

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
COUNTY BOARD ROOM
TUESDAY, JUNE 24TH, 2014, 5:00 P.M.**

AGENDA - REVISED

Pledge of Allegiance

- 5:00 Ken Yutzenka – Human Services Director
- Consent Agenda
- 5:05 Helen Anderson, Connie Hagen, Anita Cardinal
- Tobacco Free Ordinance
- 5:30 Mike Flaagan – County Engineer
- Highway Dept. Items
- 5:45 Erik Beitel – Emergency Mgmt. Director
- 6:00 Law Enforcement Center/Annex Repairs
- 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, May 20, 2014 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Don Jensen
Oliver Swanson
Cody Hempel
Darryl Tveitbakk
Alan Rogalla

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The April 15, 2014 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes to the Consent Agenda.

- II. PERSONNEL:
 - A. County Attorney Rogalla addressed the committee regarding the need for additional administrative presence in the social service unit providing assistance to and under the direction of the Social Service Supervisor. Mr. Rogalla suggested that a Lead Social Worker could be a beneficial option. Following Mr. Rogalla's recommendations, Julie Sjostrand and Ken Yutrzenka presented a proposal to; establish a Social Work lead position to assist in adult services, add a Care Coordination Social Worker and incorporate a dedicated intake worker. These proposed positions would be funded, primarily, through Medica SNBC Care Coordination earnings. Immediate priority would be to bring on the Care Coordinator and lead worker positions. The lead position would most likely be filled by an existing staff. Upon conclusion of the presentation it was agreed that Julie and Ken will continue to work with the Personnel Committee on these proposed additions/staff changes.
 - B. Amy Nelson, Social Worker, is scheduled to complete probation on 06/09/2014. Amy is successfully fulfilling her job responsibilities and is a great addition to the Social Service unit. The Social Service Supervisor and Agency Director recommend Ms. Nelson be granted permanent status upon completion of the six month probationary period. Committee members recommended this item be forwarded to the Consent Agenda.
 - C. Clayton Griesbach, Social Worker, is scheduled to complete probation on 06/10/2014. Clayton is fulfilling his assigned job responsibilities and is proving himself an active team member of the children's services unit. The Social Service Supervisor and Agency Director recommend Mr. Griesbach be granted permanent status upon completion of the six month probationary period. Committee members recommended this item be forwarded to the Consent Agenda.

- III. GENERAL:
 - A. The Director presented a Coordination Agreement between this agency and Polk County Social Services allowing Polk County Social Services to continue to serve as the Fiscal Host for the Northwest 8 Adult Mental Health Initiative and Crisis Services funding grants. Recommendation was made to forward this item to the Consent Agenda.
 - B. The Director informed committee members of his exploration into contracting out case management duties for some of our out-of-county waiver cases. The Director has communicated with Thomas Allen, Inc. regarding this service. Committee members recommended the Director to continue in this pursuit.
 - C. A Memorandum of Understanding concerning the workings of the Labor/Management Committee was presented for consideration. The memorandum establishes mutual agreement on LMC meeting frequency, membership and allowance for meetings to occur during work hours. Recommendation was made to forward this item to the Consent Agenda.

- D. The out-of-home cost report for March 2014 was presented for review.
- E. Month's end cash balance for April stands at \$930,693.70.

Section B

- I. The Director informed committee members of a case whereby the County has learned it will be financially responsible for placement costs for a waiver recipient due to worker non-performance of assigned duties. The agency has conferred with DHS staff on this matter. It was learned there are no retro-active remedies in this matter and the agency is currently responsible for approximately \$64,000.00 in residential costs. The Director is working with the service provider in efforts to mitigate these costs.
- II. Kathleen Herring presented the Crisis Assistance Monthly Report of Activity. Kathleen also reported that the end of month Income Maintenance open case count for April stands at 1,645.
- III. No Income Maintenance cases were presented for Special Case consideration.
- IV. A listing of bills presented for payment was 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: June 17, 2014 at 7:00pm.

Commission Meeting
June 24, 2014

1. Sign Policy

2. Crushing Quotes

3. Maintenance Foreman

4. Other

Pennington County Highway Department Sign Policy

Policy Purpose/Introduction

The purpose of this policy is to establish uniformity and consistency in the application, installation, and maintenance of traffic signs on Pennington County Highway Departments roadway system.

This policy recognizes that the MN MUTCD is the standard for all traffic control devices on all public roads in Minnesota, and therefore all traffic control devices on Pennington County's highway system must conform to its standards and specifications as specified in Minnesota Statute 169.06.

This policy officially recognizes the rule in the MN MUTCD that establishes minimum retroreflectivity levels for traffic signs and describes how Pennington County Highway Dept. achieves compliance.

It is in the interest of Pennington County Highway Dept. and the public to prevent the excessive use of traffic signs on the county/city roadway system. A conservative use of traffic signs reduces maintenance costs and improves the effectiveness of the remaining signs. Limiting the excessive use of traffic signs achieves the following:

- Fulfills demonstrated needs
- Champions a command of attention
- Reduces clutter that impedes the conveyance of a clear and simple meaning
- Fosters respect by road users, and reduces conflicts that may restrict time for a proper response that cumulatively improves traffic safety for all users
- Pursues the goals of the Minnesota Toward Zero Deaths partnership in Pennington County.

Policy

All traffic signs on Pennington County's highway system must conform to the MN MUTCD. Traffic signs not explicitly required to be installed by the MN MUTCD should not be installed on Pennington County's highway system unless otherwise specified in this policy, or authorized by the Pennington County Engineer.

Policy Criteria

Installation of Signs

The Pennington County Highway Dept. will develop and maintain a sign inventory of all signs on the roadway system. Based on the inventory and level of funding available for sign maintenance, Pennington County Highway Dept. will determine the amount of inventory that can be supported by the current funding structure.

Pennington County Highway Dept. will maintain the determined amount of traffic control devices (signs, traffic signals, and pavement markings) to ensure safe and efficient operations. Based on the inventory and policy considerations, signs that are not consistent with policy, and signs that are not required or are determined by an engineering study to be unnecessary will be removed.

Maintenance Method

It shall be the Pennington County Highway Engineer's responsibility to decide which signs should be replaced by maintenance personnel or by contract. Compliance with MN MUTCD retroreflectivity requirements will be achieved using a management method using the expected sign life. Pennington County Highway Departments adopts 12 years for the life of signs with ASTM Type XI sheeting material. Applicable sign life may be revisited to determine appropriate length based on the latest research.

Maintenance personnel should replace signs according to the following guidelines:

- After 12 years life expended the sign will be replaced.
- Before each year's replacement program, the sign crew should review all signs. Additional signing, relocation of signing, or removal of needless signing can be incorporated into the program at this time. The available sign budget and the current inventory will be reviewed to determine feasibility of maintaining the current inventory.
- The replacement program includes the use of the latest standards for sign design, dimensioning, mounting, and roadway location.

Organization: Pennington County

Budget Summary

EMPG: 2014 EMPG			
Budget Category	Award	Match	
Planning			
operating costs	\$2,000.00	\$2,000.00	
Wages and Benefits	\$22,963.20	\$22,963.20	
Total	\$24,963.20	\$24,963.20	
Training			
Training and Conferences	\$6,770.80	\$6,770.80	
Total	\$6,770.80	\$6,770.80	
Equipment			
ARMER Portable, Laptop computers, EOC telephonic connectivity	\$3,600.00	\$3,600.00	
EOC kits	\$1,731.00	\$1,731.00	
Total	\$5,331.00	\$5,331.00	
Total	\$37,065.00	\$37,065.00	
Allocation	\$37,065.00	\$37,065.00	
Balance	\$0.00	\$0.00	

MINNESOTA DEPARTMENT OF PUBLIC SAFETY

Application: A-EMPG-2014-PENNCO-00060

Budget Item Program Component: EMPG: 2014 EMPG

Budget Category: Equipment		
Budget Description:	Award	Match
ARMER Portable, Laptop computers, EOC telephonic connectivity ARMER portable with accessories: \$4800.00; 4 laptop computers (ICS general staff) \$2400.00 Total \$7200.00	\$3,600.00	\$3,600.00
Budget Description: EOC kits Staff vests, telephone connectivity, local and regional situation awareness displays (TV Monitors) Total \$3462.00	\$1,731.00	\$1,731.00
Budget Item Program Component Total:	\$ 5,331.00	\$ 5,331.00
Budget Category: Planning		
Budget Description:	Award	Match
operating costs Regualr costs of maintaining the EM dept and the EOC. Office supplies (\$1700), repair and maintenance of office and EOC equipment and response/command trailer (\$1500), email services (\$165) and telephone / cellular communications (\$2160) Total = \$4000.00	\$2,000.00	\$2,000.00
Budget Description: Wages and Benefits Wages and benefits: EM Director, Erik Beitel \$45,926.40	\$22,963.20	\$22,963.20
Budget Item Program Component Total:	\$ 24,963.20	\$ 24,963.20
Budget Category: Training		
Budget Description:	Award	Match
Training and Conferences Travel expense to attend 9-10 MN State sponsored courses, 1 FERC (Dam Exercise) and registration and travel expense for 2 to attend govenors conference and 2 to attend AMEM: Lodging, meals, registrations and mileage: Total \$13541.60	\$6,770.80	\$6,770.80
Budget Item Program Component Total:	\$ 6,770.80	\$ 6,770.80
Total:	\$ 37,065.00	\$ 37,065.00

Pennington County Financial System

USER- SELECTED BUDGET REPORT

01 FUND County Revenue

Report Basis: Cash

290 DEPT EMERGENCY MANAGEMENT

<u>Account Number</u>	<u>Account Description</u>	2012 <u>ACTUAL</u> Mo. 1 - 12	2013 <u>ACTUAL</u> Mo. 1 - 12	2014 <u>BUDGET</u>	2014 <u>ACTUAL</u> Mo. 1 - 5	2015 WORK <u>BUDGET</u>
01- 290- 000- 0000- 5801	Miscellaneous Revenue	0	0	36,800 -	16,871 -	-----
01- 290- 000- 0000- 6102	Gross Salaries	0	15,739	34,443	14,563	-----
01- 290- 000- 0000- 6110	Medicare Withholding	0	228	500	211	-----
01- 290- 000- 0000- 6119	Overtime	0	0	0	0	-----
01- 290- 000- 0000- 6152	Life Insurance	0	0	72	0	-----
01- 290- 000- 0000- 6153	Health Insurance	0	0	0	0	-----
01- 290- 000- 0000- 6161	Employer's Share Pera	0	1,141	2,498	1,056	-----
01- 290- 000- 0000- 6171	Employer's Share Fica	0	976	2,136	903	-----
01- 290- 000- 0000- 6202	Telephone	0	1,078	2,160	798	-----
01- 290- 000- 0000- 6210	E- MAIL SERVICES	0	89	165	62	-----
01- 290- 000- 0000- 6241	Dues	0	100	0	100	-----
01- 290- 000- 0000- 6262	Other Services	0	120	975	0	-----
01- 290- 000- 0000- 6300	Repairs & Maintenance	0	1,092	600	502	-----
01- 290- 000- 0000- 6330	Travel & Expense	0	1,825	15,100	951	-----
01- 290- 000- 0000- 6401	Supplies	0	504	300	60	-----
01- 290- 000- 0000- 6560	Gas & Diesel	0	0	0	1,020	-----
01- 290- 000- 0000- 6631	Furniture & Equipment	0	3,318	7,300	519	-----
01- 290- 000- 0000- 6801	Miscellaneous Expense	0	0	7,560	221	-----
DEPT 290	EMERGENCY MANAGEMENT					
	Revenue	0	0	36,800 -	16,871 -	-----
	Expend.	0	26,212	73,809	20,965 -	-----
	Net	0	26,212	37,009	4,094	-----

2014
34,443 x 1% = 34,787

Pennington County Financial System

ACCOUNT ACTIVITY REPORT

From: 01/2014 Thru: 05/2014

Fund 01 - County Revenue

Report Basis: 1

DEPT 290 - EMERGENCY MANAGEMENT

Tran SC	Typ	Vendor	G/L Month	Receipt/Warrant NUMBER	DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	R1R2 Basis
PROGRAM 000											
01-290-000-0000-5801 - Miscellaneous Revenue											
RE	RE	STATE OF MINNESOTA	05/2014	6221	05/14/2014	222	16,871.00-	F-EMPG-2013-PENNCO-0272			1
						Total	16,871.00-				
01-290-000-0000-6102 - Gross Salaries											
PA	JE		01/2014	6491	01/10/2014	111	1,315.55	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		01/2014	6491	01/24/2014	111	1,324.73	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		02/2014	6590	02/07/2014	111	1,324.73	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		02/2014	6590	02/21/2014	111	1,324.73	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		03/2014	6653	03/07/2014	111	1,324.73	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		03/2014	6653	03/21/2014	111	1,324.73	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		04/2014	6740	04/04/2014	111	1,324.73	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		04/2014	6740	04/18/2014	111	1,324.73	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		05/2014	6825	05/02/2014	111	1,324.73	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		05/2014	6825	05/16/2014	111	1,324.73	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		05/2014	6825	05/30/2014	111	1,324.73	PRCOD-R,PERIOD-3,FUND-			1
						Total	14,562.85				
01-290-000-0000-6110 - Medicare Withholding											
PA	JE		01/2014	6491	01/10/2014	111	19.08	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		01/2014	6491	01/24/2014	111	19.21	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		02/2014	6590	02/07/2014	111	19.21	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		02/2014	6590	02/21/2014	111	19.21	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		03/2014	6653	03/07/2014	111	19.21	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		03/2014	6653	03/21/2014	111	19.21	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		04/2014	6740	04/04/2014	111	19.21	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		04/2014	6740	04/18/2014	111	19.21	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		05/2014	6825	05/02/2014	111	19.21	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		05/2014	6825	05/16/2014	111	19.21	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		05/2014	6825	05/30/2014	111	19.21	PRCOD-R,PERIOD-3,FUND-			1
						Total	211.18				
01-290-000-0000-6110 - Medicare Withholding											
01-290-000-0000-6161 - Employer's Share Pera											
PA	JE		01/2014	6491	01/10/2014	111	95.38	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		01/2014	6491	01/24/2014	111	96.05	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		02/2014	6590	02/07/2014	111	96.05	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		02/2014	6590	02/21/2014	111	96.05	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		03/2014	6653	03/07/2014	111	96.05	PRCOD-R,PERIOD-1,FUND-			1
PA	JE		03/2014	6653	03/21/2014	111	96.05	PRCOD-R,PERIOD-2,FUND-			1
PA	JE		04/2014	6740	04/04/2014	111	96.05	PRCOD-R,PERIOD-1,FUND-			1

Pennington County Financial System

6/20/14 9:21AM

ACCOUNT ACTIVITY REPORT

From: 01/2014 Thru: 05/2014

Fund 01 - County Revenue

Report Basis: 1

DEPT 290 - EMERGENCY MANAGEMENT

Tran SC	Typ	Vendor	G/L Month	Receipt/Warrant NUMBER	DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	R1R2 Basis
01-290-000-0000-6161 - Employer's Share Pera											
PA	JE		04/2014	6740	04/18/2014	111	96.05	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		05/2014	6825	05/02/2014	111	96.05	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		05/2014	6825	05/16/2014	111	96.05	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		05/2014	6825	05/30/2014	111	96.05	PRCOD-R,PERIOD-3,FUND- 1			1
						Total	1,055.88				
01-290-000-0000-6171 - Employer's Share Fica											
PA	JE		01/2014	6491	01/10/2014	111	81.56	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		01/2014	6491	01/24/2014	111	82.13	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		02/2014	6590	02/07/2014	111	82.13	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		02/2014	6590	02/21/2014	111	82.13	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		03/2014	6653	03/07/2014	111	82.13	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		03/2014	6653	03/21/2014	111	82.13	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		04/2014	6740	04/04/2014	111	82.13	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		04/2014	6740	04/18/2014	111	82.13	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		05/2014	6825	05/02/2014	111	82.13	PRCOD-R,PERIOD-1,FUND- 1			1
PA	JE		05/2014	6825	05/16/2014	111	82.13	PRCOD-R,PERIOD-2,FUND- 1			1
PA	JE		05/2014	6825	05/30/2014	111	82.14	PRCOD-R,PERIOD-3,FUND- 1			1
						Total	902.87				
01-290-000-0000-6202 - Telephone											
DI	DI	1302-AT&T MOBILITY	01/2014	170509	01/21/2014	333	131.07	DECEMBER CELL PHONE	2872543438	AP	1
DI	DI	13329-MN ENTERPRISE TECHNOLOGY	01/2014	170518	01/21/2014	333	25.78	NOVEMBER PHONE -EMERGENCY MGMT	W09030522	AP	1
DI	DI	1302-AT&T MOBILITY	02/2014	170796	02/14/2014	333	131.19	JANUARY CELL PHONE	2872543438		1
DI	DI	13329-MN ENTERPRISE TECHNOLOGY	02/2014	170801	02/14/2014	333	25.67	DECEMBER PHONE - EMERGENCY MGM	W09030522	AP	1
DI	DI	1302-AT&T MOBILITY	03/2014	171031	03/14/2014	333	131.19	FEBRUARY CELL PHONE	2872543438		1
DI	DI	13329-MN ENTERPRISE TECHNOLOGY	03/2014	171037	03/14/2014	333	31.54	JANUARY PHONE - EMERGENCY MGMT	W09030522		1
DI	DI	13329-MN ENTERPRISE TECHNOLOGY	04/2014	171246	04/14/2014	333	30.15	FEBRUARY PHONE - EMERG MGMT	W09030522		1
DI	DI	1302-AT&T MOBILITY	04/2014	171260	04/18/2014	333	131.19	MARCH CELL PHONES	2872543438		1
DI	DI	1302-AT&T MOBILITY	05/2014	171499	05/21/2014	333	131.21	APRIL CELL PHONE	2872543438		1
DI	DI	13329-MN ENTERPRISE TECHNOLOGY	05/2014	171502	05/21/2014	333	28.73	MARCH PHONE - EMERGENCY MGMT	W09030522		1
						Total	797.72				
01-290-000-0000-6210 - E-MAIL SERVICES											
DI	DI	9017-INSIGHT TECHNOLOGIES	01/2014	170438	01/06/2014	333	12.83	HOSTED EXCHANGE - JAN	756635		1
DI	DI	9017-INSIGHT TECHNOLOGIES	02/2014	170753	02/13/2014	333	12.83	HOSTED EXCHANGE - FEB	757682		1
DI	DI	9017-INSIGHT TECHNOLOGIES	03/2014	170976	03/14/2014	333	12.00	HOSTED EXCHANGE - MARCH	758547		1
DI	DI	9017-INSIGHT TECHNOLOGIES	04/2014	171190	04/11/2014	333	12.00	HOSTED EXCHANGE - APRIL	759454		1
DI	DI	9017-INSIGHT TECHNOLOGIES	05/2014	171427	05/16/2014	333	12.00	HOSTED EXCHANGE - MAY	960388		1
						Total	61.66				

Pennington County Financial System

6/20/14 9:21AM

ACCOUNT ACTIVITY REPORT

From: 01/2014 Thru: 05/2014

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Fund 01 - County Revenue

Report Basis: 1

DEPT 290 - EMERGENCY MANAGEMENT

Tran SC	Typ	Vendor	G/L Month	Receipt/Warrant NUMBER DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	R1R2 Basis
01-290-000-0000-6241 - Dues										
DI	DI	1376-AMEM	01/2014	170583 01/31/2014	333	100.00	ANNUAL MEMBERSHIP			1
01-290-000-0000-6241 - Dues					Total	100.00				
01-290-000-0000-6300 - Repairs & Maintenance										
DI	DI	9017-INSIGHT TECHNOLOGIES	01/2014	170615 01/31/2014	333	49.52	IT GLOBAL FEB - EMER. MGMT	756818		1
DI	DI	9017-INSIGHT TECHNOLOGIES	02/2014	170868 02/28/2014	333	49.52	IT GLOBAL MAR - EMER. MGMT	757908		1
DI	DI	9017-INSIGHT TECHNOLOGIES	03/2014	171078 03/28/2014	333	49.52	IT GLOBAL APRIL - EMER MGMT	758860		1
DI	DI	9017-INSIGHT TECHNOLOGIES	04/2014	171295 04/25/2014	333	49.52	IT GLOBAL MAY - EMER MGMT	759657		1
DI	DI	16314-PENNINGTON FAST LUBE	04/2014	171312 04/25/2014	333	254.14	REP CV SHAFT & LOWER BALL JT	27905		1
DI	DI	9017-INSIGHT TECHNOLOGIES	05/2014	171427 05/16/2014	333	49.52	IT GLOBAL JUNE - EMER MGMT	760602		1
01-290-000-0000-6300 - Repairs & Maintenance					Total	501.74				
01-290-000-0000-6330 - Travel & Expense										
DI	DI	2338-BEITEL/ERIK	01/2014	170588 01/31/2014	333	33.60	MILEAGE - MEETING - WARREN			1
DI	DI	2338-BEITEL/ERIK	01/2014	170588 01/31/2014	333	10.95	MEALS - MEETING - MARSHALL			1
DI	DI	2338-BEITEL/ERIK	01/2014	170588 01/31/2014	333	19.95	MEALS - MEETING - MARSHALL			1
DI	DI	2338-BEITEL/ERIK	01/2014	170588 01/31/2014	333	201.38	LODGING - MEETING - MARSHALL			1
DI	DI	2338-BEITEL/ERIK	02/2014	170853 02/28/2014	333	46.97	MEALS - GOV CONF - MAPLE GROVE			1
DI	DI	2338-BEITEL/ERIK	04/2014	171163 04/11/2014	333	251.04	HOTEL - HSEM TRAINING - PLYM			1
DI	DI	2338-BEITEL/ERIK	04/2014	171163 04/11/2014	333	41.45	MEALS - HSEM - MEDINA			1
DI	DI	2338-BEITEL/ERIK	04/2014	171270 04/25/2014	333	41.62	MEALS - HSEM - LITTLE FALLS			1
DI	DI	2338-BEITEL/ERIK	04/2014	171270 04/25/2014	333	75.00	LODGING - HSEM - LITTLE FALLS			1
DI	DI	2338-BEITEL/ERIK	05/2014	171532 05/30/2014	333	30.00	AIRPORT SHUTTLE			1
DI	DI	2338-BEITEL/ERIK	05/2014	171532 05/30/2014	333	54.00	AIRPORT PARKING			1
DI	DI	2338-BEITEL/ERIK	05/2014	171532 05/30/2014	333	5.38	MEAL - TRAINING - MARYLAND			1
DI	DI	2338-BEITEL/ERIK	05/2014	171532 05/30/2014	333	14.25	MEAL - TRAINING - MPLS			1
DI	DI	2338-BEITEL/ERIK	05/2014	171532 05/30/2014	333	125.20	MEALS - 4 DAYS TRAINING - MD			1
01-290-000-0000-6330 - Travel & Expense					Total	950.79				
01-290-000-0000-6401 - Supplies										
DI	DI	16079-PETERSON LUMBER	04/2014	171314 04/25/2014	333	60.39	POLYWRAP FOR SANDBAGS	86903		1
01-290-000-0000-6401 - Supplies					Total	60.39				
01-290-000-0000-6560 - Gas & Diesel										
DI	DI	6006-FARMERS UNION OIL	03/2014	170960 03/14/2014	333	42.10	GAS			1
DI	DI	2338-BEITEL/ERIK	04/2014	171163 04/11/2014	333	42.06	FUEL - COUNTY CAR			1
DI	DI	6006-FARMERS UNION OIL	04/2014	171176 04/11/2014	333	75.50	GAS - EMERGENCY MGMT			1
DI	DI	19028-SORVIG OIL MOBIL DIST	04/2014	171225 04/11/2014	333	690.19	FUEL FOR GENERATOR	13367		1
DI	DI	6006-FARMERS UNION OIL	05/2014	171412 05/16/2014	333	170.50	GAS - EMERGENCY MANAGMENT			1
01-290-000-0000-6560 - Gas & Diesel					Total	1,020.35				
01-290-000-0000-6631 - Furniture & Equipment										

Pennington County Financial System

Fund 01 - County Revenue

ACCOUNT ACTIVITY REPORT

From: 01/2014 Thru: 05/2014

DEPT 290 - EMERGENCY MANAGEMENT

Report Basis: 1

Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
01-290-000-0000-6631 - Furniture & Equipment												
DI	DI		14335-NORTH AMERICAN RESCUE	03/2014		170995	03/14/2014	333	518.53	COMBAT APPLICATION TOURNIQUET		1
								Total	518.53			
01-290-000-0000-6801 - Miscellaneous Expense												
DI	DI		20027-THE TIMES	05/2014		171487	05/16/2014	333	29.06	MITIGATION PROPOSAL AD		1
DI	DI		23308-WELLS CONCRETE	05/2014		171494	05/16/2014	333	96.19	SAND BAGS	114462	1
DI	DI		23308-WELLS CONCRETE	05/2014		171494	05/16/2014	333	96.19	SAND BAGS	114462	1
								Total	221.44			
								PROGRAM 000 Total	4,094.40			
								DEPT 290 - EMERGENCY MANAGEMENT Total	4,094.40			

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, JUNE 10TH, 2014, 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, June 10th, 2014 at 10:00 a.m. Members present: Donald Jensen, Neil Peterson, Cody Hempel, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: None.

The Pledge of Allegiance was recited.

Roxanne Gilbertson and Patty Norman, representing Sanford Chemical Dependency Services, met with the County Board to discuss chemical dependency/detox services. They have worked with Human Service Director Ken Yutrzenka and Social Worker Supervisor Julie Sjostrand on services they could provide and what is needed. Sanford asked if the County Board would support the needs assessment process for Rule 31 licensure. The County Board supported the continuation of the process.

Kristi Harms presented the Northwest Regional Library Profit/Loss Budget Overview for 2014. She noted that State funding has continued to decrease with some possibility of increased funding in 2015. The NW Regional Library will be looking for a 5% increase from Counties in 2015. She reported that usage of the library continues to increase. Kristi will be back in August to make a formal request for funding.

The County Board held discussion on the agreement between the City of Thief River Falls, Jobs Inc., and Pennington County to fund an Economic Development Director position.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve the agreement to obtain the services of an Economic Development Director between the City of Thief River Falls, Jobs Inc., and Pennington County as written and forward the agreement to the City of Thief River Falls and Jobs Inc. for their approval. Motion unanimously carried.

County Sheriff Ray Kuznia presented a proposal from Blair Lund for painting the hallways and stair wells in the Law Enforcement Center for \$1,475.00. Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to authorize the painting of the Law Enforcement Center as proposed by Blair Lund for \$1,475.00. Motion unanimously carried.

Sheriff Kuznia reviewed the ARMER Radio Project Summary from Rey Freeman Communication Consulting. The revised pricing removes the Microwave Radio System and the tower. It now includes fiber optic connectivity service through Sjoberg’s for fifteen years. The long-term cost of the project has been reduced \$71,074 and the initial cost has been reduced \$111,574. Mr. Freeman recommends we approve the contract with Motorola for the MCC Consoles at a total cost of \$305,150. Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to approve the contract with Motorola for purchase and installation of the MCC 7500 Dispatch Center at a total cost of \$305,150, contingent upon County Attorney

approval of the contract language. Motion unanimously carried. The County Board also would like clarification on sales tax regarding radio equipment.

County Engineer Mike Flaagan made a recommendation to place Mike Stennes into the position of Assistant County Engineer effective June 16th, 2014 at step 2 of the pay scale. Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to move Mike Stennes into the position of Assistant County Engineer at step 2 effective June 16th, 2014 and that the position be salaried. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to authorize the County Engineer and County Auditor-Treasurer to advertise for bids for SAP 57-603-036; bids to be opened July 17th, 2014 at 9:00 a.m. Motion unanimously carried.

Engineer Flaagan stated that a petition has been filed to clean one-mile of JD #25-3 with all required signatures. Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the petition and authorize the cleaning of one-mile of JD#25-3. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the 5-year Road & Bridge Plan as presented on May 27th, 2014. Motion unanimously carried.

Engineer Flaagan gave a report on current projects: CSAH #23 is done; milling on Evan's road and Dewey Ave. in progress with paving to start in 2 weeks; CSAH#31 scheduled to start in July; a supplemental bid for paving in the Fair Grounds has been accepted.

At 11:00 a.m., Commissioner Tveitbakk motioned, seconded by Commissioner Swanson, to close the County Board meeting pursuant to MN Statute §13D.05 for consideration of allegations against an individual subject to the Board's authority.

At 11:36 a.m. Commissioner Hempel motioned, seconded by Commissioner Tveitbakk, to re-open the County Board meeting to regular session. Motion unanimously carried.

Bruce Schwartzman, presenting the BKV Group, informed the County Board that no bids were received for replacement of the mechanical systems in the Courthouse and only one bid was received for the electrical work. It was decided to rebid the project in February, 2015.

Bruce Schwartzman also reviewed options for additions to the Courthouse and estimates for each.

Bryan Malone of the Pennington County SWCD met with the Board regarding an application for utility installation in a wetland. Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the application for utility installation in a wetland. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Jensen, to approve the hiring of Julie Hansen for the Deputy Recorder/Auditor-Treasurer position effective July 1st, 2014 at step 2 of the pay scale. Motion unanimously carried.

The following resolution was introduced by Commissioner Swanson, seconded by Commissioner Jensen, and upon vote was unanimously carried.

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED, that Pennington County Crime Victim Services will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

The Pennington County Attorney and Pennington County Crime Victim Coordinator are hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Pennington County Crime Victim Services.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve the Board minutes of May 27th, 2014 as written. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to approve payment of the Human Service warrants totaling \$115,976.66 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS	
County Revenue	\$53,086.38
Road & Bridge	\$50,087.33

Per diems and meal reimbursements in the amount of \$1,350.54 were also approved.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to adjourn the Board meeting to June 24th, 2014 at 5:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Neil Peterson, Chairman
Board of Commissioners

Jennifer
6/23/14 12:02PM

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
24	1380 A'VIANDS LLC 01-251-000-0000-6427		2,973.98	INMATE MEALS 5-25- TO 5-31	72002	JAIL MEALS
23	01-251-000-0000-6403		305.46	TOWELS, TP, NAVISOUR	72238	JANITORIAL SUPPLIES - JAIL
25	01-251-000-0000-6427		2,858.13	INMATE MEALS 6-1 TO 6-7	72386	JAIL MEALS
	1380 A'VIANDS LLC		6,137.57	3 Transactions		
46	1372 AMERICAN BIO MEDICA 01-251-000-0000-6405		444.13	100 TEST CUPS	221973	GENERAL SUPPLIES - JAIL
	1372 AMERICAN BIO MEDICA		444.13	1 Transactions		
45	1310 AMERICAN INSTITUTIONAL SUPPLY 01-251-000-0000-6405		336.16	6 DOZ TOWLS, 1 CASE RAZORS	19903	GENERAL SUPPLIES - JAIL
	1310 AMERICAN INSTITUTIONAL SUPPLY		336.16	1 Transactions		
118	1020 AMERICAN SOLUTIONS FOR BUSINESS 01-041-000-0000-6401		231.07	2014 MH TAX STATEMENTS	INV01817286	SUPPLIES - AUDITOR
	1020 AMERICAN SOLUTIONS FOR BUSINESS		231.07	1 Transactions		
117	2338 BEITEL/ERIK 01-290-000-0000-6330		161.34	HOTEL FOR TRAINING		Travel & Expense
	2338 BEITEL/ERIK		161.34	1 Transactions		
70	2307 BRODIN COMFORT SYSTEMS 01-800-000-0000-6300		6,391.00	ROOF TOP UNIT & INSTALL	39073	REPAIRS & MAINTENANCE
	2307 BRODIN COMFORT SYSTEMS		6,391.00	1 Transactions		
116	3306 CITY OF THIEF RIVER FALLS 01-219-000-0000-6262		48.00	2013-14 SNOW REMOVAL	1193	OTHER SERVICES - LEC BUILDING
115	01-219-000-0000-6262		192.00	2013-14 SNOW REMOVAL	1203	OTHER SERVICES - LEC BUILDING
	3306 CITY OF THIEF RIVER FALLS		240.00	2 Transactions		
71	3375 CRESCENT ELECTRIC SUPPLY CO 01-111-000-0000-6300		39.18	LAMP	002-108722-00	REPAIRS & MAINTENANCE
72	01-111-000-0000-6300		68.60	FLOURESCENT LAMP	017-374938-00	REPAIRS & MAINTENANCE
	3375 CRESCENT ELECTRIC SUPPLY CO		107.78	2 Transactions		
110	4305 D & J RADIO SALES & SERVICE 01-201-000-0000-6405		151.76	HANDHELD BATTER - KN	8574	GENERAL SUPPLIES
	4305 D & J RADIO SALES & SERVICE		151.76	1 Transactions		

Pennington County Financial System



Jennifer
6/23/14 12:02PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
63	4331 DURA WAX COMPANY			69.69	ALL PURPOSE TOWELS	371281	JANITORIAL SUPPLIES - COURTHOUSE
	4331 DURA WAX COMPANY			69.69	1 Transactions		
65	6305 FLAAGAN/JODI			1,104.00	34.5 @ \$32 TZD GRANT		TOWARD ZERO DEATH GRANT
	6305 FLAAGAN/JODI			1,104.00	1 Transactions		
61	8331 HARDWARE HANK			8.53	BULBS	D40683	REPAIRS & MAINTENANCE
	8331 HARDWARE HANK			8.53	1 Transactions		
107	8353 HEADWATERS REGIONAL DEVELOPMENT			3,000.00	2014 RADIO BOARD CONTRIBUTION	14-7100-12	RADIO
	8353 HEADWATERS REGIONAL DEVELOPMENT			3,000.00	1 Transactions		
94	8385 HEARTLAND PAPER CO			197.54	TISSUE, TOWELS, AIR FRESHNER	32802-0	JANITORIAL SUPPLIES - COURTHOUSE
95	01-111-000-0000-6403			81.29	GLASS CLEANER	32804-0	JANITORIAL SUPPLIES - COURTHOUSE
112	01-220-000-0000-6403			79.00	LATEX GLOVES	32805	JANITORIAL SUPPLIES-LEC SHARE
114	01-220-000-0000-6403			326.57	CLEANING SUPPLIES	32805	JANITORIAL SUPPLIES-LEC SHARE
113	01-220-000-0000-6403			118.40	TRASH BAGS	32810	JANITORIAL SUPPLIES-LEC SHARE
96	01-800-000-0000-6403			438.90	DETERGENT, BAGS, TOWELS	32812-0	JANITORIAL SUPPLIES
	8385 HEARTLAND PAPER CO			1,241.70	6 Transactions		
57	8351 HELGELAND/LINDA			50.00	PER DIEM - JUNE EXTENSION		TRAVEL & EXPENSE
58	01-601-000-0000-6330			8.40	MILEAGE - JUNE EXTENSION		TRAVEL & EXPENSE
	8351 HELGELAND/LINDA			58.40	2 Transactions		
22	8335 HENRY'S FOODS INC			681.83	CIG, CHEW, CHIPS, BURRITO	431783	GENERAL SUPPLIES - CANTEEN
	8335 HENRY'S FOODS INC			681.83	1 Transactions		
101	8305 HONEYWELL,INC			3,486.47	3RD QTR 14 MAINTENANCE	5229305843	REPAIRS & MAINTENANCE
102	01-111-000-0000-6300			1,041.40	3RD QTR 14 MAINTENANCE	5229305843	REPAIRS & MAINTENANCE
	8305 HONEYWELL,INC			4,527.87	2 Transactions		
	8014 HUGOS #7						

Pennington County Financial System



Jennifer
6/23/14 12:02PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Vendor Name	Account/Formula	Accr	Rpt Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description
							Paid On Bhf #	On Behalf of Name
97		01-003-000-0000-6330		15.01	FOOD FOR MEETING		1155	TRAVEL & EXPENSE
	8014	HUGOS #7		15.01		1 Transactions		
47	8426	HUGOS FAMILY PHARMACY		62.81	PRESCRIPTION 14-218		060514	MEDICAL - LOCAL
	8426	HUGOS FAMILY PHARMACY		62.81		1 Transactions		
53	9304	INCONTACT INC		10.56	MAY PHONE BILL		124627683	TELEPHONE - EXTENSION
	9304	INCONTACT INC		10.56		1 Transactions		
79	9017	INSIGHT TECHNOLOGIES		222.86	IT GLOBAL JULY - AUD/TREAS		761506	E-MAIL SERVICES
80		01-041-000-0000-6210		445.71	IT GLOBAL JULY - HIGHWAY		761506	COMPUTER SERVICES - DP
81		01-070-000-0000-6263		297.14	IT GLOBAL JULY - ICN		761506	COMPUTER SERVICES - DP
82		01-070-000-0000-6263		891.43	IT GLOBAL JULY - WELFARE		761506	COMPUTER SERVICES - DP
83		01-070-000-0000-6263		140.00	IT GLOBAL JULY - DATA		761506	COMPUTER SERVICES - DP
84		01-070-000-0000-6263		49.52	IT GLOBAL JULY - DATA		761506	COMPUTER SERVICES - DP
85		01-091-000-0000-6300		99.05	IT GLOBAL JULY - ATTORNEY		761506	REPAIRS & MAINTENANCE
86		01-101-000-0000-6300		123.81	IT GLOBAL JULY - RECORDER		761506	REPAIRS & MAINTENANCE
87		01-106-000-0000-6300		74.29	IT GLOBAL JULY - ASSESSOR		761506	REPAIRS & MAINTENANCE
88		01-121-000-0000-6300		49.52	IT GLOBAL JULY - VET SERVICE		761506	Repairs & Maintenance
89		01-132-000-0000-6300		148.57	IT GLOBAL JULY - MV		761506	REPAIRS & MAINTENANCE
90		01-270-000-0000-6300		24.77	IT GLOBAL JULY - CRIME VICTIM		761506	REPAIRS & MAINTENANCE
91		01-290-000-0000-6300		49.52	IT GLOBAL JULY - EMER MGMT		761506	Repairs & Maintenance
92		01-601-000-0000-6300		123.81	IT GLOBAL JULY - EXTENSION		761506	REPAIRS & MAINTENANCE
51		01-220-000-0000-6263		876.00	IT GLOBAL - JULY		761510	COMPUTER SERVICES & SUPPLIES
	9017	INSIGHT TECHNOLOGIES		3,616.00		15 Transactions		
104	10026	JENSEN/DONALD J		316.96	MAY MILEAGE			TRAVEL & EXPENSE
	10026	JENSEN/DONALD J		316.96		1 Transactions		
66	10311	JOBS HQ		2,033.56	AD - ECONOMIC DEV DIRECTOR		1402226	Advertising
	10311	JOBS HQ		2,033.56		1 Transactions		
52	12338	LOFFLER BUSINESS SYSTEMS		400.97	RECORDER LEASE - JUNE			MISCELLANEOUS EXPENSE-E911
		01-223-000-0000-6801						

Pennington County Financial System



Jennifer
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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12338	LOFFLER BUSINESS SYSTEMS		400.97		1 Transactions	
109	13483 MCF - LINO LAKES 01-251-000-0000-6801		1,644.00	STS WAGES - MAY	56352	MISCELLANEOUS EXPENSE - JAIL
	13483 MCF - LINO LAKES		1,644.00		1 Transactions	
93	13329 MN ENTERPRISE TECHNOLOGY SHARED : 01-070-000-0000-6263		114.00	MAY SPAM FILTER	14050514	COMPUTER SERVICES - DP
	13329 MN ENTERPRISE TECHNOLOGY SHARED :		114.00		1 Transactions	
78	13346 MN STATE BAR ASSOCIATION 01-091-000-0000-6241		234.00	14/15 MSBA DUES - ROGALLA		DUES
106	01-091-000-0000-6241		234.00	14/15 DUES - HANSON		DUES
	13346 MN STATE BAR ASSOCIATION		468.00		2 Transactions	
55	14305 NATVIK/BARB 01-601-000-0000-6330		50.00	PER DIEM - JUNE EXTENSION		TRAVEL & EXPENSE
56	01-601-000-0000-6330		1.12	MILEAGE - JUNE EXTENSION		TRAVEL & EXPENSE
	14305 NATVIK/BARB		51.12		2 Transactions	
16	14371 NELSON/KURT 01-252-000-0000-6330		21.67	MEAL - FIREARM TRNG - WILLMAR	051914	TRAVEL & EXPENSE
17	01-252-000-0000-6330		21.67	MEAL - FIREARM TRNG - WILLMAR	052014	TRAVEL & EXPENSE
18	01-252-000-0000-6330		9.62	MEAL - FIREARM TRNG - WILLMAR	052114	TRAVEL & EXPENSE
19	01-252-000-0000-6330		21.67	MEAL - FIREARM TRNG - WILLMAR	052214	TRAVEL & EXPENSE
20	01-252-000-0000-6330		10.69	MEAL - FIREARM TRNG - WILLMAR	052214	TRAVEL & EXPENSE
21	01-252-000-0000-6330		13.75	MEAL - FIREARM TRNG - WILLMAR	052314	TRAVEL & EXPENSE
	14371 NELSON/KURT		99.07		6 Transactions	
111	15323 OFFICE DEPOT 01-201-000-0000-6405		22.99	TAPE	217001	GENERAL SUPPLIES
	15323 OFFICE DEPOT		22.99		1 Transactions	
54	15051 OFFICE MAX 01-601-000-0000-6401		186.02	OFFICE SUPPLIES	109816	SUPPLIES - EXTENSION
	15051 OFFICE MAX		186.02		1 Transactions	
49	15302 OLSON/ADELINE 01-106-000-0000-6330		35.20	MEALS - STATE BOARDS - ST PAUL		TRAVEL & EXPENSE
48	01-106-000-0000-6330		366.24	MILEAGE - ST BOARDS - ST PAUL	061114	TRAVEL & EXPENSE

Pennington County Financial System



Jennifer
6/23/14 12:02PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
50	01-106-000-0000-6330		9.00	ROLLS CO BD OF A & E	061614	TRAVEL & EXPENSE
	15302 OLSON/ADELINE		410.44	3 Transactions		
62	15328 OTIS ELEVATOR COMPANY		1,192.25	ELEVATOR REPAIR	285298	REPAIRS & MAINTENANCE
	15328 OTIS ELEVATOR COMPANY		1,192.25	1 Transactions		
44	16300 PIZZA CORNER INC		182.50	37 PIZZAS	1035196	GENERAL SUPPLIES - CANTEEN
	16300 PIZZA CORNER INC		182.50	1 Transactions		
73	18044 ROGALLA/ALAN G		29.95	MEALS - CJI MEETING - ALEX		TRAVEL & EXPENSE
74	01-091-000-0000-6330		88.71	LODGING - CJI MEETING - ALEX		TRAVEL & EXPENSE
75	01-091-000-0000-6330		196.00	MILEAGE - CJI MEETING - ALEX		TRAVEL & EXPENSE
	18044 ROGALLA/ALAN G		314.66	3 Transactions		
99	999999997 ST. CLOUD TIMES		254.24	ECONOMIC DEVELOPMENT AD	3694491	Advertising
	999999997 ST. CLOUD TIMES		254.24	1 Transactions		
59	19423 SWANSON/DEB		50.00	PER DIEM - JUNE EXTENSION		TRAVEL & EXPENSE
60	01-601-000-0000-6330		24.08	MILEAGE - JUNE EXTENSION		TRAVEL & EXPENSE
	19423 SWANSON/DEB		74.08	2 Transactions		
108	20075 THIEF RIVER GLASS CO		347.90	#8 WINDSHEILD	22075	REPAIR & MAINTENANCE - SQUADS
64	01-111-000-0000-6300		21.00	DYMONIC CAULKING	22081	REPAIRS & MAINTENANCE
	20075 THIEF RIVER GLASS CO		368.90	2 Transactions		
30	20047 THRIFTY WHITE PHARMACY		773.20	PRESCRIPTION 14-131	1198	MEDICAL - LOCAL
33	01-251-000-0000-6255		43.45	PRESCRIPTION 14-018	19080	MEDICAL - LOCAL
34	01-251-000-0000-6255		26.17	PRESCRIPTION 14-206	24540	MEDICAL - LOCAL
35	01-251-000-0000-6255		37.49	PRESCRIPTION 14-135	29233	MEDICAL - LOCAL
36	01-251-000-0000-6255		18.88	PRESCRIPTION 14-134	37531	MEDICAL - LOCAL
37	01-251-000-0000-6255		15.48	PRESCRIPTION 14-099	39225	MEDICAL - LOCAL
38	01-251-000-0000-6255		1,276.28	PRESCRIPTION 14-092	39708	MEDICAL - LOCAL
43	01-251-000-0000-6255		12.50	STOCK SUPPLY - MAY	40109	MEDICAL - LOCAL

Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
39	01-251-000-0000-6255		275.12	PRESCRIPTION 14-070	58283	MEDICAL - LOCAL
40	01-251-000-0000-6255		98.90	PRESCRIPTION 14-159	58506	MEDICAL - LOCAL
41	01-251-000-0000-6256		187.53	PRESCRIPTION 14-108	58521	MEDICAL - REIMBURSED
42	01-251-000-0000-6256		10.97	PRESCRIPTION 14-200	58568	MEDICAL - REIMBURSED
31	01-251-000-0000-6255		25.86	PRESCRIPTION 14-147	7381	MEDICAL - LOCAL
32	01-251-000-0000-6255		56.77	PRESCRIPTION 14-158	7444	MEDICAL - LOCAL
20047	THRIFTY WHITE PHARMACY		2,858.60	14 Transactions		
20358	TOTALFUNDS BY HASLER					
76	01-801-000-0000-6209		1,500.00	POSTAGE		POSTAGE
20358	TOTALFUNDS BY HASLER		1,500.00	1 Transactions		
20300	TOWNSEND PRICING INC					
77	01-061-000-0000-6401		50.00	THERMAL PAPER ROLLS	0318193	SUPPLIES-ELECTION
20300	TOWNSEND PRICING INC		50.00	1 Transactions		
20357	TURNKEY CORRECTIONS					
26	01-259-000-0000-6405		712.06	VENDING & CANTEEN 5-16 TO 5-31	32825	GENERAL SUPPLIES - CANTEEN
27	01-259-000-0000-6405		570.01	47 - \$5 & 30- \$10 PHONE CARDS	32826	GENERAL SUPPLIES - CANTEEN
28	01-259-000-0000-6405		11.38	INDIGENT FEES 5-1 TO 5-31	32846	GENERAL SUPPLIES - CANTEEN
29	01-259-000-0000-6405		10.89	E-MAIL 5-1 TO 5-31	32905	GENERAL SUPPLIES - CANTEEN
20357	TURNKEY CORRECTIONS		1,304.34	4 Transactions		
20361	TYLER TECHNOLOGIES, INC					
100	01-102-000-0000-6843		280.00	DOC PRO IMPLEMENTATION	025-98040	UNALLOCATED TECHNOLOGY EXP
20361	TYLER TECHNOLOGIES, INC		280.00	1 Transactions		
23303	WEST GROUP PAYMENT CENTER					
69	01-016-000-0000-6242		701.70	MAY WEST LAW SELECT WEST PACK	829669017	SUBSCRIPTIONS - LAW LIBRARY
68	01-091-000-0000-6240		417.53	MAY WEST LAW ACCESS	829679927	SUBSCRIPTIONS
67	01-016-000-0000-6242		97.00	MAY SUBSCRIPTION	829759802	SUBSCRIPTIONS - LAW LIBRARY
23303	WEST GROUP PAYMENT CENTER		1,216.23	3 Transactions		
1 Fund Total:			43,940.14	County Revenue	44 Vendors	100 Transactions

Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
2	7337 GCR TIRE STORES 03-350-000-0000-6564			512.44	TIRES UNIT 304		EQUIPMENT REPAIR PARTS
	7337 GCR TIRE STORES			512.44	1 Transactions		
3	8356 HOUSTON ENGINEERING INC 03-330-000-0000-6245			1,754.50	PROJECT DEVELOPMENT 57-603-036		CONTINUING EDUCATION
	8356 HOUSTON ENGINEERING INC			1,754.50	1 Transactions		
1	13033 MN COUNTIES INTERGOVERNMENTAL TF 03-803-000-0000-6355			181.00	COVERAGE FOR SKID STEER RENTAL	1516104	INSURANCE - PROPERTY CASUALTY
	13033 MN COUNTIES INTERGOVERNMENTAL TF			181.00	1 Transactions		
4	999999997 NLTAPA 03-320-000-0000-6245			375.00			CONTINUING EDUCATION
	999999997 NLTAPA			375.00	1 Transactions		
5	14123 NORTHWEST BEVERAGE INC 03-320-000-0000-6401			6.50	WATER		SUPPLIES
	14123 NORTHWEST BEVERAGE INC			6.50	1 Transactions		
10	16027 PENNINGTON COUNTY TREASURER 03-320-000-0000-6209			0.48	POSTAGE - FEBRUARY	3358	POSTAGE
8	03-320-000-0000-6263			38.47	HOSTED EXCHANGE - MAY	3358	COMPUTER SERVICES
9	03-320-000-0000-6263			445.71	IT GLOBAL - JUNE	3358	COMPUTER SERVICES
	16027 PENNINGTON COUNTY TREASURER			484.66	3 Transactions		
6	17002 QUILL CORPORATION 03-320-000-0000-6401			129.94	SUPPLIES		SUPPLIES
7	03-320-000-0000-6401			92.99	INVOICES		SUPPLIES
	17002 QUILL CORPORATION			222.93	2 Transactions		
11	18065 RELIABLE OFFICE SUPPLY 03-320-000-0000-6401			446.51	CLIPS, BANDS, TONER, BULLETIN		SUPPLIES
	18065 RELIABLE OFFICE SUPPLY			446.51	1 Transactions		
12	19350 S & S HAULING & TRUCK REPAIR 03-350-000-0000-6564			869.92	DOT INSPECTIONS		EQUIPMENT REPAIR PARTS
	19350 S & S HAULING & TRUCK REPAIR			869.92	1 Transactions		
	19426 SANDAHL'S						

Pennington County Financial System



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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	<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 # On Behalf of Name</u>
13	03-350-000-0000-6428		42.75	DECALS	SAFETY EQUIPMENT
	19426 SANDAHL'S		42.75	1 Transactions	
	19306 SEARS				
14	03-350-000-0000-6556		49.99	TOOLS SHOP 500	SHOP SUPPLIES
	19306 SEARS		49.99	1 Transactions	
	19360 SPEED'S AUTO SERVICE				
15	03-350-000-0000-6564		444.19	REPAIR UNIT 300	EQUIPMENT REPAIR PARTS
	19360 SPEED'S AUTO SERVICE		444.19	1 Transactions	
3 Fund Total:			5,390.39	Road & Bridge	12 Vendors 15 Transactions

Pennington County Financial System



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40 Ditch Funds

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	<u>Name</u> Account/Formula	<u>Rpt</u> Accr	<u>Amount</u>	<u>Warrant Description</u> Service Dates	<u>Invoice #</u> Paid On Bhf #	<u>Account/Formula Description</u> On Behalf of Name
105	14419 NELSON/MIKE 40-718-000-0000-6849		550.00	BEAVER CONTROL JD#18		BEAVER CONTROL
	14419 NELSON/MIKE		550.00	1 Transactions		
98	23302 WRIGHT CONSTRUCTION INC 40-758-000-0000-6262		9,937.50	CLEAN DITCH - CD58		OTHER SERVICES
	23302 WRIGHT CONSTRUCTION INC		9,937.50	1 Transactions		
40 Fund Total:			10,487.50	Ditch Funds	2 Vendors	2 Transactions

Pennington County Financial System



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60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<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 # On Behalf of Name</u>
2337 BKV GROUP INC				
103 60-460-000-0000-6801		22,071.98	FACILITY UPDATE PLANS	34655 MISCELLANEOUS EXPENSE
2337 BKV GROUP INC		22,071.98	1 Transactions	
60 Fund Total:		22,071.98	Capital Improvement Special Re	1 Vendors 1 Transactions
Final Total:		81,890.01	59 Vendors	118 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	43,940.14	County Revenue	
	3	5,390.39	Road & Bridge	
	40	10,487.50	Ditch Funds	
	60	22,071.98	Capital Improvement Special Re	
	All Funds	81,890.01	Total	Approved by,
			
			

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Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas 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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12	3452 COAUETTE/DUSTIN 01-251-000-0000-6330		59.83	MEAL - TRANSPORT - MPLS	061214	TRAVEL & EXPENSE
	3452 COAUETTE/DUSTIN		59.83	1 Transactions		
1	6347 FULTON/JIM 01-251-000-0000-6330		8.15	MEAL - TRANSPORT	060414	TRAVEL & EXPENSE
	6347 FULTON/JIM		8.15	1 Transactions		
2	10026 JENSEN/DONALD J 01-003-000-0000-6103		100.00	PER DIEM - NUCLUB-NORTHHOME	050114	PER DIEMS - BOARD
3	01-003-000-0000-6103		100.00	PER DIEM - LAW ENF - TRF	050614	PER DIEMS - BOARD
4	01-003-000-0000-6103		65.00	PER DIEM - LAW ENF - TRF	050714	PER DIEMS - BOARD
5	01-003-000-0000-6103		65.00	PER DIEM - SWCD - TRF	051314	PER DIEMS - BOARD
6	01-003-000-0000-6103		65.00	PER DIEM - JTC - ROSEAU	051514	PER DIEMS - BOARD
7	01-003-000-0000-6103		65.00	PER DIEM - HWY COMM - TRF	052014	PER DIEMS - BOARD
8	01-003-000-0000-6103		65.00	PER DIEM - AIRPORT AUTH - TRF	052114	PER DIEMS - BOARD
9	01-003-000-0000-6103		65.00	PER DIEM - PERSONEL - TRF	052314	PER DIEMS - BOARD
10	01-003-000-0000-6103		65.00	PER DIEM - BD OF ADJ - TRF	052714	PER DIEMS - BOARD
11	01-003-000-0000-6103		65.00	PER DIEM - PERSONEL - TRF	053014	PER DIEMS - BOARD
	10026 JENSEN/DONALD J		720.00	10 Transactions		
1 Fund Total:			787.98	County Revenue	3 Vendors	12 Transactions
Final Total:			787.98	3 Vendors	12 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	787.98	County Revenue
All Funds		787.98	Total

Approved by,

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