

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
COUNTY BOARD ROOM  
TUESDAY, OCTOBER 28<sup>TH</sup>, 2014, 5:00 P.M.**

**AGENDA**

Pledge of Allegiance

- 5:00 Ken Yutzenka – Human Services Director  
- Consent Agenda
- 5:05 Ray Kuznia – County Sheriff  
- LEC Items
- 5:20 Bryan Malone – Pennington County SWCD  
- Feedlot Resolution, M.O.A.  
- Aquatic Invasive Species Plan, Resolution
- 5:30 Mike Flaagan – County Engineer  
- Highway Dept. Items

County Auditor 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, September 16, 2014 at Pennington County Human Services.

### COMMITTEE MEMBERS PRESENT:

Don Jensen  
Oliver Swanson  
Cody Hempel

### STAFF MEMBERS PRESENT:

Ken Yutrzenka  
Kathleen Herring

- I. MINUTES: The August 19, 2014 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes, as presented, to the Consent Agenda.
  
- II. PERSONNEL:
  - A. Committee members were provided an update of activities toward filling of open Social Worker positions and for the vacant Office Support Specialist position.
  - B. Discussion was held regarding a proposal to modify job responsibilities for a current employee to include a limited amount of IT support. Upon completion of discussion, committee members recommended this item be forwarded to the Personnel Committee for further consideration.
  
- III. GENERAL:
  - A. The Director presented information on the legislatively mandated rate increase for Continuing Care Services and its implication for the agency. The 2014 Minnesota Legislature authorized a 5% rate increase, effective 07/01/2014 for continuing care providers. The 5% increase also applies to Case Management services provided by the agency for certain Home and Community-Based Waiver programs. The Director presented information he received on how another county is addressing this requirement which, too, could be a viable option for our agency.
  - B. The purchase and installation of GPS units for agency vehicles was presented for discussion. The Director informed committee members that he sought input from the County Engineer regarding which device best meets the agency's needs and that he is not opposed to their use.
  - C. The Director informed committee members of the upcoming Northwest Council of Collaborative's annual meeting scheduled for October 15<sup>th</sup> in Crookston.
  - D. The out-of-home cost report for August 2014 was presented for discussion
  - E. Month's end cash balance for August 2014 stands at \$1,483,015.19.

## **Section B**

- I. No Social Service cases were presented for special case consideration.
  
- II. Kathleen Herring presented the current crisis assistance activity report. Kathleen also reported that end of month Income Maintenance open case count for August stands at 1,677.
  
- 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: October 21, 2014 at 7:00pm.

# MINNESOTA DEPARTMENT OF PUBLIC SAFETY



## Bureau of Criminal Apprehension

1430 Maryland Avenue East • Saint Paul, Minnesota 55106-2802  
Phone: 651.793.7000 • Fax: 651.793.7001 • TTY: 651.282.6555  
<http://bca.dps.mn.gov>

September 12, 2014

Pennington County Sheriff's Office  
Attn: Ray Kuznia  
102 1st Street West P.O Box 484  
Theif River Falls, MN 56701

Dear Ray Kuznia:

Welcome to the Minnesota Internet Crimes Against Children Task Force (MICAC). Your agency has joined approximately 100 other law enforcement agencies throughout the state of Minnesota who have made the formal commitment to protect our children from exploitation by on-line sexual predators.

Enclosed you will find three copies of the Joint Powers Agreement (JPA) from the State of Minnesota. All three copies must be signed by a representative of your jurisdiction's governing body, i.e., designated city council member, city manager, county commissioner, etc. All three copies must be signed and returned to the Minnesota Bureau of Criminal Apprehension (BCA). The new JPA shall remain effective through May 31, 2016.

Before the JPA can be implemented, the MMB (Minnesota Management and Budget) requests a signed resolution in addition to the signed JPA. The resolution grants legal authority for signing contracts for the cities and counties identified. Failure to provide the resolution in addition to the three copies of the JPA will result in a delay. Upon final review and approval of the signed agreements, the BCA will return a copy of the approved and signed JPA to your agency.

Thank you for your agency's dedication and commitment to the Minnesota Internet Crimes Against Children Taskforce (MICAC).

Regards,

Donald Cheung  
MN ICAC Commander  
Minnesota BCA



EQUAL OPPORTUNITY EMPLOYER

Scan & send to [unclear]



Department of Justice  
Office of Justice Programs

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Office of the Assistant Attorney General

Washington, D.C. 20531

September 16, 2013

Mr. Wade Setter  
Minnesota Department of Public Safety  
1430 Maryland Avenue E  
Saint Paul, MN 55106-2802

Dear Mr. Setter:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 13 Internet Crimes Against Children Task Force Invited Awards in the amount of \$347,101 for Minnesota Department of Public Safety.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Scott Pestrige, Program Manager at (202) 514-5655; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Karol V. Mason".

Karol Virginia Mason  
Assistant Attorney General

Enclosures

Minnesota Internet Crimes Against Children Task Force

**Multi-Agency Law Enforcement Joint Powers Agreement**

This Multi-Agency Law Enforcement Joint Powers Agreement, and amendments and supplements thereto, ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension ("Grantee"), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, Subd. 10 & 12, and County of, acting through its Pennington County Sheriff's Office, located at 102 1st Street West P.O Box 484, Thief River Falls, 56701. ("Undersigned Law Enforcement Agency"), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, subd. 10,

**Whereas**, the above subscribed parties have joined together in a multi-agency task force intended to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in such activity; and

**Whereas**, the undersigned agencies agree to utilize applicable state and federal laws to prosecute criminal, civil, and forfeiture actions against identified violators, as appropriate; and

**Whereas**, the Grantee is the recipient of a federal grant (attached to this Agreement as Exhibit A) disbursed by the Office of Juvenile Justice and Delinquency Prevention ("OJJDP") in Washington, D.C. to assist law enforcement in investigating and combating the exploitation of children which occurs through the use of computers by providing funding for equipment, training, and expenses, including travel and overtime funding, which are incurred by law enforcement as a result of such investigations; and

**Whereas**, the OJJDP Internet Crimes Against Children ("ICAC") has established a Working Group of Directors representing each of the existing ICAC Task Forces to oversee the operation of the grant and sub-grant recipients; and the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension has designated Donald Cheung as the Commander of the Minnesota ICAC Task Force.

**Now Therefore**, the parties agree as follows:

1. The Undersigned Law Enforcement Agency approves, authorizes, and enters into this Agreement with the purpose of implementing a three-pronged approach to combat Internet Crimes Against Children: **prevention, education and enforcement**; and
2. The Undersigned Law Enforcement Agency shall adhere to the Minnesota ICAC Task Force Program Standards contained in Exhibit B attached to this Agreement, in addition to complying with applicable Minnesota state and federal laws in the performance of this

Agreement, including conducting undercover operations relative to ICAC, ; a list of Regional ICAC Task Force, Minnesota State Affiliate Agency and Training & Technical Assistance Program contact information is available at <http://www.ojjdp.gov/programs/progsummary.asp?pi=3#Resources> ; and

3. Exhibits A and B are incorporated into this Agreement and made a part thereof. In the event of a conflict between this Agreement and the Exhibits, the terms of the Exhibits prevail; and
4. The Undersigned Law Enforcement Agency and the Grantee agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The Grantee's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section 3.736, and other applicable law. The Undersigned Law Enforcement Agency's liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Section 466.01 - 466.15, and other applicable law; and
5. All members of the Undersigned Law Enforcement Agency shall continue to be employed and directly supervised by the same Law Enforcement Agency employer which currently employs the member performing Minnesota ICAC Task Force assignments; and all services, duties, acts or omissions performed by the member will be within the course and duty of that employment, and therefore, are covered by the Workers Compensation programs of that employer; will be paid by that employer and entitled to that employer's fringe benefits; and
6. The Undersigned Law Enforcement Agency must first submit a written request for funds and receive approval for the funds from the Grantee to receive any funds from the Grantee; and
7. The Undersigned Law Enforcement Agency must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the Grantee to the Undersigned Law Enforcement Agency within 30 days of the date of invoice, with payment made out to the County of and mailed to the Pennington County Sheriff's Office, 102 1st Street West P.O Box 484, MN, 56701.
8. The Undersigned Law Enforcement Agency shall maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded monthly to the Minnesota ICAC Task Force Commander or his designee for statistical reporting purposes; and
9. The Undersigned Law Enforcement Agency shall participate fully in any audits required by the OJJDP. In addition, under Minn. Stat. § 16C.05, subd. 5, the Undersigned law Enforcement Agency's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the Grantee and/or the Minnesota State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end date of this Agreement; and
10. The Undersigned Law Enforcement Agency shall make a reasonable good faith attempt to be represented at any scheduled regional meetings in order to share information and resources

amongst the multiple entities; and

11. The Undersigned Law Enforcement Agency shall be solely responsible for forwarding information relative to investigative targets to the Child Pornography Pointer System (CPPS) pursuant to the OJJDP guidelines; and
12. The Undersigned Law Enforcement Agency shall provide the Minnesota ICAC Task Force Commander in a timely manner all investigative equipment that was acquired through OJJDP grant funding; in the event that future federal funding is no longer available, the Undersigned Law Enforcement Agency decides to dissolve its binding relationship with the Minnesota ICAC Task Force and the State of Minnesota Department of Public Safety, or the Undersigned Law Enforcement Agency breaches the Agreement.
13. That the Grantee may reimburse, the Undersigned Law Enforcement Agency for the following duties:
  - A. Investigations by the Undersigned Law Enforcement Agency under this agreement should be conducted in accordance with the OJJDP ICAC Task Force Program Standards contained in Exhibit B, and concluded in a timely manner. The Undersigned Law Enforcement Agency will only be reimbursed by the Grantee for overtime hours inclusive of fringe benefits of actual hours and/or actual expenses incurred related to performing Minnesota ICAC Task Force assignments and/or training approved by the Minnesota ICAC Task Force Commander through the term of this agreement or until all Federal funds under the OJJDP grant have been expended, whichever comes first.
  - B. The Grantee has a **TOTAL** Expense Budget of \$347,101.00 that was approved under the OJJDP Internet Crimes Against Children ("ICAC") Grant for investigative hours and expense reimbursement. The Undersigned Law Enforcement Agency participating in the Minnesota ICAC Task Force investigations will be reimbursed by the Grantee for actual costs as defined in Clause 13, Section A., to the extent such actual costs have been reviewed and approved by the Minnesota ICAC Task Force Commander.
14. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
15. The Undersigned Law Enforcement Agency and the Grantee may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party.
16. **Terms of this agreement:**

This Agreement shall be effective on the date the Undersigned Law Enforcement Agency obtains all required signatures under Minn. Stat. § 16C.05, Subd. 2, and shall remain in effective through May 31, 2016 unless terminated or canceled. **Upon the effective date of this Agreement, the Undersigned Law Enforcement Agency will be entitled to reimbursements approved by the Grantee dating back to July 1, 2013 for overtime**

2. Department or Public Safety,  
Bureau of Criminal Apprehension

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

(With delegated authority)

\_\_\_\_\_

Date

3. Commissioner of Administration

\_\_\_\_\_

By and Title

MN Department of Administration

(With delegated authority)

\_\_\_\_\_

Date

## RESOLUTION FOR FEEDLOT PROGRAM ADMINISTRATION

**WHEREAS**, Minnesota's regulatory feedlot program includes an optional arrangement between the Minnesota Pollution Control Agency (MPCA) and county government. This cooperative program is known as "county delegation" or the "county feedlot program." County feedlot programs are responsible for the implementation of feedlot rules and regulations, with the exception of large feedlots that require federal permits, and

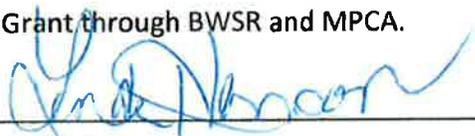
**WHEREAS**, County feedlot programs have responsibility for implementing state feedlot regulations including: Registration, Permitting, Inspections, Education/Technical assistance and Complaint follow-up. All Counties that become delegated must designate a County Feedlot Officer (CFO). Pennington County has accepted this delegation and provides a County Feedlot Officer, and

**WHEREAS**, SWCDs have considerable experience and sensitivity to local practices and conditions that can help to expedite feedlot owner permitting needs and compliance concerns. This includes knowledge of private and community well-water supplies, soils, high priority watersheds, and an understanding of local zoning and land use plans, ordinances and issues. Also, staff have the advantage of being part of a network of local agencies where technical assistance and other programs can be coordinated to support the needs of the feedlot owner, and

**WHEREAS**, providing technical and financial assistance to the County's feedlot operators is a goal of the Pennington SWCD Comprehensive Plan adopted in 2010. It is also a goal of the 2014 Pennington SWCD Annual Plan.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Supervisors of the Pennington SWCD accepts the duties to oversee Pennington County's Feedlot Ordinance and also accepts the responsibility to provide staff to act as the County Feedlot Officer (CFO). The SWCD will prepare, implement, track and report annually as required by the Natural Resources Block Grant through BWSR and MPCA.

Adopted: October 16, 2014

  
\_\_\_\_\_  
Chair of Pennington SWCD

### PENNINGTON SWCD

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the Pennington SWCD at a duly authorized meeting thereof held on the 16<sup>th</sup> of October, 2014.

Attest:   
\_\_\_\_\_  
Pennington SWCD Manager

**Memorandum of Agreement  
Between  
Pennington SWCD  
and  
Pennington County  
For Administration of the Pennington County Feedlot Ordinance**

This agreement is made between Pennington SWCD, hereinafter called SWCD and Pennington County, hereinafter called County for administration of the Feedlot Ordinance, pursuant to authorizing resolutions of the boards of the SWCD and County.

Therefore, the SWCD and County agree as follows:

**A. The SWCD agrees:**

1. To act in place of the County in administering the Feedlot Ordinance.
2. To follow County procedures regarding notices and hearings.
3. To collect all appropriate fees.
4. Appeal of SWCD decisions will be made to the County.
5. To report all expenditures of the Natural Resources Block Grant (NRBG) to BWSR as required.
6. To document expenses and time spent on feedlot activities.
7. To develop an annual work plan as required by MPCA.
8. To report all feedlot activity to MPCA as required.

**B. The County Agrees:**

1. To provide the Feedlot portion of the NRBG annual allocation to the SWCD.
2. To provide the required match of the NRBG in cash to the SWCD.
3. To provide legal counsel and support the SWCD when requested for administration and enforcement.
4. To be the decision maker on variance and conditional use permits.

This agreement may be amended by mutual agreement of Pennington SWCD and Pennington County by resolutions of their respective boards.

This agreement shall become effective upon signature of all duly authorized signatures and shall remain in effect until terminated by agreement of the parties or thirty days after written notice of termination by either party to the order.

  
\_\_\_\_\_  
Board Chair Pennington SWCD

8-21-14  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair Pennington County

\_\_\_\_\_  
Date

**Office Memorandum****DATE : January 23, 2002****TO : MPCA Feedlot Program Staff  
County Feedlot Officers****FROM : Myrna M. Halbach, P.E.  
Feedlot Program Manager****PHONE : 320-214-3794****SUBJECT : County Delegation resolutions and agreements**

This Memorandum is to inform delegated counties that Minn. Rules, parts 7020.1500 to 7020.1900 require County Boards to update their delegation resolution periodically so that it is in accordance with feedlot rules adopted October 23, 2000. The MPCA appreciates the increase in accountability accepted by counties and the increase in resources that delegated counties have invested as a result of the revised feedlot rules. However, it is necessary to revise all existing county resolutions so that they reflect the current design of the delegated program.

The MPCA requires that all counties revise their resolution and submit it by March 1, 2002. A revised resolution is necessary for counties to receive their 2003 feedlot grant award. The resolution must be renewed with the submittal of the biennial Natural Resource Block Grant (NRBG) grant application.

A model resolution that reflects current Minnesota rules for delegated counties and County Feedlot Officers (Minnesota Rules Chapter 7020.1600) is attached. It is a modification of the resolution that was used under the Minnesota feedlot rules prior to October 23, 2000. The most significant modifications are in two areas. One area is the description of the duties of the County Feedlot Officer. The other area covers the requirements and procedures for maintenance of the delegation agreement, a negotiated statement of annual plans and goals agreed to by the agency and the county. It is important that delegation agreements reflect the rules and program goals, inspections and compliance.

Duties and responsibilities of County Feedlot Officers (CFOs). The authority of counties to administer state feedlot rules duties were expanded with the new rules and additional funding was made available. Accordingly, the duties and responsibilities of County Feedlot Officers were also increased. Registration implementation, issuance of construction and interim permits for feedlots with 300 -1000 animal units, inspections, and establishing schedules with feedlot owners to reduce feedlot pollution are some of the main areas of increased responsibility for CFOs. The resolution has been modified to include these additional duties. It is important that the MPCA and counties be consistent on these duties and the delegation agreement is the vehicle to show consistency.

RESOLUTION FOR THE MAINTAINENCE OF A  
COUNTY ANIMAL FEEDLOT PROGRAM

WHEREAS, the Minnesota Pollution Control Agency has established an animal feedlot program designed to assist animal feedlot operators in efficient and environmentally sound management of animal wastes; and

WHEREAS, the Minnesota Pollution Control Agency's program provides for county involvement in the processing of animal feedlot permit applications and administration of the animal feedlot program in accordance with Minn. Stat. 116.07 subd. 7 (2001) and Minn. Rules ch. 7020.1600 (October 23, 2000); and as specified in the attached county delegation agreement.

NOW THEREFORE, BE IT RESOLVED by the Pennington County Board of Commissioners that the County of Pennington assumes certain responsibilities for the administration of the animal feedlot program and processing of animal feedlot permit applications in accordance with Minn. Stat. 116.07, subd. 7 (1992), and Minn. Rules ch.7020.1600 (October 23, 2000); and the attached delegation agreement that describes the administration of the county feedlot program as specified in Minn. Rules ch. 7020.1600, subpart 3.

BE IT FURTHER RESOLVED, the County appoints Levy Bergstrom as the County Feedlot Pollution Control Officer and that the County Feedlot Pollution Control Officer will:

- (a) Administer animal feedlots and manure storage areas registration programs according to Minn. Rules ch. 7020.0350;
- (b) Locate and register all animal feedlots and manure storage areas that remain unregistered by January 1, 2002;
- (c) Distribute permit application and registration forms to owners required to make application for a permit. Permit application forms must contain the information required in Minn. Rules ch. 7020.0505, subpart 3;
- (d) Review permit applications and issue construction short-form and interim permits in accordance with Minn. Rules ch. 7020.0535, and in the approved delegation agreement;
- (e) Inspect all animal feedlots and manure storage areas in accordance with the approved delegation agreement;
- (f) Review and process complaints;
- (g) Provide assistance to owners in completing permit applications;
- (h) Maintain a record of all correspondence and material relating to permit applications, inspections, and complaints;
- (i) Maintain a record of all notifications received from livestock production facility operators claiming the hydrogen sulfide ambient air quality standard exemption including the days the exemption was claimed and the cumulative days used as provided in Minn. Stat. 116.0713, items (2)(b) and (2)(c).
- (j) Submit an annual report to the commissioner by April 1 of each year, in a format requested by the commissioner, that includes the following:
  1. all newly acquired and updated registration information required under Minn. Rules ch. 7020.0350

2. inspection summary information from the previous year;
  3. permitting summary information from the previous year including information regarding permits for facilities with less than 1000 animal units that are CAFOs under the 40 C.F.R. part 122, Appendix B(b);
  4. complaint and complaint response summary information from the previous year;
  5. outreach and education summary information from the previous year; and
  6. summary of the progress toward achieving the goals identified in the approved delegation agreement and, if applicable, proposed adjustments to the goals or plans to meet the goals in the approved delegation agreement;
- (k) Complete the required county feedlot pollution control officer training necessary to perform the duties described under this part assigned to the county feedlot pollution control officer; and
- (l) Forward to the commissioner all permit applications, inspection reports and all other applicable documents for the facilities identified in Minn. Rules ch. 7020.1600, supb. 4, item B.

BE IT FURTHER RESOLVED, that the County of Pennington agrees to notify the Minnesota Pollution Control Agency in writing of any changes in the program as outlined herein and attached hereto;

BE IT FINALLY RESOLVED, that the County of Pennington respectfully submits this resolution and the attached delegation agreement to the Minnesota Pollution Control Agency and respectfully requests that the Minnesota Pollution Control Agency approve the County's participation in the animal feedlot program.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Signed \_\_\_\_\_  
Chair

**RESOLUTION FOR AQUATIC INVASIVE SPECIES PREVENTION AID**

**WHEREAS**, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches and the number of watercraft parking spaces within each county. Pennington County was allocated \$9,772 for 2014 and \$21,715 for 2015 and years following, and

**WHEREAS**, the legislation requires that Pennington County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the County. A copy of the plan for use of the proceeds must be submitted to the Department of Natural Resources by December 31 of the year the payments are received, and

**WHEREAS**, the county may provide funding for a cooperative agreement with another political subdivision, such as a soil and water conservation district (SWCD) to implement this program. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

**WHEREAS**, education of youth and adults regarding water resources is a goal of the Pennington SWCD Comprehensive Plan adopted in 2010. It is also a goal of the 2014 Pennington SWCD Annual Plan.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Supervisors of the Pennington SWCD accepts the duties to oversee Pennington County's AIS prevention efforts and also accepts the responsibility to prepare, implement and report annually a plan to allocate the funding in accordance with the above legislation. For 2014, the plan will be approved by both Pennington County and Pennington SWCD and will be on file in the Soil and Water Conservation District office.

Adopted: October 16, 2014

  
\_\_\_\_\_  
Chair of Pennington SWCD

**PENNINGTON SWCD**

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the Pennington SWCD at a duly authorized meeting thereof held on the 16<sup>th</sup> of October, 2014.

Attest:   
\_\_\_\_\_  
Pennington SWCD Manager

**RESOLUTION FOR AQUATIC INVASIVE SPECIES PREVENTION AID**

**WHEREAS**, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as the number of watercraft parking spaces with in each county. Pennington County was allocated \$9,772 for 2014 and \$7,154 for 2015 and years following, and

**WHEREAS**, the legislation requires that Pennington County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the County, and

**WHEREAS**, the county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the count, a watershed district in the county, or a lake association located within the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

**WHEREAS**, the county must submit a copy of the guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of Pennington County, Minnesota, designates oversight of Pennington County’s AIS prevention efforts to the Pennington Soil and Water Conservation District and delegates to them the responsibility to prepare, implement and report annually a plan to allocate the funding in accordance with the above legislation. For 2014, the plan will be on file in the Soil and Water Conservation District office.

Adopted: October 28, 2014

\_\_\_\_\_  
Chair of Pennington County Board

**STATE OF MINNESOTA  
COUNTY OF PENNINGTON**

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Pennington at a duly authorized meeting thereof held on the 28<sup>th</sup> of October, 2014.

Attest: \_\_\_\_\_  
Pennington County Auditor

**Memorandum of Agreement  
Between  
Pennington SWCD  
and  
Pennington County  
For Administration of the Aquatic Invasive Species Prevention Aid**

This agreement is made between Pennington SWCD, hereinafter called SWCD and Pennington County, hereinafter called County for administration and coordination of the Aquatic Invasive Species Prevention Aid, hereinafter call AIS pursuant to authorizing resolutions of the Boards of the SWCD and County.

Therefore, the SWCD and County agree as follows:

**A. The SWCD agrees:**

1. To provide educational opportunities to youth and adults of Pennington County regarding the prevention and control of AIS in our water resources.
2. To document expenses and time spent on AIS activities.
3. To report all expenditures of AIS grant funds to the MN Department of Revenue (MDR) if required.
4. To develop guidelines, either by resolution or adopting a plan, outlining how they plan to use AIS prevention funding as required, seek County approval and submit to the DNR.
5. To report all AIS activity to MDR or DNR if required.

**B. The County Agrees:**

1. To provide the AIS funds to the SWCD.
2. To provide the required match in cash to the SWCD if needed.
3. To provide legal counsel and support the SWCD if requested.
4. To assist with development of guidelines to be approved.

This agreement may be amended by mutual agreement of Pennington SWCD and Pennington County by resolutions of their respective boards.

This agreement shall become effective upon signature of all duly authorized signatures and shall remain in effect until terminated by agreement of the parties or thirty days after written notice of termination by either party to the order.

  
\_\_\_\_\_  
Board Chair Pennington SWCD

10-16-12  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair Pennington County

\_\_\_\_\_  
Date

## **2014 & 2015 Pennington County Aquatic Invasive Species (AIS) Plan**

**Approved by the Pennington County Board of  
Commissioners on October 28, 2014**

At the end of the 2014 legislative session, the Minnesota Legislature appropriated funds for Aquatic Invasive Species (AIS) prevention aid directly to Minnesota Counties. Pennington County was allocated \$9,772 for 2014 and \$21,715 for 2015 and years following.

The Pennington SWCD is proposing the following plan for the 2014 and 2015 Aquatic Invasive Species Prevention Aid allocations:

- Develop an AIS resolution in 2014 for the Pennington County Board and SWCD to adopt. Also develop an agreement between the SWCD and County.
- Develop a bi-annual plan for 2014 & 2015 for the Pennington County Board to approve (Submit plan to DNR by December 31 of the year payments are received)
- Annual Employee Training: Attend Webinar(s), Workshop(s), Conferences, etc. related to the AIS Program.
- Newspaper article(s) regarding the AIS program printed in "The Times" and "Northern Watch" newspapers, individual mailings as needed/requested, development of AIS poster(s), AIS brochure(s), and distribute these items at gas stations, DMV office, etc. and other public awareness strategies.
- Purchase Signage and Display Rack for Pennington County owned landings for public awareness (Display: signage, poster(s), rack cards, brochure(s), etc. at water accesses)
- Acquire airtime with North Country Outdoor Radio, hosted by Curt Quesnell on Thief River Falls Radio, KKDQ FM 99.3.
- Educate area students at annual education events, such as 6<sup>th</sup> Grade Outdoor Education Day and Northwest Minnesota Water Festival.
- Development of AIS Link on County's and SWCD's Website to provide public awareness. Update the two websites annually.
- Track AIS Expenditures and Reporting Requirements annually

Pennington SWCD will be responsible for annual plan development, submitting the annual plan to Department of Natural Resources for approval, program implementation, tracking all AIS expenditures, and meeting any reporting requirements.

Commission Meeting  
October 28, 2014

1. County Ditch #96 Petition

2. County Ditch #16 Petition

3. Other

**OFFICIAL PROCEEDINGS**  
**PENNINGTON COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, OCTOBER 14<sup>TH</sup>, 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, October 14<sup>th</sup>, 2014 at 10:00 a.m. Members present: Neil Peterson, Cody Hempel, Oliver “Skip” Swanson, Darryl Tveitbakk, and Donald Jensen. Members absent: None.

The Pledge of Allegiance was recited.

Marc Bloomquist, District 2 Supervisor of the MN Dept. of Corrections, met with the County Board to review the Community Action Plan which includes detail strategies for the provision of correctional services and to outline goals for the District 2 of the MN Dept. of Corrections Field Services Division. Discussion was held on Out-of-Home Placement costs and what is being done to reduce them. Also discussed was DWI Court which has had a 75% success rate and the possibility of getting a similar program called Drug Court in Pennington County.

Peter Nelson, Pennington County SWCD, presented the Memorandum of Agreement for the One Watershed, One Plan (1W1P) for the Red Lake River Watershed as a pilot area. Parties to the agreement will need to appoint one representative of their governing board to a policy committee.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to authorize the Chairman to appoint a representative to the One Watershed, One Plan policy committee. Motion unanimously carried.

The following resolution was introduced by Commissioner Hempel, seconded by Commissioner Tveitbakk, and upon vote was unanimously carried.

**RESOLUTION**

**BE IT RESOLVED**, that Pennington County approve and enter into the Memorandum of Agreement to prepare, adopt, and implement a comprehensive watershed plan in the Red Lake River Watershed through the One Watershed, One Plan Pilot area.

Chairman Peterson then appointed Commissioner Jensen to represent Pennington County on the Policy Committee.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the 205 State of Minnesota Board of Water and Soil Resources MPCA County Feedlot Performance Grant Agreement. Motion unanimously carried.

The County Board was informed that the Minnesota Board of Water and Soil Resources has approved the waiver of the requirement to complete the 5-year update to the Pennington County Comprehensive Local Water Management Plan.

County Sheriff Ray Kuznia made a recommendation to hire Taylor Epema for the position of part-time Corrections Officer. Motioned by Commissioner Tveitbakk, seconded by Commissioner Jensen, to approve Taylor Epema for the position of part-time Corrections Officer beginning October 27<sup>th</sup>, 2014. Motion unanimously carried.

Ray Kuznia informed the County Board that part-time Sheriff's Clerk Kristi Halbasch has accepted other employment and requested to advertise to fill her position. Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to authorize the Sheriff to advertise and interview for the position of part-time Sheriff's Clerk. Motion unanimously carried.

Sheriff Kuznia also noted he had ordered two Tough pads, mounts, and printers for the squad cars.

County Engineer Mike Flaagan presented petitions to clean parts of County Ditch #47 and County Ditch #41.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to approve cleaning 4+ miles of County Ditch #47 in Highland and Kratka Townships. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to approve cleaning two miles of County Ditch #41 as petitioned. Motion unanimously carried.

The Road, Bridge, and Culvert Committee will meet on October 24<sup>th</sup>, 2014 at 8:00 a.m. to go on a tour of County roads, bridges, and culverts.

Engineer Flaagan presented two quotes for a heating system for the Highway Dept. storage building.

Brodin Sheet Metal Inc.	\$5,695
Rain Care Co.	\$6,280

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the quote of Brodin Sheet Metal Inc. for installation of a heating system in the Highway Dept. storage building. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve payment of the Human Service warrants totaling \$176,005.39, the Auditor and Manual warrants for September, 2014 totaling \$859,842.03, and also the following Commissioner warrants. Motion unanimously carried.

#### WARRANTS

County Revenue	\$214,644.07
Road and Bridge	\$ 71,798.08
Solid Waste Facility	\$ 750.50
Ditch Funds	\$ 522.42

Per diems and meal reimbursements in the amount of \$3,046.05 were also approved.

The County Board discussed the first Board meeting date in November as presently it lands on Veteran's Day. The first meeting in November was then rescheduled for November 12<sup>th</sup>, 2014 at 5:00 p.m.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve the Board minutes of September 23<sup>rd</sup>, 2014 as written. Motion unanimously carried.

The County Board then took up the Tobacco Ordinance as rewritten with the recommendations from the September 23<sup>rd</sup>, 2014 County Board meeting.

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

### **TOBACCO ORDINANCE RESOLUTION**

**BE IT RESOLVED**, that the Board of Commissioners of Pennington County, Minnesota, adopt the revised Pennington County Tobacco Ordinance in its entirety effective January 1<sup>st</sup>, 2015.

#### Pennington County Tobacco Ordinance Summary

Because the county recognizes that many persons under the age of 18 years purchase or otherwise obtain, possess, and use tobacco, tobacco products, tobacco related devices, electronic delivery devices, or nicotine or lobelia delivery products, such as sales, possession, and use are violations of both state and federal laws; because studies have shown that most smokers begin smoking before they have reached the age of eighteen (18) years and that those persons who reach the age of eighteen (18) years without having started smoking are significantly less likely to begin smoking have been known to be the cause of several serious health problems which subsequently place financial burden on all levels of government, this ordinance shall be intended to regulate the sale, possession, and use of tobacco, tobacco products, tobacco related devices, electronic delivery devices, or nicotine or lobelia delivery products 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, tobacco related devices, electronic delivery devices, or nicotine or lobelia delivery products 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.

A full and complete copy of the Pennington County Tobacco Ordinance is available in the Pennington County Auditor-Treasurer's office.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to amend the Pennington County Personnel Policy to read that employees working 30+ hours per week will be eligible to participate in the County's health insurance plans. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to adjourn the Board meeting to October 28<sup>th</sup>, 2014 at 5:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Neil Peterson, Chairman  
Board of Commissioners

Jennifer  
10/27/14 4:21PM

# 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
35	1380 A'VIANDS LLC 01-251-000-0000-6403		96.55	GLOVES, TP, PP TOWELS		JANITORIAL SUPPLIES - JAIL
36	01-251-000-0000-6403		353.68	TP, NAVISOUR		JANITORIAL SUPPLIES - JAIL
	1380 A'VIANDS LLC		450.23		2 Transactions	
43	2050 BREDESON SUPPLY 01-201-000-0000-6401		13.79	LEGAL PADS		SUPPLIES
	2050 BREDESON SUPPLY		13.79		1 Transactions	
44	3002 CELLTECH COMMUNICATIONS INC 01-201-000-0000-6405		58.52	KN PHONE		GENERAL SUPPLIES
45	01-201-000-0000-6405		26.47	DO PHONE		GENERAL SUPPLIES
	3002 CELLTECH COMMUNICATIONS INC		84.99		2 Transactions	
98	3138 CREATIVE FORMS AND CONCEPTS 01-801-000-0000-6401		373.08	W2, 1099, 1096	113175	SUPPLIES-UNALLOCATED
	3138 CREATIVE FORMS AND CONCEPTS		373.08		1 Transactions	
72	13059 DHS - SWIFT 01-061-000-0000-6262		170.73	POSTAGE FOR MAILING SERVICES	A300IC571391	OTHER SERVICES - ELECTIONS
	13059 DHS - SWIFT		170.73		1 Transactions	
46	4054 DIGI-KEY CORPORATION 01-201-000-0000-6405		42.12	BATTERIES	220160	GENERAL SUPPLIES
	4054 DIGI-KEY CORPORATION		42.12		1 Transactions	
67	4084 DUFFY LAW OFFICE 01-011-000-0000-6261		225.00	ATTORNEY FEES 57-PR-14-693		COURT APPOINTED ATTORNEYS
	4084 DUFFY LAW OFFICE		225.00		1 Transactions	
94	5369 ESRI 01-103-000-0000-6843		1,267.19	ARCGIS MAINTENANCE AGREEMENT	92882405	UNALLOCATED TECHNOLOGY EXP
	5369 ESRI		1,267.19		1 Transactions	
97	5300 EVERGREEN IMPLEMENT COMPANY 01-111-000-0000-6300		136.25	BEARING, SPRICKET, SHAFT	108347	REPAIRS & MAINTENANCE
	5300 EVERGREEN IMPLEMENT COMPANY		136.25		1 Transactions	
37	6315 FALLS RADIATOR SERVICE 01-255-000-0000-6300		291.80	STS VAN REPAIR	37844	REPAIRS & MAINTENANCE

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
	6315 FALLS RADIATOR SERVICE		291.80	1 Transactions	
71	6314 FARM & HOME PUBLISHERS 01-041-000-0000-6801		677.05	20 PLAT BOOKS	132441 MISCELLANEOUS EXPENSE - AUDITOR
	6314 FARM & HOME PUBLISHERS		677.05	1 Transactions	
61	6338 FISCHER LAW OFFICE 01-011-000-0000-6261		457.70	ATTORNEY FEES - 57-PR-14-678	COURT APPOINTED ATTORNEYS
	6338 FISCHER LAW OFFICE		457.70	1 Transactions	
89	6305 FLAAGAN/JODI 01-013-000-0000-6853		11.97	MEETING REFRESHMENTS	TOWARD ZERO DEATH GRANT
	6305 FLAAGAN/JODI		11.97	1 Transactions	
101	7314 GOVERNMENT MANAGEMENT GROUP 01-003-000-0000-6261		2,900.00	13 PREP COUNTY COST	1344 CONSULTING & LEGAL SERVICES - BOAR
	7314 GOVERNMENT MANAGEMENT GROUP		2,900.00	1 Transactions	
69	8385 HEARTLAND PAPER CO 01-220-000-0000-6403		166.78	TRASH BAGS, FLOOR CLEANER LEC	57056 JANITORIAL SUPPLIES-LEC SHARE
104	01-800-000-0000-6403		550.67	BAGS, CLEANER, DETERGENT	78535-0 JANITORIAL SUPPLIES
100	01-801-000-0000-6301		228.48	EQ238936 MAINT AGREEMENT	INV2222605 MAINTENANCE AGREEMENT
	8385 HEARTLAND PAPER CO		945.93	3 Transactions	
1	8312 HINRICHS/LISA 01-611-000-0000-6330		20.00	REG FEE PARENTS FOREVER	TRAVEL & EXPENSE
2	01-611-000-0000-6330		126.40	MILEAGE - BEMIDJI	TRAVEL & EXPENSE
	8312 HINRICHS/LISA		146.40	2 Transactions	
88	8014 HUGOS #7 01-003-000-0000-6330		19.47	FOOD FOR MEETING	1155 TRAVEL & EXPENSE
	8014 HUGOS #7		19.47	1 Transactions	
28	9304 INCONTACT INC 01-601-000-0000-6202		10.62	TOLL FREE # SEPT. 2014	124709626 TELEPHONE - EXTENSION
	9304 INCONTACT INC		10.62	1 Transactions	
73	9017 INSIGHT TECHNOLOGIES 01-041-000-0000-6210		222.86	IT GLOBAL NOV - AUD/TREAS	765597 E-MAIL SERVICES
74	01-070-000-0000-6263		445.71	IT GLOBAL NOV - HIGHWAY	765597 COMPUTER SERVICES - DP

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
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
75	01-070-000-0000-6263		297.14	IT GLOBAL NOV - ICN	765597	COMPUTER SERVICES - DP
76	01-070-000-0000-6263		891.43	IT GLOBAL NOV - WELFARE	765597	COMPUTER SERVICES - DP
77	01-070-000-0000-6263		49.52	IT GLOBAL NOV - DATA	765597	COMPUTER SERVICES - DP
78	01-070-000-0000-6263		140.00	IT GLOBAL NOV - DATA	765597	COMPUTER SERVICES - DP
79	01-091-000-0000-6300		99.05	IT GLOBAL NOV - ATTORNEY	765597	REPAIRS & MAINTENANCE
80	01-101-000-0000-6300		123.81	IT GLOBAL NOV - RECORDER	765597	REPAIRS & MAINTENANCE
81	01-106-000-0000-6300		74.29	IT GLOBAL NOV - ASSESSOR	765597	REPAIRS & MAINTENANCE
82	01-121-000-0000-6300		49.52	IT GLOBAL - NOV - VET SERVICE	765597	Repairs & Maintenance
83	01-132-000-0000-6300		148.57	IT GLOBAL NOV - MV	765597	REPAIRS & MAINTENANCE
84	01-270-000-0000-6300		24.77	IT GLOBAL NOV - CRIME VICTIM	765597	REPAIRS & MAINTENANCE
85	01-290-000-0000-6300		49.52	IT GLOBAL NOV - EMER MAGMT	765597	Repairs & Maintenance
86	01-601-000-0000-6300		123.81	IT GLOBAL NOV - EXTENSION	765597	REPAIRS & MAINTENANCE
34	01-220-000-0000-6263		876.00	IT GLOBAL NOV	765598	COMPUTER SERVICES & SUPPLIES
9017	INSIGHT TECHNOLOGIES		3,616.00	15 Transactions		
49	9025 ITS AUTO CENTER 01-201-000-0000-6304		18.50	#11 TIRE REPAIR	30876	REPAIR & MAINTENANCE - SQUADS
	9025 ITS AUTO CENTER		18.50	1 Transactions		
96	14378 LEXISNEXIS MATTHEW BENDER 01-016-000-0000-6242		195.30	SEPT SUBSCRIPTIONS	6382471X	SUBSCRIPTIONS - LAW LIBRARY
	14378 LEXISNEXIS MATTHEW BENDER		195.30	1 Transactions		
38	12338 LOFFLER BUSINESS SYSTEMS 01-223-000-0000-6801		351.62	VOICE RECORDER	760456	MISCELLANEOUS EXPENSE-E911
	12338 LOFFLER BUSINESS SYSTEMS		351.62	1 Transactions		
40	13324 MN SHERIFFS ASSOCIATION 01-203-000-0000-6801		55.00	PURCHASE CARDS	140316	GUN PERMIT - MISC
	13324 MN SHERIFFS ASSOCIATION		55.00	1 Transactions		
57	14033 NORTHERN STATE BANK 01-201-000-0000-6405		12.80	THRIFTY WHITE DRUG BATTERIES		GENERAL SUPPLIES
59	01-251-000-0000-6300		5.33	KMART PHONE CABLE		REPAIRS & MAINTENANCE
60	01-251-000-0000-6300		10.00	PHILLIP IRON JAIL SUPPLIES		REPAIRS & MAINTENANCE
51	01-251-000-0000-6330		6.46	MEALS - TRANSPORT		TRAVEL & EXPENSE
52	01-251-000-0000-6330		10.34	MEAL - TRANSPORT		TRAVEL & EXPENSE
53	01-251-000-0000-6330		13.78	MEAL - TRANSPORT		TRAVEL & EXPENSE
54	01-251-000-0000-6330		12.98	MEAL - TRANSPORT		TRAVEL & EXPENSE
55	01-251-000-0000-6330		3.45	MEAL - TRANSPORT		TRAVEL & EXPENSE

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
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
56	01-251-000-0000-6330		4.69	MEAL - TRANSPORT		TRAVEL & EXPENSE
58	01-259-000-0000-6405		44.89	DOLLARTREE JAIL SUPPLIES		GENERAL SUPPLIES - CANTEEN
14033	NORTHERN STATE BANK		124.72	10 Transactions		
50	15323 OFFICE DEPOT 01-201-000-0000-6405		4.99	CD SLEEVES	847001	GENERAL SUPPLIES
15323	OFFICE DEPOT		4.99	1 Transactions		
30	15051 OFFICE MAX 01-601-000-0000-6401		37.41	OFFICE SUPPLIES	630163	SUPPLIES - EXTENSION
31	01-601-000-0000-6401		5.16	OFFICE SUPPLIES	630379	SUPPLIES - EXTENSION
29	01-601-000-0000-6401		4.09	OFFICE SUPPLIES	639417	SUPPLIES - EXTENSION
15051	OFFICE MAX		46.66	3 Transactions		
48	15329 OIL BOYZ EXPRESS LUBE 01-201-000-0000-6304		40.92	#11 OIL CHG	110675	REPAIR & MAINTENANCE - SQUADS
15329	OIL BOYZ EXPRESS LUBE		40.92	1 Transactions		
39	16056 PAINT & GLASS INTERIORS 01-251-000-0000-6300		179.93	PAINT SUPPLIES FOR ANNEX	094861	REPAIRS & MAINTENANCE
16056	PAINT & GLASS INTERIORS		179.93	1 Transactions		
68	16313 PENNINGTON COUNTY AUDITOR 01-201-000-0000-6300		225.00	REIMB INSIGHT BILLING	764514	REPAIRS & MAINTENANCE
16313	PENNINGTON COUNTY AUDITOR		225.00	1 Transactions		
47	16079 PETERSON LUMBER 01-251-000-0000-6300		93.25	SUPPLIES ANNEX REPAIR	95748	REPAIRS & MAINTENANCE
16079	PETERSON LUMBER		93.25	1 Transactions		
41	16119 POLK COUNTY SHERIFF 01-252-000-0000-6330		150.00	DO 800 PROGRAMMING TRAINING	21013	TRAVEL & EXPENSE
16119	POLK COUNTY SHERIFF		150.00	1 Transactions		
93	17002 QUILL CORPORATION 01-801-000-0000-6401		1.12	PENS	6930943	SUPPLIES-UNALLOCATED
17002	QUILL CORPORATION		1.12	1 Transactions		
95	18044 ROGALLA/ALAN G 01-091-000-0000-6330		100.80	MILEAGE - MTG - BEMIDJI		TRAVEL & EXPENSE

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
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
18044	ROGALLA/ALAN G				100.80						
	19326	SATHER LAW LTD									
62		01-011-000-0000-6261			142.69	ATTORNEY FEES 57-F3-03-309					COURT APPOINTED ATTORNEYS
63		01-011-000-0000-6261			506.70	ATTORNEY FEES 57-PR-14-591					COURT APPOINTED ATTORNEYS
64		01-011-000-0000-6261			90.89	ATTORNEY FEES 57-FA-13-5					COURT APPOINTED ATTORNEYS
65		01-011-000-0000-6261			37.50	ATTORNEY FEES 57-F1-98-50089					COURT APPOINTED ATTORNEYS
66		01-011-000-0000-6261			30.00	ATTORNEY FEES 57-PR-14-678					COURT APPOINTED ATTORNEYS
	19326	SATHER LAW LTD			807.78						5 Transactions
	19357	SCHMALZ/KEN									
32		01-101-000-0000-6330			274.40	MILEAGE-TORRENS SEMI-ST. CLOU					TRAVEL & EXPENSE
33		01-101-000-0000-6330			65.69	LODGING-TORRENS SEM-ST. CLOUD					TRAVEL & EXPENSE
	19357	SCHMALZ/KEN			340.09						2 Transactions
	19319	SEACHANGE									
99		01-061-000-0000-6262			90.00	M100 CARD		8728			OTHER SERVICES - ELECTIONS
102		01-061-000-0000-6262			90.00	M100 PC CARD		8771			OTHER SERVICES - ELECTIONS
	19319	SEACHANGE			180.00						2 Transactions
	19189	STREICHER'S									
42		01-201-000-0000-6420			95.00	CARRIERS - ML		1116489			UNIFORMS
	19189	STREICHER'S			95.00						1 Transactions
	20358	TOTALFUNDS BY HASLER									
87		01-801-000-0000-6209			1,500.00	POSTAGE		9079			POSTAGE
	20358	TOTALFUNDS BY HASLER			1,500.00						1 Transactions
	22304	VFW POST 2793									
70		01-121-000-0000-6846			1,072.00	VETS TRANSPORT					CVSO GRANT EXPENSE
	22304	VFW POST 2793			1,072.00						1 Transactions
	23303	WEST GROUP PAYMENT CENTER									
90		01-091-000-0000-6240			417.41	SEPT WEST LAW ACCESS		830433533			SUBSCRIPTIONS
91		01-016-000-0000-6242			241.00	SEPT SUBSCRIPTIONS		830517457			SUBSCRIPTIONS - LAW LIBRARY
92		01-091-000-0000-6240			53.50	SEPT SUBSCRIPTIONS		830526943			SUBSCRIPTIONS
	23303	WEST GROUP PAYMENT CENTER			711.91						3 Transactions
1 Fund Total:					18,134.91	County Revenue				40 Vendors	78 Transactions

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
3 Road & Bridge

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
27	2328 BEST WESTERN - HOLLAND HOUSE 03-320-000-0000-6330		88.29	LODGING - MF		TRAVEL & EXPENSE
	2328 BEST WESTERN - HOLLAND HOUSE		88.29		1 Transactions	
26	6344 FLEETPRIDE 03-350-000-0000-6564		42.20	FILTERS UNIT 206 AND 209		EQUIPMENT REPAIR PARTS
	6344 FLEETPRIDE		42.20		1 Transactions	
3	7336 GCR TIRES & SERVICE 03-350-000-0000-6564		32.52	REPAIR UNIT 313		EQUIPMENT REPAIR PARTS
4	03-350-000-0000-6564		50.00	FLAT REPAIRE UNIT 247		EQUIPMENT REPAIR PARTS
5	03-350-000-0000-6564		8.00	MOUNT TIRE UNIT 312		EQUIPMENT REPAIR PARTS
6	03-350-000-0000-6564		20.00	FLAT REPAIRE UNIT 305		EQUIPMENT REPAIR PARTS
	7336 GCR TIRES & SERVICE		110.52		4 Transactions	
25	7322 GILSON COMPANY INC 03-330-000-0000-6554		50.27	ALUM SCOOPS		ENGINEERING & SURVEYING SUPPLIES
	7322 GILSON COMPANY INC		50.27		1 Transactions	
23	8091 HOLIDAY INN - ST. CLOUD 03-330-000-0000-6330		181.94	LODGING - FALL EXPO MS		TRAVEL & EXPENSE
24	03-350-000-0000-6330		181.94	LODGING - FALL EXPO TP		TRAVEL & EXPENSE
	8091 HOLIDAY INN - ST. CLOUD		363.88		2 Transactions	
22	12302 LOCATORS & SUPPLIES INC 03-330-000-0000-6554		46.97	HARD HAT RACK	0228701-IN	ENGINEERING & SURVEYING SUPPLIES
	12302 LOCATORS & SUPPLIES INC		46.97		1 Transactions	
20	13302 M-R SIGN CO, INC 03-350-000-0000-6551		258.25	911 RESIDENTIAL SIGNS		SIGNS
	13302 M-R SIGN CO, INC		258.25		1 Transactions	
21	13340 MIELKE OIL COMPANY 03-350-000-0000-6562		1,549.75	15W40 OIL		MOTOR OIL & LUBRICANTS
	13340 MIELKE OIL COMPANY		1,549.75		1 Transactions	
19	16067 PEMBERTON, SORLIE, RUFER & KERSHNEI 03-320-000-0000-6261		246.00	CONTRACT REVIEW		CONSULTING & LEGAL SERVICES
	16067 PEMBERTON, SORLIE, RUFER & KERSHNEI		246.00		1 Transactions	

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 8

3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
15	16027 PENNINGTON COUNTY TREASURER					
	03-320-000-0000-6263		36.00	HOSTED EXCHANGE - JUNE		COMPUTER SERVICES
16	03-320-000-0000-6263		445.71	IT GLOBAL - JULY		COMPUTER SERVICES
17	03-320-000-0000-6263		240.75	REIMBURSE INSIGHT BILL		COMPUTER SERVICES
18	03-320-000-0000-6263		14.82-	REIMBURSE SALES TAX FOR 6 MOS		COMPUTER SERVICES
	16027 PENNINGTON COUNTY TREASURER		707.64	4 Transactions		
	19310 STONE'S MOBILE RADIO					
14	03-350-000-0000-6564		162.13	FIX ANTENNA UNIT 230		EQUIPMENT REPAIR PARTS
	19310 STONE'S MOBILE RADIO		162.13	1 Transactions		
	20309 TRUE NORTH STEEL					
13	03-350-000-0000-6549		9,056.93	18", 24", 36" PIPE & BANDS		CULVERTS
	20309 TRUE NORTH STEEL		9,056.93	1 Transactions		
	21318 UNIVERSITY OF MINNESOTA					
8	03-330-000-0000-6245		115.00	CONSTRUCT INSTALL RECERT JM		CONTINUING EDUCATION
9	03-330-000-0000-6245		215.00	CONSTRUCT SITE MANAGEMENT MS		CONTINUING EDUCATION
	21318 UNIVERSITY OF MINNESOTA		330.00	2 Transactions		
	21335 UNIVERSITY OF MINNESOTA					
10	03-320-000-0000-6245		85.00	BRIDGE SAFETY - MF		CONTINUING EDUCATION
11	03-330-000-0000-6245		85.00	BRIDGE SAFETY - MS		CONTINUING EDUCATION
12	03-330-000-0000-6245		85.00	BRIDGE SAFETY - JM		CONTINUING EDUCATION
	21335 UNIVERSITY OF MINNESOTA		255.00	3 Transactions		
	26301 ZIEGLER, INC.					
7	03-350-000-0000-6564		2,361.95	WORK ON UNIT 208		EQUIPMENT REPAIR PARTS
	26301 ZIEGLER, INC.		2,361.95	1 Transactions		
3 Fund Total:			15,629.78	Road & Bridge	15 Vendors	25 Transactions

# Pennington County Financial System



Jennifer  
10/27/14 4:21PM  
32 Solid Waste Facility

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 9

Vendor No.	Vendor Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
103	18314 RAINY LAKE OIL 32-390-000-0000-6262		130.00	USED OIL FILTERS	7832C	OTHER SERVICES-SCORE ACCOUNT
	18314 RAINY LAKE OIL		130.00	1 Transactions		
32 Fund Total:			130.00	Solid Waste Facility	1 Vendors	1 Transactions
Final Total:			33,894.69	56 Vendors	104 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	18,134.91	County Revenue	
	3	15,629.78	Road & Bridge	
	32	130.00	Solid Waste Facility	
	All Funds	33,894.69	Total	Approved by, .....
				.....
				.....

Jennifer  
10/27/14 4:21PM

# 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



Jennifer  
10/27/14 4:21PM  
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
6348	FULTON/DEB					
8	01-251-000-0000-6330		11.08	MEAL - TRANSPORT - COLERAINE	100314	TRAVEL & EXPENSE
9	01-251-000-0000-6330		3.53	MEAL - TRANSPORT - NEVIS	100614	TRAVEL & EXPENSE
10	01-251-000-0000-6330		4.91	MEAL - TRANSPORT - CARLSON	100714	TRAVEL & EXPENSE
11	01-251-000-0000-6330		6.60	MEAL - TRANSPORT - CARLTON	100714	TRAVEL & EXPENSE
12	01-251-000-0000-6330		5.35	MEAL - TRANSPORT - HOPKINS	100914	TRAVEL & EXPENSE
13	01-251-000-0000-6330		11.69	MEAL - TRANSPORT - HOPKINS	100914	TRAVEL & EXPENSE
6348	FULTON/DEB		43.16	6 Transactions		
6347	FULTON/JIM					
7	01-251-000-0000-6330		8.66	MEAL - TRANSPORT - BEMIDJI	082614	TRAVEL & EXPENSE
2	01-251-000-0000-6330		11.52	MEAL - TRANSPORT - COLERAINE	100314	TRAVEL & EXPENSE
3	01-251-000-0000-6330		3.53	MEAL - TRANSPORT - NEVIS	100614	TRAVEL & EXPENSE
4	01-251-000-0000-6330		5.43	MEAL - TRANSPORT - CARLTON	100714	TRAVEL & EXPENSE
5	01-251-000-0000-6330		6.75	MEAL - TRANSPORT - HOPKINS	100914	TRAVEL & EXPENSE
6	01-251-000-0000-6330		18.17	MEAL - TRANSPORT - HOPKINS	100914	TRAVEL & EXPENSE
6347	FULTON/JIM		54.06	6 Transactions		
19343	SKJERVEN/MELISSA					
1	01-251-000-0000-6330		9.65	MEAL - TRANSPORT - FERGUS	102114	TRAVEL & EXPENSE
19343	SKJERVEN/MELISSA		9.65	1 Transactions		
1 Fund Total:			106.87	County Revenue	3 Vendors	13 Transactions
Final Total:			106.87	3 Vendors	13 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	106.87	County Revenue
All Funds		106.87	Total

Approved by, .....

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