time employee. Temporary employees, interns, seasonal employees, elected officials and student workers are not eligible;
2. Is not 65 years of age or older as of the date of retirement;
3. Meets age and service requirements necessary to be eligible for PERA Retirement benefits;
4. Has accrued at least 8 years of service with Fillmore County; and
5. Voluntarily retires.

B. Incentive Payments

The County will offer, within the parameters allowable under MN Statute 465.720, to employees meeting all the above eligibility requirements one of the following options:

1. One month of paid single health insurance coverage for each completed year of service with Fillmore County. This amount shall not be less than 8 months of coverage and shall not exceed 24 months of coverage or until the employee turns 65 years of age, whichever comes first. The health insurance coverage provided shall be equivalent to the current lowest cost health plan(s) offered to active employees, less appropriate payroll deductions and subject to all applicable withholdings. If the employee wishes to retain coverage whose cost is greater than the lowest cost plan, the employee is responsible for paying the in premium. Employees who become Medicare eligible would receive paid single Medicare Supplement coverage for the remaining duration listed above.
2. \$350.00 per month for each completed year of service with Fillmore County. This amount shall not be less than 8 months of coverage and shall not exceed 24 months or until the employee turns 65 years of age, whichever comes first. These funds would be deposited monthly into the employee's post-employment Health Retirement Account to use for the payment of applicable medical expenses. Employees who become Medicare eligible would receive the value of single Medicare Supplement coverage for the remaining duration listed above.

C. Factors to Consider

The ERIP may be of value to you if you carefully evaluate your individual circumstances and then decide if it is right for you. Every employee's personal situation is unique. Only you can decide if the benefits and advantages of the ERIP offer outweigh any disadvantages of leaving County employment.

The County cannot advise you as to whether leaving County employment through the Early Retirement Incentive Program makes sense for you. Talk to your family, legal advisor, financial advisor, and/or other advisor(s). Only you can make this decision. It is the employee's responsibility to provide intent to participate in the program.

D. Authority

Fillmore County may alter or discontinue this program at any time through a vote of the County Board.

A. Policy Statement

Fillmore County recognizes the well-documented health advantages of breastfeeding for infants and mothers. Fillmore County provides a supportive environment to enable breastfeeding employees and visitors to express their milk during work hours. Breastfeeding employees will have access to milk expression breaks, places to express milk, breastfeeding equipment, education, and staff support. It is expected that all employees will assist in providing a positive atmosphere of support for breastfeeding employees. This policy shall be communicated to all current employees and to new employees during orientation training.

B. Milk Expression Breaks

Employees who wish to express milk during work periods shall keep supervisors informed of their needs so that appropriate accommodations can be made. Breastfeeding employees who choose to continue providing their milk for their infants after returning to work are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors per county policy.

C. Places to Express and Store Milk

A private room, other than a restroom, shall be available for employees and patrons to breastfeed or express milk. The room will be sanitary, located near a sink with running water for washing hands and rinsing out breast pump parts, have an electrical outlet, and have the ability to be locked. Lactation rooms will be available at the Fillmore County Office Building and Fillmore County Court House. If an employee prefers, they may also breastfeed or express milk in their own private offices, or in other comfortable locations agreed upon in consultation with the employee's supervisor. Expressed milk can be stored in designated refrigerators provided by the county or in an employee's or patron's personal cooler. Employees should label all milk expressed with their name and date so it is not inadvertently confused with another employee's milk. When more than one breastfeeding mother needs to use a designated lactation room, they may sign-up for specific times to use the room. Breastfeeding employees are responsible for respecting posted lactation room use guidelines.

D. Breastfeeding Equipment

Fillmore County provides electric breast pumps to assist breastfeeding employees and patrons with milk expression during work hours. Fillmore County provides a hospital-grade pump that can be used by more than one employee or patron throughout their breastfeeding period. Pump attachment kits will be available for employees as part of the employee wellness program. Breastfeeding employees, patrons, and maintenance are responsible for complying with posted lactation equipment use guidelines.

E. Staff Support and Education

Prenatal and postpartum breastfeeding resources are available for all mothers, fathers, and their partners. Information about the breastfeeding policy and lactation support will be made available to employees at the time they request family leave. Staff may also be referred to Fillmore County Public Health for additional breastfeeding education and resources. Human Resources is responsible for alerting pregnant and breastfeeding employees about Fillmore

County's worksite lactation policy and supports to help facilitate each employee's infant feeding goals.

Minnesota State Statute 145.905 Location for Breastfeeding

Minnesota State Statute 181.939 Nursing Mothers

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/2019 Amount of time requested (minutes): 20

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

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

<u>Consent Agenda:</u>	Documentation <u>(Yes/No):</u>
<u>Regular Agenda:</u>	Documentation <u>(Yes/No):</u>
1. Approval of outstate travel and overnight for Jessica Holst	No
•	
2. Evidence Based Home Visiting Grant Program Approved	Yes
• May 1, 2019- December 31, 2022	
3. Approval of SHIP Expenditures	
• Partnership with Mower and Freeborn county on SMEC	Yes
• Breastfeeding Room Supplies and Accessories	No
• Super Shelf Training with Overnight in the Minneapolis April 2-3	No
• Mabel School: Physical Activity and Health Eating Equipment	No
4. Choose Hope T-Shirts	No

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Protecting, Maintaining and Improving the Health of All Minnesotans

March 8, 2019

Deb Purfeerst, Rice County CHS Administrator
Rice County Community Health Services
320 NW 3rd Street
Faribault, MN 55021

Greetings,

We are pleased to inform you that your organization's application for the Evidence Based Home Visiting Grant Program has been approved for funding. Your agency's final award is for the period of May 1, 2019 through December 31, 2022.

The total award amount is \$704,018. The amounts by budget period are as follows:

<u>Budget Period</u>	<u>Amount</u>
May 1, 2019 to June 30, 2020	\$233,266
July 1, 2020 to June 30, 2021	\$185,116
July 1, 2021 to June 30, 2022	\$187,312
July 1, 2022 to December 31, 2022	\$98,324

In the coming weeks, we will send your agency a grant agreement to review and sign. The grant agreement will outline your obligations, as detailed in your application, and permit reimbursement of expenditures. Grant activities may not begin until the grant agreement is fully executed by all parties. Any expenses incurred before your agreement is fully executed will not be reimbursed. If you have questions, please contact Health.FHVgrants@state.mn.us.

We look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads 'Joan Brandt'.

Joan Brandt
Division Director, Child and Family Health
Minnesota Department of Health
P.O. Box 64882
St. Paul, MN 55164



SHIP TRI-County - Mini-Grant Application

November 1, 2018 - October 31, 2019

The Statewide Health Improvement Partnership (SHIP) works to help Minnesotans live longer, healthier lives by decreasing obesity and tobacco use and exposure. **SHIP strategies include changing established systems to make healthy choices easier, incorporating health into organizational policies and changing the environments in which we live, learn, work, and play to allow easier access to healthy food, physical activity and clean air.**

Mini-grants are available for community organizations to implement projects that align with the SHIP goals. Expenditures/projects ultimately require approval from the Minnesota Department of Health which oversees the Statewide Health Improvement Program. This funding is based on the premise of changing policy, systems, and environments towards healthier eating, more physical activity, and reducing tobacco use/exposure. Programmatic changes will not be considered.

In order to be eligible for funding, please complete the following application in its entirety. Once completed, please submit mini-grant application electronically, mail, or fax to:

Chris Weis
Phone: 507-440-9240
Fax: 507-437-9721
201 1st Street NE, Suite #18
Austin, MN 55912
chrisw@co.mower.mn.us

SHIP staff is available to assist in the completion of this form if needed. Please contact the above person with any questions or to request application assistance.



SHIP Mini-Grant Application

November 1, 2018 - October 31, 2019

APPLICANT INFORMATION			
Organization: Southern Minnesota Education Consortium			
Contact Person: Dan Armagost			
Address: 203 2nd St. NW			
City: Adams	County:	ZIP Code: 55909	
E-mail: darmagost@smec.k12.mn.us	Phone: 507-582-3568	Fax: 507-582-7813	
Fiscal Host (if different from organization):			
<p>I submit this mini-grant application to partner with the Statewide Health Improvement Program on behalf of the organization listed above. I will follow all SHIP guidelines for allowable uses of SHIP dollars if awarded and will do so by seeking prior approval before accruing expenses.</p> <p>Upon receiving an award, the recipient will be expected to:</p> <ol style="list-style-type: none"> 1) Use funds appropriately to implement plan by October 31, 2019. 2) Submit invoices on or before October 1, 2019. 3) Participate in pre and post evaluation of the project. 4) Submit evaluation materials to SHIP staff in a timely manner. 5) Submit a success story on the results of the program implementation as requested. 6) Submit any communication items to SHIP staff for approval prior to purchasing. 7) Mini-grant funds will be allotted on a reimbursement basis only and proof of invoice must accompany. 			
Signature: Dan Armagost			
Date: 2/8/19			

Project Description

1. Please describe your project.

Southern Minnesota Education Consortium will be constructing a new building to host new programming that will provide special education services to children with education challenges. One important aspect of our mission is to provide fitness, movement and sensory modifications and activities to our students. There is ample evidence that physical activity and sensory processing is very important to allow students to self-regulate and learn easier and more efficiently.

2. What are the project goals and objectives?

The goal of this project is to develop and achieve our student's maximum potential within our local districts and communities. We want to bring this goal to the students in our new building as well as the rest of our programs.

Our objective is to:

1. maximize our student learning potential through making sure the students have movement, fitness and sensory activities that will allow them to meet this objective.
2. To support the unique, individual learning and sensory needs of our students by providing them a variety of equipment, sitting options, movement and sensory choices to meet this objective. Fitness and movement aspect needed to meet this objective.

3. Describe your target population: ie: low-income, culturally diverse, 60+, etc. & How many people will be impacted or reached by your project?

Our target population is students in school districts in Mower, Freeborn and Fillmore county that have a variety of emotional challenges, behavior challenges, sensory challenges, learning challenges, income levels, and ethnic groups.

Upon the opening of our doors we will be serving over 60 students, the majority of them qualify for the free/reduced lunch program indicating low-income families is who we mostly serve. Our vision is to continue growing and the need for expansion is foreseeable in the next couple years.

4. How do you plan to create or change ONE of the following to promote and support wellness and create an overall culture of health? Please describe your answers.

a. Policy- formal or informal (i.e. ordinance, regulation, guidelines, or rules)

b. System- Impacting elements of your organization (i.e. how will changes impact the entire school system or healthcare system)

c. Environment- Physical or material change (i.e. trail signs, walking path, breastfeeding room, etc.)

The vision is to provide a variety of fitness, sensory and movement equipment in our classrooms to create a learning environment that supports physical, mental, emotional and sensory wellness to our students.

The students that benefit from our program are not students who can sit at length while learning and focusing like you see in a typical school setting.

5. We require a 10% - 25% match of funding. Examples: building materials, salaries, advertising, training, installation costs, etc. Outside of SHIP, how is this project being funded (please include dollar amounts)?

The project is being funded by Federal special education dollars. The building materials, advertising, salaries and training are covered by the district. The grant items requested under SHIP are for program materials, and furniture related to physical health and sensory needs, and can match up to 10 percent from labor to install.

6. Is there anything else you want us to know about your project?

Project Timeline

Please describe your project timeline and when you hope to have certain milestones accomplished.

Our project will positively impact students from several school districts throughout Mower, Freeborn and Fillmore county. These students have significant challenges that require specialized programming. Our goal is to provide them the individualized program needed with the goal of allowing them to return to their home districts when they are ready. Fitness, movement and sensory activities are a very important part of their learning and this process. This grant will assist the programs in providing aspects of assisting student to meet their maximal potential.

Budget Justification Cost Detail

For costs associated with project needs, we ask that you look at cost options and choose the most fiscally responsible choice.

Item/Request	Quantity	Cost	Total Cost
Refridgerator-see attachment	1		\$3678 with shipping
Amazon purchase for sensory and positioning. See attachment			\$6,608.33
Walmart purchase for sensory, fitness and positioning			\$2,034.55
Spunchair –for sensory	1		\$895.00

TOTAL COST: \$ 13,215.88

Please check with SHIP staff if you have questions about whether an item is allowable.

Examples of allowable expenses: Paint for bike lane or crosswalk, evidence based curriculum, promotional materials announcing new policies or environmental changes, signage, start-up costs for gardening supplies/equipment.

Examples of unallowable expenses: one-time events, water coolers, stationary exercise equipment, programmatic activities, infrastructure changes of permanent facilities.

For SHIP staff use only:

Please circle the SHIP strategy in which this project fits:

Healthcare

Worksites

Schools

Community

Contract for mini-grant approval

SHIP of all three counties agrees to fund SMEC approved in the amount of \$9,368.77 based on the information submitted in the above mini-grant application.

Each County will pay the following amounts:

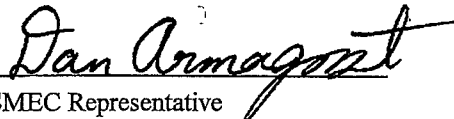
Fillmore County: \$3,122.92

Freeborn County: \$3,122.92

Mower County: \$3,122.93

From this grant of funds SMEC agrees to:

1. Use funds appropriately to implement plan by October 31, 2019.
2. Participate in pre and post evaluation of the project.
3. Submit evaluation materials to SHIP staff in a timely manner.
4. Submit a success story on the results of the program implementation as requested.
5. Submit any communication items to SHIP staff for approval prior to purchasing.
6. Mini-grant funds will be allotted on a reimbursement basis only, invoice and proof of purchase must accompany.
7. Indemnify and hold harmless Mower, Freeborn and Fillmore Counties and its agents and employees for any causes of action raised by purchases made through this agreement. Distribution of funds through this agreement does not constitute a partnership or mutual working agreement between the Organization and Mower, Freeborn and Fillmore Counties.


SMEC Representative

Mower County Representative

Freeborn County Representative

Fillmore County Representative

Date Signed

Item	Price	Quantity	Total Requested Amount
Pull-Buoy Connect-A-Scooters, set of 6	\$ 140.02	2 \$	240.04
Neoprene Coated Dumbbell set of 10	\$ 121.64	2 \$	243.28
Exercise Mat/carrying bag	\$ 17.95	4 \$	71.80
Laptop table adjustable height standing computer desk portable stand up work station cart tray side table for sofa and bed	\$ 42.99	7 \$	300.93
Mobile stand up desk on wheels	\$ 64.99	5 \$	324.95
Adjustable height standing desk with swinging footrest	\$ 89.99	7 \$	629.93
Fitness Training Yoga Pilates Massage Ball Gym Tool	\$ 31.22	1 \$	31.22
Stability Wobble cushion, flex seating	\$ 19.99	5 \$	99.95
Resistance Bands	\$ 12.95	1 \$	12.95
Exercise/Yoga/Stability Basll	\$ 34.49	1 \$	34.49
Inflatable Donut ball 25.6"	\$ 15.25	1 \$	15.25
Inflatable Donut ball 33.5"	\$ 22.00	1 \$	22.00
Plastic Mobile Ball Chair, Child Size	\$ 83.95	1 \$	83.95
Balance Ball Chair	\$ 59.69	3 \$	179.07
Soft weighted balls 2 lbs	\$ 26.95	2 \$	53.90
Soft weighted balls 6lbs	\$ 29.95	2 \$	59.90
Wobble Stools	\$ 54.99	1 \$	54.99
Wobble Chair adjustable	\$ 64.99	12 \$	779.88
Theraband resistance bands 25 yard, red, medium beginner	\$ 53.99	1 \$	53.99
Fitness Punching Bag	\$ 32.94	1 \$	32.94
Theraband resistance bands 25 yard, green, heavy	\$ 62.98	1 \$	62.98
Exercise Mats 4 X 8 blue	\$ 99.95	10 \$	999.50
Ankle Wrist weights 3 pound	\$ 39.97	3 \$	119.91
Ankle Wrist weights 2 pound	\$ 33.13	3 \$	99.39
Jump ropes	\$ 14.14	3 \$	42.42

mini exercise bike pedal exerciser for leg and arms	\$	26.99		5	\$	134.95
mini exercise bike under disk bike portable foot cycle	\$	39.99		3	\$	119.97
Medicine Ball 4 pounds	\$	21.98		2	\$	43.96
Medicine Ball 6 pounds	\$	28.02		2	\$	56.04
Medicine Ball 8 pounds	\$	30.27		2	\$	60.54
3-pack disc golf set	\$	11.28		1	\$	11.28
disc golf basket	\$	69.99		1	\$	69.99
footballs	\$	12.00		5	\$	60.00
12" deluxe poly sposto, 6 pack	\$	41.22		4	\$	164.88
volleyball and badminton set	\$	75.99			\$	75.99
raquetballs	\$	11.99			\$	11.99
plastic cones	\$	12.76		1	\$	12.76
cornhole game	\$	37.07		1	\$	37.07
soccer set portable	\$	189.95		1	\$	189.95
soccer balls	\$	5.20		4	\$	20.80
basketballs	\$	14.99		5	\$	74.95
portable basketball hoop	\$	209.99		1	\$	209.99
Refrigerator	\$	3,678.00		1	\$	3,678.00
					\$	9,682.72
						(\$313.95)
					\$	9,368.77

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/19

Amount of time requested (minutes): 10 Minutes

Department: EDA

Requested By: Marty Walsh

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

Submitting the 2018 Annual Report for the EDA

Requesting Acceptance of Report, attached.

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

Reviewed By:

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

Fillmore County Economic Development Authority

2018 Annual Report

The Fillmore County Economic Development Authority is an organization authorized by the Commissioners of Fillmore County, Minnesota to encourage the growth and development of the County in accordance with the objectives and interests of the County Commissioners and the best interests of health, safety, prosperity and general welfare of the Citizens of Fillmore County. The following is an annual report for the Director on the activities of the organization for the calendar year 2018, as required by the currently adopted by-laws.

Director's Note

To the Members of the Fillmore County EDA Board and Fillmore County Commissioners:

I want to begin this report by stating my gratitude for allowing me, and the organization I work for, Community and Economic Development Associates, Inc., to serve the needs and objectives of this group. I am passionate about the growth and development of this county, and have found willing partners, prudent leaders, and thoughtful engaged community members at every step of our journey here. As you see will see below, the Board of Directors of the EDA have supported a wide range of activities and initiatives to further the mission of the EDA and the County, and while some have taken longer than anticipated, others have blossomed into much larger and more impactful programs than we could ever have hoped for.

You will see below that my work has brought me to every corner of the county, aiding residents in communities large and small, coordinating multi-partner efforts, and representing the county as part of our growing region. In the last year, or more accurately since my tenure began in October of 2017, we have refined the operations of the County EDA as the facilitator of a Network of Networks in the county and beyond, leveraging our many assets and tools to face our challenges and build on our successes.

You will also see that much of my work goes beyond some concepts of Economic Development into Community Development. We are fortunate in Fillmore County to have a very low unemployment rate and great business partners. As such, I have sought ways to grow the quality of life in the county and set us up for long term sustained growth through a variety of programs.

Thank you again for the opportunity to work with you, and I look forward to another year of growth.

Marty Walsh, Director

Long-Term Projects:

One of our longest term projects at the EDA has been the development of High Speed Internet availability to the entire county. In addition to utilizing the Broadband Revolving Loan Fund authorized by the County, the EDA has maintained regular communications with local Internet Service Providers to keep them apprised of concerns and opportunities, and demonstrate a willingness to work together on challenges. We maintain relationships with 4 providers in the county through regular communication. The University of Minnesota Center for Urban and Regional Affairs says of the Economic Benefits of Rural Broadband:

“In reality, there are more benefits than many businesses expect. Research indicates that small communities and surrounding rural areas with high quality broadband access reap both short and long term economic benefits. Short term benefits are characterized by modest increases in business and job growth. Business growth is realized through practical applications such as e-commerce and cost reductions. For this reason, many businesses have already reached out to rural areas thus giving rise to the recent trend called 'rural sourcing'. Some long term benefits include growth in population, per capita income, and even GDP.”

An additional long term project we have worked on has been a comprehensive recreation map authored by St. Mary's University Geospatial Services. The mapping project has been slower going than hoped, due to the fact it involves collecting data from far more organizations than expected. However, it has already been in use by communities and volunteers in the county, and should launch soon.

Like the Recreation Map, we have been working to complete a Housing Study. After significant public input, at the end of the year we finalized a budget, picked a provider with full support of the community, and signed a contract. Work is progressing on the project and will be a major focus of 2019.

Perhaps our greatest long term success has been the Bluff Country Collaborative, an ongoing program involving multiple county schools as well as schools in Houston and Winona Counties and various Economic Development and Workforce organizations in the region to help develop a workforce ready graduating class that understands the opportunity that awaits them in southeastern Minnesota. The program has led to deep connections between schools and employers, and is emerging as a model standard for rural schools collaborating in career education development.

Partnerships and Organizational Outreach

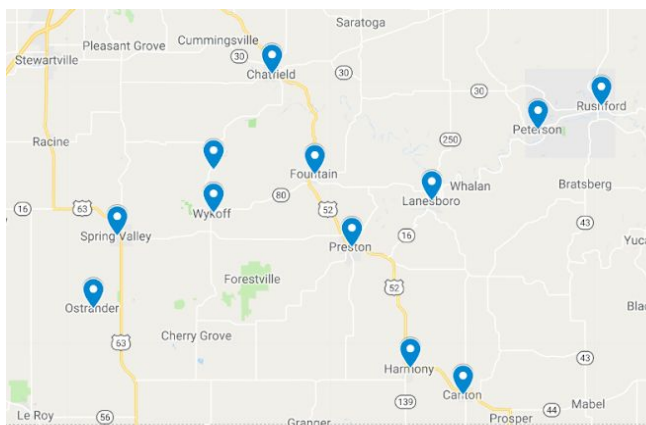
Because most communities in Fillmore County operate an independent EDA within their cities, the role of the County EDA is often to act as a broader representative for the county in

regional development initiatives, as well as to serve the smaller communities and rural areas of the county. Below is a list of outreach to organizations and communities completed in 2018:

- Visited City Council/EDAs, as well as Township Officers Meeting
- Participated in Rep. Walz Roundtables
- Participated in Veterans Home Meetings as requested
- Participated in Southeastern Minnesota Together meetings
- Met with Trail Towns Organizations
- Aided in the Rural Entrepreneurship Ventures program for Lanesboro and Spring Valley
- Worked directly with the City of Peterson to provide Economic Development Consulting
- Worked closely with Planning and Zoning Department in the development of Solar Ordinance
- Represented the area with the Greater Minnesota Parks and Trails Commission
- Attended meetings of Southeastern Minnesota League of Municipalities
- Met with City Lines Bus Company to discuss ways the organization can better serve the county
- Attended Professional Trainings
- Maintained a relationship with University of Minnesota Extension
- Developed relationship with Explore Minnesota
- Developed Relationship with Three Rivers Community Action

Small Business Aid

Providing assistance to businesses is often seen as one of the core tenets of an Economic Development Authority. In Fillmore County, we have worked to provide Small Business Development Services, as well as leveraging other tools, such as our Broadband Revolving Loan Fund and participating in the REV program. Below is a map of where small business aid was rendered. For confidentiality of some businesses still in development, I have listed the community the business was nearest, and not to business location itself.



Total Business Assists: 48

Special Projects

In addition to our long term projects, there were a number of one time projects that did not involved direct business aid. Some of these were internal, such as finalizing the By-laws restructuring and Enabling Resolution for the EDA, or our first ever County-wide Professional Networking Event, and others were in partnership with other entities, such as helping the City of Ostrander work with their engineering firm to improve signage directing people to businesses during a major street reconstruction or submitting an application to nominate a census tract in the county for including as an Opportunity Zone, which was successful in April.

One project in particular I would like to highlight is working with the Fillmore County Planning and Zoning Department to provide insight on the development of Solar Energy in the county. I did significant research on the impacts on the County's economy and quality of life as well as fiscal position in coordination with Administrator Adkins. This project has led to a significantly improved relationship between the EDA and P+Z, including collaboration on a meeting of the two organizations and early planning for an updated Comprehensive Plan.

CEDA Projects

Lastly, I want to acknowledge that I do operate as part of a team through Community and Economic Development Associates, Inc. in my role with Fillmore County. CEDA has worked on a number of projects impacting Fillmore County, including coordinating a half million dollar legislative appropriation for the Southeastern Minnesota Economic Study and written grants that impact the county such as Acentek's Border to Border Fiber to the Home Grant. Additionally, CEDA has sent me on trainings, such as to the nationally renown Iowa Downtown Conference, which has broadened my skills for helping this county grow.

Accepted by the Fillmore County Economic Development Authority: _____

Karen Reisner, President

Accepted by the Fillmore County Board of Commissioners: _____

Duane Bakke, Board of Commissioners Chair

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/2019 Amount of time requested (minutes):

Dept.: Prepared By:

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

Consent Agenda:

Documentation
(Yes/No):

1.

Regular Agenda:

Documentation
(Yes/No):

1. Consider resolution requesting funds for educational program from Winneshiek County Solid Waste Agency (YES)

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

EDUCATIONAL GRANTS PROGRAM

Purpose of this program is to make funds available to participating jurisdictions (the counties of Winneshiek, Howard, Clayton, Fillmore and the City of Postville) of the Winneshiek County Area Solid Waste Agency for the express purpose of education on waste reduction.

Rules: Any educational project may be funded within a jurisdiction, however, the funds will be distributed to the responsible unit of government (e.g., Board of Supervisors), which also is responsible for completing and submitting the application. The Jurisdiction will receive its funds based on population, as reported in the most recent Comprehensive Plan for the Winneshiek County Area Solid Waste Agency (see cover letter for more information). Applications are due to the Winneshiek County Area Solid Waste Agency on or before May 1st of each year. The Rate and Review Committee of the WCASWA will review all applications and make recommendations to the WCASWA. Final approval will be made by the WCASWA. Funding will be disbursed in July of each year.

A short final report will be required on the form provided in this packet.

Each recipient will also be required to document how the grant moneys were spent. Failure to comply with reporting requirements will be grounds for withholding funds in subsequent years, and may be grounds for repayment of funds under Iowa Code Chapters 455B and 455E. Unlike the competitive grants program, all jurisdictions will receive funding under this program, provided they comply with applications and reporting requirements.

Please complete the following forms for **Educational Grants**.

Form B -- For Educational Grants

Date _____

Name of Jurisdiction _____

Address _____

Phone _____

Contact _____

Signature _____

Title _____

In order to receive funding, the participating jurisdiction must attach a copy of official minutes, showing adoption of the attached resolution. Please also attach a copy of the signed resolution.

RESOLUTION

REQUESTING FUNDS FOR EDUCATIONAL PROGRAM FROM
WINNESHIEK COUNTY SOLID WASTE AGENCY

WHEREAS, _____, is a participating
Jurisdiction in the Winneshiek County Area Solid Waste Agency Comprehensive Plan; and,

WHEREAS, The Winneshiek County Solid Agency (Agency) has established a program for
Disbursal of funds for educational purposes pursuant to Iowa Code s455B.310; and,

WHEREAS. A participating jurisdiction may use these funds for an education program designed to implement
waste volume reduction and recycling requirements of comprehensive plans filed under Iowa Code Section
455B.306

NOW THEREFORE BE IT RESOLVED:

1. This participating jurisdiction does request that the Agency make an educational grant to this participating
jurisdiction on a per capita basis in an amount to be determined by the Agency.
2. By acceptance of any of these funds, the undersigned entity does hereby acknowledge that is obligated to use
all funds for an educational purpose designed to implement waste volume reduction and recycling requirements of
comprehensive plans filed under Iowa Code Section 455B.306
3. The undersigned does further acknowledge and understand that in the event the proceeds from this grant are
not used for an education purpose, these sums will be repaid to the Winneshiek County Solid Waste Agency, as the
Agency may in fact have to remit these funds pursuant to Chapter 455B and Chapter 455E of the Iowa Code
4. This entity does further agree that as a condition of receiving these funds, it will submit a Final report, prior to
May 31st, setting forth in detail the application of the funds for educational programs. This report shall be filed in a
form substantially similar to that which was provided to the entity with this request form.

Dated this the 9th day of January 2019.

Chairperson, _____

David Pahlas

Attest:

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/12/2019

Amount of time requested (minutes): 10 minutes for discussion

Department: Highway and Airport

Requested By: Mr. Gregg

Presented By: Mr. Gregg

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

Highway Department

1. Consider passing a resolution in support of long term sustainable funding for Transportation to go to the Minnesota Legislature.
- 2.

Airport Department

Check e-mail for supporting documentation.

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



Association *of* Minnesota Counties

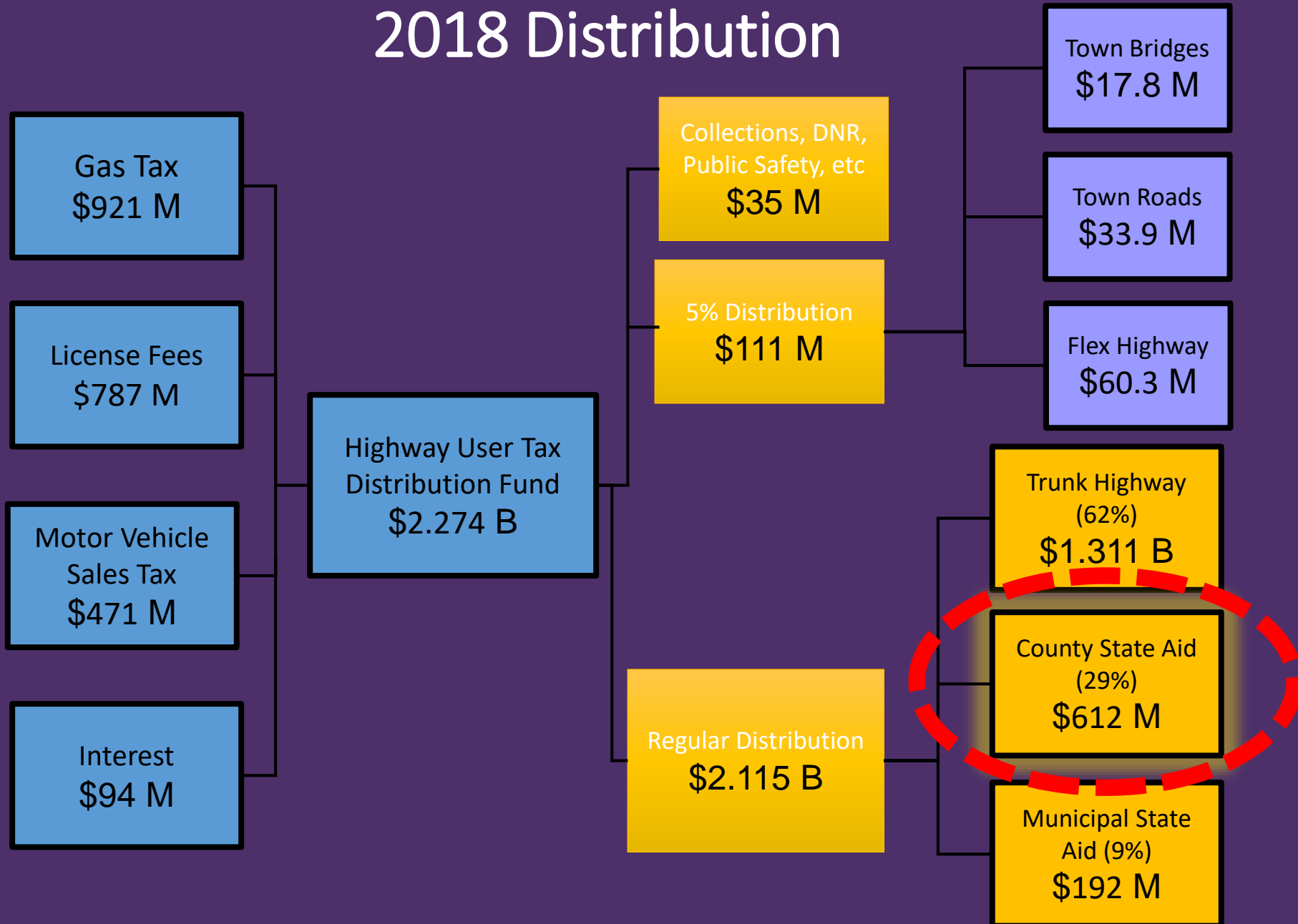
AMC Transportation Working Group
2019 Transportation Funding Resolution

Today's Presentation

- County Roads vs CSAH Roads
- The NEED?
 - TFAC Report
 - State Aid Needs
- Discussion

Background Information

2018 Distribution



CSAH vs. County Roads

- County Road system generally ~46% the size of CSAH system
 - 30,742.52 CSAH miles
 - 14,141.56 CR miles (based on assumption)
- CSAH system funded with HUTDF revenues
- County Road system funded with local revenues (levy, wheelage, LOST, federal, etc.)
 - **NO HUTDF**

CSAH vs. County Roads

- HUTDF/CSAH revenues not enough
- Local revenues funding CSAH routes
- County Road system continues to fall behind without:
 - Increased local options (levy, wheelage, etc.)
 - LRIP
 - Local bridge replacement program

Local Needs – TFAC Report



Transportation Finance Advisory Committee



Local Needs – TFAC Report



20-Year Funding Needs to Achieve Desired Outcome (\$billions)			
	Scenario 1	Scenario 2	Scenario 3
System/Mode (Includes funding for bikes and pedestrian needs associated with highway projects)	Anticipated transportation revenue for the next 20 years: Baseline	Increment added to baseline to maintain current performance for the next 20 years	Increment added to baseline to become economically competitive/world class system for the next 20 years

\$450 Million for CSAH

\$450 for County Roads

Total \$900 Million over 20 years

Local Needs – State Aid Needs



- Considers what is needed on CSAH system for 25 Years
 - **\$18.569 Billion**
- ASSUMPTION - CR system about 46% of CSAH system
 - **\$8.541 Billion**
- Total \$27.11 Billion over 25 years
- **\$1.084 Billion per year**

Needs of Other Systems

From TFAC (20 year needs)

- State
 - Additional \$5 billion to maintain
 - \$10 - \$12 billion to compete
- MSAS (only in cities over 5,000)
 - Additional \$1 billion to maintain
 - \$2 billion to compete

Needs of Other Systems

- Municipal (Non MSAS and cities under 5,000) – Non-HUTDF
 - Additional \$5 billion to maintain
 - \$8 billion to compete
- Township
 - Additional \$300 million to maintain
 - \$500 million to compete

Overall HUTDF Funding Gap

- 20 Year Gap: Range of \$21.5 to \$29 billion
- Annual Funding Gap: Range of

\$1.1 to 1.47 billion

RESOLUTION

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

Date March 26, 2019 Resolution No. 2019-

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state's roadways; and

WHEREAS the total annual need is \$1.084 billion over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS increased funding for Minnesota's Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE BE IT RESOLVED that the Fillmore County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota's statewide transportation system.

_____, Chairman of the Board

VOTING AYE

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐ ☐

VOTING NAY

Commissioners Bakke ☐ Prestby ☐ Dahl ☐ Lentz ☐ ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

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

Witness my hand and official seal at Preston, Minnesota the ____ day of _____, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

REQUEST FOR COUNTY BOARD ACTION

Agenda Date: 3/26/2019 Amount of time requested (minutes):

5 minutes

Dept.: Auditor/Treasurer's Office

Prepared By: Heidi Jones, Auditor/Treasurer

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

Consent Agenda:

Documentation
(Yes/No):

Regular Agenda:

Documentation
(Yes/No):

1. RFP for primary Financial Institution - revisit in 1 year
2. Resolution to Establish Absentee Ballot Board

No
Yes

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

FILLMORE COUNTY COMMISSIONERS' MINUTES

December 18, 2018

Jessica Erickson, Director of Nursing, was present.

On motion by Dahl and seconded by Prestby, the Board unanimously approved the Memorandum of Understanding between Federally Qualified Health Centers and Rural Health Clinics, Fillmore County Public Health and MN Department of Health.

On motion by Dahl and seconded by Bakke, the Board unanimously approved the Fillmore-Houston Community Health Board IBCLC Agreement with Olmsted County Public Health.

Bobbie Vickerman, Coordinator, presented the remaining agenda items to the Board.

The 2019 Appropriations were discussed. The amounts from 2018 will be used; discussion ensued regarding SEMCAC requests. Lentz noted that these organizations should be self-sustaining. A motion by Prestby and seconded by Dahl, to approve the entire proposed 2019 Appropriations. The Chair called for a vote: Commissioners voting "aye": Bakke, Peterson, Prestby and Dahl. Commissioners' voting "nay": Lentz. The motion prevailed.

Root River Trails	\$2,000.00
Southeastern MN Emergency Medical Services	\$5,000.00
Southern MN Tourism Assoc.	\$1,056.10
SE Minnesota Initiative Fund	\$1,500.00
SE MN Historic Bluff Country	\$1,056.10
SELCO	\$233,809.00
SEMCAC	\$6,000.00
Historical Society	\$46,800.00
Memorial Day	\$750.00
Ag Society	\$37,000.00
Soil & Water Conservation District	\$217,000.00

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

RESOLUTION 2018-058: 2019 Fillmore County budget with adjustments

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

RESOLUTION 2018-059: 2019 Fillmore County Levy

It was decided to move the Leadership training item, with documentation, to the next Board meeting.

On motion by Bakke and seconded by Peterson, the Board unanimously approved advertising to accept Request for Proposal for Official Bank.

On motion by Dahl and seconded by Bakke, the Board unanimously approved to pay warrants that are emergency in nature or regular and ordinary for 2018 before December 31, 2018.

A review of the calendar was done and the following committee reports and announcements were given: Dodge-Fillmore-Olmsted (DFO) – Peterson/Bakke – budget amount for Corrections; Soil and Water Conservation District (SWCD) – Bakke – Donna Rasmussen received Outstanding Employee award; Wellness/Activity – Bakke reviewed the minutes and items discussed; and State Community Health Services Advisory Committee (SCHSAC) – Lentz

Board Chair Lentz thanked everyone for 2018 and appreciates what everyone has done to make it a successful year.

RESOLUTION

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

Date March 26, 2019 Resolution No. 2019-XXX

Motion by Commissioner _____ Second by Commissioner _____

WHEREAS, Fillmore County is required by Minnesota Statutes 203B.121, Subd. 1 to establish an Absentee Ballot Board effective March 29, 2019; and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned absentee ballots in Fillmore County; and

WHEREAS, the Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and counting of absentee ballots;

THEREFORE, BE IT RESOLVED THAT, the Fillmore County Board of Commissioners hereby establishes an Absentee Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy auditors to perform the task.

VOTING AYE

Commissioners

Lentz ☐

Bakke ☐

Prestby ☐

Dahl ☐

VOTING NAY

Commissioners

Lentz ☐

Bakke ☐

Prestby ☐

Dahl ☐

STATE OF MINNESOTA
COUNTY OF FILLMORE

I, Bobbie Vickerman, Clerk of the Fillmore County Board of Commissioners, State of Minnesota, do hereby certify that the foregoing resolution is a true and correct copy of a resolution duly passed at a meeting of the Fillmore County Board of Commissioners held on the 26th day of March, 2019.

Witness my hand and official seal at Preston, Minnesota the 26th day of March, 2019.

SEAL

Bobbie Vickerman, Coordinator/Clerk
Fillmore County Board of Commissioners

Vickerman, Bobbie

From: Vickerman, Bobbie
Sent: Wednesday, March 13, 2019 1:36 PM
To: Hoff, Brian; Jones, Heidi; Kiehne, David; Adkins, Cristal; Corson, Brett; Schultz, Terry; Bakke, Duane; Prestby, Marc
Subject: Office layout, job duties

Commissioner Bakke has asked me to forward the below email to all of you.

Thanks
Bobbie

*Bobbie Vickerman
Fillmore County Coordinator
Fillmore County
PO Box 466
Preston, MN 55965
507.765.4566*

Letting you know that I am going to be out of the state for the next 7 days and possibly the next 11 total. I will be checking emails daily and am available by cellphone, but may not answer or return as quickly as I usually do. With this email, I am laying out some departing thoughts and hope that staff can come together to think about, discuss and move forward toward our desired end over the next 2 weeks on their own. I am thinking parts of the total operation will change again, so please follow along.

Yesterday was another interesting meeting on our way to figure out the goal of the county board to break down the silos and work together to serve taxpayers better. We did it in Public Health, Social Services, Veterans, and Extension, and can be done in Land Records, Auditor/Treasurer, Records, Zoning, GIS and Coordinators office. The goal has always been to use staff more efficiently and work across department lines to accomplish tasks. It does not mean that the Recorder or Auditor/Treasurer are not still responsible for tasks that should be managed by them. They can ask one of the other department heads for use of their staff on a temporary or even a permanent basis on some items. There is no reason to disagree upon who can do what. That can be worked out between Brian, Heidi, Dave, Cristal, and Bobbie.

The best example of where we want to be has been the use of Sara who is in land records to do some Auditor/Treasurer duties, even though she has not been paid by the A/T department for almost 3 months, she has been utilized by A/T. And the fact is, she can continue to do some of the duties that she has done for the Auditor/Treasurers office under Land Records department, for Heidi, who is responsible for part of those tasks as long as the two department heads can work together to make that happen.

We do have to provide appropriate staff to carry out duties, but there is nothing in statute that will say what that person's job title is or even what the name of the department is or where they sit. Heidi, Dave and Brian are still responsible.

Another example was when twp. voting packets needed to be prepared. Bobbie, Lori, Kristi, and Sarah fulfilled that task and I think Heidi from the Auditor/Treasurer office was able to oversee the process and work with a few staff that have worked through the election process recently; and that is a good example of how departments can work together. Again it is about asking for and accepting help across department lines, and

there was nothing illegal or inappropriate about that. Running elections needs to have a lead, but the work can be done by any employee that finds it interesting, wants to be trained and help carry out that task.

Which brings me back to upstairs layout discussion, which has been fluid, difficult to fulfill and never quite right. Actually our first thought was putting Auditor/Treasurer into the area we discussed yesterday. But when I did my passports earlier in the year, I realized Auditor/Treasurer needed more counter space than the current assessors office had. I then decided we should keep auditor-treasurer in the west end, move land records to the same area and move zoning to the assessors office. We tried that but Heidi was concerned with security and at the same time it appeared there were personnel conflicts looming.

It then was my idea to move Auditor/Treasurer back to Assessor area, build more counter space and isolate staff to address that concern, but I knew we would lose some efficiencies.

A couple things came forward in our discussion lately and especially yesterday which leads me to recommend another change. As far as security is concerned where the auditor-treasurer department is currently, has worked well for us for about 15 years, with both doors locked and staff needs to be available to let someone behind the counter. No remodeling needed.

The second is that we need to provide staff and space for each office to carry out their tasks. Statements were made yesterday at the meeting by Commissioners, and other staff as it related to security, space and staffing needs.

So by leaving the Auditor/Treasurer in the west end and in the same space as land records department, we accomplish space, staff, and security. We are providing as many as 7 account techs to carry out what is needed in the Auditor/Treasurer and Land Records. And the department heads can work together to sort out who does what. Security is the same as it has been.

And if someone needs to bring someone from the public to their space in either Land Records or the Auditor/Treasurer area, they will be escorted to wherever that might be, plenty of staff around, and should not be a security concern like Heidi had with Recorder department open office. And much better than trying to figure out with all the issues and costs discussed yesterday.

If personality conflicts arise we will deal with that as needed. If an employee thinks they need to quit, so be it. The institution goes on with new employees or changed responsibilities.

My dream is when I get back, Land Records and Auditor/Treasurer will have space figured out with Bobbie's help in the current A/T office area. The update that was discussed at yesterday's meeting was that the offices were ready for the Land Records Department to start moving, so that will start happening and then my hope is that the 2 department heads (LRD and A/T) can work together during that shared time to figure out tasks. No further board action needed for those steps at this time. If the Department Heads cannot work together in the meantime to see how this would work, then we will have another discussion at the next board meeting in two weeks.

Some files can stay back in the old Assessors area for a while if need be and then decide later what goes where in new space. Zoning can stay where they are until that is sorted out and their space is available. Then we can help get them set up later.

I ask you to make this work and thank you in advance for getting it done and behind us.

Thanks
Duane



FILLMORE COUNTY
OFFICE SUPPLY PROPOSAL

Thank you for the opportunity to work with Fillmore County for the past 2 years and the opportunity to do another proposal.

1Source Office and Facility Supply does offer to the County next day delivery on over 120,000 different items. We are set up to deliver to both buildings at this time. When delivering if there is a product for return our drivers will pick that up at time of next delivery or the sales person will pick up.

We are set up to handle the online ordering by either individual depts or by 1 individual order. Each department does have a user id and password to go online at shop.call1source.com

Invoices are attached to the product being delivered unless other wise specified by the person ordering.

Business Reviews are done on a yearly basis unless requested by the end user to do them more frequently. In the business review we go over the spend for the year and point out any cost saving measures that we think would help.

Regards,
Rhonda Steenblock
Account Executive
1Source Office and Facility Supply

ITEM NUMBER	DESCRIPTION	1SOURCE PRICE	UM	SUGGESTED SUB	1SOURCE PRICE
MCJ001	COPY PAPER, LETTER, 20LB	\$ 36.08	CASE/10 RM		
BSN17525	FILE FOLDES, LETTER, 1/3 TAB	\$ 7.14	BX/100		
SMD75560	FILE POCKETS, 2" EXP	\$ 35.79	BX/50	BSN65799	\$ 24.99
BSN36663	9X12 CLASP ENVELOPE	\$ 10.95	BX/100		
BSN63110	JR LEGAL PADS	\$ 7.27	PK/12		
BSN63108	LETTER, LEGAL PADS	\$ 10.59	PK/12		
BSN36610	1.5X2, STICKY NOTES, YELLOW	\$ 1.79	PK/12		
BSN36612	3X3, STICKY NOTES, YELLOW	\$ 3.39	PK/12		
SAN30001	SHARPIE, FINE, BK	\$ 10.06	BX/12		
ITA36175	PENS, BLACK INK	\$ 5.15	BX/12		
VER49063BD	USB DRIVES	\$ 43.75	5/PK, 16 GB EACH		
VER95102	DVD-R DISCS	\$ 29.60	PK/100		
BRTTN330	TONER CARTRIDGE	\$ 44.53	EA		
AVT97034	BLANK PVC CARDS	\$ 16.88	PK/100		
GJO14141CT	ALL PURPOSE WIPES	\$ 61.79	CTN/12, 80 PER TUB	GJO014141EA	\$ 5.31
GJO2506008	JUMBO BATH TISSUE ROLL	\$ 25.99	CT/8		
	FOAMING CLEANER				
KCC02001	HAND TOWELS	\$ 50.39	CT/6		
NEW DISPENSERS	FREE/NO CHARGE	\$			

Rhonda Steenblock
Account Executive



Fillmore County Courthouse Bid Schilling Supply Company		
Supplies		
Description	SSC Item	Price
Copy paper white 8.5x11 20lb 92 bright 5000-cs	XXCOPY11W	\$ 32.18
Two-Pocket Folder, Textured Paper, Assorted, 25/Box	SMD87850	\$ 15.58
File Folders, 1/3 Cut Assorted, Two-Ply Top Tab, Letter, Manila, 100/Box	UNV16113	\$ 16.36
Business Envelope, #10, 4 1/8 x 9 1/2, White, 500/Box	UNV35210	\$ 12.42
Kraft Clasp Envelope, 28lb, #55, 6 x 9, Brown Kraft, 100/Box	UNV35260	\$ 10.14
Catalog Envelope, #55, 6 x 9, Brown Kraft, 500/Box	UNV40105	\$ 50.86
Kraft Clasp Envelope, Center Seam, 28lb, 9 x 12, Brown Kraft, 100/Box	UNV35264	\$ 10.02
Peel Seal Strip Catalog Envelope, 9 x 12, Kraft, 100/Box	UNV40102	\$ 16.26
Perforated Ruled Writing Pad, Legal/Margin Rule, Letter, Canary, 50 Sheet, Dozen	UNV10630	\$ 10.55
Perforated Ruled Writing Pad, Narrow Rule, 5 x 8, Canary, 50 Sheet, Dozen	UNV46200	\$ 6.52
Perforated Ruled Writing Pad, Legal Ruled, Letter, White, 50 Sheet, Dozen	UNV20630	\$ 10.50
Perforated Ruled Writing Pad, Narrow Rule, 5 x 8, White, 50 Sheet, Dozen	UNV46300	\$ 6.52
Self-Stick Note Pads, 3 x 3, Yellow, 100-Sheet, 12/Pack	UNV35668	\$ 2.77
Self-Stick Note Pads, 1 1/2 x 2, Yellow, 12 100-Sheet/Pack	UNV35662	\$ 1.51
Self-Stick Note Pads, 3 x 5, Yellow, 100-Sheet, 12/Pack	UNV35672	\$ 5.53
Self-Stick Note Pads, Lined, 4 x 6, Yellow, 100-Sheet, 12/Pack	UNV35673	\$ 7.92
Dry Erase Marker, Broad Chisel Tip, Assorted Colors, 4/Set	UNV43650	\$ 2.05
Pen Style Dry Erase Marker, Fine Bullet Tip, Assorted Colors, 4/Set	UNV43670	\$ 1.49
Desk Highlighter, Chisel Tip, Fluorescent Yellow, Dozen	UNV08861	\$ 4.56
Pocket Clip Highlighter, Chisel Tip, Fluorescent Yellow Ink, Dozen	UNV08851	\$ 3.55
Comfort Grip Retractable Ballpoint Pen, 1mm, Black Ink, Clear Barrel, Dozen	UNV15530	\$ 2.29
Comfort Grip Retractable Ballpoint Pen, 1mm, Blue Ink, Clear Barrel, Dozen	UNV15531	\$ 2.29
Comfort Grip Retractable Ballpoint Pen, Medium 1mm, Red Ink, Clear Barrel, Dozen	UNV15532	\$ 2.29
Pen-Style Permanent Marker, Fine Bullet Tip, Black, Dozen	UNV07071	\$ 2.68
Pen-Style Permanent Marker, Fine Bullet Tip, Red, Dozen	UNV07072	\$ 2.93
Pen-Style Permanent Marker, Fine Bullet Tip, Blue, Dozen	UNV07073	\$ 4.79

Cleaning Supplies		
Description	SSC Item	Price
Towel house roll 2ply 9x11 84sht 30rl/cs	TKHB1990A	27.378
Towel roll natural yslot 8x630 6/cs	TK8031500	50.25
Dispenser towel roll iview blk mech hands free ea	NS1091B	0
Towel roll natural exclusive 7.5x800 6/cs	NS7850N	33.8352
Towel roll natural yslot 8x800 6/cs	TK8031300	45.3125
Cleaner Foam disinfect aero lysol 24oz 12/cs	NL2775000	38.75
Wiper airlaid 13x12.5 1/4 fold 12pk-75 900/cs	NS61000	39.732
Toilet tissue 2ply jumbo 2000ft 6/cs	NS12620	29.52