

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
COUNTY BOARD ROOM
TUESDAY, NOVEMBER 26TH, 2013, 5:00 P.M.**

AGENDA

Pledge of Allegiance

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

5:05 TRFAHA Representatives
- Old Arena Lease

5:25 Ray Kuznia – County Sheriff
- Tobacco Ordinance Fee
- 911 System electrical upgrade

5:45 Mike Flaagan – County Engineer
- Highway Dept. Items

County Auditor's Items

(This agenda is subject to change)

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm, October 15, 2013 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Cody Hempel
Don Jensen
Oliver Swanson
Neil Peterson

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The September 17, 2013 Human Service Committee meeting minutes were read. With one correction noted, a recommendation was made to forward the minutes to the Consent Agenda.

- II. PERSONNEL:
 - A. A request was presented to re-fill the Social Worker position becoming vacant due to a retirement. The proposal for this position will be to provide services in both Adult Mental Health and Chemical Dependency. Under this proposal the intention will be to rely upon, to a greater extent, non-agency assessors for conducting chemical health assessments. Upon completion of the presentation, a recommendation was made to forward this item to the Consent Agenda.

- III. GENERAL:
 - A. The Supplemental Nutrition Assistance Program Employment and Training contract with the Minnesota Workforce Center was presented for consideration. This program will serve several counties in our region, however, grant funding is limited and expected to serve only a small number of mandated participants. Recommendation was made to forward this item to the Consent Agenda.
 - B. Kathleen Herring presented the MFIP Biennial Service Agreement for consideration. This agreement establishes Pennington County's plan and budget for expenditure of the MFIP grant funds over the next 2 years. The submission due date for this agreement is 10/16/2013. At 7:29 pm. Chairperson Hempel recessed the Human Service Committee meeting and called the Pennington County Board to order. Commissioner Jensen moved, Commissioner Peterson seconded and motion carried to approve the 2014-2015 Pennington County Biennial MFIP Service Agreement as presented. Having no further business, Commissioner Peterson moved, Commissioner Jensen seconded and motion carried to adjourn the Board. The Human Service Committee meeting reconvened at 7:31pm.
 - C. The Director presented a request to purchase of a copier for the Child Support Office. In anticipation of this request, a price quote was requested and received from MARCO. MARCO's proposal is for a re-conditioned Canon multi-function copier/fax/scanner/printer. The purchase price for the above described unit is \$5,295.00. The proposal also offered a 60 month lease at \$115.00/month. Upon conclusion of the presentation, the committee directed the agency to seek an additional quote and, if available, to present that information at the next County Board meeting.
 - D. Committee members were reminded of the upcoming NW Council of Collaboratives' Annual meeting scheduled for 10/25/2013.
 - H. The Out-of-Home cost report for September services was presented for review.
 - I. Month's end cash balance for September 2013 stands at \$1,498,683.30

SECTION B

- I. There were no social service cases presented for special case consideration.
- II. Kathleen Herring presented the Crisis Assistance Monthly Report of Activity. Kathleen also reported that the current Income Maintenance open case count stands at 1,358.
- 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: November 19, 2013 at 12:00pm.

PENNINGTON COUNTY ORDINANCE

An ordinance relating to the sale, possession, and use of tobacco, tobacco products, and tobacco related devices in the county and to reduce the illegal sale, possession, and use of such items to and by minors.

The Pennington County Board of Commissioners Ordains:

Section 100. Purpose. Because the county recognizes that many persons under the age of 18 years purchase or otherwise obtain, possess, and use tobacco, tobacco products and tobacco related devices and such sales possession and use are violations of both State and Federal laws; and because studies, which are hereby accepted, adopted, and attached as Appendix A, have shown that most smokers begin smoking before they have reached the age of 18 years and that those persons who reach the age of 18 years without having started smoking are significantly less likely to begin smoking; and because smoking has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this ordinance shall be intended to regulate the sale, possession and use of tobacco, tobacco products, and tobacco related devices for the purpose of enforcing and furthering existing laws, to protect minors against the serious effects associated with the illegal use of tobacco, tobacco products, and tobacco related devices, and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to smoke as stated in Minn. Stat. 144.391.

Section 200. Definitions and Interpretations. Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The masculine shall include the feminine and neuter, and vice-versa. The term "shall" means mandatory and the term "may" means permissive. The following terms shall have the definitions given to them:

Subd. 1 Tobacco or Tobacco Products. "Tobacco" or "Tobacco products" shall mean any substance or item containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco, snuff, fine cut or other chewing tobacco, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready-rubbed, and other smoking tobacco, snuff flowers, cavendish, shorts, plug and twist tobaccos, dipping tobaccos, refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco leaf prepared in such manner as to be suitable for chewing, sniffing or smoking.

Subd. 2 Tobacco Related Devices. "Tobacco related devices" shall mean any tobacco product as well as a pipe, rolling papers, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing, or smoking of tobacco or tobacco products.

Subd. 3 Self-Service Merchandising. “Self-Service Merchandising” shall mean open displays of tobacco, tobacco products, or tobacco related devices in any manner where any person shall have access to the tobacco, tobacco products, or tobacco related devices, without the assistance or intervention of the licensee or the licensee’s employee. The assistance or intervention shall entail the actual physical exchange of the tobacco, tobacco product, or tobacco related device between the customer and the licensee or employee. Self-service merchandising shall not include vending machines.

Subd. 4 Vending Machine. “Vending Machine” shall mean any mechanical, electric or electronic, or other type of device which dispenses tobacco, tobacco products, or tobacco related devices upon the insertion of money, tokens, other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product, or tobacco related device.

Subd. 5 Individually packaged. “Individually packaged” shall mean the practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include, but not be limited to, single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this subdivision shall not be considered individually packaged.

Subd. 6 Loosies. “Loosies” shall mean the common term used to refer to a single or individually packaged cigarette.

Subd. 7 Minor. “Minor” shall mean any natural person who has not yet reached the age of eighteen (18) years.

Subd. 8. Retail Establishment. “Retail Establishment” shall mean any place of business where tobacco, tobacco products, or tobacco related devices are available for sale to the general public. Retail establishments shall include, but not be limited to, grocery stores, convenience stores, and restaurants.

Subd. 9. Moveable Place of Business. “Moveable Place of Business” shall refer to any form of business operated out of a truck, van, automobile, or other type of vehicle or transportable shelter and no a fixed address store front or other permanent type of structure authorized for sales transactions.

Subd. 10. Sale. A “sale” shall mean any transfer of goods for money, trade, barter, or other consideration.

Subd. 11. Compliance checks. “Compliance checks” shall mean the system the county uses to investigate and ensure that those authorized to sell tobacco, tobacco products and tobacco related devices are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of minors as authorized by this ordinance. Compliance checks shall also mean the use of minors who attempt to

purchase tobacco, tobacco products, or tobacco related devices for educational, research and training purposes as authorized by State and Federal laws.

Section 300 License. No person shall sell or offer to sell any tobacco, tobacco products, or tobacco related devices without first having obtained a license to do so from the County.

Subd. 1 Application. Any application for a license to sell tobacco, tobacco products, or tobacco related devices shall be made on a form provided by the County. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the county deems necessary. Upon receipt of a completed application, the Pennington County Auditor shall forward the application to the County Board for action at its next regularly scheduled board meeting. If the Pennington County Auditor shall determine that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete.

Subd. 2 Action. The Pennington County Board may either approve or deny the license, or it may delay action for such reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the County Board shall approve the license, the Pennington County Auditor shall issue the license to the applicant. If the County Board denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the decision.

Subd. 3 Term. All licenses issued under this ordinance shall be valid through December 31 of each calendar year from the date of issue.

Subd. 4 Revocation or Suspension. Any license issued under this ordinance may be revoked or suspended as provided in the Violations and Penalties section of this ordinance.

Subd. 5 Transfers. All licenses issued under this ordinance shall be valid only for the person to whom the license was issued. No transfer of any license to another person shall be valid without the prior approval of the Pennington County Board of Commissioners.

Subd. 6 Moveable Place of Business. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this ordinance.

Subd. 7 Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premise.

Subd. 8 Renewals. The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty days but no more than sixty days before the expiration of the current license.

Section 400. Fees. No license shall be issued under this ordinance until the appropriate license fee shall be paid in full. The fee for a license under this ordinance shall be set by Resolution of the Pennington County Board.

Section 500. Basis for Denial of License. The following shall be grounds for denying the issuance or renewal of a license under this ordinance; however, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the county must deny the license. The grounds for denying the issuance or renewal of a license may include, but are not limited to, the following list. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this Section:

- A. The applicant is under the age of 18 years.
- B. The applicant has been convicted within the past five years of any violation of a Federal, State, or local law, ordinance provision, or other regulation relating to tobacco or tobacco products, or tobacco related devices, or a felony level offense.
- C. The applicant has had a license to sell tobacco, tobacco products, or tobacco related devices revoked within the preceding twelve months of the date of the application.
- D. The applicant fails to provide any information required on the applicant, or provides false or misleading information.
- E. The applicant is prohibited by Federal, State, or other local law, ordinance, or other regulation, from holding such a license.

Section 600. Prohibited Sales. It shall be a violation of this ordinance for any person to sell or offer to sell any tobacco, tobacco product, or tobacco related device:

- A. To any person under the age of eighteen (18) years.
- B. By means of any type of vending machine, except as may otherwise be provided in this ordinance.
- C. By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed premise in order to receive the individually packaged tobacco, tobacco product,

or tobacco related device and whereby there is not a physical exchange of the individually packaged tobacco, tobacco product, or tobacco related device between the licensee or the licensee's employer and the customer.

- D. By means of loosies as defined in Section 200 of this ordinance.
- E. Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process.
- F. By an other means, to any othe person, or in any other manner or form prohibited by Federal,State, or other local law, ordinance provision, or other regulation.

Section 700. Vending machines. It shall be unlawful for any person licensed under this ordinance to allow the sale of tobacco, tobacco products, or tobacco related devices by the means of a vending machine unless minors are at all times prohibited from entering the licensed establishment. Compliance with this Section shall be required within thirty (30) days after the adoption of this Ordinance.

Section 800. Self-Service Sales. It shall be unlawful for a licensee under this ordinance to allow the sale of individually packaged tobacco, tobacco products, or tobacco rlated devices by any means whereby the customer may have access to such items without having to request the item from the licensee or the licensee's employee and wheeby there is not a physical exchange of the individually packaged tobacco, tobacco product, or the tobacco related device between the licensee or his or her clerk and the customer. All individually packaged tobacco, tobacco products, and tobacco rlated devices shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public. Any retailer selling individually packaged tobacco, tobacco products, or tobacco related devices at the time this ordinance is adopted shall comply with this Section within thirty (30) days.

Section 900. Responsibility. All licensees under this ordinance shall be responsible for the actions of their employees in regard to the sale of tobacco, tobacco products, or tobacco related devices on the licensed premises, and the sale of such an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the county from also subjecting the clerk to whatever penalties are appropriate under this Ordinance, State of Federal law, or other applicable law or regulation.

Section 1000. Compliance Checks and Inspections. All premises licensed under this ordinance shall be open to inspection by the Pennington County Sheriff's Office or other authorized county official designated by the Pennington County Sheriff during regular business hours. From time to time, but at least once per year, the county shall conduct compliance checks by engaging, with the written consent of their parents or guardians,

minors over the age of fifteen (15) years, but less than eighteen (18) years, to enter the licensed premise to attempt to purchase tobacco, tobacco products or tobacco related devices. Minors used for the purpose of compliance checks shall be supervised by designated law enforcement officers or other designated county personnel. Minors used for compliance checks shall not be guilty of the unlawful purchase or attempted purchase, nor the unlawful possession of tobacco, tobacco products, or tobacco related devices when such items are obtained or attempted to be obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Nothing in this Section shall prohibit compliance checks authorized by State or Federal laws for educational, research, or training purposes, or required for the enforcement of a particular State or Federal law.

Section 1100. Other illegal acts. Unless otherwise provided, the following acts shall be a violation of this ordinance.

Subd. 1 Illegal Sales. It shall be a violation of this ordinance for any person to sell or otherwise provide any tobacco, tobacco product, or tobacco related device to any minor.

Section 1200. Violations.

Subd. 1 Notice. Upon discovery of a suspected violation, the alleged violator shall be issued within thirty (30) days, either personally or by mail, a citation that sets forth the alleged violation and which shall inform the alleged violator of his or her right to be heard on the accusation.

Subd. 2 Hearings. Within fifteen (15) days of receiving a citation, a person accused of violating this ordinance may request a hearing by contacting the Pennington County Auditor. The hearing shall be scheduled within fifteen (15) days of the request. The time and place of which shall be published and provided to the accused violator.

Subd. 3 Hearing Officer and Decision. A hearing officer, appointed by the County Board shall hear the facts and determine if a violation of this ordinance did occur. The decision and the hearing officer's reasons for finding a violation and the penalty to be imposed, shall be recorded in writing, a copy of which shall be provided to the accused violator within five (5) days of the hearing. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, such findings shall be recorded and a copy provided to the acquitted accused violator within five (5) days.

Subd. 4 Appeals. Appeals of any decision made by the hearing officer shall be filed in the District Court for the jurisdiction of the county in which the alleged violation occurred. The Appeal shall be filed within thirty (30) days of receipt of the decision of the Hearing Officer.

Subd. 5 Misdemeanor Prosecution. Nothing in this Section shall prohibit the county from seeking prosecution as a misdemeanor for any alleged violation of this ordinance.

Subd. 6 Cotinued Violation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

Subd. 7 Payment of Fines. All fines shall be paid within thirty (30) days of the receipt of the citation, decision of the Hearing Officer, or decision of the District Court. Failure to pay the fine in a timely fashion may result in the suspension of any tobacco related licenses issued by Pennington County to that licensee until the fine is paid in full. Fines shall be paid at the Pennington County Auditor's Office.

Section 1300. Penalties.

Subd. 1 licensees. Any licensee found to have violated this ordinance, or whose employee shall have violated this ordinance, shall be charged an administrative fine of \$75.00 for a first violation of this ordinance; \$200.00 for a second offense at the same licensed premises within a twenty-four month period; and \$250.00 for a third and subsequent offense at the same location within a twenty-four month period. In addition, after the third offense, the license shall be suspended for not less than seven days.

Subd. 2 Other individuals. Other individuals, other than minors, found to be in violation of this ordinance, shall be charged an administrative fee of \$50.00.

Section 1400. Exceptions and Defenses. Nothing in this ordinance shall prevent the providing of tobacco, tobacco products or tobacco related devices to a minor as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this ordinance for a person to have reasonably relied on proof of age as described by State law.

Section 1500. Severability and Savings Clause. If any section or portion of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve as an invalidation or effect the validity and enforceability of any other section or provision of this ordinance.

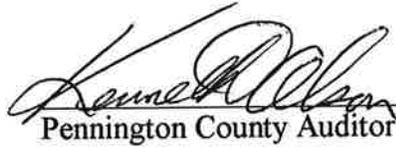
Section 1600. Effective Date. This ordinance shall take effect January 1, 2000.

Passed and approved this 23rd day of November 1999.

ATTEST:

A handwritten signature in cursive script, appearing to read "Bob Carlson", written over a horizontal line.

Pennington County Board of Commissioners
Chairman

A handwritten signature in cursive script, appearing to read "Kenneth Wilson", written over a horizontal line.

Pennington County Auditor



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Main Menu



Timecard



Pay Stub



Administration



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Main Menu

Overview

Deposits

Deductions

Checks

YTD

Accruals

Files

Checks

[Print](#) [PDF](#) [Email](#)

Employee:

Check Summary

219521
Check Number

July 27th, 2012
Check Date

July 21st, 2012
Period Ending

\$2,073.60
Gross Pay

Check Details

Type	Description	Hours	Amount
PAY FEATURE	REGULAR PAY	78.50	\$1,956.96
	VAC'N ACCRUED	6.15	
	SK LV ACCRUED	3.89	
	FT SICK TAKEN	4.50	\$110.64
PRE-TAX FEATURE	HEALTH INS		\$33.33
	MEDICAL EXPEN		\$25.28
TAX FEATURE	MEDICARE W/H		\$73.23
	SOC SECUR W/H		\$129.60
	PERA W/H-DOOR		\$139.99
	FEDERAL W/H		\$65.98
	STATE W/H		\$1,309.53
PAY FEATURE	NET PAY		

Direct Deposits

\$1,309.53

DEPOSITED TO PRIMARY CHECKING BANK XXXXXX1234



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current accrual balances, with holdings, pay totals, etc...

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Main Menu

- ←
- Overview
- Deposits
- Deductions
- Checks
- RT
- Accruals
- Files

Overview

[Print](#) [PDF](#) [Email](#)

Employee:

Employee Overview

Employee Number:

00002

Address:

12345 SOMEWHERE AVE NW
CITY, MN 12345-1234

General Ledger Fund/Department:

GENERAL FUNJ/DEPARTMENT NAME

Annual Gross:

\$47,486.40

Time Off Accruals

Type	Anniversary	Balance
VACATION	07/28/2011	29.19
SICK	07/28/2011	25.44
COMP	07/28/2011	4.26
HOLIDAY	07/28/2011	8.00

Hourly/Salary Rates

Effective Date	Hourly Rate
(Current)	\$22.83
12/23/2011	\$21.78
02/04/2012	\$22.83



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Direct Deposit History, including deposits to multiple accounts

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[Log out](#) [License agreem](#)



Main Menu

- ←
- Overview
- Deposits
- Deductions
- Checks
- YTD
- Accruals
- Files

Deposits

[Print](#) [PDF](#) [Email](#)

Employee: [REDACTED]

Direct Deposit

Primary Account

Bank Name:

Bank Address:

Account Number:

XXXXX:1234

Account Type:

CHECKING

Multiple Direct Deposit Accounts

Bank Name	Routing Number	Account Number	Account Type	Status	Amount
N/A					

Last 10 Deposits [View All Direct Deposit History](#)

Period Ending	Bank Name	Routing Number	Account Number	Account Type	Amount
07/21/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,167.76
07/07/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,211.42
06/23/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,254.35
06/09/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,167.76
05/26/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,211.42
05/12/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,167.76
04/28/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,232.24
04/14/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,188.58
03/31/2012	[REDACTED]	[REDACTED]	XXXXX:1234	CHECKING	\$1,238.47



Tax Deductions and Withholdings

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Log out | License agreement

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Main Menu

Overview

Deposits

Deductions

Checks

YTD

Accruals

Files

Deductions

Print PDF Email

Employee:

Adjustments Before Tax

Description	Amount	Percent	Gross Minimum	Maximum YTD	Maximum Per Check	Amount YTD
COMP DENTAL	30.00	0.00%	\$0.00	\$0.00	\$0.00	\$190.20
VISON CARE	38.96	0.00%	\$0.00	\$0.00	\$0.00	\$62.72

Tax Withholdings

Description	Marital Status	Dependents	Flat Percent	Add-on Amount	Add-on Percent	Maximum YTD	Amount YTD
FEDERAL W/H		2	0.00%	\$0.00	0.00%	\$0.00	\$770.97
MEDICARE W/H		0	1.45%	\$0.00	0.00%	\$0.00	\$474.20
STATE W/H		3	0.00%	\$0.00	0.00%	\$0.00	\$1,279.60
PERA W/H-COOR		0	6.25%	\$0.00	0.00%	\$0.00	\$850.04
SOC SECUR W/H		0	4.20%	\$0.00	0.00%	\$0.00	

After Tax Deductions

Description	Amount	Percent	Gross Minimum	Maximum YTD	Maximum Per Check	Amount YTD
AFSCME FULL	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	\$302.66

Pay Check History

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[Log out](#) | [License agreement](#)



Main Menu

- [←](#)
- [Overview](#)
- [Deposits](#)
- [Deductions](#)
- [Checks](#)
- [YTD](#)
- [Accruals](#)
- [Files](#)

Checks

[Print](#)  [PDF](#)  [Email](#) 

Employee: Month: Year: 2012

Check History

Check Number	Period Ending	Check Date	Gross Pay	Net Pay
220068	07/21/2012	07/27/2012	\$1,326.40	\$1,157.76
219437	07/07/2012	07/13/2012	\$1,326.40	\$1,211.42
218799	06/23/2012	06/29/2012	\$1,326.40	\$1,254.95
218164	06/09/2012	06/15/2012	\$1,326.40	\$1,157.76
217527	05/26/2012	06/01/2012	\$1,326.40	\$1,211.42
216892	05/12/2012	05/18/2012	\$1,326.40	\$1,157.76
216263	04/28/2012	05/04/2012	\$1,326.40	\$1,232.24
215632	04/14/2012	05/04/2012	\$1,326.40	\$1,186.58
215007	03/31/2012	04/20/2012	\$1,326.40	\$1,226.47
214384	03/17/2012	04/06/2012	\$1,326.40	\$1,190.08
213770	03/03/2012	03/23/2012	\$1,326.40	\$1,232.24
213151	02/18/2012	03/09/2012	\$1,326.40	\$1,173.67
212539	02/04/2012	02/24/2012	\$1,784.40	\$1,134.52
211928	01/21/2012	02/10/2012	\$1,326.40	\$1,124.00

Year-to-date Totals and Accruals

PayStub

We come. The Administrator
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Main Menu

- Overview
- Deposits
- Deductions
- Checks
- Accruals
- Files

TD

[Print](#) [PDF](#) [Email](#)

Employee:

Year-to-Date Totals

Type	Description	Hours	Amount
PAY FEATURE	REGULAR PAY	1,069.000	\$16,624.15
	OVERTIME	13.00	\$340.88
	WAC N ACCRUED	65.35	
	FT WAC TAKEN	50.75	\$520.65
	SKILLY ACCRUED	65.35	
	FT SICK TAKEN	48.00	\$838.57
	FLOAT ACCRUED	8.00	
	FT FLT TAKEN	8.00	\$129.76
	MEAL REIMB		\$18.48
PRE-TAX FEATURE	COMP DENTAL		\$22.72
	VISON CARE		\$253.30
	MEDICARE W/H		\$620.24
TAX FEATURE	SOC SECUR W/H		\$1,279.80
	PERA W/H-CGOR		\$770.37
	FEDERAL W/H		\$474.20
	STATE W/H		\$322.58
DEDUCTION FEATURE	AFSCME FULL		\$16,250.02
PAY FEATURE	NET PAY		

Time Off Accruals

Type	Beginning Balance	Accrued	Taken	Balance
VACATION	12.20	55.35	30.75	36.80
SICK	3.76	55.35	48.00	11.11
HOLIDAY	0.00	8.00	8.00	0.00

Accruals Per Pay Period

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Main Menu

- Overview
- Deposits
- Deductions
- Checks
- YTD
- Accruals
- Files

accruals

[Print](#) [PDF](#) [Email](#)

Employee:

accruals Per Period

Period Ending	VACATION			Balance	SICK			Balance	HOLIDAY			Balance
	Accrued	Taken	Balance		Accrued	Taken	Balance		Accrued	Taken	Balance	
			92.21				3.76				0.00	
01:07:2012	3.69	£.25	7.70	3.69	3.75	3.70	5.00				5.00	
01:21:2012	3.69	5.00	3.59	3.59	3.75	4.00					4.00	
02:04:2012	3.69		7.05	3.69	3.75						4.00	
02:18:2012	3.69		10.77	3.69	2.00						4.00	
03:03:2012	3.69		14.40	3.69	4.00						0.00	
03:17:2012	3.69		18.15	3.69							0.00	
03:31:2012	3.69		21.84	3.69							0.00	
04:14:2012	3.69		25.55	3.69	2.00						0.00	
04:28:2012	3.69		29.22	3.69	12.50						0.00	
05:12:2012	3.69	1.00	29.91	3.69	5.00						0.00	
05:26:2012	3.69		33.60	3.69							0.00	
06:09:2012	3.69		37.29	3.69	7.00						0.00	
06:23:2012	3.69	3.50	37.48	3.69	4.50						0.00	
07:07:2012	3.69	5.00	25.17	3.69							0.00	
07:21:2012	3.69		28.86	3.69							0.00	
Totals	35.35	30.75	36.86	55.35	48.00		11.11	8.00		8.00	0.00	

Contract Notes

Type	Anniversary Date	Accrual Method	Holid Hours	Year-to-date Max	Life-to-date Max
VACATION	07/06/2010	FLAT AMOUNT PER PAYROLL PERIOD	0.00	650.00	3,995.99
SICK	07/06/2010	FLAT AMOUNT PER PAYROLL PERIOD	0.00	800.00	800.00
HOLIDAY	07/06/2010	FLAT AMOUNT PER PAYROLL PERIOD	0.00	9.00	9.00

Attach documents and forms that the employee can download (W2's, address change forms, etc.)



Main Menu

- 
- Overview
- Deposits
- Deductions
- Checks
- VTD
- Accruals
- Files

Files

Employee:

[Print](#)  [PDF](#)  [Email](#) 

File Attachments

Select a File

Attached Files



NO \$TUB

AGREEMENT

Rt/Timecard Basic

www.rtvision.com

58 East Broadway
 PO Box 394
 Little Falls, MN 56345
 320.632.0760
MarcR@RtVision.com

October 4, 2013

Cody Hempel
 Pennington County
 Board Chairman

AGREEMENT EXPIRATION	AGREEMENT TERMS
45 Days	Net 30 - 30% Upon Signed Agreement / 40% Upon Installation / 30% Upon Completion of Training

PRODUCT	DESCRIPTION	UNIT PRICE	QUANTITY	LINE TOTAL
Basic				
Base Fee	Database for Rt/Timecard Basic	\$5,000.00	1.00	\$5,000.00
Employee Fee	Per employee fee includes application, digital signatures, and automatic email notifications	\$35.00	110.00	\$3,850.00
Hardware	Rack Server & File Transfer <i>Server includes one year warranty on parts and labor</i>	\$2,670.00	1.00	\$2,670.00
Implementation	Implementation & Administrative setup (remotely, online)	\$840.00	2.00	\$1,680.00
Training	Onsite training	\$1,200.00	2.00	\$2,400.00
Integration	Integration into Cost Accounting and Payroll (please see list of current integrations). For ACS users: Please contact them directly for administrative fees	\$0.00	1.00	\$0.00
Maintenance & Support	First Year Support: telephone, email and online support Microsoft and Linux software updates for application development tools, various browsers and latest releases Current Support Rate after Year 1 is 15%	\$1,770.00	1.00	\$1,770.00
TOTAL				\$17,370.00

- 175

- 1200

15,995

If you have any questions regarding this agreement, please contact Marc Rood @ 651.528.7004.

THANK YOU FOR YOUR BUSINESS!

Applicable sales tax will be added to invoice.

Authorized by _____

Date _____

Pennington County Financial System



ANGIE
11/26/13 3:33PM

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



ANGIE
11/26/13 3:33PM
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
3	DEPT			Board County Commissioners		
1308	ASSOCIATION MINNESOTA COUNTIES					
81	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - TVEITBAKK	37934	DUES - BOARD
82	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - JENSEN	37934	DUES - BOARD
83	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - PETERSON	37934	DUES - BOARD
1308	ASSOCIATION MINNESOTA COUNTIES		1,050.00	3 Transactions		
8014	HUGOS #7					
119	01-003-000-0000-6330		13.19	FOOD FOR MEETING	1155	TRAVEL & EXPENSE
8014	HUGOS #7		13.19	1 Transactions		
10026	JENSEN/DONALD J					
170	01-003-000-0000-6330		482.51	OCTOBER MILEAGE		TRAVEL & EXPENSE
10026	JENSEN/DONALD J		482.51	1 Transactions		
3	DEPT Total:		1,545.70	Board County Commissioners	3 Vendors	5 Transactions
11	DEPT			District Court		
19326	SATHER LAW LTD					
140	01-011-000-0000-6261		38.96	57-FA-07-1487		COURT APPOINTED ATTORNEYS
141	01-011-000-0000-6261		45.00	57-F9-00-719		COURT APPOINTED ATTORNEYS
142	01-011-000-0000-6261		84.16	57-f3-98-827		COURT APPOINTED ATTORNEYS
143	01-011-000-0000-6261		60.86	57-F3-98-50157		COURT APPOINTED ATTORNEYS
144	01-011-000-0000-6261		247.50	57-PR-12-686		COURT APPOINTED ATTORNEYS
145	01-011-000-0000-6261		97.50	57-PR-13-763		COURT APPOINTED ATTORNEYS
19326	SATHER LAW LTD		573.98	6 Transactions		
11	DEPT Total:		573.98	District Court	1 Vendors	6 Transactions
13	DEPT			TOWARD ZERO DEATH		
6305	FLAAGAN/JODI					
88	01-013-000-0000-6853		173.06	HOTEL - TZD CONF - ST CLOUD		TOWARD ZERO DEATH GRANT
89	01-013-000-0000-6853		5.00	PARKING FEE - RIVERS EDGE		TOWARD ZERO DEATH GRANT
90	01-013-000-0000-6853		5.00	PARKING FEE CIVIC CENTER		TOWARD ZERO DEATH GRANT
91	01-013-000-0000-6853		16.78	MEAL - TZD - ST CLOUD		TOWARD ZERO DEATH GRANT
92	01-013-000-0000-6853		19.84	MEAL - TZD - ST CLOUD		TOWARD ZERO DEATH GRANT
93	01-013-000-0000-6853		23.16	MEAL - TZD - ST CLOUD		TOWARD ZERO DEATH GRANT
94	01-013-000-0000-6853		7.99	MEAL - TZD - ST CLOUD		TOWARD ZERO DEATH GRANT

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
95	01-013-000-0000-6853		259.90	MILEAGE - TZD - ST CLOUD		TOWARD ZERO DEATH GRANT
6305	FLAAGAN/JODI		510.73	8 Transactions		
13	DEPT Total:		510.73	TOWARD ZERO DEATH	1 Vendors	8 Transactions
16	DEPT			Law Library		
14378	LEXISNEXIS MATTHEW BENDER					
120	01-016-000-0000-6242		123.53	OCTOBER SUBSCRIPTIONS	52062333	SUBSCRIPTIONS - LAW LIBRARY
14378	LEXISNEXIS MATTHEW BENDER		123.53	1 Transactions		
23303	WEST GROUP PAYMENT CENTER					
156	01-016-000-0000-6242		649.72	OCT WEST LAW SELECT WPACK	828326028	SUBSCRIPTIONS - LAW LIBRARY
23303	WEST GROUP PAYMENT CENTER		649.72	1 Transactions		
16	DEPT Total:		773.25	Law Library	2 Vendors	2 Transactions
41	DEPT			County Auditor		
1308	ASSOCIATION MINNESOTA COUNTIES					
80	01-041-000-0000-6241		350.00	ANNUAL CONFERENCE - OLSON	37934	DUES - AUDITOR
1308	ASSOCIATION MINNESOTA COUNTIES		350.00	1 Transactions		
9017	INSIGHT TECHNOLOGIES					
102	01-041-000-0000-6210		123.81	IT GLOBAL DEC - AUDITOR		E-MAIL SERVICES
9017	INSIGHT TECHNOLOGIES		123.81	1 Transactions		
41	DEPT Total:		473.81	County Auditor	2 Vendors	2 Transactions
44	DEPT			County Treasurer		
9017	INSIGHT TECHNOLOGIES					
103	01-044-000-0000-6300		99.05	IT GLOBAL DEC - TREASURER		REPAIRS & MAINTENANCE
9017	INSIGHT TECHNOLOGIES		99.05	1 Transactions		
44	DEPT Total:		99.05	County Treasurer	1 Vendors	1 Transactions
70	DEPT			Data Processing		
8327	HELP-SYSTEMS					
100	01-070-000-0000-6301		319.33	2014 SEQUEL	594483	MAINTENANCE AGREEMENT

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

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>
8327 HELP-SYSTEMS		319.33	1 Transactions	
9017 INSIGHT TECHNOLOGIES				
104 01-070-000-0000-6210		445.71	IT GLOBAL DEC - HIGHWAY	E-MAIL SERVICES
105 01-070-000-0000-6263		297.14	IT GLOBAL DEC - ICN	COMPUTER SERVICES - DP
106 01-070-000-0000-6263		891.43	IT GLOBAL DEC - WELFARE	COMPUTER SERVICES - DP
115 01-070-000-0000-6263		49.52	IT GLOBAL DEC - DATA	COMPUTER SERVICES - DP
116 01-070-000-0000-6801		12,000.00	BLOCK SERVICES PROGRAM	7544980 MISCELLANEOUS EXPENSE - DP
160 01-070-000-0000-6263		140.00	IT GLOBAL DEC - DATA	755340 COMPUTER SERVICES - DP
9017 INSIGHT TECHNOLOGIES		13,823.80	6 Transactions	
13329 MN ENTERPRISE TECHNOLOGY SHARED				
123 01-070-000-0000-6263		114.00	OCTOBER SPAM FILTER	13100516 COMPUTER SERVICES - DP
124 01-070-000-0000-6263		1,300.00	FIBER USAGE - OCTOBER	DV13100414 COMPUTER SERVICES - DP
13329 MN ENTERPRISE TECHNOLOGY SHARED		1,414.00	2 Transactions	
70 DEPT Total:		15,557.13	Data Processing	3 Vendors 9 Transactions
91 DEPT			County Attorney	
99999997 BUCA'S PIZZERIA				
86 01-091-000-0000-6262		89.43	FOOD - JURY TRIAL	OTHER SERVICES
99999997 BUCA'S PIZZERIA		89.43	1 Transactions	
3448 CARNEY FORENSICS				
87 01-091-000-0000-6261		990.00	EXPERT SERVICES	57-CR-12-711 CONSULTING & LEGAL SERVICES-ATTOR
3448 CARNEY FORENSICS		990.00	1 Transactions	
9017 INSIGHT TECHNOLOGIES				
107 01-091-000-0000-6300		99.05	IT GLOBAL DEC - ATTORNEY	REPAIRS & MAINTENANCE
9017 INSIGHT TECHNOLOGIES		99.05	1 Transactions	
13304 M.B. MCGEE				
121 01-091-000-0000-6261		5,372.84	EXPENSES TESTIFY - TR	2018 CONSULTING & LEGAL SERVICES-ATTOR
13304 M.B. MCGEE		5,372.84	1 Transactions	
15323 OFFICE DEPOT				
129 01-091-000-0000-6401		296.46	HP90X	682953077001 SUPPLIES
130 01-091-000-0000-6401		79.78	CE505X TONER	682953077001 SUPPLIES
131 01-091-000-0000-6401		20.81	100 PK CD-R	682953077001 SUPPLIES

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 5

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
15323	OFFICE DEPOT		397.05		3 Transactions	
20380	THOMAS/LINDSEY					
154	01-091-000-0000-6261		600.00	EXPERT SERVICES 57-CR-12-711		CONSULTING & LEGAL SERVICES-ATTOR
20380	THOMAS/LINDSEY		600.00		1 Transactions	
23303	WEST GROUP PAYMENT CENTER					
157	01-091-000-0000-6240		408.81	OCTOBER SUBSCRIPTIONS	828410460	SUBSCRIPTIONS
23303	WEST GROUP PAYMENT CENTER		408.81		1 Transactions	
23312	WHRITENOUR/ROBERT					
158	01-091-000-0000-6261		1,000.00	EXPERT SERVICES 57-CR-12-711		CONSULTING & LEGAL SERVICES-ATTOR
23312	WHRITENOUR/ROBERT		1,000.00		1 Transactions	
91	DEPT Total:		8,957.18	County Attorney	8 Vendors	10 Transactions
101	DEPT			County Recorder		
9017	INSIGHT TECHNOLOGIES					
108	01-101-000-0000-6300		123.81	IT GLOBAL DEC - RECORDER		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		
5369	ESRI					
171	01-103-000-0000-6843		1,335.94	ARCGIS	92733933	UNALLOCATED TECHNOLOGY EXP
5369	ESRI		1,335.94		1 Transactions	
16311	PRO-WEST & ASSOCIATED INC					
136	01-103-000-0000-6843		1,193.50	PARCEL DATA DEV - REINER	13110802	UNALLOCATED TECHNOLOGY EXP
137	01-103-000-0000-6843		2,216.50	PARCEL DATA DEV - GOODRIDGE	13110802	UNALLOCATED TECHNOLOGY EXP
135	01-103-000-0000-6843		918.00	PARCEL DATA DEV - 16 TWP	13110803	UNALLOCATED TECHNOLOGY EXP
16311	PRO-WEST & ASSOCIATED INC		4,328.00		3 Transactions	
103	DEPT Total:		5,663.94	Unallocated Technology Recording	2 Vendors	4 Transactions
106	DEPT			County Assessor		
9017	INSIGHT TECHNOLOGIES					

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

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>
109 01-106-000-0000-6300		74.29	IT GLOBAL DEC - ASSESSOR	REPAIRS & MAINTENANCE
9017 INSIGHT TECHNOLOGIES		74.29	1 Transactions	
106 DEPT Total:		74.29	County Assessor	1 Vendors 1 Transactions
111 DEPT			Courthouse	
8385 HEARTLAND PAPER CO				
99 01-111-000-0000-6300		1,029.88	COURTHOUSE RUGS	G350357-1 REPAIRS & MAINTENANCE
8385 HEARTLAND PAPER CO		1,029.88	1 Transactions	
111 DEPT Total:		1,029.88	Courthouse	1 Vendors 1 Transactions
121 DEPT			Veterans Service	
9017 INSIGHT TECHNOLOGIES				
110 01-121-000-0000-6300		49.52	IT GLOBAL NOV - VET SERVICE	Repairs & Maintenance
9017 INSIGHT TECHNOLOGIES		49.52	1 Transactions	
19413 STONE/STEVE				
146 01-121-000-0000-6330		207.49	MILEAGE - CUSO TRNG - NISSWA	TRAVEL & EXPENSE
147 01-121-000-0000-6330		107.75	MILEAGE - VETS MTG - DL	TRAVEL & EXPENSE
148 01-121-000-0000-6330		34.16	MEALS - PTSD GRP MEETING - TRF	TRAVEL & EXPENSE
149 01-121-000-0000-6330		2.50	POP - PTSD GRP MTG - TRF	TRAVEL & EXPENSE
150 01-121-000-0000-6330		147.58	MILEAGE - VA MTG - FARGO	TRAVEL & EXPENSE
151 01-121-000-0000-6330		59.78	MEALS - PTSD GRP MTG - TRF	TRAVEL & EXPENSE
152 01-121-000-0000-6330		5.00	POP- PTSD GRP MTG - TRF	TRAVEL & EXPENSE
153 01-121-000-0000-6330		21.08	MILEAGE - CUSO MEETING - RLF	TRAVEL & EXPENSE
19413 STONE/STEVE		585.34	8 Transactions	
121 DEPT Total:		634.86	Veterans Service	2 Vendors 9 Transactions
132 DEPT			Motor Vehicle	
9017 INSIGHT TECHNOLOGIES				
111 01-132-000-0000-6300		148.57	IT GLOBAL DEC - MV	REPAIRS & MAINTENANCE
9017 INSIGHT TECHNOLOGIES		148.57	1 Transactions	
13498 MARCO, INC				
122 01-132-000-0000-6301		27.28	105437 MAINTENANCE AGREEMENT	INC1652168 MAINTENANCE AGREEMENT

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
13498	MARCO, INC			27.28						
						1 Transactions				
128	15323 OFFICE DEPOT	01-132-000-0000-6401		64.04	HP78		682953077001		SUPPLIES - MOTOR VEHICLE	
	15323 OFFICE DEPOT			64.04		1 Transactions				
132	DEPT Total:			239.89	Motor Vehicle			3 Vendors		3 Transactions
201	DEPT				Sheriff					
169	13354 MARQUIS/RENAE L	01-201-000-0000-6262		630.00	TRANSCRIPTION		110813		OTHER SERVICES	
	13354 MARQUIS/RENAE L			630.00		1 Transactions				
126	14315 NORTHERN MOTORS INC	01-201-000-0000-6631		406.67	#3 REPLACE WINDSHIELD		136221		FURNITURE & EQUIPMENT	
	14315 NORTHERN MOTORS INC			406.67		1 Transactions				
18	15323 OFFICE DEPOT	01-201-000-0000-6405		20.95	CD'S		46565001		GENERAL SUPPLIES	
17	01-201-000-0000-6405			9.99	CD SLEEVES		46699001		GENERAL SUPPLIES	
19	01-201-000-0000-6405			28.48	CALC RIBBON,POST ITS,PAPER		890629001		GENERAL SUPPLIES	
	15323 OFFICE DEPOT			59.42		3 Transactions				
161	15329 OIL BOYZ EXPRESS LUBE	01-201-000-0000-6304		61.47	#7 OIL CHANGE WIPERS		103182		REPAIR & MAINTENANCE - SQUADS	
	15329 OIL BOYZ EXPRESS LUBE			61.47		1 Transactions				
20	16055 PENNINGTON COUNTY SHERIFF	01-201-000-0000-6262		38.80	TOBACCO COMPLIANCE CHECK				OTHER SERVICES	
22	01-201-000-0000-6330			12.61	MEAL- RK DISTRICT TRNG-ERSKINE				TRAVEL & EXPENSE	
	16055 PENNINGTON COUNTY SHERIFF			51.41		2 Transactions				
201	DEPT Total:			1,208.97	Sheriff			5 Vendors		8 Transactions
206	DEPT				County Coroner					
167	7012 JOHNSON FUNERAL SERVICE	01-206-000-0000-6262		150.00	AUTOPSY TRANSPORT		112013		OTHER SERVICES-CORONER	

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

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 #	
7012 JOHNSON FUNERAL SERVICE		150.00	1 Transactions	
206 DEPT Total:		150.00	County Coroner	1 Vendors 1 Transactions
220 DEPT			Law Enforcement - Shared	
9017 INSIGHT TECHNOLOGIES				
117 01-220-000-0000-6263		63.06-	DOUBLE PAYMENT	754462 COMPUTER SERVICES & SUPPLIES
159 01-220-000-0000-6263		220.00	SOFTWARE RENEWAL	755222 COMPUTER SERVICES & SUPPLIES
9017 INSIGHT TECHNOLOGIES		156.94	2 Transactions	
220 DEPT Total:		156.94	Law Enforcement - Shared	1 Vendors 2 Transactions
251 DEPT			Jail	
1380 A'VIANDS LLC				
2 01-251-000-0000-6427		2,131.57	JAIL MEALS 10-27 TO 10-31	66757 JAIL MEALS
5 01-251-000-0000-6245		60.00	JAIL TRAINING	66912 CONTINUING EDUCATION
3 01-251-000-0000-6403		144.92	CLEANER	66913 JANITORIAL SUPPLIES - JAIL
6 01-251-000-0000-6427		815.99	JAIL MEALS 11-1 TO 11-2	67026 JAIL MEALS
7 01-251-000-0000-6427		2,886.96	JAIL MEALS 11-3 TO 11-9	67027 JAIL MEALS
1380 A'VIANDS LLC		6,039.44	5 Transactions	
1337 ALTRU CLINIC				
1 01-251-000-0000-6255		79.44	DR-13-165	7871043 MEDICAL - LOCAL
1337 ALTRU CLINIC		79.44	1 Transactions	
2311 BI MONITORING CORPORATION				
9 01-251-000-0000-6353		153.90	HOME DETENTION - SEPT	807898 HOME DETENTION
8 01-251-000-0000-6353		205.20	HOME DETENTION - OCT	812522 HOME DETENTION
2311 BI MONITORING CORPORATION		359.10	2 Transactions	
9001 INTER COUNTY NURSING				
11 01-251-000-0000-6255		612.50	2.25 JAIL NURSE HRS	914 MEDICAL - LOCAL
12 01-251-000-0000-6255		5.00	1 MANTOUX TEST	914 MEDICAL - LOCAL
13 01-251-000-0000-6256		50.00	2 FLU SHOTS	914 MEDICAL - REIMBURSED
9001 INTER COUNTY NURSING		667.50	3 Transactions	
11003 K-MART				
14 01-251-000-0000-6403		18.79	BROOMS	110513 JANITORIAL SUPPLIES - JAIL

Pennington County Financial System



ANGIE
11/26/13 3:33PM
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
15	01-251-000-0000-6405		104.51	SHOWER CURTAINS, BRUSH	110513	GENERAL SUPPLIES - JAIL
	11003 K-MART		123.30	2 Transactions		
16055	PENNINGTON COUNTY SHERIFF					
21	01-251-000-0000-6420		10.20	POSTAGE TO MAIL UNIFORMS		JAILER UNIFORMS
	16055 PENNINGTON COUNTY SHERIFF		10.20	1 Transactions		
19377	SANFORD THIEF RIVER FALLS					
27	01-251-000-0000-6255		56.36	DR-13-356	110-53-99-8	MEDICAL - LOCAL
25	01-251-000-0000-6255		254.17	DR-13-310	187-19-94-8	MEDICAL - LOCAL
28	01-251-000-0000-6255		56.36	DR-13-303	285-66-84-2	MEDICAL - LOCAL
29	01-251-000-0000-6255		83.19	DR-13-411	409-69-08-1	MEDICAL - LOCAL
30	01-251-000-0000-6256		83.46	DR-12-509	508-12-67-6	MEDICAL - REIMBURSED
26	01-251-000-0000-6255		56.36	DR-13-294	73-51-80-2	MEDICAL - LOCAL
24	01-251-000-0000-6255		139.55	DR-13-275	87-12-55-6	MEDICAL - LOCAL
	19377 SANFORD THIEF RIVER FALLS		729.45	7 Transactions		
19313	SCENT DETECTION SYSTEMS					
31	01-251-000-0000-6801		250.00	K-9 INSPECTION	1428	MISCELLANEOUS EXPENSE - JAIL
	19313 SCENT DETECTION SYSTEMS		250.00	1 Transactions		
20047	THRIFTY WHITE PHARMACY					
36	01-251-000-0000-6255		21.18	PRESCRIPTION 13-303	24197	MEDICAL - LOCAL
37	01-251-000-0000-6256		363.72	PRESCRIPTION 13-383	25048	MEDICAL - REIMBURSED
38	01-251-000-0000-6256		275.28	PRESCRIPTION 13-338	39708	MEDICAL - REIMBURSED
33	01-251-000-0000-6255		136.07	PRESCRIPTION 13-388	4118	MEDICAL - LOCAL
34	01-251-000-0000-6255		27.96	PRESCRIPTION 13-356	4136	MEDICAL - LOCAL
39	01-251-000-0000-6255		114.05	PRESCRIPTION 13-335	48017	MEDICAL - LOCAL
40	01-251-000-0000-6255		31.08	PRESCRIPTION 13-370	56334	MEDICAL - LOCAL
41	01-251-000-0000-6255		76.71	PRESCRIPTION 13-381	56545	MEDICAL - LOCAL
42	01-251-000-0000-6255		236.64	PRESCRIPTION 13-310	56942	MEDICAL - LOCAL
43	01-251-000-0000-6255		25.68	PRESCRIPTION 13-360	57623	MEDICAL - LOCAL
44	01-251-000-0000-6256		29.38	PRESCRIPTION 12-509	57691	MEDICAL - REIMBURSED
45	01-251-000-0000-6255		161.97	PRESCRIPTION 13-275	57911	MEDICAL - LOCAL
46	01-251-000-0000-6255		6.99	PRESCRIPTION 13-401	58031	MEDICAL - LOCAL
35	01-251-000-0000-6255		110.32	PRESCRIPTION 13-191	6362	MEDICAL - LOCAL
32	01-251-000-0000-6255		231.83	PRESCRIPTION 13-320	963	MEDICAL - LOCAL
	20047 THRIFTY WHITE PHARMACY		1,848.86	15 Transactions		

Pennington County Financial System



ANGIE
11/26/13 3:33PM
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
23347	WELLS FARGO CREDIT CARD SERVICES					
162	01-251-000-0000-6330		26.58	#7 GAS - TRANSPORT		TRAVEL & EXPENSE
163	01-251-000-0000-6330		26.84	#7 GAS - TRANSPORT - TR		TRAVEL & EXPENSE
164	01-251-000-0000-6330		20.29	#7 GAS - TRANSPORT		TRAVEL & EXPENSE
165	01-251-000-0000-6330		38.47	#7 GAS - TRANSPORT - Y		TRAVEL & EXPENSE
166	01-251-000-0000-6330		77.09	HOTEL TRANSPORT Y		TRAVEL & EXPENSE
23347	WELLS FARGO CREDIT CARD SERVICES		189.27	5 Transactions		
251	DEPT Total:		10,296.56	Jail	10 Vendors	42 Transactions
252	DEPT			Training		
3327	CARLSON/BECKY					
10	01-252-000-0000-6330		67.80	MILEAGE - GRANT MTG - MAHNOMEN		TRAVEL & EXPENSE
3327	CARLSON/BECKY		67.80	1 Transactions		
13324	MN STATE SHERIFFS ASSOCIATION					
16	01-252-000-0000-6330		600.00	ADV CIBIL PROCESS - BR,DO, RK	033910	TRAVEL & EXPENSE
13324	MN STATE SHERIFFS ASSOCIATION		600.00	1 Transactions		
252	DEPT Total:		667.80	Training	2 Vendors	2 Transactions
255	DEPT			Sentenced To Serve Program		
2307	BRODIN COMFORT SYSTEMS					
168	01-255-000-0000-6300		198.64	SERVICE FURNACE	37306	REPAIRS & MAINTENANCE
2307	BRODIN COMFORT SYSTEMS		198.64	1 Transactions		
255	DEPT Total:		198.64	Sentenced To Serve Program	1 Vendors	1 Transactions
259	DEPT			Canteen Collections		
16300	PIZZA CORNER INC					
23	01-259-000-0000-6405		104.00	26 PIZZAS	981051	GENERAL SUPPLIES - CANTEEN
16300	PIZZA CORNER INC		104.00	1 Transactions		
20357	TURNKEY CORRECTIONS					
47	01-259-000-0000-6405		841.22	VENDING CANTEEN 10-16 TO 10-31	29455	GENERAL SUPPLIES - CANTEEN
48	01-259-000-0000-6405		468.80	40 \$5 \$24 \$10 PHONE CARDS	29455	GENERAL SUPPLIES - CANTEEN
49	01-259-000-0000-6405		29.42	INDIGENT SUPPLISE 10-1 TO 10-3	29457	GENERAL SUPPLIES - CANTEEN
50	01-259-000-0000-6405		26.89	E-MAIL 10-1 TO 10-31	29538	GENERAL SUPPLIES - CANTEEN

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 11

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
51		01-259-000-0000-6405		25.00	MP3 FEES 10-1 TO 10-31		29565		GENERAL SUPPLIES - CANTEEN	
52		01-259-000-0000-6405		50.15	MP3 SALES 10-1 TO 10-31		29566		GENERAL SUPPLIES - CANTEEN	
20357	TURNKEY CORRECTIONS			1,441.48		6 Transactions				
23309	WHOLESALE SUPPLY CO INC									
53		01-259-000-0000-6405		586.20	MARLBORO, HUSKY		1341130		GENERAL SUPPLIES - CANTEEN	
23309	WHOLESALE SUPPLY CO INC			586.20		1 Transactions				
259	DEPT Total:			2,131.68	Canteen Collections		3 Vendors		8 Transactions	
270	DEPT				Crime Victim Advocate Grant					
9017	INSIGHT TECHNOLOGIES									
112		01-270-000-0000-6300		24.77	IT GLOBAL DEC - CRIME VICTIM				REPAIRS & MAINTENANCE	
9017	INSIGHT TECHNOLOGIES			24.77		1 Transactions				
270	DEPT Total:			24.77	Crime Victim Advocate Grant		1 Vendors		1 Transactions	
290	DEPT				EMERGENCY MANAGEMENT					
1380	A'VIANDS LLC									
4		01-290-000-0000-6330		96.03	EMERGENCY MGMT TRAINING FOOD		66912		Travel & Expense	
1380	A'VIANDS LLC			96.03		1 Transactions				
2338	BEITEL/ERIK									
84		01-290-000-0000-6330		15.00	MEAL - MSTEP - MAPLE GROVE				Travel & Expense	
85		01-290-000-0000-6330		22.97	MEAL - M STEP - MAPLE GROVE				Travel & Expense	
2338	BEITEL/ERIK			37.97		2 Transactions				
9017	INSIGHT TECHNOLOGIES									
113		01-290-000-0000-6300		49.52	IT GLOBAL DEC - EMER MGMT				Repairs & Maintenance	
9017	INSIGHT TECHNOLOGIES			49.52		1 Transactions				
290	DEPT Total:			183.52	EMERGENCY MANAGEMENT		3 Vendors		4 Transactions	
601	DEPT				County Extension					
9304	INCONTACT INC									
101		01-601-000-0000-6202		12.85	OCT TOLL FREE #		124424622		TELEPHONE - EXTENSION	
9304	INCONTACT INC			12.85		1 Transactions				

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

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
			Invoice #	Account/Formula Description
			Paid On Bhf #	On Behalf of Name
114 9017 INSIGHT TECHNOLOGIES		123.81		REPAIRS & MAINTENANCE
9017 01-601-000-0000-6300		123.81		
9017 INSIGHT TECHNOLOGIES			1 Transactions	
133 15051 OFFICE MAX		204.75		SUPPLIES - EXTENSION
15051 01-601-000-0000-6401		204.75	413210	
15051 OFFICE MAX			1 Transactions	
601 DEPT Total:		341.41	3 Vendors	3 Transactions
611 DEPT				Parents Forever
7371 GOODRIDGE LUTHERAN PARISH				
96 01-611-000-0000-6330		30.00		TRAVEL & EXPENSE
97 01-611-000-0000-6330		11.40		TRAVEL & EXPENSE
7371 GOODRIDGE LUTHERAN PARISH		41.40	2 Transactions	
118 10307 JOHNSON/GLENICE		150.00		TRAVEL & EXPENSE
10307 01-611-000-0000-6330		150.00		
10307 JOHNSON/GLENICE			1 Transactions	
139 18315 RICHTER/DAVID		30.00		TRAVEL & EXPENSE
18315 01-611-000-0000-6330		30.00		
18315 RICHTER/DAVID			1 Transactions	
611 DEPT Total:		221.40	3 Vendors	4 Transactions
800 DEPT				Social Services Building Complex
8385 HEARTLAND PAPER CO				
98 01-800-000-0000-6403		16.78		JANITORIAL SUPPLIES
8385 HEARTLAND PAPER CO		16.78	G3394551	
			1 Transactions	
800 DEPT Total:		16.78	1 Vendors	1 Transactions
801 DEPT				Unallocated Revenue
14346 NEOPOST GREAT PLAINS				
125 01-801-000-0000-6301		1,412.60		MAINTENANCE AGREEMENT
14346 NEOPOST GREAT PLAINS		1,412.60	GP14224	
			1 Transactions	

Pennington County Financial System



ANGIE
11/26/13 3:33PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 13

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
15323 OFFICE DEPOT					
132 01-801-000-0000-6401		7.25	CALENDAR REFILL	682953077001	SUPPLIES-UNALLOCATED
15323 OFFICE DEPOT		7.25		1 Transactions	
16328 PEPSI COLA BOTTLING CO					
134 01-801-000-0000-6838		137.48	PEPSI PRODUCTS	25592610	POP MACHINE EXPENSE
16328 PEPSI COLA BOTTLING CO		137.48		1 Transactions	
17002 QUILL CORPORATION					
138 01-801-000-0000-6401		67.02	TYPEWRITER RIBBON, COR TAPE	7156719	SUPPLIES-UNALLOCATED
17002 QUILL CORPORATION		67.02		1 Transactions	
20358 TOTALFUNDS BY HASLER					
155 01-801-000-0000-6209		1,500.00	POSTAGE	9079	POSTAGE
20358 TOTALFUNDS BY HASLER		1,500.00		1 Transactions	
801 DEPT Total:		3,124.35	Unallocated Revenue	5 Vendors	5 Transactions
1 Fund Total:		54,980.32	County Revenue		144 Transactions

Pennington County Financial System



ANGIE
11/26/13 3:33PM
3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 14

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		
6350	FLAAGAN/MIKE					
77	03-320-000-0000-6401		48.65	MEALS - MTG - ST CLOUD		SUPPLIES
6350	FLAAGAN/MIKE		48.65		1 Transactions	
8356	HOUSTON ENGINEERING INC					
54	03-320-000-0000-6261		1,811.95	PROJECT DEV SAP 57-603-036	1811.95	CONSULTING & LEGAL SERVICES
8356	HOUSTON ENGINEERING INC		1,811.95		1 Transactions	
14123	NORTHWEST BEVERAGE INC					
63	03-320-000-0000-6401		13.00	WATER		SUPPLIES
14123	NORTHWEST BEVERAGE INC		13.00		1 Transactions	
15051	OFFICE MAX					
62	03-320-000-0000-6401		169.88	CHAIR, CABLE, POST ITS		SUPPLIES
15051	OFFICE MAX		169.88		1 Transactions	
16027	PENNINGTON COUNTY TREASURER					
60	03-320-000-0000-6263		38.47	HOSTED EXCHANGE		COMPUTER SERVICES
61	03-320-000-0000-6263		445.71	IT GLOBAL - NOV		COMPUTER SERVICES
16027	PENNINGTON COUNTY TREASURER		484.18		2 Transactions	
19364	SANFORD HEALTH					
59	03-320-000-0000-6801		122.00	RANDOM DRUG & ALCOHOL		MISCELLANEOUS EXPENSE
19364	SANFORD HEALTH		122.00		1 Transactions	
320	DEPT Total:		2,649.66	Highway Administration	6 Vendors	7 Transactions
330	DEPT			Highway Maintenance		
3002	CELLTECH COMMUNICATIONS INC					
79	03-330-000-0000-6554		37.40	FACEPLATE FOR PHONE		ENGINEERING & SURVEYING SUPPLIES
3002	CELLTECH COMMUNICATIONS INC		37.40		1 Transactions	
3307	COMMISSIONER OF TRANSPORTATION-;					
78	03-330-000-0000-6274		453.45	JOB COST TRANSFERS		LAB TESTING
3307	COMMISSIONER OF TRANSPORTATION-;		453.45		1 Transactions	
13320	MIDWEST TESTING LAB INC					
65	03-330-000-0000-6341		3,207.00	GRAVEL EXPLORATION - STATE PIT		EQUIPMENT RENTAL

Pennington County Financial System



ANGIE
11/26/13 3:33PM
3 Road & Bridge

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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
66	03-330-000-0000-6341	3,461.75		EQUIPMENT RENTAL
13320	MIDWEST TESTING LAB INC	6,668.75	2 Transactions	
330	DEPT Total:	7,159.60	Highway Maintenance	3 Vendors 4 Transactions
350	DEPT		Equipment & Maintenance Shop	
6349	FASTENAL COMPANY			
75	03-350-000-0000-6564	6.93	BOLTS ETC FOR UNIT 223	EQUIPMENT REPAIR PARTS
76	03-350-000-0000-6564	15.61	BOLTS ETC FOR UNIT 208	EQUIPMENT REPAIR PARTS
6349	FASTENAL COMPANY	22.54	2 Transactions	
7337	GCR TIRE STORES			
70	03-350-000-0000-6564	32.10	FLAT REPAIR UNIT 309	EQUIPMENT REPAIR PARTS
71	03-350-000-0000-6564	32.10	FLAT REPAIR UNIT 309	EQUIPMENT REPAIR PARTS
72	03-350-000-0000-6564	37.10	REPAIR SPLIT RIM UNIT 309	EQUIPMENT REPAIR PARTS
73	03-350-000-0000-6564	42.10	REPAIR SPLIT RIM UNIT 309	EQUIPMENT REPAIR PARTS
74	03-350-000-0000-6564	50.00	FLAT REPAIR UNIT 242	EQUIPMENT REPAIR PARTS
7337	GCR TIRE STORES	193.40	5 Transactions	
8315	HUBERT OUTDOOR POWER			
68	03-350-000-0000-6564	29.12	REPAIR CULVERT SAW	EQUIPMENT REPAIR PARTS
69	03-350-000-0000-6564	25.54	WEED TRIMMER BLADES	EQUIPMENT REPAIR PARTS
8315	HUBERT OUTDOOR POWER	54.66	2 Transactions	
8014	HUGOS #7			
67	03-350-000-0000-6556	29.97	PAPER TOWELS & TP SHOP 213	SHOP SUPPLIES
8014	HUGOS #7	29.97	1 Transactions	
13302	M-R SIGN CO, INC			
64	03-350-000-0000-6551	90.13	911 SIGNS	SIGNS
13302	M-R SIGN CO, INC	90.13	1 Transactions	
19310	STONE'S MOBILE RADIO			
58	03-350-000-0000-6564	8.97	ANTENNA UNIT 206	EQUIPMENT REPAIR PARTS
19310	STONE'S MOBILE RADIO	8.97	1 Transactions	
20309	TRUE NORTH STEEL			
55	03-350-000-0000-6549	2,473.63	15", 18" AND 24" PIPE	CULVERTS
56	03-350-000-0000-6549	1,955.81	24" FLOODGATE	CULVERTS

Pennington County Financial System



ANGIE
11/26/13 3:33PM

3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 16

	<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>
57	03-350-000-0000-6549		447.62	15" APRON, 18" BAND	CULVERTS
	20309 TRUE NORTH STEEL		4,877.06	3 Transactions	
350	DEPT Total:		5,276.73	Equipment & Maintenance Shop	7 Vendors 15 Transactions
3	Fund Total:		15,085.99	Road & Bridge	26 Transactions

Pennington County Financial System



ANGIE
11/26/13 3:33PM
60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
460 DEPT		CAPITAL IMPROVEMENT		
2337 BKV GROUP INC				
174 60-460-000-0000-6801		FACILITY ASSESSMENT - COURTROO	29877	MISCELLANEOUS EXPENSE
2337 BKV GROUP INC		1 Transactions		
99999997 NORTHERN WOODWORK, INC				
173 60-460-000-0000-6636		CABINETS - COURTROOM		Building Improvements - Courtroom
127 60-460-000-0000-6636		PENCIL DRAWERS - COURTROOM	12300	Building Improvements - Courtroom
99999997 NORTHERN WOODWORK, INC		2 Transactions		
16082 PARSONS ELECTRIC LLC				
172 60-460-000-0000-6636		FINAL PYMNT - COURTROOM PROJEC		Building Improvements - Courtroom
16082 PARSONS ELECTRIC LLC		1 Transactions		
460 DEPT Total:		16,461.55 CAPITAL IMPROVEMENT	3 Vendors	4 Transactions
60 Fund Total:		16,461.55 Capital Improvement Special Re		4 Transactions
Final Total:		86,527.86	89 Vendors	174 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	54,980.32	County Revenue	
3	15,085.99	Road & Bridge	
60	16,461.55	Capital Improvement Special Re	
All Funds	86,527.86	Total	Approved by,
		
		

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11/26/13 3:34PM

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
11/26/13 3:34PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
16	6347 FULTON/JIM 01-251-000-0000-6330		7.90	MEAL - TRANSPORT - STILLWATER	110713	TRAVEL & EXPENSE
	6347 FULTON/JIM		7.90	1 Transactions		
1	10026 JENSEN/DONALD J 01-003-000-0000-6103		100.00	PER DIEM - NUCLUB-GRAND RAPIDS	100313	PER DIEMS - BOARD
2	01-003-000-0000-6103		100.00	PER DIEM - AMC - ST PAUL	101013	PER DIEMS - BOARD
3	01-003-000-0000-6103		65.00	PER DIEM - LEC - TRF	101813	PER DIEMS - BOARD
4	01-003-000-0000-6103		65.00	PER DIEM - JTC - BEMIDJI	102113	PER DIEMS - BOARD
5	01-003-000-0000-6103		65.00	PER DIEM - AIRPORT AUTH - TRF	102313	PER DIEMS - BOARD
6	01-003-000-0000-6103		65.00	PER DIEM - MNDOT - TRF	102513	PER DIEMS - BOARD
7	01-003-000-0000-6103		65.00	PER DIEM - AMC DIST II-BEMIDJI	103013	PER DIEMS - BOARD
8	01-003-000-0000-6103		100.00	PER DIEM - AMC DIST III-MAHN	103113	PER DIEMS - BOARD
	10026 JENSEN/DONALD J		625.00	8 Transactions		
9	11063 KUZNIA/RAYMOND D 01-252-000-0000-6330		16.36	MEAL - MSTEP CONF - MPLS	111113	TRAVEL & EXPENSE
10	01-252-000-0000-6330		18.24	MEAL - MSTEP CONF - MPLS	111213	TRAVEL & EXPENSE
11	01-252-000-0000-6330		22.99	MEAL - MSTEP CONF - MPLS	111213	TRAVEL & EXPENSE
	11063 KUZNIA/RAYMOND D		57.59	3 Transactions		
15	15303 OLSON/DAVID 01-251-000-0000-6330		12.44	MEAL -TRANSPORT - STILLWATER	110713	TRAVEL & EXPENSE
	15303 OLSON/DAVID		12.44	1 Transactions		
13	19413 STONE/STEVE 01-121-000-0000-6330		20.00	MEAL - VA MEDICAL MTG - FARGO	100713	TRAVEL & EXPENSE
12	01-121-000-0000-6330		5.99	MEAL - VETERAN MTG - DL	101613	TRAVEL & EXPENSE
14	01-121-000-0000-6330		9.08	PER DIEM - MTG - RED LAKE FALL	112013	TRAVEL & EXPENSE
	19413 STONE/STEVE		35.07	3 Transactions		
17	26306 ZIMMERMAN/BLAIZE 01-252-000-0000-6330		8.42	MEAL - TRAINING - BAGLEY	110613	TRAVEL & EXPENSE
	26306 ZIMMERMAN/BLAIZE		8.42	1 Transactions		
1 Fund Total:			746.42	County Revenue	6 Vendors	17 Transactions
Final Total:			746.42	6 Vendors	17 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	746.42	County Revenue
All Funds		746.42	Total

Approved by,

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OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 12TH, 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, November 12th, 2013 at 10:00 a.m. Members present: Donald Jensen, Neil Peterson, and Darryl Tveitbakk. Members absent: Cody Hempel and Oliver “Skip” Swanson.

The Pledge of Allegiance was recited.

Peter Nelson, Pennington County Soil and Water Conservation District, presented the FY 2014 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Agreement. Mr. Nelson noted that the amount of the grant for the MPCA SSTS Upgrade had increased to \$37,900. Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve the FY 2014 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Agreement in the total amount of \$98,621. Motion unanimously carried.

Tony Dorn Jr. and Tom Goddard representing TRFAHA were present at the County Board meeting to discuss the lease of the Old Arena. Because only three members of the County Board were in attendance they decided to be placed on the next County Board Agenda November 26th, 2013 at 5:05 p.m.

County Auditor Kenneth Olson presented the 2014 Snowmobile GIA Maintenance and Grooming Grant Agreement effective July 1, 2013 to June 30, 2014. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to approve the FY 2014 Snowmobile GIA Maintenance and Grooming Grant and authorize the Vice-Chairman and County Auditor to sign the agreement in behalf of Pennington County. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve the agreements with Red Lake County, Norman County and Marshall County to share server and maintenance costs for GIS data for a three year period as proposed. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve the Environmental Systems Research Institute, Inc (esri) license Agreement for use of ARC GIS. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to issue a duplicate warrant #97298 to Amy Beckius-Johnson for \$72.72 without furnishing an indemnifying bond to replace the original check destroyed in the mail. Motion carried.

The County Board discussed the public hearing being held on November 13th, 2013 at 6:00 p.m. at the Bremer Bank Building in Warren, MN to discuss redistribution of the

Middle-Tamarac-Snake River Watershed District managers. Commissioner Peterson will attend.

County Engineer Mike Flaagan made a request that the County Board approve resolutions approving the Bridge Board Grant terms.

Commissioner Tveitbakk introduced the following resolution, seconded by Commissioner Jensen and upon vote was unanimously carried.

**Resolution For Agreement to State Transportation Fund (Bridge Bonds) Grant
Terms and Conditions SAP 57-598-047**

WHEREAS, Pennington County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.57J37; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$49,499.75 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Pennington County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required.

Commissioner Jensen introduced the following resolution and moved its adoption, seconded by Commissioner Tveitbakk and upon vote was unanimously carried.

**Resolution For Agreement of State Transportation Fund (Bridge Bonds) Grant
Terms and Conditions SAP 57-098-048**

WHEREAS, Pennington County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.57J36; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$43,601.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Pennington County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required.

The County Board then discussed with the County Engineer the billable rates to Townships for motor grader, mower, and the minimum charge, along with the minimum charge for individual driveway plowing and grading.

Commissioner Jensen moved, seconded by Commissioner Tveitvakk to set the rates of Township Road & Ditch Maintenance as follows:

Motor Grader	\$90/Hour
Mower	\$85/Hour
Minimum Charge	\$50

Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Tveitvakk to set the minimum rate for snowplowing and grading individual driveways at \$45. Motion unanimously carried.

Mike Flaagan then discussed leasing a mower tractor instead of owning. The Highway Committee will review this item further.

County Engineer Mike Flaagan noted that Maintenance Foreman, Mike Stennes probation period has been completed. Moved by Commissioner Jensen, seconded by Commissioner Tveitvakk to move Maintenance Foreman Mike Stennes to step 3 effective the day after the probation period was completed. Motion unanimously carried.

The Ditch Petition to clean County Ditch #16 one mile south of the Seven Clans Casino was discussed. The County Board would like to see a survey completed of the whole system.

The County Board then reviewed quotes for a new Sheriff's Squad off the State of Minnesota Bid Specs. The following quotes were received:

Thief River Ford	-	2014 Ford Explorer AWD Police	-	\$26,495.00
Northern Motors	-	2014 Tahoe 4WD	-	\$32,345.85
Westside Motors	-	2014 Dodge Durango SSV V6	-	\$27,975.00
Westside Motors	-	2014 Dodge Durango SSV V8	-	\$30,343.00

Moved by Commissioner Jensen, seconded by Commissioner Tveitvakk to approve the purchase of a 2014 Ford Explorer AWD Police package for \$26,495.00 plus tax and license from Thief River Ford. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to approve the Purchase of Service Agreement between the Land of the Dancing Sky Area Agency on Aging and Northwest Sentence to Serve (contract # 314-14-003B-428) for Chore Services for Older Americans for the period of January 1, 2014 to December 31, 2014. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Jensen to approve payment of the Human Service warrants totaling \$204,912.93, the Auditor and Manual warrants for October 2013 totaling \$1,661,922.58, and the following Commissioner warrants. Motion carried.

WARRANTS	
County Revenue	\$135,245.82
Road & Bridge	\$ 48,735.29
Solid Waste Facility	\$ 10,813.46
Ditch Funds	\$ 12,795.00
Forfeited Tax	\$ 271.42

Per diems and meal reimbursements in the amount of \$1,815.58 were also approved.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve the minutes of October 22nd, 2013 as written. Motion carried.

Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to approve the 2014 Crime Victim Services Grant Agreement between the Minnesota Department of Public Safety Office of Justice Programs and the Pennington County Attorney's Office (contract # A-CVS-2014-PENNAO-00103) effective October 1st, 2013 to September 30th, 2014 that will provide \$71,455 for this program. Motion unanimously carried.

The following resolution was introduced by Commissioner Jensen and moved its adoption, Commissioner Tveitbakk seconded the motion and upon vote was unanimously carried.

Resolution approving Emergency Management Performance Grant 2013

BE IT RESOLVED; That the Pennington County Board of Commissioners approve The Emergency Management Performance Grant 2013 between Pennington County and the State of Minnesota Department of Public Safety Homeland Security And Emergency Management Division,

BE IT FURTHER RESOLVED; that the County Board Vice Chairman – Neil Peterson and the Pennington County Auditor/Treasurer – Kenneth Olson be authorized to sign the agreement in behalf of Pennington County.

The County Auditor mentioned that we have an invoice from Neopost for Postage Meter Rental that needs to be paid by November 25th, 2013 but needs to be corrected and is

asking that the Auditor's Office have authority to pay Neopost by Auditor warrant after the correction is received. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to authorize the Auditor/Treasurer Office to pay Neopost for Postage Meter Rental by Auditors Warrant. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to adjourn to 5:00 p.m. November 26th, 2013. Motion carried.