

Agenda
Murray County Board of Commissioners
April 7, 2020

THE MURRAY COUNTY GOVERNMENT CENTER IS CURRENTLY CLOSED TO THE PUBLIC
You may listen to the meeting by calling 617-944-8543 or
844-890-7777 (toll-free with PIN required: 814511036)

- 8:30 AM** **Pledge of Allegiance**
 Agenda Additions
 Identify any Conflict of Interest
 Consent Agenda:
 1. Approve Minutes from March 24, 2020
- 8:35 AM** **Open Forum / Public Comment**
- 8:40 AM** **Heidi Winter**
 • **Commissioner Warrants**
 • **Liquor License Renewals and Refunds**
- 9:00 AM** **Travis Radke**
 • **Ditch Inspection Report**
- 9:05 AM** **Justin Hoffmann**
 • **7-Mile Lake Park Fireworks Display**
- 9:10 AM** **Jean Christoffels**
 • **Rooster Acres Preliminary Plat**
 • **Conditional Use Permit: Paul and Lucas Erickson**
 • **Des Moines River 1W1P MOA**
- 9:30 AM** **Randy Groves**
 • **Bid Opening for 2020 Maintenance Striping Project: CP 01-20**
 • **Set Bid Opening for May 5, 2020 at 9:00 a.m. for Projects SAP 051-599-101, 051-599-106 and 051-599-108**
 • **Houston Engineering Proposal for CSAH 13 Study**
 • **2019 Highway Department Annual Report**
- 9:50 AM** **Jakob Etrheim**
 • **Moving General Store & Mill at EndOLine/Apply for MN Historical Society Grant**
- 10:00 AM** **Janet Timmerman and Rose Schmit**
 • **Dinehart-Holt House Legacy Grant**
- 10:15 AM** **Ronda Radke**
 • **Job Descriptions**
- 10:25 AM** **Proclamation: National Service Recognition Day**
- 10:30 AM** **Thomas Burke**
 • **Sale of Ditch System's Chevy Tahoe to County Motor Pool**

10:35 AM Thomas Burke and Carl Nyquist
• COVID-19 Update

11:05 AM Committee Reports for the Period of March 22 - April 4, 2020

Times are approximate. Please join the meeting 20 minutes before the scheduled time.

NEXT MEETINGS:

April 21, 2020 Regular Board Meeting 8:30 a.m.

April 28, 2020 Regular Board Meeting 8:30 a.m.

May 5, 2020 Regular Board Meeting 8:30 a.m.

May 19, 2020 Regular Board Meeting 8:30 a.m.

DRAFT PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
March 24, 2020 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present in person: Commissioners James Jens and Dennis Welgraven. Present via phone were Commissioners Lori Gunnink and David Thiner. Also present in person were County Administrator Thomas Burke and Economic Development Director Amy Rucker. County Attorney Travis Smith joined the meeting via phone.

The Chairman asked if there were any additions to the agenda. Several were added

It was moved by Gunnink and seconded by Jens to approve the agenda. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

No conflicts of interest were identified.

It was moved by Thiner and seconded by Welgraven to approve the minutes from the March 17, 2020 meeting with changes. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

OPEN FORUM / PUBLIC COMMENT

There was no one present for Open Forum.

DITCH BILLS

It was moved by Jens and seconded by Gunnink to approve accepting the report of the petitions for payment, having been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs and a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report.

*THIS SPACE INTENTIONALLY LEFT BLANK.
DITCH BILLS CONTINUE ON THE NEXT PAGE.*

<u>Vendor</u>	<u>Ditch #</u>	<u>Amount</u>
<u>Nobles County Auditor-Treasurer</u>		
	JD 7	10.59 Shared Ditch Expenses
	JD 11	506.44 Shared Ditch Expenses
	JD 12	3,913.18 Shared Ditch Expenses
	JD 17	140.39 Shared Ditch Expenses
	JD 20	100.01 Shared Ditch Expenses
	JD 26	<u>1,196.49</u> Shared Ditch Expenses

Total Ditch Bills 5,867.10

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

DITCH INSPECTION REPORT

A motion was made by Jens and seconded by Gunnink that the Commissioners in conjunction with the appointed ditch inspector in and for the County of Murray, have examined and inspected that portion of the foregoing described County and Judicial Ditches, lying within the County of Murray, for the purpose of determining what repairs are necessary and ordered said repairs to be made, by this report given thereon at a Murray County Board of Commissioner's meeting, held in the Commissioners Room of the Murray County Government Center, Slayton, Minnesota

- Petition 2020-004 (CD51, Belfast Twp. Sec.6, District 1–Jens)

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

SURPLUS PROPERTY: 2003 CHEVROLET TAHOE UNIT #14

It was moved by Welgraven and seconded by Jens to declare the 2003 Chevrolet Tahoe Unit #14 as surplus property, further moving to authorize it for sale via eBay. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes

- David Thiner: Yes

HIGHWAY DEPARTMENT SERVER

It was moved by Jens and seconded by Gunnink to approve the purchase of a new HP server from TCMi for \$7,741 to be paid from account 01-061-061-0000-6480 (price includes \$250 integration fee and is less than the current state bid). The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

COMMITTEE REPORTS

James Jens: 3/9 Shetek Area Water and Sewer District, 3/10 Township Meetings, 3/12 Murray County Local Water District, 3/17 County Board, 3/18 Southwest Health and Human Services

Lori Gunnink: /9 Shetek Area Water and Sewer District, 3/10 Township Meetings, 3/17 County Board, 3/18 Plum Creek Library System Executive Committee

David Thiner: 3/16 Private Industry Council Chief Executive Officers, 3/17 County Board, 3/19 Planning & Zoning

Dennis Welgraven: 3/9 Minnesota Rural Counties, 3/10 Township Meetings, 3/11 Missouri River Watershed District, 3/12 Southwest Regional Development Commission and Fair Board, 3/16 COVID-19 Meeting, 3/17 County Board, 3/18 Southwest Health and Human Services

It was moved by Thiner and seconded by Gunnink to approve the committee reports for February 9 through 22, 2020. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

RESIGNATION

It was moved by Gunnink and seconded by Jens to accept the resignation of Amy Rucker, Economic Development Director, effective May 1, 2020, and to express appreciation for Rucker's service to the County. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

PART-TIME DISPATCHER/JAILER POSITION

It was moved by Welgraven and seconded by Jens to approve hiring Kayla Pring as a regular part-time Dispatcher/Jailer in the Sheriff Department, start date to be determined, at a labor grade 8, step 1 contingent upon satisfactory results of a criminal background check and a pre-employment drug test. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

SEASONAL PARKS MAINTENANCE POSITIONS

It was moved by Thiner and seconded by Jens to approve hiring Howard Konkol as a seasonal Parks Maintenance Worker in the Parks Department effective April 6, 2020 at a seasonal wage grade 1, step 2 Contingent upon satisfactory results of a criminal background check and a pre-employment drug test. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

It was moved by Jens and seconded by Welgraven to approve hiring Kolby Frisk as a seasonal Parks Maintenance Worker in the Parks Department, start date to be determined at a seasonal wage grade 1, step 2 contingent upon satisfactory results of a criminal background check and a pre-employment drug test. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

COVID-19 UPDATE

County Administrator Thomas Burke and Emergency Management/Safety Director Carl Nyquist led a discussion on Murray County's response to the COVID-19 pandemic.

BID OPENINGS FOR OVERLAY PROJECTS (FEDERAL)

At 10:00 a.m., the Board Chair called for the bid opening for 2020 Federal bituminous overlay projects SP 051-602-020, SP 051-603-016, SP 051-606-019, SP 051-610-016, and SP 051-640-004.

<u>Company</u>	<u>Address</u>	<u>Bid Amount</u>
Central Specialties	6325 Co Rd 87 SW, Alexandria MN 56308	\$3,127,027.64
Duininck, Inc.	406 6 th St, Prinsburg, MN 56281	\$2,847,158.05
Knife River Corp.	4787 Shadow Wood Dr NE, Sauk Rapids MN 56379	\$3,215,486.10

BID OPENINGS FOR OVERLAY PROJECTS (STATE)

At 10:10 a.m., the Board Chair called for the bid opening for 2020 State Aid bituminous overlay projects SAP 051-603-017 and SAP 051-636-007.

<u>Company</u>	<u>Address</u>	<u>Bid Amount</u>
Central Specialties	6325 Co Rd 87 SW, Alexandria MN 56308	\$806,146.95
Duininck, Inc.	406 6 th St, Prinsburg, MN 56281	\$757,945.90
Knife River Corp.	4787 Shadow Wood Dr NE, Sauk Rapids MN 56379	\$758,533.30

County Engineer Randy Groves returned to his office to tabulate the bids for accuracy.

HIGHWAY DEPARTMENT OVERLAY PROJECTS BID REVIEW

County Engineer Randy Groves reported back with the bid tabulations for 2020 Federal bituminous overlay projects SP 051-602-020, SP 051-603-016, SP 051-606-019, SP 051-610-016, and SP 051-640-004 and 2020 State Aid bituminous overlay projects SAP 051-603-017 and SAP 051-636-007.

It was moved by Welgraven and seconded by Jens to approve the bids for projects SP 051-602-020, SP 051-603-016, SP 051-606-019, SP 051-610-016, and SP 051-640-004 and award the bid to Duininck, Inc. in the amount of \$2,847,158.05 and approve the bids for SAP 051-603-017 and SAP 051-636-007 and award the bid to Duininck, Inc. in the amount of \$757,945.90. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

The meeting was adjourned at 11:20 a.m.

ATTEST:

Amy Rucker, Economic Development Director

Dennis Welgraven, Chairman of the Board

MURRAY COUNTY

REQUEST FOR BOARD ACTION

Requested Board Date: April 4, 2020	Item: Commissioner Warrants for Approval
Originating Department: Auditor-Treasurer	Presenter: Heidi Winter
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 15 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

Consideration for approval of the Commissioner Warrants for _____

Board Action Requested *(Include a sample motion whenever possible):*

It was moved by ___, seconded by ___ and passed that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated April 7, 2020 with fund totals as follows and warrants numbered _____ through _____ :

County Revenue Fund	71,214.08
County Road & Bridge Fund	24,720.48
Self-Insurance	9.00
Sunrise Terrace	300.26
 Total	 96,243.82

List Supporting Documents:

Audit List

MUCAUMEM

3/31/20

5:09PM

**** Murray County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: Y

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

**** Murray 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13092 AMAZON CAPITAL SERVICES INC					
01-201-000-0000-6401		10.99	3/23 SHARPIE ULTRA FINE MRKRS	119W-4X17-CLM9	OFFICE SUPPLIES N
01-201-000-0000-6478		116.67	3/23 AAA/LITH/AA/9VC12 BATTERI	119W-4X17-CLM9	OTHER OPERATING SUPPLIES N
01-201-000-0000-6478		98.30	3/23 CAT6 CBL/USB ADPT/HDMI CO	119W-4X17-CLM9	OTHER OPERATING SUPPLIES N
01-110-111-0000-6478		48.34	3/24 AA/C/D BATTERIES	17HY-3K93-7NCL	OTHER OPERATING SUPPLIES N
01-110-111-0000-6562		30.99	3/25 KOHLER AIR FLTR KIT-MOWER	1GQR-7CPM-331R	AUTO & EQUIPMENT REPAIRS & SUF N
01-201-000-0000-6401		24.94	3/12 (2) HP 12A TONERS	1VTR-RNQ6-G4HG	OFFICE SUPPLIES N
01-201-000-0000-6401		14.12	3/12 HNG FILE FLDRS	1VTR-RNQ6-G4HG	OFFICE SUPPLIES N
01-201-000-0000-6412		12.35	3/12 KLEENEX	1VTR-RNQ6-G4HG	CUSTODIAL/CLEANING SUPPLIES N
01-201-000-0000-6478		64.99	3/5 EXT HARD DRIVE USB	1YH6-YL66-T7RJ	OTHER OPERATING SUPPLIES N
13092 AMAZON CAPITAL SERVICES INC		421.69	9 Transactions		
12875 AMERICAN SECURITY CABINETS INC					
01-110-112-0000-6480		1,397.50	3/26 MODEL 450 WALL DROP BOX	1803326	SMALL EQUIPMENT PURCHASES Y
01-110-114-0000-6480		1,397.50	3/26 MODEL 450 WALL DROP BOX	1803326	SMALL EQUIPMENT PURCHASES Y
12875 AMERICAN SECURITY CABINETS INC		2,795.00	2 Transactions		
9791 AMERICAN SOLUTIONS FOR BUSINESS					
01-103-000-0000-6401		1,039.79	3/17 VALUATION NOTICES/ENV	04624328	OFFICE SUPPLIES N
9791 AMERICAN SOLUTIONS FOR BUSINESS		1,039.79	1 Transactions		
11165 BOMGAARS SUPPLY INC					
01-110-114-0000-6478		22.86	2/18 CLAMPS/SNAPS-FLAGPOLE	47392672	OTHER OPERATING SUPPLIES N
01-110-111-0000-6478		71.94	2/24 (6) ICE MELT	47393580	OTHER OPERATING SUPPLIES N
01-110-401-0000-6478		23.94	3/4 FURNACE FILTERS	47395050	OTHER OPERATING SUPPLIES N
01-002-000-0000-6411		14.98	3/10 COFFEE-COMM RM	47396163	FOOD & BEVERAGES N
01-110-111-0000-6478		47.96	3/10 (6) ICE MELT	47396163	OTHER OPERATING SUPPLIES N
01-201-000-0000-6287		40.96	3/13 RESPIRATOR MASKS	47396652	FEMA DISASTER EXPENSES N
11165 BOMGAARS SUPPLY INC		222.64	6 Transactions		
13003 CINTAS CORPORATION NO 2					
01-395-395-0000-6359		49.48	3/5 LAUNDRY SERVICE	4044569278	LAUNDRY SERVICE N
01-395-395-0000-6359		49.48	3/12 LAUNDRY SERVICE	4045143472	LAUNDRY SERVICE N
01-395-395-0000-6359		49.48	3/19 LAUNDRY SERVICE	4045850349	LAUNDRY SERVICE N
01-395-395-0000-6359		49.48	3/26 LAUNDRY SERVICE	4046488051	LAUNDRY SERVICE N
13003 CINTAS CORPORATION NO 2		197.92	4 Transactions		
13028 COLE PAPERS INC					
01-110-111-0000-6412		34.04	3/4 HEPA FLTR VACUUM BGS/FREIG	9802866	CUSTODIAL/CLEANING SUPPLIES N
01-110-111-0000-6480		430.00	4/11 RX380 HEPA UPRIGHT VACUUM	9802866	SMALL EQUIPMENT PURCHASES N

**** Murray County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-110-111-0000-6412		64.22	3/9 24X33 LINERS/FREIGHT	9804316	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		21.01	3/12 33X40 LINERS	9804316	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		53.86	3/12 2-PLY HOUSEHOLD TWLS	9804316	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		89.94	3/9 MFLD WHITE TOWELS	9804316	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		117.30	3/12 Z-FOLD/BIG FOLD TOWELS	9804316	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		149.90	3/17 MFLD WHITE TOWELS	9809287	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		26.40	3/17 1-PLY T PAPER	9809287	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		26.93	3/17 2-PLY HSEHLD WHITE TWLS	9809287	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		34.04	3/17 HEPA FLTR VACUUM BGS/FREI	9809287	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6287		55.87	3/18 NTRL PWDR FREE GLVS/FREIG	9810056	FEMA DISASTER EXPENSES	N
	01-110-111-0000-6287		110.01	3/9 CLOROX DISINFCTNT WIPES	9810298	FEMA DISASTER EXPENSES	N
	01-110-111-0000-6412		193.80	4/25 2-PLY BATH TISSUE	9813689	CUSTODIAL/CLEANING SUPPLIES	N
13028	COLE PAPERS INC		1,407.32	14 Transactions			
7486	ELECTION SYSTEMS & SOFTWARE LLC						
	01-063-000-0000-6401		3,709.57	3/6 PNP BALLOT SETUP	1123934	OFFICE SUPPLIES	Y
7486	ELECTION SYSTEMS & SOFTWARE LLC		3,709.57	1 Transactions			
12926	ENVIRO PUMP PLUS						
	01-521-522-0000-6260		55.00	3/27 PORTABLE TOILET SERVICE	4895	PROFESSIONAL & TECHNICAL FEES	N
	01-521-532-0000-6260		55.00	3/27 PORTABLE TOILET SERVICE	4895	PROFESSIONAL & TECHNICAL FEES	N
12926	ENVIRO PUMP PLUS		110.00	2 Transactions			
9683	FIDLAR TECHNOLOGIES INC						
	01-101-102-0000-6260		2,200.00	04/20-06/20 AVID BASTION HOSTI	0869229	PROFESSIONAL & TECHNICAL FEES	N
	01-101-102-0000-6260		1,250.00	04/20-06/20 AVID LIFE CYCLE SE	0869287	PROFESSIONAL & TECHNICAL FEES	N
9683	FIDLAR TECHNOLOGIES INC		3,450.00	2 Transactions			
1626	HILLYARD - SIOUX FALLS						
	01-110-111-0000-6412		47.04	3/10 22-GAL LINERS/FREIGHT	603789996	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		37.71	3/10 12-16 GAL LINERS	603789996	CUSTODIAL/CLEANING SUPPLIES	N
	01-110-111-0000-6412		25.74	3/10 AFFINITY FOAM HAND SOAP	603789996	CUSTODIAL/CLEANING SUPPLIES	N
	01-503-503-0000-6412		34.63	3/10 AFFINITY FOAM HND SP/FREI	603789996	CUSTODIAL/CLEANING SUPPLIES	N
1626	HILLYARD - SIOUX FALLS		145.12	4 Transactions			
768	HOFFMANN/JUSTIN E						
	01-521-542-0000-6478		75.50	3/18 JUMBO WATER METER BOX	MENARDS	OTHER OPERATING SUPPLIES	N
	01-521-548-0000-6478		75.50	3/18 JUMBO WATER METER BOX	MENARDS	OTHER OPERATING SUPPLIES	N
768	HOFFMANN/JUSTIN E		151.00	2 Transactions			

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
10688 JOHNSON/MYRON					
01-110-401-0000-6260		60.00	3/20 SNOW REMOVAL	2852	PROFESSIONAL & TECHNICAL FEES Y
10688 JOHNSON/MYRON		60.00	1 Transactions		
12850 JONES LAW OFFICE					
01-012-012-0000-6263		150.00	2/4-2/28 51-PR-07-113	1945989	LAWYERS Y
12850 JONES LAW OFFICE		150.00	1 Transactions		
13273 KARLSSON LAW OFFICE					
01-012-012-0000-6263		537.50	3/6-3/16 51-PR-20-43		LAWYERS Y
13273 KARLSSON LAW OFFICE		537.50	1 Transactions		
1109 M-R SIGN COMPANY INC					
01-283-287-0000-6503		224.16	3/18 (8) 911 ADDRESS SIGNS	207459	SIGNS, TRAFFIC SIGNS & ADDRESSII N
1109 M-R SIGN COMPANY INC		224.16	1 Transactions		
12562 MARCO TECHNOLOGIES LLC					
01-062-000-0000-6342		355.80	3/11-6/10 CNTRCT BASE RT-RCRDR	7406870	SERVICE AGREEMENTS Y
01-062-000-0000-6342		53.79	3/15-4/14 CNTRCT BASE RT-VET	7417370	SERVICE AGREEMENTS Y
01-062-000-0000-6342		748.60	3/18-6/17 CNT BASE RT-EXT/ADM	7431631	SERVICE AGREEMENTS Y
01-062-000-0000-6342		224.43	12/18-3/17 CNTRCT OVRG-EXT/ADM	7431631	SERVICE AGREEMENTS Y
01-062-000-0000-6342		373.75	03/28-06/27 CNTRCT BASE RT-MCH	7461024	SERVICE AGREEMENTS Y
01-062-000-0000-6342		20.10	12/28-03/27 CNTRCT OVRG-MCH RM	7461024	SERVICE AGREEMENTS Y
12562 MARCO TECHNOLOGIES LLC		1,776.47	6 Transactions		
7712 MN DEPT OF CORRECTIONS					
01-252-000-0000-6260		26,307.11	07/01/19-12/31/19 PROBATION/PA	593562REV	PROFESSIONAL & TECHNICAL FEES N
7712 MN DEPT OF CORRECTIONS		26,307.11	1 Transactions		
11057 MORRIS ELECTRONICS INC					
01-201-000-0000-6342		475.00	1/7 (19) PHONEFACTOR LIC-2020	20155478	SERVICE AGREEMENTS (CJDN) N
01-201-000-0000-6342		175.00	2/5 (7) PHONEFACTOR LIC-2020	20155988	SERVICE AGREEMENTS (CJDN) N
01-201-000-0000-6260		60.00	3/13 EVENING MAIL SRVR/SCAN	20156489	PROFESSIONAL & TECHNICAL FEES N
01-201-000-0000-6260		967.50	3/26 SRVR UPDATES/RSTRTS/BACKU	20156710	PROFESSIONAL & TECHNICAL FEES N
01-201-000-0000-6260		540.00	3/26 DRUG TASK FORCE VPN CHNGS	20156722	PROFESSIONAL & TECHNICAL FEES N
11057 MORRIS ELECTRONICS INC		2,217.50	5 Transactions		
13248 MURRAY COUNTY ANIMAL IMPOUND					
01-290-219-0000-6260		583.00	02/20 IMPOUND AGREEMENT		PROFESSIONAL & TECHNICAL FEES Y
01-290-219-0000-6260		583.00	03/20 IMPOUND AGREEMENT		PROFESSIONAL & TECHNICAL FEES Y

MUCAUMEM

3/31/20

5:09PM

1 GENERAL

**** Murray County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-290-219-0000-6260		583.00	04/20 IMPOUND AGREEMENT		PROFESSIONAL & TECHNICAL FEES	Y
13248	MURRAY COUNTY ANIMAL IMPOUND		1,749.00	3 Transactions			
11017	MURRAY COUNTY MEDICAL CENTER						
	01-110-117-0000-6260		278.60	02/20 SNOW REMOVAL	M0000007	PROFESSIONAL & TECHNICAL FEES	N
	01-110-117-0000-6341		282.50	02/20 SNW RMVL-BOBCAT/BLWR/PIC	M0000007	MACHINERY & EQUIPMENT RENTAL	N
	01-080-000-0000-6186		200.00	02/20 WELLNESS INITIATIVE	M000002A	WELLNESS INITIATIVE	N
11017	MURRAY COUNTY MEDICAL CENTER		761.10	3 Transactions			
59	PIESTONE COUNTY AUDITOR-TREASUR						
	01-252-000-0000-6260		16,919.68	2019 SHARE PROBATION EXPENSE		PROFESSIONAL & TECHNICAL FEES	N
59	PIESTONE COUNTY AUDITOR-TREASUR		16,919.68	1 Transactions			
11172	POHLEN/ROBERT J						
	01-521-552-0000-6251		241.99	1/9-3/16/20 REIMB ELECTRICITY	FOX AERATION	ELECTRICITY	Y
11172	POHLEN/ROBERT J		241.99	1 Transactions			
7638	PRAIRIE ECOLOGY BUS CENTER						
	01-395-397-0000-6260		575.60	3/5 3R CHALLENGE-MCC WEST ELEM	1238	PROFESSIONAL & TECHNICAL FEES	N
7638	PRAIRIE ECOLOGY BUS CENTER		575.60	1 Transactions			
7885	PRAIRIE LAKES YOUTH PROGRAMS						
	01-012-012-0000-6268		2,226.49	2/1-2/9 51-JV-19-38	396-188-2	JUVENILE DETENTION COST	Y
7885	PRAIRIE LAKES YOUTH PROGRAMS		2,226.49	1 Transactions			
12452	PROMOTIONS PLUS LLC						
	01-201-000-0000-6451		850.35	3/18 (21) DISPATCH SHIRTS	1378	LAW ENFORCEMENT SUPPLIES	Y
12452	PROMOTIONS PLUS LLC		850.35	1 Transactions			
13200	PULVER MOTOR SERVICE LLC						
	01-201-000-0000-6369		68.00	3/19 TOW-ICR 20-000084	150634	OTHER MISCELLANEOUS CHARGES	Y
13200	PULVER MOTOR SERVICE LLC		68.00	1 Transactions			
10803	RADKE/LUCAS						
	01-201-000-0000-6301		445.60	2/27 REPLC RADIATOR-UNIT 136	28868	LICENSED VEHICLE REPAIRS & PARTS	Y
	01-201-000-0000-6301		175.49	3/18 AC DELCO BTTRY-UNIT 128	28933	LICENSED VEHICLE REPAIRS & PARTS	Y
	01-201-000-0000-6561		46.57	3/18 OIL/FILTER CHG-UNIT 128	28933	OIL-GREASE-ANTIFREEZE-WINDSH	Y
	01-201-000-0000-6563		173.51	3/21 MT/BAL/VLV STMS-UNIT 149	28952	TIRES & TUBES	Y
	01-201-000-0000-6260		50.00	3/23 BAL/ROTATE/TIRE RPR-UN144	28955	PROFESSIONAL & TECHNICAL FEES	Y
	01-201-000-0000-6561		46.53	3/23 OIL/FILTER CHG-UNIT 144	28955	OIL-GREASE-ANTIFREEZE-WINDSH	Y

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1 GENERAL

**** Murray County ****



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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	
10803	RADKE/LUCAS		937.70	6 Transactions			
221	REINERT/JAMES						
	01-061-061-0000-6331		23.58	3/25 PHONE ISSUE-SERVER RM	41 MI/.575	TRAVEL EXPENSES	N
	01-061-061-0000-6331		23.58	3/26 SWITCH ISSUE-SERVER ROOM	41 MI/.575	TRAVEL EXPENSES	N
221	REINERT/JAMES		47.16	2 Transactions			
13257	RIVER VALLEY FORENSIC SERVICES P.A.						
	01-222-000-0000-6260		250.00	02/20 MEDICAL EXAMINER SRVS	1085	PROFESSIONAL & TECHNICAL FEES	6
13257	RIVER VALLEY FORENSIC SERVICES P.A.		250.00	1 Transactions			
9120	RS EDEN						
	01-204-000-0000-6274		39.00	2/12 DRUG SCREEN-J.C.	63536	HOSPITAL SERVICES	6
9120	RS EDEN		39.00	1 Transactions			
9359	SLAYTON BUILDING MATERIALS INC						
	01-110-115-0000-6478		128.88	3/6 STNLS STEEL KICK PLTS-4H B	2003-150219	OTHER OPERATING SUPPLIES	N
	01-521-525-0000-6478		99.51	3/19 WOOD/PLEXIGLASS-KIOSK	2003-150586	OTHER OPERATING SUPPLIES	N
	01-521-525-0000-6478		163.58	3/24 CORKBOARD-KIOSK RPRS	2003-150728	OTHER OPERATING SUPPLIES	N
	01-521-525-0000-6478		4.21	3/24 TITEBOND-KIOSK RPRS	2003-150731	OTHER OPERATING SUPPLIES	N
9359	SLAYTON BUILDING MATERIALS INC		396.18	4 Transactions			
12986	THE LAMAR COMPANIES						
	01-629-000-0000-6241		325.00	3/16-4/12 AIS BILLBOARD-MARSHA	111244774	ADVERTISING & LEGAL NOTICES	1
	01-629-000-0000-6241		325.00	3/16-4/12 AIS BILLBOARD-WGTN	111244774	ADVERTISING & LEGAL NOTICES	1
12986	THE LAMAR COMPANIES		650.00	2 Transactions			
11459	WEST CENTRAL COMMUNICATIONS INC						
	01-201-000-0000-6308		267.04	3/24 RPLC (6) BATTERIES-RADIOS	089322S	RADIO REPAIRS	N
11459	WEST CENTRAL COMMUNICATIONS INC		267.04	1 Transactions			
12371	ZENS PLUMBING & HEATING LLP						
	01-503-560-0000-6304		312.00	3/25 INSTL NEW SUMP PUMP-CHRRCH	17762	BUILDING REPAIRS	Y
12371	ZENS PLUMBING & HEATING LLP		312.00	1 Transactions			
1 Fund Total:			71,214.08	GENERAL		34 Vendors	93 Transactions

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
12451	AMERIPRIDE LINEN AND UNIFORM SERVI						
	10-340-000-0000-6359		78.72	3/4 LAUNDRY	2801137931	LAUNDRY SERVICE	N
	10-340-000-0000-6359		94.92	3/11 LAUNDRY	2801140645	LAUNDRY SERVICE	N
	10-340-000-0000-6359		78.72	3/18 LAUNDRY	2801143154	LAUNDRY SERVICE	N
	10-340-000-0000-6359		125.61	3/25 LAUNDRY	2801145655	LAUNDRY SERVICE	N
12451	AMERIPRIDE LINEN AND UNIFORM SERVI		377.97	4 Transactions			
11165	BOMGAARS SUPPLY INC						
	10-340-000-0000-6561		17.09	2/24 CHAINSAW OIL	47393562	OIL - GREASE - ANTIFREEZE - WINDSH	N
	10-340-000-0000-6562		134.70	2/27 CHAINSAW PARTS	47394100	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6562		28.82	3/9 CHAIN SAW PARTS	47395976	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6557		34.99	3/10 TAPE	47396082	SHOP MATERIALS	N
	10-340-000-0000-6562		17.95	3/10 SAW CHAIN PARTS	47396082	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6562		17.95	3/11 SAW CHAIN PARTS	47396201	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6557		89.99	3/11 STEP LADDER	47396298	SHOP MATERIALS	N
	10-340-000-0000-6562		22.68	3/12 CHAINSAW PARTS	47396355	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6557		33.97	3/12 LED BULBS	47396415	SHOP MATERIALS	N
	10-340-000-0000-6562		8.00	3/12 CHAIN SAW PARTS	47396415	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6562		8.99	3/13 WEATHERSTRIP #813	47396575	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6562		8.99	3/13 WEATHERSTRIP #814	47396575	AUTO & EQUIPMENT REPAIRS & SUF	N
11165	BOMGAARS SUPPLY INC		424.12	12 Transactions			
1026	CHANDLER CO-OP						
	10-320-000-0000-6416		116.00	3/12 LP GAS-CRACK FILLING	39774	NATURAL GAS/PROPANE	N
1026	CHANDLER CO-OP		116.00	1 Transactions			
523	CURRIE CITY TREASURER						
	10-340-000-0000-6253		90.31	03/20 WATER/SEWER-GARAGE	149	WATER & SEWER	N
523	CURRIE CITY TREASURER		90.31	1 Transactions			
12926	ENVIRO PUMP PLUS						
	10-320-000-0000-6260		150.00	3/18 SERVICE 2 PORTABLE TOILET	4896	PROFESSIONAL & TECHNICAL FEES	N
12926	ENVIRO PUMP PLUS		150.00	1 Transactions			
2183	H & L MESABI						
	10-340-000-0000-6553		1,083.04	3/9 (4) CARBIDE BLADES #1	06294	CUTTING EDGES	N
	10-340-000-0000-6553		1,083.04	3/9 (4) CARBIDE BLADES #2	06294	CUTTING EDGES	N
	10-340-000-0000-6553		4,206.80	3/9 280' CUTTING EDGES	06294	CUTTING EDGES	N
2183	H & L MESABI		6,372.88	3 Transactions			

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10 ROAD AND BRIDGE

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
12735	HADLEY STEEL INC						
	10-320-000-0000-6503		187.92	2/25 (2) BOXES SIGN BOLTS	90512	TRAFFIC SIGNS	N
12735	HADLEY STEEL INC		187.92	1 Transactions			
1109	M-R SIGN COMPANY INC						
	10-320-000-0000-6503		230.90	3/19 (30) 6X12 CULVERT MARKERS	207478	TRAFFIC SIGNS	N
1109	M-R SIGN COMPANY INC		230.90	1 Transactions			
13238	MCDYER TOOLS LLC						
	10-340-000-0000-6557		63.10	1/16 TESTER BULB/CASTER WHEELS	0116202914	SHOP MATERIALS	N
	10-340-000-0000-6557		118.25	3/12 RATCHET WRENCH	0312203537	SHOP MATERIALS	N
13238	MCDYER TOOLS LLC		181.35	2 Transactions			
1575	MIDSTATES SUPPLIES INC						
	10-340-000-0000-6562		1,540.00	3/16 ROUTER BITS #813	220155	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6562		1,540.00	3/16 ROUTER BITS #814	220155	AUTO & EQUIPMENT REPAIRS & SUF	N
1575	MIDSTATES SUPPLIES INC		3,080.00	2 Transactions			
1049	MIDWEST SUPPLY OF SLAYTON INC						
	10-340-000-0000-6557		5.98	3/11 VINEGAR/CUPS(OPEN HOUSE)	356712	SHOP MATERIALS	N
	10-340-000-0000-6562		135.75	3/11 BATTERY/CORE #65	356712	AUTO & EQUIPMENT REPAIRS & SUF	N
1049	MIDWEST SUPPLY OF SLAYTON INC		141.73	2 Transactions			
11996	MILLER SELLNER SLAYTON LLC						
	10-340-000-0000-6562		335.00	3/6 VIDEO CAMERA #65	65696L	AUTO & EQUIPMENT REPAIRS & SUF	Y
	10-340-000-0000-6562		77.98	3/16 AIR FILTER #98	65876L	AUTO & EQUIPMENT REPAIRS & SUF	Y
	10-340-000-0000-6562		77.98	3/16 FILTER RETURN #98	65879L	AUTO & EQUIPMENT REPAIRS & SUF	Y
	10-340-000-0000-6562		77.98	3/16 AIR FILTER #98	65880L	AUTO & EQUIPMENT REPAIRS & SUF	Y
11996	MILLER SELLNER SLAYTON LLC		412.98	4 Transactions			
12936	NORTH CENTRAL INTERNATIONAL INC						
	10-340-000-0000-6306		618.62	3/9 LABOR/PARTS ON #51	122877	EQUIPMENT REPAIRS & PARTS	N
12936	NORTH CENTRAL INTERNATIONAL INC		618.62	1 Transactions			
10534	SHORT ELLIOTT HENDRICKSON INC						
	10-330-000-0000-6265		3,600.17	3/10 PREL DESIGN 51-629-34	382704	CONSULTING ENGINEERS	N
10534	SHORT ELLIOTT HENDRICKSON INC		3,600.17	1 Transactions			
1081	SLAYTON ELECTRIC INC						
	10-340-000-0000-6557		65.40	3/24 (30) FLUORESCENT BULBS	45524	SHOP MATERIALS	N

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10 ROAD AND BRIDGE

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
1081	SLAYTON ELECTRIC INC		65.40	1 Transactions			
12828	SNOW WHEEL SYSTEM INC						
	10-340-000-0000-6562		392.88	3/13 SNOW WHEEL ASSY #7	8869	AUTO & EQUIPMENT REPAIRS & SUF	N
12828	SNOW WHEEL SYSTEM INC		392.88	1 Transactions			
12704	STONEBROOKE ENGINEERING INC						
	10-330-000-0000-6265		1,264.22	3/11 ENGINEERING 51-598-12	00792.7	CONSULTING ENGINEERS	N
12704	STONEBROOKE ENGINEERING INC		1,264.22	1 Transactions			
2312	TEXAS REFINERY CORPORATION						
	10-340-000-0000-6561		644.89	3/11 (100) TUBES GREASE	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		476.99	3/11 (6) GALS SUPER BIG RED	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.75	3/11 SYN ATF #48	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.75	3/11 SYN ATF #50	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.76	3/11 SYN ATF #52	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.76	3/11 SYN ATF #70	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.75	3/11 SYN ATF #58	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6561		105.75	3/11 SYN ATF #71	194258	OIL-GREASE-ANTIFREEZE-WINDSH	N
2312	TEXAS REFINERY CORPORATION		1,756.40	8 Transactions			
12921	TRUEMAN WELTERS INC						
	10-340-000-0000-6562		1,470.00	3/24 84" WAFER #98	ID88095	AUTO & EQUIPMENT REPAIRS & SUF	N
12921	TRUEMAN WELTERS INC		1,470.00	1 Transactions			
13271	UNITED LABORATORIES INC						
	10-340-000-0000-6561		168.00	3/9 (12) TOTAL PRESSURE SPRAY	INV281672	OIL-GREASE-ANTIFREEZE-WINDSH	Y
13271	UNITED LABORATORIES INC		168.00	1 Transactions			
11747	VAN DAM/DENNIS						
	10-310-000-0000-6204		100.00	02/20 HOMETOWN EDITION	10301	WEBPAGE/INTERNET SERVICES	Y
11747	VAN DAM/DENNIS		100.00	1 Transactions			
2233	WHEELCO						
	10-340-000-0000-6561		105.84	3/10 (24) BRAKE/PARTS CLEANER	1200700117	OIL-GREASE-ANTIFREEZE-WINDSH	N
	10-340-000-0000-6562		111.72	3/10 MISC PARTS	1200700117	AUTO & EQUIPMENT REPAIRS & SUF	N
2233	WHEELCO		217.56	2 Transactions			
2162	WIDSETH SMITH NOLTING & ASSOC						
	10-330-000-0000-6265		1,570.00	3/13 ENGINEERING 51-638-026	203905	CONSULTING ENGINEERS	N

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10 ROAD AND BRIDGE

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2162	WIDSETH SMITH NOLTING & ASSOC		1,570.00				
				1 Transactions			
1124	ZIEGLER INC						
	10-340-000-0000-6562		387.26	3/18 HARNESS/SENSOR #3	PC040343312	AUTO & EQUIPMENT REPAIRS & SUF	N
	10-340-000-0000-6306		1,343.81	3/17 REPAIRS/LABOR #2	SW040100838	EQUIPMENT REPAIRS & PARTS	N
1124	ZIEGLER INC		1,731.07				
				2 Transactions			
10 Fund Total:			24,720.48	ROAD AND BRIDGE	24 Vendors	55 Transactions	

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31 SELF INSURANCE

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
11017	MURRAY COUNTY MEDICAL CENTER						
	31-149-000-0000-6186		9.00	02/20 HOSP WLNS-SNACKS EXERCIS	M000002A	WELLNESS INITIATIVE	N
11017	MURRAY COUNTY MEDICAL CENTER		9.00	1 Transactions			
31 Fund Total:			9.00	SELF INSURANCE	1 Vendors	1 Transactions	

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55 SUNRISE TERRACE HOUSIN

**** Murray County ****



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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11017 MURRAY COUNTY MEDICAL CENTER					
55-890-000-0000-6382		204.75	02/20 DIETARY AIDES	M0000015	INTERDEPARTMENTAL - FOOD SER N
55-890-000-0000-6383		59.70	02/20 MAINTENANCE SERVICES	M0000015	INTERDEPARTMENTAL - HOSP HOL N
55-890-000-0000-6460		16.08	02/20 PIES	M0000015	RECREATION/ACTIVITY SUPPLIES N
55-890-000-0000-6478		19.73	02/20 PLATES/BOWLS/GLOVES	M0000015	OTHER OPERATING SUPPLIES N
11017 MURRAY COUNTY MEDICAL CENTER		300.26	4 Transactions		
55 Fund Total:		300.26	SUNRISE TERRACE HOUSING	1 Vendors	4 Transactions
Final Total:		96,243.82	60 Vendors	153 Transactions	

**** Murray County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	71,214.08	GENERAL	
	10	24,720.48	ROAD AND BRIDGE	
	31	9.00	SELF INSURANCE	
	55	300.26	SUNRISE TERRACE HOUSING	
	All Funds	96,243.82	Total	Approved by,
				
				

MURRAY COUNTY
REQUEST FOR BOARD ACTION

Requested Board Date: April 7, 2020	Item: *Approval of 2020 Liquor Licenses and *Consider Refund of Portion of 2020 License Fees due to COVID-19
Originating Department: Auditor-Treasurer	Presenter: Heidi E. Winter
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 10 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background

- Board approval is required for all liquor licenses.
- Renewal paperwork for Key Largo will be coming at a future meeting.
- Brian's Supper Club will not be renewing for 2020
- Fees are as follows:
 - On Sale: \$1,000.00
 - Sunday Liquor: \$200.00
 - Off Sale \$150.00
- Discussion on refunding a pro-rated portion of the 2020 Liquor License fees due to COVID-19 pandemic shutting down hospitality industry. Thoughts to consider:
 1. Executive Orders 20-04 and 20-18 mandated the closure of restaurants and bars beginning March 17, 2020 to May 1, 2020.
 2. Which license period will the refund apply to? All days of shut down or specific number of days?
 3. Which licenses? 3.2 Beer and/or Liquor? On Sale and Off Sale?
 4. As an example, the refund amount would be **\$772.04** if the Board chose to grant refunds for **all establishment, all types** of licenses and for **all days** in the entire hospitality shut down period (assuming a 5/1/2020 reopening).

Board Action Requested (Include a sample motion whenever possible):

Motion 1: 2020 License Renewals

It was moved by _____, seconded by _____ and passed to approve the following county Liquor Licenses for 2020 license period from May 7, 2020 to May 6, 2021, contingent upon receipt of all paperwork received in the Office of the Auditor-Treasurer:

- "On and Off Sale & Sunday Liquor" License No. 4 (Renewal) to Breezy Point Tavern, LLC d/b/a Breezy Point Tavern
- "On and Off Sale & Sunday Liquor" License No. 5 (Renewal) to Painted Prairie Vineyard
- "On and Off Sale & Sunday Liquor" License No. 7 (Renewal) to Lake Shetek Lodge, LLC d/b/a Lake Shetek Lodge

Motion 2: Refund of License Fees

It was moved by _____, seconded by _____ and passed to issue pro-rated refunds to all establishments with _____(list types of licenses here)_____ for the period covering _____(list dates here)_____.

List Supporting Documents: Summary of licenses and example of refund

**3.2 and Liquor License Refunds for COVID-19 Hospitality Shutdown
as of date in yellow box**

3/18/2020 Start Date (4/1/2020 for Rolling Hills Liquor)

License Type					Total License Fees	License Period	Establishment	Refund Amount through	Days Shut Down	Days in License Period (total)	License cost/day
3.2 On Sale	3.2 Off Sale	On Sale Liquor	Off Sale Liquor	Sunday Liquor				5/1/2020			
		\$ 750		\$ 150	\$ 900	April 1st to January 1st	Rolling Hills Golf Club	\$ 98.18	30	275	\$ 3.27
\$ 20	\$ 40				\$ 60	April 7th to April 6th	Rolling Hills Golf Club	\$ 7.23	44	365	\$ 0.16
\$ 20	\$ 40				\$ 60	April 7th to April 6th	Carlson Corner	\$ 7.23	44	365	\$ 0.16
\$ 20	\$ 40				\$ 60	April 7th to April 6th	Michael Ruppert d/b/a/ Ruppert Oil Company	\$ 7.23	44	365	\$ 0.16
\$ 20	\$ 40				\$ 60	April 7th to April 6th	Roger Hamann d/b/a/ Trails Edge General Store	\$ 7.23	44	365	\$ 0.16
\$ 20	\$ 40				\$ 60	April 7th to April 6th	Peter Bloemendaal d/b/a/ Pete's Corner	\$ 7.23	44	365	\$ 0.16
	\$ 40				\$ 40	April 7th to April 6th	Chandler Cooperative d/b/a Cenex Convenience Store	\$ 4.82	44	365	\$ 0.11
		\$ 1,000	\$ 150	\$ 200	\$ 1,350	May 7th to May 6th	Breezy Point Tavern	\$ 162.74	44	365	\$ 3.70
		\$ 1,000		\$ 200	\$ 1,200	May 7th to May 6th	Painted Prairie Vineyard	\$ 144.66	44	365	\$ 3.29
		\$ 1,000	\$ 150	\$ 200	\$ 1,350	May 7th to May 6th	Lake Shetek Lodge	\$ 162.74	44	365	\$ 3.70
		\$ 1,000	\$ 150	\$ 200	\$ 1,350	May 7th to May 6th	Key Largo on Shetek	\$ 162.74	44	365	\$ 3.70
Total License Fees					\$ 6,490	Total Refund Amount		\$ 772.04			

M:\Auditor\Heidi\Commissioner Meeting Attachments\[Liquor License Refunds.xlsx]Sheet1

MURRAY COUNTY

REQUEST FOR BOARD ACTION

Requested Board Date: 4/7/2020	Item: Ditch Inspection Report
Originating Department: Ditch Authority	Presenter: Travis Radke
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 5 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

Board Action Requested *(Include a sample motion whenever possible):*

A motion was made by _____, seconded by _____ and carried that the Commissioners in conjunction with the appointed ditch inspector in and for the County of Murray, have examined and inspected that portion of the foregoing described County and Judicial Ditches, lying within the County of Murray, for the purpose of determining what repairs are necessary and ordered said repairs to be made, by this report given thereon at a Murray County Board of Commissioner's meeting, held in the Commissioners Room of the Murray County Government Center, Slayton, Minnesota

- *Petition 2020-005 (JD03, Dovray Twp. Sec.1, District 1–Jens)*

List Supporting Documents:

Copy of Repair Petitions

REQUEST FOR INSPECTION AND MAINTENANCE REPAIR



STATE OF MINNESOTA

COUNTY OF MURRAY

TO: MURRAY COUNTY BOARD OF COMMISSIONERS

TRAVIS RADKE, MURRAY COUNTY DITCH INSPECTOR

RE: ~~COUNTY~~ / JUDICIAL DITCH NUMBER: 03 Br H4

PETITION NO: 2020-005

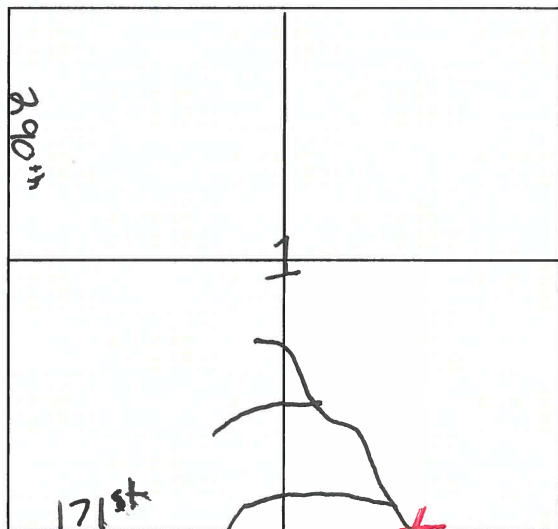
COMMISSIONER DISTRICT: 1 (Jens)
Name of Commissioner

Your undersigned petitioner states as follows: That she/he is interested in and affected by that certain drainage system designated as ~~Judicial~~ ~~County~~ Ditch No. 03 of Murray County, Minnesota.



Section 1 Dorray Township

Draw on the section map where the issue exists.



That said drainage system is out of repairs, as follows:
(State here in general terms the condition of the ditch and what repairs are needed)

- Water slow to drain
the last few years
- Tile is expected to
be plugged/restricted
under twp. road, 171st Street.

Reported by: Curt Thram (Circle One: Owner Farm Operator Other: _____)

Telephone #: 507-227-0698 Email: _____

Contractor Requested: Noonan Excavating

WHEREFORE, Your landowner on the aforementioned ditch system requests that a drainage inspection be made to examine said ditch and make a report of the necessary repairs and that thereafter such further proceedings be taken as shall be necessary to restore said ditch to the same condition as when originally constructed.

Date: 3/18/2020

Petitioner: Curt Thram / Travis Radke
Petitioner Inspector

Office Use Only:

- ☐ The aforementioned ditch has been inspected and requires the repairs listed above.
- ☐ Work Order is approved to send to contractor to make necessary repairs. Approved by County Board on _____



JD 03 Dovray 1 Curt Thram

Petition # 2020-005

Legend

Tile - 

Open
Ditches - 

Intake - 

Blowout - 

Tree Roots - 

Map Scale

0 245 490 980 Feet



Summary of Findings for Ditch Inspections and Maintenance Repair

Findings for: JD 03 - Ditch Petition 2020-005

On 3/20/2020 I inspected Judicial Ditch 03 for a reported plugged tile with standing water located in the SE 1/4 Section 1 Dovray Township. My inspection found areas of standing water in the field on the north side of 171st Street. It was reported that even during some of the dryer times last summer/fall the water still would not drain. The water flows south into JD 03 Branch H. Tile line investigation and excavation may need to be done on the north side and under 171st Street to determine where the tile line is plugged to fix the drainage problem. The tile line further down the system has been checked out by Cottonwood County last year and found no issues. Overtime the surrounding areas were able to dry in 2019 but this area was still wet.

I have verified this tile repair request.

Travis Radke
Murray Co. Ditch Inspector
3051 20th St.
Slayton, MN 56172

MURRAY COUNTY

REQUEST FOR BOARD ACTION

Requested Board Date: 4-7-2020	Item: 7 Mile Park Firework Display
Originating Department: Parks Department	Presenter: Justin Hoffmann
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 5 Min.
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☒ No <i>If "Yes", please include the account code:</i>	

Background: Pyrotechnic Display Inc. is requesting permission to display fireworks from 7 Mile Park in Fulda on June 19, 2020 during Fulda's Wood Duck Festival

Board Action Requested (*Include a sample motion whenever possible*):

It was moved by _____, seconded by _____ and passed to allow Pyrotechnic Display Inc. to display fireworks from 7 Mile Park for the Fulda Wood Duck Festival

List Supporting Documents: Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/30/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100		FAX (A/C, No):
	E-MAIL ADDRESS:		
INSURED Pyrotechnic Display Inc. 8450 W. St. Francis Road Frankfort IL 60423	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Axis Surplus Ins Company		
	INSURER B : Everest Indemnity Insurance Co		
	INSURER C : Everest Denali Insurance Company		16044
	INSURER D : MN WC Assigned Risk Plan		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER: 145328412

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC			SI8ML00006-191	9/30/2019	9/30/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS			SI8CA00006-191	9/30/2019	9/30/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			P-001-000209498-01	9/30/2019	9/30/2020	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	102529.801 (MN)	9/30/2019	9/30/2020	☐ WC STATUTORY LIMITS ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

DISPLAY DATE: June 19, 2020

LOCATION: Seven Mile Lake County Park, Fulda, Minnesota

ADDITIONAL INSURED: City of Fulda, Minnesota; Fulda Area Community Club; Murray County of Minnesota

CERTIFICATE HOLDER

CANCELLATION

Fulda Area Community Club Attn: Mr. David Baumhoefner 822 Lloyd Lane Fulda MN 56131	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7, 2020	Item: Preliminary Plat
Originating Department: Zoning	Presenter: Jean Christoffels
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 5 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

The Public Hearing was held by the Murray County Planning Commission on March 19, 2020 for this preliminary plat.

Board Action Requested – If Any (Include a sample motion whenever possible):

Approval of Planning Commission's recommendation on the following Conditional Use Permit Application:

Jeremy Donabauer – Rooster Acres Preliminary Plat
Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township, Murray County
Application #319
Preliminary Plat for eight residential lots in the Residential and Shoreland Overlay Districts on a General Development Lake.

It was moved by _____, seconded by _____ and passed to approve the Preliminary Plat for Rooster Acres, Preliminary Plat Application #319 for eight residential lots in the Residential and Shoreland Overlay Districts on a General Development Lake in Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township as recommended by the Planning Commission.

List Supporting Documents:

Preliminary Plat Application, Preliminary Plat Map, Public Hearing Minutes, Power Point Slide Presentation



MURAY COUNTY ENVIRONMENTAL SERVICES

APPLICATION FOR PRELIMINARY PLAT

2500 28th Street – PO Box 57 - Slayton, MN 56172-0057
(507) 836-1166 Fax (507) 836-8904

RECEIVED FEB 14 2020

1. Name of Developer Jeremy Donabauer
2. Address 4796 Merganser Drive City St. Bonifacius State MN Zip 55375
3. Phone: (320) 291-4022
4. Application # 319 Parcel ID # (PIN) 11.014.001.0
5. Legal Description: See Attached Legal Description
Section 14 Township Lake Sarah T108N R41W Quarter _____ Zoning District Shoreland Residential
6. Lake Name Shetek Lake # 51-46 Classification General Development
7. Name of Proposed Subdivision Rooster Acres Number of Lots Proposed 8

I hereby certify with my signature that all data contained herein as well as all supporting data are true and correct to the best of my knowledge:

[Signature]
Signature Per Signed Purchase Agreement

2/12/2020
Date

ADMINISTRATIVE DATA SUMMARY

- | | |
|---|--|
| 1. Referred to Township on: <u>02-28-2020</u> | 10. Plans submitted ☒ yes ☐ no |
| 2. Referred to Planning Commission on: <u>02-28-2020</u> | 11. Applicant to be present at hearing ☒ yes ☐ no |
| 3. Referred to Board of Adjustment on: _____ | 12. Hearing to be held on site ☐ yes ☒ no |
| 4. Referred to County Attorney on: <u>02-28-2020</u> | 13. Application Fee <u>\$ 1,050.00</u> |
| 5. Referred to County Engineer on: <u>02-28-2020</u> | State Surcharge _____ |
| 6. Referred to SWCD on: <u>02-28-2020</u> | Other _____ |
| 7. Date of Hearing Notice: <u>03-02-2020 & 03-04-2020</u> | 14. Total Fee <u>\$ 1,050.00</u> |
| 8. Date of Public Hearing: <u>03-19-2020</u> | 15. Date fee Paid <u>02-18-2020</u> |
| 9. Is ten (10) day notice to DNR necessary? ☒ yes ☐ no
If yes, enter date sent to DNR <u>02-28-2020</u> | |

RECOMMENDATION ☒ Approved ☐ Denied ☐ with ☒ without modification

Planning Commission Chairman Date 03-19-2020

FINAL ACTION ☐ Approved ☐ Denied ☐ with ☐ without modification

County Board Chairman
Last updated 2/12/2020

Date

[illegible]

Public Hearing Rooster Acres Preliminary Plat Minutes

The Murray County Planning Commission held a public hearing, Thursday, March 19, 2020, in the Murray County Commissioners Room, Murray County Government Center, Slayton, MN and via a teleconference, to take public comment and act on a preliminary plat for eight residential lots in the Residential and Shoreland Overlay Districts on a General Development Lake, in Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township, Murray County.

On-site Members present: Carolyn McDonald, Dan Bierma Vern Carlson, and Marc Hollahan

Call in Members present: Ron Holinka, Kevin Vickerman, Bob Ossefoort, and David Thiner

Other present On-site: Jean Christoffels

Others present Call-in: Kayla Johnson, Elliot De Jongh, Brent Louwagie, Paul Erickson, Lucas Erickson, Jeremy Donabauer, Jana Reilly, and Craig Christensen

Chair Vickerman called the public hearing to order at 7:53 pm and had Jean read the public notice. The list of neighbors notified was entered into the record and was displayed on the screen. Chair Vickerman asked if there were any problems with the proper notification; there were none. Also entered into the record were the staff report from the Zoning Administrator; emails from Curt Bangasser and from Jana and Lee Beckering; MN Wetland Conservation Act Notice of Decision; Aerial Map; Preliminary Plat Map; and SWPPP Plan Views. A power point presentation was displayed and reviewed throughout the meeting, a copy of the power point was emailed to everyone on the call and was also displayed on the screen. (See attached).

Chair Vickerman asked Jeremy Donabauer to explain any changes since the advisory meeting for Rooster Acres and answer any questions from the Commission.

Jeremy stated a few things have been added to the plat, but no boundary line changes; the Wetland Delineation was approved for the entire plat, and the Storm Water Pollution Prevention Plan (SWPPP) was done and included. A couple drainage easements were added: one starts on the south end of the property and angles to the north/northwest following the contours and it lines up with the tile line that Mr. Bangasser identified. They also widened the drainage easement to 40 feet along the lot line of lots 1 & 2. Jeremy met with a couple of the Township members on site this afternoon to go over the easements.

Vern, on behalf of the Township, commented that on the very north end of lot 1, there is a culvert that goes into the lot a few feet; didn't know if that would be an issue, but wanted it known. The township was happy with what Jeremy had to say. Kevin asked Vern if he knew how much water went through there. Vern stated everything goes through there; 200+ acre water shed.

Jeremy added that on the lot line of 2 and 3, they made a shared approach to move the driveway access for Lot 2 away from the drainage easement by 85 feet. Vern commented that with this change, it will really help the water flow in that area.

Dave wanted to know how deep the tile line is and the quality of the tile, that cuts across the middle of lots 2 thru 8; would the line need to be replaced first. Vern stated the elevation isn't very great there where the tile is; 3 to 4 feet tops, which did come into question when the Township met with Jeremy today. Dave asked if it is clay or perforated tile. Ron noted the one map has it as 8" clay; Jeremy clarified the 8" clay is on the 1, 2 Lot line. Drainage or tile that comes from the south basically outlets into the road ditch.

Looking at the Bangasser map, Kevin asked if the drainage easement is where the tile cuts across the plat. Jeremy said correct; they tried to pick the lowest elevation possible starting at the culvert and followed the contour. Kevin then stated that would be a 20-foot easement with no buildings on top of it, so if needed, it could be repaired. Jeremy stated that was correct, and added that in the covenants, it is stated each owner of lots 2 thru 8 would need a culvert for proper surface water flow; water will keep coming across the surface; it isn't known if the existing tile is working.

Vern noted that Jeremy is correct; it isn't known if there is a blowout or an intake there. Since they have the water easement set up, Vern didn't think it would be anything to be overly concerned about.

Dave didn't necessarily agree with what was stated because if you build a driveway over the existing clay pipe and possibly crush it, it would be better to have it fixed and replaced before it causes other problems. Kevin agreed with that and felt that they should at least acknowledge what is there and the condition of it.

Bob Ossefoort asked who would be responsible for replacing the tile. Kevin stated it would depend if it is a county or a private tile. Vern stated it is more than likely a private tile; he didn't know if it is Bangasser's.

Ron stated that if it is a clay tile, then it must be old, and if it is going into the lake and a new tile outlets into the road ditch, the clay one is maybe abandoned. Vern stated the tile does not go to the lake; it goes to the ditch into another tile. Ron feels that if there is an issue with the tile, they need to make arrangements, whether it be a shared cost or figure out who is going to take care of it. Bob pointed out it is on the developer's land and they should take care it before development starts. Kevin stated that would be normal practice.

Craig Christensen questioned, on the sketch from the Wetland Delineation Report, in the middle of Lot 2, it identifies a plastic manhole cover and 6-inch PVC; what that is. Jeremy explained that is part of the central sewer system.

Jean told the Commission that Vern is currently on the phone with Curt Bangasser.

Kevin asked Kayla if there are any legal issues and whose responsibility it would be to replace the tile or investigation of the tile if it is private. Kayla stated it would depend on who owns the tile. You could require him to explore and work with the tile owner.

Jeremy stated that Mr. Bangasser's tile comes from the south and daylights in the road ditch; from that point, there is positive drainage to the road ditch.

After speaking with Curt, Vern noted that Curt is happy with the 20-foot drainage easement from the south road ditch to the north tile. Curt doesn't know what the condition of that tile is and added that everyone has good intentions, but when trees are planted, they can cause problems with tile lines. Even if the water goes above ground, the water easement is sufficient. Kevin said if there are going to be a lot of trees, the best thing would be non-perforated tile.

Kevin commented that the question is still, who pays and whose tile. Vern stated that normally along the lake, it is typically the farmer that pays, and it is not his tile.

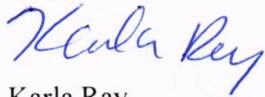
Chairman Vickerman opened the hearing for public comment; being none, the Chair closed the public comment portion of the hearing.

Based on the public testimony and the preliminary plat, Vern Carlson moved to recommend approval to the Murray County Commissioners of the Preliminary Plat for Rooster Acres, a preliminary plat for eight residential lots in the Residential and Shoreland Overlay Districts on a General Development Lake, in Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township, Murray County. Seconded by Carolyn McDonald. Motion passed unanimously via roll call voting.

Jean explained that the Planning Commission's recommendation will be presented to the County Commissioners at their first regular meeting in April; Jean will notify Jeremy as to the time.

Chairman Vickerman continued with the Paul and Lucas Erickson Conditional Use Public Hearing.

Respectfully submitted,

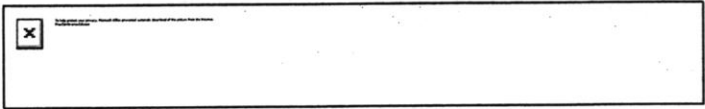


Karla Ray
Murray County Environmental Services

Jean Christoffels

From: FreeConferenceCall Services <noreply@freeconferencecall.com>
Sent: Thursday, March 19, 2020 9:12 PM
To: Jean Christoffels
Subject: FreeConferenceCall.com Detail Report

CAUTION – OUTSIDE EMAIL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



More than 10 participants? Try One Number. Eliminate access codes for all participants for an easier dial-in experience.

Learn More

Account Information

Date: March 19, 2020 6:52:11 PM
Dial-in number:  (425) 436-6318
Access code: 319248
Account: #s12082447

Audio

970 215 8892 - .ELLIOT'S PHONE	 	6:52:11 PM	9:11:20 PM	140
320 291 4022 - LIZA DONABAUER	 	6:54:02 PM	8:26:33 PM	93
507 829 1693 - Louwagie Brent	 	6:54:27 PM	9:11:15 PM	137
507 220 9062 - KAYLA JOHNSON	 	6:54:56 PM	9:11:12 PM	137
507 227 8462 - Vickerman Kevin	 	6:55:36 PM	9:11:21 PM	136

507 836 1172 - MURRAY COUNTY Host			6:55:47 PM	9:11:14 PM	136
507 828 4723 - MARILYN ERICKSO			6:56:19 PM	8:49:15 PM	113
507 360 1556 - WIRELESS CALLER <i>Bon Holinka</i>			6:57:15 PM	9:11:23 PM	135
507 360 1199 - DAVE THINER			7:06:30 PM	9:11:13 PM	125
507 227 2433 - CRAIG CHRISTENS			7:19:09 PM	9:10:45 PM	112
507 829 0480 - JANA REILLY			7:36:35 PM	8:27:04 PM	51
507 227 4657 - WIRELESS CALLER <i>Bob Ossefoort</i>			7:39:41 PM	9:11:15 PM	92
507 215 1132 - VERN CARLSON			8:26:44 PM	8:27:30 PM	1
507 828 4723 - MARILYN ERICKSO			8:49:43 PM	9:11:27 PM	22

Number of attendees: 14
 Total minutes: 1,430m

Note: All times in Central Time

Recording

Start Recording Time	End Recording Time	Duration
10:41 PM	9:11:27 PM	131
Recording Link:	Listen Now	
Conference Number	2	

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Rooster Acres

Preliminary Plat Public Hearing
March 19, 2020 @ 7:00 pm

Public Notice

The Murray County Planning Commission will hold a public hearing on Thursday, March 19, 2020, immediately following the Murray County Board of Adjustment Meeting that starts at 7:00 pm in the County Commissioner's Meeting Room, Murray County Government Center, Slayton, MN. The Planning Commission will take public comment and act on the following requests in the order listed below:

Applicant: Jeremy Donabauer

Property Location: Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township, Murray County

Application: Preliminary plat for eight residential lots in the Residential and Shoreland Overlay Districts on a General Development Lake.

Reason for Public Hearing: Jeremy Donabauer, the developer, has made application to subdivide the above property pursuant to the Murray County Zoning Ordinance, Article 8 and Article 12, Section 1212; and pursuant to the Murray County Subdivision Ordinance, Article 3, Section 303. The proposal is to subdivide the aforementioned property into eight riparian lots on the inlet of Lake Shetek.

All interested parties are invited to attend. If you are unable to attend, any comments or questions may be submitted in writing by Thursday, March 12, 2020, to the Murray County Environmental Services Office – PO Box 57, Slayton, MN 56172, or via email to jchristoffels@co.murray.mn.us.

Dates Published:

Murray County Wheel/Herald

Murray County News

Monday, March 2, 2020

Wednesday, March 4, 2020

Jean M. Christoffels

Murray County Zoning/Environmental Administrator

List of those Notified

Public Hearing for Preliminary Plat:

Rooster Acres

Applicants

Jeremy Donabauer

11-014-0010 4796 Merganser Drive

St. Bonifacius MN 55375

Neighbors

ALLAN B & RITA A CURRY

ALVIN L & MARILYN SMITH

ANNETTE J JAVUREK

BANGASSER FARMS LTD PTNSHP

BRIAN HAUGER

DAVID A SWENSON REV TRUST

DENNIS & JEANNE L BLOMGREN TRUSTS

DNR-PAYMENT IN LIEU TAXES DNR Real Estate Mngmnt Attn: Tax Specialist

DOUGLAS & ELIZABETH DESMEDT

LARRY E & LINDA RETZLAFF

LARRY J & JOAN E LANOUE

LELIN & JANA BECKERING

LYNN & ROSEMARY GOLTZ

M IRVING PETERSON TRUST AGMT ET AL (2)

MARJORIE E VISKER & JANS K VISKER

MARK J PETERSON TRUST

MATTHEW & KATHERIN MOSTAD

MATTHEW J & LINNEA SURPRENANT TRUSTS

MONTE L STEILOW ET UX

MONTE NELSON

ROBERT D & KRISTI L BUTLER

ROGER H & PATRICIA A GRIMMIUS

11-140-0070 805 E Flynn St

Redwood Falls MN 56283

11-140-0380 401 N Madison St

Minneota MN 56264

11-140-0050 10 Pommier LN

Garvin MN 56132

11-011-0070 12 Shady Rest Rd

Garvin MN 56132

11-140-0480 11148 290th St

Marshall MN 56258

11-140-0091 3121 20th St

Slayton MN 56172

11-140-0400 1588 270th Ave

Tyler MN 56178

11-011-0061 500 Lafayette RD

St Paul MN 55155

11-140-0410 2145 St Hwy 19

Marshall MN 56258

11-140-0470 851 Greenwood Ave

Tracy MN 56175

11-011-0060 1638 221st St

Garvin MN 56132

11-140-0090 18 Pommier LN

Garvin MN 56132

11-140-0440 231 E Hollett St

Tracy MN 56175

11-011-0010 105 Marlene St

Marshall MN 56258

11-140-0040 449 Center St

Tracy MN 56175

11-011-0040 PO Box 1037

Tracy MN 56175

11-140-0460 1011 North Spring St

Luverne MN 56156

11-012-0030 1920 211th St

Tracy MN 56175

11-014-0010 2175 170th Ave

Garvin MN 56132

11-013-0042 14526 Genesse Ave

Apple Valley MN 55124

11-140-0092 140 Cottonwood St

Revere MN 56166

11-140-0390 1021 Lexington Ave

Worthington MN 56187

List of those Notified Continued

TERRY GORDON ET AL (2)	11-140-0370 PO Box 117	Russell	MN 56169
THOMAS M & MARY M JAMES	11-140-0020 4 Pommier LN	Garvin	MN 56132
THOMAS M & RUTH M DANIELSON	11-140-0450 17 Pommier LN	Garvin	MN 56132
TROY SCHNEEKLOTH	11-140-0430 13 Pommier LN	Garvin	MN 56132
VICKI & RODNEY WENDT	11-140-0420 12453 380th Ave	Comfrey	MN 56019
WADE A & KATHRYN JO SCHMIDT	11-012-0031 1726 221st St	Garvin	MN 56132

Others

Kayla Johnson, Assistant County Attorney	2651 Broadway Avenue	Slayton	MN 56172
Lori Gunnink, County Commissioner	330 Lakeview Ave	Lake Wilson	MN 56151
Reuben Anderson, Lake Sarah Township Chairman	1230 211th St	Garvin	MN 56132
Carl Nyquist, Murray County Emergency Management	PO Box 57	Slayton	MN 56172
Tom Kresko, MN DNR	175 County Road 26	Windom	MN 56101
Rachel Kepler, MPCA Construction Stormwater	12 Civic Center Plaza, Suite 2165	Mankato	MN 56001
Craig Christensen, SWCD	2740 22nd Street	Slayton	MN 56172
Jamie Thomazin, Shetek Area Water & Sewer District	30 South Shore Drive	Slayton	MN 56172
David Schreiber, Farm Service Agency	2740 22nd Street	Slayton	MN 56172
MnDOT District 8	2505 Transportation Road	Willmar	MN 56201

Nobles Cooperative Electric	22636 US Highway 59, PO Box 788	Worthington	MN 55102
Dominic Jones, Red Rock Rural Water System	PO Box 160	Jeffers	MN 56172
Minnesota Historical Society	345 West Kellogg Boulevard	St. Paul	MN 56308
Randy Groves, Murray County Highway Engineer	3051 20th Street	Slayton	MN 56172
Jim Reinert, 9-1-1 Addressing	PO Box 57	Slayton	MN 56172
Brad Nyberg, Nyberg Surveying	509 22nd Avenue East, Suite 1010	Alexandria	MN 56308
Planning & Zoning Members (8)			

Zoning Administrator Staff Report

Jeremy Donabauer is proposing to subdivide and plat eight (8) riparian lots on the Inlet of Lake Shetek, a General Development Lake, in Section 14, Lake Sarah Township, Murray County. The lots would be part of the Shetek Area Water and Sewer District and would be required to connect to the centralized sewer system.

The area to be subdivided into Rooster Acres is bordered by 170th Avenue on both the west and south sides; 170th Avenue is a well-established township gravel road. After the pre-advisory meetings with the Planning Commission, Jeremy increased the drainage easement between lots one and two, to a 40-foot easement because of the historical details about flooding in that area noted by the Lake Sarah Township Board Members. Also, due to water flow and future driveway locations, a 20-foot drainage easement was added to the middle of the lots. The future lot owners, according to the proposed protective covenants, will need to install culverts to avoid blocking the natural water flow across the entire subdivision.

On November 21, 2019 and December 19, 2019, preliminary plans were presented to the Planning Commission (PC), to comply with the Advisory meeting requirement of the Murray County Subdivision Ordinance. Copies of the minutes from both PC Meetings have been included with this staff report. At the November meeting, the PC asked Jeremy to return with additional information from the checklist before they would allow him to make application for a preliminary plat public hearing, including a rough footprint of a build or buildable area for each lot due to concerns over drainage and wetlands. There is a 33-foot utility easement on lots 6, 7 and 8. Should there be a 10-foot utility easement adjacent to the road right of way, or is that considered to be within the 35-foot road right of way setback?

Included with the notice to the PC, was Minnesota Wetland Conservation Act Notice of Decision, and the Stormwater Pollution Protection Plan (SWPPP) for the entire subdivision.

There are areas within the proposed Rooster Acres that fall in the flood fringe district of Lake Shetek. All floodplain regulations must be complied with for any construction projects, with the lowest floor of any structure no lower than 1,488 feet above sea level, including basements or crawl spaces. And, since there are wetlands identified on the plat, any shoreline work must be compliant with the Wetland Conservation Act.

A variance was applied for and granted for the subdivision to be located within the required reciprocal setback to the nearest registered feedlot. The Board of Adjustment approved a 10% variance from the required $\frac{3}{4}$ mile setback; a line for the approved variance distance is identified on the preliminary plat. The variance was approved with the following special condition: No dwellings or structures allowed within 3,564 feet of any registered feedlot.

Zoning Administrator Staff Report Continued

Murray County Subdivision Ordinance

The procedures for Major Subdivisions begin on page 12 (Article 3, Section 303) of the recently amended Murray County Subdivision Ordinance; which lists the steps that the developer must go through, starting with the Pre-Application Standard Plat Meeting and finishing with the recording of the Final Plat. Standard Plat Design Standards can be found in Article 4 of the Subdivision Ordinance, beginning on page 23.

Murray County Zoning Ordinance

Since the land falls within Floodplain and Shoreland Overlay Districts, other requirements that must be met can be found in the Murray County Zoning Ordinance, Article 11 – Floodplain, and Article 12 – Shoreland.

Murray County Comprehensive Land Use Plan:

Chapter 2 – Demographics and Housing would be a good place to start reading about the housing situation in Murray County; keep in mind this Plan relates to all land in the County and not just land within Shoreland. Also read Chapter 5 – Conservation, Parks, and Open Space, especially page 83 where it talks about considering the natural characteristics of a site prior to development, and then page 90, the part about development on The Inlet. Chapter 7 – Land Use discusses more of the issues associated with shoreland and how developments may have an impact on water quality. The Chapter also provides ideas on how to reduce those impacts through the requirement of open space and conservation subdivisions.

Then read through Chapter 8, Goals, Objectives and Policies that apply to this subdivision. Note that these goals, objectives and policies; any other information from the Comprehensive Plan; or information presented at the public hearing, may be cited to support the findings and any special conditions that you may wish to apply to the approval of the Rooster Acres Preliminary Plat.

The Planning Commission will make a recommendation to the County Board to either approve or deny the Preliminary Plat for Rooster Acres; the County Board has the final approval authority. If approved, the developer can move forward with creation of the Final Plat that must be presented to the Planning Commission for review and approval recommendation. The application was signed on February 12, 2020, which means for the 60-day rule, the initial 60-days would expire on April 12, 2020.

Jean M. Christoffels
Murray County Zoning/Environmental Administrator

Email from Curt Bangasser

Jean Christoffels

From: Curt Bangasser <cbangsr@frontier.com>
Sent: Wednesday, March 11, 2020 12:03 PM
To: Jean Christoffels
Subject: [DISARMED ATTACHMENT] Rooster Acres
Attachments: Section 14, Lake Sarah002.pdf

CAUTION – OUTSIDE EMAIL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

March 2020

11

Murray County Planning Commission,

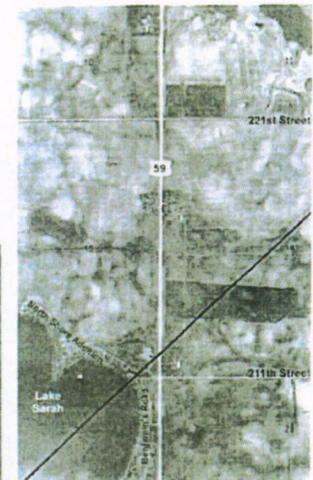
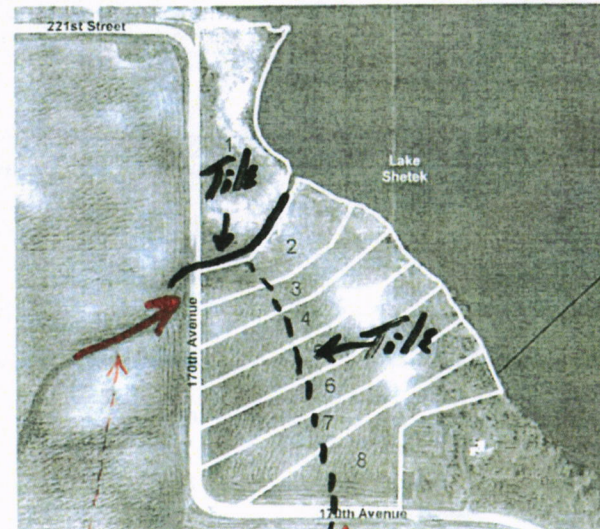
I would like to express my concerns about the amount of water run off that has to flow over the property in question. (Govt Lot 1, NE1/4 NE1/4, section 14, Lake Sarah Township). There are 2 tile lines that drain across the property and also runoff which flows across during excess rainfall. Approximately 200 acres of farmland is in this watershed.

I would like to see easement for the tile lines in question and easement for the flow of surface water from the west. I have provided a map of approximate locations of tile lines and flow of water during heavy rain. I am sure the township board members know what I am talking about as the road washes out often during excess rain.

Curt Bangasser
Bangasser Farms Ltd Prt

Sent from Mail for Windows 10

Rooster Acres
Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township
Preliminary Plat Public Hearing
Thursday, March 19, 2020 at 7:00 pm



Notice Area: 2,640

Source: Murray Co. GIS
Prepared By: Murray Co.
Integrated GIS Unit

Email from Jana and Lee Beckering

Jean Christoffels

From: Beckering, Jana L <Jana.Beckering@allina.com>
Sent: Thursday, March 5, 2020 10:38 AM
To: Jean Christoffels
Subject: public hearing

CAUTION – OUTSIDE EMAIL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Jean,

We will not be able to attend the public hearing on March 19 but would like to voice one concern we have. We are not opposed to the application for Jeremy Donabauer's application for the development of that area but would like to see some stipulation on what type of homes can be put on the lots. Adding mobile homes (either single or double wide) could potentially decrease the value of other lake front properties on the inlet.

Thanks much, we hope all is well with you.

Jana and Lee Beckering



This message contains information that is confidential and may be privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail and delete the message.

MN Wetland Conservation Act Notice of Decision



Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit:	Murray SWCD	County:	Murray
Applicant Name:	Jeremy Donabauer	Applicant Representative:	Darren Hungness
Project Name:	Donabauer Delineation	LGU Project No. (if any):	D2
Date Complete Application Received by LGU:	10/30/2019		
Date of LGU Decision:	2/13/2020		
Date this Notice was Sent:	2/13/2020		

WCA Decision Type - check all that apply

☒ Wetland Boundary/Type	☐ Sequencing	☐ Replacement Plan	☐ Bank Plan (not credit purchase)
☐ No-Loss (8420.0415)	☐ Exemption (8420.0420)		
Part: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ H	Subpart: ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9		

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:	
Wetland Replacement Type:	☐ Project Specific Credits:
	☐ Bank Credits:
Bank Account Number(s):	

Technical Evaluation Panel Findings and Recommendations (attach if any)

☒ Approve	☐ Approve w/Conditions	☐ Deny	☐ No TEP Recommendation
---	---	-------------------------------	--

LGU Decision

☐ Approved with Conditions (specify below) ¹	☒ Approved ¹	☐ Denied
List Conditions: This application was previously approved with conditions on 12/13/2019. Since that delineation did not encompass the entire parcel, approval with conditions was given, and the condition being that only the wetland boundary that was mapped out and flagged in the field was approved. Applicant submitted additional information for additional wetland area that he wished to be included in the boundary/type decision. TEP panel reviewed the additional information and visited site on 2/3/2020 and agrees with the wetland boundary. This decision replaces decision D1 made on 12/13/2019.		
Decision-Maker for this Application: ☒ Staff ☐ Governing Board/Council ☐ Other:		
Decision is valid for: ☒ 5 years (default) ☐ Other (specify):		

¹ Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.

LGU Findings - Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☒ Attachment(s) (specify): Delineation map
☒ Summary: The TEP panel is in agreement with the delineation that Darren Hungness flagged and presented on map on 1/22/2020.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

BWSR NOD Form - November 12, 2019

1

☒ Site Location Map ☐ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 unless the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: Aaron Crowley	☒ BWSR TEP Member: John Hansel
☒ LGU TEP Member (if different than LGU contact): Sara Soderholm	
☒ DNR Representative: Tom Kresko	
☐ Watershed District or Watershed Mgmt. Org.:	
☐ Applicant:	☐ Agent/Consultant:

Optional or As Applicable:

☐ Corps of Engineers:
☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):
☐ Members of the Public (notice only):
☐ Other:

Signature: *Aaron Crowley*

Date: 2/13/2020

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

BWSR NOD Form - November 12, 2019

2

MN Wetland Conservation Act Notice of Decision Continued

WETLAND DELINEATION REPORT ADDENDUM

MONTE STEILOW PROPERTY

Section 14, Lake Sarah TWP, Murray County, MN

INTRODUCTION

Landteam, Inc. was contracted by Mr. Jeremy Donabauer to determine wetland boundaries on the subject property, to delineate and flag those wetland boundaries, and to produce a wetland delineation report. This delineation was initiated in anticipation of potential purchase of the property. The field work and delineation were performed in the fall of 2019. Subsequent to submittal of the delineation report, it was determined that additional area along the shoreline of the proposed plat contained riparian wetlands. This addendum discusses the efforts made to identify those wetlands and include them in the delineation.

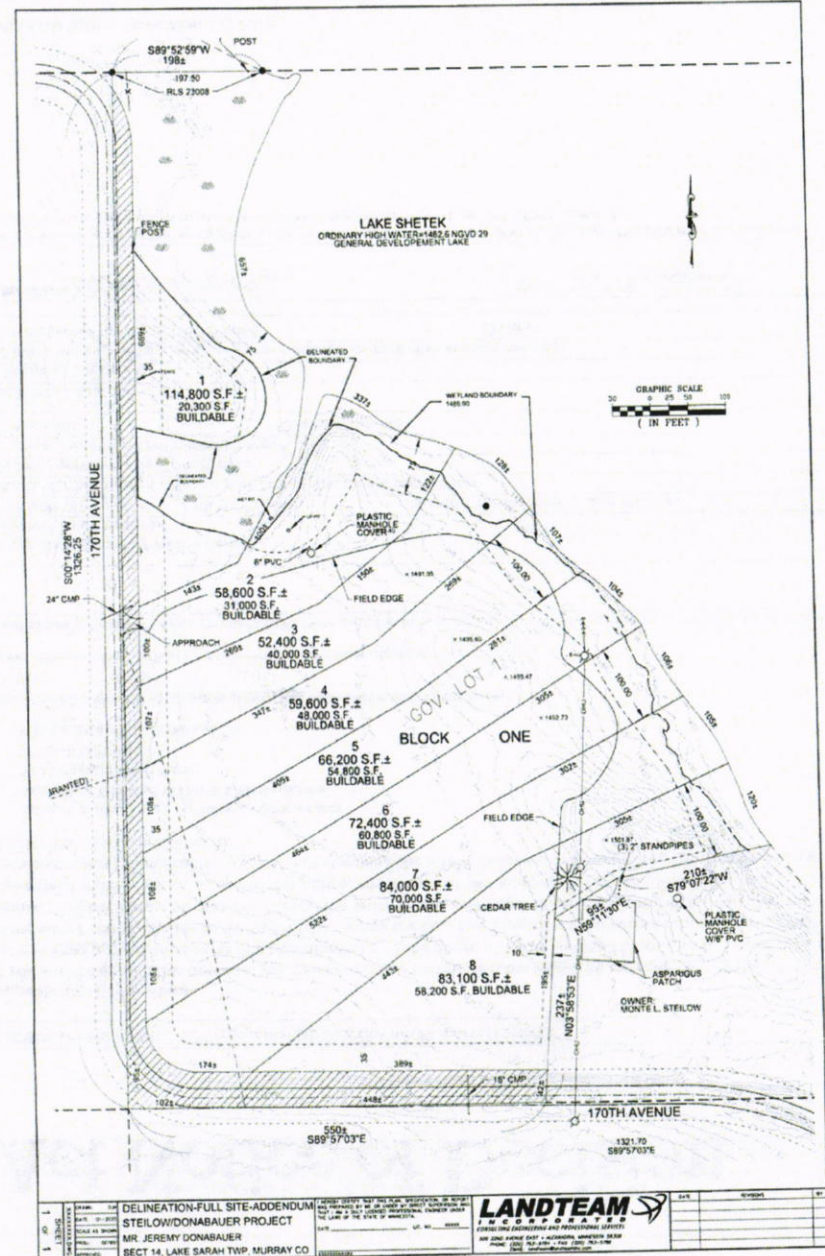
METHODOLOGY

The elevations of the individual wetland flag shots, starting at the northern terminus are as follows:

Flag #1:	1487.29	Flag #11:	1487.64
Flag #2:	1486.60	Flag #12:	1487.02
Flag #3:	1486.73	Flag #13:	1486.45
Flag #4:	1486.03	Flag #14:	1487.41
Flag #5:	1486.09	Flag #15:	1486.72
Flag #6:	1486.45	Flag #16:	1486.71
Flag #7:	1487.02	Flag #17:	1486.70
Flag #8:	1487.43	Flag #18:	1486.30
Flag #9:	1487.87	Flag #19:	1487.73
Flag #10:	1487.98		

The average for those shots is **1486.90**. This elevation was assumed to be representative of additional wetlands on the site.

One-foot contours for the site were generated from data obtained from the MNTPO website. Following this exercise, the 1487 contour was offset by 0.1 feet to generate a 1486.90 contour, which is shown as a dashed line along the shoreline in question and travels along the frontage of the proposed plat from Lot 2 through Lot 8.



MN Wetland Conservation Act Notice of Decision Continued



Aerial Map

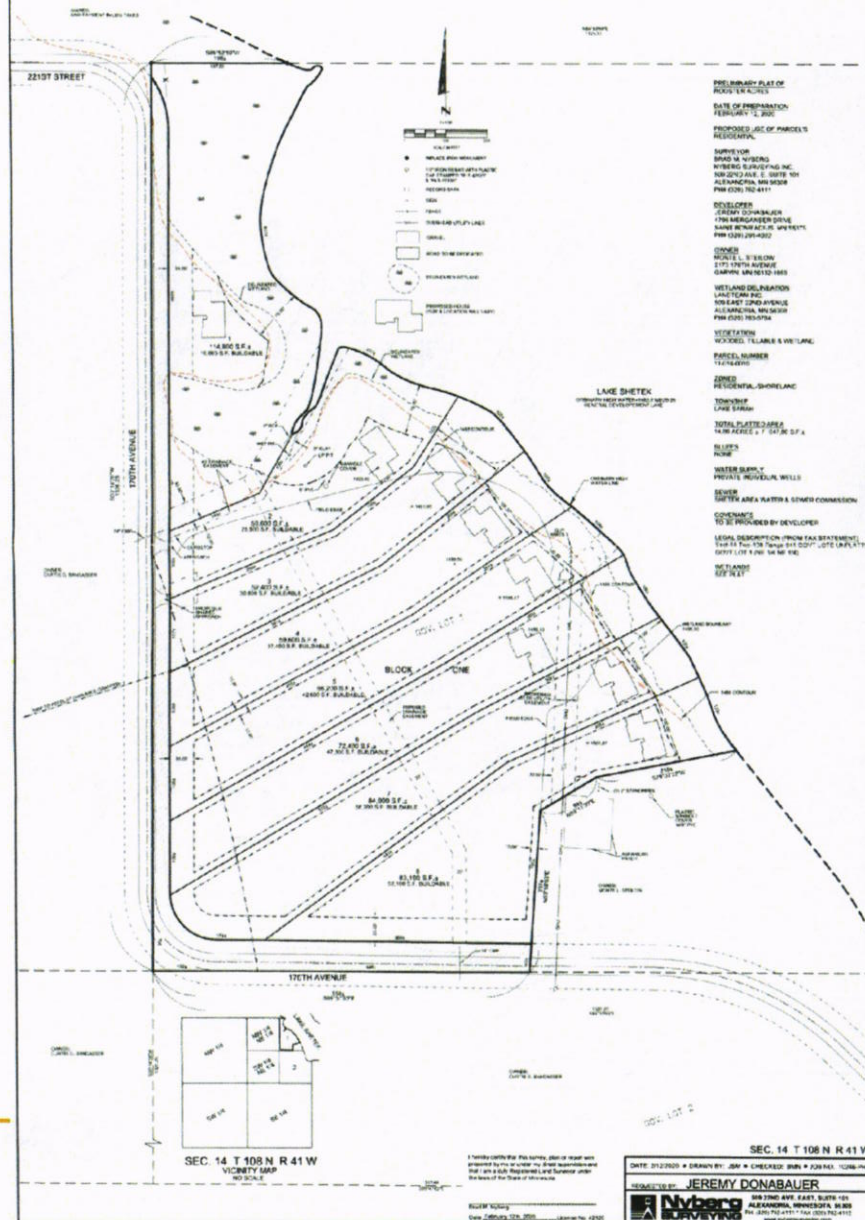
Rooster Acres
Govt Lot 1, NE1/4 NE1/4, Section 14, Lake Sarah Township
Preliminary Plat Public Hearing
Thursday, March 19, 2020 @ 7:00 pm



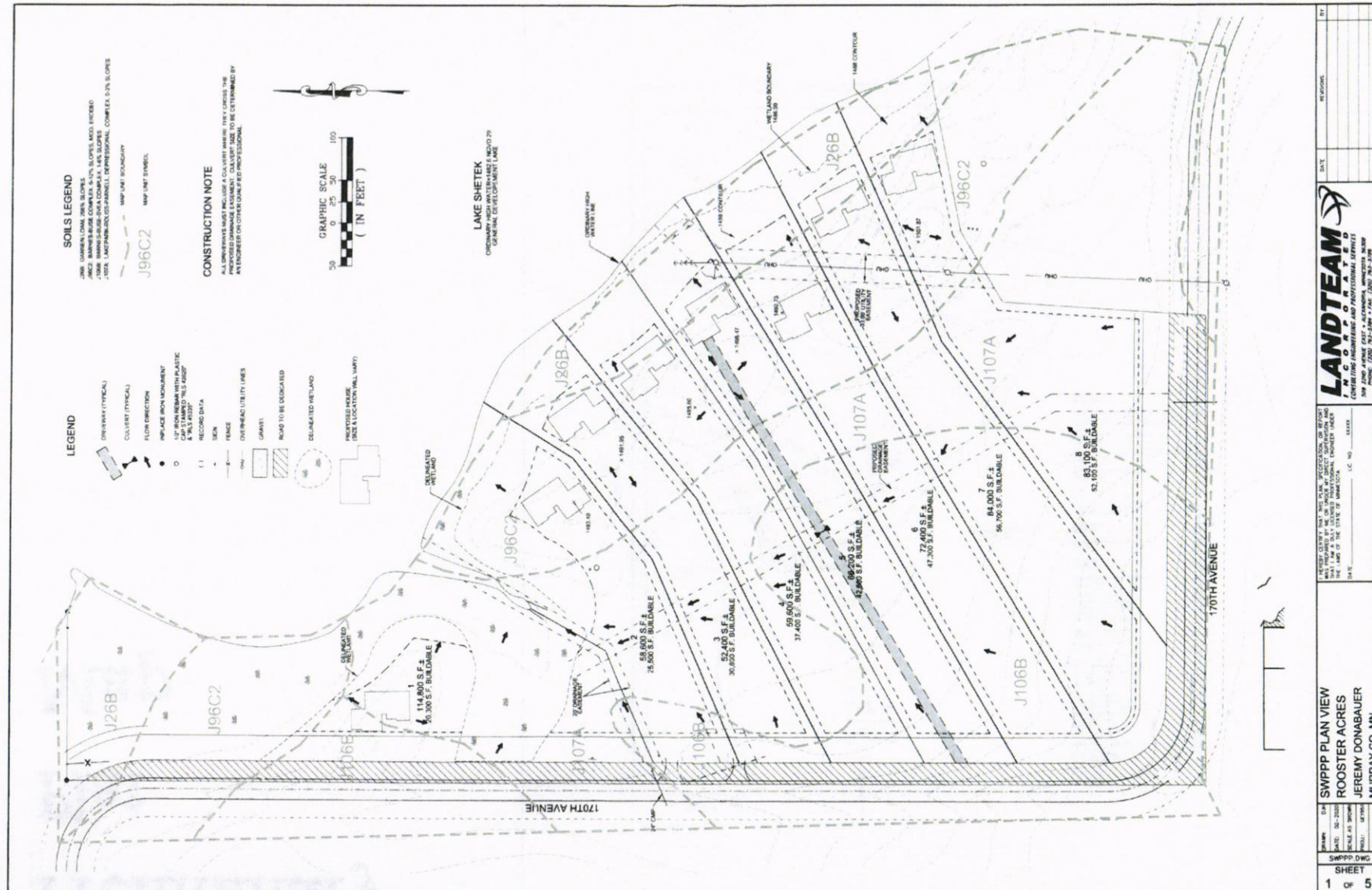
Notice Area: 2,640 feet (1/2 mile)

Source: Murray Co. GIS Data
Prepared By: Murray Co. Environmental Office
Displayed Using: Murray Co. Coordinate System

ROOSTER ACRES



SWPPP Plan Views



ROOSTER ACRES STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SWPPP1.DWG
SHEET
2 OF 5

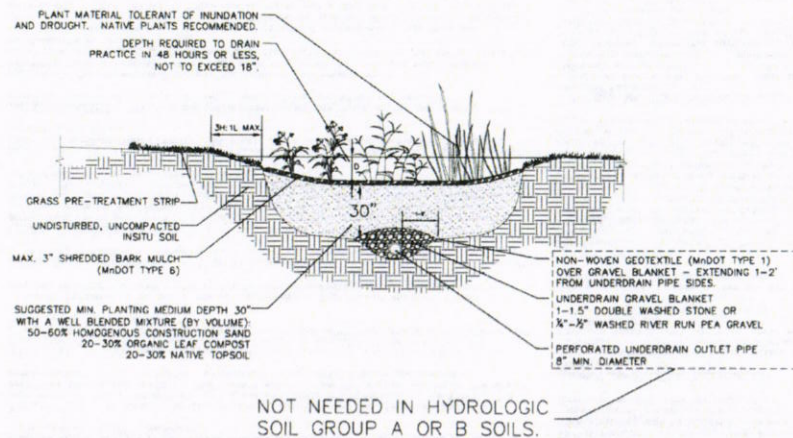
SWPPP Plan Views Continued

CONSTRUCTION SEQUENCING

1. INSTALL SILT FENCE AND/OR OTHER APPROPRIATE TEMPORARY EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
2. ALL DOWN-GRADIENT PERIMETER SEDIMENT CONTROL BMP'S MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITY BEGINS.
3. PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES.
4. INSTALL UTILITIES (WATER, SANITARY SEWER, ELECTRIC, PHONE, FIBER OPTIC, ETC) PRIOR TO SETTING FINAL GRADE OF BIORETENTION DEVICE.
5. ROUGH GRADE THE SITE. IF BIORETENTION AREAS ARE BEING USED AS TEMPORARY SEDIMENT BASINS LEAVE A MINIMUM OF 3 FEET OF COVER OVER THE PRACTICE TO PROTECT THE UNDERLYING SOILS FROM CLOGGING.
6. PERFORM ALL OTHER SITE IMPROVEMENTS.
7. SEED AND MULCH ALL AREAS AFTER DISTURBANCE.
8. CONSTRUCT BIORETENTION DEVICE UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREA.
9. IMPLEMENT TEMPORARY AND PERMANENT EROSION CONTROL PRACTICES.
10. PLANT AND MULCH BIORETENTION DEVICE.
11. REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.

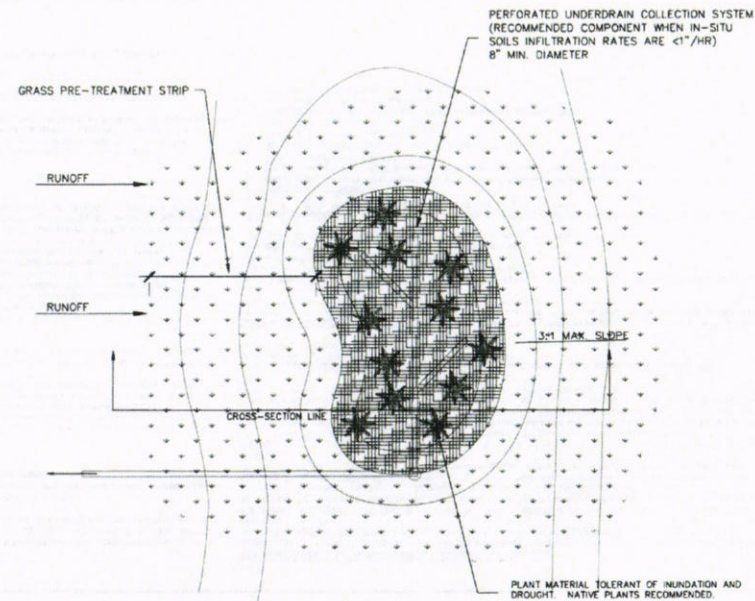
GENERAL NOTES

1. IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED FROM THE PRACTICE PRIOR TO CONTINUING CONSTRUCTION.
2. GRADING OF BIORETENTION DEVICES SHALL BE ACCOMPLISHED USING LOW-COMPACTION EARTH-MOVING EQUIPMENT TO PREVENT COMPACTION OF UNDERLYING SOILS.
3. ALL SUB MATERIALS BELOW THE SPECIFIED BIORETENTION DEPTH (ELEVATION) SHALL BE UNDISTURBED, UNLESS OTHERWISE NOTED.
4. LOCATION TO BE DETERMINED ON SITE. FACILITY MUST GENERALLY BE LOCATED BETWEEN THE MAIN STRUCTURE AND THE RECEIVING WATER AS TO INTERCEPT AND TREAT THE BULK OF RUNOFF GENERATED BY THE NEW IMPERVIOUS SURFACES ON THE LOT.



BIORETENTION (RAINGARDEN) TYPICAL CROSS SECTION

SCALE = N.T.S.

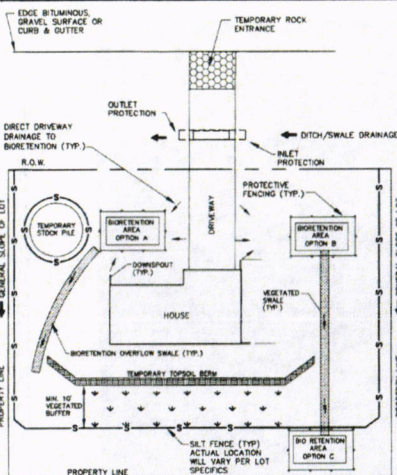


BIORETENTION (RAINGARDEN) TYPICAL PLAN VIEW

SCALE = N.T.S.

BIORETENTION INFILTRATION/ RECHARGE FACILITY JEREMY DONABAUER MURRAY COUNTY, MN		LANDTEAM INCORPORATED 	
DRAWN: DA DATE: 01-20-2007 SCALE: N.T.S. PROJECT: BIOWING SHEET: 4 OF 5	I, JEREMY DONABAUER , OF THE COUNTY OF MURRAY , STATE OF MINNESOTA , DO HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER, KNOWLEDGE UNDER THE LAWS OF THE STATE OF MINNESOTA.	DATE: _____ EXIST: _____ L.C. NO.: _____ PROJECT NO.: _____ OFFICE: _____ 1000 WEST 4TH STREET • MINNEAPOLIS, MINNESOTA 55408 TEL: (612) 921-2000 • FAX: (612) 752-2000 WWW.LANDTEAM.COM	REVISIONS DATE

SWPPP Plan Views Continued

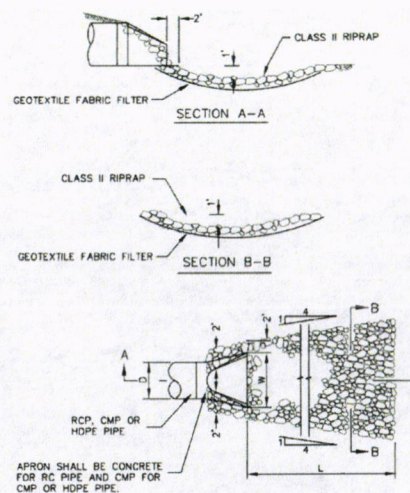


NOTE:

1. THIS IS A TYPICAL LOT DETAIL. ACTUAL LOCATION OF TECHNIQUES WILL VARY DEPENDING UPON LOT SPECIFICS SUCH AS LIMITS OF DISTURBANCE, GENERAL SLOPES OF THE AREA, LOCATION OF SOIL STOCKPILES, AND CUT AND FILL AREAS, AS WELL AS CONTRACTOR/EROSION CONTROL SUPERVISOR DETERMINATION AND PROJECT SEQUENCING.

1. ADDITIONAL NOTES:
2. VEGETATED SWALE IS REQUIRED TO DIRECT RUNOFF TO OPTION C, IF CHOSEN.
IF OPTION B IS CHOSEN, SWALE WILL ACT AS THE OVERTFLOW FOR THAT LOCATION.
3. SILT FENCE (MACHINE-TYPE SPLICED) TO BE INSTALLED OUTSIDE DISTURBED
AREA IN ALL DOWN-GRADIENT LOCATIONS (MAINTAIN AS NEEDED).
4. ALL STOCKPILES TO BE PROTECTED BY EITHER TEMPORARY COVER OR
SILT FENCE LOCATED AT BASE OF STOCKPILE.
5. INSTALL AND MAINTAIN TEMPORARY ROCK ENTRANCE. ALL INGRESS AND EGRESS
FROM LOT SHALL BE AT THE ROCK ENTRANCE. ROCK ENTRANCE TO REMAIN IN
PLACE UNTIL DRIVEWAY PREPARATION OPERATIONS BEGIN.
6. SWEEP TRACKED DEBRIS FROM PAVED STREETS DAILY.
7. WATER RESULTING FROM DETERATING OPERATIONS SHALL BE DIRECTED TO A
TEMPORARY STILLING BASIN AND DISCHARGED THROUGH 1'-2" ROCK PRIOR TO
LEAVING LOT. ANY SEDIMENT SHALL BE REMOVED AND DISPOSED OF IN KEEPING
WITH THE WROCK PERMIT.
8. TURF ESTABLISHMENT SHALL BE ACCORDING TO PERMIT REQUIREMENTS.
9. UTILITY TRENCHES TO BE BACKFILLED AND GRADED IMMEDIATELY UPON COMPLETION
OF UTILITY INSTALLATION.
10. ALL SEDIMENT DEPOSITED AS A RESULT OF HOME CONSTRUCTION, LANDSCAPING OR
UTILITY INSTALLATION SHALL BE REMOVED WITHIN 7 DAYS OF SEDIMENTATION.
11. TURF ESTABLISHMENT TO INCLUDE SOIL STABILIZATION SUCH AS HYDRO MULCH OR
SOD.
12. ALL EROSION CONTROL METHODS TO MEET NPDES REQUIREMENTS.
13. DEVELOPMENTS WITH WELLS AND/OR INDIVIDUAL SEWAGE TREATMENT SYSTEMS (ISTS)
MAY NEED MEET EROSION CONTROL PRACTICE REQUIREMENTS DURING WELL
PROPERTIES AND ISTS CONSTRUCTION.

TYPICAL LOT DETAIL

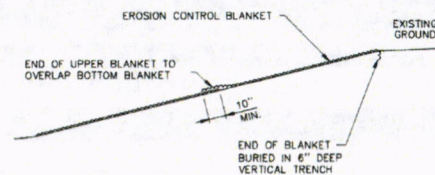


NOTE:
DIMENSIONS FOR "L" AND "W" WILL
VARY BASED ON MDOT PLATES
3133D AND 3134D FOR THE
APPROPRIATE "D".

FOR SMALL DRAINAGE AREAS OR
DRIVEWAY CULVERTS, SOD OR
EROSION CONTROL BLANKET MAY BE
USED INSTEAD OF RIPRAP. SEE
MDOT PLATE 9102 FOR DIMENSIONS
& QUANTITIES.

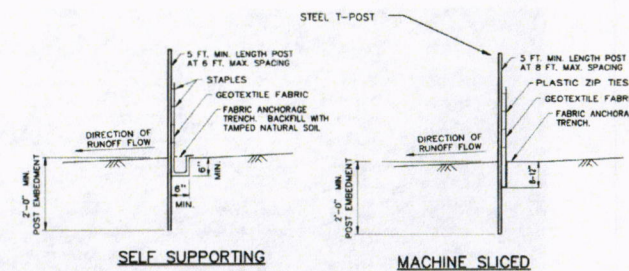
THE LAST THREE SECTIONS OF PIPE
FOR RC PIPE.

DRAINAGE OUTLET PROTECTION
SCALE = N.T.S.



NOTE: INSTALL TO MANUFACTURER'S SPECIFICATIONS

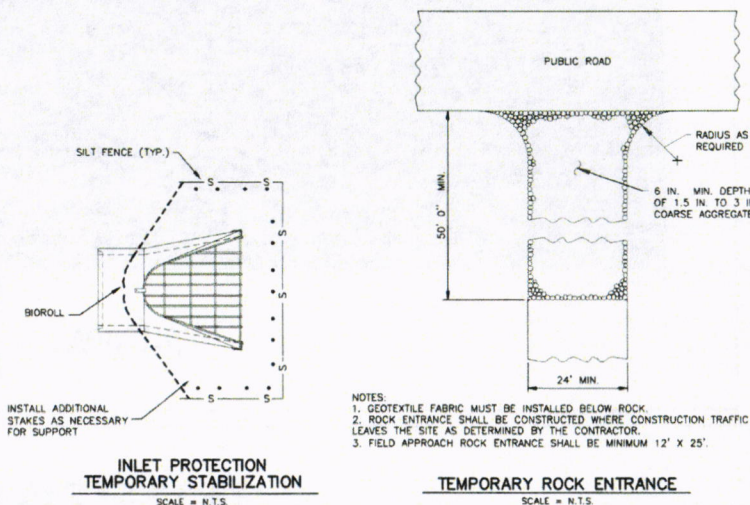
EROSION CONTROL BLANKET
SCALE = N.T.S.



NOTE:
ALL SILT FENCES MUST BE REPAIRED, REPLACED OR SUPPLEMENTED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES ONE THIRD OF THE HEIGHT OF THE FENCE. THESE REPAIRS MUST BE MADE WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

SILT FENCE DETAILS

SCALE = N.T.S.



NOTES:

1. GEOTEXTILE FABRIC MUST BE INSTALLED BELOW ROCK.
2. ROCK ENTRANCE SHALL BE CONSTRUCTED WHERE CONSTRUCTION TRAFFIC LEAVES THE SITE AS DETERMINED BY THE CONTRACTOR.
3. FIELD APPROACH ROCK ENTRANCE SHALL BE MINIMUM 12' X 25'.

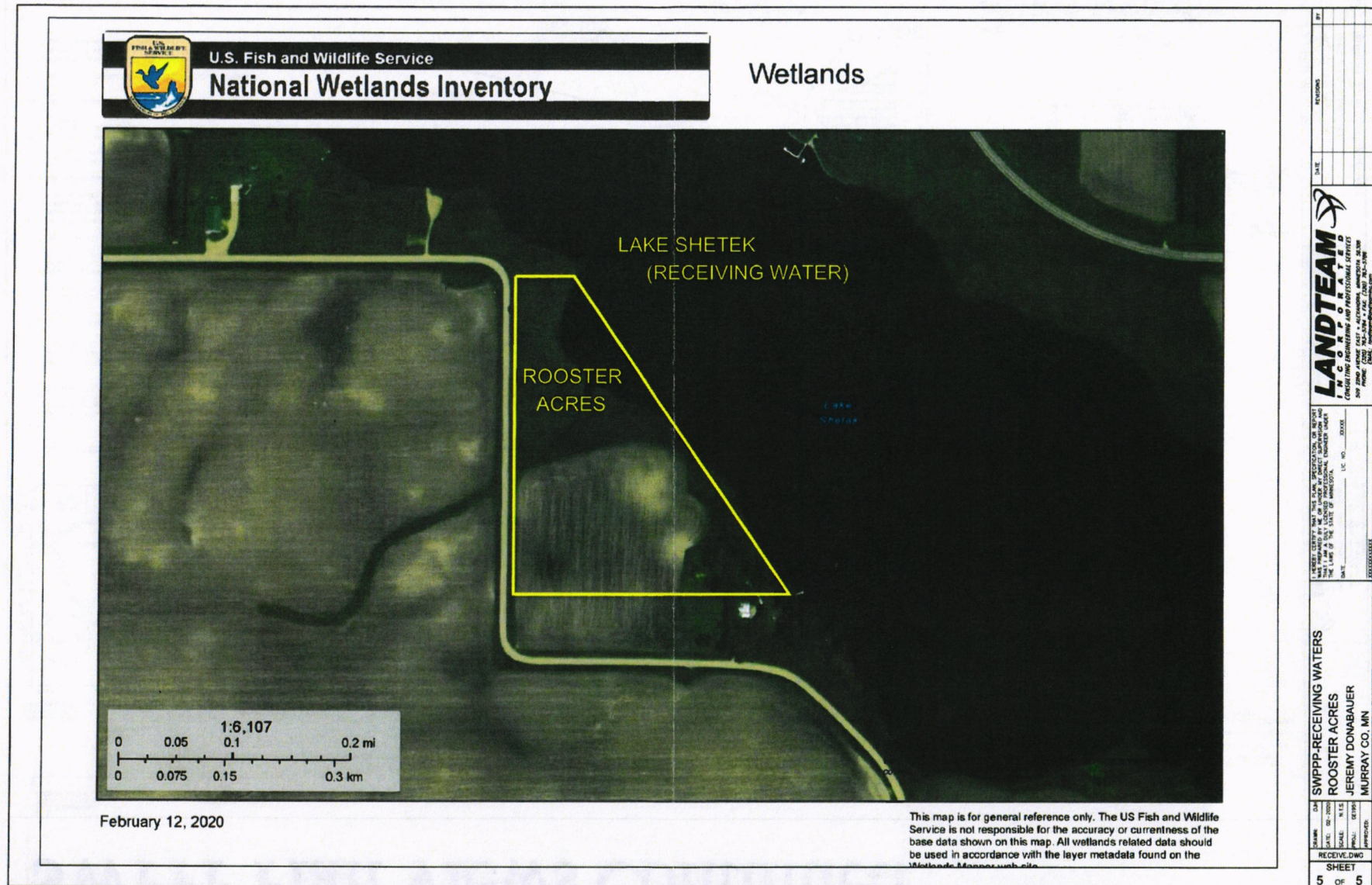
INLET PROTECTION
TEMPORARY STABILIZATION

SCALE = N.T.S.

TEMPORARY ROCK ENTRANCE
SCALE = N.T.S.

[illegible]

SWPPP Plan Views Continued



MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7, 2020	Item: Conditional Use Permit
Originating Department: Zoning	Presenter: Jean Christoffels
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 5 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

The Public Hearing was held by the Murray County Planning Commission on March 19, 2020 for this conditional use permit application.

Board Action Requested – If Any *(Include a sample motion whenever possible):*

Approval of Planning Commission's recommendation on the following Conditional Use Permit Application:

Paul & Lucas Erickson

NW1/4 NE1/4, Section 10, Ellsborough Township

CUP #1369

To expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agriculture and Shoreland Overlay Districts.

It was moved by ____, seconded by ____ and passed to approve Conditional Use Permit #1369 for Paul & Lucas Erickson to expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agriculture and Shoreland Overlay Districts in the NW1/4 NE1/4, Section 10, Ellsborough Township, with the findings and three (3) special conditions recommended by the Planning Commission.

List Supporting Documents:

CUP Application, Conditional Use Findings of Fact Form, Public Hearing Minutes, Power Point Slide Presentation

**MURRAY COUNTY
CONDITIONAL USE PERMIT APPLICATION**

PARCEL NUMBER: 07.010.001.1 LEGAL DESCRIPTION: See Attached Legal Description

CONDITIONAL USE PERMIT NO: 1369

Ellsborough T108N R43W 10
Township Twp/Range Section Quarter

OWNER NAME Paul Erickson
ADDRESS 366 231st Street
CITY, STATE ZIP Balaton, MN 56115
PHONE (507) 828-2371

APPLICANT NAME Lucas Erickson
ADDRESS 366 231st Street
CITY, STATE ZIP Balaton, MN 56115
PHONE (507) 828-9911

REASON FOR MAKING APPLICATION FOR A CONDITIONAL USE PERMIT: to expand and operate an
existing feedlot by 492.5 animal units from 87.5 to 580 AU in the Agriculture and Shoreland Overlay Districts
Expansion includes an earthen lagoon.

ZONING REGULATIONS REQUIRING APPLICATION FOR CONDITIONAL USE PERMIT: pursuant to
Murray County Zoning Ordinance, Article 7, Section 703.1; Article 24, Section 2403.1A; and Article 12,
Section 1206.2B

IF PERMIT IS APPROVED: A violation of any condition set forth in a Conditional Use Permit shall be a violation of this Ordinance and automatically terminate the permit. A Conditional Use Permit shall become void one (1) year after being granted by the Board unless used or if discontinued for a period of ninety (90) days.

\$750.00
Fee

Paul Erickson
Signature of Owner

2-18-2020
Date

Lucas Erickson
Signature of Applicant

2-18-2020
Date

MURRAY COUNTY PLANNING COMMISSION

On the foregoing petition, the Murray County Planning Commission's recommendation is as follows:

☐ Postponed ☐ Disapproved ☒ Approved

Subject to the following conditions: See conditions on reverse

March 19, 2020
Date

Chairman Signature

MURRAY COUNTY BOARD OF COMMISSIONERS

On this date, the Murray County Board of Commissioners took the following action on the foregoing petition:

☐ Postponed ☐ Disapproved ☐ Approved

Subject to the following conditions: See conditions on reverse

Date

Chairman Signature

MURRAY COUNTY
CONDITIONAL USE PERMIT APPLICATION
Page 2

Chronology	Date
Received in Zoning Department	<u>2/18/2020</u>
Hearing Date	<u>3/19/2020</u>
Notice Published	<u>03-02-2020 & 03-04-2020</u>
Notice Mailed to Adjacent Land Owners	<u>2/28/2020</u>
Planning Commission Agenda	<u>3/19/2020</u>
Board of County Commissioner Agenda	<u>04/07/2020</u>
Applicant Notified	<u></u>

SPECIAL CONDITIONS

1. The permit holder shall comply with all governmental laws, rules, and regulations as they apply to the project. If any state permits are required, a copy of those permits must be submitted to the Murray County Environmental Services Office before operation can commence.
2. The conditional use permit may be reviewed annually to ensure the conditions are being met.
3. The permit holder shall obtain a signed written agreement with the Township on the maintenance of roads and a copy of the agreement submitted to the Environmental Services Office before the project can begin.



MURRAY COUNTY PLANNING COMMISSION

Slayton, MN 56172-0057 507-836-1166

CONDITIONAL USE FINDINGS OF FACT

CONDITIONAL USE FOR: Paul & Lucas Erickson

PARCEL NO.: 07.010.001.1

CONDITIONAL USE NO.: 1369

ORDINANCE CRITERIA - *The Planning Commission may recommend the granting of a Conditional Use Permit in any district provided the proposed use is listed as a conditional use for the district and upon a showing that the standards and criteria stated in this Ordinance will be satisfied and that the use is in harmony with the general purposes and intent of this Ordinance and the Comprehensive Plan.*

In determining whether the proposed use is in harmony with the general purpose and intent of the Ordinance and the Comprehensive Plan, the Planning Commission shall consider and make findings on the following questions:

1. Will the proposed use have an impact (adverse) on the health, safety, and general welfare of the occupants in the surrounding neighborhood?

Yes _____ No x

WHY: Because the surrounding neighborhood is all zoned ag and the closest house besides Paul's, is 3,730 feet away.

2. Will the proposed use have an impact (adverse) on traffic conditions including parking?

Yes _____ No x

WHY: Because the construction setbacks to the road right of way were established to ensure sufficient room for loading and parking of all feedlot activity; there should be sufficient room on this property for all feedlot activity for this request.

3. Are there adequate public utilities, public services, roads, and schools to support the proposed use of the property?

Yes x No _____

WHY: Because there is a decent township road adjacent to this property, and rural water is available.

4. Will the proposed use have an effect (adverse) on property values or future development of land in the surrounding neighborhood?

Yes _____ No x

WHY: Because there are 6 registered animal feedlots within 2 miles of this site; and the purpose of the Agriculture District is to allow for Agricultural uses, which includes raising livestock.

5. Is the proposed use of the property consistent with the goals and policies adopted in the Comprehensive Plan?

Yes x No _____

WHY: Because this is agriculturally zoned land that is to be used for agriculture purposes. Raising livestock is an agriculture use, and the County's Comprehensive Land Use Plan promotes this type of activity.



MURRAY COUNTY PLANNING COMMISSION

Slayton, MN 56172-0057 507-836-1166

CONDITIONAL USE FINDINGS OF FACT

CONDITIONAL USE FOR: Paul & Lucas Erickson

PARCEL NO.: 07.010.001.1

CONDITIONAL USE NO.: 1369

6. Does the proposed use meet the standards of the Zoning Ordinance including that the use is allowed with a Conditional Use Permit in the designated zoning district in which it is proposed?

Yes x No

WHY: Because it abides by all Murray County Zoning Ordinance regulations.

7. Will the proposed use have an effect (adverse) on the environment including impacts on groundwater, surface water, and air quality?

Yes No x

WHY: Because if constructed, operated and maintained properly, and stays in compliance with Murray County regulations, there should be no adverse effects on the environment.

8. Will the proposed use have an effect (adverse) on existing natural, historic, or scenic views of features in the surrounding neighborhood?

Yes No x

WHY: Because the feedlot is located adjacent to and within 300 feet of the Redwood River, and nothing was stated that this request would have any negative impacts on the aesthetics of the area.

Signatures of Planning Commission Members

Date: 03-19-2020

Chairman

Carolyn McDonald

Don Brainerd

Conditional Use Recommendation to Murray County Commissioners

☒ Approved ☐ Denied

☒ With Modification ☐ Without Modification
(See conditions on permit)

Signature of Chairman of Murray County Commissioners

Chairman

Date

Conditional Use Action Taken By Murray County Commissioners

☐ Approved ☐ Denied

☐ With Modification ☐ Without Modification
(See conditions on permit)

**Public Hearing
Paul and Lucas Erickson Conditional Use Minutes**

The Murray County Planning Commission held a public hearing on Thursday, March 19, 2020 in the County Commissioner's Meeting Room, Murray County Government Center, Slayton, MN and via a teleconference, to take public comment and act on a conditional use permit application to expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agricultural and Shoreland Overlay Districts, in the NW1/4 NE1/4, Section 10, Ellsborough Township, Murray County.

On-site Members present: Carolyn McDonald, Dan Bierma Vern Carlson, and Marc Hollahan

Call in Members present: Ron Holinka, Kevin Vickerman, Bob Ossefoort, and David Thiner

Other present On-site: Jean Christoffels

Others present Call-in: Kayla Johnson, Elliot De Jongh, Brent Louwagie, Paul Erickson, Lucas Erickson, Jeremy Donabauer, Jana Reilly, and Craig Christensen

Chairman Kevin Vickerman called the hearing to order at 8:28 p.m. and had Jean read the public notice. The list of those notified was entered into the record. Chairman Vickerman asked if there were any problems with the proper notification; there were none. Also entered into the record were the following: Staff Reports from the Zoning/Environmental Administrator and the Ag & Solid Waste Administrator; MN Wetland Conservation Act Notice of Decision with maps; the findings; and special conditions. A power point presentation was displayed and reviewed throughout the meeting; a copy of the power point was emailed to everyone on the call and was also displayed on the screen. (See attached).

Chairman Vickerman asked Paul and Lucas to explain their proposal and answer questions from the Commission.

Lucas explained the proposal is to build a 500' x 80' mono slope barn with outside lots; they like outside lots because they background livestock and need the bunk space. The project is going through Centrol and is engineered to meet all the requirements of EQIP and the NRCS. This project will include sediment basins where the solids are separated into sediment basins and then hauled out as needed. The water will leave the basins and go to a holding pond, where they will be pumped into a system called the Sunny Day release; all nutrients from the water are eliminated through a grass strip.

Bob asked if they have enough water; either from a well or rural water. Paul stated a new well was drilled in 2006 and it is sufficient; rural water is available but is not hooked up at this time. They currently use the well. Vern wanted to know if rural water goes down the road there; Paul yes.

Dave asked for clarification on the variance decision by the Board of Adjustment. Jean explained that a 35-foot variance was granted for the building to be closer to the river. Also, the existing cement apron is only 50 feet from the river and will be used as is, no new cement apron will be put in.

Ron asked if the shelterbelt that goes on the north side of the property would need to be removed. Lucas stated that part of it will be removed. They are also going to plant trees on the north side of the road, on land Paul owns. Ron asked if there would be adequate ventilation if only part of the trees are removed. The Erickson's feel there should be adequate ventilation.

Bob viewed the building site and the map, and thought it looked like the building should be far enough from the trees. Paul stated there is a row of pine & a row of honeysuckles; he feels the row of honeysuckles should be removed. Paul added that they talked with Craig from the SWCD and have come up with a plan to get some more trees. If need be, Paul thought they could move the pines if it causes an issue.

Vern noted that if they move the trees to the north side of the township road, they will need to move them back a ways otherwise it could cause snow problems for the township road. Paul stated that they set it back into the property line a ways so if snow did drift, it would go on the property or into the road ditch; as proposed, it would not be up against the road ditch.

Vern asked what is done with dead animals. Paul said they render the dead, but do not have a dead animal confinement. Jean explained they will be required to have a dead animal enclosure on this site because of the standard condition of the conditional use permit. Elliot DeJongh, Centrol, stated that for EQIP, they must have a plan for rendering of the dead animals; most likely a concrete area for rendering pickup.

Kevin asked if it will be a pitted barn. Jean answered no it is not.

Dave said he is concerned with the barn and concrete being so close to the river; with trees, beaver dams and ice jams, what happens when the erosion gets closer, 50-feet is not much of a cushion. Bob noted that the existing feedlot is quite a bit above the river. Dave commented how beaver dams can cause quite a bit of damage, especially since a river erodes from the bottom.

Ron commented that he had Jean pull up older aerial photos because he, too, was concerned about bank erosion. He pointed out that the channel had not really changed in the last 20 years; pretty stable, with no one farming around it. Bob added that the bank around there is all prairie grass which is deep rooted. Kevin said that it also must have the 50-foot buffer strip, it will never be farmed.

Paul commented that in 1993, water came closed to going over the road by the bridge to the north of the property, but there was no erosion. Paul has farmed in this area since 1983 or 84. The river has a broad area to spread out over and the water is not going very fast through this area. There are quite a few trees on the south side of the stream, and it holds the bank both ways. From living there, it is not really an issue.

Chairman Vickerman opened the hearing for public comments or questions. Being no comments from the public and no further questions from the Commission, Chairman Vickerman closed the public comment portion of the hearing and the Planning Commission reviewed the Conditional Use Findings Form (see attached).

In determining whether the proposed use is in harmony with the general purpose and intent of the Ordinance and the Comprehensive Plan, the Planning Commission shall consider and make findings on the following questions:

1. Will the proposed use have an impact (adverse) on the health, safety, and general welfare of the occupants in the surrounding neighborhood? **NO**

Ron stated this finding should be answered No because the surrounding neighborhood is all zoned ag and the closest house besides Paul's, is 3,730 feet away. All members agreed via a roll call vote.

2. Will the proposed use have an impact (adverse) on traffic conditions including parking? **NO**

Carolyn said the answer to this finding should be No because the construction setbacks to the road right of way were established to ensure sufficient room for loading and parking of all feedlot activity; there should be sufficient room on this property for all feedlot activity for this request. All members agreed via a roll call vote.

3. Are there adequate public utilities, public services, roads, and schools to support the proposed use of the property? Yes

Vern answered this finding as Yes because there is a decent township road adjacent to this property, and rural water is available. All members agreed via a roll call vote.

4. Will the proposed use have an effect (adverse) on property values or future development of land in the surrounding neighborhood? NO

Carolyn stated this finding should be answered No because there are 6 registered animal feedlots within 2 miles of this site; and the purpose of the Agriculture District is to allow for Agricultural uses, which includes raising livestock. All members agreed via a roll call vote.

5. Is the proposed use of the property consistent with the goals and policies adopted in the Comprehensive Plan? YES

Ron answered this finding as Yes because this is agriculturally zoned land that is to be used for agriculture purposes. Raising livestock is an agriculture use, and the County's Comprehensive Land Use Plan promotes this type of activity. All members agreed via a roll call vote.

6. Does the proposed use meet the standards of the Zoning Ordinance including that the use is allowed with a Conditional Use Permit in the designated zoning district in which it is proposed? YES

Vern said to answer this finding as Yes because it abides by all Murray County Zoning Ordinance regulations. All members agreed via a roll call vote.

7. Will the proposed use have an effect (adverse) on the environment including impacts on groundwater, surface water, and air quality: NO

Vern stated this finding should be answered No because if constructed, operated and maintained properly, and stays in compliance with Murray County regulations, there should be no adverse effects on the environment. All members agreed via a roll call vote.

8. Will the proposed use have an effect (adverse) on existing natural, historic, or scenic views of features in the surrounding neighborhood? NO

Carolyn said this finding should be answered No because the feedlot is located adjacent to and within 300 feet of the Redwood River, and nothing was stated that this request would have any negative impacts on the aesthetics of the area. All members agreed via a roll call vote.

Special Conditions were reviewed that may be applied to this Conditional Use Permit.

Jean explained that the special condition regarding the perimeter tile would not be needed unless a perimeter tile is needed around the lagoon and that that tile would be outletted to the road ditch. Paul stated that if there is a tile, it would go south towards an existing tile.

Kevin asked how manure would be hauled from the manure pack. Lucas said they would be using manure spreaders. Ron agreed that because of the size of the planned expansion, a road agreement should be required.

Jean read the special condition: The permit holder shall obtain a signed written agreement with the Township on the maintenance of roads and a copy of the agreement submitted to the Environmental Services Office before the project can begin.

Ron noted that this is a cattle facility that requires ventilation. And since they have already indicated they may need to remove some trees to allow for adequate ventilation, he does not feel they should require trees on this project. Bob commented that they have existing evergreen trees on the property that they indicated would be staying; could require that they maintain those trees. They are back quite a ways from where the barn starts. Dave would prefer to allow them to plant trees where they want them. Kevin feels this is a different situation since it is not a forced air barn. Ron does not believe they should mandate that they have to maintain any trees there; he would be in favor of eliminating the tree condition.

Because they are going through the EQIP process and the Corona Virus situation may cause some issues with approvals, Lucas requested an extra year extension be granted for his conditional use permit.

Motion made by Vern Carlson, seconded by Carolyn McDonald to apply the following special conditions to the Paul and Lucas Erickson Conditional Use Permit:

1. The permit holder shall comply with all governmental laws, rules, and regulations as they apply to the project. If any state permits are required, a copy of those permits must be submitted to the Murray County Environmental Services Office before operation can commence.
2. The conditional use permit may be reviewed annually to ensure the conditions are being met.
3. The permit holder shall obtain a signed written agreement with the township on the maintenance of roads and a copy of the agreement submitted to the Environmental Services Office before the project can begin.

The motion passed unanimously via a roll call vote.

Based on public testimony and the findings, Vern Carlson made a motion to recommend approval with a one-year extension to the Murray County Board of Commissioners the Conditional Use Permit for Paul and Lucas Erickson to expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agriculture and Shoreland Overlay Districts, in the NW1/4 NE1/4, Section 10, Ellsborough Township, Murray County, with the following special conditions:

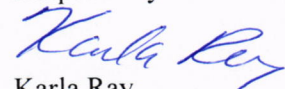
1. The permit holder shall comply with all governmental laws, rules, and regulations as they apply to the project. If any state permits are required, a copy of those permits must be submitted to the Murray County Environmental Services Office before operation can commence.
2. The conditional use permit may be reviewed annually to ensure the conditions are being met.
3. The permit holder shall obtain a signed written agreement with the Township on the maintenance of roads and a copy of the agreement submitted to the Environmental Services Office before the project can begin.

Seconded by Dan Bierma. Motion passed unanimously via a roll call vote.

The Conditional Use Permit will be presented to the County Commissioners at their first meeting in April 2020; Jean will let Paul and Lucas know the time.

The Chair continued with the Planning Commission Meeting.

Respectfully submitted,

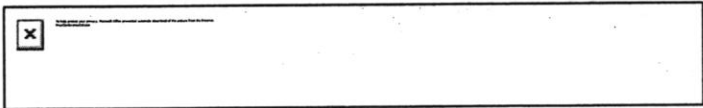


Karla Ray
Murray County Environmental Services

Jean Christoffels

From: FreeConferenceCall Services <noreply@freeconferencecall.com>
Sent: Thursday, March 19, 2020 9:12 PM
To: Jean Christoffels
Subject: FreeConferenceCall.com Detail Report

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Account Information

Date: March 19, 2020 6:52:11 PM
Dial-in number: (425) 436-6318
Access code: 319248
Account: #s12082447

Audio

		Start time	End time	
970 215 8892 - .ELLIOT'S PHONE	 	6:52:11 PM	9:11:20 PM	140
320 291 4022 - LIZA DONABAUER	 	6:54:02 PM	8:26:33 PM	93
507 829 1693 - Louwagie Brent	 	6:54:27 PM	9:11:15 PM	137
507 220 9062 - KAYLA JOHNSON	 	6:54:56 PM	9:11:12 PM	137
507 227 8462 - Vickerman Kevin	 	6:55:36 PM	9:11:21 PM	136

507 836 1172 - MURRAY COUNTY Host	 	6:55:47 PM	9:11:14 PM	136
507 828 4723 - MARILYN ERICKSO	 	6:56:19 PM	8:49:15 PM	113
507 360 1556 - WIRELESS CALLER <i>Bon Holinka</i>	 	6:57:15 PM	9:11:23 PM	135
507 360 1199 - DAVE THINER	 	7:06:30 PM	9:11:13 PM	125
507 227 2433 - CRAIG CHRISTENS	 	7:19:09 PM	9:10:45 PM	112
507 829 0480 - JANA REILLY	 	7:36:35 PM	8:27:04 PM	51
507 227 4657 - WIRELESS CALLER <i>Bob Ossefoort</i>	 	7:39:41 PM	9:11:15 PM	92
507 215 1132 - VERN CARLSON	 	8:26:44 PM	8:27:30 PM	1
507 828 4723 - MARILYN ERICKSO	 	8:49:43 PM	9:11:27 PM	22

Number of attendees: 14
 Total minutes: 1,430m

Note: All times in Central Time

Recording

Start Recording Time	End Recording Time	Duration
10:41 PM	9:11:27 PM	131
Recording Link:	Listen Now	
Conference Number	2	

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Paul and Lucas Erickson

Conditional Use Public Hearing
March 19, 2020 @ 7:00 pm

Public Notice

The Murray County Planning Commission will hold a public hearing on Thursday, March 19, 2020, immediately following the Murray County Board of Adjustment Meeting that starts at 7:00 pm in the County Commissioner's Meeting Room, Murray County Government Center, Slayton, MN. The Planning Commission will take public comment and act on the following requests in the order listed below:

Applicant: Paul and Lucas Erickson

Property Location: NW1/4 NE1/4, Section 10, Ellsborough Township, Murray County

Application: To expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agriculture and Shoreland Overlay Districts.

Reason for Public Hearing: Paul and Lucas made application for a conditional use permit pursuant to the Murray County Zoning Ordinance, Article 7, Section 703.1; Article 24, Section 2403.1A; and Article 12, Section 1206.2B. The plans are to expand, construct and operate an existing feedlot for 600 feeder cattle (420 animal units (AU)) and 160 slaughter steers (160 AU) for a site total of 580 AU. All components of the feedlot will meet the required setbacks with the exception of the new mono-slope barn for the slaughter steers. Paul and Lucas applied for a variance for the mono-slope barn to be within the required setback to the river; the variance public hearing is to be held the same night as their conditional use permit public hearing.

All interested parties are invited to attend. If you are unable to attend, any comments or questions may be submitted in writing by Thursday, March 12, 2020, to the Murray County Environmental Services Office – PO Box 57, Slayton, MN 56172, or via email to jchristoffels@co.murray.mn.us.

Dates Published:

Murray County Wheel/Herald
Murray County News

Monday, March 2, 2020
Wednesday, March 4, 2020

Jean M. Christoffels
Murray County Zoning/Environmental Administrator

List of those Notified

Applicant

PAUL T & MARILYN I ERICKSON
LUCAS ERICKSON

07-010-0011	366 231st St	Balaton	MN	56115
	366 231st St	Balaton	MN	56115

Neighbors

CARL RUSSELL PILEGAARD ET UX
DALE GREEN ET AL
DNR-PUBLIC HUNTING GROUNDS
GRANT A & CHRISTINE ERICKSON
JON D & MARCIA L ERICKSON
KENNETH G & SANDRA K ERICKSON
NORMAN J PETERSEN TRUST %Eric J Petersen
RAY A & BARBARA M NASERS TRUSTS
RAYMOND REINHOLDT LVG TRUST & JEAN C REINHOLDT LVG
RICHARD E THIELEN

07-011-0060	434 221st St	Ruthton	MN	56170
07-010-0020	5357 Main Ave NE	Albertville	MN	55301
07-011-0010	500 Lafayette RD	St Paul	MN	55155
07-011-0030	13090 182nd St N	Marine St Croix	MN	55047
07-009-0010	451 241st St	Balaton	MN	56115
07-003-0010	2172 20th Ave	Ruthton	MN	56170
07-010-0040	1582 231st ST	Ruthton	MN	56170
07-004-0040	1269 Redwing Ave	Sibley	IA	51249
07-010-0030	304 Hill St	Russell	MN	56169
07-002-0020	4210 Standish Ave S	Minneapolis	MN	55407

Others

Kayla Johnson, Assistant County Attorney
Lori Gunnink, County Commissioner
Robbie Kidman, Ellsborough Township Chairman
David Schreiber, Farm Service Agency
MPCA
Mike Fier, MN Board of Animal Health
MN Dept of Health - Well Division
Tom Kresko, MN DNR
Craig Christensen, SWCD
Jon Bloemendaal, Murray County Ag & Solid Waste Adm
Travis Radke, Murray County Ditch Inspector
Planning & Zoning Members (8)

2651 Broadway Avenue	Slayton	MN	56172
330 Lakeview Avenue	Lake Wilson	MN	56151
2025 50th Ave	Balaton	MN	56115
2740 22nd Street	Slayton	MN	56172
504 Fairgrounds Road, STE 200	Marshall	MN	56258
625 Robert Street North	St. Paul	MN	55155
1400 East Lyon Street	Marshall	MN	56258
175 County Road 26	Windom	MN	56101
2740 22nd Street	Slayton	MN	56172
PO Box 57	Slayton	MN	56172
3051 20th Street	Slayton	MN	56172

Zoning Administrator Staff Report

Paul and Lucas Erickson are proposing to expand and operate an existing feedlot by 492.5 animal units (AU) from 87.5 to 580 AU in the Agricultural and Shoreland Overlay Districts in the NW1/4 NE1/4, Section 10, Ellsborough Township, Murray County. The plans are to construct new barns on the property for 600 feeder cattle (420 AU) and 160 slaughter steers (160 AU) for the site total of 580 AU. In addition to the new structures, their plans include a 180'x550' lagoon and sunny day release area. Paul and Lucas will be able to go into more detail regarding this part of the project at the public hearing, or if you meet with them on the site prior to the public hearing.

All components of the feedlot will meet the required setbacks with the exception of the new mono-slope barn for the slaughter steers. Paul and Lucas applied for a variance to be within the required 100-foot setback to the Redwood River. Their variance public hearing will be held the same night as their conditional use public hearing. The variance request is to cover their existing open lot with a new mono-slope building to eliminate runoff into the river.

Murray County Comprehensive Land Use Plan:

Chapter 3 – Economic Development notes that raising livestock is an area of opportunity for economic development in Murray County that needs to be looked at and built upon. Pages to review in this chapter would be 14 through 19, and then for the future of economic development, look at page 22.

As found in Chapter 7 – Land Use, The Land Use element of the Comprehensive Plan identifies Murray County's responsibilities regarding its communities, water bodies, shorelands, feedlots, and other land uses. Reading through this chapter will provide some guidance on uses and how they impact the land, paying close attention to Agricultural Land Uses as found on page 12 and then pages 19 through 21.

Also, in Chapter 7, on page 142, the Plan encourages Best Management Practices (BMP's) for erosion control and the installation of buffers and grass/legume strips in order to protect waterways, such as the Redwood River that runs through the Erickson's property.

Zoning Administrator Staff Report Continued

Additionally, since the property is within the Shoreland Overlay District, starting on page 144, the Plan talks about development that occurs within shoreland areas. And on page 147, the Plan specifically addresses Feedlots and Shorelands.

Then in Chapter 8 – Implementation, read through the Goals, Objectives and Policies that would apply to the request for this feedlot operation. Note that these goals, objectives and policies, or any other information from the Comprehensive Plan, may be cited to support the findings and any special conditions that you may wish to apply to the permit at the public hearing.

Murray County Zoning Ordinance

In the Murray County Zoning Ordinance, feedlot regulations can be found in Article 24, which begins on page 156. Since this is an existing feedlot, those regulations pertaining to this feedlot begin on page 158; and pages 160 and 161 list the conditions that automatically apply to a feedlot involving the construction of a barn with an earthen basin. A copy of the standards was mailed to the applicant on February 28, 2020.

As stated in the standards, the applicants would be required to have enough land for the spreading of the manure, which must be included in their Manure Management. In addition, what previously was a special condition for a dead animal enclosure, is now listed as a standard condition and would automatically apply to any conditional use permit for a feedlot.

In determining whether the proposed use is in harmony with the general purpose and intent of the Ordinance and the Comprehensive Plan, the Planning Commission shall consider and make findings on the following questions:

1. Will the proposed use have an impact (adverse) on the health, safety, and general welfare of the occupants in the surrounding neighborhood?

The surrounding neighborhood is zoned Agriculture with the nearest residence being approximately 1,450 feet to the north of the barn, which is Paul's home. Besides Paul's, the next closest home is around 3,730 feet to the north east of the site. Unless someone presents evidence at the hearing, the construction of this barn should not have an adverse impact on health, safety, and general welfare of the neighborhood.

Zoning Administrator Staff Report Continued

2. Will the proposed use have an impact (adverse) on traffic conditions including parking?

If approved, the barn must be constructed a minimum of 83 feet south from the center of 231st Street, a township gravel road. Setbacks to road right-of-ways (ROW) were established to ensure sufficient room for off-street loading/unloading and parking to serve the proposed use. Based on the proposal, there should be sufficient room on the property for all feedlot activity.

3. Are adequate public utilities, public services, roads, and schools to support the proposed use of the property?

Access to the barn would be from 231st Street, an established township road. Since this is an expansion of an existing feedlot, all utilities necessary to operate a feedlot, including, but not limited to, electricity and water, should already be available on the property. Typically, a special condition is applied to a conditional use permit for a feedlot operation to address any concerns regarding road maintenance.

4. Will the proposed use have an effect (adverse) on property values or future development of land in the surrounding neighborhood?

With the property and surrounding neighborhood zoned for agricultural uses, and the fact that there are six (6) registered animal feedlots within two miles of this site, this proposal should not have an adverse impact on property values or future land development. The purpose of the Agriculture District is to allow areas of the County to be retained in agricultural uses, which by definition, includes raising livestock.

5. Is the proposed use of the property consistent with the goals and policies adopted in the Comprehensive Plan?

One of the Goals, Objectives and Policies of the Murray County Comprehensive Plan is for Agricultural Land to be Preserved for crop and livestock production. The County is to promote agricultural activities while protecting natural resources and neighboring residences. Are there special conditions that can be placed on this feedlot to ensure it is consistent with the goals and policies of the Comprehensive Plan?

Zoning Administrator Staff Report Continued

6. Does the proposed use meet the standards of the Zoning Ordinance including that the use is allowed with a Conditional Use Permit in the designated zoning district in which it is proposed?

Article 7 – Agriculture District and Article 24 – Animal Feedlots of the Murray County Zoning Ordinance, allow for the expansion of existing feedlots as a conditionally permitted use as long as the feedlot activities meet all zoning requirements and standards, including setbacks.

7. Will the proposed use have an effect (adverse) on the environment including impacts on groundwater, surface water, and air quality?

With compliance of all standard and special conditions that may be applied to this permit, and all applicable state requirements, it is reasonable to expect that the proposed use will pose no adverse impact on the environment, including groundwater, surface water, and air quality.

8. Will the proposed use have an effect (adverse) on existing natural, historic, or scenic views of features in the surrounding neighborhood?

The feedlot is located adjacent to and within 300 feet of the Redwood River. Unless identified at the hearing, this proposal should not have an adverse effect on the aesthetics of the area.

The Planning Commission will make a recommendation to the County Board to either approve or deny the Conditional Use Permit (CUP); the County Board has the final permitting authority. If approved, Paul and Lucas would be required to record the CUP, obtain a Construction Short Form Permit from Jon Bloemendaal, Murray County Feedlot Officer, and obtain a Zoning Certificate for the construction of any buildings. The signed application was received on February 18, 2020, which means, for the 60-day rule, the initial 60-days would expire on April 18, 2020.

Jean M. Christoffels
Murray County Zoning/Environmental Administrator

Ag Administrator Staff Report

February 25, 2020

Murray County Feedlot Staff Report

Paul & Lucas Erickson

Before Paul and Lucas can start construction for his feedlot, they will have to provide Murray County the feedlot application, manure management plan, the engineer plans and any other information that would be required for a CSF (Construction Short Form) permit for this site. Once the County has received, reviewed and approved all the information that they need, we will issue the CSF permit. The site would become a registered feedlot once he is operational and we have received a completion report from the engineer.

The application is a state form that they fill out and provide any information that is needed. The manure management plan makes sure they have enough acres to spread the manure on and gives the producer a tool to help manage the manure that they do produce. This takes into consideration sensitive areas that the producer must be aware of. The engineer plans will have to be developed by a registered engineer. The plans will have to be designed for this site based on the soil boring that will have to be taken. He will have to follow all the rules in 7020 that pertain to these types of operations.



Jon Bloemendaal
Ag. & Solid Waste Administrator

MN Wetland Conservation Act Notice of Decision



Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Soil & Water Conservation District	County: Murray
Applicant Name: Paul Erickson	Applicant Representative:
Project Name: Erickson Feedlot	LGU Project No. (if any): WCA2020-5
Date Complete Application Received by LGU: 3/10/2020	
Date of LGU Decision: 3/12/2020	
Date this Notice was Sent: 3/12/2020	

WCA Decision Type - check all that apply

☐ Wetland Boundary/Type	☐ Sequencing	☐ Replacement Plan	☐ Bank Plan (not credit purchase)
☐ No-Loss (8420.0415)	☒ Exemption (8420.0420)		
Part: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ H		Subpart: ☒ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: ☐ Project Specific Credits:
☐ Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

☐ Approve ☐ Approve w/Conditions ☐ Deny ☐ No TEP Recommendation

LGU Decision

☐ Approved with Conditions (specify below) ¹	☒ Approved ¹	☐ Denied
List Conditions:		
Decision-Maker for this Application: ☒ Staff ☐ Governing Board/Council ☐ Other:		
Decision is valid for: ☒ 5 years (default) ☐ Other (specify):		

¹ Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.

LGU Findings - Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☐ Attachment(s) (specify):
☐ Summary: The proposed feedlot will be built outside of wetlands. The filter strip will be built in a type 1 wetland, but meets the WCA Exemption 8420.0420 Subpart. 2 A. It meets the cropping history of having planted 6 out of 10 times from 1980-1991 on agricultural land. 8420.0111 Definitions subpart 6; Agricultural land is defined as land used for horticultural, row, close grown, pasture, or hayland crops. Agricultural land must be used principally for the cultivation or production of plants or farm animals and includes former agricultural land that is presently enrolled in a conservation program under contract or easement.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☒ Site Location Map ☒ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 unless the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: Aaron Crowley	☐ BWSR TEP Member: John Hansel
☒ LGU TEP Member (if different than LGU contact): Sara Soderholm, Jean Christoffels	
☒ DNR Representative: Tom Kresko	
☐ Watershed District or Watershed Mgmt. Org.:	
☐ Applicant:	☐ Agent/Consultant:

Optional or As Applicable:

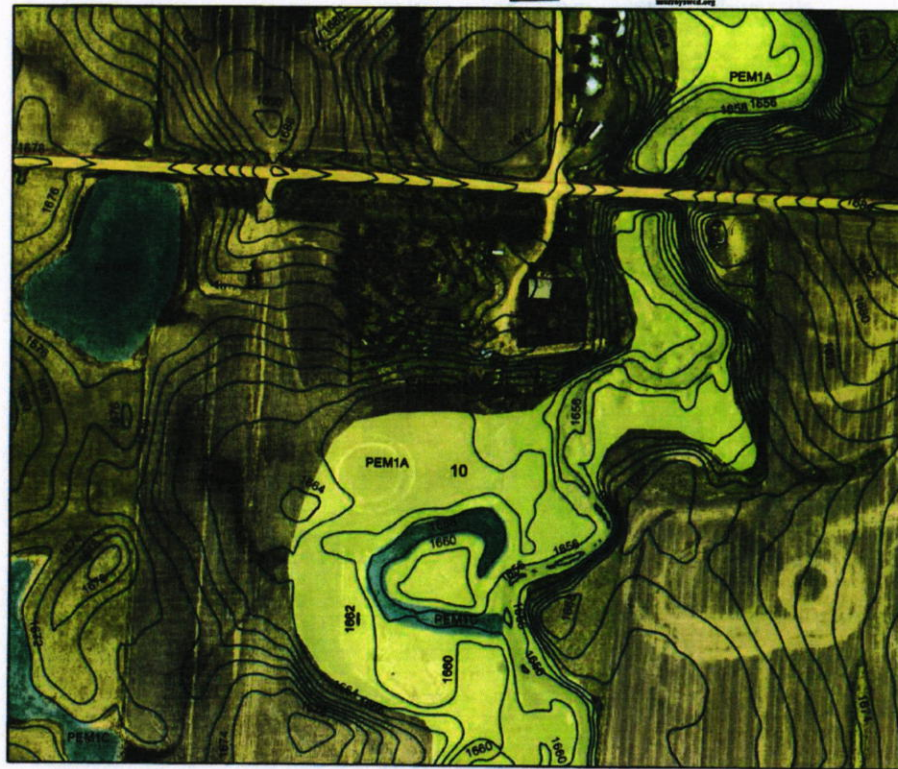
☐ Corps of Engineers:	
☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
☐ Members of the Public (notice only):	☐ Other:

Signature: 	Date: 3/12/2020
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

MN Wetland Conservation Act Notice of Decision Continued

Landowner: Erickson Feedlots
County: Murray
Location: Elkborough SEC. 10



Legend

- 1 - Seasonally Flooded Basin or Flat
- 2 - Wet Meadow
- 3 - Shallow Marsh
- 4 - Deep Marsh
- 5 - Shallow Open Water
- 6 - Shrub Swamp
- 7 - Wooded Swamp
- 8 - Bogs
- Municipal and Industrial Activities
- Riverine Systems
- city_township_unorg
- plassection_a_mn101

0 70 140 280 420 560 Feet



MN Wetland Conservation Act Notice of Decision Continued



Site Map



811

Designed by:
EDJ 12-18-2019
Drawn by:
BL
Revisions:

CENTROL
CROP CONSULTING

351 Burlington Circle Marshall, MN 56258 • (507) 337-3021

LUCAS ERICKSON
EXISTING SITE

PART OF THE NW 1/4 OF THE NE 1/4 OF SEC 10,
T 108N. R 43W OF THE 5th P.M.
MURRAY COUNTY, STATE OF MINNESOTA

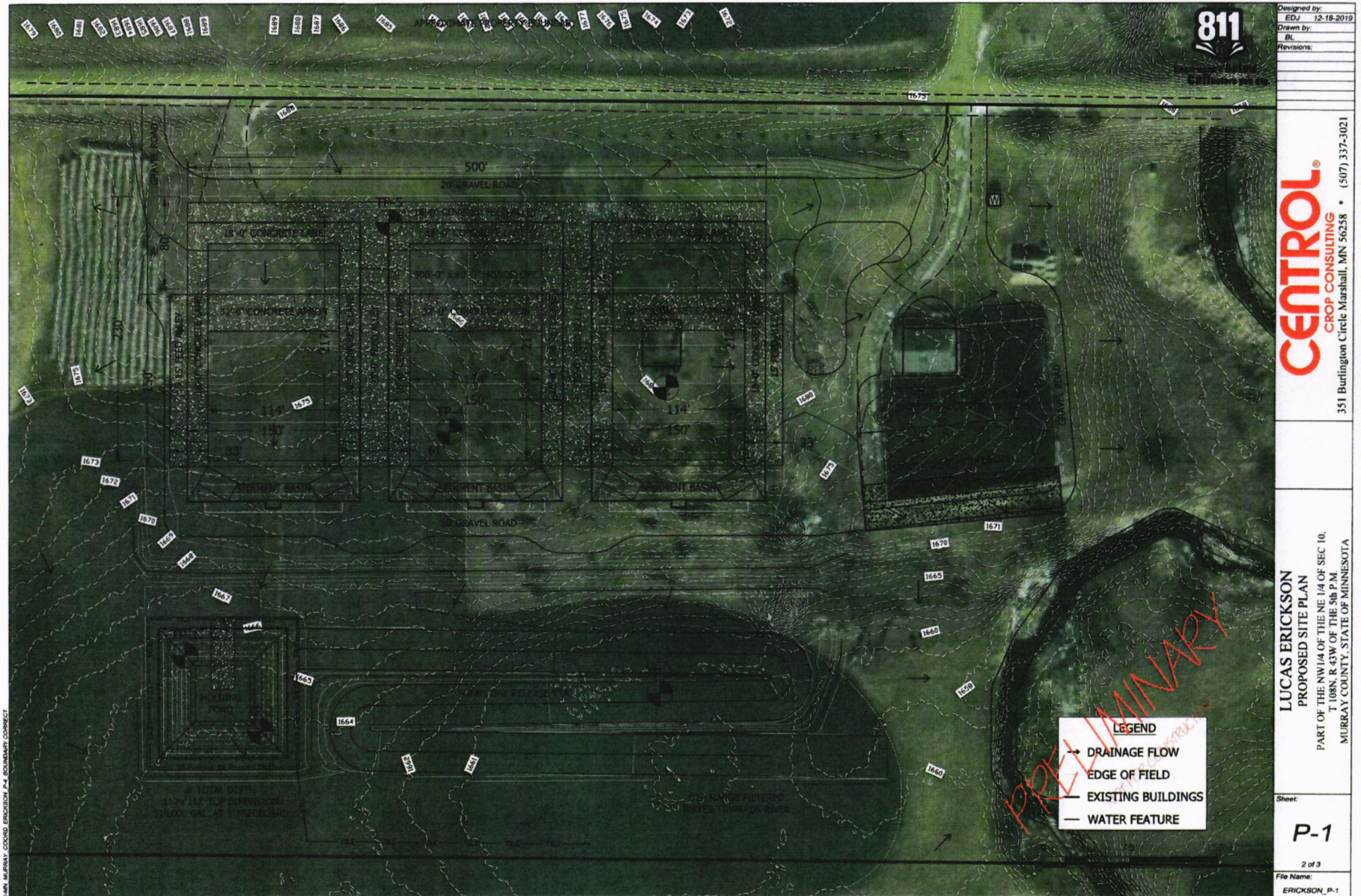
Sheet:

EX-1

1 of 1

File Name:
ERICKSON_P-1

Proposed Site Plan



Findings

No conditional use shall be recommended by the County Planning Commission unless said Commission shall find:

1. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.
 2. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant to the area.
 3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.
 4. That adequate measures have been or will be taken to provide sufficient off street parking and loading space to serve the proposed use.
 5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.
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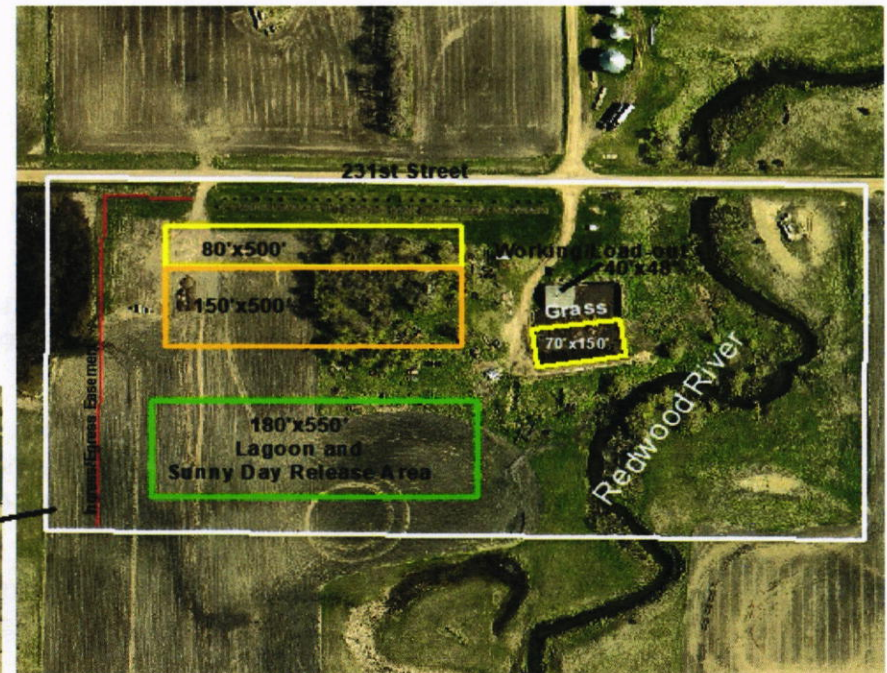
Special Conditions

Special Conditions that may be placed on the permit as the Planning Commission sees fit:

1. The permit holder shall comply with all governmental laws, rules, and regulations as they apply to the project. If any state permits are required, a copy of those permits must be submitted to the Murray County Environmental Services Office before operation can commence.
3. The conditional use permit may be reviewed annually to ensure the conditions are being met.
4. The permit holder shall obtain a signed written agreement with the township on the maintenance of roads and a copy of the agreement submitted to the Environmental Services Office before the project can begin.
5. The permit holder must plant and maintain three rows of trees/shrubs, one row of shrubs and two rows of fast growing trees of their choice, along the north south east west side(s) of the barn for the entire length width of the barn. The trees/shrubs must be planted within one year of completion of the barn.
6. The permit holder shall obtain a signed written agreement with the Township to drain the perimeter tile into the Township road ditch, and a copy of that agreement must be submitted to the Environmental Services Office before the project can begin.

Aerial Photo

Paul and Lucas Erickson
NW1/4 NE1/4, Section 10, Ellsborough Township
Conditional Use Public Hearing
Thursday, March 19, 2020 @ 7:00 PM



Notice Area: 3500 feet

Source: Murray Co. GIS Data
Prepared By: Murray Co. Environmental Office
Displayed Using: Murray Co. Coordinate System

Conditional Use Findings

1. Will the proposed use have an impact (adverse) on the health, safety, and general welfare of the occupants in the surrounding neighborhood?
 2. Will the proposed use have an impact (adverse) on traffic conditions including parking?
 3. Are there adequate public utilities, public services, roads, and schools to support the proposed use of the property?
 4. Will the proposed use have an effect (adverse) on property values or future development of land in the surrounding neighborhood?
 5. Is the proposed use of the property consistent with the goals and policies adopted in the Comprehensive Plan?
 6. Does the proposed use meet the standards of the Zoning Ordinance including that the use is allowed with a Conditional Use Permit in the designated zoning district in which it is proposed?
 7. Will the proposed use have an effect (adverse) on the environment including impacts on groundwater, surface water, and air quality?
 8. Will the proposed use have an effect (adverse) on existing natural, historic, or scenic views of features in the surrounding neighborhood?
-

MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7, 2020	Item: Des Moines River 1W1P MOA
Originating Department: Environmental Services Office	Presenter: Jean Christoffels
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 10 Minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

Murray County, along with 12 other governmental entities, adopted a resolution of support for a Des Moines River One Watershed One Plan (1W1P) project in September 2019. Murray County Environmental Services Office has been delegated as the Grant Administrator and Jackson Soil & Water Conservation District the Fiscal Agent.

Board Action Requested – If Any (*Include a sample motion whenever possible*):

Review and adopt the Memorandum of Agreement for the Des Moines River Watershed One Watershed, One Plan project.

List Supporting Documents:

Des Moines River Watershed One Watershed, One Plan Memorandum of Agreement

MEMORANDUM OF AGREEMENT

This agreement (Agreement) is made and entered into by and between:

The Counties of Cottonwood, Jackson, Lyon, Martin, Murray, and Nobles, by and through their respective County Board of Commissioners, and

The Cottonwood, Jackson, Lyon, Martin, Murray, and Nobles Soil and Water Conservation Districts, by and through their respective Soil and Water Conservation District Board of Supervisors, and

The Heron Lake Watershed District, by and through their respective Board of Managers,

Collectively referred to as the "Parties."

WHEREAS, the Counties of this Agreement are political subdivisions of the State of Minnesota, with authority to carry out environmental programs and land use controls, pursuant to Minnesota Statutes Chapter 375 and as otherwise provided by law; and

WHEREAS, the Soil and Water Conservation Districts (SWCDs) of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out erosion control and other soil and water conservation programs, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

WHEREAS, the Watershed District of this Agreement is a political subdivision of the State of Minnesota, with statutory authority to carry out conservation of the natural resources of the state by land use controls, flood control, and other conservation projects for the protection of the public health and welfare and the provident use of the natural resources, pursuant to Minnesota Statutes Chapters 103D and as otherwise provided by law; and

WHEREAS, the parties to this Agreement have a common interest and statutory authority to prepare, adopt, and assure implementation of a comprehensive watershed management plan in the Des Moines River Watershed to conserve soil and water resources through the implementation of practices, programs, and regulatory controls that effectively control or prevent erosion, sedimentation, siltation, and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters; and

WHEREAS, with matters that relate to coordination of water management authorities pursuant to Minnesota Statutes Chapters 103B, 103C, and 103D, and with public drainage systems pursuant to Minnesota Statutes Chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities; and

WHEREAS, the Parties have formed this Agreement for the specific goal of developing a plan pursuant to Minnesota Statutes § 103B.801, Comprehensive Watershed Management Planning, also known as *One Watershed, One Plan*.

NOW, THEREFORE, the Parties hereto agree as follows:

1. **Purpose:** The Parties to this Agreement recognize the importance of partnerships to plan and implement protection and restoration efforts for the Des Moines River Watershed. The purpose of this Agreement is to collectively develop and adopt, as local government units, a coordinated watershed management plan for implementation per the provisions of the Plan. Parties signing this agreement will be collectively referred to as the Des Moines River Watershed Partnership.
2. **Term:** This Agreement is effective upon signature of all Parties in consideration of the Board of Water and Soil Resources (BWSR) Operating Procedures for One Watershed, One Plan; and will remain in effect until December 31, 2023, unless canceled according to the provisions of this Agreement or earlier terminated by law. If any questions arise in implementing this Memorandum of Agreement that are not addressed in the Memorandum of Agreement terms, they will be decided by the Policy Committee in accordance with any applicable published BWSR guidance.
3. **Intent:** This agreement shall not be construed or interpreted to create a Joint Powers Organization. The committee formed in this agreement does not have any power to enter into contracts binding the entities signing the agreement, purchase services independently of the entities signing the agreement or apply for grants on behalf of the entities signing the agreement. The purpose of this agreement is to clarify the signing entities intent to work together to create and implement a comprehensive management plan for the Des Moines River Watershed.
4. **Adding Additional Parties:** A qualifying party desiring to become a member of this Agreement shall indicate its intent by adoption of a board resolution prior to May 1, 2020. The party agrees to abide by the terms and conditions of the Agreement; including but not limited to the bylaws, policies, and procedures adopted by the Policy Committee.
5. **Withdrawal of Parties:** A party desiring to leave the membership of this Agreement shall indicate its intent in writing to the Policy Committee in the form of an official board resolution. Notice must be made at least 30 days in advance of leaving the Agreement.
6. **General Provisions:**
 - a. **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws; statutes, ordinances, rules, and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Agreement is responsible.
 - b. **Indemnification:** As among the parties to this Agreement, each party shall be liable for the acts of its board members, officers, employees, and agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other party, its board members, officers, employees, or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466, and other applicable laws govern liability of the Parties. To the full extent permitted by law, actions by the Parties, their respective board members, officers, employees, and agents pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity." For purposes of Minnesota Statutes § 471.59, subd. 1a(a) it is the intent of

each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of any other party.

- c. **Records Retention and Data Practices:** The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes § 138.17. The Parties further agree that records prepared or maintained in furtherance of the agreement shall be subject to the Minnesota Government Data Practices Act. At the time this agreement expires, all records will be turned over to Jackson Soil & Water Conservation District for continued retention.
- d. **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.
- e. **Extension:** The Parties may extend the termination date of this Agreement upon agreement by all Parties.

7. Administration:

- a. **Establishment of Committees for Development of the Plan.** The Parties each agree to designate one representative, who must be an elected or appointed member of the governing board, to a Policy Committee for development of the watershed-based plan and may appoint one or more technical representatives to an Advisory Committee for development of the plan in consideration of the BWSR Operating Procedures for One Watershed, One Plan.
 - i. The Policy Committee will meet as needed to decide on the content of the plan, serve as a liaison to their respective boards, and act on behalf of their Board. Each representative shall have one vote.
 - ii. Each governing board may choose one alternate to serve on the Policy Committee as needed in the absence of the designated member.
 - iii. The Policy Committee will establish bylaws to describe the functions and operations of the committee(s) within 90 days of execution of this document.
 - iv. The Steering Team will meet to provide logistical and process decision-making (not policy) for the plan development process. This Team is typically comprised of local water planners and lead staff from participating local governments, BWSR Board Conservationist, and possibly consultants.
 - v. The Advisory Committee will meet monthly or as needed to assist and provide technical support and make recommendations to the Policy Committee on the development and content of the plan. Members of the Advisory Committee may not be a current board member of any of the Parties.

- b. **Submittal of the Plan.** The Policy Committee will recommend the plan to the Parties of this agreement. The Policy Committee will be responsible for initiating a formal review process for the watershed-based plan conforming to Minnesota Statutes Chapters 103B, 103C and 103D, including public hearings. Upon completion of local review and comment, and approval of the plan for submittal by each party, the Policy Committee will submit the watershed-based plan jointly to BWSR for review and approval.
 - c. **Adoption of the Plan.** The Parties agree to adopt and begin implementation of the plan within 120 days of receiving notice of state approval, and provide notice of plan adoption pursuant to Minnesota Statutes Chapters 103B, 103C and 103D.
8. **Fiscal Agent:** Jackson Soil & Water Conservation District will act as the fiscal agent for the purposes of this Agreement and agrees to:
- a. Accept all responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan.
 - b. Perform financial transactions as part of grant agreement and contract implementation.
 - c. Annually provide a full and complete audit report.
 - d. Provide the Policy Committee with the records necessary to describe the financial condition of the BWSR grant agreement.
 - e. Retain fiscal records consistent with the agent's records retention schedule until termination of the agreement. At that time, records will be turned over to, and retained by, Jackson Soil & Water Conservation District.
9. **Grant Administration:** Murray County will act as the grant administrator for the purposes of this Agreement and agrees to provide the following services:
- a. Accept all day-to-day responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan, including being the primary BWSR contact for the *One Watershed, One Plan* Grant Agreement and being responsible for BWSR reporting requirements associated with the grant agreement.
 - b. Provide the Policy Committee with the records necessary to describe the planning condition of the BWSR grant agreement.
10. Jackson Soil & Water Conservation District agrees to provide the following services to the Parties:
- Staff will take notes of the Steering Team, Policy Committee, and Advisory Committee meeting proceedings and distribute minutes to the committee members.

11. **Authorized Representatives:** The following persons will be the primary contacts for all matters concerning this Agreement:

Jackson Soil & Water Conservation District
Assistant Director
603 South Highway 86
Lakefield, MN 56150
Telephone: 507-662-6682 ext. 3

Murray County
Zoning/Environmental Administrator
2500 28th Street, P.O. Box 57
Slayton, MN 56172
Telephone: 507-836-1166

IN TESTIMONY WHEREOF the Parties have duly executed this agreement by their duly authorized officers.

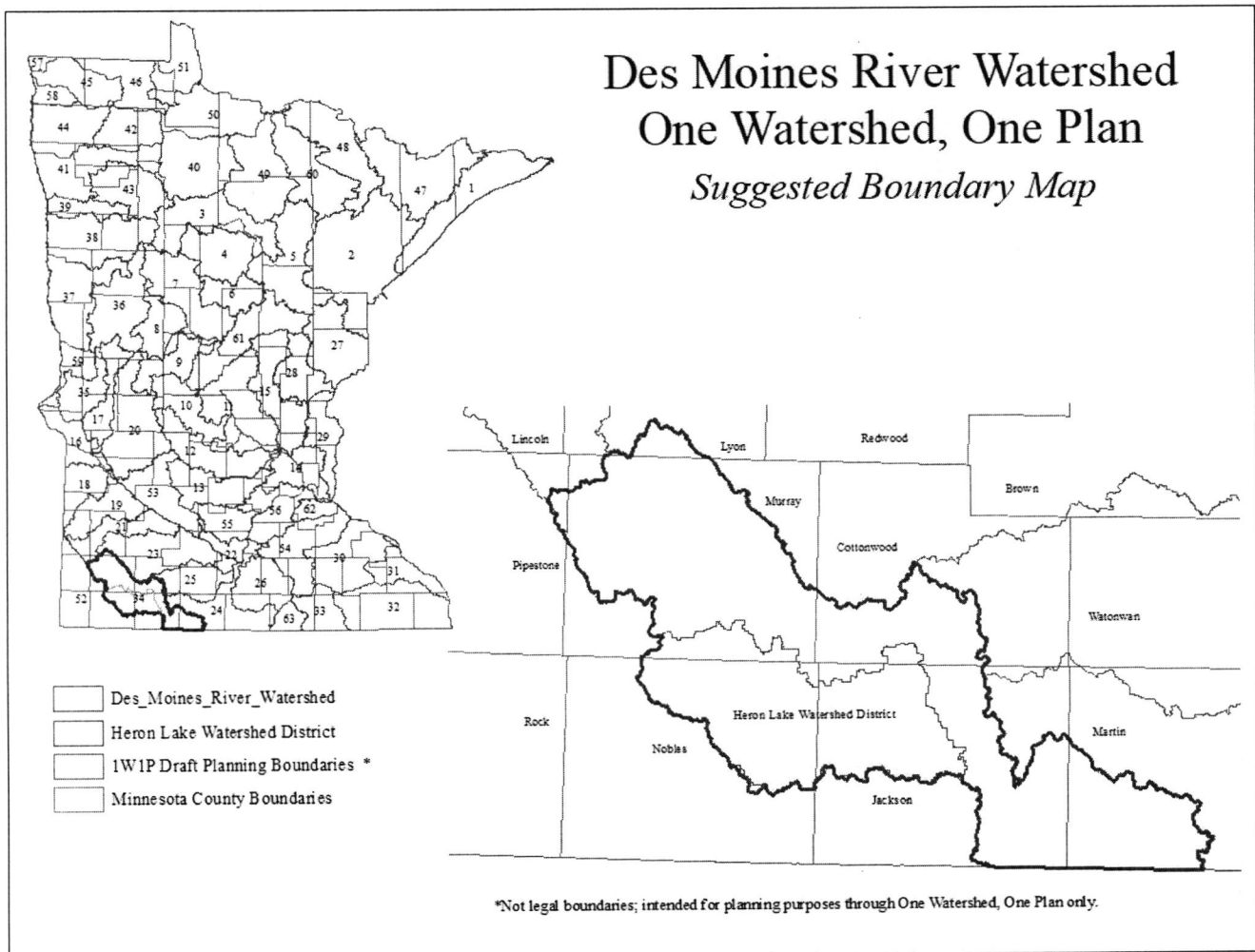
PARTNER: _____

APPROVED:

BY: _____
Board Chair Date

BY: _____
County Administrator Date

Attachment A



MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7, 2020	Item: Highway Department Agenda
Originating Department: Highway Department	Presenter: Randy Groves
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 20 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

1. Open striping bids for project CP 01-20.
2. Moulton Township has three box culvert projects this year.
3. Review proposal from Houston Engineering for a study on CSAH 13 three dikes.
4. Present the 2019 Highway Department Annual Report.

Board Action Requested – If Any (*Include a sample motion whenever possible*):

1. Set bid opening for May 5, 2020 at 9:00 AM
Projects: SAP 051-599-101, 051-599-106 and 051-599-108
2. Accept proposal and hire Houston Engineering for CSAH 13 study.
3. Award striping bid to low bidder.

List Supporting Documents:

Houston Engineering proposal
2019 Highway Department Annual Report

March 12, 2020

Mr. Randy Groves, P.E.
County Engineer
Murray County Highway Department
3051 20th Street
Slayton, MN 56172

Subject: CSAH 13 (aka Valhalla Road) Improvements from Lake Shetek Dr. To East side of Dike 3

Dear Mr. Groves:

Houston Engineering, Inc (HEI) appreciates the opportunity to submit this proposal to complete a study for CSAH 13 (aka. Valhalla Road) as it crosses Dikes 1, 2, and 3 and provides access to the Valhalla and Keeley Islands in Lake Shetek located north of Slayton, MN in Murray County. Based on the information you shared during our meeting on February 25th, 2020 in your office, the following is a project understanding and scope of services for your approval.

Project Understanding

Over the last several years Murray County has had to deal with different levels of flooding culminating in a significant event in 2018. During this event, portions of Dike 1 were washed out while Dikes 2 and 3 were submerged and eliminating access to the residences and businesses located on Valhalla and Keeley islands. These islands not only house several residences but also different businesses such as Lake Shetek Lodge, Key Largo Restaurant, Shetek Marina, and Valhalla Campground. Lake Shetek provides a large recreational opportunity in the region which increases traffic on Valhalla Road significantly during the warmer months of the year.

Currently, Valhalla road is approximately a 24' wide - 2 lane roadway with little or no shoulder in those areas where it crosses the dikes. Due to the increased activity from the recreational opportunities offered in this area, there is an abundance of pedestrian traffic generated which includes walking, biking, and even golf carts that directly interact with vehicular traffic. This interaction creates an unsafe environment for not only the visitors to the lake but those long-term residents of the lakes area.

Our understanding is that Dike 1 is the only dike that takes direct runoff conveyance water flow while the other dikes receive only wave action and elevated water levels when the entire lake raises due to large storm events such as what has happened in recent years. There is currently a multiple box culvert structure under Dike 1 allowing flow from the north into the larger lake. Dike 2 has a bridge and Dike 3 currently has neither. There may be added hydraulic benefit to increasing the culverts in Dike 1 while adding a culvert to Dike 3 may improve water quality in that area of the lake.

Given the flooding issues that have occurred along with the added activity to the area, Shetek Area Lake Association has been formed to generate an awareness for these issues at a higher level and provide

support to local government. It is the association's desire to have discussions with the state legislature regarding funding options to correct and improve deficiencies along this roadway that would relate to access and safety concerns.

Project Scope

In an attempt to work with the Shetek Lake Area Association and aid in their efforts to find funding for some of these needed improvements, Murray County has requested HEI put together an initial study to address the following four tasks:

1. **Road design alternatives:** These conceptual alternatives would take into consideration road widening options and incorporate a higher level of pedestrian safety along the corridor. These conceptual alternatives will also take into consideration what impacts the widening may have on the lake in adjacent areas. It is anticipated that up to 3 roadway widening concepts will be developed within this scope.
2. **Dike Improvements:** Investigate the possibility of raising the dikes to reduce the potential for roadway flooding during large storm events. As a part of this task, HEI will also complete a preliminary evaluation of the added benefit that could be expected from installing additional culverts in Dike 1. It is anticipated that up to two roadway profiles will be evaluated within this scope and that plan-profile type drawings will be developed for the selected final concept.
3. **Permitting:** As with all projects, there will be permitting required to complete these improvements. When dealing with environmental areas such as lakes and streams the permitting process can be much more intense to get through. Before the development of any conceptual alternatives is undertaken, HEI will assist Murray County to coordinate a pre-permit consultation meeting with the agencies that are likely to have regulatory jurisdiction. This will include the MN Department of Natural Resources, United States Army Corps of Engineers, MN Board of Soil and Water Resources, Murray County Soil and Water Conservation District, and Murray County Planning and Zoning. The purpose of this meeting will be to gather information on regulatory requirements/limitations that each entity will be required to abide by. A follow-up meeting will then be held again once preliminary conceptual alternatives have been developed and potential impacts are understood. This meeting will help ensure that the final selected alternative will be a viable option for Murray County to pursue once funding is appropriated. HEI will develop minutes from both meetings to document the discussions, decisions, and limitations discussed at these meetings. Both meetings will be held near the project site to allow for field review of the project with the regulatory staff members.
4. **Preliminary Cost Estimates:** Once a final viable alternative has been decided upon, HEI will provide preliminary cost estimates to be used by Murray County and the Shetek Lake Area Association during discussions with the state legislature in looking at options for funding the proposed improvements. It is anticipated that up to two alternative cost estimates will be developed within this scope.

Estimated Fee

Houston Engineering will complete the tasks outlined on an hourly basis in accordance with the attached 2020 Fee Schedule as such:

Task 1: Road Design Alternatives:	\$17,500
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- This task includes: Up to three alternative typical Road Sections; Evaluation of environmental impacts of two alternatives; Preliminary plans (30% level including title sheet, typical section, plan/profile and cross-sections) for two alternatives.

Task 2: Dike Improvements**\$3,500**

- This task includes: Development of two alternative road profiles; Hydraulic review.

Task 3: Permitting**\$13,000**

- This task includes: Pre-permit consultation meeting; Preliminary concept review consultation meeting; Permit requirement research and coordination.

Task 4: Preliminary Cost Estimate**\$2,500**

- This task includes: Preliminary cost estimate with 20% contingency for up two alternatives.

Total Proposed Fee: \$36,500**Notes:**

- All travel related expenses will be billed based on travel time and mileage from the Sioux Falls office regardless of which HEI office the services are being performed in.
- No work beyond the scope identified above will be completed unless directed in writing by Murray County.

Estimated Schedule

Houston would begin work within 30 days of approval of this proposal by the Murray County Highway Department. It is anticipated that all work under this scope of work would be completed within 4-6 months.

Information from County

It is HEI's understanding that Murray County has the following information available to perform the efforts outlined in the Project Scope:

1. Topographic Survey of the Study Area
2. Hydraulic Study for Dike 1 Culverts
3. Bridge Plans for Dike 2
4. Photographs and Videos of Past Flooding

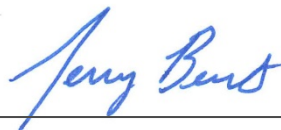
Thank you for reaching out to Houston Engineering to assist you with this project. We will work diligently to provide you with the information outlined in the study in a reasonable timeframe for use in efforts related to funding.

Sincerely,

HOUSTON ENGINEERING, INC.



Josh Johnson, ASLA
Office Manager/ Project Manager
Direct: 605.271.0378
jjohnson@houstoneng.com



Jerry Bents, PE
Sr. Project Engineer/ Vice President
Direct: 701.237.5065
jbents@houstoneng.com

General Terms and Conditions

1. STANDARD OF CARE

Houston shall perform its Services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the region where the Project is located.

2. PAYMENT TERMS

Invoices will be submitted periodically (customarily on a monthly basis) and are due and payable upon receipt. Client agrees to pay a service charge on all accounts 30 days or most past due at a rate equal to one percent (1%) each month but in no event shall such service charge exceed the maximum amount allowed by law. Acceptance of any payment from Client without accrued service charges shall not be deemed to be a waiver of such service charges by Houston. In the event Client is past due with respect to any invoice Houston may, after giving five (5) days written notice to Client, suspend all services without liability until Client has paid in full all amounts owing Houston on account of services rendered and expenses incurred, including service charges on past due invoices. Payment of invoices is not subject to discount or offset by Client.

3. CHANGES OR DELAYS

If the Project requires conceptual or process development services, such services often are not fully definable in the initial planning. If, as the Project progresses, facts develop that in Houston's judgment dictate a change in the Services to be performed, Houston shall inform Client of such changes and the parties shall negotiate, in good faith, with respect to any change in scope and adjustment to the time of performance and compensation and modify the Agreement accordingly. In the event the parties are unable to reach an agreement, either party may terminate this Agreement without liability by giving fourteen (14) days written notice to the other party. In the event of termination, the final invoice will include all Services and expenses associated with the Project up to the effective date of termination, and will also include equitable adjustment to reimburse Houston for any termination settlement costs incurred relating to commitments that had become firm before termination plus a 10 percent markup on those settlement costs.

4. PAYMENT

Where the method of payment under the Agreement is based upon cost reimbursement (e.g., hourly rate, time and materials, direct personnel expense, per diem, etc.), the following shall apply: (a) the minimum time segment for charging work is one-quarter hour; (b) labor (hours worked) and expenses will be charged at rates commensurate with the attached fee schedule or, if none is attached, with Houston's current fee schedule (at the time of the work); (c) when applicable, rental charges will be applied to cover the cost of pilot-scale facilities or equipment, apparatus, instrumentation, or other technical machinery. When such charges are applicable, Client will be advised at the start of an assignment, task, or phase; and (d) invoices based upon cost reimbursement will be submitted showing labor (hours worked) and total expense. If requested by Client, Houston shall provide supporting documentation at Client's cost, including labor and copying costs.

5. TERMINATION

Either party may terminate this Agreement, in whole or in part, by giving fourteen (14) days written notice to the other party, if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. In such event, and subject to the limitations set forth in this Agreement, the non-defaulting party may pursue its rights and remedies as contemplated by this Agreement and as allowed by law.

6. LIMITATION OF LIABILITY

In no event shall Houston be liable for incidental, indirect or consequential damages of any kind. Houston's maximum cumulative liability with respect to all claims and liabilities under this Agreement, whether or not insured, shall not exceed the greater of \$50,000 or the total compensation received by Houston under this Agreement. The disclaimers and limitations of liability set forth in this Agreement shall apply regardless of any other contrary provision set forth and regardless of the form of action, whether in contract, tort or otherwise. Each provision of this Agreement which provides for a limitation of liability, disclaimer of warranty or condition or exclusion of damages is severable and independent of any other provision and is to be enforced as such. Client hereby releases Houston from any and all liability over and above the limitations set forth in this paragraph.

7. INSURANCE

Houston shall obtain and maintain during the term of this Agreement, at its own expense, workers' compensation insurance and comprehensive general liability insurance in amounts determined by Houston and will, upon request, furnish insurance certificates to Client. The existence of any such insurance shall not increase Houston's liability as limited by paragraph 6 above.

8. HAZARDOUS SUBSTANCES

Client shall furnish or cause to be furnished to Houston all documents and information known by Client that relate to the identity, location, quantity, nature, or characteristics of any asbestos, pollutant or hazardous substance, however defined ("Hazardous Substances") at, on or under the Project site. Houston is not, and has no responsibility as a handler, generator, operator, treater, storer, transporter, or disposer of Hazardous Substances found or identified at the Project. Client agrees to bring no claim for fault, negligence, breach of contract, indemnity, or other action against Houston, its principals, employees, agents, and consultants, if such claim in any way would relate to Hazardous Substances in connection with the Project. Client further agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless Houston, its principals, employees, agents, and consultants from and against all claims, damages, losses, and expenses, direct or indirect, or consequential damages, including but not limited to fees and charges for attorneys and court and arbitration costs, arising out of or resulting from the performance of Houston's Services hereunder, or claims brought against Houston by third parties arising from Houston's Services or the services of others and/or work in any way associated with Hazardous Substance activities. This indemnification shall survive termination of this Agreement.

9. INDEMNIFICATION

Client shall indemnify, and hold harmless Houston, together with its officers, directors, agents, consultants and employees from and against any and all claims, costs, losses and damages, including attorneys' fees and other costs of litigation or dispute resolution arising directly or indirectly from Client's breach of this Agreement or Client's fault, negligent acts or omissions or intentional misconduct in connection with this Agreement or the Project. Subject to the limitations set forth in this Agreement, Houston shall indemnify and hold harmless Client, together with its officers, directors, agents, consultants and employees from and against any and all claims, costs, losses and damages, including attorneys' fees and other costs of litigation or dispute resolution arising directly or indirectly from Houston's breach of this Agreement or Houston's fault, negligent acts or omissions or intentional misconduct in connection with this Agreement or the Project. The indemnification obligations set forth in this paragraph shall survive termination of this Agreement.

10. WARRANTY

Except as specifically set forth in this Agreement, Houston has not made and does not make any warranties or representations whatsoever, express or implied, as to Services performed or products provided including, without limitation, any warranty or representation as to: (a) the merchantability or fitness or suitability of the Services or products for a particular use or purpose whether or not disclosed to Houston; and (b) delivery of the Services and products free of the rightful claim of any person by way of infringement (including, but not limited to, patent or copyright infringement) or the like. Houston does not warrant and will not be liable for any design, material or construction criteria furnished or specified by Client and incorporated into the Services provided hereunder.

11. PROJECT SITE

Client shall furnish such reports, data, studies, plans, specifications, documents, and other information regarding surface and subsurface site conditions required by Houston for proper performance of its Services. Houston shall be entitled to rely upon Client provided documents and information in performing the Services required under this Agreement. Houston assumes no responsibility or liability for the accuracy or completeness of any such documents or information. Houston will not direct, supervise, or control the work, means or methods of contractors or their subcontractors in connection with the Project. Houston's Services will not include a review or evaluation of the contractor's or subcontractor's safety measures. The presence of Houston, its employees, agents or subcontractors on a site shall not imply that Houston controls the operations of others nor shall it be construed to be an acceptance by Houston of any responsibility for job-site safety.

12. CONFIDENTIALITY

Houston shall maintain as confidential and not disclose to others without Client's prior consent all information obtained from Client that was not otherwise previously known to Houston or in the public domain and is expressly designated by Client in writing to be "CONFIDENTIAL." The provisions of this paragraph shall not apply to information in whatever form that (a) is published or comes into the public domain through no fault of Houston, (b) is furnished by or obtained from a third party who is under no obligation to keep the information confidential, or (c) is required to be disclosed by law on order of a court, administrative agency, or other authority with proper jurisdiction. Client agrees that Houston may use and publish Client's name and a general description of Houston's services with respect to the Project in describing Houston's experience and qualifications to other clients or potential clients.

13. RE-USE OF DOCUMENTS

All documents, including drawings and specifications, prepared or furnished by Houston (and Houston's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors) pursuant to this Agreement are instruments of service in respect of the Project, and Houston shall retain ownership thereof, whether or not the Project is completed. Client may make and retain copies for information and reference in connection with the Project; however, such documents are not intended or represented to be suitable for re-use by Client or others on extensions of the Project or on any other project. Any re-use without written verification or adaptation by Houston for the specific purpose intended will be at Client's sole risk and without liability to Houston or Houston's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors with respect to any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting therefrom. Any such verification or adaptation will entitle Houston to further compensation at rates to be agreed upon by Client and Houston.

14. REMEDIES

Subject to the limitations set forth in this Agreement, in the event any party is in default of this Agreement, the non-defaulting party shall be entitled to pursue all rights and remedies available to it under this Agreement or as allowed by law.

15. PROPRIETARY DATA

The technical and pricing information in connection with the Services provided by Houston is confidential and proprietary and is not to be disclosed or otherwise made available to third parties by Client without the express written consent of Houston.

16. GOVERNING LAW

The validity, construction and performance of this Agreement and all disputes between the parties arising out of or related to this Agreement shall be governed by the laws, without regard to the law as to choice or conflict of law, of the State of North Dakota. Client consents to jurisdiction as to all issues concerning or relating to this Agreement or the Project with the federal or state district courts designated for Cass County, North Dakota.

17. DATA PRACTICES ACT REQUESTS

Houston considers certain information developed during the execution of services as "not public" and "protected" from public disclosure under the various local, state and federal data practices laws. Client shall reimburse Houston for any and all costs and expenses, including attorneys' fees associated with any requests for release of information under any such laws.

18. FORCE MAJURE

Houston shall not be liable for any loss, damage or delay resulting out of its failure to perform hereunder due to causes beyond its reasonable control including, without limitation, acts of nature or the Client, acts of civil or military authority, terrorists threats or attacks, fires, strikes, floods, epidemics, quarantine restrictions, war, riots, delays in transportation, transportation embargos, extraordinary weather conditions or other natural catastrophe or any other cause beyond the reasonable control of Houston. In the event of any such delay, Houston's performance date(s) will be extended for that length of time as may be reasonably necessary to compensate for the delay.

19. WAIVER OF JURY

In the interest of expediting any disputes that might arise between Houston and Client, Client hereby waives its rights to a trial by jury of any dispute or claim concerning this Agreement, the Services, the Project and any other documents or agreements contemplated by or executed in connection with this Agreement.

20. NOTICES

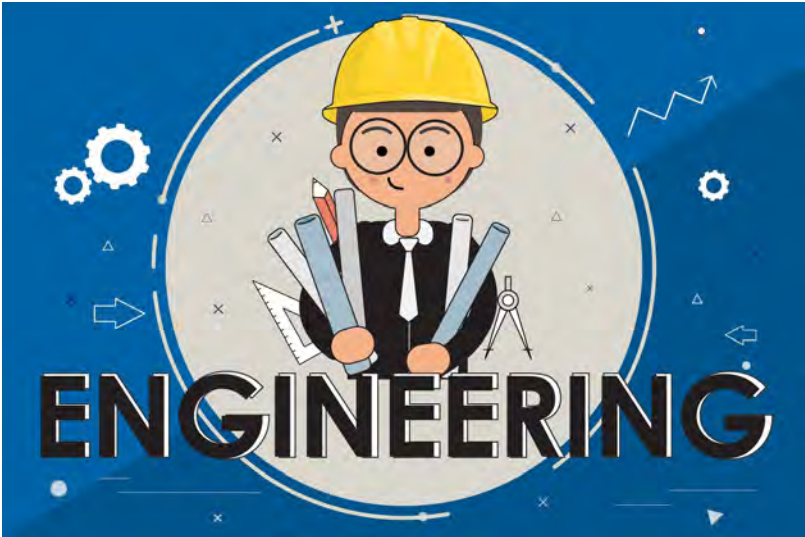
Any and all notices, demands or other communications required or desired to be given under this Agreement shall be in writing and shall be validly given or made if personally served; sent by commercial carrier service; or if deposited in the United States Mail, certified or registered, postage prepared, return receipt requested. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand or other communication is given by mail or commercial carrier service, such notice shall be conclusively deemed given three (3) days after deposit thereof in the United States Mail or with a commercial carrier service. Notices, demand or other communications required or desired hereunder shall be addressed to the individuals indicated in this Agreement at the addresses indicated in this Agreement. Any party may change its address or authorized recipient for purposes of this paragraph by written notice given in the manner provided above.

21. MISCELLANEOUS

This Agreement shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document regarding the Services. If any provision of this Agreement is determined to be invalid or unenforceable in whole or part by a court of competent jurisdiction, the remaining provisions hereof shall remain in full force and effect and be binding upon the parties hereto. The parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid and enforceable provision that as closely as possible expresses the intention of the stricken provision. This Agreement, including but not limited to the indemnification provisions, shall survive the completion of the Services under this Agreement and the termination of this Agreement. This Agreement gives no rights or benefits to anyone other than Houston and Client and has no third party beneficiaries except as may be specifically set forth in this Agreement. This Agreement constitutes the entire agreement between the parties and shall not in any way be modified, varied or amended unless in writing signed by the parties. Prior negotiations, writings, quotes, and understandings relating to the subject matter of this Agreement are merged herein and are superseded and canceled by this Agreement. Headings used in this Agreement are for the convenience of reference only and shall not affect the construction of this Agreement. This Agreement and the rights and duties hereunder may not be assigned by Client, in whole or in part, without Houston's prior written approval. No failure or delay on the part of Houston in exercising the right, power or remedy under this Agreement shall operate as a waiver thereof; nor shall any single or partial exercise of any rights, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. The remedies provided in this Agreement are cumulative and not exclusive of any remedies provided by law.

MURRAY COUNTY HIGHWAY DEPT

ANNUAL REPORT



2019





MURRAY COUNTY

3051 20TH STREET
SLAYTON, MN 56172

HIGHWAY DEPARTMENT

TELEPHONE: 507-836-6327
FAX: 507-836-8891

www.murray-countymn.com

ANNUAL REPORT

2019

MURRAY COUNTY BOARD OF COMMISSIONERS

James Jens
Lori Guinink
Dennis Welgraven, Vice Chair
Jim Kluis
David Thiner, Chair

1st District
2nd District
3rd District
4th District
5th District

Murray County, Minnesota

Honorable Commissioners:

Enclosed is a report of the activities of the Murray County Highway Department, for the year ended December 31, 2019.

The report presents, in detail, the various accounts within the Road and Bridge Fund pertaining to revenue and expenditures. Also presented is a proposed budget of the anticipated revenue and expenditures for State Aid Highways and County Roads for the year 2020.

The report is made possible through the cooperation and support of the engineering, maintenance, administration and accounting staff. I would like to acknowledge and thank each employee for his or her contribution to the development and maintenance of our county road system this past year.

Respectfully Submitted,

Randy Groves
County Highway Engineer

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF COUNTY HIGHWAY INFORMATION
YEAR ENDED DECEMBER 31, 2019**

Mileage - CSAH Regular	<u>339.90</u>
Maintenance Costs - CSAH Regular	<u>1,840,727.18</u>
 Mileage - CSAH Municipal	 <u>14.30</u>
Maintenance Costs - CSAH Municipal	<u>164,533.74</u>
 Mileage - County Road	 <u>66.90</u>
Maintenance Costs - County Road	<u>467,032.87</u>
 Construction - CSAH Regular	 <u>1,999,416.63</u>
Construction - CSAH Municipal	<u>956,148.34</u>
Construction - County Roads	<u>43,147.50</u>
Construction - Township Bridges	<u>598,387.93</u>

NOTE: Construction costs do not include federal funds; however, construction costs do include local funds.

MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
BRIEF OF ACTIVITIES, COMMENTS AND RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2019

The following summary of accomplishments have resulted from the authorized expenditures and operations on public highways in Murray County during the year 2019. Construction costs are only Contract expenses. They do not include engineering expenses.

1. STATE AID HIGHWAYS - REGULAR CONSTRUCTION	<u>Road No.</u>	<u>Length</u>	<u>Amount *</u>	
1) Bituminous Overlay, Aggregate Shoulders & Milling	8	2.898 mi	\$ 486,616.92	not finaled
2) Bituminous Overlay, Aggregate Shoulders & Milling	25	5.01 mi	\$ 702,316.77	not finaled
3) Bituminous Overlay, Aggregate Shoulders & Milling	27	.441 mi	\$ 192,134.47	not finaled
4) Bituminous Overlay, Aggregate Shoulders & Milling	52	.454 mi	\$ 220,986.62	not finaled
5) County Bridge Replacement	26	Br #51J56	\$ 257,654.71	
2. STATE AID HIGHWAYS - MUNICIPAL CONSTRUCTION				
1) Bituminous Overlay, Milling & ADA Ramps	8	1.059 mi	\$ 636,491.73	not finaled
2) Bituminous Overlay, Milling & ADA Ramps	27	0.441 mi	\$ 46,556.22	not finaled
4) Bituminous Overlay, Milling & ADA Ramps	38	2,583 ft	\$ 199,183.49	not finaled
3. TOWNSHIP BRIDGES				
1) Mason Township Bridge Replacement, Approach Grade	51538	N/A	\$ 435,424.68	
2) Lime Lake Township Bridge Replacement, Approach Grade	51J61	N/A	\$ 123,843.78	
6. STATE AID HIGHWAYS - REGULAR MAINTENANCE			\$ 1,840,727.18	
7. STATE AID HIGHWAYS - MUNICIPAL MAINTENANCE			\$ 164,533.74	
8. COUNTY ROADS - MAINTENANCE			\$ 467,032.87	
9. EQUIPMENT/SHOP MATERIALS PURCHASED			\$ 447,426.86	
10. PROJECTS USING WHEELAGE TAX (\$ RECEIVED)			\$ (106,103.35)	
1) CP 01-19 Striping			\$ 73,644.31	
2) Patch/repair CR 88			\$ 2,485.60	
3) Patch CSAH 44			\$ 2,332.04	
4) Pave CSAH 20			\$ 8,412.21	
5) Tile CSAH 28			\$ 14,820.13	
6) Tile CSAH 32			\$ 14,820.12	
			<u>\$ 10,411.06</u>	

* These costs are only certified construction, not engineering.

MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
FINANCIAL STATEMENT
12/31/2019

ASSETS

Cash	\$ 3,945,040.78	
Accounts Receivable		
Taxes	\$ 13,107.77	
Wheelage Tax	\$ 9,052.58	
Due From Townships	\$ 15,707.81	
Due From Municipalities	\$ 65.05	
Due From Other Gov't Funds	\$ 6,497.39	
Due From Individuals	\$ -	
Total Accounts Receivables		\$ 3,989,471.38
Due From State Aid		
Regular Maintenance	\$ 172,032.80	
Regular Construction	\$ 185,079.20	
Municipal Maintenance	\$ 58,913.00	
Municipal Construction	\$ 35,949.89	
Town Bridge Construction	\$ 6,356.98	
Special Town Bridge	\$ -	
Federal Projects	\$ -	
Total From State Aid		\$ 458,331.87
State Aid Allotments		
Regular Maintenance	\$ -	
Regular Construction	\$ 1,118,183.94	
Municipal Maintenance	\$ -	
Municipal Construction	\$ -	
Town Bridge Construction	\$ 94,278.42	
Bridge Bonding Grant	\$ -	
Total Allotments		\$ 1,212,462.36
Equipment		\$ 1,842,485.26
Inventory		\$ 227,432.78

TOTAL ASSETS

\$ 7,730,183.65

LIABILITIES

Accounts Payable	\$ 41,864.60	
Contracts Payable	\$ 136,525.29	
Salaries Payable	\$ 46,765.37	
Sick Leave/Vacation Payable	\$ 5,658.26	
Due to State Aid - Overpayments	\$ -	
Unearned Revenue		
Regular Maintenance	\$ -	
Regular Construction	\$ 1,383,539.14	
Municipal Maintenance	\$ -	
Municipal Construction	\$ -	
Town Bridge Construction	\$ 94,278.42	
Total Deferred Revenue		\$ 1,477,817.56

TOTAL LIABILITIES

\$ 1,708,631.08

FUND BALANCE

Reserved		
Reserved for Inventory and Supplies	\$ 227,432.78	
Equipment Reserve	\$ 1,842,485.26	
Designated - Vacation	\$ 114,096.36	
Designated - Sick Leave	\$ 160,249.88	
Unreserved		
Undesignated	\$ 2,629,439.88	
		\$ 4,973,704.16
Revenue Control	\$ 7,738,378.79	
Expenditure Control	\$ (6,690,530.38)	
TOTAL FUND BALANCE		<u><u>\$ 1,047,848.41</u></u>
TOTAL LIABILITIES & FUND BALANCE		<u><u>\$ 7,730,183.65</u></u>

MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
RECEIVABLES
AS OF DECEMBER 31, 2019

	<u>BEGINNING BALANCE</u>	<u>CHARGES BILLED</u>	<u>PAYMENTS RECEIVED</u>	<u>ENDING BALANCE</u>
<u>TAXES RECEIVABLE</u>				
Unapportioned Taxes	13,376.14	1,271,685.28	(1,272,016.22)	13,045.20
Delinquent Taxes	116.15	3,568.24	(3,621.82)	62.57
Wheelage Tax (local)	6,647.70	108,508.23	(106,103.35)	9,052.58
Sub-Total	<u>20,139.99</u>	<u>1,383,761.75</u>	<u>(1,381,741.39)</u>	<u>22,160.35</u>
<u>ACCOUNTS RECEIVABLES</u>				
Carlson/Kevin	-	412.15	(412.15)	-
Fey/Doug	-	1,710.46	(1,710.46)	-
Great River Energy	-	14,161.50	(14,161.50)	-
Heard/Curtis	-	1,710.46	(1,710.46)	-
Johnson Ditching Inc	-	6,994.58	(6,994.58)	-
Onken Backhoe	-	1,056.76	(1,056.76)	-
Sub-Total	<u>-</u>	<u>26,045.91</u>	<u>(26,045.91)</u>	<u>-</u>
<u>TOWNSHIPS</u>				
Belfast	-	-	-	-
Bondin	-	57.18	(57.18)	-
Cameron	-	57.40	(57.40)	-
Chanarambie	-	4,352.50	(4,352.50)	-
Des Moines River	-	638.89	(509.78)	129.11
Dovray	-	5,326.97	(5,326.97)	-
Ellsborough	-	262.50	(262.50)	-
Fenton	-	6,337.83	(6,337.83)	-
Holly	-	-	-	-
Iona	-	3,800.74	(3,800.74)	-
Lake Sarah	-	4,491.83	(4,491.83)	-
Leeds	-	2,192.35	(2,192.35)	-
Lime Lake	-	15,644.39	(215.97)	15,428.42
Lowville	747.78	815.17	(1,562.95)	-
Mason	389.40	22,699.14	(22,938.26)	150.28
Moulton	-	2,703.74	(2,703.74)	-
Murray	-	1,455.74	(1,455.74)	-
Shetek	-	1,361.17	(1,361.17)	-
Skandia	-	3,393.05	(3,393.05)	-
Slayton	-	7,105.23	(7,105.23)	-
Sub-Total	<u>1,137.18</u>	<u>82,695.82</u>	<u>(68,125.19)</u>	<u>15,707.81</u>
<u>MUNICIPALITIES</u>				
Avoca	-	-	-	-
Chandler	-	-	-	-
Currie	-	922.45	(857.40)	65.05
Dovray	-	-	-	-
Fulda	-	-	-	-
Hadley	-	-	-	-
Iona	-	100.00	(100.00)	-
Lake Wilson	-	-	-	-
Slayton	-	-	-	-
Sub-Total	<u>-</u>	<u>1,022.45</u>	<u>(957.40)</u>	<u>65.05</u>
<u>DUE FROM OTHER COUNTY DEPTS</u>				
Transfer from County Rev	-	81,292.36	(81,292.36)	-
Sub-Total	<u>-</u>	<u>81,292.36</u>	<u>(81,292.36)</u>	<u>-</u>
<u>DUE FROM OTHER GOV'T AGENCIES</u>				
SW Health & Human Services	326.36	5,201.80	(5,058.81)	469.35
Murray Co. Medical Center	835.52	6,348.78	(6,609.44)	574.86
United Community Action	688.54	12,553.88	(12,196.42)	1,046.00
MN Dept of Transportation	1,786.86	11,920.32	(10,000.00)	3,707.18
Murray County Central School	-	1,455.87	(1,455.87)	-
Lyon County Hwy	840.00	700.00	(840.00)	700.00
Sub-total	<u>4,477.28</u>	<u>38,180.65</u>	<u>(36,160.54)</u>	<u>6,497.39</u>

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
RECEIVABLES
AS OF DECEMBER 31, 2019**

	<u>BEGINNING BALANCE</u>	<u>CHARGES BILLED</u>	<u>PAYMENTS RECEIVED</u>	<u>ENDING BALANCE</u>
<u>STATEAID</u>				
Regular Maintenance	168,091.20	1,720,328.00	(1,716,386.40)	172,032.80
Regular Construction	3,040.85	2,431,574.56	(2,249,536.21)	185,079.20
Municipal Maintenance	76,672.00	117,826.00	(135,585.00)	58,913.00
Municipal Construction	-	718,997.85	(683,047.96)	35,949.89
Town Bridge Construction	226,326.19	150,834.58	(370,803.79)	6,356.98
Special Town Bridge Const	-	195,960.02	(195,960.02)	-
Federal Projects	-	-	-	-
Bridge Bonding Constr.	-	-	-	-
Sub-total	<u>474,130.24</u>	<u>5,335,521.01</u>	<u>(5,351,319.38)</u>	<u>458,331.87</u>
GRAND TOTAL	499,884.69	6,948,519.95	(6,945,642.17)	502,762.47

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
TOWN ROAD ALLOTMENT
YEAR 2019**

<u>TOWNSHIP</u>	<u>DISTRIBUTION AMOUNT</u>
BELFAST	26,219.26
BONDIN	33,195.21
CAMERON	24,544.43
CHANARAMBIE	26,186.93
DES MOINES RIVER	22,326.95
DOVRAY	24,357.55
ELLSBOROUGH	24,633.10
FENTON	24,516.91
HOLLY	20,613.83
IONA	21,279.94
LAKE SARAH	37,348.72
LEEDS	25,224.95
LIME LAKE	25,268.06
LOWVILLE	22,808.59
MASON	32,416.54
MOULTON	28,741.04
MURRAY	24,422.27
SHETEK	31,486.89
SKANDIA	20,381.45
SLAYTON	<u>27,508.38</u>
TOTAL	523,481.00

NOTE: The money is receipted into the Road and Bridge Fund and distributed by the Highway Department.

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
INVENTORY MATERIALS AND SUPPLIES
AS OF DECEMBER 31, 2019**

PARTS AND REPLACEMENTS:

BELTS	1,372.56
FILTERS	7,008.91
CUTTING EDGES/PLOW BLADES	33,170.86
TIRES/TUBES	<u>6,114.05</u>
 SUB-TOTAL	 47,666.38

MOTOR FUEL, LUBRICANTS & ANTI-FREEZE:

GASOLINE	4,722.74
DIESEL FUEL	12,364.96
LUBRICANTS	7,727.00
ANTI-FREEZE	<u>618.07</u>
 SUB-TOTAL	 25,432.77

FIELD MATERIALS AND SUPPLIES:

CULVERTS	55,476.20
SIGNS	47,137.04
GRAVEL (includes salt/sand)	<u>51,720.39</u>
 SUB-TOTAL	 <u>154,333.63</u>
 GRAND INVENTORY	 227,432.78

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
LIABILITIES AND FUND BALANCE RESERVES
AS OF DECEMBER 31, 2019**

LIABILITIES

ACCOUNTS PAYABLE

\$ 41,864.60

CONTRACTS PAYABLE

\$ 136,525.29

SUB-TOTAL

\$ 178,389.89

VACATION/SICK LEAVE PAYABLE

\$ 5,658.26

SALARIES PAYABLE

\$ 46,765.37

UNEARNED REVENUE

REGULAR MAINTENANCE

\$ -

REGULAR CONSTRUCTION

\$ 1,383,539.14

MUNICIPAL MAINTENANCE

\$ -

MUNICIPAL CONSTRUCTION

\$ -

TOWN BRIDGE CONSTRUCTION

\$ 94,278.42

BRIDGE BONDING

\$ -

SUB-TOTAL

\$ 1,477,817.56

TOTAL LIABILITIES

\$ 1,708,631.08

FUND BALANCE

RESERVED FUND BALANCE

RESERVED FOR INVENTORY AND SUPPLIES

\$ 227,432.78

EQUIPMENT RESERVE

\$ 1,842,485.26

DESIGNATED - VACATION/SICK LEAVE

\$ 274,346.24

SUB-TOTAL

\$ 2,344,264.28

UNRESERVED FUND BALANCE

UNDESIGNATED

\$ 2,629,439.88

SUB-TOTAL

\$ 2,629,439.88

REVENUE/EXPENDITURE CONTROL

\$ 1,047,848.41

TOTAL FUND BALANCE

\$ 6,021,552.57

TOTAL LIABILITIES AND FUND BALANCE

\$ 7,730,183.65

MURRAY COUNTY, MINNESOTA HIGHWAY DEPARTMENT
ACCOUNTS PAYABLE
AS OF DECEMBER 31, 2019

<u>ACCOUNTS PAYABLE</u>	<u>MAINT</u>	<u>ENGRG</u>	<u>CONSTR</u>	<u>SHOP</u>	<u>ADM</u>	<u>TOTAL</u>
AgPlus	-	-	-	10,747.15	-	10,747.15
BHE Community Solar LLC	-	-	-	386.41	-	386.41
Bob's Stump Grinding	150.00	-	-	-	-	150.00
Bomgaars	-	-	-	95.49	-	95.49
Chandler Co-op	-	-	-	29.00	-	29.00
Commissioner of Revenue	-	-	-	825.36	-	825.36
Cottonwood County	4,406.51	-	-	-	-	4,406.51
Eisfeld/Rodney	-	-	-	319.04	-	319.04
Elan Financial Services	10.22	200.00	-	-	-	210.22
Frontier Communications	-	-	-	-	160.06	160.06
Hoffmann/Ed	-	6,680.38	-	-	-	6,680.38
HP Inc	-	-	-	-	2,274.22	2,274.22
Hub City NAPA	-	-	-	196.09	-	196.09
FICA/Medicare	2,095.45	313.59	-	395.58	479.13	3,283.75
Mid-American Research Chem	-	-	-	622.06	-	622.06
Midwest Supply	24.29	-	-	-	-	24.29
Miller Sellner	-	-	-	470.00	-	470.00
MN Dept of Public Safety	-	-	-	25.00	-	25.00
Nobles Coop Electric	81.64	-	-	-	-	81.64
North Central Int'l Inc	-	-	-	5,009.98	-	5,009.98
Northern Safety Tech Inc	-	-	-	106.72	-	106.72
Northwest Natural Gas LLC	-	-	-	1,241.14	-	1,241.14
PERA	2,511.93	407.02	-	442.85	569.06	3,930.86
Royal Tire Inc	-	-	-	(365.00)	-	(365.00)
Schaap Sanitation	-	-	-	41.76	-	41.76
Share Corporation	-	-	-	100.91	-	100.91
Slayton City Treasurer	-	-	-	89.00	-	89.00
State of Minnesota	-	-	-	-	79.00	79.00
Sturdevants	-	-	-	100.06	-	100.06
The Computer Man Onc	-	-	-	-	96.00	96.00
Tire Associates	-	-	-	(16.00)	-	(16.00)
Touch of Class by H LLC	-	-	-	-	320.63	320.63
Van Dam/Dennis	-	-	-	-	100.00	100.00
Verizon Wireless	-	-	-	-	42.87	42.87
	<u>\$ 9,280.04</u>	<u>\$ 7,600.99</u>	<u>\$ -</u>	<u>\$ 20,862.60</u>	<u>\$ 4,120.97</u>	<u>\$ 41,864.60</u>

Contracts Payable:

SAP 051-608-015	-	-	27,045.12	-	-	\$ 27,045.12
SAP 051-608-016	-	-	32,065.86	-	-	\$ 32,065.86
SAP 051-625-012	-	-	36,964.04	-	-	\$ 36,964.04
SAP 051-627-005	-	-	12,562.67	-	-	\$ 12,562.67
SAP 051-652-002	-	-	11,630.88	-	-	\$ 11,630.88
SAP 051-626-006	-	-	16,256.72	-	-	\$ 16,256.72
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 136,525.29</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 136,525.29</u>

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
FIXED ASSETS - YEAR ENDED DECEMBER 31, 2019**

EQUIPMENT # DESCRIPTION	AQUIRE DATE	ORIGINAL COST	EST. LIFE	BEG. BAL. JAN. 2019	EQUIPMENT PURCHASED	COST ADDED	UNALL COSTS	RENTAL EARNED	ADJ TO EQ DEPR	PERIOD DEPR/DEPL	BALANCE DEC. 2019
MAJOR EQUIPMENT(1)											
1 CAT MOTOR GRADER	4/21/2014	241,240.00	12	145,749.37	-	46,137.52	17,481.94	100,321.50	16,598.68	20,103.36	125,646.01
2 CAT MOTOR GRADER	5/5/2016	261,770.00	12	203,599.12	-	38,958.62	14,767.82	92,538.80	16,998.28	21,814.08	181,785.04
3 CAT MOTOR GRADER	NEW 3/15/2019	315,126.50	12	-	315,126.50	23,110.34	8,759.71	57,891.70	4,137.95	21,883.70	293,242.80
7 JD MOTOR GRADER	12/31/2010	216,077.74	12	72,026.02	-	26,622.44	10,106.85	51,632.50	(3,143.27)	18,006.48	54,019.54
8 CAT MOTOR GRADER	TRADE 7/24/2006	208,814.01	12	-	-	7,388.96	2,800.11	40,800.00	88,950.93	-	-
48 MACK TRUCK GU713	8/12/2008	163,789.85	8	-	-	43,730.63	16,575.76	67,377.50	7,071.11	-	-
50 FREIGHTLINER TRUCK	10/22/2015	206,329.26	8	122,508.12	-	42,796.79	16,222.99	73,548.72	(11,262.18)	25,791.12	96,717.00
51 INT'L 7600 TRUCK	5/8/2012	188,740.00	8	31,456.80	-	41,047.71	15,559.35	68,169.88	(12,029.78)	23,592.60	7,864.20
52 FREIGHTLINER TRUCK	8/4/2017	221,187.08	8	182,018.57	-	41,675.08	15,797.47	80,877.50	(4,243.41)	27,648.36	154,370.21
54 LT9511 STERLING TRUCK	4/17/2002	110,720.14	8	-	-	1,725.54	654.83	6,835.00	4,454.63	-	-
55 MACK GU713 TRUCK/WING	6/21/2007	153,246.23	8	-	-	43,723.22	16,573.56	50,362.68	(9,934.10)	-	-
58 INT'L 7600 TRUCK	5/8/2012	188,740.00	8	31,456.80	-	44,711.59	16,948.38	77,265.50	(7,987.07)	23,592.60	7,864.20
59 FWD SNO-GO	1/1/1975	28,659.00	8	-	-	1,492.79	566.64	2,154.58	95.15	-	-
60 FORD LT9000 TRUCK	6/25/1996	74,410.73	8	-	-	7,324.73	2,775.86	10,350.00	249.41	-	-
66 OSHKOSH SNO-GO	1/1/1984	22,560.37	10	-	-	-	-	-	-	-	-
70 FREIGHTLINER SIGN TRUCK	8/31/2018	176,866.04	8	167,654.29	-	7,576.26	2,872.87	42,996.00	10,438.67	22,108.20	145,546.09
71 FREIGHTLINER TRUCK	8/31/2018	188,856.92	8	179,020.67	-	39,310.23	14,900.11	98,461.50	20,644.04	23,607.12	155,413.55
72 SNO GO	9/3/1997	42,600.00	8	-	-	2,455.99	930.43	13,773.50	10,387.08	-	-
87 SNO GO SNOW BLOWER	1/14/2011	5,300.00	8	-	-	2,846.53	1,078.15	10,807.50	6,882.82	-	-
88 JD 410G BACKHOE/LOADER	12/21/2004	75,341.30	10	-	-	3,685.71	1,397.85	6,016.50	932.94	-	-
91 JOHN DEERE LOADER	1/1/1991	89,900.00	12	-	-	6,968.49	2,641.36	13,023.92	3,414.07	-	-
93 JD 644K LOADER	3/24/2015	214,339.00	10	132,175.86	-	9,212.53	3,492.42	37,194.75	3,055.88	21,433.92	110,741.94
94 JD 644H LOADER	3/1/2004	132,637.23	10	-	-	4,859.56	1,841.02	10,658.40	3,957.82	-	-
95 CAT DOZER	3/1/2004	82,995.97	10	-	-	3,423.23	1,298.63	13,730.50	9,008.64	-	-
96 JD EXCAVATOR	6/2/2010	117,979.31	10	16,713.83	-	12,156.32	4,608.05	28,434.00	(128.29)	11,797.92	4,915.91
862 ROTARY SNO-GO	1/1/1979	40,550.00	10	-	-	14,593.46	5,531.87	1,800.00	(18,325.33)	-	-
TOTAL MAJOR EQUIPMENT		3,768,776.68		1,284,379.45	315,126.50	517,534.27	196,184.03	1,057,022.43	140,224.67	261,379.46	1,338,126.49
MINOR MAINT EQUIPMENT(2)											
9 DUNN SHLD MACHINE	1/1/1981	4,500.00	10	-	-	173.34	66.14	-	(239.48)	-	-
10 FORD SHOP TRUCK	4/18/2005	64,770.72	5	-	-	2,739.58	1,038.47	4,615.35	837.30	-	-
64 1995 FORD FLATBED TRUCK	SOLD 2/17/2000	15,938.25	8	-	-	1,633.87	619.55	911.42	683.00	-	-
65 2005 FORD F550/DUMP BOX	2/7/2013	38,032.14	8	11,092.78	-	4,162.60	1,578.64	8,918.96	(1,576.32)	4,754.04	6,338.74
67 2020 FREIGHTLINER TRUCK	NEW 9/25/2019	104,011.36	8	-	104,011.36	4,415.05	1,673.45	4,190.00	(6,232.30)	4,333.80	99,677.56
77 IHC FORKLIFT	8/23/2005	4,047.00	5	-	-	-	-	5.50	5.50	-	-
79 CASE IH TRACTOR/MOWER	8/24/2004	16,404.88	7	-	-	1,024.45	388.05	1,780.00	367.50	-	-
81 TRACTOR W/MOWER	6/15/1998	51,732.38	7	-	-	771.15	293.24	4,969.00	3,904.61	-	-
92 J D TRACTOR W/MOWER	5/15/1991	21,990.00	12	-	-	660.89	251.35	3,050.00	2,137.76	-	-
97 BOBCAT TRACK LOADER	7/7/2010	77,366.85	10	8,301.31	-	1,606.47	608.53	7,787.50	38.34	5,534.16	2,767.15
98 BOBCAT SKID LOADER	4/1/2018	64,200.08	10	59,385.08	-	3,447.36	1,307.45	15,592.00	4,417.19	6,420.00	52,965.08
101 PACKER - WALK n ROLL	4/12/2017	25,540.00	7	21,070.57	-	287.51	108.04	8,086.72	5,137.21	2,553.96	18,516.61
102 RETREIVER LIFT ASSEMBLY	4/19/2017	29,272.00	7	24,149.47	-	733.55	277.81	5,794.78	1,856.26	2,927.16	21,222.31
103 90" HANDY HITCH ROLLER	NEW 4/17/2019	28,289.00	10	-	28,289.00	1,266.78	480.65	5,765.80	1,896.71	2,121.66	26,167.34
107 SHOULDER RETREIVER	4/11/2014	7,850.00	5	700.07	-	114.48	44.10	2,002.00	1,143.35	700.07	-
185 SULLAIR AIR COMPRESSOR	4/13/1997	8,514.68	10	-	-	1,057.44	401.28	-	(1,458.72)	-	-
308 SPRAYER TANK	4/1/2016	15,814.19	10	11,597.23	-	2,004.03	760.66	2,475.00	(1,871.05)	1,581.36	10,015.87
309 PNEUMATIC TIRED ROLLER	2/5/2002	7,066.00	10	-	-	85.15	33.07	161.00	42.78	-	-
320 DIESEL FIRED ROLLER	2/3/1997	23,057.25	10	-	-	440.10	167.57	48.00	(559.67)	-	-
322 2017 ROSCO BROOM	3/13/2017	56,400.00	10	46,060.00	-	1,660.92	630.58	5,425.00	(2,506.50)	5,640.00	40,420.00

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
FIXED ASSETS - YEAR ENDED DECEMBER 31, 2019**

EQUIPMENT # DESCRIPTION	AQUIRE DATE	ORIGINAL COST	EST. LIFE	BEG. BAL. JAN. 2019	EQUIPMENT PURCHASED	COST ADDED	UNALL COSTS	RENTAL EARNED	ADJ TO EQ DEPR	PERIOD DEPR/DEPL	BALANCE DEC. 2019
<u>MINOR MAINT EQUIPMENT(cont)</u>											
325 HOT TACK SPRAYER	4/3/2013	23,967.04	8	6,740.83	-	150.21	57.33	6,300.00	3,096.54	2,995.92	3,744.91
601 TOWMASTER TRAILER	8/10/2010	24,863.02	10	3,936.83	-	601.02	227.10	4,334.00	1,019.48	2,486.40	1,450.43
651 22' BUMPER HITCH TRAILER	3/1/2013	4,614.75	8	1,249.85	-	898.83	341.75	710.00	(1,107.42)	576.84	673.01
652 DCT 24' DECK OVER TRAILER	12/9/2014	4,721.25	8	2,311.56	-	873.12	330.72	120.00	(1,674.00)	590.16	1,721.40
653 ENCLOSED CARGO TRAILER	3/9/2018	19,527.51	8	17,493.41	-	224.46	85.99	9.30	(2,742.07)	2,440.92	15,052.49
813 SELF PROPELLED ROUTER	3/20/2017	22,750.00	5	14,408.48	-	1,867.20	707.74	6,600.00	(524.98)	4,550.04	9,858.44
814 SELF PROPELLED ROUTER	3/20/2017	22,750.00	5	14,408.48	-	2,192.40	831.21	6,300.00	(1,273.65)	4,550.04	9,858.44
870 KUHN MOWER/DISC-A2078	3/10/2016	12,620.00	4	2,194.82	-	3,742.18	1,417.69	4,658.76	(2,382.35)	1,881.24	313.58
880 KUHN MOWER/DISC-A2079	3/10/2016	12,620.00	4	2,340.76	-	2,740.59	1,038.47	4,955.90	(829.44)	2,006.28	334.48
885 72" ROTARY MOWER	1/30/2018	10,160.00	4	7,620.08	-	-	-	800.00	(1,739.92)	2,539.92	5,080.16
961 72" CLEANING BUCKET	6/21/2018	4,800.00	4	4,520.00	-	5.46	2.20	-	(487.66)	480.00	4,040.00
999 2-WAY RADIO SYSTEM	2/1/2011		20	58,370.90	-	-	-	-	(4,830.60)	4,830.60	53,540.30
TOTAL MINOR MAINT EQUIPMENT		828,190.35		317,952.51	132,300.36	41,580.19	15,768.83	116,365.99	-5,452.60	66,494.57	383,758.30
<u>PICKUPS/CARS-MINOR(3)</u>											
15 GMC YUKON	4/4/2016	45,133.06	7	27,402.37	-	1,200.63	454.19	2,614.04	(5,488.38)	6,447.60	20,954.77
16 CHEV 4X4 PICKUP	5/9/2017	31,187.88	8	24,690.48	-	1,959.72	743.02	3,268.30	(3,332.88)	3,898.44	20,792.04
17 FORD 4X4 PICKUP	10/9/2009	28,140.21	5	-	-	3,142.44	1,190.60	6,042.40	1,709.36	-	-
18 CHEV 4X4 PICKUP	5/23/2012	30,945.96	5	5,157.84	-	5,494.31	2,083.55	5,681.89	(5,764.29)	3,868.32	1,289.52
19 GMC SIERRA CREW PICKUP	3/28/2016	32,425.12	8	16,097.70	-	5,163.74	1,957.87	15,302.00	5,064.71	3,115.68	12,982.02
41 CHEV 4X4 PICKUP	8/28/2012	34,093.45	5	6,826.80	-	2,269.85	859.88	7,601.49	210.08	4,261.68	2,565.12
43 GMC SIERRA CREW PICKUP	4/16/2014	30,686.62	5	12,466.57	-	1,631.16	617.35	7,565.24	1,480.93	3,835.80	8,630.77
46 CHEV EXT CAB PICKUP	5/31/2002	24,445.49	5	-	-	1,639.24	621.76	2,020.08	(240.92)	-	-
TOTAL PICKUPS/CARS-MINOR		257,057.79		92,641.76	-	22,501.09	8,528.22	50,095.44	-6,361.39	25,427.52	67,214.24
<u>CONSTRUCTION EQUIPMENT(4)</u>											
493 TRIMBLE GPS SYSTEM	3/7/2012	47,427.38	5	-	-	2,913.95	-	-	(2,913.95)	-	-
497 NIKON TOTAL STATION	12/31/2001	6,262.37	5	-	-	-	-	-	-	-	-
500 PENTAX TOTAL STA/COLLECT	5/25/1993	7,070.00	10	-	-	-	-	-	-	-	-
501 ALUMACRAFT JON BOAT	9/13/2018	1,299.49	10	1,256.21	-	119.79	-	-	(249.63)	129.84	1,126.37
TOTAL CONSTRUCTION EQUIPMENT		62,059.24		1,256.21	-	3,033.74	-	-	(3,163.58)	129.84	1,126.37
<u>ADMN EQUIPMENT(5)</u>											
229 XEROX COPIER/SCANNER/FAX	2/15/2017	7,451.00	7	5,410.90	-	-	-	-	(1,064.40)	1,064.40	4,346.50
TOTAL ADMN EQUIPMENT		7,451.00		5,410.90	0.00	0.00	0.00	0.00	-1,064.40	1,064.40	4,346.50
<u>SHOP EQUIPMENT(6)</u>											
186 COATS TIRE MACHINE	3/8/2013	6,351.05	10	2,646.53	-	-	-	-	(635.16)	635.16	2,011.37
187 AIR COMPRESSOR	3/27/2013	7,620.83	10	3,175.59	-	-	-	-	(762.12)	762.12	2,413.47
188 ROLL-CAB TOOL BOX	1/7/2016	9,260.00	20	7,871.12	-	-	-	-	(462.96)	462.96	7,408.16
189 ELECTRIC SCISSOR LIFT (used)	2/16/2016	7,500.00	10	5,312.50	-	-	-	-	(750.00)	750.00	4,562.50
190 ELECTRO HYD LIFING SYSTEM	3/14/2016	38,991.02	20	33,467.38	-	259.78	-	-	(2,209.30)	1,949.52	31,517.86
TOTAL SHOP EQUIPMENT		69,722.90		52,473.12	-	259.78	-	-	-4,819.54	4,559.76	47,913.36
FINAL TOTALS		4,993,257.96		1,754,113.95	447,426.86	584,909.07	220,481.08	1,223,483.86	119,363.16	359,055.55	1,842,485.26

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
LAND & BUILDINGS
AS OF DECEMBER 31, 2019**

	<u>YEAR OF PURCHASE</u>	<u>ORIGINAL COST</u>	<u>BEGINNING ACCUM. VALUE</u>	<u>CURRENT YEAR BETTERMENT</u>	<u>TYPE OF BETTERMENT</u>	<u>ENDING ACCUM. VALUE</u>
Main Shop #1	1985	\$ 225,000.00	\$ 741,800.00	\$ -	\$ -	\$ 741,800.00
East Shop	1990	\$ 59,677.99				
Salt Shed/Fuel Tanks	2014	\$ 425,812.44				
Parcel #29.150.001.0						
Shop #4, Currie	1940	\$ 2,800.00	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00
Parcel #23.150.002.0						
Shop #7, Mason Twp (land)	1940	\$ 2,800.00	\$ 7,300.00	\$ -	\$ -	\$ 7,300.00
Parcel #15.007.004.1						
Radio Tower-Chan Sec 35 (5.98 acres)	1969	\$ 574.92	\$ 53,000.00	\$ -	\$ -	\$ 53,000.00
Parcel #04.035.006.0						
Pit 1 (Gravel Pit)	1999	\$ 44,700.00	\$ 584,000.00	\$ -	\$ -	\$ 584,000.00
Parcel #05.020.001.0						
		<u>\$ 761,365.35</u>	<u>\$ 1,402,100.00</u>	<u>\$ -</u>		<u>\$ 1,402,100.00</u>

*Beginning Accumulated Value is appreciated value as of 3/17/17, from County Assessor's office

MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
STATEMENT OF REVENUE AND EXPENDITURES
YEAR ENDED DECEMBER 31, 2019

REVENUE:	RECEIPTS ISSUED	REV PREV YR ACCRUALS	REC CURR YR	TRANSFER/ ADJUST.	MOD ACCR BALANCE
<u>TAXES</u>	<u>1,275,638.04</u>	<u>-13,492.29</u>	<u>13,107.77</u>	<u>0.00</u>	<u>1,275,253.52</u>
SUB-TOTAL	1,275,638.04	-13,492.29	13,107.77	0.00	1,275,253.52
<u>INTERGOVERNMENTAL REVENUE:</u>					
Disparity Reduction Aid	4,631.60	0.00	0.00	0.00	4,631.60
Market Value Credit	53,672.48	0.00	0.00	0.00	53,672.48
County Program Aid	94,201.00	0.00	0.00	0.00	94,201.00
Local Perf Measurement Aid	216.12	0.00	0.00	0.00	216.12
PERA Rate Reimbursement	4,351.00	0.00	0.00	0.00	4,351.00
Wheelage Tax (local)	106,103.35	-6,647.70	9,052.58	0.00	108,508.23
PTO Reimbursements	1,739.33	0.00	0.00	0.00	1,739.33
State Aid - Twn Bridge Construction	370,803.79	0.00	6,356.98	0.00	377,160.77
State Aid - Special Twn Bridge Const	195,960.02	0.00	0.00	0.00	195,960.02
State Grant - Bridge Bonding	0.00	0.00	0.00	0.00	0.00
State Aid - Regular Construction	2,249,536.21	-6,040.85	185,079.20	0.00	2,428,574.56
State Aid - Regular Maintenance	1,716,386.40	-168,091.20	172,032.80	0.00	1,720,328.00
State Aid - Municipal Construction	683,047.96	0.00	35,949.89	0.00	718,997.85
State Aid - Municipal Maintenance	135,585.00	-76,672.00	58,913.00	0.00	117,826.00
State Aid - Town Road Allotment	523,481.00	0.00	0.00	0.00	523,481.00
State Disaster-State Grants	148,653.60	0.00	0.00	0.00	148,653.60
State Disaster-Federal Grants	445,142.62	0.00	0.00	0.00	445,142.62
SUB-TOTAL	<u>6,733,511.48</u>	<u>-257,451.75</u>	<u>467,384.45</u>	<u>0.00</u>	<u>6,943,444.18</u>
<u>CHARGES FOR SERVICES:</u>					
Townships	68,125.19	-1,137.18	15,707.81	0.00	82,695.82
Labor	2,492.90				
Sale of Equipment	109.35				
Sale of Materials	45,522.94				
Reimburse Contract Costs	10,000.00				
Reimburse Labor Costs	10,000.00				
Cities	957.40	0.00	65.05	0.00	1,022.45
Labor	793.40				
Sale of Materials	164.00				
Reimbursement	0.00				
Permits	0.00				
Other County Depts.	99,133.10	0.00	0.00	0.00	99,133.10
Labor	28,562.38				
Sale of Materials	52,729.98				
Sale of Capital Notes	0.00				
Permits	800.00				
Reimbursements	17,040.74				
Other Govt Agencies	36,160.54	-4,477.28	6,497.39	0.00	38,180.65
Labor	1,464.00				
Sale of Materials	23,240.67				
Reimbursement	11,455.87				
Individuals	61,393.53	0.00	0.00	-1,081.65	60,311.88
Labor	15,691.50				
Sale of Materials	18,664.14				
Sale of Equipment	9,025.00				
Reimbursements	3,481.24				
Permits	13,450.00				
Sales Tax	1,081.65				
SUB-TOTAL	<u>265,769.76</u>	<u>-5,614.46</u>	<u>22,270.25</u>	<u>-1,081.65</u>	<u>281,343.90</u>
<u>MISCELLANEOUS REVENUE:</u>					
WC Dividend	18,920.56	0.00	0.00	0.00	18,920.56
Patronage Dividends	5,492.83	0.00	0.00	0.00	5,492.83
SUB-TOTAL	<u>24,413.39</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>24,413.39</u>
TOTAL REVENUES	<u>8,299,332.67</u>	<u>-276,558.50</u>	<u>502,762.47</u>	<u>-1,081.65</u>	<u>8,524,454.99</u>

MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
STATEMENT OF REVENUE AND EXPENDITURES
YEAR ENDED DECEMBER 31, 2019

<u>EXPENDITURES:</u>	CASH <u>DISBURSEMENTS</u>	REVERSE PREV <u>YR ACCRUAL</u>	RECORD CURR <u>YR ACCRUAL</u>	TRANSFERS/ <u>ADJUSTMENTS</u>	MODIFIED <u>ACCR BAL</u>
<u>ADMINISTRATION</u>					
Personal Services	221,804.94	-968.12	1,048.19	0.00	221,885.01
Services and Supplies	105,620.88	-556.03	3,072.78	0.00	108,137.63
Capital Outlay	0.00	0.00	0.00	0.00	0.00
SUB-TOTAL	<u>327,425.82</u>	<u>-1,524.15</u>	<u>4,120.97</u>	<u>0.00</u>	<u>330,022.64</u>
<u>ROAD & BRIDGE MAINTENANCE:</u>					
Personal Services	841,567.68	-4,271.40	4,607.38	0.00	841,903.66
Services and Supplies	509,003.52	-496.21	4,672.66	0.00	513,179.97
Capital Outlay	447,426.86	0.00	0.00	0.00	447,426.86
SUB-TOTAL	<u>1,797,998.06</u>	<u>-4,767.61</u>	<u>9,280.04</u>	<u>0.00</u>	<u>1,802,510.49</u>
<u>ROAD & BRIDGE ENGINEERING:</u>					
Personal Services	196,380.26	-707.61	720.61	0.00	196,393.26
Services and Supplies	101,482.18	-789.40	6,880.38	0.00	107,573.16
Capital Outlay	0.00	0.00	0.00	0.00	0.00
SUB-TOTAL	<u>297,862.44</u>	<u>-1,497.01</u>	<u>7,600.99</u>	<u>0.00</u>	<u>303,966.42</u>
<u>ROAD & BRIDGE CONSTRUCTION:</u>					
Capital Outlay	3,285,392.67	0.00	136,525.29	-120,268.57	3,301,649.39
SUB-TOTAL	<u>3,285,392.67</u>	<u>0.00</u>	<u>136,525.29</u>	<u>-120,268.57</u>	<u>3,301,649.39</u>
<u>EQUIP. MAINTENANCE & SHOP:</u>					
Personal Services	211,492.51	-702.75	838.43	0.00	211,628.19
Services and Supplies	566,690.52	-30,136.45	20,024.17	0.00	556,578.24
Capital Outlay	0.00	0.00	0.00	0.00	0.00
SUB-TOTAL	<u>778,183.03</u>	<u>-30,839.20</u>	<u>20,862.60</u>	<u>0.00</u>	<u>768,206.43</u>
<u>UNALLOCATED GENERAL EXPENSE:</u>					
Flex One Claims/Ins Premium	17,279.73	0.00	0.00	0.00	17,279.73
Town Road Allotment	523,481.00	0.00	0.00	0.00	523,481.00
SUB-TOTAL	<u>540,760.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>540,760.73</u>
TOTAL EXPENDITURES:	<u>7,027,622.75</u>	<u>-38,627.97</u>	<u>178,389.89</u>	<u>-120,268.57</u>	<u>7,047,116.10</u>

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2019**

SNOW AND ICE CONTROL	954,487.67
RIGHT OF WAY	-
ENGINEERING	183,803.24
CONSTRUCTION	3,301,209.39
BUILDINGS AND EQUIPMENT	447,426.86

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF MAINTENANCE COSTS BY FUNDS
YEAR ENDED DECEMBER 31, 2019**

<u>MAINTENANCE TYPE</u>	<u>ACCOUNT</u>	<u>CSAH REGULAR</u>	<u>COST/ MILE</u>	<u>CSAH MUNICIPAL</u>	<u>COST/ MILE</u>	<u>COUNTY ROADS</u>	<u>COST/ MILE</u>
ROUTINE MAINTENANCE	MA	1,480,149.33	4,354.66	161,815.04	11,315.74	345,534.60	5,164.94
REPAIRS & REPLACEMENTS	MB	204,932.73	602.92	1,517.35	106.11	84,014.31	1,255.82
BETTERMENTS	MC	81,353.05	239.34	0.00	0.00	4,915.98	73.48
SPECIAL WORK	MD	60,851.72	179.03	0.00	0.00	29,157.79	435.84
UNALLOCATED EXPENSE		102,311.04		9,144.97		25,959.09	
ADJUSTMENT TO EQUALIZE DEPRECIATION		-88,870.69		-7,943.62		-22,548.90	
TOTAL EXPENSE		\$ 1,840,727.18	5,415.50	\$ 164,533.74	11,505.86	\$ 467,032.87	6,981.06
TOTAL NO. OF MILES		339.90		14.30		66.90	
PRORATION PERCENT		74.45%		6.655%		18.89%	

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
DETAILED MAINTENANCE COSTS BY FUNDS
YEAR ENDED DECEMBER 31, 2019**

<u>MAINTENANCE TYPE</u>	<u>ACCOUNT</u>	<u>CSAH REGULAR</u>	<u>COST/ MILE</u>	<u>CSAH MUNICIPAL</u>	<u>COST/ MILE</u>	<u>COUNTY ROADS</u>	<u>COST/ MILE</u>
ROUTINE MAINTENANCE	MA						
SMOOTHING SURFACE	MA1	213,896.79	629.29	3,364.72	235.30	105,546.05	1,577.67
MINOR SURFACE REPAIR	MA2	265,879.53	782.23	10,715.98	749.37	7,404.35	110.68
ROADSIDE & DRAINAGE	MA3	47,315.89	139.21	6,270.73	438.51	11,541.91	172.52
BRUSH/WEED CONROL	MA4	127,658.13	375.58	4,898.00	342.52	41,233.40	616.34
SNOW & ICE REMOVAL	MA5	676,521.84	1,990.36	118,294.42	8,272.34	159,671.41	2,386.72
TRAFFIC SERVICES	MA6	148,877.15	438.00	18,271.19	1,277.71	20,137.48	301.01
TOTAL		1,480,149.33	4,354.66	161,815.04	11,315.74	345,534.60	5,164.94
REPAIRS & REPLACEMENTS	MB						
RESHAPING	MB1	10,287.18	30.27	406.69	28.44	437.37	6.54
RESURFACING	MB2	160,914.23	473.42	0.00	0.00	67,705.68	1,012.04
CULV, BRIDGE, RAILS	MB3	27,700.27	81.50	504.93	35.31	7,416.79	110.86
WASHOUTS	MB4	6,031.05	17.74	605.73	42.36	6,121.64	91.50
SUBGRADE REPAIR	MB5	0.00	0.00	0.00	0.00	2,332.83	34.87
TOTAL		204,932.73	602.92	1,517.35	106.11	84,014.31	1,255.82
BETTERMENTS	MC						
NEW CULV, RAIL, TILING	MC1	79,465.13	233.79	0.00	0.00	4,212.24	62.96
TURF ESTABLISHMENT	MC3	1,887.92	5.55	0.00	0.00	703.74	10.52
TOTAL		81,353.05	239.34	0.00	0.00	4,915.98	73.48
SPECIAL WORK	MD						
PAVING/PATCHING-wheelage	MD1	41,178.82	121.15	0.00	0.00	2,485.60	37.15
DISASTER-FLOOD REPAIR	MD2	19,672.90	57.88	0.00	0.00	26,672.19	398.69
		60,851.72	179.03	0.00	0.00	29,157.79	435.84
SUB-TOTAL		1,827,286.83	5,375.95	163,332.39	11,421.85	463,622.68	6,930.08
UNALLOCATED COSTS		102,311.04		9,144.97		25,959.09	
ADJUSTMENT TO EQUALIZE DEPREC.		-88,870.69		-7,943.62		-22,548.90	
TOTAL EXPENSE		1,840,727.18	5,415.50	164,533.74	11,505.86	467,032.87	6,981.06
TOTAL NO. OF MILES		339.90		14.30		66.90	

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
ANALYSIS OF ROUTINE MAINTENANCE COSTS**

YEAR ENDED DECEMBER 31, 2019

DESCRIPTION		CSAH REGULAR	PER MILE	CSAH MUNICIPAL	PER MILE	COUNTY ROAD	PER MILE
SMOOTHING SURFACE	MA1						
BLADING GRAVEL ROADS		134,014.35	394.33	0.00	0.00	89,830.82	1,342.76
YE ADJ - SMOOTHING SURFACE		79,882.44	235.02	3,364.72	235.30	15,715.23	234.91
TOTAL SMOOTHING SURFACE		213,896.79	629.35	3,364.72	235.30	105,546.05	1,577.67
MINOR SURFACE REPAIR	MA2						
BITUMINOUS PATCHING		57,114.56	168.03	1,060.20	74.14	656.01	9.81
CRACK FILLING		158,667.79	466.81	1,632.65	114.17	2,728.37	40.78
SWEEPING OR CLEANING SURFACES		2,857.53	8.41	6,037.82	422.23	0.00	0.00
YE ADJ - MINOR SURFACE REPAIR		47,239.65	138.98	1,985.31	138.83	4,019.97	60.09
TOTAL MINOR SURFACE REPAIR		265,879.53	782.23	10,715.98	749.37	7,404.35	110.68
ROADSIDE AND DRAINAGE	MA3						
CLEANING/THAWING CULVERTS		6,463.34	19.02	214.40	14.99	2,127.37	31.80
CLEANING DITCHES		26,287.98	77.34	4,766.58	333.33	3,532.04	52.80
REPAIR TILE LINES		2,705.41	7.96	0.00	0.00	3,584.84	53.59
REMOVE DEBRIS FROM ROAD		2,022.62	5.95	879.91	61.53	383.44	5.73
CHECK DRIVEWAY PERMITS		106.37	0.31	0.00	0.00	0.00	0.00
YE ADJ - CLEANING CULV/DITCHES		9,730.17	28.63	409.84	28.66	1,914.22	28.61
TOTAL ROADSIDE AND DRAINAGE		47,315.89	139.21	6,270.73	438.51	11,541.91	172.53
BRUSH AND WEED CONTROL	MA4						
MOWING GRASS AND WEEDS		42,528.78	125.12	1,418.19	99.17	7,389.18	110.45
SPRAYING WEEDS AND BRUSH		13,647.47	40.15	131.80	9.22	1,466.38	21.92
CLEARING AND GRUBBING		174.89	0.51	150.00	10.49	816.88	12.21
CUT BRUSH/TRIM TREES		20,676.81	60.83	1,065.43	74.51	21,600.49	322.88
YE ADJ - BRUSH & WEED CONTROL		50,630.18	148.96	2,132.58	149.13	9,960.47	148.89
TOTAL BRUSH AND WEED CONTROL		127,658.13	375.57	4,898.00	342.52	41,233.40	616.35
SNOW AND ICE CONTROL	MA5						
SNOW REMOVAL/ICE CONTROL		501,230.74	1,474.64	98,431.41	6,883.32	133,591.18	1,996.88
MAINTAIN SNOW FENCE		5,994.73	17.64	60.68	4.24	2,618.23	39.14
FIX MAIL BOXES-SNOW RELATED		805.40	2.37	587.62	41.09	163.34	2.44
DOZE SNOW		17,327.55	50.98	758.95	53.07	5,330.83	79.68
YE ADJ - SNOW & ICE REMOVAL		151,163.42	444.73	18,455.76	1,290.61	17,967.83	268.58
TOTAL SNOW AND ICE CONTROL		676,521.84	1,990.36	118,294.42	8,272.33	159,671.41	2,386.72
TRAFFIC SERVICES	MA6						
MAINTAINING TRAFFIC SIGNS		30,153.23	88.71	6,858.27	479.60	4,961.41	74.17
PAVEMENT MARKING		67,957.50	199.93	7,932.89	554.75	1,380.82	20.64
ROAD INSPECTIONS		2,344.14	6.89	157.07	10.98	614.22	9.19
PUTTING UP BARRICADES/FLAGS		8,747.12	25.74	1,726.13	120.71	5,171.57	77.30
STREET LIGHTING		965.31	2.84	0.00	0.00	0.00	0.00
MARK RIGHT OF WAY		799.28	2.35	0.00	0.00	551.35	8.24
YE ADJ - TRAFFIC SERVICES		37,910.57	111.53	1,596.83	111.67	7,458.11	111.48
TOTAL TRAFFIC SERVICES		148,877.15	437.99	18,271.19	1,277.71	20,137.48	301.02
RESHAPING	MB1						
RESHAPING SHOULDERS GRAVEL		0.00	0.00	406.69	28.44	0.00	0.00
RESHAPING SHOULDERS HARD SURF		9,451.10	27.81	0.00	0.00	0.00	0.00
BACKSLOPING		836.08	2.46	0.00	0.00	437.37	6.54
TOTAL RESHAPING		10,287.18	30.27	406.69	28.44	437.37	6.54
RESURFACING	MB2						
GRAVELING		159,395.39	468.95	0.00	0.00	67,705.68	1,012.04
AGGREGATE SHOULDERING		1,393.97	4.10	0.00	0.00	0.00	0.00
MILLING		124.87	0.37	0.00	0.00	0.00	0.00
TOTAL RESURFACING		160,914.23	473.42	0.00	0.00	67,705.68	1,012.04
CULVERTS/BRIDGES/GUARDRAILS	MB3						
REPAIR CULVERT - LIKE SIZE		27,411.69	80.65	504.93	35.31	3,142.49	46.97
BRIDGE REPAIR AND PAINTING		288.58	0.85	0.00	0.00	4,274.30	63.89
TOTAL CULVERTS, BRIDGES & GUARDRAILS		27,700.27	81.50	504.93	35.31	7,416.79	110.86
WASHOUTS	MB4						
WASHOUT REPAIRS		6,031.05	17.74	605.73	42.36	6,121.64	91.50
TOTAL WASHOUTS		6,031.05	17.74	605.73	42.36	6,121.64	91.50
SUBGRADE REPAIR	MB5						
SUBGRADE REPAIR		0.00	0.00	0.00	0.00	2,332.83	34.87
TOTAL SUBGRADE REPAIR		0.00	0.00	0.00	0.00	2,332.83	34.87
NEW CULVERTS/TILING	MC1						
NEW CULVERT - LARGER/LONGER		21,352.84	62.82	0.00	0.00	2,855.68	42.69
NEW GUARD RAIL		103.41	0.30	0.00	0.00	0.00	0.00
NEW TILE LINES		52,229.95	153.66	0.00	0.00	759.32	11.35
INSTALL OR WIDEN APPROACH		851.60	2.51	0.00	0.00	597.24	8.93
INSTALL RIP RAP/EROSION CONTR		4,927.33	14.50	0.00	0.00	0.00	0.00
TOTAL NEW CULVERTS & TILING		79,465.13	233.79	0.00	0.00	4,212.24	62.97
TURF ESTABLISHMENT	MC3						
TURF ESTABLISHMENT		1,887.92	5.55	0.00	0.00	703.74	10.52
TOTAL TURF ESTABLISHMENT		1,887.92	5.55	0.00	0.00	703.74	10.52
SPECIAL WORK	MD						
PAVING/PATCHING-wheelage tax	MD1	41,178.82	121.15	0.00	0.00	2,485.60	37.15
DISASTER-Flood	MD2	19,672.90	57.88	0.00	0.00	26,672.19	398.69
TOTAL SPECIAL WORK		60,851.72	179.03	0.00	0.00	29,157.79	435.84
UNALLOCATED COSTS/ADJ TO EQ DEPR		13,440.35		1,201.35		3,410.19	
REPORT TOTALS		1,840,727.18		164,533.74		467,032.87	

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF CONSTRUCTION COSTS - CSAH REGULAR
YEAR ENDED DECEMBER 31, 2019**

PROJECT	CONSTRUCTION	ENGINEERING	RIGHT OF WAY	UTILITY RELOCATE	COUNTY FORCES	OTHER COSTS	TOTAL COSTS
SAP 051-607-012	-	3,438.46	-	-	-	-	3,438.46
SAP 051-608-015	441,906.93	6,942.48	-	-	-	-	448,849.41
SAP 051-608-016	44,709.99	-	-	-	-	-	44,709.99
SAP 051-610-016	-	1,227.37	-	-	-	-	1,227.37
SAP 051-617-011	-	1,600.74	-	-	-	-	1,600.74
SAP 051-625-012	702,316.77	9,706.80	-	-	-	-	712,023.57
SAP 051-625-013	-	452.00	-	-	-	-	452.00
SAP 051-626-006	257,654.71	14,293.11	-	-	-	-	271,947.82
SAP 051-627-005	192,134.47	-	-	-	-	-	192,134.47
SAP 051-633-004	-	2,200.47	-	-	-	-	2,200.47
SAP 051-633-005	-	1,684.13	-	-	-	-	1,684.13
SAP 051-638-027	-	-	-	-	92.66	-	92.66
SAP 051-650-001	-	163.10	-	-	97,905.82	-	98,068.92
SAP 051-652-002	220,986.62	-	-	-	-	-	220,986.62
TOTAL	1,859,709.49	41,708.66	-	-	97,998.48	-	1,999,416.63

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF CONSTRUCTION COSTS - CSAH MUNICIPAL
YEAR ENDED DECEMBER 31, 2019**

PROJECT	CONSTRUCTION	ENGINEERING	RIGHT OF WAY	UTILITY RELOCATE	COUNTY FORCES	OTHER COSTS	TOTAL COSTS
SAP 051-608-015	\$ 71,950.18	-	-	-	-	-	71,950.18
SAP 051-608-016	\$ 564,541.55	7,948.65	-	-	13,868.20	-	586,358.40
SAP 051-627-005	\$ 46,556.22	9,788.86	-	-	34.58	-	56,379.66
SAP 051-629-034	\$ -	4,555.39	-	-	-	-	4,555.39
SAP 051-638-025	\$ 199,183.49	19,832.72	-	-	186.51	-	219,202.72
SAP 051-638-026	\$ -	7,151.84	-	-	-	-	7,151.84
SAP 051-652-002	\$ -	10,550.15	-	-	-	-	10,550.15
TOTALS	<u>882,231.44</u>	<u>59,827.61</u>	<u>-</u>	<u>-</u>	<u>14,089.29</u>	<u>-</u>	<u>956,148.34</u>

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF CONSTRUCTION COSTS - COUNTY ROADS
YEAR ENDED DECEMBER 31, 2019**

<u>PROJECT</u>	<u>CONSTRUCTION</u>	<u>ENGINEERING</u>	<u>RIGHT-OF- WAY</u>	<u>UTILITY RELOCATE</u>	<u>COUNTY FORCES</u>	<u>OTHER COSTS</u>	<u>TOTAL COSTS</u>
SAP 051-598-012	-	38,179.43	-	-	-	-	38,179.43
CP 86-00	-	4,968.07	-	-	-	-	4,968.07
TOTALS	-	43,147.50	-	-	-	-	43,147.50

**MURRAY COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
SUMMARY OF CONSTRUCTION COSTS - TOWNSHIP BRIDGES
YEAR ENDED DECEMBER 31, 2019**

<u>PROJECT NO</u>	<u>CONSTRUCTION</u>	<u>ENGINEERING</u>	<u>RIGHT-OF- WAY</u>	<u>UTILITY RELOCAT</u>	<u>COUNTY FORCES</u>	<u>OTHER COSTS</u>	<u>TOTAL COSTS</u>
SAP 051-599-101	-	1,778.69	-	-	-	-	1,778.69
SAP 051-599-103	435,424.68	12,887.32	-	-	-	-	448,312.00
SAP 051-599-104	-	2,564.70	-	-	-	-	2,564.70
SAP 051-599-105	-	2,432.86	-	-	-	-	2,432.86
SAP 051-599-106	-	2,272.92	-	-	-	-	2,272.92
SAP 051-599-107	123,843.78	15,428.42	-	-	-	-	139,272.20
SAP 051-599-108	-	2,008.02	-	-	-	-	2,008.02
SAP 051-599-110	-	1,525.23	-	-	-	-	1,525.23
TOTALS	<u>559,268.46</u>	<u>39,119.47</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>598,387.93</u>

2020 ROAD & BRIDGE BUDGET

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ACCOUNT #	ACCOUNT DESCRIPTION	AMT	
10-310-5001	PROPERTY TAXES-CURRENT	-1,474,981.00	
10-310-5004	PROPERTY TAXES-DELINQUENT	-3,800.00	
10-310-5013	MOBILE HOME-CURRENT	-200.00	
10-310-5040	WHEELAGE TAX	-100,000.00	
10-310-5180	ROAD & BRIDGE PERMITS	-7,500.00	
10-310-5211	PERA RATE REIMBURSEMENT	-4,351.00	
10-310-5212	DISPARITY REDUCTION AID	-4,300.00	
10-310-5229	MV CREDIT-AG	-50,000.00	
10-310-5232	COUNTY PROGRAM AID	-108,025.00	
10-310-5237	LOCAL PERFORMANCE MEASUREMENT AID	-220.00	
10-310-5622	FLEX ONE REVENUES (RD & BR)	-2,500.00	
10-310-5632	MEDICAL INSURANCE REVENUES (RD & BR)	-11,500.00	
10-310-5642	DENTAL INSURANCE REVENUES (RD & BR)	-700.00	
10-310-5855	INSURANCE DIVIDENDS	-28,000.00	
10-310-5863	REIMBURSEMENTS - INSURANCE	0.00	-1,796,077.00 Revenue
10-310-6101	SALARIES AND WAGES - FULL-TIME	172,952.00	
10-310-6102	SALARIES AND WAGES - PART-TIME	0.00	
10-310-6103	SALARIES AND WAGES - OVERTIME	0.00	
10-310-6105	PER DIEMS	500.00	
10-310-6155	ER CONTR INSURANCE	24,658.00	
10-310-6157	ER CONTR VEBA	1,382.00	
10-310-6161	PERA - COUNTY SHARE	12,971.00	
10-310-6171	SOCIAL SECURITY - COUNTY SHARE	9,772.00	
10-310-6172	MEDICARE CONTRIBUTIONS-EMPLOYER SHARE	2,508.00	
10-310-6181	EMPLOYEE LICENSE FEES	200.00	
10-310-6186	WELLNESS INITIATIVE	300.00	
10-310-6201	TELEPHONE & TELEGRAPH	2,500.00	
10-310-6202	POSTAGE AND POSTAL BOX RENT	500.00	
10-310-6204	WEBPAGE/INTERNET SERVICES	1,300.00	
10-310-6241	ADVERTISING & LEGAL NOTICES	150.00	
10-310-6242	MEMBERSHIP DUES	500.00	
10-310-6243	REGISTRATION FEES	500.00	
10-310-6244	SUBSCRIPTIONS	350.00	
10-310-6260	PROFESSIONAL & TECHNICAL FEES FOR SERV	6,000.00	
10-310-6267	AUDIT AND AUDITORS	200.00	
10-310-6306	EQUIPMENT REPAIRS & PARTS	200.00	
10-310-6331	TRAVEL EXPENSES	1,300.00	
10-310-6342	SERVICE AGREEMENTS	10,500.00	
10-310-6351	INSURANCE & SURETY BONDS	80,000.00	
10-310-6369	OTHER MISCELLANEOUS CHARGES	50.00	
10-310-6401	OFFICE SUPPLIES	1,500.00	
10-310-6412	CUSTODIAL/CLEANING SUPPLIES	75.00	
10-310-6452	REFERENCE BOOKS, MATERIALS & SOFTWARE	750.00	
10-310-6478	OTHER OPERATING SUPPLIES	200.00	
10-310-6480	SMALL EQUIPMENT PURCHASES	1,000.00	
10-310-6803	MISCELLANEOUS EXPENSE	150.00	
10-310-6805	SALES TAX EXPENSE	150.00	
10-310-6972	FLEX ONE REIMB/CLAIMS (RD & BRIDGE)	2,500.00	
10-310-6982	MEDICAL INSURANCE PREM/CLAIMS (RD & BR)	13,000.00	348,618.00 Expenditures
			-1,447,459.00 Net Administration

ACCOUNT #	ACCOUNT DESCRIPTION	AMT	
10-320-5561	CHARGES FOR SERVICES	-14,000.00	
10-320-5562	HANDLING FEE	-500.00	
10-320-5598	INTERNAL CO FEES - LABOR	-7,500.00	
10-320-5599	INTERNAL CO FEES - CULVERTS/ROAD MAT'LS	0.00	
10-320-5603	INTERNAL CO FEES - SUPPLIES/MAT'L	0.00	
10-320-5604	INTERNAL CO FEES - USE OF EQUIPMENT	-5,000.00	
10-320-5836	COMMODITY AND PROPERTY SALES	-400.00	
10-320-5846	SALES OF SCRAP METAL	-2,000.00	
10-320-5848	SALE OF CULVERTS & ROAD MATERIALS	-18,000.00	
10-320-5850	SALE OF SIGNS	-3,000.00	
10-320-5856	DIVIDENDS & CAPITAL CREDIT	0.00	
10-320-5861	REFUNDS & REIMBURSEMENTS	0.00	
10-320-5863	REIMBURSEMENTS - INSURANCE	-1,500.00	
10-320-5920	SALES OF CAPITAL ASSETS	-2,000.00	-53,900.00 Revenue
10-320-6101	SALARIES AND WAGES - FULL-TIME	658,133.00	
10-320-6102	SALARIES AND WAGES - PART-TIME	9,977.00	
10-320-6103	SALARIES AND WAGES - OVERTIME	40,000.00	
10-320-6154	EMPLOYERS CONTR TO HSA	50.00	
10-320-6155	ER CONTR INSURANCE	130,394.00	
10-320-6157	ER CONTR VEBA	12,435.00	
10-320-6161	PERA - COUNTY SHARE	49,360.00	
10-320-6171	SOCIAL SECURITY - COUNTY SHARE	37,748.00	
10-320-6172	MEDICARE CONTRIBUTIONS-EMPLOYER SHARE	9,688.00	
10-320-6241	ADVERTISING & LEGAL NOTICES	500.00	
10-320-6243	REGISTRATION FEES	450.00	
10-320-6251	ELECTRICITY	1,300.00	
10-320-6260	PROFESSIONAL & TECHINICAL FEES FOR SERV	75,000.00	
10-320-6275	SAFETY TRAINING	1,500.00	
10-320-6286	PERMITS & LICENSE FEES	150.00	
10-320-6287	FEMA DISASTER EXPENSES	0.00	
10-320-6290	DITCH CONTRACTOR	10,000.00	
10-320-6294	DRUG & ALCOHOL TESTING	500.00	
10-320-6312	CO-OP MAINTENANCE BY OTHERS	2,000.00	
10-320-6331	TRAVEL EXPENSES	150.00	
10-320-6341	MACHINERY & EQUIPMENT RENTALS	15,000.00	
10-320-6351	INSURANCE & SURETY BONDS	700.00	
10-320-6369	OTHER MISCELLANEOUS CHARGES	100.00	
10-320-6416	NATURAL GAS/PROPANE	500.00	
10-320-6452	REFERENCE BOOKS, MATERIALS & SOFTWARE	3,600.00	
10-320-6470	LICENSE PLATES & TABS	5,000.00	
10-320-6478	OTHER OPERATING SUPPLIES	1,500.00	
10-320-6502	AGGREGATES	30,000.00	
10-320-6503	TRAFFIC SIGNS	25,000.00	
10-320-6504	CULVERTS	40,000.00	
10-320-6505	ROAD SALT/SAND	35,000.00	
10-320-6506	BITUMINOUS MATERIAL	50,000.00	
10-320-6510	TRAFFIC MARKING	75,000.00	
10-320-6511	SEEDS, PLANTS, WEED SPRAY, FERTILIZER	35,000.00	
10-320-6512	BRIDGE REPAIRS	600.00	
10-320-6518	SAFETY SUPPLIES/CLOTHING	1,800.00	
10-320-6519	CLOTHING ALLOWANCE	6,000.00	
10-320-6559	OTHER MISC ROAD MATERIALS	500.00	
10-320-6650	EQUIPMENT PURCHASES	49,333.00	
10-320-6660	VEHICLES PURCHASED	0.00	
10-320-6671	HEAVY ROAD EQUIPMENT	238,823.00	
10-320-6674	SNOW REMOVAL EQUIPMENT & PLOWS	124,000.00	
10-320-6961	INCREASE & DECREASE IN RESERVE	0.00	1,776,791.00 Expenditures
			1,722,891.00 Net Maintenance

ACCOUNT #	ACCOUNT DESCRIPTION	AMT	
10-330-5561	CHARGES FOR SERVICES	0.00	
10-330-5598	INTERNAL CO FEES - LABOR	0.00	
10-330-5599	INTERNAL CO FEES - CULVERTS/ROAD MAT'LS	0.00	
10-330-5603	INTERNAL CO FEES - SUPPLIES/MAT'L	0.00	
10-330-5604	INTERNAL CO FEES - USE OF EQUIPMENT	0.00	
10-330-5861	REFUNDS & REIMBURSEMENTS	0.00	0.00 Revenue
10-330-6101	SALARIES AND WAGES - FULL-TIME	124,342.00	
10-330-6102	SALARIES AND WAGES - PART-TIME	7,056.00	
10-330-6103	SALARIES AND WAGES - OVERTIME	7,500.00	
10-330-6154	EMPLOYERS CONTRIBUTION TO HSA	700.00	
10-330-6155	ER CONTR INSURANCE	16,000.00	
10-330-6157	ER CONTR VEBA	2,800.00	
10-330-6161	PERA - COUNTY SHARE	9,326.00	
10-330-6171	SOCIAL SECURITY - COUNTY SHARE	7,424.00	
10-330-6172	MEDICARE CONTRIBUTIONS-EMPLOYER SHARE	1,905.00	
10-330-6241	ADVERTISING & LEGAL NOTICES	1,200.00	
10-330-6243	REGISTRATION FEES	1,800.00	
10-330-6260	PROFESSIONAL & TECHNICAL FEES FOR SERV	8,000.00	
10-330-6265	CONSULTING ENGINEERS	60,000.00	
10-330-6286	PERMITS & LICENSE FEES	400.00	
10-330-6306	EQUIPMENT REPAIRS & PARTS	500.00	
10-330-6331	TRAVEL EXPENSES	1,500.00	
10-330-6369	OTHER MISCELLANEOUS CHARGES	200.00	
10-330-6401	OFFICE SUPPLIES	50.00	
10-330-6452	REFERENCE BOOKS, MATERIALS & SOFTWARE	3,500.00	
10-330-6470	LICENSE PLATES AND TABS	150.00	
10-330-6478	OTHER OPERATING SUPPLIES	1,000.00	
10-330-6480	SMALL EQUIPMENT PURCHASES	500.00	
10-330-6501	ENGINEERING & SURVEYING SUPPLIES	700.00	
10-330-6502	AGGREGATES	0.00	
10-330-6511	WEED SPRAY, SEEDS,PLANTS	0.00	
10-330-6650	EQUIPMENT & FURNITURE PURCHASES	1,000.00	
10-330-6803	MISCELLANEOUS EXPENSE	100.00	257,653.00 Expenditures
			257,653.00 Net Engineering
10-335-5201	STATE AID-REGULAR MAINTENANCE	-1,720,328.00	
10-335-5202	STATE AID-REGULAR CONSTRUCTION	-2,650,600.00	
10-335-5203	STATE AID-MUNICIPAL MAINTENANCE	-117,826.00	
10-335-5204	STATE AID-MUNICIPAL CONSTRUCTION	0.00	
10-335-5205	STATE AID-TOWNSHIP BRIDGE CONSTRUCTION	-245,113.00	
10-335-5207	STATE AID-BRIDGE BONDING	0.00	
10-335-5208	STATE AID-SPECIAL TOWN BRIDGE	0.00	
10-335-5270	LOCAL PARTICIPATING HWY - TWP PORTION	-10,000.00	
10-335-5405	FEDERAL AID - COUNTY PROJECTS	-1,396,000.00	
10-335-5561	CHARGES FOR SERVICES	-10,000.00	-6,149,867.00 Revenue
10-335-6611	INFRA - REGULAR CONSTRUCTION	2,650,600.00	
10-335-6612	INFRA - MUNICIPAL CONSTRUCTION	0.00	
10-335-6613	INFRA - COUNTY BRIDGE CONSTRUCTION	0.00	
10-335-6614	INFRA - FED FUNDS - COUNTY CONSTRUCTION	1,396,000.00	
10-335-6616	INFRA - COUNTY ROAD CONSTRUCTION	80,000.00	
10-335-6618	TOWNSHIP BRIDGE CONSTRUCTION	265,113.00	
10-335-6622	BUILDING ACQUISITION/CONSTRUCTION	106,400.00	4,498,113.00 Expenditures
			-1,651,754.00 Net Construction
10-335-905-5206	STATE AID-TOWN ROAD ALLOTMENT	-523,481.00	-523,481.00 Revenue
10-335-905-6803	MISCELLANEOUS EXPENSE	523,481.00	523,481.00 Expenditures
			0.00 Net Intergovernmental

ACCOUNT #	ACCOUNT DESCRIPTION	AMT	
10-340-5561	CHARGES FOR SERVICES	-50.00	
10-340-5598	INTERNAL CO FEES - LABOR	-2,800.00	
10-340-5602	INTERNAL CO FEES - FUEL	-45,000.00	
10-340-5603	INTERNAL CO FEES - SUPPLIES/MAT'L	-200.00	
10-340-5604	INTERNAL CO FEES - USE OF EQUIPMENT	-100.00	
10-340-5835	COMMODITY AND PROP SALES-NON TAXABLE	-100.00	
10-340-5836	COMMODITY AND PROP SALES-TAXED	-18,000.00	
10-340-5856	DIVIDENDS & CAPITAL CREDIT	-45.00	
10-340-5861	REFUNDS & REIMBURSEMENTS	-3,000.00	-69,295.00 Revenue
10-340-6101	SALARIES AND WAGES - FULL-TIME	103,626.00	
10-340-6102	SALARIES AND WAGES - PART-TIME	100.00	
10-340-6103	SALARIES AND WAGES - OVERTIME	10,000.00	
10-340-6154	EMPLOYERS CONTRIBUTION TO HSA	1,000.00	
10-340-6155	ER CONTR INSURANCE	15,000.00	
10-340-6157	ER CONTR TO VEBA	2,764.00	
10-340-6161	PERA - COUNTY SHARE	7,772.00	
10-340-6171	SOCIAL SECURITY - COUNTY SHARE	5,855.00	
10-340-6172	MEDICARE CONTRIBUTIONS-EMPLOYER SHARE	1,503.00	
10-340-6243	REGISTRATION FEES	400.00	
10-340-6251	ELECTRICITY	8,000.00	
10-340-6252	GARBAGE COLLECTION	900.00	
10-340-6253	WATER & SEWER	1,700.00	
10-340-6260	PROFESSIONAL & TECHINICAL FEES FOR SERV	10,000.00	
10-340-6286	PERMITS	100.00	
10-340-6302	GROUNDS & GROUNDS IMPROVEMENT	1,000.00	
10-340-6304	BUILDING REPAIRS	2,000.00	
10-340-6306	EQUIPMENT REPAIRS & PARTS	1,500.00	
10-340-6308	RADIO REPAIRS	100.00	
10-340-6331	TRAVEL EXPENSES	100.00	
10-340-6341	MACHINERY & EQUIPMENT RENTALS	500.00	
10-340-6343	BUILDING & FACILITY RENTALS	2,500.00	
10-340-6359	LAUNDRY SERVICE	3,600.00	
10-340-6369	OTHER MISCELLANEOUS CHARGES	100.00	
10-340-6412	CUSTODIAL/CLEANING SUPPLIES	500.00	
10-340-6416	NATURAL GAS/PROPANE	10,000.00	
10-340-6425	SOFTENER SALT	300.00	
10-340-6452	REFERENCE BOOKS, MATERIALS & SOFTWARE	500.00	
10-340-6478	OTHER OPERATING SUPPLIES	500.00	
10-340-6480	SMALL EQUIPMENT PURCHASES	1,000.00	
10-340-6518	SAFETY SUPPLIES/CLOTHING	250.00	
10-340-6519	CLOTHING ALLOWANCE	350.00	
10-340-6553	CUTTING EDGES	40,000.00	
10-340-6555	TOOLS	2,000.00	
10-340-6557	SHOP MATERIALS	3,000.00	
10-340-6561	OIL-GREASE-ANTIFREEZE-WIPER FLUID	17,000.00	
10-340-6562	EQUIPMENT PARTS	85,000.00	
10-340-6563	TIRES & TUBES	25,000.00	
10-340-6566	GASOLINE/DIESEL	270,000.00	
10-340-6650	EQUIPMENT & FURNITURE PURCHASES	500.00	
10-340-6803	MISCELLANEOUS EXPENSE	300.00	
10-340-6807	DIESEL FUEL USE TAX	11,000.00	
10-340-6961	INCREASE & DECREASE IN RESERVE	0.00	647,320.00 Expenditures
			<u>578,025.00</u> Net Shop
			<u>-540,644.00</u> Net Road & Bridge

MURRAY COUNTY

REQUEST FOR BOARD ACTION

Requested Board Date: April 7, 2020	Item: Moving General Store & Mill at EndOLine/Apply for MN Historical Society Grant
Originating Department: Museum	Presenter: Jakob Etrheim
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 15 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☒ No <i>If "Yes", please include the account code:</i>	

Background:

We would like to have the general store and replica mill buildings at End O Line Park moved from their present site to a different spot within the park. Over the last 40 years, the buildings have been subject to serious flooding problems. The last two years have been particularly hard. Water got inside both buildings in March 2019 damaging some artifacts. Since then, both buildings have been closed to the public.

To help alleviate cost, we can apply for a Clean Water & Legacy Amendment Grant through the MN Historical Society up to \$10,000 to move the general store since it is an original historic building.

See attached document for more details, estimates, and photos.

Board Action Requested (*Include a sample motion whenever possible*):

It was moved by ___, seconded by ___ and passed/failed to allow Museum department staff to apply for a MN Historical Society grant for \$10,000 and to proceed with the overall project of moving the general store and mill at End-O-Line Railroad Park and Museum

List Supporting Documents:

Building Moving Proposal.pdf

End-O-Line Railroad Park and Museum

General Store and Mill Building Moving Proposal

Proposed Plan of Action

To move the original 1872 Currie General Store and replica Grist Mill buildings at End O Line Park from their present location to different and higher elevated spot within the park. The site that they presently are located in frequently receives flooding events. The buildings have been closed to the public since March 2019 when water got inside both buildings, causing damage to artifacts.

Other options have been looked in to. One was to raise the two buildings on a higher foundation at their present site. This may help protect the buildings themselves but still may result in the building having to be closed to the public if there is major flooding. Although the park overall is susceptible to flooding, moving these buildings to different areas and raising the foundations would greatly protect the buildings and their contents.

Our goal would be to move the General Store to the area North of the Schoolhouse building. Presently, a 20+ year old wooden playground currently sits in this spot and will be taken down as some of the wood has deteriorated. The Mill would be moved to the area East of the park's Garage. Moving the buildings will also require installing a new cement foundation, electrical system install, and new decking to the buildings' entrances.

To help alleviate cost, we can apply for a Clean Water & Legacy Amendment Grant through the MN Historical Society up to \$10,000 to move the general store since it is an original historic building.

Background

The property where the store and mill buildings current sit was purchased by the county sometime in the late 1970s and originally served a small picnic area. The bridge over the overflow culvert was built in 1981.

Neil Currie Sr. and Archibald Currie built the general store in 1873. It was the first general store in Southwest MN. After the store closed, the building was used as storage and eventually a private residence garage. In 1988, the building was purchased and donated to the park by the Romane Dold family. The building was moved its present spot at the park and completely renovated in 1989 by James Jens Construction. The interior restoration was furnished by local donations.

The Mill Building was built by Joe Schrier Construction in 2001. It is a replica of the original building that was located in Currie from 1872 until 1919. Though the building is replica, the river turbine and grindstones located in the building are authentic to the original building.

The area has been susceptible to flooding events almost every single year since the park's existence. According to End O Line's photograph collection, significant flooding in this specific area has been documented in 1983, 1984, 1986, 1987, 1993, 1995, 1996, 1997, 2004, 2007, 2014, 2018, and 2019. Artifacts were temporarily removed from the building and furniture was heightened from the buildings due to flood threats in 2014, 2018, and 2019. The only reported time that water got inside (beyond the crawl spaces) in either building was in 2019.

Bids Received

Services & Labor to Move Buildings

Store:	Thein Moving Company (Clara City, MN):	\$9,000
	Berghorst & Son, Inc (Hull, IA):	\$5,000
Mill:	Thein Moving Co. (Clara City, MN):	\$13,000
	Berghorst & Son, Inc (Hull, IA):	\$5,000

Electrical Installation

Bid For Both Buildings	\$2,525
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Building Foundation Installations

Estimate for Both Buildings	\$3,000-\$6,000
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ADA Decking to the Entrances

Estimate for Both Buildings	\$2,000-\$4,000
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Total: \$17,500-\$34,500

Less MN Historical Society Grant: \$10,000

Estimated Total: \$7,500-\$24,500

Proposed Timeline

April 10, 2020: Submit grant application to the MN Historical Society for \$10,000 to move the General Store. Will receive notification of grant recipient or rejection in June

April 2020: Tear down of old playground equipment North of the Schoolhouse at the park.

June-August 2020: Selected contractors and electricians will install the building foundations and electrical for both buildings' new site.

September-October 2020: Selected building mover company will move the store and mill buildings to their respective sites. Foundation contractor and electrician will finish remaining install to the buildings. Museum department will staff will return all furniture and artifacts to the two buildings (anything not finished before the end of October will be finished in the fall of 2021).



1984



1986



1987



1993



1995



1997



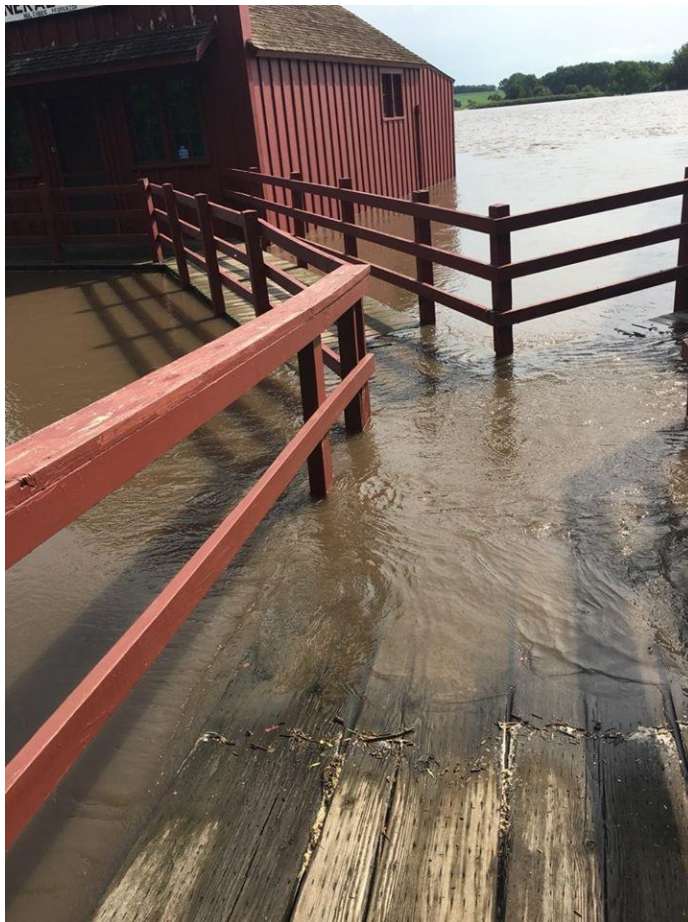
2004



2007



2014



2018



2018



2019

MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7	Item: Dinehart Holt House legacy grant
Originating Department: Museum	Presenter: Janet Timmerman/Rose Schmit
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 15 minutes
If requesting to expend funds, is the expenditure budgeted? ☒ Yes ☐ No <i>If "Yes", please include the account code:</i> 01-110-506-0000-5340	

Background:

In 2017-18 the Murray County Historical Society received a legacy grant to assess the condition of the Dinehart Holt House. That assessment led to a 2018-2019 second stage grant to draw up plans, get estimates and create a scope of work for the priority repairs needed to preserve the Dinehart Holt House. Both of those planning grants ran through the Murray County Historical Society. We are now at the 3rd phase for the production/repair project. Since the house is physically owned by the county, the historical society requests that the repair grants be run through the county to provide for correct county oversight of the project. This part of the project would allow for a grant to be submitted to the MNHS for the **following priority parts** of the whole project. These priorities have been made with the recommendation of LHB, Inc., the historic architects who have been guiding this project from the beginning:

Re-tuckpointing the interior and exterior surfaces of the foundation and chimney foundation. The reconstruction of the basement door bulkhead in preparation for re-building the outside steps and entrance to the basement. (This is where much of the moisture comes in damaging the basement walls. Repair of exterior siding and window frames. Sand, scrape and repaint exterior of building.

The pre-application for this grant is due in May and Final application due in July.

Board Action Requested – If Any (*Include a sample motion whenever possible*):

The Murray County Board of County Commissioners hereby approves the submission of a repair and rebuild project grant for the Dinehart Holt House from the MNHS Legacy Funds not to exceed \$100,000 with a match of county dollars not to exceed \$5,000 or 5% of the total grant.

List Supporting Documents:

Holt House budget

LHB scope of work and estimate documents-See last page and highlighted cost estimates.

Dinehart-Holt Improvements Cost Estimate**QTY UNIT COST per Unit Subtotal****Scope Item 1**

Repoint interior stone foundation 100%	1680	sf	\$17.30	\$29,064.00
Repoint stone foundation at chimney 100%	56	sf	\$17.30	\$968.80
Repoint Exterior stone foundation	696	sf	\$25.00	\$17,400.00

Scope Item 2

Rebuild exterior stair walls	205	sf	\$81.00	\$16,605.00
Construct new bulkhead door	1	ea	\$2,500.00	\$2,500.00
New door and frame into basement	1	ea	\$1,500.00	\$1,500.00

Scope Item 3

Rehab historic windows	52	ea	\$2,052.00	\$106,704.00
Rehab/replace storm windows	52	ea	\$800.00	\$41,600.00

Scope Item 4

Install permanent support at stairs	1	ea	\$2,800.00	\$2,800.00
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Scope Item 5

Paint exterior completely	3,900	sf	\$3.80	\$14,820.00
Patch and sand or replace damaged wood trim or siding	400	ea	\$7.75	\$3,100.00

Construction Total \$237,061.80

Construction Administration	\$4,000.00
Mobilization (7% of construction budget)	\$16,594.33
General Conditions (10% of construction budget)	\$23,706.18
Contingencies (10% of construction budget)	\$23,706.18

Grand Total \$305,068.49

MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA

Requested Board Date: 04/07/2020	Item: Job Descriptions
Originating Department: Human Resources	Presenter: Ronda Radke
Requested Agenda Placement: ☐ Consent Agenda ☐ Regular Agenda	Amount of Time Needed: 10 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

Per request at the work session on March 24, 2020 and the Board asked us to bring back revised job descriptions. they have different job titles - Information Technology Supervisor and General Assistant.

The Assistant Jail Administrator changing to Jail Administrator per Department of Corrections.

Board Action Requested - If Any (*Include a sample motion whenever possible*):

It was moved by , seconded by and passed to approve the job descriptions of General Assistant, Information Technology Supervisor, and Jail Administrator as presented.

List Supporting Documents:

Job Descriptions

Murray County Position Description DRAFT

Classification: General Assistant
Reports to: County Administrator
Supervises: No direct reports

Department: Administrator
Location: Murray County Courts Building
FLSA Classification: Hourly/Non-Exempt

Position Summary

This position performs clerical, accounting, and administrative assignments to support the County Board, County Administrator, and Human Resource Director. This position provides a comprehensive range of office support services and perform related duties as assigned.

Essential Duties and Responsibilities	%
Clerk to the Board - Serves as Clerk to the Board of Commissioners; - Prepare, print, post and distribute agenda and board packets for the Board of Commissioners meetings; - Post agenda, board packet and approved minutes on the county website; - Prepares board summaries and send to newspapers; - Prepare board excerpts and resolutions to be signed and certified by County Administrator; - Maintain official board minutes for the record book; - Maintain annual committee lists, advertising, applications and letters.	45
Assists County Administrator - Perform customer service work both in person and via phone, serves the public, department heads and county employees with general questions; - Assist with general clerical needs.	10
Assists Human Resources Director - Assist in preparing and maintains spreadsheets, databases and document files; - Assists with maintaining accurate employee records; - Process invoices and monthly benefit billings and submit to the Auditor's Office; - Assist with new hire process; - Assist with the annual benefit open enrollment; - Produce and print Veteran's ID's and Murray County employee ID's.	30
Assist Parks and Fair Board - Assist with agendas for Murray County Parks & Recreation Advisory Commission ("Commission") - Post Parks agenda and email meeting packets to members; - Assist with meeting minutes, attend meetings when needed; - Create, print, and laminate signs for Parks/Fairgrounds/Aeration Director; - Assist the fair board with spreadsheets, signage, mailings etc.; - Assist with the Fair website and Facebook page.	10
Other duties as apparent or assigned.	5
The incumbent may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to fulfill the employment responsibility. While data are being accessed, incumbent should take reasonable measures to ensure the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, incumbent must properly store the not public data according to the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13).	

If a new work assignment requires access to not public data, the incumbent is permitted to access not public data for the work assignment purposes only. Any access to not public data must be strictly limited to the data necessary to complete the work assignment and after the assignment is completed, the employee's work assignment no longer requires access.

Qualifications

Education: Associates Degree and two years of experience, or any equivalent combination of training, education and experience that provides the requisite knowledge, skills and abilities for this position.

Requirements:

- Extensive computer knowledge including use of all Microsoft Office products and proficient typing skills;
- Aptitude to read a variety of professional, technical and administrative documentation, directions, regulations, instructions, methods and procedures;
- Skills to produce reports with proper format, punctuation, spelling and grammar, using all parts of speech;
- Must be able to work with others in a team environment and to communicate effectively with members of the public, and officials or employees from other organizations and departments;
- Ability and willingness to work in a fast-paced environment and make non-routine decisions within established precedents considering department objectives;
- Ability to communicate with people to convey or exchange professional information, identify issues, negotiate and settle differences; ability to handle unpredictable situations in public dealings in a manner which represents Murray County in a positive fashion;
- Ability to maintain a high degree of confidentiality;
- Valid MN Driver's License.

Working Conditions and Physical Demands

The position is primarily conducted in a climate-controlled office environment and is largely sedentary in nature. Required to perform repetitive tasks, such as handwriting and keyboarding.

- Required to perform repetitive tasks, such as handwriting and keyboarding.
- Climbing, balancing, stooping kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions. This position spends a significant time standing and walking.
- This job requires weight be lifted or force be exerted up on occasion from 10 to 25 lbs.

Equipment Operation

- The majority of the time is spent operating the following equipment: computers, calculator, scanner, copy machine, multi-line telephone system.

Murray County Position Description DRAFT

Classification: ~~Network Administrator/Veteran's Service Officer~~ **Information Technology Supervisor** **Department:** ~~Network/VSO Department~~ **Information Technology**
Reports to: ~~County Board of Commissioners~~ **County Administrator** **Location:** Government Center/Courts Bldg.
Supervises: GIS Technician/Admin. Asst. **FLSA Classification:** Exempt

Position Summary

This position is responsible for the daily activities of Veteran Services and Network Administration. As the ~~Veteran Service Officer~~, this position acts as an advocate for veterans within the County and confidentially advises and assists veterans and their dependents, facilitates their access to federal and state Department of Veterans Affairs Services. As the ~~Network Administration~~, this position is responsible for implementing programs, policies, and procedures for the application of technology. **The Information Technology Director is responsible for the operation, maintenance and repair of system computer equipment and network operations. Provides technical assistance, troubleshooting and technical support to system users in the operation and use of the network, computer hardware and computer software.** This position integrates County business strategies with technology to achieve organizational objectives.

Essential Duties and Responsibilities	%
Network Administrator Information Technology Supervisor • Collaborates with departments to establish goals and priorities for technology solutions to help improve facility workflow and production; • Ensures sensitive information is protected and secure from outside intrusion or acquisition; • Responsible for the research, review, analysis, implementation, and supervision of various IT projects including, security and surveillance system(s), intranet, and county communication system – VOIP; • Ensures project implementation and network administration is conducted in the least disruptive manner for county operations; • This person will also maintain/develop the county website; • Create/maintain written end user instructions on various procedures; • Maintains and supports specialized equipment and technology utilized by law enforcement personnel; • Develops and administers departmental budgets and approves expenditures; • Purchase, implement, and maintain both hardware and software; to include licensing, software assurance, and warranty concerns, by researching and providing cost-effective solutions that meet essential and non-essential department needs; • Administer database maintenance for 911 Master Street Address Guide and maintain GIS software. • Ability to create and support effective working relationships within and between departments, and outside agencies; (Moved here from Requirement section) • Configure, monitor and manage the network devices in the systems LAN, VLAN, WAN and wireless environment. Design and implement network configuration changes. Configure and maintain system firewall. Monitor and maintain remote office connections; • Apply computer use policy standards and conduct investigations of breakdowns or breaches of network security; • Configure, monitor and manage the Storage Area Network (SAN) data storage environment to meet the requirements of the system disaster recovery policy; • Design backup schedules; • Ensure compliance with vendor agreement licenses and maintenance agreements. Maintain the systems information technology business continuity plan. Work with system disaster recovery plan;	60 90

• Install, configure, test, troubleshoot and update workstation hardware, programs and peripheral devices; • Install, configure and troubleshoot printers. Coordinate repairs and order supplies through vendor; • Support phone and faxing setup and troubleshoot issues. Maintain and coordinate all telephone system management and vendor support; • Maintain scanning application programs and equipment; • Assist users by training and consulting to solve issues. Design and configure solutions to meet user needs; • Configure and maintain e-mail system; • Maintain up-to-date knowledge and training regarding IT duties. • Receives, reviews and creates various reports and document, including billing invoices, newspaper copy, time sheets, job applications, annual reports, purchase orders and public notices; • Attends essential meetings and prepares reports and presentations; • Prepares, monitors and maintains departmental budget and accounts for fees received; • Develops and recommends policies affecting the Department to the County Board; • Develops long-range capital improvement projects and programs.	
Veteran Services Officer • Effectively engage veterans and their families to identify needs and strengths and promote positive client outcomes in the various facets of their lives; • Performs assessment and case management/CVSO/ to assist with VA claims and other assistance; • Using independent judgement, interpret state and federal laws, regulations, policies and procedures to effectively strategize the completion of veteran claims; • Acts as County Liaison to state and federal Department of Veteran Services.	20
•	
Supervision • Provides assistance in training and guidance to GIS Technician/Administrative Assistant; • Leads the operations of the Department and oversees, manages and directs the staff, the work and work activities of the Department in alignment with the vision and directives of the County Board • Responsible for scheduling work assignments, tracking hours work and conducting performance evaluations of staff and assists in hiring process.	5
Other duties as apparent or assigned.	5
The incumbent may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to fulfill the employment responsibility. While data are being accessed, incumbent should take reasonable measures to ensure the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, incumbent must properly store the not public data according to the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13). If a new work assignment requires access to not public data, the incumbent is permitted to access not public data for the work assignment purposes only. Any access to not public data must be strictly limited to the data necessary to complete the work assignment and after the assignment is completed, the employee's work assignment no longer requires access.	

Qualifications

Education: Minimum of a High School diploma/GED and bachelor's degree in a computer related field and four years of related work experience; or any equivalent combination of education, training and experience which provides the requisite knowledge and abilities for this position.

Requirements:

- Valid MN Driver's License;
- **Knowledge of BCA and FBI security guidelines for data on the Sheriff's network.**
- Must be able to respond to emergency needs and use remote log-in features;
- Ability and skill to organize, direct, and coordinate projects, including projects utilizing a vendor;
- ~~Ability to create and support effective working relationships within and between departments, and outside agencies;~~
- ~~Ability to obtain a Secret Security Clearance with the Veterans Administration to gain access to the Veterans Benefits Management System (VBMS);~~
- **Ability to quickly analyze a technical situation and decide the appropriate solution; Skill in troubleshooting, repairing, configuring and maintaining computers, servers, fax, printers and software.**
- **Knowledge of managing and maintaining a computer network;** Ability to figure out and effectively respond to changing customer needs, interests and requirements;
- ~~Ability to obtain accreditation by the Veteran Affairs Office of General Counsel (VA OGC) within one year of hire and cross-accreditation with national veteran service organizations within two years of hire.~~
- **Knowledge of Windows Active Directory Administration, TCPIP network configuration and administration, firewall best practices, IP telephony, Microsoft Exchange and Encryption and network security.**
- **Ability to work independently with complex systems on a daily basis.**
- **Skill in using computers and related software in an enterprise environment.**
- **Skill with installing and wiring of computer and network equipment.**
- **Ability to prioritize work requirements and demands.**
- **Ability to assess problems and make technology recommendations.**
- **Considerable ability to communicate technical issues to persons with varying degrees of knowledge regarding technology.**
- **Ability to follow data practices requirements regarding confidentiality and privacy.**
- **Ability to work with limited supervision and general autonomy in determining how objectives are achieved.**
- **Manages mobile devices such as laptops, cell phones, tablets. Configures mobile devices to access County resources and VPN connectivity to local and state networks. Assist end users with telecommuting and monitoring compliance.**

Physical Demands and Working Conditions

- The majority of time is spent talking or hearing, using hands to handle, finger, or feel, reaching with hands and arms, and tasting or smelling. Occasional time is spent standing, walking, sitting, stooping, kneeling, crouching or crawling and climbing or balancing.
- Job requires that weight be lifted or force be exerted up to 10 lbs. occasionally.
- Vision requirements are close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Often required to work under extreme pressure with multiple deadlines and often several technical problems occur simultaneously.
- Must be able to deal with continuing changes in technology and be able to adjust the information systems operation to meet those changes.

Equipment Utilized

- The majority of this job is spent operating equipment, such as, **computers**, printer, scanner, and telephone. Must have knowledge to understand and use procedures in a technical environment.
- Must be able to use a computer and necessary software to complete the job.
- Ability to operate a vehicle.

Murray County Position Description **DRAFT**

Classification: Assistant Jail Administrator
Reports to: County Sheriff/Chief Deputy Sheriff
Supervises: ~~No direct reports~~
 Dispatcher/Jailer

Department: Sheriff's Department
Location: Murray County Law Enforcement Center
FLSA Classification: ~~Hourly/Non-Exempt~~ Exempt

Position Summary

This position assists the Sheriff in the administration of the jail and is responsible for all paperwork associated with the jail. **Supervises the Dispatcher/Jailers and** This position is responsible for the implementation of staffing and training requirements of **the Dispatcher/Jailers.** ~~employees without assuming supervision responsibilities.~~ **Responsible for the procedures associated with Civil Process.**

Essential Duties and Responsibilities	%
Jail Administration Activities • Procure bailiffs as needed for court; • Must have the ability to dispatch in an emergency, remain proficient in dispatching skills; • Establishes all contact and rules for Electronic home monitoring; • Makes arrangements for inmates going to state prison or contracted local jail time. • Meets with State Department of Corrections (DOC) Jail Inspector yearly to ensure all DOC Rules are adhered to, regarding inmates and are including in our yearly Jail Training Plan and Standard of Operations (SOP); • Receives all payments and maintains a balance sheet for every prisoner, whether on work release, community service or home monitoring; • Performs unscheduled visits/inspections on inmates that are on work release or home monitoring. (DOC required) • Responsible for office management of jail area; • Develop and maintain records and reports for the following activities, admission/release; prisoner personal property, clothing, linen and laundry, budget resources, work requests, special occurrence, policies and procedures, staff training, jail registers, accounting, food service, daily security logs, prisoner medical/dental/programming/disciplinary and good time records. (DOC required) • Develop an inmate handbook, a written plan for prisoner scheduling and a classification plan for inmates. (Subject to approval by sheriff.); • Develop and implement plan for prisoner exercise and recreation, visitation, food service, canteen, personal hygiene, Huber Release Program, work schedules and transportation; • Coordinates with Deputies Sheriff and Chief Deputy, Court and Lyon County Jail to set up transport of inmates for courts; • Maintains and updates all Predatory Offenders in our County. Establishes contact with sex offenders and conducts compliance checks to ensure info on work, locations, vehicles, contacts are updated. File any changes of information to the MN Predatory Offender Unit and deal with any non-compliances; • Coordinates with attorneys, court, social service and hospitals for mental health transports; • Develop and implement plan for admissions, discharge of inmates with appropriate records; • Make arrangements for religious and counseling services for inmates. (DOC required) • Develop and implement plan for prisoner exercise and recreation, visitation, food service, canteen, personal hygiene, Huber Release Program, work schedules and transportation. (DOC required; subject to approval by sheriff.);	45
Responsible for Civil Process	45

• Prepares and maintains files of Writs of Execution that includes; wage garnishments, bank levies and property seizures. Coordinates with employers, owners and banks to ensure compliance on Writs; • Coordinates all the duties associated with general civil process, which are state mandated responsibilities. Statutes dictate the procedures of logging in service, serving the papers, returning papers with a certificate of service and billing; • Maintains and records all civil process documents as required by MN Statutes and regulations; • Prepares and maintains billing and affidavits for civil process activity; • Electronically files affidavits; • Corresponds with attorneys, credit bureaus, social services, court, and other government agencies throughout Minnesota and occasionally other states to discuss and arrange service of civil papers. • Set up and maintain records on all Mortgage Foreclosures, reports to State status and number of foreclosures, collects and disburses funds involved and notarizes documentation at time of foreclosure;	
Assist Lieutenant Supervision • Provide assistance in training and guidance to Dispatcher/Jailers; • Leads the operations of the Department and oversees, manages and directs the staff, the work and work activities of the Department; • Responsible for scheduling work assignments, tracking hours worked and conduct performance evaluations of the Dispatcher/Jailers and assists in hiring process; • May discipline up to written reprimand with approval of the Sheriff or Chief Deputy Sheriff; • Provides assistance in training and guidance to employees; • Assists on special projects; • Manages conflict between staff members, Conducts staff meetings, organizes searches of jail, develops staff schedules for all employees in the dispatcher/jailer/matron/records classification.	15
Other duties as apparent or assigned.	5
The incumbent may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to fulfill the employment responsibility. While data are being accessed, incumbent should take reasonable measures to ensure the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, incumbent must properly store the not public data according to the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13). If a new work assignment requires access to not public data, the incumbent is permitted to access not public data for the work assignment purposes only. Any access to not public data must be strictly limited to the data necessary to complete the work assignment and after the assignment is completed, the employee's work assignment no longer requires access.	

Qualifications

Education: Minimum of a High School diploma/GED. ~~Preferred qualifications include first aid/CPR certification, notary public commission, MN certified terminal operator and use of force certified.~~ Associate degree in law enforcement, business administration, or a related field and two years of law enforcement and/or dispatcher/Jailer experience or any equivalent combination of education, training and experience which provides the requisite knowledge and abilities for this position. Supervisory experience.

Requirements:

- The ability to obtain within 1 year: first aid/CPR certification, notary public commission, MN certified terminal operator and use of force certified;
- Must be able to perform duties of Dispatcher/Jailer in emergencies.

- Must have the ability to read, write, analyze and interpret reports and documents mandated by the DOC for facility operation or Minnesota Law mandating service of Civil Process;
- Must have the ability to communicate effectively with inmates, staff members, law enforcement officials, state officials and the public;
- Position requires the ability to produce reports with proper format, punctuation, spelling and grammar;
- Needs to continually attend classes to learn all legal updates on civil issues and Department of Correction rules;
- Needs to develop reasonable knowledge of the laws of the state pertaining to jail facilities, prisoner rights and security measures; extensive knowledge of the DOC rules and regulations; knowledge of the state's safety, fire and health requirements to meet standards; extensive knowledge of the laws and statutes that govern civil process services; computer operations; and must maintain a reasonable comprehension of the policies contained in the Murray County Employee Handbook.
- Valid MN Driver's License.

Physical Demands and Working Conditions

- While performing the duties of this job, the employee is regularly required to talk, hear, sit, use hands to fingers, handle, or feel objects, tools or controls and reach with hand and arms. Occasionally, the employee is required to stand and walk.
- The employee is regularly required to lift and/or move up to 10 pounds. Occasionally, the employee is required to lift and/or move up to 100 pounds.
- Specific vision requirements for this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- Must be capable of exercising self-control and physical effort when confronted with emergencies and potentially dangerous situations involving the use of firearms and physical force.
Requires demonstrated skills and proficiency in the operation and use of an automobile, firearms, restraints, and use of such equipment.

Equipment Utilized

- Requires demonstrated skills and proficiency in the operation and use of an automobile, firearms, restraints, and use of such equipment.
- Must demonstrate working knowledge of Microsoft Office and County software and be able to operate a variety of automated office machines and equipment, including, but not limited to: computer, calculator, facsimile machine, printer/copier/scanner and telephone.
- Ability to operate a vehicle.

County Day Proclamation

Murray County

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's Counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, approximately 14,000 Minnesota Senior Corps Volunteers provided more than 1.79 million hours of service in 2019. Murray County was served by 405 Senior Corps RSVP volunteers in 2019. The Senior Corps RSVP volunteers perform their volunteer service work under the guidance of A.C.E. of SW Minnesota – Murray County office. These volunteers provide vital support to county residents and improve the quality of life in Murray County, and

WHEREAS, as a County Commission, we work hard every day to make life better for our constituents, and strengthening the spirit and commitment of the volunteers who serve our county is just one of our many goals. We are grateful for the dedication and sacrifice of these citizens who are helping make our great county stronger, safer, and healthier, and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 7, 2020.

THEREFORE, BE IT RESOLVED that we, the Murray County Board of Commissioners, do hereby proclaim April 7, 2020, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA

Requested Board Date: 4/7/2020	Item: Sale of Ditch System's Chevy Tahoe to County Motor Pool
Originating Department: Administrator	Presenter: Thomas Burke
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 5 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☒ No <i>If "Yes", please include the account code: 01-656-6660</i>	

Background:

On March 24, 2020, the 2003 Chevrolet Tahoe Unit #14 belonging to Murray County's ditch system was declared as surplus property. That vehicle could be used for by Environmental Services so we are requesting that it be transferred to the County's Motor Pool.

Board Action Requested - If Any (*Include a sample motion whenever possible*):

It was moved by _____, seconded by _____, and passed to transfer the 2003 Chevrolet Tahoe Unit #14 into the Motor Pool by making a payment of \$1,500 from the Motor Pool budget (01-065-6660) to the ditch fund (21-867-5861).

List Supporting Documents:

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4/1/20

1:57PM

**** Murray County ****

ADD



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: Y

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

**** Murray County ****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI						
01-503-560-0000-6251		138.87	#303727973-END O LINE	1,028 KWH	ELECTRICITY	3
01-503-503-0000-6251		154.27	#302655703-HISTORICAL	1,142 KWH	ELECTRICITY	3
01-283-283-0000-6251		69.04	#303653174-DISPATCH	1,211 KWH	ELECTRICITY	3
01-110-116-0000-6251		143.25	#302526350 FOOD SERVICE BLDG	1,256 KWH	ELECTRICITY	3
01-110-115-0000-6251		185.07	#303920490 4-H DINING HALL	1,370 KWH	ELECTRICITY	3
01-110-115-0000-6251		156.25	#302881900 FRGRDS-NEW SRVC DIN	1,370 KWH	ELECTRICITY	3
01-395-395-0000-6251		169.25	#302402296-RECYCL CENTER	1,484 KWH	ELECTRICITY	3
01-110-113-0000-6251		1,380.87	#30653174-LEC	13,318 KWH	ELECTRICITY	3
01-110-114-0000-6251		2,101.60	#302276916-GOV CENTER	18,427 KWH	ELECTRICITY	3
01-503-560-0000-6251		234.37	#303571137 END O LINE PARK	2,055 KWH	ELECTRICITY	3
01-110-115-0000-6251		46.34	#303828649-4H ARENA	343 KWH	ELECTRICITY	3
01-110-115-0000-6251		46.34	#303425709 MULTI-PURPOSE BLDG	343 KWH	ELECTRICITY	3
01-110-401-0000-6251		460.20	#304111406 NEW HUMAN SERV BLDG	4,035 KWH	ELECTRICITY	3
01-110-506-0000-6251		66.64	#302571307 HOLT HOUSE	457 KWH	ELECTRICITY	3
01-110-115-0000-6251		58.62	#304142104 GRANDSTAND	514 KWH	ELECTRICITY	3
01-110-115-0000-6251		58.62	#304142104 FRGRDS-PORK/DAIRY B	514 KWH	ELECTRICITY	3
01-110-112-0000-6251		1,311.82	#303653174-COURTS	9,686 KWH	ELECTRICITY	3
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI		6,781.42	17 Transactions			
12129 C & B OPERATIONS LLC						
01-521-521-0000-6650		9,720.00	4/1 2020 JD Z930M Z-TRAK MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
01-521-521-0000-6650		9,720.00	4/1 2020 JD Z930M Z-TRAK MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
01-521-521-0000-6650		9,720.00	4/1 2020 JD Z930M Z-TRAK MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
01-521-521-0000-6650		4,035.00-	4/1 TRADE IN 2018 JD Z915E MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
01-521-521-0000-6650		3,875.00-	4/1 TRADE IN 2018 JD Z915E MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
01-521-521-0000-6650		3,875.00-	4/1 TRADE IN 2018 JD Z915E MWR	06827181	EQUIPMENT & FURNITURE PURCHA	3
12129 C & B OPERATIONS LLC		17,375.00	6 Transactions			
5393 FRONTIER COMMUNICATIONS						
01-012-015-0000-6201		219.71	03/25-04/24/20 PHONE SERVICE	16% (14 LINES)	TELEPHONE & TELEGRAPH	N
01-503-503-0000-6201		27.46	03/25-04/24/20 PHONE SERVICE	2% (2 LINES)	TELEPHONE & TELEGRAPH	N
01-201-000-0000-6201		274.63	03/25-04/24/20 PHONE SERVICE	20% (18 LINES)	TELEPHONE & TELEGRAPH	N
01-503-560-0000-6201		202.50	03/25-04/24/20 PHONE SERVICE	763-3708	TELEPHONE & TELEGRAPH	N
01-062-000-0000-6201		727.78	03/25-04/24/20 PHONE SERVICE	836-6148	TELEPHONE & TELEGRAPH	N
01-283-283-0000-6201		500.00	03/25-04/24/20 PHONE SERVICE	836-6148	TELEPHONE & TELEGRAPH	N
01-283-284-0000-6201		25.00	03/25-04/24/20 PHONE SERVICE	836-6148	TELEPHONE & TELEGRAPH	N
01-283-283-0000-6201		46.87	03/25-04/24/20 PHONE SERVICE	836-6176	TELEPHONE & TELEGRAPH	N
01-201-000-0000-6452		1,134.39	03/25-04/24/20 PHONE SERVICE	836-6177	REFERENCE BOOKS, MATERIALS & S	N

MUCAUMEM

4/1/20 1:57PM

1 GENERAL

**** Murray 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	
	01-283-283-0000-6201		43.74	03/25-04/24/20 PHONE SERVICE	836-6177	TELEPHONE & TELEGRAPH	N
5393	FRONTIER COMMUNICATIONS		3,202.08	10 Transactions			
12582	HP INC						
	01-601-000-0000-6480		102.06	1/14 HP ULTRASLIM DOCKING STN	9009824215	SMALL EQUIPMENT PURCHASES	N
12582	HP INC		102.06	1 Transactions			
1049	MIDWEST SUPPLY OF SLAYTON INC						
	01-110-115-0000-6478		13.15	2/27 BRUSH/RLR CVR/TAPE-4H BLD	356337	OTHER OPERATING SUPPLIES	N
	01-110-115-0000-6478		35.98	2/28 PAINT-4H BLDG	356387	OTHER OPERATING SUPPLIES	N
	01-110-115-0000-6478		26.84	3/3 BUSHING/RUBBER WHEEL-FENCE	356459	OTHER OPERATING SUPPLIES	N
	01-110-115-0000-6478		1.24	3/3 BOLTS/NUTS/SCRWS-CABINET	356473	OTHER OPERATING SUPPLIES	N
	01-110-115-0000-6478		49.96	3/4 FLOOR PAINT/TAPE-4H BLDG	356495	OTHER OPERATING SUPPLIES	N
	01-110-115-0000-6478		9.18	3/4 BIT/SCREW	356495	OTHER OPERATING SUPPLIES	N
	01-110-114-0000-6411		13.98	3/9 POP-MACHINE	356641	FOOD & BEVERAGES	N
	01-110-115-0000-6555		5.69	3/10 DRILL BIT	356649	TOOLS	N
	01-110-115-0000-6555		5.99	3/10 DRILL BIT	356653	TOOLS	N
	01-201-000-0000-6478		24.06	3/16 BOLTS/INTRLCKG FASTNR	356886	OTHER OPERATING SUPPLIES	N
	01-521-542-0000-6478		22.50	3/18 PLUG/ADAPTER/ELECT TAPE	356941	OTHER OPERATING SUPPLIES	N
	01-521-548-0000-6478		13.49	3/18 PLUG/ADAPTER/ELECT TAPE	356941	OTHER OPERATING SUPPLIES	N
	01-065-000-0000-6478		5.18	3/18 BOLT SNAP-MOTOR POOL KEYS	356957	OTHER OPERATING SUPPLIES	N
	01-521-521-0000-6555		12.99	3/20 WOODBURNER	357058	TOOLS	N
	01-521-521-0000-6568		16.99	3/20 90W HALOGEN BULB	357058	BULBS & ELECTRICAL PARTS	N
	01-521-521-0000-6561		8.94	3/23 2-CYCL OIL	357109	OIL-GREASE-ANTIFREEZE-WINDSH	N
	01-110-114-0000-6411		13.98	3/23 POP-MACHINE	357126	FOOD & BEVERAGES	N
	01-521-522-0000-6478		12.99	3/24 TOILET SEAT	357167	OTHER OPERATING SUPPLIES	N
	01-521-522-0000-6478		5.00	3/24 EXCHNG TOILET SEAT	357178	OTHER OPERATING SUPPLIES	N
1049	MIDWEST SUPPLY OF SLAYTON INC		298.13	19 Transactions			
3140	MURRAY COUNTY NEWS						
	01-121-128-0000-6241		350.00	1/27 VA MISSION ACT AD-GRANT	MC VETERANS SE	ADVERTISING & LEGAL NOTICES	Y
3140	MURRAY COUNTY NEWS		350.00	1 Transactions			
1623	NORTHWEST NATURAL GAS LLC						
	01-503-503-0000-6416		275.69	03/20 SERVICE 288 THERMS	142480	NATURAL GAS/PROPANE	N
	01-110-111-0000-6416		1,312.53	03/20 SERVICE 1,438 THERMS	181097	NATURAL GAS/PROPANE	N
	01-110-506-0000-6416		345.67	03/20 SERVICE 353 THERMS	181274	NATURAL GAS/PROPANE	N
	01-521-521-0000-6416		304.54	03/20 SERVICE 320 THERMS	182002	NATURAL GAS/PROPANE	N
	01-110-116-0000-6416		501.09	03/20 SERVICE 538 THERMS	184074	NATURAL GAS/PROPANE	N
	01-110-401-0000-6416		190.03	03/20 SERVICE 193 THERMS	184663	NATURAL GAS/PROPANE	N

**** Murray County ****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-395-395-0000-6416		465.93	03/20 SERVICE 499 THERMS	184684	NATURAL GAS/PROPANE	N
	01-110-115-0000-6416		272.99	03/20 SERVICE 285 THERMS	186705	NATURAL GAS/PROPANE	N
1623	NORTHWEST NATURAL GAS LLC		3,668.47	8 Transactions			
12441	SMITH & JOHNSON						
	01-091-000-0000-6198		2,250.00	04/20 CLERICAL/PARALEGAL SRVS	1062	OTHER PERSONAL SERVICES	Y
12441	SMITH & JOHNSON		2,250.00	1 Transactions			
13261	THE LINCOLN NATIONAL LIFE INSURANC						
	01-149-087-0000-6982		1,017.90	04/20 STD INS PREMIUM	10259410	FLEX ONE CLAIMS & INSURANCE PR	N
13261	THE LINCOLN NATIONAL LIFE INSURANC		1,017.90	1 Transactions			
13263	THE LINCOLN NATIONAL LIFE INSURANC						
	01-149-087-0000-6982		428.53	04/20 LTD INS PREMIUM	10259409	FLEX ONE CLAIMS & INSURANCE PR	N
13263	THE LINCOLN NATIONAL LIFE INSURANC		428.53	1 Transactions			
11382	VERIZON WIRELESS SERVICES LLC						
	01-061-061-0000-6211		42.65	02/24/20-03/23/20 SERVICE	220-0848	WIRELESS TELEPHONE	N
	01-521-521-0000-6211		42.65	02/24/20-03/23/20 SERVICE	220-1063	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-0065	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		48.71	02/24/20-03/23/20 SERVICE	227-1886	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-1888	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-1892	WIRELESS TELEPHONE	N
	01-521-521-0000-6211		52.64	02/24/20-03/23/20 SERVICE	227-3925	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-4661	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-7428	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	227-8108	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-0095	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-0555	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-0688	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.11	02/24/20-03/23/20 MOBILE BROAD	626-0801	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-0903	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-0910	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-0916	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-0924	WIRELESS TELEPHONE	N
	01-503-503-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-0968	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-1286	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-1325	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-1552	WIRELESS TELEPHONE	N
	01-201-000-0000-6211		40.01	02/24/20-03/23/20 SERVICE	626-1768	WIRELESS TELEPHONE	N

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1 GENERAL

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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
01-202-000-0000-6211		40.01	02/24/20-03/23/20 TABLET	626-4491	WIRELESS TELEPHONE N
01-222-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-4494	WIRELESS TELEPHONE N
01-201-000-0000-6211		40.01	02/24/20-03/23/20 MOBILE BROAD	626-4721	WIRELESS TELEPHONE N
01-201-000-0000-6211		40.01	02/24/20-03/23/20 SERVICE	626-4879	WIRELESS TELEPHONE N
01-201-000-0000-6211		40.01	02/24/20-03/23/20 SERVICE	626-4882	WIRELESS TELEPHONE N
01-080-000-0000-6211		47.65	02/24/20-03/23/20 SERVICE	626-5027	WIRELESS TELEPHONE N
01-201-000-0000-6211		40.01	02/24/20-03/23/20 TABLET	626-5145	WIRELESS TELEPHONE N
01-222-000-0000-6211		42.65	02/24/20-03/23/20 SERVICE	626-5385	WIRELESS TELEPHONE N
01-201-000-0000-6211		40.01	02/24/20-3/23/20 MOBILE BROAD	626-5988	WIRELESS TELEPHONE N
01-281-000-0000-6211		47.65	02/24/20-03/23/20 SERVICE	626-6634	WIRELESS TELEPHONE N
11382 VERIZON WIRELESS SERVICES LLC		1,396.64	33 Transactions		
13251 VSP INSURANCE CO					
01-149-087-0000-6982		189.33	04/20 VISION INS PREMIUM	808985599	FLEX ONE CLAIMS & INSURANCE PR N
13251 VSP INSURANCE CO		189.33	1 Transactions		
1 Fund Total:		37,059.56	GENERAL	12 Vendors	99 Transactions

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10 ROAD AND BRIDGE

**** Murray 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
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI					
10-340-000-0000-6251		364.62	#302305543-MAIN BUILDING	3,197 KWH	ELECTRICITY 3
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI		364.62	1 Transactions		
5393 FRONTIER COMMUNICATIONS					
10-310-000-0000-6201		43.26	03/25-04/24/20 PHONE SERVICE	763-3244	TELEPHONE & TELEGRAPH N
10-310-000-0000-6201		123.59	03/25-04/24/20 PHONE SERVICE	9% (8 LINES)	TELEPHONE & TELEGRAPH N
5393 FRONTIER COMMUNICATIONS		166.85	2 Transactions		
13274 JACKELS/LAVERNE					
10-335-000-0000-6615		180.00	3/30 PARCEL #2-HWY EASEMENT	CULVERT 51J63	INFRASTRUCTURE ACQUIS - EASEM S
13274 JACKELS/LAVERNE		180.00	1 Transactions		
1623 NORTHWEST NATURAL GAS LLC					
10-340-000-0000-6416		423.56	03/20 SERVICE 452 THERMS	181122	NATURAL GAS/PROPANE N
10-340-000-0000-6416		942.87	03/20 SERVICE 1,028 THERMS	181141	NATURAL GAS/PROPANE N
10-340-000-0000-6416		150.37	03/20 SERVICE 149 THERMS	231060	NATURAL GAS/PROPANE N
1623 NORTHWEST NATURAL GAS LLC		1,516.80	3 Transactions		
13261 THE LINCOLN NATIONAL LIFE INSURANC					
10-310-000-0000-6982		308.85	04/20 STD INS PREMIUM	10259410	FLEX ONE CLAIMS & INSURANCE PR N
13261 THE LINCOLN NATIONAL LIFE INSURANC		308.85	1 Transactions		
13263 THE LINCOLN NATIONAL LIFE INSURANC					
10-310-000-0000-6982		468.02	04/20 LTD INS PREMIUM	10259409	FLEX ONE CLAIMS & INSURANCE PR N
13263 THE LINCOLN NATIONAL LIFE INSURANC		468.02	1 Transactions		
11382 VERIZON WIRELESS SERVICES LLC					
10-310-000-0000-6201		42.65	02/24/20-03/23/20 SERVICE	227-0880	TELEPHONE & TELEGRAPH N
11382 VERIZON WIRELESS SERVICES LLC		42.65	1 Transactions		
13251 VSP INSURANCE CO					
10-310-000-0000-6982		9.34	04/20 VISION INS PREMIUM	808985599	FLEX ONE CLAIMS & INSURANCE PR N
13251 VSP INSURANCE CO		9.34	1 Transactions		
10 Fund Total:		3,057.13	ROAD AND BRIDGE	8 Vendors	11 Transactions

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18 EDA

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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	
13261	THE LINCOLN NATIONAL LIFE INSURANC						
	18-881-000-0000-6982		26.10	04/20 STD INS PREMIUM	10259410	FLEX ONE CLAIMS & INSURANCE PR	N
13261	THE LINCOLN NATIONAL LIFE INSURANC		26.10	1 Transactions			
13263	THE LINCOLN NATIONAL LIFE INSURANC						
	18-881-000-0000-6982		43.03	04/20 LTD INS PREMIUM	10259409	FLEX ONE CLAIMS & INSURANCE PR	N
13263	THE LINCOLN NATIONAL LIFE INSURANC		43.03	1 Transactions			
13251	VSP INSURANCE CO						
	18-881-000-0000-6982		5.84	04/20 VISION INS PREMIUM	808985599	FLEX ONE CLAIMS & INSURANCE PR	N
13251	VSP INSURANCE CO		5.84	1 Transactions			
18 Fund Total:			74.97	EDA	3 Vendors	3 Transactions	

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21 DITCH

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
11382	VERIZON WIRELESS SERVICES LLC						
	21-867-000-0000-6211		47.65	02/24/20-03/23/20 SERVICE	626-6179	WIRELESS TELEPHONE	N
11382	VERIZON WIRELESS SERVICES LLC		47.65	1 Transactions			
21 Fund Total:			47.65	DITCH	1 Vendors	1 Transactions	

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55 SUNRISE TERRACE HOUSIN

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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
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI					
55-890-000-0000-6251		963.95	#303871951-SUNRISE TERRACE	8,452 KWH	ELECTRICITY 3
12836 BHE COMMUNITY SOLAR LLC-MIDAMERI		963.95	1 Transactions		
5393 FRONTIER COMMUNICATIONS					
55-890-000-0000-6201		47.57	03/25-04/24/20 PHONE SERVICE	836-8980	TELEPHONE & TELEGRAPH N
5393 FRONTIER COMMUNICATIONS		47.57	1 Transactions		
9210 MEDIACOM, LLC					
55-890-000-0000-6250		497.91	04/20 BASIC CABLE SERVICE	1180000034	CABLE TV 3
9210 MEDIACOM, LLC		497.91	1 Transactions		
1049 MIDWEST SUPPLY OF SLAYTON INC					
55-890-000-0000-6478		66.16	2/27 WTCH BTTRY/SILICONE/PLBG	356346	OTHER OPERATING SUPPLIES N
1049 MIDWEST SUPPLY OF SLAYTON INC		66.16	1 Transactions		
1623 NORTHWEST NATURAL GAS LLC					
55-890-000-0000-6416		543.83	3/20 SERVICE 691 THERMS	181298	NATURAL GAS/PROPANE N
1623 NORTHWEST NATURAL GAS LLC		543.83	1 Transactions		
13261 THE LINCOLN NATIONAL LIFE INSURANC					
55-890-000-0000-6982		23.20	04/20 STD INS PREMIUM	10259410	FLEX ONE CLAIMS & INSURANCE PR N
13261 THE LINCOLN NATIONAL LIFE INSURANC		23.20	1 Transactions		
13251 VSP INSURANCE CO					
55-890-000-0000-6982		5.84	04/20 VISION INS PREMIUM	808985599	FLEX ONE CLAIMS & INSURANCE PR N
13251 VSP INSURANCE CO		5.84	1 Transactions		
55 Fund Total:		2,148.46	SUNRISE TERRACE HOUSING	7 Vendors	7 Transactions

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82 TAXES AND PENALTIES FU

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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	
51	MURRAY COUNTY TREASURER						
	82-000-000-0000-2257		130,491.23	2020 PREPAID R.E. TAXES		PREPAID TAXES	N
51	MURRAY COUNTY TREASURER		130,491.23	1 Transactions			
9760	STONEBERG GILES & STROUP P.A.						
	82-000-000-0000-2257		14.00	4/1 RFND OVRPYMT RE TAX	03-019-0052	PREPAID TAXES	Y
9760	STONEBERG GILES & STROUP P.A.		14.00	1 Transactions			
12579	ZEBAUGH/EUGENE						
	82-000-000-0000-2257		11.38	44/1 RFND OVRPMT RE TAX	23-100-057-0	PREPAID TAXES	N
12579	ZEBAUGH/EUGENE		11.38	1 Transactions			
82 Fund Total:			130,516.61	TAXES AND PENALTIES FUND	3 Vendors	3 Transactions	

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92 SAWS (NEW)

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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
10866 BROWN/DAVID					
92-392-000-0000-6260		8,850.00	04/20 OPERATION & MAINTENANCE	SAWSD	PROFESSIONAL & TECHNICAL FEES N
10866 BROWN/DAVID		8,850.00	1 Transactions		
5393 FRONTIER COMMUNICATIONS					
92-392-000-0000-6201		68.07	03/25-04/24/20 PHONE SERVICE	763-3237	TELEPHONE & TELEGRAPH N
92-392-000-0000-6201		68.07	03/25-04/24/20 PHONE SERVICE	763-3843	TELEPHONE & TELEGRAPH N
92-392-000-0000-6201		68.06	03/25-04/24/20 PHONE SERVICE	763-3876	TELEPHONE & TELEGRAPH N
92-392-000-0000-6201		68.06	03/25-04/24/20 PHONE SERVICE	763-3994	TELEPHONE & TELEGRAPH N
5393 FRONTIER COMMUNICATIONS		272.26	4 Transactions		
51 MURRAY COUNTY TREASURER					
92-392-000-0000-6260		706.56	03/20 BILLING COSTS	2020-023	PROFESSIONAL & TECHNICAL FEES N
92-392-000-0000-6202		384.40	03/20 POSTAGE EXPENSE	2020-025	POSTAGE AND POSTAL BOX RENTA N
51 MURRAY COUNTY TREASURER		1,090.96	2 Transactions		
11956 QUALITY FLOW SYSTEMS INC					
92-392-000-0000-6562		379.67	3/13 (10) SQR D CIRCUIT BRKRS	38685	EQUIPMENT REPAIRS & SUPPLIES N
11956 QUALITY FLOW SYSTEMS INC		379.67	1 Transactions		
92 Fund Total:		10,592.89	SAWS (NEW)	4 Vendors	8 Transactions
Final Total:		183,497.27	38 Vendors	132 Transactions	

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	37,059.56	GENERAL	
	10	3,057.13	ROAD AND BRIDGE	
	18	74.97	EDA	
	21	47.65	DITCH	
	55	2,148.46	SUNRISE TERRACE HOUSING	
	82	130,516.61	TAXES AND PENALTIES FUND	
	92	10,592.89	SAWS (NEW)	
	All Funds	183,497.27	Total	Approved by,
				
				

WARRANT REGISTER

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
63660	12781	HEALTH PARTNERS INC					
			72.55	03/20 DENTAL INS PREMIUM	18-881-000-0000-6982	EDA	0
			72.92	03/20 DENTAL INS PREMIUM	10-310-000-0000-6982	R & BR	0
			1,602.66	03/20 DENTAL INS PREMIUM	01-149-087-0000-6982	REVENUE	0
	Warrant #	63660	Total	1,748.13	Date 3/2/20		
63661	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			2,119.41	2/27/20 MEDICAL CLAIMS	31-149-000-0000-6983		0
	Warrant #	63661	Total	2,119.41	Date 3/2/20		
63662	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			2,588.03	1/30-2/24/20 RX CLAIMS	31-149-000-0000-6984		0
	Warrant #	63662	Total	2,588.03	Date 3/2/20		
63664	9119	FURTHER					
			977.47	02/19-02/24/20 REVENUE	01-149-087-0000-6982	REV MED	0
	Warrant #	63664	Total	977.47	Date 3/2/20		
63666	12262	THE HARTFORD-PRIORITY ACCOUNTS					
			110.98	03/20 LIFE INS PREMIUM	01-149-087-0000-6982	COBRA & RETIRE	0
			12.70	03/20 LIFE INS PREMIUM	21-867-000-0000-6982	DITCH	0
			11.50	03/20 LIFE INS PREMIUM	18-881-000-0000-6982	EDA	0
			496.61	03/20 LIFE INS PREMIUM	10-310-000-0000-6982	R & BR	0
			1,103.76	03/20 LIFE INS PREMIUM	01-149-087-0000-6982	REVENUE	0
			39.76	03/20 LIFE INS PREMIUM	55-890-000-0000-6982	SUNRISE	0
	Warrant #	63666	Total	1,775.31	Date 3/4/20		
63668	2106	COMMISSIONER OF REVENUE					
			1,098.11	02/20 SPECIAL FUEL TAX	10-340-000-0000-6807	3,892 GALS	0
	Warrant #	63668	Total	1,098.11	Date 3/5/20		
63669	9301	FIRST NATIONAL BANK					
			15.00	SAWS DD FEE	92-392-000-0000-6260	ACH CHARGE	0
	Warrant #	63669	Total	15.00	Date 3/5/20		
63671	3968	MN DEPT OF REVENUE					
			19,606.62	02/20 STATE SHARE-MORTGAGI	01-000-000-0000-2103	97%	0
			17,771.24	02/20 STATE SHARE-DEED TAX	01-000-000-0000-2104	97%	0
	Warrant #	63671	Total	37,377.86	Date 3/10/20		
63672	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			7,418.05	02/10-02/29/20	RX CLAIMS	31-149-000-0000-6984	0
		Warrant # 63672 Total	7,418.05	Date 3/9/20			
63673	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			3,272.66	3/5/20	MEDICAL CLAIMS	31-149-000-0000-6983	0
			40,512.17	1/8/1/29	CK REG REINS REIMB C	31-149-000-0000-6983	0
			590.91	11/21-12/31/19	MEDICAL CLAIM	31-149-000-0000-6983	0
		Warrant # 63673 Total	44,375.74	Date 3/9/20		ALL 2019 CLAIM	
63674	9119	FURTHER					
			677.59	3/5/20	REVENUE	01-149-087-0000-6982	0
		Warrant # 63674 Total	677.59	Date 3/9/20		REV MED	
63685	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			731.08	3/1/20	NEGOTIATED SAVINGS FI	31-149-000-0000-6988	0
			173.62	3/1/20	ADM SERVICES	31-867-000-0000-6981	0
			346.35	3/1/20	ADM SERVICES	31-881-000-0000-6981	0
			19,595.03	3/1/20	ADM SERVICES	31-484-000-0000-6981	0
			4,161.54	3/1/20	ADM SERVICES	31-310-000-0000-6981	0
			13,174.65	3/1/20	ADM SERVICES	31-149-000-0000-6981	0
			173.62	3/1/20	ADM SERVICES	31-890-000-0000-6981	0
		Warrant # 63685 Total	38,355.89	Date 3/13/20		12/31/19 OPEN	
63790	9301	FIRST NATIONAL BANK					
			7.50	02/23-03/07/20	REV/R&BR PAY	01-041-000-0000-6260	0
			7.50	02/23-03/07/20	REV/R&BR PAY	10-310-000-0000-6260	0
		Warrant # 63790 Total	15.00	Date 3/13/20		ACH CHARGE	
63803	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			60,823.85	3/12/20	MEDICAL CLAIMS	31-149-000-0000-6983	0
			3,177.68	12/6/19	MEDICAL CLAIMS	31-149-000-0000-6983	0
		Warrant # 63803 Total	64,001.53	Date 3/16/20		ALL 2019 CLAIM	
63804	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			8,510.40	2/18-3/7/20	RX CLAIMS	31-149-000-0000-6984	0
		Warrant # 63804 Total	8,510.40	Date 3/16/20			
63805	9119	FURTHER					
			846.45	3/12/20	REVENUE	01-149-087-0000-6982	0
		Warrant # 63805 Total	846.45	Date 3/16/20		REV MED	

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
63808	9301	FIRST NATIONAL BANK					
		Warrant # 63808	15.00	3/17 MCIT INV/REFND OVRPYM	01-041-000-0000-6260	ACH CHARGE	0
		Total	15.00	Date 3/17/20			
63810	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
		Warrant # 63810	3,773.69	2/22-3/16/20 RX CLAIMS	31-149-000-0000-6984		0
		Total	3,773.69	Date 3/23/20			
63811	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			12,264.61	3/12/20 MEDICAL CLAIMS	31-149-000-0000-6983		0
			-421.60	- 6/14/19 MEDICAL CLAIMS	31-149-000-0000-6983	ALL 2019 CLAIM	0
		Warrant # 63811	11,843.01	Date 3/23/20			
		Total					
63812	9119	FURTHER					
		Warrant # 63812	3.29	3/19/20 REVENUE	01-149-087-0000-6982	REV MED	0
		Total	3.29	Date 3/23/20			
63814	9119	FURTHER					
			3.95	03/20 FLEX SPNDG ACCT ADM F	21-867-000-0000-6260	DITCH	0
			3.95	03/20 FLEX SPNDG ACCT ADM F	18-881-000-0000-6260	EDA	0
			75.40	03/20 FLEX SPNDG ACCT ADM F	10-310-000-0000-6260	R & BR	0
			196.35	03/20 FLEX SPNDG ACCT ADM F	01-149-087-0000-6260	REVENUE	0
		Warrant # 63814	279.65	Date 3/24/20			
		Total					
63831	9301	FIRST NATIONAL BANK					
			7.50	03/08-03/21/20 REV/R&BR PAY	01-041-000-0000-6260	ACH CHARGE	0
			7.50	03/08-03/21/20 REV/R&BR PAY	10-310-000-0000-6260	ACH CHARGE	0
		Warrant # 63831	15.00	Date 3/27/20			
		Total					
63949	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
			5,351.13	3/12/20 MEDICAL CLAIMS	31-149-000-0000-6983		0
			214.99	9/8-11/13/19 MEDICAL CLAIMS	31-149-000-0000-6983	ALL 2019 CLAIM	0
		Warrant # 63949	5,566.12	Date 3/30/20			
		Total					
63950	12233	PREFERRED ONE ADMINISTRATIVE SERVICES					
		Warrant # 63950	22,361.97	3/3-3/24/20 RX CLAIMS	31-149-000-0000-6984		0
		Total	22,361.97	Date 3/30/20			
63951	9119	FURTHER					
			921.27	3/26/20 REVENUE	01-149-087-0000-6982	REV MED	0

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
					<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
		Warrant # 63951	Total	921.27	Date 3/30/20			
161696	12444	SPIELMAN/WAYNE						
		Warrant # 161696	Total	-12.00	- VOID WARRANT-WRNG VNDR	01-063-000-0000-6260	S/B 13267	0
				12.00	Date 3/9/20			
161703	1138	DEPUTY REGISTRAR 80						
		Warrant # 161703	Total	21.00	3/9 DUPLICATE PLATES-UNIT 5E	10-320-000-0000-6470		0
				21.00	Date 3/9/20			
161729	1138	DEPUTY REGISTRAR 80						
				1,856.44	3/16 TITLE/LIC FEES-2020 TRAV	01-065-000-0000-6470	UNIT 162	0
				2,200.26	3/16 TITLE/LIC FEES-2020 SILVE	21-867-000-0000-6470	UNIT 163	0
		Warrant # 161729	Total	4,056.70	Date 3/16/20			
161763	11734	LEROY GINN ESTATE						
		Warrant # 161763	Total	-30.00	- CORRECT TO VNDR #1156	01-521-521-0000-6260	LEROYS ALIGNME	0
				30.00	Date 3/17/20			
161804	1156	LEROY'S ALIGNMENT & GLASS INC						
		Warrant # 161804	Total	30.00	2/27 CK LOW TIRE MSG-UNIT 12	01-521-521-0000-6260		0
				30.00	Date 3/17/20			
161805	1138	DEPUTY REGISTRAR 80						
		Warrant # 161805	Total	25.00	3/13 TITLE FEES-2020 CHEV TAI	01-201-000-0000-6470	UNIT 160	0
				25.00	Date 3/18/20			
161827	13272	CENTURY FARMS DISTILLERY						
		Warrant # 161827	Total	1,305.00	3/27 29 GALS-HAND SANITIZER	01-281-000-0000-6287	COVID-19	0
				1,305.00	Date 3/27/20			

MUCAUMEM
04/06/2020

2:22PM

Manual Warrants

**** Murray County ****

WARRANT REGISTER



Page 5

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
		Final Total...	262,074.67	57	Transactions		

**** Murray County ****



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	47,022.12	GENERAL
10	1,779.04	ROAD AND BRIDGE
18	88.00	EDA
21	2,216.91	DITCH
31	210,913.84	SELF INSURANCE
55	39.76	SUNRISE TERRACE HOUSING
92	15.00	SAWS (NEW)
	262,074.67	TOTAL

MURRAY COUNTY

REQUEST TO BE ON THE BOARD AGENDA (RBA)

Requested Board Date: April 7, 2020	Item: Highway Department Agenda
Originating Department: Highway Department	Presenter: Randy Groves
Requested Agenda Placement: ☐ Consent Agenda ☒ Regular Agenda	Amount of Time Needed: 20 minutes
If requesting to expend funds, is the expenditure budgeted? ☐ Yes ☐ No <i>If "Yes", please include the account code:</i>	

Background:

1. Open striping bids for project CP 01-20.
2. Moulton Township has three box culvert projects this year.
3. Review proposal from Houston Engineering for a study on CSAH 13 three dikes.
4. Present the 2019 Highway Department Annual Report.

Board Action Requested – If Any *(Include a sample motion whenever possible):*

1. Set bid opening for May 5, 2020 at 9:00 AM
Projects: SAP 051-599-101, 051-599-106 and 051-599-108
2. Accept proposal and hire Houston Engineering for CSAH 13 study.
3. Award striping bid to low bidder.
- - REVISED - -
4. Approve State Aid contract with Duininck Inc.
SAP 051-603-017 & SAP 051-636-007
5. Approve Federal Aid contract with Duininck Inc.
SP 051-602-020, SP 051-603-016, SP 051-606-019,
SP 051-610-016 and SP 051-640-004

List Supporting Documents:

Houston Engineering proposal
2019 Highway Department Annual Report

CONTRACT NO. 20202

STATE PROJECT NO. SAP's 051-603-017 and 051-636-007

CLASS OF WORK Milling and Aggregate Base, Bituminous Surfacing and Aggregate Shoulders

STATE OF MINNESOTA

COUNTY OF MURRAY

**CONTRACT
HIGHWAY CONSTRUCTION**

This agreement, made this 24th day of March, 2020, between the County of Murray in the State of Minnesota, party of the first part, hereinafter called the County, and Duininck, Inc. of Prinsburg, MN party of the second part, hereinafter called the Contractor, Witnesseth, that the Contractor, for and in consideration of the payment or payments herein specified and by the County to be made, hereby covenants and agrees to furnish all materials (except such as are specified to be furnished by the County), all necessary tools and equipment and to do and perform all the work and labor in the construction of County State Aid Job

No's : 051-603-017 & 051-636-007 County State Aid Highway No's 3 & 36 located as shown on approved plans: 051-603-017 – on CSAH 3 from CSAH 42 to CSAH 44; 051-636-007 – on CSAH 36 from S

County Line to CSAH 2 for the price and compensation set forth and specified in the proposal signed by the

Contractor and hereto attached and hereby made a part of this agreement, said work to be done and performed in accordance with the Plans, Specifications, and Special Provisions therefor on file in the office of the County Engineer of said County, which Plans, Specifications, and Special Provisions are hereby made a part of this agreement.

The Contractor further covenants and agrees that they may begin work within 8 Calendar days after date of Notice of Contract Approval and have work completed in every respect to the satisfaction and approval of the County, on or before August 28, 2020

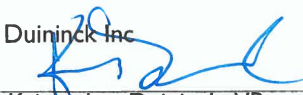
IN WITNESS WHEREOF, The said County has caused these presents to be executed and the Contractor has hereunto subscribed his name.

Dated at _____, this 30 day of March, 2020

County of Murray

By _____
Chair County Board

County Auditor

Duininck Inc.


Kristopher Duinick, VP Contractor

Approved as to form and execution this _____ day of _____, 2020.

County Attorney

CONTRACT NO. 20202

STATE PROJECT NO. SAP's 051-603-017 and 051-636-007

CLASS OF WORK Milling and Aggregate Base, Bituminous Surface & Aggregate Shoulders

STATE OF MINNESOTA

COUNTY OF MURRAY

Bid Opening Date: March 24, 2020

PAYMENT AND PERFORMANCE BOND

FOR COUNTY HIGHWAY CONSTRUCTION AND MAINTENANCE PROJECTS

PART A: PAYMENT

NOW ALL MEN BY THESE PRESENTS, That We Duininck, Inc., Contractor, as Principal, and Western Surety Company as surety, are held and firmly bound unto the County of Murray in the amount of Seven hundred fifty-seven thousand nine hundred forty-five and 90/100 dollars, for payment of all (\$757,945.90)

claims, costs and charges as hereinafter set forth.

For the payment of this well and truly to be made we jointly and severally bind ourselves, our representatives and successors firmly by these presents.

The condition of this obligation is such that whereas the Principal has entered into a Contract with the County of Murray for the construction of County State Aid Highway No's 3 and 36, Job No's 051-603-017 & 051-636-007 located: 051-603-017 – on CSAH 3 from CSAH 42 to CSAH 44 and 051-636-007 – on CSAH 36 from S County Line to CSAH 2

which Contract is on file in the office of the County Auditor, the regularity and validity of which is hereby affirmed;

NOW, THEREFORE, if the principal shall pay as they may become due all just claims for work done, and for furnishing skills, tools, machinery, or materials or insurance premiums or equipment, or for the purpose of, such Contract, and all taxes incurred under Minnesota Statutes, Section 290.92 or Chapter 297A, and supplies for the completion of the Contract in accordance with its terms, and shall pay all costs of enforcement of the terms of the bond, if action is brought thereon, including reasonable attorney's fees, in any case in which such action is successfully maintained, and shall comply with the laws of the State appertaining to such Contract, then this obligation shall be void but otherwise it shall remain in full force and effect pursuant to Minnesota Statutes, Chapter 574.

PART B: PERFORMANCE

KNOW ALL MEN BY THESE PRESENTS, That the aforesaid principal and surety are held and firmly bound unto the County of Murray in the Additional amount of Seven hundred fifty-seven thousand nine hundred forty-five and 90/100 dollars, for the faithful performance of the Contract as hereinafter set forth.

For the payment of this well and truly to be made we jointly and severally bind ourselves, our representatives and successors firmly by these presents.

The condition of this obligation is such that whereas the principal has entered into the Contract more particularly described in Part A hereof, the regularity and validity of which is hereby affirmed;

NOW, THEREFORE, if the principal shall faithfully perform the Contract and shall save the County of Murray harmless from all cost and charges that may accrue on account of the doing of the work specified and shall pay all costs of enforcement of the terms of the bond, if action is brought thereon, including reasonable attorney's fees, in any case in which such action is successfully maintained, and shall comply with the laws of the State appertaining to such Contract, then this obligation shall be void but otherwise it shall remain in full force and effect pursuant to Minnesota Statutes, Chapter 574.

THE AGGREGATE LIABILITY UNDER PART A AND PART B HEREOF IS

One million five hundred fifteen thousand eight hundred ninety-one and 80/100-----Dollars
(\$1,515,891.80) (SUM OF PARTS A AND B)

The Contractor agrees that the work shall be done and performed in the best and most workmanlike manner; that all materials and labor shall be in conformity with the Plans, Specifications and Special Provisions for the improvements, shall be subject to inspection and approval of the County or its duly authorized representative, and in case any material or labor supplied shall be rejected by the County or its duly authorized representative as defective or unsuitable, then such rejected material shall be removed and replaced with approved material, and the rejected labor shall be done anew, to the satisfaction and approval of the County or its duly authorized representatives and at the cost and expense of the Contractor.

The Contractor further agrees that they will commence work hereunder and will have all work done and with the improvement fully completed to the satisfaction and approval of the County in accordance with the time schedule set forth in the Special Provisions for the improvement.

Time is the essence of this Contract for prompt completion, and if the Contractor shall fail to complete the work within the time herein specified, the County shall have the right to deduct from the unpaid part of the Contract price, the amount, or amounts specified in the Specifications, or, if no monies shall be due the Contractor, to recover damages in accordance with said Specifications, for each and every day thereafter during which the Contract shall remain unfinished and incomplete, such damages being hereby agreed upon as liquidated damages in lieu of actual damages occasioned by such delay, but Special Provisions, if any, contained in the proposal are also continued in effect and shall be read and construed as part of this provision as to completion and liquidated damages for delay.

It is, however, agreed that upon receipt of written notice from the Contractor of the existence of causes over which the Contractor has no control and which will delay the completion of the work, the County, at its discretion and in accordance with the Specifications, may extend the date hereinbefore specified for completion, and in such case the Contractor shall become liable for said liquidated damages only for failure to perform within the time so extended.

It is agreed, also, that delays caused by the elements or by strikes or other combined action of the workers employed in construction or in the transportation of materials, but in no part caused or resulting from default or collusion on the part of the Contractor, shall be excused to the extent which the County may find and determine which conditions to have delayed completion within the time limit, but the judgment of the County in fixing such amount shall be final and conclusive upon the parties hereto.

It is distinctly understood and agreed that no claim for extra work done or materials furnished by the Contractor will be allowed by the County except as provided herein, nor shall the Contractor do any work or furnish any materials not covered by the Plans, Specifications, Special Provisions, and this Contract, unless such work is first ordered in writing, as provided in the Specifications. Any such work or materials which may be done or furnished by the Contractor without such written order first being given shall be at his own risk, cost and expense, and he hereby agrees that without such written order he will make no claim for compensation for work or materials so done or furnished.

It is further agreed, anything to the contrary herein notwithstanding, that the duly authorized representatives of the County are acting in their official capacity only, and do not undertake herein any personal liability or obligation of any kind or nature whatsoever for themselves, their agents, servants or employees.

SIGNATURES

Dated March 30, 2020



Duinick Inc

Kristopher Duinick, Vice President

Western Surety Company

By Myron Mulder Surety
Myron Mulder, Attorney in Fact

INDIVIDUAL AND CO-PARTNERSHIP ACKNOWLEDGMENT

STATE OF MINNESOTA

ss.

COUNTY OF _____

On this day of _____, _____, before me personally appeared _____

to me known to be the person _____ described in and who executed the foregoing bond, and acknowledged that
_____ he _____ executed the same as _____ free act and deed.

(Notarial Seal)

CORPORATE ACKNOWLEDGEMENT FOR CONTRACTOR

STATE OF MINNESOTA

ss.

COUNTY OF Kandiyohi

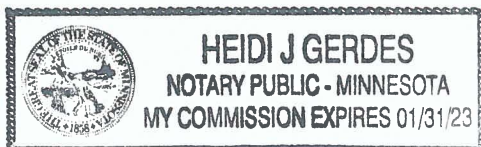
On this 30 day of March, 2020, before me personally appeared _____

Kristopher Duinick and _____

to me personally known, who being by me duly sworn, did say that they are respectively Vice President

and _____ of Duinick Inc,
a corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that said
instrument was executed in behalf of the corporation by authority of its board of directors; and they acknowledged
said instrument to be the free act and deed of the corporation.

(Notarial Seal)



[Signature]

AFFIX HERE ACKNOWLEDGMENT OF CORPORATE SURETY

JUSTIFICATION FOR PERSONAL SURETIES

STATE OF MINNESOTA

SS.

COUNTY OF _____

_____ and _____ being duly sworn, each says for h__ self that ____ he is one of the sureties named in the foregoing bond; that ____ he is a resident and freeholder of and in the State of Minnesota, and is worth the sum set opposite h__ name over and above h__ debts and liabilities and exclusive of h__ property exempt from execution.

_____ \$ _____
_____ \$ _____

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

(Notarial Seal)

Approved as to form and execution _____,
(date)

County Attorney

The within bond and the sureties thereon approved and bond filed _____,
(date)

County Treasurer

NOTICE TO PERSONAL SURETIES: Bond will not be accepted unless accompanied by a sworn financial statement of each of the sureties.

NOTICE TO CORPORATE SURETIES: This bond will not be accepted unless executed or countersigned by a Minnesota agent or attorney-in-fact whose name and address must be noted on page 6.

Attach corporate acknowledgment at top of this page.

Full Name of Surety Co. Western Surety Company

Home Office Address 151 N Franklin Street, Chicago, IL 60606

Name of Attorney-in-Fact Myron Mulder

Name of Local Agency PrinsInsurance, Inc.

Address of Local Agency 508 3rd St., PO Box 36, Prinsburg, MN 56281

If this bond is executed outside the State of Minnesota, it must be countersigned on page 4 by a Minnesota Resident Agent of the Surety Co.

Name of Agent affixing Countersignature _____

Address _____

STATE OF Minnesota)SS:

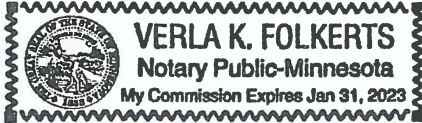
COUNTY OF Kandiyohi)

I, Verla K. Folkerts, Notary Public of Kandiyohi County, in the State of Minnesota do hereby certify that Myron Mulder, Attorney-in-Fact of the Western Surety Company, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Western Surety Company, for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Prinsburg in said County, this
30th day of March, 2020.

Verla K. Folkerts

Notary Public



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Wes G Wieberdink, Roger Ahrenholz, Myron Mulder, Individually

of Prinsburg, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 27th day of June, 2019.



WESTERN SURETY COMPANY

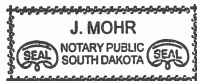
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 27th day of June, 2019, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 30th day of March, 2020.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

CONTRACT NO. 20201

STATE PROJECT NO. SP's 051-602-020, 051-603-016, 051-606-019, 051-610-016 and 051-640-004
MINNESOTA PROJECT NO. STPF 5120 (193)

CLASS OF WORK Milling, Bituminous Surfacing and Aggregate Shoulders

STATE OF MINNESOTA

COUNTY OF MURRAY

**CONTRACT
HIGHWAY CONSTRUCTION**

This agreement, made this 24th day of March, 2020, between the County of Murray in the State of Minnesota, party of the first part, hereinafter called the County, and Duininck Inc of Prinsburg, MN party of the second part, hereinafter called the Contractor, Witnesseth, that the Contractor, for and in consideration of the payment or payments herein specified and by the County to be made, hereby covenants and agrees to furnish all materials (except such as are specified to be furnished by the County), all necessary tools and equipment and to do and perform all the work and labor in the construction of State Project Job No's : 051-602-020,

51-603-016, 051-606-019, 051-610-016 & 051-640-004 County State Aid Highway No's 2,3, 6, 10 & 40

located as shown on approved plans: 051-602-020 – on CSAH 2 from CSAH 34 to West City Limits of

Fulda; 051-603-016 – on CSAH 3 from CSAH 39 to CSAH 42; 051-606-019 – on CSAH 6 from CSAH

42 to East County Line; 051-610-016 – on CSAH 10 from West County Line to TH 91; 051-640-004 – on

CSAH 40 from TH 62 to CSAH 3 for the price and compensation set forth and specified in the proposal signed by the Contractor and hereto attached and hereby made a part of this agreement, said work to be done and performed in accordance with the Plans, Specifications, and Special Provisions therefor on file in the office of the County Engineer of said County, which Plans, Specifications, and Special Provisions are hereby made a part of this agreement.

The Contractor further covenants and agrees that they may begin work within 8 Calendar days after date of Notice of Contract Approval and have work completed in every respect to the satisfaction and approval of the County, on or before August 28, 2020

IN WITNESS WHEREOF, The said County has caused these presents to be executed and the Contractor has hereunto subscribed his name.

Dated at _____, this 30 day of March, 2020

County of Murray

By _____
Chair County Board

Duininck Inc
Kristopher Duininck, VP
County Auditor
Contractor

Approved as to form and execution this _____ day of _____, 2020.

County Attorney

CONTRACT NO. 20201

STATE PROJECT NO. SP's 051-602-020, 051-603-016, 051-606-019, 051-610-016 and 051-640-004

MINNESOTA PROJECT NO. STPF 5120(193)

CLASS OF WORK Milling, Bituminous Surfacing and Aggregate Shoulders

STATE OF MINNESOTA

COUNTY OF MURRAY

Bid Opening Date: March 24, 2020

PAYMENT AND PERFORMANCE BOND

FOR COUNTY HIGHWAY CONSTRUCTION AND MAINTENANCE PROJECTS

PART A: PAYMENT

NOW ALL MEN BY THESE PRESENTS, That We Duininck Inc. Contractor, as Principal, and Western Surety Company as surety, are held and firmly bound unto the County of Murray in the amount of Two million eight hundred forty-seven thousand one hundred fifty-eight and 05/100 dollars, for (\$2,847,158.05) payment of all claims, costs and charges as hereinafter set forth.

For the payment of this well and truly to be made we jointly and severally bind ourselves, our representatives and successors firmly by these presents.

The condition of this obligation is such that whereas the Principal has entered into a Contract with the County of Murray for the construction of County State Aid Highway No's 2, 3, 6, 10 and 40 , Job No's 051-602-020, 051-603-016, 051-606-019, 051-610-016 & 051-640-004 located: 051-602-020 – on CSAH 2 from CSAH 34 to West City Limits of Fulda; 051-603-016 – on CSAH 3 from CSAH 39 to CSAH 42; 051-606-019 on CSAH 6 from CSAH 42 to East County Line; 051-610-016 on CSAH 10 from West County Line to TH 91; 051-640-004 – on CSAH 40 from TH 62 to CSAH 3

which Contract is on file in the office of the County Auditor, the regularity and validity of which is hereby affirmed;

NOW, THEREFORE, if the principal shall pay as they may become due all just claims for work done, and for furnishing skills, tools, machinery, or materials or insurance premiums or equipment, or for the purpose of, such Contract, and all taxes incurred under Minnesota Statutes, Section 290.92 or Chapter 297A, and supplies for the completion of the Contract in accordance with its terms, and shall pay all costs of enforcement of the terms of the bond, if action is brought thereon, including reasonable attorney's fees, in any case in which such action is successfully maintained, and shall comply with the laws of the State appertaining to such Contract, then this obligation shall be void but otherwise it shall remain in full force and effect pursuant to Minnesota Statutes, Chapter 574.

PART B: PERFORMANCE

KNOW ALL MEN BY THESE PRESENTS, That the aforesaid principal and surety are held and firmly bound unto the County of Murray in the Additional amount of Two million eight hundred forty-seven thousand one hundred fifty-eight and 05/100 dollars, for the faithful performance of the Contract as (\$2,847,158.05)
hereinafter set forth.

For the payment of this well and truly to be made we jointly and severally bind ourselves, our representatives and successors firmly by these presents.

The condition of this obligation is such that whereas the principal has entered into the Contract more particularly described in Part A hereof, the regularity and validity of which is hereby affirmed;

NOW, THEREFORE, if the principal shall faithfully perform the Contract and shall save the County of Murray harmless from all cost and charges that may accrue on account of the doing of the work specified and shall pay all costs of enforcement of the terms of the bond, if action is brought thereon, including reasonable attorney's fees, in any case in which such action is successfully maintained, and shall comply with the laws of the State appertaining to such Contract, then this obligation shall be void but otherwise it shall remain in full force and effect pursuant to Minnesota Statutes, Chapter 574.

THE AGGREGATE LIABILITY UNDER PART A AND PART B HEREOF IS

Five million six hundred ninety-four thousand three hundred sixteen and 10/100-----Dollars
(\$5,694,316.10)

(SUM OF PARTS A AND B)

The Contractor agrees that the work shall be done and performed in the best and most workmanlike manner; that all materials and labor shall be in conformity with the Plans, Specifications and Special Provisions for the improvements, shall be subject to inspection and approval of the County or its duly authorized representative, and in case any material or labor supplied shall be rejected by the County or its duly authorized representative as defective or unsuitable, then such rejected material shall be removed and replaced with approved material, and the rejected labor shall be done anew, to the satisfaction and approval of the County or its duly authorized representatives and at the cost and expense of the Contractor.

The Contractor further agrees that they will commence work hereunder and will have all work done and with the improvement fully completed to the satisfaction and approval of the County in accordance with the time schedule set forth in the Special Provisions for the improvement.

Time is the essence of this Contract for prompt completion, and if the Contractor shall fail to complete the work within the time herein specified, the County shall have the right to deduct from the unpaid part of the Contract price, the amount, or amounts specified in the Specifications, or, if no monies shall be due the Contractor, to recover damages in accordance with said Specifications, for each and every day thereafter during which the Contract shall remain unfinished and incomplete, such damages being hereby agreed upon as liquidated damages in lieu of actual damages occasioned by such delay, but Special Provisions, if any, contained in the proposal are also continued in effect and shall be read and construed as part of this provision as to completion and liquidated damages for delay.

It is, however, agreed that upon receipt of written notice from the Contractor of the existence of causes over which the Contractor has no control and which will delay the completion of the work, the County, at its discretion and in accordance with the Specifications, may extend the date hereinbefore specified for completion, and in such case the Contractor shall become liable for said liquidated damages only for failure to perform within the time so extended.

It is agreed, also, that delays caused by the elements or by strikes or other combined action of the workers employed in construction or in the transportation of materials, but in no part caused or resulting from default or collusion on the part of the Contractor, shall be excused to the extent which the County may find and determine which conditions to have delayed completion within the time limit, but the judgment of the County in fixing such amount shall be final and conclusive upon the parties hereto.

It is distinctly understood and agreed that no claim for extra work done or materials furnished by the Contractor will be allowed by the County except as provided herein, nor shall the Contractor do any work or furnish any materials not covered by the Plans, Specifications, Special Provisions, and this Contract, unless such work is first ordered in writing, as provided in the Specifications. Any such work or materials which may be done or furnished by the Contractor without such written order first being given shall be at his own risk, cost and expense, and he hereby agrees that without such written order he will make no claim for compensation for work or materials so done or furnished.

It is further agreed, anything to the contrary herein notwithstanding, that the duly authorized representatives of the County are acting in their official capacity only, and do not undertake herein any personal liability or obligation of any kind or nature whatsoever for themselves, their agents, servants or employees.

SIGNATURES

Dated March 30, 2020



Duinick Inc

[Signature]
Kristopher Duinick, Vice President

Western Surety Company

By [Signature] Surety
Myron Mulder, Attorney in Fact

INDIVIDUAL AND CO-PARTNERSHIP ACKNOWLEDGMENT

STATE OF MINNESOTA

ss.

COUNTY OF _____

On this day of _____, before me personally appeared _____

to me known to be the person _____ described in and who executed the foregoing bond, and acknowledged that
_____ he _____ executed the same as _____ free act and deed.

(Notarial Seal)

CORPORATE ACKNOWLEDGEMENT FOR CONTRACTOR

STATE OF MINNESOTA

ss.

COUNTY OF Kandiyohi

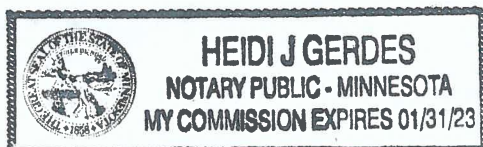
On this 30 day of March, 2020, before me personally appeared _____

Kristopher Duinick and _____

to me personally known, who being by me duly sworn, did say that they are respectively Vice President

_____ and _____ of _____ Duinick Inc _____,
a corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that said
instrument was executed in behalf of the corporation by authority of its board of directors; and they acknowledged
said instrument to be the free act and deed of the corporation.

(Notarial Seal)



[Signature]

AFFIX HERE ACKNOWLEDGMENT OF CORPORATE SURETY

JUSTIFICATION FOR PERSONAL SURETIES

STATE OF MINNESOTA

ss.

COUNTY OF _____

_____ and _____ being duly sworn, each says for h__ self that ____ he is one of the sureties named in the foregoing bond; that ____ he is a resident and freeholder of and in the State of Minnesota, and is worth the sum set opposite h__ name over and above h__ debts and liabilities and exclusive of h__ property exempt from execution.

\$ _____

\$ _____

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

(Notarial Seal)

Approved as to form and execution _____, _____
(date)

County Attorney

The within bond and the sureties thereon approved and bond filed _____, _____
(date)

County Treasurer

NOTICE TO PERSONAL SURETIES: Bond will not be accepted unless accompanied by a sworn financial statement of each of the sureties.

NOTICE TO CORPORATE SURETIES: This bond will not be accepted unless executed or countersigned by a Minnesota agent or attorney-in-fact whose name and address must be noted on page 6.

Attach corporate acknowledgment at top of this page.

Full Name of Surety Co. Western Surety Company

Home Office Address 151 N Franklin St., Chicago, IL 60606

Name of Attorney-in-Fact Myron Mulder

Name of Local Agency PrinsInsurance, Inc.

Address of Local Agency 508 3rd St., PO Box 36, Prinsburg, MN 56281

If this bond is executed outside the State of Minnesota, it must be countersigned on page 4 by a Minnesota Resident Agent of the Surety Co.

Name of Agent affixing Countersignature _____

Address _____

STATE OF Minnesota)
) SS:
COUNTY OF Kandiyohi)

I, Verla K. Folkerts, Notary Public of Kandiyohi County, in the State of Minnesota
do hereby certify that Myron Mulder, Attorney-in-Fact of the Western Surety Company, who is personally
known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this
day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the
Western Surety Company, for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Prinsburg in said County, this
30th day of March, 2020.

Verla K. Folkerts

Notary Public



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Wes G Wieberdink, Roger Ahrenholz, Myron Mulder, Individually

of Prinsburg, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 27th day of June, 2019.



WESTERN SURETY COMPANY

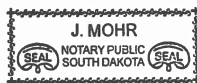
Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 27th day of June, 2019, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr
J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 30th day of March, 2020.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

add

Bid Opening List

Project = CP 01-20

2020 Centerline & Edgeline Striping

Engineer's Estimate: \$84,025.80

	<u>Company</u>	<u>Address</u>	<u>Bid Amount</u>	<u>Ranking</u>
1	AAA Striping Service	12220 43rd St NE , St Michael, MN 55376	86,610.95	
2	Traffic Marking Service	621 DIVISION ST E , Maple Lake, MN 55358	85,792.40	

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Run By: krossow Date: 4/7/2020

Version 0.32



PROPERTY TAX RELIEF AUTHORITY: BACKGROUND & GUIDANCE

April 5, 2020

In recent weeks, Minnesota businesses, residents, chambers of commerce, and legislators have reached out to county commissioners and staff to ask for some form of property tax relief due to the COVID-19 pandemic. Property tax revenue represents counties' main source of revenue to operate mandated and community services. AMC is working to bring further attention to this issue, counties' current statutory authority to provide relief, and a model suggestion for counties to consider should they want to act individually.

County Authority

Under current law, Minnesota counties have the authority to reduce or abate estimated market valuation or taxes or penalties for the current tax year. These apparatuses have most often been used when there is a clerical error or postal service delivery delay and are determined on a case-by-case basis. In the rare case of complete tax abatements, counties have often only used the mechanisms in response to natural disaster (e.g. the Madelia fire abatements to Main Street business owners—for which the Legislature repaid local governments) and have limited any action to a small number of taxpayers/businesses. It is important to note that any reduction or abatement of property tax, interest, and/or penalties also extends to other local taxing jurisdictions as well as the state general tax. While the statutory language is broad, it is clear that it was not intended to be a relief mechanism and that the intent of this authority was meant for a limited basis and not to respond to a large economic crisis. However, if there is no state action to address the property tax issue, counties may be increasingly asked to use these mechanisms as tools to help property taxpayers in dire economic circumstances.

- **MS 279.01** Provides the authority for counties (through board and treasurer agreement) to abate the penalty provided for late payment of taxes in the current year if they find that the imposition of the penalty would be “unjust and unreasonable.” Note this is just for the penalty, not interest. This statute has typically been used to provide relief for late payments due to mailing/postage errors or delays. The statute also references that a county treasurer (or person assigned those duties) has input in this process determining whether the “unjust and unreasonable” standard has been met.

Subd. 2. Abatement of penalty. (a) The county board may, with the concurrence of the county treasurer, delegate to the county treasurer the power to abate the penalty provided for late payment of taxes in the current year. Notwithstanding section 270C.86, if any county board so elects, the county treasurer may abate the penalty on finding that the imposition of the penalty would be unjust and unreasonable.

(b) The county treasurer shall abate the penalty provided for late payment of taxes in the current year if the property tax payment is delivered by mail to the county treasurer and the envelope containing the payment is postmarked by the United States Postal Service within one business day of the due date prescribed under this section, but only if the property owner requesting the abatement has not previously received an abatement of penalty for late payment of tax under this paragraph. If the envelope containing the payment does not contain a postmark of the United States Postal Service, or the postmark is illegible, proof of mailing within one business day of the due date may be provided by affidavit of the property owner requesting the abatement.

- **MS 375.192:** Provides unilateral and broad powers to the county board to reduce or abate estimated market valuation, taxes, and any costs, penalties, or interest as the board deems just and equitable upon written application of the taxpayer. The statute requires an application as well as approval by the auditor or person assigned those duties.

375.192 REDUCTIONS OR ABATEMENTS OF VALUATION OR TAXES.

Subdivision 1. [Repealed, 1990 c 604 art 3 s 65]

Subd. 2. Procedure, conditions. Upon written application by the owner of any property, the county board may grant the reduction or abatement of estimated market valuation or taxes and of any costs, penalties, or interest on them as the board deems just and equitable and order the refund in whole or part of any taxes, costs, penalties, or interest which have been erroneously or unjustly paid. Except as provided in sections 469.1812 to 469.1815, no reduction or abatement may be granted on the basis of providing an incentive for economic development or redevelopment. Except as provided in section 375.194, the county board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board. The application must include the Social Security number of the applicant. The Social Security number is private data on individuals as defined by section 13.02, subdivision 12. All applications must be approved by the county assessor, or, if the property is located in a city of the first or second class having a city assessor, by the city assessor, and by the county auditor before consideration by the county board, except that the part of the application which is for the abatement of penalty or interest must be approved by the county treasurer and county auditor. Approval by the county or city assessor is not required for abatements of penalty or interest. No reduction, abatement, or refund of any special assessments made or levied by any municipality for local improvements shall be made unless it is also approved by the board of review or similar taxing authority of the municipality. On any reduction or abatement when the reduction of taxes, costs, penalties, and interest exceed \$10,000, the county board shall give notice within 20 days to the school board and the municipality in which the property is located. The notice must describe the property involved, the actual amount of the reduction being sought, and the reason for the reduction.

Penalties V. Interest?

Penalties and interest are two different things. Taxpayers receive one or the other depending on their current tax delinquency status, but not both. For example, for taxpayers who are “late on their May 15th or October 15th payment dates, taxpayers accrue a 1-2% per month (compounded for each late month with different rates for different property types) late penalty on their taxes. At the end of the year, the taxes become “delinquent” and move from penalties accruing to interest accruing. Interest is charged 10% per year (divided by 12 months).

Considerations

Before a county decides to act, consider the following:

- **Capacity.** Not all counties have the same amount of cash flow or reserves. Therefore, when evaluating whether to provide local relief, you will want to consider the potential cashflow implications for both the county and underlying taxing jurisdictions.
- **Administrative Complexity.** For those counties who decide to offer relief, the model guidance below is designed to be both targeted and beneficial for taxpayers while easily administrable by counties. While the existing statutory authority allows more creative and tailored approaches, counties will want to balance the benefits of greater specificity with the added cost and complexity to administer while also recognizing impacts to local revenues and operational funds.
- **Legislative inaction.** At this time, legislative leaders have been reluctant to make a statewide program/mandate for uniform property tax relief, citing varying capacities of communities and the already existing local authority in MS. 279 and MS 375.
- **Shortened timeline.** With the May 15th first payment deadline coming soon, counties will have to decide *if and what* to do in a short amount of time.

Model Guidance

In an effort to provide counties some guidance on potential property tax relief programs, AMC has developed the following draft guideline for consideration of counties wanting to provide relief on late fees. A reminder that this section is only meant to provide guidance. Please reach out to AMC staff (mhilgart@mncounties.org) for questions and guidance.

- **Model Proposal:** *Using the authority granted to counties via MS 279.01, subd 2, the county board would make a board action to delegate to the county treasurer the power to delay penalties associated with late payments until July 15th (or a certain date decided by the Board). The penalties (not interest) would only apply to non-escrowed accounts. Escrowed accounts would still be expected to pay on time. The Board action item would need to be made in concurrence with the county treasurer and would underscore that the May 15th property tax payment date is still effective and that taxpayers are still expected to meet that deadline. A delay in penalties is only intended to afford flexibility to those residents and businesses impacted by COVID-19. Residents and businesses planning to make payments on May 15th and not financially impacted by COVID-19 should continue to make those payments. Late penalties will resume again starting July 16th (or a date to be determined by the board).*

County Checklist:

- 1) Have a discussion at a board and staff level to make sure everyone understands any/all proposals and there is consensus on a plan to move forward.
- 2) Understand which percentages of your taxpayers pays via escrow accounts.
- 3) Analyze the potential impact to county cash flow and reserves to determine whether your county has the capacity to go without a portion of their planned revenue stream for a certain amount of time.
- 4) Reach out to local governments within the county border so that they understand the corresponding effects on their finances. Check to see if they would be OK with a delay of penalties and how county board action might impact their cash flow. **This component is extremely important as local taxing jurisdictions may not have the same capacity as the county.**
- 5) Consider putting together a communication plan (a board resolution, fact sheet, and announcement for newspapers and the public). Identify which staff/department would be responsible for fielding questions.
- 6) If your program requires an application, create the application form prioritizing ease of use and administration.
- 7) Check with your auditor/treasurer or person assigned these duties to make sure you have their agreement—statute requires this in both MS 279.01 and MS 375.192 (Treasurer only for penalties. If looking at 375 for penalty/interest/value, then it would have to be Assessor, Auditor, Treasurer).
- 8) Still plan on disbursing tax settlement to local taxing jurisdictions as a county would normally based on tax payments received May 15. (Statute requires counties to pay 50% of settlements within 60 days of May 20).