

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
COUNTY BOARD ROOM
TUESDAY, AUGUST 27TH, 2013, 5:00 P.M.**

AGENDA

Pledge of Allegiance

- 5:00 Ken Yutrzenka – Human Services Director
 - Consent Agenda
 - 5:05 Pennington County SWCD – 2014 Budget
 - 5:15 Adeline Olson – County Assessor
 - 2014 Budget
 - 5:30 Ken Schmalz – County Recorder
 - 2014 Budget
 - 5:45 Mike Flaagan – County Engineer
 - Highway Dept. Items
 - 6:00 Colleen Hoffman – Hoffman, Dale & Swenson
 - 2012 Audit Exit Review
 - 6:20 Angie Philipp – Dep. Auditor/Comp. Supervisor
 - 2014 Data Processing Budget
 - 6:45 Ray Kuznia – County Sheriff
 - LEC Items, 2014 Budget
- County Auditor's Items
- Other Budgets

(This agenda is subject to change)

PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner _____ and seconded by Commissioner _____, the following recommendations of the Pennington County Human Service Committee for August 14, 2013 (detailed minutes on record) are hereby adopted:

SECTION A

- I. Approval of the July 16, 2013 Human Service Committee meeting minutes.
- II. Approval of the Agency’s personnel actions.

SECTION B

- I. To approve payment of the Agency’s bills.

Aye Nay Chairperson Date

PENNINGTON SWCD PROPOSED BUDGET - 2014

EXPENDITURES:	2012	2013	2014
PERSONNEL SERVICES:	Actual	Revised	To Co. Bd. 8/13
Employee Salaries	\$ 122,739	\$ 131,895	\$ 137,109
Employee Insurance Allowance	\$ 6,739	\$ 9,000	\$ 9,000
Supervisor Compensation	\$ 5,135	\$ 6,500	\$ 6,500
Employer Contribution DCP	\$ 58	\$ -	\$ -
Employer Contribution FICA/Med.	\$ 10,206	\$ 11,276	\$ 11,675
Employer Contribution PERA	\$ 8,838	\$ 9,511	\$ 9,869
TOTAL PERSONNEL SERVICES	\$ 153,715	\$ 168,182	\$ 174,153
OTHER SERVICES & CHARGES:			
Advertising	\$ 480	\$ 500	\$ 500
Education & Promotion	\$ 5,750	\$ 6,500	\$ 6,500
Employee Expenses	\$ 1,799	\$ 2,000	\$ 2,000
Employee Training	\$ 2,225	\$ 4,000	\$ 4,000
Equipment, Field	\$ 655	\$ 100	\$ 500
Equipment, Office	\$ 319	\$ 100	\$ 100
Fees & Dues	\$ 3,648	\$ 3,700	\$ 3,700
Miscellaneous	\$ 630	\$ 200	\$ 300
Newsletter / Brochure	\$ 932	\$ 1,125	\$ 1,000
Phone / Internet	\$ 914	\$ 1,000	\$ 1,400
Postage	\$ 699	\$ 600	\$ 700
Professional Services	\$ 1,192	\$ 2,500	\$ 2,500
Rent	\$ 8,224	\$ 8,223	\$ 8,224
Supervisor Expense	\$ 2,606	\$ 3,000	\$ 3,000
Vehicle	\$ 2,673	\$ 3,500	\$ 3,000
WRAC Committee	\$ 300	\$ 500	\$ 500
TOTAL OTHER SERVICES & CHARGES	\$ 33,046	\$ 37,548	\$ 37,924
SUPPLIES (OFFICE & FIELD)	\$ 481	\$ 1,500	\$ 1,000
CAPITAL OUTLAY	\$ 31,274	\$ 20,246	\$ 5,000
PROJECT EXPENSES DISTRICT	\$ 38,311	\$ 32,000	\$ 32,000
PROJECT EXPENSE STATE			
State Cost-share Projects	\$ 5,662	\$ 20,094	\$ 8,830
Clean Water Fund - Erickson	\$ -	\$ 65,600	\$ -
CWF Technical RRVCSA - Erickson	\$ -	\$ 5,000	\$ -
Clean Water Fund - Halvorson	\$ -	\$ 28,906	\$ -
CWF Technical RRVCSA - Halvorson	\$ -	\$ 900	\$ -
Clean Water Fund - REA	\$ -	\$ 74,573	\$ -
CWF Technical (Consultant & Mileage) - REA	\$ 9,124	\$ 1,029	\$ -
Clean Water Fund - JD#30	\$ -	\$ 78,914	\$ 78,914
CWF Technical RRVCSA - JD#30	\$ -	\$ 4,000	\$ 3,300
CWF 2012 SSTS Abatement Grant	\$ 28,924	\$ 1,076	\$ -
CWF 2013 SSTS Abatement Grant	\$ -	\$ 23,000	\$ 5,750
CWF 2013 SSTS Abatement Grant Technical	\$ -	\$ -	\$ 250
CWF 2013 MPCA SSTS Abatement Grant	\$ -	\$ 18,812	\$ 6,050
CWF 2013 MPCA SSTS Abmt Grant Technical	\$ -	\$ -	\$ 250
TOTAL PROJECT EXP. STATE	\$ 43,710	\$ 321,904	\$ 103,344
PROJECT EXPENSE COUNTY			
Well Water Testing	\$ 820	\$ 800	\$ 800
Surface Water Monitoring	\$ 6,630	\$ 7,500	\$ 7,000
TOTAL PROJECT EXP. COUNTY	\$ 7,450	\$ 8,300	\$ 7,800
PROJECT EXPENSE FEDERAL	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 307,987	\$ 589,680	\$ 361,221

REVENUES:

	2012	2013	2014
	Actual	Revised	8/27/2013
INTERGOVERNMENTAL - COUNTY			
County	\$ 92,781	\$ 94,000	\$ 95,139
Water Plan	\$ 17,871	\$ 17,949	\$ 17,949
Wetland Conservation Act (WCA)	\$ 16,447	\$ 16,447	\$ 16,447
Shoreland	\$ 2,833	\$ 2,833	\$ 2,833
SSTS Funds	\$ 18,941	\$ 18,941	\$ 18,600
TOTAL INTERGOVERNMENTAL - COUNTY	\$ 148,873	\$ 150,170	\$ 150,968
INTERGOVERNMENTAL - STATE			
BWSR Conservation Delivery	\$ 18,710	\$ 18,710	\$ 18,710
BWSR Cost-share - Regular	\$ 5,662	\$ 20,094	\$ 8,830
BWSR Cost-share - Tech. & Adm.	\$ 1,415	\$ 4,905	\$ 2,208
BWSR RIM Funds Easement Delivery	\$ 219	\$ 214	\$ 210
BWSR RIM/WRP Funds - Tech. & Adm.	\$ -	\$ -	\$ 6,000
Clean Water Fund - Erickson	\$ -	\$ 65,600	\$ -
CWF Tech & Admin SWCD - Erickson	\$ 778	\$ 5,690	\$ -
CWF Technical RRVCSA - Erickson	\$ -	\$ 5,000	\$ -
Clean Water Fund - Halvorson	\$ -	\$ 28,906	\$ -
CWF Tech & Admin SWCD - Halvorson	\$ 1,536	\$ 2,180	\$ -
CWF Technical RRVCSA - Halvorson	\$ 600	\$ 900	\$ -
Clean Water Fund - REA	\$ -	\$ 74,573	\$ -
CWF Tech & Admin SWCD - REA	\$ 1,529	\$ -	\$ -
CWF Technical (Consultant) - REA	\$ 9,124	\$ 1,029	\$ -
Clean Water Fund - JD#30	\$ -	\$ 78,914	\$ 78,914
CWF Tech & Admin SWCD - JD#30	\$ 1,448	\$ 9,017	\$ 8,263
CWF Technical RRVCSA - JD#30	\$ -	\$ 4,000	\$ 3,300
CWF 2012 SSTS Abatement Grant	\$ 28,924	\$ 1,076	\$ -
CWF 2012 SSTS Abmt Grant/Tech/Adm SWCD	\$ 3,500	\$ 1,000	\$ -
CWF 2013 SSTS Abatement Grant	\$ -	\$ 23,000	\$ 5,750
CWF 2013 SSTS Abmt Grant/Tech/Adm SWCD	\$ -	\$ 3,450	\$ 610
CWF 2013 SSTS Abmt Grant Technical Consult	\$ -	\$ -	\$ 250
CWF 2013 MPCA SSTS Abatement Grant	\$ -	\$ 18,812	\$ 6,050
CWF 2013 MPCA SSTS Abmt Tech/Adm SWCD	\$ -	\$ 2,090	\$ 700
CWF 2013 MPCA SSTS Technical Consultant	\$ -	\$ -	\$ 250
PERA AID	\$ 468	\$ 468	\$ 468
Observation Wells	\$ 840	\$ 840	\$ 840
TOTAL INTERGOVERNMENTAL - STATE	\$ 74,753	\$ 370,468	\$ 141,353
CHARGES FOR SERVICES	\$ 76,918	\$ 60,000	\$ 66,000
INTERGOVERNMENTAL - LOCAL (RLWD SWAG)	\$ 5,830	\$ 6,242	\$ -
INTERGOVERNMENTAL - FEDERAL	\$ -	\$ -	\$ -
MISCELLANEOUS			
Interest	\$ 2,934	\$ 2,500	\$ 2,500
Banquet Tickets	\$ 330	\$ 300	\$ 400
Misc. (Sale of Vehicle)	\$ 2,160	\$ -	\$ -
TOTAL MISCELLANEOUS	\$ 5,424	\$ 2,800	\$ 2,900
TOTAL REVENUES	\$ 311,798	\$ 589,680	\$ 361,221

**NORTHWEST PRIVATE INDUSTRY COUNCIL
BOARD MEMBER APPLICATION**

Name <i>Sally Erickson</i>		Job Title	
Applicant Address <i>128 EASTWOOD Drive</i>		City <i>Thief River Falls</i>	State <i>MN</i>
		Zip Code <i>56701</i>	
County <i>Pennington</i>	Home Phone <i>218-681-1854</i>	Alternate Phone <i>218-689-1069</i>	Email Address <i>sallye@mncable.net</i>
Name of Employer/Nominating Agency <i>ERICCO MFG</i>		Work Phone <i>218-523-5600</i>	
Please describe the Business, Employing Agency or Group you are representing: <i>ERICCO is a small family owned business in Marshall County. We employ up to 60 people during production season, manufacturing parts for Arctic Cat snowmobiles.</i>			
What skills, training, and/or experience do you possess that would make you a good candidate for WIB membership? (Optional - You may attach a 1-2 page resume if you feel it may aid in the selection process) <i>Director - Falls DAC, Inc. 1991-2012 Director - Crossroads Displaced Homemaker Program - 1988-1991 Production Manager - ODC Inc. 1984-1988 Boards: United Way - Trinity Lutheran Church, Cross Roads, Women of Today Experience: Grant Writing and Administration</i>			
What are your reasons for wanting to serve on the WIB? <i>I am very interested in the development of the work force in NW MN.</i>			
Applicant Signature <i>Sally Erickson</i>		Date <i>8/13/2013</i>	
Nominating Agency Signature		Date	

The Northwest Private Industry Council is recruiting individuals to represent various categories. Applications will continue to be accepted for future vacancies as well. Please indicate below the category or categories you can represent on the WIB.

Private Sector

Business, defined as for-profit

Check all that apply

- Large Business (500 employees or more)
- Minority Business (A business operated by a person or persons from a racial minority group.)
- Small Business (Under 500 employees)

- Business owner, chief executive or operating officer, and other executive or employer with optimum policymaking or hiring authority
- Represent business with employment opportunities that reflect the local area
- Are appointed from among individuals nominated by local business organizations and business trade associations.

Public Sector

Community-Based Organization, defined as non-profit organizations

- Representative of communities or significant segments of communities providing job training
- Organization serving non-reservation Indian and tribal government
- Agency serving youth
- Agency representing veterans
- Agency serving displaced homemakers
- Agency representing individuals with disabilities
- Other: _____

Economic Development Agency

- Local planning and zoning commissions or boards
- Community development agencies
- Local agencies and institutions responsible for regulating, promoting, or assisting in local economic development

Education

- Local educational agency
- Private and proprietary schools
- Vocational education institution
- Institutions of higher education
- General organizations of such agencies or institutions

Organized Labor

- Recognized by State and local labor organizations or building trade councils

One-Stop Workforce Center Partners, defined as the partners that carry out the following activities/programs (please check those that apply):

- | | |
|--|---|
| <input type="checkbox"/> Adult, Dislocated Worker, Youth, Job Corps, Native American and Veteran's Workforce (WIA Title I) | <input type="checkbox"/> Local Veterans' Employment Representatives and Disabled Veterans Outreach (Title 38, U.S.C.) |
| <input type="checkbox"/> Wagner-Peyser Act | <input type="checkbox"/> Adult Education and Literacy (WIA Title II) |
| <input type="checkbox"/> Trade Adjustment Assistance (TAA) and NAFTA TAA (Trade Act of 1974 Title II) | <input type="checkbox"/> State Unemployment Compensation Laws (in accordance with applicable Federal Laws) |
| <input type="checkbox"/> Vocational Rehabilitation (Rehabilitation Act Title I) | <input type="checkbox"/> Community Services Block Grant |
| <input type="checkbox"/> Welfare-to-Work Programs (Social Security Act) | <input type="checkbox"/> Department of Housing and Urban Development |
| <input type="checkbox"/> Senior Community Service Employment (Title V of the Older Americans Act) | |

Please Return To:
 Northwest Private Industry Council
 220 Pennington Avenue, South, Suite B
 Thief River Falls, MN 56701
 Phone: (218) 683-5460 Fax: (218) 683-5461

County Board Approval Signature: _____

Date: _____

Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
3	DEPT			Board County Commissioners		
	8014 HUGOS #7					
60	01-003-000-0000-6330		14.43	FOOD FOR MEETING	1155	TRAVEL & EXPENSE
	8014 HUGOS #7		14.43	1 Transactions		
3	DEPT Total:		14.43	Board County Commissioners	1 Vendors	1 Transactions
11	DEPT			District Court		
	14411 NANCY HEIN-KOLO, PSYD, LP					
4	01-011-000-0000-6276		1,500.00	SEX OFFENDER EVAL 57-CR-10-599		FAMILY EVALUATIONS
	14411 NANCY HEIN-KOLO, PSYD, LP		1,500.00	1 Transactions		
	19326 SATHER LAW LTD					
63	01-011-000-0000-6261		15.00	57-PR-13-388		COURT APPOINTED ATTORNEYS
64	01-011-000-0000-6261		15.00	57-PR-11-226		COURT APPOINTED ATTORNEYS
65	01-011-000-0000-6261		296.90	57-PR-13-510		COURT APPOINTED ATTORNEYS
66	01-011-000-0000-6261		37.50	57-PR-12-665		COURT APPOINTED ATTORNEYS
67	01-011-000-0000-6261		255.86	57-PR-13-348		COURT APPOINTED ATTORNEYS
68	01-011-000-0000-6261		15.00	57-PR-13-503		COURT APPOINTED ATTORNEYS
69	01-011-000-0000-6261		113.36	57-FA-07-1487		COURT APPOINTED ATTORNEYS
70	01-011-000-0000-6261		76.66	57-FA-07-1487		COURT APPOINTED ATTORNEYS
71	01-011-000-0000-6261		76.06	57-F3-98-50157		COURT APPOINTED ATTORNEYS
72	01-011-000-0000-6261		115.02	57-F9-00-719		COURT APPOINTED ATTORNEYS
	19326 SATHER LAW LTD		1,016.36	10 Transactions		
11	DEPT Total:		2,516.36	District Court	2 Vendors	11 Transactions
16	DEPT			Law Library		
	23303 WEST GROUP PAYMENT CENTER					
57	01-016-000-0000-6242		649.72	JULY WEST LAW SELECT WPACK	827721004	SUBSCRIPTIONS - LAW LIBRARY
58	01-016-000-0000-6242		97.26	MN PRACTICE SERIES	827818362	SUBSCRIPTIONS - LAW LIBRARY
	23303 WEST GROUP PAYMENT CENTER		746.98	2 Transactions		
16	DEPT Total:		746.98	Law Library	1 Vendors	2 Transactions
41	DEPT			County Auditor		
	2315 ACS					
89	01-041-000-0000-6330		200.00	PAYMATE WEBEX	940767	TRAVEL & EXPENSE

Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2315	ACS		200.00		1 Transactions	
1	8012 HOFFMAN,DALE & SWENSON, PLLC 01-041-000-0000-6262		5,192.00	2012 AUDIT SERVICES PARTIAL #4	4	OTHER SERVICES-AUDITOR
	8012 HOFFMAN,DALE & SWENSON, PLLC		5,192.00		1 Transactions	
77	9017 INSIGHT TECHNOLOGIES 01-041-000-0000-6300		123.81	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		123.81		1 Transactions	
41	DEPT Total:		5,515.81	County Auditor	3 Vendors	3 Transactions
44	DEPT			County Treasurer		
78	9017 INSIGHT TECHNOLOGIES 01-044-000-0000-6300		99.05	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		99.05		1 Transactions	
44	DEPT Total:		99.05	County Treasurer	1 Vendors	1 Transactions
70	DEPT			Data Processing		
73	9017 INSIGHT TECHNOLOGIES 01-070-000-0000-6263		445.71	IT GLOBAL CARE - SEPT	752493	COMPUTER SERVICES - DP
74	01-070-000-0000-6263		297.14	IT GLOBAL CARE - SEPT	752493	COMPUTER SERVICES - DP
75	01-070-000-0000-6263		891.43	IT GLOBAL CARE - SEPT	752493	COMPUTER SERVICES - DP
76	01-070-000-0000-6263		49.52	IT GLOBAL CARE - SEPT	752493	COMPUTER SERVICES - DP
	9017 INSIGHT TECHNOLOGIES		1,683.80		4 Transactions	
3	999999997 SEQUEL 01-070-000-0000-6301		500.00	2013 SEQUEL	39745	MAINTENANCE AGREEMENT
	999999997 SEQUEL		500.00		1 Transactions	
70	DEPT Total:		2,183.80	Data Processing	2 Vendors	5 Transactions
91	DEPT			County Attorney		
82	9017 INSIGHT TECHNOLOGIES 01-091-000-0000-6300		99.05	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		99.05		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
99999997	KAYS, BENTON, SAFRANSKI & CO LLP					
59	01-091-000-0000-6261		170.50	CONSULTING	38613	CONSULTING & LEGAL SERVICES-ATTOR
99999997	KAYS, BENTON, SAFRANSKI & CO LLP		170.50	1 Transactions		
13417	MARIPOSA PUBLISHING					
61	01-091-000-0000-6240		16.24	2013 MN ATTY/SECY HANDBOOK REV	IN701049	SUBSCRIPTIONS
13417	MARIPOSA PUBLISHING		16.24	1 Transactions		
13244	MN ATTORNEY GENERAL'S OFFICE					
55	01-091-000-0000-6261		211.34	EXPENSES INCURRED - TR		CONSULTING & LEGAL SERVICES-ATTOR
13244	MN ATTORNEY GENERAL'S OFFICE		211.34	1 Transactions		
15334	OFFICE OF THE SECRETARY OF STATE					
87	01-091-000-0000-6262		120.00	NOTARY		OTHER SERVICES
15334	OFFICE OF THE SECRETARY OF STATE		120.00	1 Transactions		
23303	WEST GROUP PAYMENT CENTER					
56	01-091-000-0000-6240		397.53	JULY WEST LAW ACCESS	827728012	SUBSCRIPTIONS
23303	WEST GROUP PAYMENT CENTER		397.53	1 Transactions		
91	DEPT Total:		1,014.66	County Attorney	6 Vendors	6 Transactions
101	DEPT			County Recorder		
9017	INSIGHT TECHNOLOGIES					
80	01-101-000-0000-6300		123.81	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
9017	INSIGHT TECHNOLOGIES		123.81	1 Transactions		
101	DEPT Total:		123.81	County Recorder	1 Vendors	1 Transactions
103	DEPT			Unallocated Technology Recording		
16311	PRO-WEST & ASSOCIATED INC					
49	01-103-000-0000-6843		1,697.25	PARCEL DATA DEV - HICKORY	13081603	UNALLOCATED TECHNOLOGY EXP
50	01-103-000-0000-6843		1,092.75	PARCEL DATA DEV - DEER PARK	13081603	UNALLOCATED TECHNOLOGY EXP
51	01-103-000-0000-6843		1,526.75	PARCEL DATA DEV - STAR	13081603	UNALLOCATED TECHNOLOGY EXP
52	01-103-000-0000-6843		1,666.25	PARCEL DATA DEV - HIGHLANDING	13081603	UNALLOCATED TECHNOLOGY EXP
16311	PRO-WEST & ASSOCIATED INC		5,983.00	4 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 County Revenue

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
103	DEPT Total:		5,983.00	Unallocated Technology Recording	1 Vendors	4 Transactions
106	DEPT			County Assessor		
	9017 INSIGHT TECHNOLOGIES					
79	01-106-000-0000-6300		74.29	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		74.29		1 Transactions	
106	DEPT Total:		74.29	County Assessor	1 Vendors	1 Transactions
111	DEPT			Courthouse		
	7031 GARDEN VALLEY TELEPHONE					
88	01-111-000-0000-6300		1,345.42	RUN CABLES	100512638	REPAIRS & MAINTENANCE
	7031 GARDEN VALLEY TELEPHONE		1,345.42		1 Transactions	
	25001 YUTRZENKA/KENNETH					
90	01-111-000-0000-6631		137.71	REIMB ELEC. KEYPAD DOOR		FURNITURE & EQUIPMENT - COURTHOUS
	25001 YUTRZENKA/KENNETH		137.71		1 Transactions	
111	DEPT Total:		1,483.13	Courthouse	2 Vendors	2 Transactions
121	DEPT			Veterans Service		
	9017 INSIGHT TECHNOLOGIES					
84	01-121-000-0000-6300		49.52	IT GLOBAL CARE - SEPT	752493	Repairs & Maintenance
	9017 INSIGHT TECHNOLOGIES		49.52		1 Transactions	
121	DEPT Total:		49.52	Veterans Service	1 Vendors	1 Transactions
132	DEPT			Motor Vehicle		
	9017 INSIGHT TECHNOLOGIES					
81	01-132-000-0000-6300		148.57	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		148.57		1 Transactions	
132	DEPT Total:		148.57	Motor Vehicle	1 Vendors	1 Transactions
201	DEPT			Sheriff		
	1364 AUTO VALUE					
105	01-201-000-0000-6631		105.25	#3 - TRPL TOW BAR & PIVOT LOCK	9105933	FURNITURE & EQUIPMENT

Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1364	AUTO VALUE		105.25		1 Transactions	
104	6314 FARM & HOME PUBLISHERS 01-201-000-0000-6405		333.50	10 FHP ATLASES	F474013	GENERAL SUPPLIES
	6314 FARM & HOME PUBLISHERS		333.50		1 Transactions	
96	7337 GCR TIRE STORES 01-201-000-0000-6304		211.07	#9 - 1 NEW TIRE	511-28937	REPAIR & MAINTENANCE - SQUADS
	7337 GCR TIRE STORES		211.07		1 Transactions	
101	15329 OIL BOYZ EXPRESS LUBE 01-201-000-0000-6304		45.20	#4 - OIL AND FILTER	100451	REPAIR & MAINTENANCE - SQUADS
	15329 OIL BOYZ EXPRESS LUBE		45.20		1 Transactions	
99	16314 PENNINGTON FAST LUBE 01-201-000-0000-6304		49.89	#8 - OIL & FILTER	43066	REPAIR & MAINTENANCE - SQUADS
	16314 PENNINGTON FAST LUBE		49.89		1 Transactions	
201	DEPT Total:		744.91	Sheriff	5 Vendors	5 Transactions
206	DEPT			County Coroner		
95	21338 UND FORENSIC PATHOLOGY 01-206-000-0000-6262		2,105.24	AUTOPSY - A13-124		OTHER SERVICES-CORONER
	21338 UND FORENSIC PATHOLOGY		2,105.24		1 Transactions	
206	DEPT Total:		2,105.24	County Coroner	1 Vendors	1 Transactions
220	DEPT			Law Enforcement - Shared		
91	9017 INSIGHT TECHNOLOGIES 01-220-000-0000-6263		252.23	2 19" MONITORS	752053	COMPUTER SERVICES & SUPPLIES
93	01-220-000-0000-6263		438.00	IT - GLOBAL CARE 1/2 AUGUST	752054	COMPUTER SERVICES & SUPPLIES
94	01-220-000-0000-6263		876.00	IT - GLOBAL CARE SEP 13	752498	COMPUTER SERVICES & SUPPLIES
	9017 INSIGHT TECHNOLOGIES		1,566.23		3 Transactions	
220	DEPT Total:		1,566.23	Law Enforcement - Shared	1 Vendors	3 Transactions
223	DEPT			E-911 System		
	7031 GARDEN VALLEY TELEPHONE					

Pennington County Financial System



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1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
106	7031	GARDEN VALLEY TELEPHONE		755.03	NEW UPS AND INSTALL		15672-3		MISCELLANEOUS EXPENSE-E911	
						1 Transactions				
223	DEPT Total:			755.03	E-911 System		1 Vendors			1 Transactions
251	DEPT				Jail					
40	1310	AMERICAN INSTITUTIONAL SUPPLY		58.20	192 ADMISSION SHAMPOO		16072		GENERAL SUPPLIES - JAIL	
	1310	AMERICAN INSTITUTIONAL SUPPLY		58.20		1 Transactions				
37	6303	F-M AMBULANCE INC		601.34	AMBULANCE 13-165		13-11646		MEDICAL - LOCAL	
38				632.49	AMBULANCE 13-165		13-11657		MEDICAL - LOCAL	
	6303	F-M AMBULANCE INC		1,233.83		2 Transactions				
41	8014	HUGOS #7		96.95	PADS		080213		GENERAL SUPPLIES - JAIL	
	8014	HUGOS #7		96.95		1 Transactions				
92	9017	INSIGHT TECHNOLOGIES		21.38	LOGITECH SPEAKER SYSTEM		752054		GENERAL SUPPLIES - JAIL	
	9017	INSIGHT TECHNOLOGIES		21.38		1 Transactions				
98	13483	MCF - LINO LAKES		1,158.00	STS WAGES - JULY		157409		MISCELLANEOUS EXPENSE - JAIL	
	13483	MCF - LINO LAKES		1,158.00		1 Transactions				
100	16067	PEMBERTON, SORLIE, RUFER & KERSHNE		3,396.30	GREIVANCE - JAILER JULY		19		MISCELLANEOUS EXPENSE - JAIL	
	16067	PEMBERTON, SORLIE, RUFER & KERSHNE		3,396.30		1 Transactions				
43	16309	PRO ACTION SAFETY & SALES		172.52	2 PANTS, TB, 2 PANTS, CE		10931		JAILER UNIFORMS	
44				194.39	5 HANDCUFFS, KEY, 5 SPIT HOODS		10932		GENERAL SUPPLIES - JAIL	
	16309	PRO ACTION SAFETY & SALES		366.91		2 Transactions				
32	19377	SANFORD THIEF RIVER FALLS		34.14	DR 13-112		042313		MEDICAL - LOCAL	
33				87.54	DR 13-083		051013		MEDICAL - LOCAL	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
34	01-251-000-0000-6255		183.54	DR 13-083	062813	MEDICAL - LOCAL
35	01-251-000-0000-6255		411.70	DR 13-083	072513	MEDICAL - LOCAL
36	01-251-000-0000-6255		34.14	DR 12-245	090412	MEDICAL - LOCAL
19377	SANFORD THIEF RIVER FALLS		751.06	5 Transactions		
20047	THRIFTY WHITE PHARMACY					
24	01-251-000-0000-6256		4.99	PRESCRIPTION 13-236	25673	MEDICAL - REIMBURSED
25	01-251-000-0000-6255		808.56	PRESCRIPTION 13-185	39225	MEDICAL - LOCAL
26	01-251-000-0000-6255		6.60-	PRESCRIPTION 13-161	55651	MEDICAL - LOCAL
27	01-251-000-0000-6255		159.42	PRESCRIPTION 12-288	56823	MEDICAL - LOCAL
28	01-251-000-0000-6255		166.07	PRESCRIPTION 13-083	57489	MEDICAL - LOCAL
29	01-251-000-0000-6255		13.98	PRESCRIPTION 13-214	57741	MEDICAL - LOCAL
30	01-251-000-0000-6255		6.99	PRESCRIPTION 13-243	57758	MEDICAL - LOCAL
31	01-251-000-0000-6256		7.89	PRESCRIPTION 13-280	57805	MEDICAL - REIMBURSED
23	01-251-000-0000-6255		796.00	PRESCRIPTION 13-191	6362	MEDICAL - LOCAL
20047	THRIFTY WHITE PHARMACY		1,957.30	9 Transactions		
251	DEPT Total:		9,039.93	Jail	9 Vendors	23 Transactions
252	DEPT			Training		
13324	MN STATE SHERIFFS ASSOCIATION					
103	01-252-000-0000-6330		120.00	GUN CARRY/DATA - ARM	9870	TRAVEL & EXPENSE
13324	MN STATE SHERIFFS ASSOCIATION		120.00	1 Transactions		
252	DEPT Total:		120.00	Training	1 Vendors	1 Transactions
259	DEPT			Canteen Collections		
16300	PIZZA CORNER INC					
39	01-259-000-0000-6405		147.00	38 PIZZAS	952243	GENERAL SUPPLIES - CANTEEN
16300	PIZZA CORNER INC		147.00	1 Transactions		
20357	TURNKEY CORRECTIONS					
21	01-259-000-0000-6405		64.40	VENDING & CANTEEN 8/1 TO 8/15	28424	GENERAL SUPPLIES - CANTEEN
22	01-259-000-0000-6405		815.23	101 - \$5 & 26-\$10 PHONE CARDS	28425	GENERAL SUPPLIES - CANTEEN
20357	TURNKEY CORRECTIONS		879.63	2 Transactions		
23309	WHOLESALE SUPPLY CO INC					
42	01-259-000-0000-6405		617.20	MARLBORO, HUSKY	1334810	GENERAL SUPPLIES - CANTEEN

Pennington County Financial System



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
23309	WHOLESALE SUPPLY CO INC		617.20	1 Transactions		
259	DEPT Total:		1,643.83	Canteen Collections	3 Vendors	4 Transactions
270	DEPT			Crime Victim Advocate Grant		
83	9017 INSIGHT TECHNOLOGIES 01-270-000-0000-6300		24.77	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE
	9017 INSIGHT TECHNOLOGIES		24.77	1 Transactions		
5	14399 NEW HORIZONS CONSULTING INC 01-270-000-0000-6262		80.00	3RD QUARTER FSR & BUDGET REV		OTHER SERVICES-CRIME VICTIM
	14399 NEW HORIZONS CONSULTING INC		80.00	1 Transactions		
270	DEPT Total:		104.77	Crime Victim Advocate Grant	2 Vendors	2 Transactions
280	DEPT			Civil Defense		
102	14123 NORTHWEST BEVERAGE INC 01-280-000-0000-6801		73.60	8 CASES OF WATER - FAIR	S94335	MISCELLANEOUS EXPENSE
	14123 NORTHWEST BEVERAGE INC		73.60	1 Transactions		
97	21008 UNIVERSAL SCREEN PRINT 01-280-000-0000-6801		32.06	CAR MAGNETS - EMERGENCY MGMT	28049	MISCELLANEOUS EXPENSE
	21008 UNIVERSAL SCREEN PRINT		32.06	1 Transactions		
280	DEPT Total:		105.66	Civil Defense	2 Vendors	2 Transactions
290	DEPT			EMERGENCY MANAGEMENT		
85	9017 INSIGHT TECHNOLOGIES 01-290-000-0000-6300		49.52	IT GLOBAL CARE - SEPT	752493	Repairs & Maintenance
	9017 INSIGHT TECHNOLOGIES		49.52	1 Transactions		
290	DEPT Total:		49.52	EMERGENCY MANAGEMENT	1 Vendors	1 Transactions
601	DEPT			County Extension		
86	9017 INSIGHT TECHNOLOGIES 01-601-000-0000-6300		123.81	IT GLOBAL CARE - SEPT	752493	REPAIRS & MAINTENANCE

Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
9017 INSIGHT TECHNOLOGIES		123.81	1 Transactions	
601 DEPT Total:		123.81	County Extension	1 Vendors 1 Transactions
611 DEPT			Parents Forever	
7371 GOODRIDGE LUTHERAN PARISH				
45 01-611-000-0000-6330		30.00	2 HRS @ \$15/HR	TRAVEL & EXPENSE
46 01-611-000-0000-6330		11.40	MILEAGE 38 @ .30	TRAVEL & EXPENSE
7371 GOODRIDGE LUTHERAN PARISH		41.40	2 Transactions	
10307 JOHNSON/GLENICE				
48 01-611-000-0000-6330		150.00	10 HRS @ \$15	TRAVEL & EXPENSE
10307 JOHNSON/GLENICE		150.00	1 Transactions	
18044 ROGALLA/ALAN G				
47 01-611-000-0000-6330		30.00	2 HRS @ \$15	TRAVEL & EXPENSE
18044 ROGALLA/ALAN G		30.00	1 Transactions	
611 DEPT Total:		221.40	Parents Forever	3 Vendors 4 Transactions
800 DEPT			Social Services Building Complex	
8385 HEARTLAND PAPER CO				
107 01-800-000-0000-6403		15.13	URINAL BLOCK	G313220-3 JANITORIAL SUPPLIES
8385 HEARTLAND PAPER CO		15.13	1 Transactions	
800 DEPT Total:		15.13	Social Services Building Complex	1 Vendors 1 Transactions
1 Fund Total:		36,548.87	County Revenue	88 Transactions

Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
320	DEPT			Highway Administration		
16	6320 FIRST LAB		39.95	POST ACCIDENT - DRUG SCREEN		MISCELLANEOUS EXPENSE
	6320 FIRST LAB		39.95		1 Transactions	
2	8012 HOFFMAN,DALE & SWENSON, PLLC		1,130.00	PARTIAL #4 AUDIT	4	CONSULTING & LEGAL SERVICES
	8012 HOFFMAN,DALE & SWENSON, PLLC		1,130.00		1 Transactions	
17	13327 MN DEPT OF TRANSPORTATION		52.90	2014 EDITION OF SPEC BOOKS		SUBSCRIPTIONS
	13327 MN DEPT OF TRANSPORTATION		52.90		1 Transactions	
13	15051 OFFICE MAX		119.51	FAX TONER		SUPPLIES
	15051 OFFICE MAX		119.51		1 Transactions	
12	19364 SANFORD HEALTH		51.00	RANDOM DRUG & ALCOHOL		MISCELLANEOUS EXPENSE
	19364 SANFORD HEALTH		51.00		1 Transactions	
320	DEPT Total:		1,393.36	Highway Administration	5 Vendors	5 Transactions
330	DEPT			Highway Maintenance		
14	11302 KNIFE RIVER MATERIALS		5,290.00	SHOULDER ON CSAH 17		GENERAL CONTRACTS
	11302 KNIFE RIVER MATERIALS		5,290.00		1 Transactions	
11	20301 TRAFFIC MARKING SERVICE INC		104,785.33	COUNTY WIDE STRIPING		GENERAL CONTRACTS
	20301 TRAFFIC MARKING SERVICE INC		104,785.33		1 Transactions	
330	DEPT Total:		110,075.33	Highway Maintenance	2 Vendors	2 Transactions
350	DEPT			Equipment & Maintenance Shop		
18	3304 CHS AG SERVICES		11,482.37	MILESTONE, POWERLOCK, SUPERB		BRUSH & WEED CONTROL CHEMICALS
19	3304 CHS AG SERVICES		461.80	SUPERB		BRUSH & WEED CONTROL CHEMICALS

Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
20	03-350-000-0000-6553		230.90		BRUSH & WEED CONTROL CHEMICALS
3304	CHS AG SERVICES		12,175.07	3 Transactions	
15	03-350-000-0000-6561		1,013.86		CUTTING EDGES
8367	H & L MESABI		1,013.86	1 Transactions	
62	03-350-000-0000-6564		270.05		EQUIPMENT REPAIR PARTS
10324	J.J.KELLERY & ASSOC		270.05	1 Transactions	
8	03-350-000-0000-6549		6,389.73		CULVERTS
9	03-350-000-0000-6549		2,577.94		CULVERTS
10	03-350-000-0000-6549		1,255.57		CULVERTS
20309	TRUE NORTH STEEL		10,223.24	3 Transactions	
6	03-350-000-0000-6564		204.13		EQUIPMENT REPAIR PARTS
7	03-350-000-0000-6564		268.54		EQUIPMENT REPAIR PARTS
26301	ZIEGLER, INC.		472.67	2 Transactions	
350	DEPT Total:		24,154.89	Equipment & Maintenance Shop	5 Vendors 10 Transactions
3	Fund Total:		135,623.58	Road & Bridge	17 Transactions

Pennington County Financial System



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32 Solid Waste Facility

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
390 DEPT		Score Recycling		
8332 HARTMANN CONSTRUCTION				
108 32-390-000-0000-6262		500.00 REMOVE & DISPOSE OVERHEAD DOOR		OTHER SERVICES-SCORE ACCOUNT
8332 HARTMANN CONSTRUCTION		500.00	1 Transactions	
13378 NORTHWEST MN HOUSEHOLD				
54 32-390-000-0000-6836		1,990.33 HHW DISPOSAL		HOUSEHOLD HAZARDOUS WASTE OPERA
13378 NORTHWEST MN HOUSEHOLD		1,990.33	1 Transactions	
18314 RAINY LAKE OIL				
53 32-390-000-0000-6262		60.00 USED OIL FILTERS	4454	OTHER SERVICES-SCORE ACCOUNT
18314 RAINY LAKE OIL		60.00	1 Transactions	
390 DEPT Total:		2,550.33	Score Recycling 3 Vendors	3 Transactions
32 Fund Total:		2,550.33	Solid Waste Facility	3 Transactions
Final Total:		174,722.78	69 Vendors	108 Transactions

Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	36,548.87	County Revenue
3	135,623.58	Road & Bridge
32	2,550.33	Solid Waste Facility
All Funds	174,722.78	Total

Approved by,

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Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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 Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Pennington County Financial System



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1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
999999997	FULTON/DEB					
4	01-251-000-0000-6330		16.13	MEAL - SHAKOPEE TRANSPORT		TRAVEL & EXPENSE
3	01-251-000-0000-6330		6.40	MEAL - SHAKOPEE TRANSPORT	08082013	TRAVEL & EXPENSE
999999997	FULTON/DEB		22.53	2 Transactions		
6347	FULTON/JIM					
1	01-201-000-0000-6330		7.26	MEAL - SHAKOPEE TRANSPORT	08082013	TRAVEL & EXPENSE
2	01-201-000-0000-6330		20.57	MEAL - SHAKOPEE TRANSPORT	08082013	TRAVEL & EXPENSE
6347	FULTON/JIM		27.83	2 Transactions		
1 Fund Total:			50.36	County Revenue	2 Vendors	4 Transactions
Final Total:			50.36	2 Vendors	4 Transactions	

Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	50.36	County Revenue
All Funds		50.36	Total

Approved by,

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**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 13TH, 2013, 10:00 A.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, August 13th, 2013 at 10:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: none.

The Pledge of Allegiance was recited.

Myron Jesme and Dale Nelson representing the Red Lake Watershed District presented the 2012 Annual Report and gave a report on the Red Lake Watershed Ditch #14 and Thief River Falls Flood Reduction project.

Bryan Malone, Administrator of the Pennington County Soil and Water Conservation District presented a Minnesota Wetland Conservation Act Application for the Approval of Wetland Type and Boundary. Applicant LeRoy Flickinger requests that a Wetland Boundary and Type be established on lots 16, 17, 18, 19 and 20 of Swanson-Horien First Addition to allow him to design driveways and house locations to avoid wetland impacts. Commissioner Jensen moved, seconded by Commissioner Peterson to approve the Minnesota Local/State/Federal Application for wetland Projects from LeRoy Flickinger resulting in No Loss of wetlands and establishing wetland boundaries. Motion unanimously carried.

County Assessor Adeline Olson, presented two abatements under the local option for disaster rule.

Steve and Mary Wegner had their garage destroyed by fire on May 23, 2013 and the Assessor is requesting that the market value of their parcel no. 17.00402603 be reduced for taxes payable 2014 by \$3,000 to reflect the value of the property lost by fire since May 23, 2013. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to reduce the market value of Steven and Mary Wegner’s parcel no. 17.00402603 by \$3,000 to reflect the loss of the garage for tax payable 2014. Motion unanimously carried.

Clyde and Laura Moen’s house was damaged by fire on January 5th, 2013 and the Assessor is requesting that the market value of their parcel no. 11.04600900 be reduced for tax payable 2014 by \$16,500 to reflect the value of the property damaged by fire. Moved by Commissioner Jensen, seconded by Commissioner Peterson to reduce the market value of Clyde and Laura Moen’s parcel no. 11.04600900 by \$16,500 to reflect the damage on the home for tax payable 2014. Motion unanimously carried.

Lee Meier, Executive Director of the Northwest Minnesota Multi-County Housing & Redevelopment Authority gave an overview of the Housing and Redevelopment Authority programs operated in the region. Lee Meier also explained how HRA Levy is

used as leverage when applying to various funding sources that may benefit the county and cover development costs associated with the HRA operations. Lee Meier then presented a resolution from the Northwest Minnesota Multi-County HRA Board of Commissioners approving the adoption of taxable market value for tax payable 2014.

Lee Meier then discussed the Pilot payment due on the Foxtail Townhomes. He asked if the County would waive the payment this year to allow for repairs to the apartments. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to approve waiving the Pilot payment for the period July 1, 2012 to June 30, 2013 on the Foxtail Townhomes. Motion unanimously carried.

Howard Person reviewed the repairs on the Solid Waste Building. The overhead door has been replaced, the fence is back up and insulation picked up. Two quotes were received for the roof repair.

Ram Building Systems Inc.	\$14,250.00
Structures Inc.	\$ 9,763.00

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to accept the quote of Structures Inc. of \$9,763.00 plus tax for roof repairs on the Solid Waste Building. Motion unanimously carried.

Howard Person will discuss the repairs needed on the east wall with the County Engineer. Howard Person also noted he will be meeting with the other Solid Waste Officers in the region to discuss developing a regional Solid Waste Plan.

Erik Beitel, Emergency Management Director requested approval of his letter requesting Improve Your Program Grant funds. The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Peterson and upon vote was unanimously carried.

RESOLUTION

WHEREAS, The Pennington County Board of Commissioners has established a separate department now known as Emergency Management, and

WHEREAS, The Pennington County Board has appointed Erik Beitel as the Emergency Management Director effective July 8th, 2013.

BE IT RESOLVED, that the Emergency Management Director be authorized to send a letter requesting approval of the Improve Your Program Grant to assist with the financial burden for the next three years of establishing a separate Emergency Management Department as recommended.

County Engineer Mike Flaagan and Highway Accountant Lori Marquis then met with the County Board. County Engineer Flaagan reviewed the progress on the 2013 construction projects. He also discussed ditch petitions on C.D. #36 and J.D. #13. The County Board

then reviewed the 2014 County Highway Department Budget. The wheelage Tax will need to be added to the budget.

Human Service Director Ken Yutrzenka and Financial Officer Scott Sommers then met with the County Board to discuss moving Child Support Staff to a space in the Courthouse and the 2014 Human Services Budget. The Building Committee had met with the Human Services Director to propose to move the Child Support Staff into the first floor of the Courthouse. The proposed space was previously occupied by the Probation Staff in the south end and the space currently occupied by the Sentence to Serve Crew Leaders. The Sentence to Serve Crew Leader would move their office to the office space in the former North Township Highway Department building.

Moved by Commissioner Peterson, and seconded by Commissioner Jensen to approve moving the Child Support Staff to the Courthouse and STS to the North Township Highway Department office space. Motion carried.

Commissioner Swanson excused himself from the meeting at 12:00 p.m.

The County Board then reviewed the 2014 Human Services Budget.

The County Board discussed and approved purchasing a server that will run GIS programs for Pennington County and provide space for Norman County, Red Lake County and Marshall County GIS data.

Commissioner Hempel made a request that due to meeting schedules Commissioner Tveitbakk take his place on the Chamber of Commerce Board. This reassignment of committee appointment was approved.

The County Board then discussed establishing a County Public Safety Committee that could work with the Emergency Management Director. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to establish a County Public Safety Committee consisting of the Chairman, Vice-Chairman, Emergency Management Director, and County Attorney and County Engineer when needed. Motion unanimously carried.

The County Board discussed the proposed Economic Development Director and the amount they would contribute. After much discussion the amount of \$20,000 was to be used in the draft budget.

Commissioner Peterson moved, seconded by Commissioner Tveitbakk to approve the Satisfaction of Mortgage Deed for Bill J. Johnson and authorized the Chairman to sign the same. Motion unanimously carried.

Commissioner Peterson moved, seconded by Commissioner Tveitbakk to approve payment of the Human Service warrants totaling \$188,346.29, the Auditor and Manual warrants for July 2013 totaling \$2,901,605.25, and the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$138,899.85
Road & Bridge	\$ 86,076.13
Solid Waste Facility	\$ 866.50
Ditch Funds	\$ 8,225.00

Per diems and meal reimbursements in the amount of \$2,221.07 were also approved. Commissioner Hempel informed the County Board that the County is officially released from the MEC Center Joint Powers.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to approve the minutes of July 23rd, 2013 as written. Motion carried.

County Auditor Ken Olson presented a quote to purchase a computer, monitor and scanner for the Motor Vehicle Department from Insight Technologies. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to approve the purchase of a computer, monitor and scanner for the Motor Vehicle Department as proposed. Motion carried.

The County Board then reviewed a letter from the Oklee ambulance service requesting funds for purchase of an ambulance. No action was taken.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to approve the Service Agreement with Insight Technologies to provide 24/7 monitoring of the server, firewalls, work stations and network switches at the Law Enforcement Center. Motion unanimously carried.

The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Peterson and the following vote was recorded. Jensen – Aye, Tveitbakk – Aye, Peterson – Aye, Hempel – Aye. Motion carried.

**Resolution Combining Offices of Auditor and Treasurer
of Pennington County**

WHEREAS, a vacancy has occurred in the office of the Pennington County Treasurer with the Retirement of the last elected County Treasurer, Vickie Bjorgaard; and

WHEREAS, it is the intention of this County Board to appoint the holder of the office of the Pennington County Auditor to fill the vacancy for the unexpired term of the County Treasurer pursuant to M.S.A. 345A.11, Subd. 3; and

WHEREAS, the Pennington County Board does not choose to initiate a referendum by resolution to consolidate the offices of Auditor and Treasurer into one elected office; and

WHEREAS, the Pennington County Board wishes to exercise its option pursuant to M.S. A. 375A.10 to consolidate the offices of County Auditor and County Treasurer and to establish the combined office hereafter as an elective office of the office of the Auditor-Treasurer of Pennington County, State of Minnesota, with the election for that office to first occur at the next general election scheduled to be held in November 2014; and

WHEREAS, the Pennington County Board's decision to establish the elective office of Auditor-Treasurer without a referendum requires the concurrence of 80% of the members of the Pennington County Board;

NOW, THEREFORE, BE IT RESOLVED that the Pennington County Board of Commissioners does terminate the separate offices of County Auditor and County Treasurer effective October 1st, 2013, which is the first day following the retirement of the last elected Pennington County Treasurer, and that the County Board of Commissioners does establish from that effective date onward the office of Auditor-Treasurer in a single office.

BE IT FURTHER RESOLVED that the duties, functions, and responsibilities which have been previously required by statute to be performed by the County Auditor and the County Treasurer shall now be vested in and performed by the Auditor-Treasurer without diminishing, prohibiting, or avoiding those specific duties required by statute to be performed by the County Auditor and the County Treasurer.

LASTLY, BE IT RESOLVED that Kenneth Olson, the current Pennington County Auditor, shall serve, from the effective date onward, as the Pennington County Auditor-Treasurer until the end of the current term of office for those County positions when the combined position shall be subject to election.

The County Board set 5:00 p.m. September 4th, 2013 as a special County Board meeting to work on the 2014 budget.

Commissioner Peterson moved, seconded by Commissioner Jensen to adjourn to 5:00 p.m. August 27th, 2013. Motion carried.