

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
COUNTY BOARD ROOM
TUESDAY, MAY 28TH, 5:00 P.M.**

AGENDA

Pledge of Allegiance

5:00 Ken Yutrzenka – Human Services Director
- Consent Agenda

5:05 Al Rogalla – County Attorney
- Amend Department Budget

County Auditor's Items
- DNR Property Purchase Request

(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 Services Committee for May 21, 2013 (detailed minutes on record) are hereby adopted:

SECTION A

- I. Approval of the April 16, 2013 Human Service Committee meeting minutes.
- II. A. To renew the Provider Agreement, Targeted Case Management Addendum and Business Associate Agreement between UCare and Pennington County Human Services.
B. To renew the Mental Health Targeted Case Management provider service agreement with Blue Plus.
C. To renew the Regional Administrative Agency Cooperative Agreement for the Fraud Prevention Investigation Program.

SECTION B

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

Aye

Nay

Chairperson

Date

SECTION A

The regular meeting of the Pennington County Human Service Committee was held April 16, 2013 at 7:00 pm. at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Cody Hempel
Don Jensen
Oliver "Skip" Swanson
Neil Peterson
Darryl Tveitbakk

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Scott Sommers

- I. MINUTES: The March 19, 2013 Human Service Committee meeting minutes were read. Recommendation was made to forward the minutes to the Consent Agenda.

- III. PERSONNEL:
 - A. Committee members were informed that Jason Thompson was hired for the vacant Eligibility Worker position. Jason met all hiring conditions and started his employment on April 4, 2013.
 - B. Kathleen Herring, Financial Assistance Supervisor, will be completing her 6 month probation on May 19th 2013. Kathleen's work performance is satisfactory and she is meeting position expectations. The Director recommends that Kathleen be granted permanent status upon fulfillment of probation. Recommendation was made to forward this item to the Consent Agenda.
 - C. An agency staff member is requesting a 30 day Leave of Absence. Time away from the agency will be intermittent during this leave. The Agency supports the requested leave. Recommendation was made to forward this item to the Consent Agenda.
 - D. Julie Sjostrand, Social Service Supervisor and the Director presented a request to re-classify one of the adult Social Worker positions to a Lead Social Worker position. This change would provide some relief for the Social Service Supervisor and also provide additional oversight in the Adult Services area. Committee members directed staff to continue exploring the matter and to subsequently report back to the Committee.

- IV. GENERAL:
 - A. Committee members were informed that Pennington County had high performance in processing SNAP (Supplemental Nutrition Assistance Program) applications. For the four quarters of CY2012, Pennington County achieved a 99% performance rating for timely issuance of SNAP and MFIP food benefits.
 - B. Committee members were informed that Tri-Valley Opportunity Council will be discontinuing their housekeeping service program effective June 30, 2013. The Agency intends to explore the availability of other providers to backfill this need. Committee members expressed interest in trying to secure a local provider(s) if at all possible.
 - C. Committee members were informed of a proposal received from AdCom to distribute magnets containing local emergency response telephone numbers to the public. There would be no cost to the Agency for these informational products however, we would have to agree to serve as a distribution site for making them available to the public. The committee will revisit this item after the County Attorney reviews the proposal.
 - D. Scott Sommers reviewed the Out-Of-Home Cost report for March 2013.
 - E. Month's end cash balance for March 2013 stands at \$1,062,709.62.

SECTION B

- I. No Social Service cases were presented for special case consideration.
- II. The Director presented the Crisis Assistance Monthly Report of Activity.
- III. There were no Income Maintenance cases presented for Special Case consideration.
- IV. A listing of bills presented for payment was circulated and reviewed.
Recommendation for payment of the bills was forwarded to the Consent Agenda

SECTION C

Be it resolved that the foregoing record is a true and accurate recording of the official actions and recommendations of the Human Service Committee for Pennington County and, as such, constitutes the official minutes thereof.

Chair: _____

Attest: _____

NEXT COMMITTEE MEETING: May 21, 2013 at 7:00 pm.

Pennington County Financial System



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USER-SELECTED BUDGET REPORT

Report Basis: Cash

01 FUNDD County Revenue
091 DEPT County Attorney

Account Number	Account Description	2011		2012		2013		2013		Attorney Changes
		Actual	BUDGET	Actual	BUDGET	Actual	BUDGET	Actual	BUDGET	
		Mo. 1 - 12	Mo. 1 - 05	Mo. 1 - 05						
01-091-000-0000-5501	FEES FOR SERVICES	0	0	0	0	0	0	0	0	
01-091-000-0000-5505	ATTORNEY FEES	50,000 -	50,750 -	1,580 -	3,000 -	12,500 -	606 -			
01-091-000-0000-5801	MISCELLANEOUS REVENUE	2,903 -	1,580 -	224,799	3,032	223,063	585,322	69,098	931	+ 292,666
01-091-000-0000-6102	GROSS SALARIES - ATTORNEY	221,690	224,799	3,032	3,235	3,235	3,235	931	931	+ 425
01-091-000-0000-6110	MEDICARE WITHHOLDING - ATTOI	3,037	3,032	249	249	249	249	83	83	+ 36
01-091-000-0000-6152	LIFE INSURANCE - ATTORNEY	249	246	246	249	249	249	83	83	+ 36
01-091-000-0000-6153	HEALTH INSURANCE - ATTORNEY	40,063	43,511	43,511	47,047	47,047	47,047	17,605	17,605	+ 3382
01-091-000-0000-6161	EMPLOYER'S SHARE PERA - ATTOR	16,039	16,230	16,230	16,172	16,172	16,172	5,010	5,010	+ 2122
01-091-000-0000-6171	EMPLOYER'S SHARE FICA - ATTOR	12,986	12,966	12,966	13,830	13,830	13,830	3,980	3,980	+ 1815
01-091-000-0000-6202	TELEPHONE - ATTORNEY	1,453	1,428	1,428	1,650	1,650	1,650	581	581	+ 250
01-091-000-0000-6240	SUBSCRIPTIONS	4,714	4,850	4,850	5,000	5,000	5,000	2,221	2,221	
01-091-000-0000-6241	DUES	4,062	2,064	2,064	3,500	3,500	3,500	1,851	1,851	+ 15,000
01-091-000-0000-6261	CONSULTING & LEGAL SERVICES- A	1,635	4,045	4,045	5,000	5,000	5,000	1,763	1,763	
01-091-000-0000-6262	OTHER SERVICES	563	797	797	1,000	1,000	1,000	1,490	1,490	+ 500
01-091-000-0000-6300	REPAIRS & MAINTENANCE	1,969	2,682	2,682	1,500	1,500	1,500	1,538	1,538	
01-091-000-0000-6301	MAINTENANCE AGREEMENT	0	0	0	250	250	250	0	0	+ 1000
01-091-000-0000-6330	TRAVEL & EXPENSE	2,534	2,148	2,148	4,200	4,200	4,200	593	593	+ 100
01-091-000-0000-6401	SUPPLIES	2,281	1,712	1,712	2,500	2,500	2,500	421	421	+ 5700
01-091-000-0000-6631	FURNITURE & EQUIPMENT - ATTOR	1,058	3,269	3,269	2,500	2,500	2,500	0	0	
01-091-000-0000-6801	MISCELLANEOUS EXPENSE	0	184	184	300	300	300	0	0	
DEPT 091 County Attorney	Revenue	52,903-	52,330-	53,000-	53,000-	13,106-	13,106-			+ 64596
	Expend.	314,334	323,963	330,966	330,966	107,164	107,164			
FUNDD 01 County Revenue	Net	261,432	271,633	277,996	277,996	94,058	94,058			
Final Totals	Revenue	52,903-	52,330-	53,000-	53,000-	13,106-	13,106-			
	Expend.	314,334	323,963	330,966	330,966	107,164	107,164			
	Net	261,432	271,633	277,996	277,996	94,058	94,058			

Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Pennington County Financial System



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5/24/13 4:11PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<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>On Behalf of Name</u>
				<u>Paid On Bhf #</u>	
3	DEPT				Board County Commissioners
	3323 CHAMBER OF COMMERCE				
41	01-003-000-0000-6330		60.00	DAY @ CAPITAL D. TVEITBAKK	11522 TRAVEL & EXPENSE
	3323 CHAMBER OF COMMERCE		60.00	1 Transactions	
	3306 CITY OF THIEF RIVER FALLS				
5	01-003-000-0000-6834		2,500.00	2013 MULTI-EVENTS CENTER CONTR	15746 MEC CENTER APPROPRIATION
	3306 CITY OF THIEF RIVER FALLS		2,500.00	1 Transactions	
	8014 HUGOS #7				
39	01-003-000-0000-6330		13.45	FOOD FOR MEETING	1155 TRAVEL & EXPENSE
	8014 HUGOS #7		13.45	1 Transactions	
	10026 JENSEN/DONALD J				
1	01-003-000-0000-6330		247.47	APRIL MILEAGE	TRAVEL & EXPENSE
2	01-003-000-0000-6330		11.17	MEAL - AMC - ST PAUL	TRAVEL & EXPENSE
	10026 JENSEN/DONALD J		258.64	2 Transactions	
	14321 NORTHWEST REGIONAL LIBRARY				
125	01-003-000-0000-6820		25,000.00	2ND QTR 2013 ALLOCATION	2Q13 NORTHWEST REGIONAL LIBRARY
	14321 NORTHWEST REGIONAL LIBRARY		25,000.00	1 Transactions	
3	DEPT Total:		27,832.09	Board County Commissioners	5 Vendors 6 Transactions
11	DEPT				District Court
	19326 SATHER LAW LTD				
31	01-011-000-0000-6261		154.72	57-F3-98-827	COURT APPOINTED ATTORNEYS
32	01-011-000-0000-6261		37.50	57-F7-01-34	COURT APPOINTED ATTORNEYS
33	01-011-000-0000-6261		68.36	57-FA-07-1487	COURT APPOINTED ATTORNEYS
34	01-011-000-0000-6261		15.00	P57-PR-13-164	COURT APPOINTED ATTORNEYS
	19326 SATHER LAW LTD		275.58	4 Transactions	
11	DEPT Total:		275.58	District Court	1 Vendors 4 Transactions
70	DEPT				Data Processing
	2315 ACS				
40	01-070-000-0000-6263		1,000.00	PAYMATE PROGRAMMING -RT VISION	905592 COMPUTER SERVICES - DP

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

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		1,000.00		1 Transactions	
3	1316 AP TECHNOLOGY LLC 01-070-000-0000-6263		330.00	SECURE CHECK 1 YR RENEWAL	IN20131770	COMPUTER SERVICES - DP
	1316 AP TECHNOLOGY LLC		330.00	1 Transactions		
13	8125 HEPPNER CONSULTING 01-070-000-0000-6263		5,480.55	1X LICENSE TRANSFER FEE	2160	COMPUTER SERVICES - DP
14	01-070-000-0000-6301		1,068.75	3YR HARDWARE MAINTENANCE	2160	MAINTENANCE AGREEMENT
15	01-070-000-0000-6301		2,875.41	3YR SOFTWARE MAINTENANCE	2160	MAINTENANCE AGREEMENT
12	01-070-000-0000-6631		18,225.39	IMB POWER 7 8202	2160	FURNITURE & EQUIPMENT
	8125 HEPPNER CONSULTING		27,650.10	4 Transactions		
17	9017 INSIGHT TECHNOLOGIES 01-070-000-0000-6263		2,600.00	IT - GLOBAL CARE	750143	COMPUTER SERVICES - DP
	9017 INSIGHT TECHNOLOGIES		2,600.00	1 Transactions		
7	13355 MN COUNTIES COMPUTER COOP 01-070-000-0000-6263		75.00	2013 CAMA USA ENHANCEMENT	2Y130641	COMPUTER SERVICES - DP
	13355 MN COUNTIES COMPUTER COOP		75.00	1 Transactions		
18	13329 MN ENTERPRISE TECHNOLOGY SHARED 01-070-000-0000-6263		114.00	APRIL SPAM FILTER	100A57501	COMPUTER SERVICES - DP
	13329 MN ENTERPRISE TECHNOLOGY SHARED		114.00	1 Transactions		
70	DEPT Total:		31,769.10	Data Processing	6 Vendors	9 Transactions
91	DEPT			County Attorney		
43	13361 MN BUREAU OF CRIMINAL APPREHENSIC 01-091-000-0000-6241		95.00	CE COURSE	25544	DUES
	13361 MN BUREAU OF CRIMINAL APPREHENSIC		95.00	1 Transactions		
9	18044 ROGALLA/ALAN G 01-091-000-0000-6330		90.40	MILEAGE - TROXEL - BEMIDJI		TRAVEL & EXPENSE
10	01-091-000-0000-6330		7.73	MEAL - TROXEL - BEMIDJI		TRAVEL & EXPENSE
	18044 ROGALLA/ALAN G		98.13	2 Transactions		
27	23303 WEST GROUP PAYMENT CENTER 01-091-000-0000-6240		365.81	APRIL WEST LAW ACCESS	827146669	SUBSCRIPTIONS

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
23303 WEST GROUP PAYMENT CENTER		365.81	1 Transactions		
91 DEPT Total:		558.94	County Attorney	3 Vendors	4 Transactions
101 DEPT			County Recorder		
2323 BEAR GRAPHICS					
35 01-101-000-0000-6401		476.97	BIRTH RECORD WALLET	656067	SUPPLIES - RECORDER
36 01-101-000-0000-6401		98.61	11" DOCUMENT SECURITY PAPER	656082	SUPPLIES - RECORDER
2323 BEAR GRAPHICS		575.58	2 Transactions		
101 DEPT Total:		575.58	County Recorder	1 Vendors	2 Transactions
103 DEPT			Unallocated Technology Recording		
13355 MN COUNTIES COMPUTER COOP					
28 01-103-000-0000-6843		20,941.92	NEWTAX/CAMA PROJECT	24130603	UNALLOCATED TECHNOLOGY EXP
13355 MN COUNTIES COMPUTER COOP		20,941.92	1 Transactions		
16311 PRO-WEST & ASSOCIATED INC					
124 01-103-000-0000-6843		20,793.25	PARCEL DATA DEV - 6 TWP	13052201	UNALLOCATED TECHNOLOGY EXP
16311 PRO-WEST & ASSOCIATED INC		20,793.25	1 Transactions		
103 DEPT Total:		41,735.17	Unallocated Technology Recording	2 Vendors	2 Transactions
106 DEPT			County Assessor		
2329 BEST WESTERN - KELLY INN					
19 01-106-000-0000-6330		86.53	LODGING - TAX & CAMA -ST CLOUD		TRAVEL & EXPENSE
2329 BEST WESTERN - KELLY INN		86.53	1 Transactions		
15302 OLSON/ADELINE					
24 01-106-000-0000-6241		5.00	REGISTRATION		DUES - ASSESSOR
25 01-106-000-0000-6241		15.00	REGION MEETING DUES		DUES - ASSESSOR
20 01-106-000-0000-6330		9.04	MILEAGE - BOA - ST HILAIRE		TRAVEL & EXPENSE
21 01-106-000-0000-6330		298.32	MILEAGE - ZEROX MTG-CLEARWATER		TRAVEL & EXPENSE
22 01-106-000-0000-6330		15.46	MEALS - ZEROX MTG-CLEARWATER		TRAVEL & EXPENSE
23 01-106-000-0000-6330		36.73	MILEAGE-ECRV MTG-BAGLEY		TRAVEL & EXPENSE
15302 OLSON/ADELINE		379.55	6 Transactions		

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

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	<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>
106	DEPT Total:		466.08	County Assessor	2 Vendors	7 Transactions
121	DEPT			Veterans Service		
	17003 QUICK PRINT CENTER					
11	01-121-000-0000-6401		112.21	BUSINESS CARDS, ENVELOPES	7314	SUPPLIES - VETS SERVICE
	17003 QUICK PRINT CENTER		112.21	1 Transactions		
121	DEPT Total:		112.21	Veterans Service	1 Vendors	1 Transactions
132	DEPT			Motor Vehicle		
	14033 NORTHERN STATE BANK					
6	01-132-000-0000-6401		48.10	DEPOSIT TICKETS		SUPPLIES - MOTOR VEHICLE
	14033 NORTHERN STATE BANK		48.10	1 Transactions		
132	DEPT Total:		48.10	Motor Vehicle	1 Vendors	1 Transactions
201	DEPT			Sheriff		
	6006 FARMERS UNION OIL					
97	01-201-000-0000-6560		2,219.07	GAS FOR SQUADS - APRIL	697178	GAS & DIESEL
	6006 FARMERS UNION OIL		2,219.07	1 Transactions		
	6317 FIRESTONE STORES					
95	01-201-000-0000-6304		552.28	#5 - 4 NEW TIRES	511-26775	REPAIR & MAINTENANCE - SQUADS
96	01-201-000-0000-6304		553.30	#7 - ROTORS, WHEEL BEARING	511-27185	REPAIR & MAINTENANCE - SQUADS
94	01-201-000-0000-6304		48.79-	OVERPAYMENT	APPLI96	REPAIR & MAINTENANCE - SQUADS
	6317 FIRESTONE STORES		1,056.79	3 Transactions		
	15323 OFFICE DEPOT					
86	01-201-000-0000-6401		1.79	PENCIL ERASER	656358096001	SUPPLIES
	15323 OFFICE DEPOT		1.79	1 Transactions		
	15329 OIL BOYZ EXPRESS LUBE					
83	01-201-000-0000-6304		70.85	#3 - OIL & FILTER	98918	REPAIR & MAINTENANCE - SQUADS
84	01-201-000-0000-6304		35.59	#7 - OIL & FILTER	98973	REPAIR & MAINTENANCE - SQUADS
	15329 OIL BOYZ EXPRESS LUBE		106.44	2 Transactions		
	16314 PENNINGTON FAST LUBE					
79	01-201-000-0000-6304		36.95	#1 - REPLACE OIL FILTER	26715	REPAIR & MAINTENANCE - SQUADS

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

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
80	01-201-000-0000-6304		197.44	#8 - REPLACE CONTROL MOTOR	26773	REPAIR & MAINTENANCE - SQUADS
82	01-201-000-0000-6304		40.56	#4 - OIL & FILTER	42178	REPAIR & MAINTENANCE - SQUADS
81	01-201-000-0000-6304		40.02	#8 - OIL & FILTER	42839	REPAIR & MAINTENANCE - SQUADS
16314	PENNINGTON FAST LUBE		314.97	4 Transactions		
19189	STREICHER'S					
78	01-201-000-0000-6405		340.91	8 TRAFFIC VESTS	11017880	GENERAL SUPPLIES
19189	STREICHER'S		340.91	1 Transactions		
201	DEPT Total:		4,039.97	Sheriff	6 Vendors	12 Transactions
220	DEPT			Law Enforcement - Shared		
8385	HEARTLAND PAPER CO					
93	01-220-000-0000-6403		284.78	TOWELS, KLEENEX, TP, CLEANER	G292378-1	JANITORIAL SUPPLIES-LEC SHARE
8385	HEARTLAND PAPER CO		284.78	1 Transactions		
15323	OFFICE DEPOT					
85	01-220-000-0000-6405		37.99	SWITCH FOR DWI E-CHARGING	656358097001	GENERAL SUPPLIES
15323	OFFICE DEPOT		37.99	1 Transactions		
16313	PENNINGTON COUNTY AUDITOR					
91	01-220-000-0000-6263		324.00	BACKUP SERVER	749065	COMPUTER SERVICES & SUPPLIES
90	01-220-000-0000-6263		120.00	PD SQUADROOM VIRUS	749121	COMPUTER SERVICES & SUPPLIES
16313	PENNINGTON COUNTY AUDITOR		444.00	2 Transactions		
220	DEPT Total:		766.77	Law Enforcement - Shared	3 Vendors	4 Transactions
251	DEPT			Jail		
1310	AMERICAN INSTITUTIONAL SUPPLY					
120	01-251-000-0000-6405		301.27	36 DOZEN HYGIENE KITS	15162	GENERAL SUPPLIES - JAIL
121	01-251-000-0000-6416		1,445.48	SWEATSHIRTS, PANTS, SOCKS	15274	CLOTHING SUPPLIES - JAIL
1310	AMERICAN INSTITUTIONAL SUPPLY		1,746.75	2 Transactions		
99999997	BEITO PLUMBING & HEATING					
8	01-251-000-0000-6330		250.00	AUGER	52814	TRAVEL & EXPENSE
99999997	BEITO PLUMBING & HEATING		250.00	1 Transactions		
6303	F-M AMBULANCE INC					

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 7

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4	01-251-000-0000-6256 6303 F-M AMBULANCE INC		436.94 436.94	AMBULANCE 13-141 1 Transactions	13-8066	MEDICAL - REIMBURSED
123	8325 HALVERSON/SUSAN 01-251-000-0000-6245 8325 HALVERSON/SUSAN		17.26 17.26	BCA TRAINING - SCH 1 Transactions		CONTINUING EDUCATION
88	13483 MCF - LINO LAKES 01-251-000-0000-6801 13483 MCF - LINO LAKES		1,142.00 1,142.00	STS WAGES - APRIL 1 Transactions	139102	MISCELLANEOUS EXPENSE - JAIL
87	15323 OFFICE DEPOT 01-251-000-0000-6405 15323 OFFICE DEPOT		54.97 54.97	SCISSORS, INK CARTRIDGES 1 Transactions	656357917001	GENERAL SUPPLIES - JAIL
44	16067 PEMBERTON, SORLIE, RUFER & KERSHNE 01-251-000-0000-6801		245.00	GRIEVANCE - JAILER - MARCH		MISCELLANEOUS EXPENSE - JAIL
45	01-251-000-0000-6801 16067 PEMBERTON, SORLIE, RUFER & KERSHNE		346.00 591.00	GRIEVANCE - JAILER - APRIL 2 Transactions		MISCELLANEOUS EXPENSE - JAIL
89	16313 PENNINGTON COUNTY AUDITOR 01-251-000-0000-6330		175.00	CHECKED SCH PC & BDZ TURNKEY	748982	TRAVEL & EXPENSE
92	01-251-000-0000-6631 16313 PENNINGTON COUNTY AUDITOR		290.00 465.00	INSTALL DUAL MONITORS 2 Transactions	749298	FURNITURE & EQUIPMENT - JAIL
75	16055 PENNINGTON COUNTY SHERIFF 01-251-000-0000-6330		14.30	MEALS FITZGERALD/LOSSING TRANS		TRAVEL & EXPENSE
76	01-251-000-0000-6330 16055 PENNINGTON COUNTY SHERIFF		6.72 21.02	MEAL - MINKS TRANSPORT 2 Transactions		TRAVEL & EXPENSE
115	19377 SANFORD THIEF RIVER FALLS 01-251-000-0000-6255 19377 SANFORD THIEF RIVER FALLS		114.50 114.50	DR-13-083 1 Transactions	042313	MEDICAL - LOCAL
131	19313 SCENT DETECTION SYSTEMS 01-251-000-0000-6801 19313 SCENT DETECTION SYSTEMS		250.00 250.00	K-9 INSPECTION 1 Transactions	1361	MISCELLANEOUS EXPENSE - JAIL
20047	THRIFTY WHITE PHARMACY					

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

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
99	01-251-000-0000-6256		245.61	PRESCRIPTION 12-423	13543	MEDICAL - REIMBURSED
100	01-251-000-0000-6256		19.65	PRESCRIPTION 13-112	22058	MEDICAL - LOCAL
101	01-251-000-0000-6256		272.34	PRESCRIPTION 13-140	24882	MEDICAL - REIMBURSED
102	01-251-000-0000-6256		73.58	PRESCRIPTION 13-094	27577	MEDICAL - LOCAL
103	01-251-000-0000-6256		46.29	PRESCRIPTION 13-092	39225	MEDICAL - LOCAL
114	01-251-000-0000-6256		6.28	STOCK SUPPLY - APRIL	40109	MEDICAL - LOCAL
104	01-251-000-0000-6256		254.51	PRESCRIPTION 13-087	48017	MEDICAL - LOCAL
105	01-251-000-0000-6256		374.99	PRESCRIPTION 13-025	49013	MEDICAL - LOCAL
106	01-251-000-0000-6256		62.91	PRESCRIPTION 13-111	55590	MEDICAL - LOCAL
107	01-251-000-0000-6256		26.78	PRESCRIPTION 12-264	56806	MEDICAL - REIMBURSED
108	01-251-000-0000-6256		677.90	PRESCRIPTION 12-288	56823	MEDICAL - LOCAL
109	01-251-000-0000-6256		6.99	PRESCRIPTION 13-081	56857	MEDICAL - LOCAL
110	01-251-000-0000-6256		17.48	PRESCRIPTION 12-245	56923	MEDICAL - LOCAL
111	01-251-000-0000-6256		507.94	PRESCRIPTION 13-083	57489	MEDICAL - LOCAL
112	01-251-000-0000-6256		20.77	PRESCRIPTION 13-137	57525	MEDICAL - LOCAL
113	01-251-000-0000-6256		13.39	PRESCRIPTION 13-141	57600	MEDICAL - REIMBURSED
20047	THRIFTY WHITE PHARMACY		2,627.41	16 Transactions		
251	DEPT Total:		7,716.85	Jail	12 Vendors	31 Transactions
252	DEPT			Training		
2341	BERG/KEVIN					
26	01-252-000-0000-6330		85.11	MEALS - STREET SURV - MOORHEAD		TRAVEL & EXPENSE
2341	BERG/KEVIN		85.11	1 Transactions		
16055	PENNINGTON COUNTY SHERIFF					
77	01-252-000-0000-6330		39.65	#8 - GAS FOR STREET SURVIVAL		TRAVEL & EXPENSE
16055	PENNINGTON COUNTY SHERIFF		39.65	1 Transactions		
252	DEPT Total:		124.76	Training	2 Vendors	2 Transactions
255	DEPT			Sentenced To Serve Program		
6006	FARMERS UNION OIL					
98	01-255-000-0000-6330		686.30	GAS FOR STS - APRIL	697207	TRAVEL & EXPENSE
6006	FARMERS UNION OIL		686.30	1 Transactions		
255	DEPT Total:		686.30	Sentenced To Serve Program	1 Vendors	1 Transactions

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 9

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
259	DEPT			Canteen Collections		
1310	AMERICAN INSTITUTIONAL SUPPLY					
122	01-259-000-0000-6405		18.00	RAZORS	15274	GENERAL SUPPLIES - CANTEEN
1310	AMERICAN INSTITUTIONAL SUPPLY		18.00	1 Transactions		
16300	PIZZA CORNER INC					
116	01-259-000-0000-6405		144.00	PIZZAS	940203	GENERAL SUPPLIES - CANTEEN
16300	PIZZA CORNER INC		144.00	1 Transactions		
20359	TKDA					
119	01-259-000-0000-6405		985.68	111-\$5 & 37 \$10 PHONE CARDS	27150	GENERAL SUPPLIES - CANTEEN
20359	TKDA		985.68	1 Transactions		
20357	TURNKEY CORRECTIONS					
118	01-259-000-0000-6405		317.32	VENDING & CANTEEN	27149	GENERAL SUPPLIES - CANTEEN
20357	TURNKEY CORRECTIONS		317.32	1 Transactions		
23309	WHOLESALE SUPPLY CO INC					
117	01-259-000-0000-6405		503.87	MARLBORO, PYRAMID,HUSKY,CB	1326207	GENERAL SUPPLIES - CANTEEN
23309	WHOLESALE SUPPLY CO INC		503.87	1 Transactions		
259	DEPT Total:		1,968.87	Canteen Collections	5 Vendors	5 Transactions
271	DEPT			Crime Victim Emergency Service		
999999997	CIVIL AIR PATROL MAGAZINE					
29	01-271-000-0000-6262		45.00	AD IN CIVIL AIR PATROL MAG.		OTHER SERVICES - A.E.S.
999999997	CIVIL AIR PATROL MAGAZINE		45.00	1 Transactions		
271	DEPT Total:		45.00	Crime Victim Emergency Service	1 Vendors	1 Transactions
601	DEPT			County Extension		
15051	OFFICE MAX					
74	01-601-000-0000-6401		65.81	OFFICE SUPPLIES	178890	SUPPLIES - EXTENSION
73	01-601-000-0000-6401		136.36	OFFICE SUPPLIES	435736	SUPPLIES - EXTENSION
15051	OFFICE MAX		202.17	2 Transactions		
601	DEPT Total:		202.17	County Extension	1 Vendors	2 Transactions

Pennington County Financial System



ANGIE
5/24/13 4:11PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 10

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
800	DEPT			Social Services Building Complex		
8305	HONEYWELL,INC					
37	01-800-000-0000-6403		286.07	ROLL TOWEL,B TISSUE,DETERGENT	G292392-1	JANITORIAL SUPPLIES
8305	HONEYWELL,INC		286.07	1 Transactions		
17306	QUALITY FARM SUPPLY, INC.					
16	01-800-000-0000-6403		21.14	1 GALLON 24D	94328	JANITORIAL SUPPLIES
17306	QUALITY FARM SUPPLY, INC.		21.14	1 Transactions		
800	DEPT Total:		307.21	Social Services Building Complex	2 Vendors	2 Transactions
801	DEPT			Unallocated Revenue		
999999997	MINNESOTA DEPARTMENT OF REVENUE					
42	01-801-000-0000-6801		625.00	ECRV COUNTY CONTRIBUTION		MISCELLANEOUS EXPENSE
999999997	MINNESOTA DEPARTMENT OF REVENUE		625.00	1 Transactions		
801	DEPT Total:		625.00	Unallocated Revenue	1 Vendors	1 Transactions
1	Fund Total:		119,855.75	County Revenue		97 Transactions

Pennington County Financial System



ANGIE
5/24/13 4:11PM
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		
	2315 ACS					
72	03-320-000-0000-6263		4,980.91	ANNUAL SUPPORT NEW ROADS SFTWR		COMPUTER SERVICES
	2315 ACS		4,980.91	1 Transactions		
	1308 ASSOCIATION MINNESOTA COUNTIES					
71	03-320-000-0000-6245		149.00	LEAN TRAINING - MF		CONTINUING EDUCATION
	1308 ASSOCIATION MINNESOTA COUNTIES		149.00	1 Transactions		
	9017 INSIGHT TECHNOLOGIES					
59	03-320-000-0000-6631		1,071.96	NEW PC (LORI)		FURNITURE & EQUIPMENT
	9017 INSIGHT TECHNOLOGIES		1,071.96	1 Transactions		
	14123 NORTHWEST BEVERAGE INC					
57	03-320-000-0000-6401		6.50	WATER		SUPPLIES
58	03-320-000-0000-6401		10.50	WATER		SUPPLIES
	14123 NORTHWEST BEVERAGE INC		17.00	2 Transactions		
	15051 OFFICE MAX					
54	03-320-000-0000-6401		73.56	BINDING COMBS, BOOK COVERS		SUPPLIES
55	03-320-000-0000-6401		24.63	STAPLER & TAPE DISPENSER		SUPPLIES
56	03-320-000-0000-6401		23.50	CAT 5E LINE		SUPPLIES
	15051 OFFICE MAX		121.69	3 Transactions		
320	DEPT Total:		6,340.56	Highway Administration	5 Vendors	8 Transactions
330	DEPT			Highway Maintenance		
	6363 FRONTIER PRECISION, INC					
62	03-330-000-0000-6554		14.61	SURVEY EQUIPMENT		ENGINEERING & SURVEYING SUPPLIES
61	03-330-000-0000-6631		1,702.52	SURVEYING EQUIPMENT		FURNITURE & EQUIPMENT
	6363 FRONTIER PRECISION, INC		1,717.13	2 Transactions		
	16312 PRIBULA/BEN					
52	03-330-000-0000-6330		62.94	MEALS - CLASS - BEMIDJI/DULUTH		TRAVEL & EXPENSE
53	03-330-000-0000-6330		40.00	GAS		TRAVEL & EXPENSE
	16312 PRIBULA/BEN		102.94	2 Transactions		

Pennington County Financial System



ANGIE
5/24/13 4:11PM
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 #	
330 DEPT Total:		1,820.07	Highway Maintenance	2 Vendors 4 Transactions
350 DEPT			Equipment & Maintenance Shop	
1303 ANDERSON/DALE				
70 03-350-000-0000-6330		22.60	MILEAGE - RANDON DRUG TESTING	TRAVEL & EXPENSE
1303 ANDERSON/DALE		22.60	1 Transactions	
4313 DEPARTMENT OF MOTOR VEHICLES				
69 03-350-000-0000-6564		685.75	LICENSE FOR SPRAY TRUCK	EQUIPMENT REPAIR PARTS
4313 DEPARTMENT OF MOTOR VEHICLES		685.75	1 Transactions	
4351 DIAMOND MOWERS				
127 03-350-000-0000-6564		474.17	DISKS FOR UNIT 276	EQUIPMENT REPAIR PARTS
4351 DIAMOND MOWERS		474.17	1 Transactions	
4357 DRUMMERS DIESEL INC				
66 03-350-000-0000-6564		80.79	BELT FOR UNIT 310	EQUIPMENT REPAIR PARTS
67 03-350-000-0000-6564		62.79-	RETURN BELT UNIT 310	EQUIPMENT REPAIR PARTS
68 03-350-000-0000-6564		137.98	FILTERS FOR UNIT 310	EQUIPMENT REPAIR PARTS
4357 DRUMMERS DIESEL INC		155.98	3 Transactions	
6349 FASTENAL COMPANY				
65 03-350-000-0000-6551		16.05	BOLTS FOR SIGNING	MNR0554828 SIGNS
63 03-350-000-0000-6556		138.57	BRIDGE REPAIR 8A17	MNRO554745 SHOP SUPPLIES
64 03-350-000-0000-6551		483.50	BOLTS FOR SIGNING	MNRO554755 SIGNS
6349 FASTENAL COMPANY		638.12	3 Transactions	
7369 GULLY TRI-COOP ASSOCIATION				
60 03-350-000-0000-6553		10,000.00	1986 INT SPRAY TRUCK	BRUSH & WEED CONTROL CHEMICALS
7369 GULLY TRI-COOP ASSOCIATION		10,000.00	1 Transactions	
13318 RDO FINANCIAL SERVICES COMPANY				
51 03-350-000-0000-6631		25,664.96	2013 HANDY HITCH PACKER	FURNITURE & EQUIPMENT
13318 RDO FINANCIAL SERVICES COMPANY		25,664.96	1 Transactions	
19350 S & S HAULING & TRUCK REPAIR				
50 03-350-000-0000-6564		683.51	DOT INSPECTIONS	EQUIPMENT REPAIR PARTS
19350 S & S HAULING & TRUCK REPAIR		683.51	1 Transactions	

Pennington County Financial System



ANGIE
5/24/13 4:11PM
3 Road & Bridge

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>
49	19426 SANDAHL'S 03-350-000-0000-6564		21.38	DECALS FOR UNITS 295 & 298	EQUIPMENT REPAIR PARTS
	19426 SANDAHL'S		21.38	1 Transactions	
48	19306 SEARS 03-350-000-0000-6556		32.02	SHOP TOOLS	SHOP SUPPLIES
	19306 SEARS		32.02	1 Transactions	
47	23305 WELLMAN/BRIAN 03-350-000-0000-6553		15.00	SPRAY LICENSE REIMBURSEMENT	BRUSH & WEED CONTROL CHEMICALS
	23305 WELLMAN/BRIAN		15.00	1 Transactions	
46	26301 ZIEGLER, INC. 03-350-000-0000-6564		90.94	BOLTS FOR UNIT 208	EQUIPMENT REPAIR PARTS
	26301 ZIEGLER, INC.		90.94	1 Transactions	
350	DEPT Total:		38,484.43	Equipment & Maintenance Shop	12 Vendors 16 Transactions
3	Fund Total:		46,645.06	Road & Bridge	28 Transactions

Pennington County Financial System



ANGIE
5/24/13 4:11PM
40 Ditch Funds

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 #	
703 DEPT				
4352 DYKSTRA/TONY				
128 40-703-000-0000-6849		150.00		BEAVER CONTROL
4352 DYKSTRA/TONY		150.00	1 Transactions	
703 DEPT Total:		150.00	Judicial Ditch #25-3	1 Vendors 1 Transactions
796 DEPT				
2320 BONIN/STEVEN				
126 40-796-000-0000-6849		300.00		BEAVER CONTROL
2320 BONIN/STEVEN		300.00	1 Transactions	
4352 DYKSTRA/TONY				
129 40-796-000-0000-6849		100.00		BEAVER CONTROL
130 40-796-000-0000-6849		50.00		BEAVER CONTROL
4352 DYKSTRA/TONY		150.00	2 Transactions	
796 DEPT Total:		450.00	County Ditch #96	2 Vendors 3 Transactions
40 Fund Total:		600.00	Ditch Funds	4 Transactions

Pennington County Financial System



ANGIE
5/24/13 4:11PM
60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
460 DEPT			Oakland Park Home	
2337 BKV GROUP INC				
30 60-460-000-0000-6801		7,128.00	FACILITY ASSESSMENT	29720 MISCELLANEOUS EXPENSE
2337 BKV GROUP INC		7,128.00	1 Transactions	
19306 SEARS				
38 60-460-000-0000-6636		45.92	SAW BLADES	M282610 Building Improvements - Courtroom
19306 SEARS		45.92	1 Transactions	
460 DEPT Total:		7,173.92	Oakland Park Home	2 Vendors 2 Transactions
60 Fund Total:		7,173.92	Capital Improvement Special Re	2 Transactions
Final Total:		174,274.73	80 Vendors	131 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	119,855.75	County Revenue	
	3	46,645.06	Road & Bridge	
	40	600.00	Ditch Funds	
	60	7,173.92	Capital Improvement Special Re	
	All Funds	174,274.73	Total	Approved by,
			
			

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5/24/13 4:12PM

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



ANGIE
5/24/13 4:12PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
11	6347 FULTON/JIM 01-251-000-0000-6330		7.15	MEAL FITZGERALD/LOSSING TRANS	050913	TRAVEL & EXPENSE
	6347 FULTON/JIM		7.15	1 Transactions		
1	10026 JENSEN/DONALD J 01-003-000-0000-6103		65.00	PER DIEM - PERSONEL COMM - TRF	040213	PER DIEMS - BOARD
2	01-003-000-0000-6103		65.00	PER DIEM - NWRDZ - ROSEAU	040813	PER DIEMS - BOARD
3	01-003-000-0000-6103		65.00	PER DIEM - PERSONEL COMM - TRF	040913	PER DIEMS - BOARD
4	01-003-000-0000-6103		65.00	PER DIEM - AIRPORT AUTH - TRF	041013	PER DIEMS - BOARD
5	01-003-000-0000-6103		100.00	PER DIEM -MRCZ AMC - ST PAUL	041813	PER DIEMS - BOARD
6	01-003-000-0000-6103		65.00	PER DIEM - JTZ - BEMIDJI	042213	PER DIEMS - BOARD
7	01-003-000-0000-6103		100.00	PER DIEM - HWY PERSONEL - TRF	042413	PER DIEMS - BOARD
8	01-003-000-0000-6103		65.00	PER DIEM - DNR - TRF	043013	PER DIEMS - BOARD
	10026 JENSEN/DONALD J		590.00	8 Transactions		
9	19048 SWANSON/OLIVER (SKIP) 01-003-000-0000-6103		100.00	PER DIEM - RADIO BD- ST CLOUD	040613	PER DIEMS - BOARD
10	01-003-000-0000-6103		100.00	PER DIEM - RADIO BD - ST CLOUD	040713	PER DIEMS - BOARD
	19048 SWANSON/OLIVER (SKIP)		200.00	2 Transactions		
1 Fund Total:			797.15	County Revenue	3 Vendors	11 Transactions
Final Total:			797.15	3 Vendors	11 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	797.15	County Revenue
All Funds		797.15	Total

Approved by,

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OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 14TH, 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, May 14th, 2013 at 10:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: none.

Kathy Mercil asked that the County Board consider an abatement of interest on the Mobile Home tax for payable year 2000 on parcel number 25.09117400. The County Board will ask the County Treasurer to meet with them later in the meeting to discuss the request.

Bruce Schwartzman, BKV Group, reviewed the Pennington County Facility Assessment/Courthouse Expansion Option – Site Plan. Five options were reviewed along with a Cost Analysis Summary. Bruce Schwartzman will revise the plans with the changes discussed and send the completed plan to the County and the County will then place the plan on their website. A public information meeting will then be held on June 24th, 2013 at 7:00 p.m. at the Joint Use Facility meeting room.

Deputy Auditor Data Processing Supervisor Angie Philipp presented the following information and agreements.

After a discussion with ProWest it was agreed they could put any completed GIS information out on the website after the server has been installed. Since it has been the intention to share this server with other surrounding counties a meeting has been set for June 13th, 2013 to discuss this item with Red Lake, Norman and Marshall Counties.

Two proposals were reviewed regarding a Hosted Exchange option for employees using smart phones and Ipads to receive and manage County emails and to allow for a shared calendar. Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to approve a Hosted Exchange agreement for up to 14 County Employees with Insight Technologies. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson to approve a Service Agreement with Insight Technologies, Inc. for monitoring and remediation of the Network Infrastructure and Desktops. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to purchase a new IBM Power 7 Upgrade with three year hardware and software maintenance for \$25,871.44 plus sales tax. Motion unanimously carried.

County Engineer Mike Flaagan received quotes from each of the three new vehicle dealerships for a new ¾ ton pickup. Thief River Ford had the low bid of \$31,357 with Tommy Lift and Snowplow. Moved by Commissioner Jensen, seconded by

Commissioner Peterson to approve the purchase of a new three quarter ton Ford Pick-up equipped with a Tommy Lift and Snowplow from Thief River Ford for \$31,357. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson to purchase a used Spray Truck from Tri County Coop in Gully for \$10,000. Motion unanimously carried.

Commissioner Peterson moved, seconded by Commissioner Jensen to authorize the County Auditor and County Engineer to advertise for bids for striping on County State Aid Roads with bids to be received by June 25th, 2013 at 10:00 a.m. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Peterson to authorize the County Auditor and County Engineer to advertise for bids for regrading a section of County Road #81 with bids to be received by June 25th, 2013 at 10:00 a.m. Motion carried.

The County Board then reviewed the bids received for the following paving projects: Pennington County Projects - SAP 57-608-006, SAP 57-610-010, SAP 57-612-010, SAP 57-623-006, Red Lake County Projects – SAP 63-603-010 and SAP 63-609-007. The following complete bids were received:

Knife River Materials	- \$2,337,627.26
Central Specialties	- \$3,012,530.62

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to approve the bid of Knife River Materials as the lowest and best bid received in the amount of \$2,337,627.26 for the Bituminous Milling, Bituminous Overlay and Aggregate Shouldering Projects as previously listed. Motion unanimously carried.

County Engineer Mike Flaagan stated that a Memorandum of Agreement had been received from the International Union of Operating Engineers Local 49 regarding the Highway Department members working ten hour days and requests the County Board approval. Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the Memorandum of Agreement with the International Union of Operating Engineers Local 49. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to set the Road, Bridge and Culvert meeting/tour for 8:00 a.m., May 29th, 2013. Motion carried.

County Sheriff Ray Kuznia noted that Shawn Larsen from Morris Electronics had reviewed the proposal from IES for the new 911 solution and VOIP Admin Phones and has stated that the Pennington County Law Enforcement Center is in very good shape to proceed with the 911 upgrade.

The County Board then reviewed and Equipment Purchase Agreement a 3 year Maintenance Agreement from Independent Emergency Services, LLC (IES) for the new

911 upgrade. A motion was made by Commissioner Swanson, seconded by Commissioner Jensen to approve the Equipment Purchase Agreement and the 3 year Maintenance Agreement with Independent Emergency Services, LLC for the new 911 Emergency Answering System at a total cost of \$228,065.05 to be paid from the 911 Grant Funds. Motion unanimously carried.

The County Sheriff then reviewed two agreements with the State of Minnesota Department of Corrections. The first was the State of MN Income Contract providing for a State of MN Sentence to Serve Crew Leader for the period July 1, 2013 to June 30, 2015. The second agreement was a Joint Powers Agreement with the Work Release Unit to provide State offenders for the work release program and payment of \$55 per day for each offender participating in the program to Pennington County for the period July 1, 2013 to June 30, 2014.

Commissioner Swanson moved, seconded by Commissioner Jensen to approve the State of Minnesota Income Contract Sentencing to Service Program and the State of Minnesota Joint Powers Agreement with the Work Release Unit as presented. Motion unanimously carried.

County Assessor, Adeline Olson presented an abatement under the Local Option to Disaster Rule for parcel No. 17.02817801 owned by John G. Meyers. The house was destroyed by fire on February 21, 2013 and the abatement requests a reduction of Market Value for tax payable 2014 to reflect the amount of time the house was usable before the fire. Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the abatement on parcel No. 17.02817801 resulting in a reduction of \$21,700 in market value for taxes payable 2014. Motion unanimously carried.

The County Assessor then presented an abatement request for parcel No. 25.04702500 owned by Allan & Pamela Cwikla. The abatement was for a change of classification from Residential Homestead to Special Homestead for Blind/Disabled for Taxes payable 2011, 2012 and 2013. Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson to approve the abatement on parcel No. 25.04702500 for the years 2011, 2012, and 2013 resulting in a reduction of tax in the amount of \$1,492. Motion unanimously carried.

Doug Franke, Minnesota Department of Natural Resources Area Wildlife Manager presented and discussed the Minnesota Department of Natural Resources request for County Board Approval to purchase the SE1/4 of Section 30 in Bray Township. The County Board has 90 days to respond to the request and will take this matter up at a later meeting.

The County Board reviewed the classification of Tax Forfeited Property in Star Township. The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Peterson and upon vote was unanimously carried.

PENNINGTON COUNTY BOARD RESOLUTION

WHEREAS The County Board of Commissioners of the County of Pennington, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes, and

WHEREAS, Said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED That the Pennington County Board of Commissioners hereby certify that all parcels of land on the attached list have been viewed and comply with the provisions of Minnesota Statutes 85.012; 92.461; 282.01, Subd. 8; and 282.018; and other statutes that require the withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED That the Pennington County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the sale of said lands.

FORFEITED REAL ESTATE

<u>Description</u>	<u>Sec.</u>	<u>Twp.</u>	<u>Range</u>
SE1/4	12	153	39
NW1/4NW1/4 and SE1/4NW1/4	13	153	39
SW1/4NE1/4, E1/2NE1/4 and NW1/4NE1/4	13	153	39
SE1/4SE1/4	13	153	39
N1/2SE1/4	13	153	39
E1/2NW1/4NW1/4, E1/2SW1/4NW1/4 and E1/2NW1/4	25	153	39

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to approve payment of the Human Services warrants totaling \$240,342.00, the Auditor and Manual warrants for April 2013 totaling \$792,444.87, and the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$ 57,292.51
Road & Bridge	\$ 28,110.08
Solid Waste Facility	\$ 2,130.20
Ditch Funds	\$ 84.54
Capital Improvement	\$ 12,337.76
Forfeited Tax	\$ 101.32

Per diems and meal reimbursements in the amount of \$2,252.66 were also approved.

Moved by Commissioner Jensen , seconded by Commissioner Peterson to approve the minutes of April 23rd, 2013 as written. Motion carried.

County Treasurer Vickie Bjorgaard then appeared before the County Board regarding the request for reduction of interest on the 2000 Mobile Home Tax on parcel No. 25.09117400 that was discussed earlier in the meeting. The Mobile Home is no longer owned by the previous owners. Commissioner Jensen moved, seconded by Commissioner Peterson that upon agreement of the County Treasurer that the County agree to abate one half of the interest on the amount due on Mobile Home parcel 25.09117400 for taxes payable 2000 if the remaining amount is paid promptly. Motion carried.

The County Auditor noted that the AMC District III meeting was scheduled for June 6th, 2013 at the Lancaster Community Center and that the Red Lake Watershed Board of Managers was holding a Ditch Hearing on RLWD Ditch #15 on May 23rd, 2013 at 9:30 a.m. in the RLWD Office Building.

Commissioner Hempel discussed the meetings with the City of Thief River Falls regarding possible Joint positions.

Moved by Commissioner Peterson, seconded by Commissioner Swanson to authorize the Personnel Committee along with Personnel Officer Kevin Erickson to screen and interview Emergency Manager Director candidates and come back with a recommendation to the County Board. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to adjourn to 5:00 p.m. May 28th, 2013. Motion carried.