

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
COUNTY BOARD ROOM
TUESDAY, AUGUST 11TH, 2015, 10:00 A.M.**

AGENDA – REVISED

- 9:30 Public Hearing – Revised Tax Abatement Program
- Pledge of Allegiance
- 10:00 Tax Abatements
- River Falls Estates I (Noper's)
 - Residential Property Tax Abatement Program
- 10: 05 Lee Meier, Kermit Genereux – NW MN H.R.A.
- Levy Update
- 10:20 Al Morkrid –Motor Vehicle Dept.
- Copier Quotes
- 10:25 Ray Kuznia – County Sheriff
- LETG Software
- 10:45 Tammy Frohlich – R.S.V.P.
- 11:00 Peter Nelson – Pennington County SWCD
- Septic System Inventory
- 11:15 Mike Flaagan – County Engineer
- Highway Dept. Items, 2016 budget
- 11:30 Scott Sommers – Human Services
- 2016 Budget
- County Auditor's Items

(This agenda is subject to change)

BOARD OF COMMISSIONERS FOR PENNINGTON COUNTY
THIEF RIVER FALLS, MINNESOTA
STATE OF MINNESOTA

RESOLUTION APPROVING PROPERTY TAX ABATEMENTS
FOR THE WEST RIVER FALLS ESTATES HOUSING DEVELOPMENT

BE IT RESOLVED by the Board of Commissioners (the "Board") of Pennington County, Minnesota (the "County"), as follows:

1. Recitals.

(a) DW Jones (the "Developer") has requested that the City of Thief River Falls (the "City"), the County of Pennington (the "County") and the School Board (the "Board") for Independent School District No. 564 (the "District") abate their respective portions of additional prospective property taxes to be generated on Lot 1 and Lot 2, Block 1 Noper's Fourth Addition in the City of Thief River Falls (the "Property"), resulting from the construction on the Property of 104 units of market rate rental housing (the "Project"), all as further described below. The Property is currently owned by the City and to be acquired by the Developer, and it is in the process of being assigned a parcel number.

(b) The requested property tax abatement (the "Abatement") would be for a maximum of 4 years, specifically, with respect to property taxes payable in 2018 through 2021. The portion of the Abatement attributable to the County is estimated to not exceed \$243,000, with a present value of \$205,000.

(c) Property tax abatements, such as the Abatement, are authorized under *Minnesota Statutes*, Sections 469.1812 through 469.1815 (the "Abatement Law").

(d) On the date hereof, in accordance with the Abatement Law, a public hearing was held on the question of the Abatement, and, as required by the Abatement Law, notice of said hearing was published at least 10 days but not more than 30 days prior to the hearing.

2. Findings. The Board hereby makes the following findings:

(a) The Board expects the benefits of the Abatement to the District to at least be equal to the costs thereof.

(b) Granting the Abatement is in the public interest because it will increase the tax base of the County and other affected taxing jurisdictions and help provide access to market rate housing for residents.

(c) The Board expects the public benefits described in (b) above to be derived from the Abatement.

(d) The Property is not located in a tax increment financing district.

2. Terms of Abatement. The Abatement is hereby approved. The terms of the abatement are as follows:

(a) The Abatement shall be for a maximum of 4 years and shall apply to the taxes payable in the years 2018 through 2021, inclusive.

(b) The Abatement shall be subject to final approval by the County of a definitive Development Agreement.

(c) The Abatement shall be for 100% of the County's share of the ad valorem property taxes generated by the Property which are attributable to the Project.

(d) The Abatement may not be modified or changed during the term set forth in (a) above, except with the prior written consent of the County.

(e) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

(f) In order to be entitled to the Abatement, the Developer shall not be in default within the County, the City or the District on any of its payment obligations respecting any taxes, assessments, utility charges or other governmental impositions.

(g) All terms and conditions of the Abatement will be subject to final approval of the Development Agreement between the relevant taxing jurisdictions and the Developer.

(h) In any year, the total amount of property taxes to be abated by the County by this and any other applicable resolutions shall not exceed the greater of ten percent (10%) of the net tax capacity, or \$200,000, whichever is greater.

(i) In no event shall the combined aggregate abatement assistance, if all requested taxing jurisdictions participate, and if the Project is constructed at the maximum size envisioned, exceed \$400,000 over the 4 year term.

(j) The County Board Chair and County Auditor Treasurer are authorized to execute all documents and Development Agreements necessary to execute the Property Tax Abatement Program.

Board member _____ moved the adoption of the foregoing resolution, and said motion was duly seconded by Board member _____, and upon vote

being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly adopted.

Adopted August 11, 2015

Darryl Tveitbakk, Chairman

Attest : _____

Kenneth Olson County Auditor Treasurer

RESOLUTION APPROVING REVISIONS AND EXTENSION OF THE CURRENT RESIDENTIAL TAX ABATEMENT PROGRAM

Pennington County Commissioner _____ introduced the following resolution, seconded by Pennington County Commissioner _____:

BE IT RESOLVED, that the Pennington County Board of Commissioners accept and approve the revised Tax Abatement Program Policy as follows:

Exhibit A

Revised Tax Abatement Program

The Pennington County Tax Abatement Program is based on the Tax Abatement Program established in August 2011 by the City of Thief River Falls and Pennington County. The original program will expire on December 31, 2015. The program was established in response to a request from developers for relief in establishing new plats, new lot developments, and ultimately new homes in the City of Thief River Falls.

The abatement program operates under the Tax Abatement Authority in Minnesota Statutes 469.1813 through 469.1815. The Tax Abatement Program provides for the abatement of property taxes as set by the County of Pennington County (the “taxing authority”) for a three to seven year period of time. The parameters of the program follow:

- The County of Pennington, agrees to participate in the incentive program.
- All of the property taxes for the County, including existing taxes on land, may be abated for a specific parcel(s).
- The program applies to new single-family residential construction only. New construction is defined as:
 - **Modular homes: A new modular home built after June 2015 and prior to the termination of the Tax Abatement Program qualifies provided it is placed on an approved foundation.**
 - **Manufactured homes: A new manufactured home built after June 2015 and prior to the termination of the Tax Abatement Program qualifies provided it is placed on an approved foundation.**
 - **Stick built homes. New construction for Stick Built homes is defined as any home that is built from scratch and is placed on an approved foundation. Construction must be after June 2015 and prior to the termination of the Tax Abatement Program. Stick built also pertains to a stick built home that is moved onto property within the City limits (having never been in the City limits prior to) and renovated to over 1/3 of its assessed value. The home must have an approved foundation.**

- The home must be owned by the party requesting the abatement, and the party must be the first owner of the home.
- Occupancy of the home must take place within two years of acquisition of the undeveloped real property (lot).
- The home can be built on any approved lot, anywhere within the City limits of Thief River Falls. The constructed cost of the home cannot exceed \$200,000. The cost of the lot is not included in the construction cost of the home.
- The term of the abatement may be a maximum of seven years if there are outstanding assessments on the property. The tax abatement would be applied to pay down the assessments. If the property does not have outstanding assessments, the term of the abatement may be a maximum of three years.
- The tax abatement will be provided in the form of a rebate to the property owner.
- Tax abatement payments for assessments and/or property tax reimbursement will only be provided if the property owner pays the semi-annual taxes.
- The Tax Abatement Program is only eligible for the original tax abatement applicants (property owners). The abatement does not transfer if the property is sold.

ABATEMENT REIMBURSEMENT

The homeowner is reimbursed for taxes paid to Pennington County when the home is occupied and valued after one year of occupancy and certified as such by the Thief River Falls Building Official and Pennington County Assessor's Office. The abatement of real property taxes by the taxing authorities will be for seven consecutive years if the property has outstanding assessments, and three consecutive years if there are no outstanding assessments.

PROCESS

1. The Thief River Falls Community Services Department is responsible for notifying the County and School District of properties participating in the program, and the date the real property was acquired.
2. The taxpayer pays the property taxes.
 - a. The owner submits a copy of their property tax statement and verification of payment to the Thief River Falls Community Services Office.
 - b. A statement is sent to the County for their portion of the property taxes. Included is a copy of the tax statement along with a cover letter indicating that the property owner is participating in the Tax Abatement Program, that the taxes have been paid, and that a rebate is due. The individual rebate amount will be calculated by

the County Auditor Treasurer and be based on the terms of the Tax Abatement Program. The County will send the rebate directly to the property owner or if there are outstanding City assessments the County shall pay the rebate to the City, and the City shall apply the property tax rebate to the property owners outstanding assessments, following proper notification and public hearings.

3. The program will close at the end of five years for review and consideration. The termination date is December 31, 2020.
4. The Revised Tax Abatement Program will replace the Program terminating on December 31, 2015 and is effective July 1, 2015.

Upon call for vote, the motion was carried with the following voting in favor:

and the following voting against:



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Fax: 218-773-9331

August 5, 2015

Darryl Tveitbakk, Chair
Pennington County Commissioners
PO Box 616
Thief River Falls, MN 56701

Dear Mr. Tveitbakk,

Another year has passed and we're looking forward to meeting with the Pennington County Board to give an update of activities the HRA is involved with in the county. As you are aware the HRA has levied a portion of the taxable market value since 2008 with a goal to use the levy funds to add leverage when applying to various funding sources that may benefit the county and cover development costs associated with the HRA operations.

The HRA, which was founded by Bill Seeger, has served northwestern Minnesota with housing needs since 1972. For over 40 years the HRA has been instrumental in creating numerous housing opportunities for the region. Such as; 969 units of Section 8 rental assistance funded by HUD with payments made directly to private/public landlords; rental, commercial and owner occupied rehabilitation increasing the value of their properties and help increase the tax base; down payment assistance that has benefited over 900 families in buying a home; development of market rate housing allowing area residents with more housing options and community development projects improving the living conditions for its residents.

The HRA continues to search for opportunities to improve the quality of life for our residents in the region. We look forward to working with county leaders on future projects and we thank you for allowing the HRA to play a vital role in the housing industry for the past 40+ years.

We've attached a brief overview of HRA programs operated in the region. Contact me at 218-637-2431 with questions or need additional information.

Sincerely,

Lee Meier
Executive Director

Cc: County Auditor/Administrator
HRA Board



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To: Pennington County Board of Commissioners

**From: Kermit Genereux, Pennington County
HRA Board Chair
Lee Meier, HRA Executive Director**

Date: August 11, 2015

Re: HRA 2015 levy and program review

www.nwmnhra.org

Northwest Minnesota Multi-County Housing & Redevelopment Authority



**Building Opportunity...
One Community
at a Time**

**Northwest Minnesota Multi-County
Housing and Redevelopment Authority**
205 Garfield Ave – PO Box 128 – Mentor, MN 56736
www.nwmnhra.org

Our Mission

“To improve the lives of residents in our service area
through affordable housing and community development.”

Our Vision

"To be an innovative leader, creating affordable housing opportunities and
strengthening northwest Minnesota communities

History of the HRA

After much effort and persistence by Bill Seeger, the HRA was organized in September 1972. The area of operation included the counties of Kittson, Polk, Marshall, Pennington, and Red Lake. In September of 1973, Roseau County was added making up the present six county area of Northwestern Minnesota. In addition, we contracted with various counties to operate housing programs on their behalf.

On August 29, 1975, the HRA began with a program called Section 8 Existing Housing Rental Assistance. This program made assistance available to elderly and low-income families who live in existing standard approved rented houses or apartments. Very often these are the homes that they already occupy. We now operate over 750 units for rent assistance to low-income families in our seven county area.

In 1979 and 1980, HUD authorized the HRA to construct Public Housing units. The HRA constructed 24 scattered site three-bedroom homes and 50 units of one-bedroom elderly apartments located in Fertile, Fisher, & Climax.

In 1982, approval was received for 44 additional elderly units sited in Badger, Fosston, and Middle River. The Public Housing project differs from the Section 8 program in that the HRA actually owns the project units as opposed to private ownership. Presently the HRA owns and operates 118 Public Housing units.

The HRA also has been very active with pursuing and operating Minnesota Housing Finance Agency funds. The HRA uses MHFA funds to do numerous rental and homeowner grant programs. In addition, we have received funds for the Community Revitalization Fund program where private and public investors team with MHFA to assist with down payment to prospective homeowners.

In 1996, the HRA established a 501C4 Community Organization Development Organization to assist area residents with homeownership and create new housing opportunities for our citizens. Also, in 1997 the HRA organized a management company by creating a 501C3 for that specific purpose. The company was organized to manage the affordable rental units that were funded by essential function bonds. Summerfield Apartments, as they are called today, are located in 17 communities. Greater Minnesota Management Company has increased their portfolio other than Summerfield and manages over 600 rental units in the region.

In 2005, 2008, 2011 and 2012 the HRA also acquired and completed extensive rehab on rental properties located in Fosston, Mentor, Bagley and Thief River Falls. The HRA continues to work with cities and counties to assist with their economic and community development needs.



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May 29, 2015

Ken Olson
Pennington County Auditor
PO Box 616
Thief River Falls, MN 56701

Dear Ken,

As you are aware the HRA board of commissioners can approve up to 25% of the maximum levy allowed with discretion from the County Board of Commissioners to levy any additional funds as they deem appropriate.

I've attached a copy of the 2015 HRA levy resolution passed by the HRA board at its May 2015 meeting. I will contact you by the end of July to schedule a time to meet with the county board to review the levy and what the HRA is accomplishing in the region to address community and housing development needs.

If you have any questions or comments please call me at 218-637-2431 or email lee@nwmnhra.org.

Sincerely,

Lee Meier
Executive Director

Cc: HRA Board



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Resolution 5-15-3

**RESOLUTION APPROVING 2015 NORTHWEST MINNESOTA
MULTI-COUNTY HRA LEVY in PENNINGTON COUNTY**

WHEREAS, the NW MN Multi-County (HRA) Board of Commissioners has determined that the availability of accessible affordable housing is a necessary component of a vital, sustainable economy in NW Minnesota; and

WHEREAS, there continues to be a substantial gap between the need for affordable housing in NW Minnesota and availability of such units; and

WHEREAS, the HRA is authorized by statute to levy an amount up to 25% of 0.0185 per cent of taxable market value, with the approval of the HRA Board of Commissioners; and

WHEREAS, the additional levy authorized by state law would provide leverage funds for other public and private sector investments in housing and economic development in NW Minnesota; and

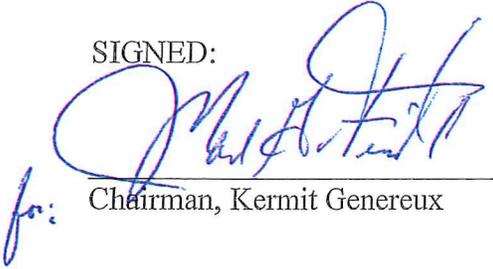
NOW, THEREFORE, BE IT RESOLVED, that for taxes payable in 2016, the HRA Board of Commissioners hereby approves the adoption of a levy of 25% of 0.0185 percent of taxable market value for the purpose of leveraging additional funds for housing and economic development activities in Pennington County;

BE IT FURTHER RESOLVED, that the NW MN Multi-County HRA will at least annually report to the Pennington County Board of Commissioners on use of levy funds.

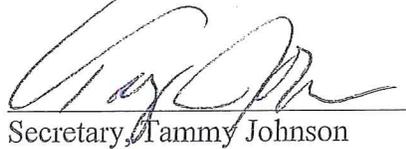
Ayes:

Nays:

SIGNED:


for: Chairman, Kermit Genereux

WITNESSED:


Secretary, Tammy Johnson

Date: May 20, 2015

Equal Opportunity Employer

NW MN Multi-County HRA
Mentor, MN

2014 Taxable Market Values

County	Value	Maximum Levy	25% of Max Levy	25% of possible assessment for:	
				\$100,000 House	\$150,000 House
Kittson	\$1,223,236,500	\$226,299	\$56,575	\$4.63	\$6.94
Marshall	\$2,707,778,200	\$500,939	\$125,235	\$4.63	\$6.94
Pennington	\$1,206,450,900	\$223,193	\$55,798	\$4.63	\$6.94
Polk	\$4,348,967,100	\$804,559	\$201,140	\$4.63	\$6.94
* Crookston	\$232,794,000	\$43,067		\$4.63	\$6.94
* East Grand Forks	\$494,765,700	\$91,532		\$4.63	\$6.94
Red Lake	\$587,578,300	\$108,702	\$27,175	\$4.63	\$6.94
Roseau	\$1,157,293,000	\$214,099	\$53,525	\$4.63	\$6.94
Totals	\$11,231,304,000	\$2,077,791	\$519,448		

7/7/2015

* Crookston and East Grand Forks amounts are not included in the Polk County value.

The calculation uses the 2008 levy rate of 0.0185 approved by the 2008 legislature

HRA & Legislation Approved Levy 2008-2013						
Levy						
	Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs	Available Levy
Kittson	156,752	156,029	0	68,000	73,029	15,000
Marshall	228,382	228,368	15,000	43,506	107,724	62,138
Polk	537,680	536,488	0	263,766	250,783	21,939
Pennington	182,513	184,179	0	25,929	85,854	72,396
Red Lake	74,256	75,386	0	8,000	35,555	31,831
Roseau	230,185	234,322	0	93,375	108,635	32,311
Total	1,409,768	1,414,772	15,000	502,576	661,580	235,615

HRA & County Levy						
2014 & 2015 Levy						
	Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs- 50%	Available Levy
	100,302	74,464	-	-	37,232	37,232
	203,048	140,715	25,000	-	70,357	45,357
	344,408	230,938	30,000	68,540	115,469	16,929
	100,050	72,856	14,000	-	36,428	22,428
	46,948	39,964	71,000	-	19,982	(51,018)
	101,667	77,180	15,000	-	38,590	23,590
	896,423	636,116	155,000	68,540	318,058	94,518

2 Funding Cycles (2008-2013 & 2014-2019)

	Total available levy
	\$ 52,232.01
	\$ 107,495.24
	\$ 38,867.74
	\$ 94,824.03
	\$ (19,186.67)
	\$ 55,901.16
	\$ 330,133.50

Goals for 2014 Levy Request payable in 2015

Kittson	\$7500 Grant Writing
Marshall	\$20,000 Oslo application & \$5000 RBEG
Polk	\$5000 Climax (handicap access in city facility & \$25,000 Fosston deed rental rehab
Pennington	\$12,000 City of TRF Revolving Funds & \$2,000 2015 deed application
Red Lake	\$5000 RBEG, \$30,000 City of Oklee, \$16,000 RL Co Deed, \$20,000 Plummer
Roseau	Badger/Greenbush \$15,000 SCDG leverage



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To: County Board of Commissioners

In 2008 the MN Legislature voted to approve and Governor Pawlenty signed a bill that included the Multi County HRA tax levy legislation. The MN legislature again approved legislation in 2013 to extend the HRA levy through 2019. The legislation allows the HRA board of commissioners to approve up to 25% of the allowable levy in the respective counties. The HRA board has one member per county in the 6 county area, appointed by the respective County Commissioners. The counties included are; Kittson, Roseau, Marshall, Pennington, Red Lake and Polk. (Excluding the cities of Crookston and East Grand Forks) The HRA meets annually with the County Boards to update and review the HRA activities over the past year and report on the use of the levy funds.

The HRA board and regional public and private businesses along with numerous non-profits strongly supported an extension of the HRA levy legislation in order to continue the HRA levy which assists with leverage commitments to strengthen applications and offer grant writing for economic and community development activities throughout the northwest Minnesota region. It's our belief that grants received provide economic benefit to the entire region regardless which county receives the funds.

I've attached a breakout of levies collected through 2015 and the return on investment from the use of the levy. In most applications funders require matching dollars that are short in supply due to state and federal shortfalls. The HRA levy funds fill that needed gap.

The levy funds allow the HRA to assist cities and counties with the cost of writing grants for various projects and bring expertise in obtaining funding to the region.

Thank you for your continued support as we work together to create housing and community development opportunities that benefit our region.

Sincerely,


Lee Meier
Executive Director

Cc: HRA Board of Commissioners

List of funding in the following Counties:

<u>Year</u>	<u>Activity/Source of Funding</u>	<u>Total Project Funding</u>
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Kittson County- The HRA levy contributes \$7,500 per year towards grant writing services from the NW Community Action Agency, located in Badger, MN for Kittson County. In addition the HRA levy can pledge leverage funds for grant applications if available.

2009	City of Karlstad/Greenbush - Housing Rehab (DEED)	\$ 191,862
2010	Kittson County - Acquisition/Demolition (DEED) (1 Home)	\$ 87,505
2011	County wide single family Owner Rehab (13 homes) (DEED)	\$ 346,375
2011	Lancaster-Community Center (DEED-other)	\$ 822,100
2012	City of Hallock Application for Owner/Commercial rehab	\$ 949,176
2012	City of Karlstad Application for water system & Housing rehab	not funded
2013	City of Karlstad Application Housing Rehab	not funded
2013	City of Kennedy Application Housing Rehab	not funded
	Will reapply in 2014	
2014	Friends of the Park, Lake Bronson	\$ 24,918
2015	Cities of Karlstad/Kennedy-Housing Rehab	\$ 572,000

Roseau County-The HRA levy contributes \$7,500 annually to Wynne Consulting to assist the county with costs associated with grant writing services.

2008	City of Roseau Rental Rehab-Sunburst Acres (DEED)	\$ 53,400
2010	Badger Fire Dept.-Firefighting gear & equipment (FEMA)	\$ 86,800
2010	Badger Community Hall-Heating system (DOE-EECBG)	\$ 26,555
2010	Warroad Library- Window replacement (DOE-EECBG)	\$ 170,590
2010	Warroad City Hall-Historical Society-Painting & repairs	\$ 36,000
2011	Badger Commercial Rehab-(DEED)	\$ 407,861
2012	Roseau County (non-City) (RBEG) Business loans	\$ 104,300
2012	Roseau County-Victim Services Grant	\$ 40,000
2012	Roseau County housing study \$4,000 share w/NWMNF/MNHP	\$ 18,000
2012	City of Wannaska-Community Center (local)	\$ 100,000
2012	Roseau County-Crime Victim Services Grant	\$ 40,000
2012	City of Roseau Application for Rental rehab	not funded
2012	City of Warroad Application for com./Rental/HO rehab	not funded
2012	Roseau County application for Homeowner/Rental rehab	not funded
2013	City of Roseau Rental rehab and conversion	\$ 817,500
2013	City of Warroad Comm./Rental/OO rehab	\$ 1,315,532
2013	City of Warroad-USDA-RBEG-Business loans	\$ 145,270
2014	Badger/Greenbush DEED grant Rental rehab (12 units)	\$ 223,104
2014	Roseau County, Down Payment Assistance	\$ 20,000
2014	Roseau River Water shed district (mapping)	\$ 25,000
2014	Warroad Fire Department (equipment)	\$ 22,800
2015	City of Roosevelt-Hsg. Rehab	\$ 218,175

<u>Year</u>	<u>Activity/Source of Funding</u>	<u>Total Project Cost</u>
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Marshall County-The HRA levy contributes \$7,500 annually to Wynne Consulting to assist county with costs associated with grant writing services.

2008	City of Newfolden-Commercial/Rental Rehab (DEED)	\$ 279,900
2010	City of Oslo/Alvarado-Home Owner Housing Rehab (DEED)	\$ 386,550
2010	City of Middle River-Sewer Treatment Upgrade (DEED)	\$ 538,028
2011	Marshall County-Acquisition/Demo. (DEED) 16 homes	\$ 972,608
2012	City of Stephen/Argyle-Housing/Commercial Rehab (DEED)	\$ 625,704
2012	City of Warren-Housing/Commercial Rehab (DEED)	\$ 997,464
2012	Cities of Alvarado/Oslo Application for Rental/Comm. rehab	\$ not funded
2014	City of Oslo Commercial/rental/housing	\$ 533,308
2014	RBEG-Business loans- USDA	\$ 99,900

Pennington County- The HRA also manages program income from past housing grants on behalf of the City of Thief River Falls and Pennington County.

2009	City of Thief River Falls/Goodridge-Homeowner/Rental Rehab 18 units TRF 4 units Goodridge	\$ 496,680
2012	City of Thief River Falls-Homeowner/Rental Rehab (DEED)	\$ 750,520
2014	Pennington County rehab-Using levy funds from match	\$ 150,000
2015	Thief River Falls DEED home owner, rental & comm. rehab App.	\$ 600,000 *

Polk County- The HRA contracts with various cities to write housing grants and administer funded grants in the county and communities. The HRA has administered grants in the City of Crookston (who received DEED funds in 2012 to do rental/commercial rehab in a downtown target area) but do not use levy funds in the cities of Crookston and East Grand Forks since they have City HRA's and are excluded from the HRA levy.

2010	City of Winger-Commercial Rehab (6 Businesses) (DEED)	\$ 278,063
2010	Cities of McIntosh and Erskine- Housing Rehab-24 homes (DEED)	\$ 667,600
2011	City of Fosston-Housing & Commercial Rehab- (DEED)	\$ 400,000
2013	City of Fosston Application for Homeowner rehab	not funded
	Re-apply 2014	\$
2014	City of Climax Application for sanitary sewer improvements	\$ 320,000
2014	City of Fosston Downtown Redevelopment	\$ 900,000
2014	City of Fosston Single Family Home (spec Home)	\$ 195,000
2015	Rural Trail- single family home rehab-(MHFA-HPG-FHLB)	\$ 50,000
2015	City of Fosston DEED grant-Rental rehab	\$ 252,770
2015	City of Crookston DEED grant -Rental & Comm. rehab (App.)	\$ 500,000*

<u>Year</u>	<u>Activity/Source of Funding</u>	<u>Total Project Cost</u>
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Red Lake County-

2014	RBEK-County wide business loans from USDA	\$ 119,900
2014	City of Oklee – DEED 15 housing rehab	\$ 380,000
2014	Homeowner rehab using program income	\$ 200,000
2015	Plummer-DEED application for 18 HO rehab	\$ 568,000

<u>Total funds leveraged from 2008-2014 using HRA levy funds</u>	\$18,166,818
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\$11.71 return for every \$1 levy funds invested

(Levy funds spend + developers costs = \$1,550,754 thru 6-30-15)

- Applications to be submitted in 2015-HRA administered \$ 1,100,000

The HRA covers an 8 county area (including Norman and Lake of the Woods) with other HUD and non HUD financed housing programs that serve the low and moderate income residents. The HRA has been in existence since 1973 serving the region that had a humble beginning in a converted garage on Maple Lake a few miles from Mentor, MN and has grown to have a major impact with creating housing and community development throughout the region. Due to state and federal funding reductions the region has greatly benefited from the approval by the 2008 legislature to allow the NW MN Multi County HRA Board to levy. This levy authority was again approved by the MN legislature in the 2013 session.

Federal Home Loan Bank	2008 Homeowner Rehab 74 units	\$ 495,000
Federal Home Loan Bank	2012 Homeowner Rehab 45 units	\$ 295,000
Federal Home Loan Bank	2014 Homeowner Rehab app. 30 units	\$ 195,000

The HRA is blessed and thankful to have had the opportunity to serve the residents of northwest Minnesota since its inception in 1972. We look forward to continue our service with future funding opportunities enhanced by the HRA levy.

All Counties CRF Funds

County	CRF Funds	Investor Dollars	Levy	New & Existing Construction	Number of Units
Beltrami	\$ 168,221	\$ 123,795	\$ -	\$ 2,238,497	26
Kittson	\$ 169,208	\$ 93,450	\$ -	\$ 2,828,698	48
Marshall	\$ 412,794	\$ 192,900	\$ 70,150	\$ 8,439,279	94
Norman	\$ 176,273	\$ 91,500	\$ -	\$ 2,461,722	31
LOW	\$ -	\$ 38,200	\$ -	\$ 835,554	11
Pennington	\$ 275,468	\$ 85,000	\$ 114,640	\$ 10,353,893	107
Polk	\$ 413,110	\$ 235,575	\$ -	\$ 10,072,367	112
Red Lake	\$ 883,695	\$ 433,350	\$ 23,109	\$ 12,836,086	138
Roseau	\$ 952,948	\$ 849,946	\$ -	\$ 32,463,367	377
Totals	\$ 3,451,717	\$ 2,143,716	\$ 207,899	\$ 82,529,463	944

07/08/15

Note: \$23.91 private dollars for every \$1.00 invested by the state
944 units of housing completed

HRA Properties Managed by Greater Minnesota Management
July 15, 2013

COUNTY/CITY	PROPERTY NAME	STATUS	# OF BEDROOMS			
			1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Clearwater County:						
Bagley	OtterKill Gardens	Subsidized	28	2		
City of Clearbrook	Summerfield Place	Market Rate	4	10	2	
Hubbard County:						
City of Park Rapids	Summerfield Place	Market Rate	28	64	4	
Lake of the Woods County:						
City of Baudette	Summerfield Place	Market Rate	11	27	4	
Norman County:						
City of Ada	Summerfield Place	Market Rate	7	24		
City of Shelly	Summerfield Place	Market Rate		8		
Pennington County:						
City of Thief River Falls	Summerfield Place	Market Rate	23	52	8	
	Foxtail Townhomes	Market Rate			16	24
Polk County:						
City of Crookston	Summerfield Place	Market Rate	21	45	4	
City of Erskine	Summerfield Place	Market Rate	2	8		
City of Fertile	Summerfield Place	Market Rate	8	6		
City of Fisher	Summerfield Place	Market Rate		12	2	
City of Fosston	Summerfield Place	Market Rate	6	16	2	
Marshall County:						
City of Argyle	Summerfield Place	Market Rate		8		
City of Newfolden	Summerfield Place	Market Rate	2	6		
City of Warren	Summerfield Place	Market Rate	4	12		
Roseau County:						
City of Badger	Summerfield Place	Market Rate	2	6		
City of Greenbush	Summerfield Place	Market Rate	2	10		
City of Roseau	Summerfield Place	Market Rate	6	27	8	

Total Apartments = 571	154	343	50	24
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Properties Managed by Northwest Minnesota Multi-County HRA
 July 15, 2013

COUNTY/CITY	PROPERTY NAME	STATUS	# OF BEDROOMS		
			1 Bdrm	2 Bdrm	3 Bdrm
Kittson County:					
Lancaster, Hallock, Kennedy & Lake Bronson	11 - 3 Bdrm Homes	Subsidized			11
Marshall County:					
Oslo, Newfolden	4 - 3 Bdrm Homes	Subsidized			4
Middle River	Royal Manor Apts	Subsidized	20		
Pennington County:					
St. Hilaire	2 - 3 Bdrm Homes	Subsidized			2
Polk County:					
Climax, Erskine	5 - 3 Bdrm Homes	Subsidized			5
Fertile	2 - 3 Bdrm Homes	Subsidized			2
Fertile	Sunshine Court Apts	Subsidized	20		
Fisher	Prairie View Apts	Subsidized	15		
Fosston	Evergreen Apts	Subsidized	12		
Fosston	Fosston Homes (7 Duplex)	Market Rate	12	2	
Mentor	Maplewood Apts	Subsidized	8		
Mentor	2 Office Buildings				
Mentor	Maintenance Bldg				
Roseau County:					
Badger	Badger Creek Apts	Subsidized	12		

Total Units = 125	99	2	24
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Kittson County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	9	\$ 2,094.00
Aug-14	9	\$ 2,094.00
Sep-14	8	\$ 1,867.00
Oct-14	8	\$ 1,749.00
Nov-14	8	\$ 1,731.00
Dec-14	8	\$ 1,731.00
Jan-15	8	\$ 1,731.00
Feb-15	8	\$ 1,661.00
Mar-15	7	\$ 1,661.00
Apr-15	7	\$ 1,661.00
May-15	7	\$ 1,501.00
Jun-15	8	\$ 1,437.00
Total	95	\$ 20,918.00

Marshall July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	37	\$ 9,728.00
Aug-14	39	\$ 10,971.00
Sep-14	39	\$ 10,368.00
Oct-14	39	\$ 10,823.00
Nov-14	41	\$ 11,459.00
Dec-14	40	\$ 11,522.00
Jan-15	39	\$ 11,315.00
Feb-15	39	\$ 11,619.00
Mar-15	40	\$ 11,866.00
Apr-15	42	\$ 12,352.00
May-15	42	\$ 12,316.00
Jun-15	42	\$ 12,697.00
Total	479	\$ 137,036.00

Pennington County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	142	\$ 37,243.00
Aug-14	143	\$ 37,491.00
Sep-14	143	\$ 39,221.00
Oct-14	139	\$ 39,049.00
Nov-14	142	\$ 39,998.00
Dec-14	141	\$ 39,608.00
Jan-15	141	\$ 40,916.00
Feb-15	141	\$ 41,674.00
Mar-15	141	\$ 40,892.00
Apr-15	142	\$ 41,129.00
May-15	140	\$ 41,418.00
Jun-15	135	\$ 39,401.00
Total	1690	\$ 478,040.00

Polk County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	201	\$ 63,122.00
Aug-14	202	\$ 64,210.00
Sep-14	199	\$ 64,018.00
Oct-14	197	\$ 63,343.00
Nov-14	197	\$ 63,775.00
Dec-14	202	\$ 64,606.00
Jan-15	498	\$ 187,351.00
Feb-15	497	\$ 186,772.00
Mar-15	508	\$ 192,318.00
Apr-15	517	\$ 197,462.00
May-15	522	\$ 201,196.00
Jun-15	535	\$ 208,767.00
Total	4275	\$ 1,556,940.00

Red Lake County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	27	\$ 6,362.00
Aug-14	28	\$ 6,428.00
Sep-14	25	\$ 6,104.00
Oct-14	24	\$ 5,823.00
Nov-14	24	\$ 5,997.00
Dec-14	24	\$ 5,959.00
Jan-15	23	\$ 6,108.00
Feb-15	23	\$ 6,104.00
Mar-15	22	\$ 6,276.00
Apr-15	22	\$ 5,907.00
May-15	22	\$ 6,078.00
Jun-15	21	\$ 5,809.00
Total	285	\$ 72,955.00

Roseau County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	78	\$ 19,775.00
Aug-14	80	\$ 20,353.00
Sep-14	79	\$ 20,575.00
Oct-14	83	\$ 20,801.00
Nov-14	86	\$ 20,920.00
Dec-14	86	\$ 20,755.00
Jan-15	83	\$ 20,150.00
Feb-15	82	\$ 20,211.00
Mar-15	82	\$ 20,414.00
Apr-15	82	\$ 20,184.00
May-15	81	\$ 19,785.00
Jun-15	82	\$ 19,543.00
Total	984	\$ 243,466.00

Norman County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	57	\$ 15,265.00
Aug-14	57	\$ 15,019.00
Sep-14	58	\$ 15,662.00
Oct-14	58	\$ 16,634.00
Nov-14	59	\$ 16,980.00
Dec-14	60	\$ 17,140.00
Jan-15	59	\$ 17,349.00
Feb-15	62	\$ 18,571.00
Mar-15	62	\$ 18,488.00
Apr-15	65	\$ 19,697.00
May-15	73	\$ 21,980.00
Jun-15	72	\$ 21,788.00
Total	742	\$ 214,573.00

Lake of the Woods County July 2014 - June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-14	8	\$ 2,637.00
Aug-14	7	\$ 2,291.00
Sep-14	7	\$ 2,299.00
Oct-14	7	\$ 2,299.00
Nov-14	7	\$ 2,299.00
Dec-14	6	\$ 2,065.00
Jan-15	6	\$ 2,043.00
Feb-15	6	\$ 2,090.00
Mar-15	6	\$ 1,961.00
Apr-15	6	\$ 1,961.00
May-15	6	\$ 1,662.00
Jun-15	7	\$ 1,970.00
Total	79	\$ 25,577.00

Ports July 2014- June 2015

Month	# of Vouchers Used Per Month	Housing Assistance Pa with/admin	Admin.	HAP Only
July-14	5	\$ 3,223.45	\$ 164.45	\$ 3,059.00
Aug-14	5	\$ 4,120.45	\$ 164.45	\$ 3,956.00
Sep-14	5	\$ 3,642.45	\$ 164.45	\$ 3,478.00
Oct-14	3	\$ 3,128.92	\$ 103.92	\$ 3,025.00
Nov-14	3	\$ 3,128.92	\$ 103.92	\$ 3,025.00
Dec-14	2	\$ 1,616.28	\$ 69.28	\$ 1,547.00
Jan-15	8	\$ 4,551.12	\$ 277.12	\$ 4,274.00
Feb-15	8	\$ 5,043.12	\$ 277.12	\$ 4,766.00
Mar-15	8	\$ 4,823.12	\$ 277.12	\$ 4,546.00
Apr-15	8	\$ 4,809.12	\$ 263.12	\$ 4,546.00
May-15	9	\$ 5,282.01	\$ 296.01	\$ 4,986.00
Jun-15	9	\$ 6,445.31	\$ 296.01	\$ 6,149.30
Total	73	\$ 49,814.27	\$ 2,456.97	\$ 47,357.30

July 10, 2015

Pennington County DMV
Thief River Falls MN 56701

The following is pricing for you to consider to upgrade your existing Canon copier...

1 ea. Canon Ir-1025IF 1795.00

SERVICE/TONER PLAN:

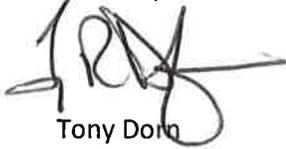
Service on the above device will be charge at \$20.00/Month. This charge includes 1000 copies each month, it also includes all service, parts, drums and toner necessary to make copies.

Any copies made over 1000 each month will be charged at .02 each. These overages can be reconcided monthly, quarterly, semi annually or annually.

You currently average 1035 copies per month billed at .048 each.

Thank you and if you have any questions, please done hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Dorn". The signature is stylized and somewhat cursive.

Tony Dorn
Marco TRF
683-2362

VOUCHER AND PRACTICE CERTIFICATION SUMMARY FORM

A	PAYEE INFORMATION <input type="checkbox"/> Check if name or address change	B	PRACTICE INFORMATION
Name Pennington County		I.D. Number FY12-03	
Address P.O. Box 616 City, State, Zip Code Thief River Falls, MN 56701		BWSR Program <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Base Grant Competitive FWQMG Other Allocation	
		Tons of Soil Saved 136	Sediment Reduction 136
		Phosphorus Reduction 136	

C	Cost Information	Basis of Request <input checked="" type="checkbox"/> Installation <input type="checkbox"/> Reinstallation	Type of Request <input type="checkbox"/> Partial <input checked="" type="checkbox"/> Final		Total Cost of Project
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R/I	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
1	Grassed Waterway (see attached invoice)	400	Ft.		\$21,992.38
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
TOTAL					\$21,992.38

R: Receipt/Invoiced Item I: In-kind Contribution

(attach additional sheets as necessary)

I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.

_____ (Payee Signature) _____ (Date)

D	PAYMENT INFORMATION				
TOTAL COST OF PRACTICE		\$21,992.38	<i>[c above]</i>		
PROGRAM COST-SHARE PAYMENT		\$15,975.00	<i>[from box e]</i>		
Other Funding Sources (Please identify source)			(a) Total of Previous Payments	\$	_____
			(b) Cost-Share Payment Request	\$15,975.00	_____
			COST-SHARE PROGRAM [(a) + (b) cannot exceed 75% of (c)]		
			(c) Total Cost Approved	\$21,300.00	_____
			(d) Other Public Funds	\$	_____
			(e) District Share	75%	\$15,975.00
LAND OWNER/LAND OCCUPIER COST =					_____
<i>(attach additional sheets as necessary)</i>					

E	TECHNICAL CERTIFICATION	ADMINISTRATIVE CERTIFICATION	
I certify that an inspection has been performed and the items identified in part c have been complete and are in accordance with the requested practice standards and specifications.		I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and billed cost or disbursements are accurate and are in accordance with terms of the program identified.	
CONSERVATION DISTRICT BOARD PAYMENT APPROVAL			
DISTRICT REPRESENTATIVE with TAA Date		ADMINISTRATIVE SIGN-OFF DESIGNATED SWCD REP. Date	
		CONSERVATION DISTRICT BOARD CHAIRPERSON Date	

RED LAKE RIVER BANK STABILIZATION

SAP 57-603-36

Pennington County, MN

5-Aug-15

COUNTY ROAD 3

ITEM		DESCRIPTION	UNIT	UNIT COST	QUANTITY	TOTAL
1	2105.501	COMMON EXCAVATION	CY	\$5.50	300	\$1,650.00
2	2101.502	CLEARING	TREE	\$450.00	6	\$2,700.00
3	2101.506	GRUBBING	TREE	\$450.00	6	\$2,700.00
4	2511.501	RANDOM RIPRAP CLASS III	CY	\$66.00	149.5	\$9,867.00
5	2105.523	SEDIMENT CONTROL LOG TYPE STRAW	LF	\$12.00	195	\$2,340.00
6	2575.572	RAPID STABILIZATION METHOD 4	SY	\$1.18	2153.3	\$2,540.89
7	2574.508	FERTILIZER TYPE 1	LBS	\$0.79	36	\$28.44
8	2575.501	SEEDING	ACRE	\$169.00	0.45	\$76.05
9	2575.502	SEED MIXTURE 25-141	LBS	\$4.00	22.5	\$90.00

TOTAL \$21,992.38

Chief's Coulee Septic System Inventory Workplan

- 1. Determine properties with septic systems in the Chief's Coulee drainage area**
 - a. SWCD staff will work with City staff to determine properties with subsurface sewage treatment systems (SSTS) and compile list of properties in an excel database

Timeline: March 2016
- 2. Notify property owner(s) date of SSTS assessment and/or inspection**
 - a. Licensed inspector will work with property owners on inspection date
 - b. Letters, post-cards or phone calls will be made to notify the property owner of the anticipated date of the inspection.

Timeline: April 2016
- 3. Meet with homeowner and/or address initial concerns**
 - a. SWCD staff anticipate phone calls and meetings regarding the septic system assessments and inspections.

Timeline: May 2016
- 4. Visual inspection of property and septic system**
 - a. SWCD staff, a private licensed SSTS inspector, or a neighboring LGU licensed inspector will do on-site assessments and/or inspections of septic systems.
 - b. If unable to locate the system, a letter will be sent asking for a meeting with the property owner to discuss the location.
 - c. If system is found, a layout of the property, location of the tank, drainfield will be drawn. A report will be left on what was found.

Timeline: May - October 2016
- 5. Full Inspection (if needed)**
 - a. If there is evidence of the system being an imminent public health threat, such as sewage surfacing or direct discharging, a full inspection will be conducted by a licensed inspector. Proper inspection paperwork will be filled out and kept on record.

- b. Send a “Notice of Noncompliance”, which includes an explanation of what needs to be done, and how long they have to complete the project.

Timeline: As Inspection paperwork is turned in, Notices of Noncompliance will be mailed out. May – October 2016

6. The owner shall submit to the Department a replacement plan within 20 days of receiving the “Notice of Non-Compliance”. The replacement plan shall identify the location and design of the SSTS and a schedule for its replacement.

Timeline: Based on inspection paperwork timeline and property owner response

7. Copies of all documentation letters & pictures are sent to the County Attorney’s office and they handle the rest. Inspectors or LGU staff may have to appear in court.

Timeline: As needed, depending on when inspection was completed. Per local ordinance, systems that are an imminent threat to public health and safety need to be upgraded within ten months of the inspection.

Follow up letters may include:

8. Unable to locate
9. Unable to get onto the property
10. Notice of Noncompliance
11. Grant funds or AgBMP loan funding options
12. Letter to homeowner stating the case will be turned over to the County Attorney

Estimated time for inspections.

- System review and assessment ½ to ¾ of an hour
- System review but unable to find septic system 1 hour
- System review and inspection of an imminent health threat 2 ½ hours (this does not count processing of a permit or inspections of new install.
- System review, inspections and a court case 12 hours.

Approved by the Pennington County Board of Commissioners on _____
(Date)

Attest: _____, County Board Chairperson
(Name of Elected Official)

Attest: _____, County Administrator
(Name of Community Official)



Minnesota Department of Public Safety (“State”) Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, Minnesota 55101	Grant Program: Emergency Management Performance Grant 2015 Grant Agreement No.: A-EMPG-2015-PENNCO-00059
Grantee: Pennington County Emergency Mgmnt 101 Main Avenue North Thief River Falls, MN 56701	Grant Agreement Term: Effective Date: 1/1/2015 Expiration Date: 12/31/2015
Grantee’s Authorized Representative: Erik Beitel 101 Main Avenue North Thief River Falls, MN 56701 Phone: (218) 683-7087 e-mail: elbeitel@co.pennington.mn.us	Grant Agreement Amount: Original Agreement \$ 30,856.00 Matching Requirement \$ 30,856.00
State’s Authorized Representative: Matti Gurney Homeland Security and Emergency Management 445 Minnesota St., Suite 223 St. Paul, Minnesota 55101 Phone: 651-201-7422 Matti.Gurney@state.mn.us	Federal Funding: CFDA 97.042 State Funding: none Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Emergency Management Performance Grant 2015 Application (“Application”) which is incorporated by reference into this grant agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the Emergency Management Performance Grant 2015 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the



Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Grant Agreement No. A-EMPG-2015-PENNCO-00059/ PO# 3000035482

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Budget Summary

EMPG		Award	Match
Budget Category			
Planning			
wages and benefits	\$30,856.00	\$30,856.00	\$30,856.00
Total	\$30,856.00	\$30,856.00	\$30,856.00
Total	\$30,856.00	\$30,856.00	\$30,856.00
Allocation	\$30,856.00	\$30,856.00	\$30,856.00
Balance	\$0.00	\$0.00	\$0.00

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 28TH, 2015, 5:00 P.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, July 28th, 2015 at 5:00 P.M. Members present: Darryl Tveitbakk, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson (6:00 P.M.). Members absent: Cody Hempel.

The meeting was called to order by Chairman Commissioner Tveitbakk and the Pledge of Allegiance was recited.

Ken Yutrzenka, Human Services Director, presented the consent agenda from the July 21, 2015 Human Service Committee meeting. On a motion by Commissioner Peterson, and seconded by Commissioner Jensen, the following recommendations of the Pennington County Human Service Committee for July 21, 2015 are hereby adopted. Motion unanimously carried.

SECTION A

- I. To approve the June 16th, 2015 Human Service Committee meeting minutes.
- II. To approve the agency’s personnel items as presented.

SECTION B

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

Kristi Hanson, Northwest Regional Library, reviewed the budget request for 2016. They are asking for a 3% increase which amounts to an additional \$3,150 for 2016. Kristi Hanson also gave a brief overview of the usage through the Northwest Regional Library. The County Board took the request under advisement referring it to the budget.

County Engineer, Mike Flaagan, presented a petition to clean County Ditch #70 and County Ditch #35.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the petition to clean County Ditch #70 along Sections 7 and 18 of North Township as petitioned. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to accept and approve the petition to clean County Ditch #35 along Section 11 of Smiley Township as laid out in the petition. Motion unanimously carried.

The following resolution was introduced by Commissioner Jensen, duly seconded by Commissioner Peterson and upon vote was carried.

WHEREAS, State Aid Project No. 57-598-052 has in all things been completed, and the County Board being fully advised in the premises;

NOW, THEREFORE, BE IT RESOLVED that we do hereby accept said completed project for and in behalf of the Pennington County Highway Department and authorize final payment as specified here in. The total project cost is \$58,651.

Mike Flaagan noted that 95% of the construction projects have been completed for this year.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to approve payment of the Human Services warrants totaling \$108,541.05, and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$53,788.65
Road & Bridge	\$ 42,211.55
Ditch Funds	\$ 27,437.50
Capital Improvement	\$ 3,339.00

Per diems and meal reimbursements in the amount of \$2,371.54 were also approved.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the Board minutes of the July 14th, 2015 meeting as written. Motion unanimously carried.

The following correspondence was reviewed: Red Lake Watershed District – August 13th, 2015 hearing on amended permit and drainage rules; Middle-Snake-Tamarac River Watershed – July 30th, 2015 Advisory Board meeting to review the Buffer Strip Legislation; and Polk County Board of Commissioner Resolution suggesting legislation reducing fiscal pressure caused by utility company tax appeals.

Motioned by the County Board Chairman Darryl Tveitbakk to recess the County Board meeting at 5:45 P.M.

At 6:00 P.M., County Board Chairman Darryl Tveitbakk called the Public Hearing on the tax abatement for the West River Falls Estates Housing Development to order.

The following County Commissioners were present: Darryl Tveitbakk, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson. Members absent: Cody Hempel. Others present: Mark Borseth, Larry Kruse, Christine Anderson, Jeff Fagerstrom, Jerry Brown, Jim Efteland, Dean Philipp, Ken Olson, Don Sollom, Key Teeters, Scott DCamp and Leroy Lund.

County Auditor Treasurer Ken Olson noted that the hearing notice had stated that the amount of abatement requested from the County was an amount not to exceed \$505,000 with a present value of \$412,000 and that the abatement would be for a maximum of 8 years. The total abatement requested from the County, City of Thief River Falls and School District #564 was not to exceed \$800,000. Thief River Falls City Administrator Larry Kruse and Community Services Director Mark Borseth were asked to give a history of the requests and bring the County Board up to date. Larry Kruse stated that since the notice was published the City of Thief River Falls received an amendment to the Workforce Housing Grant making \$400,000 of state funds available for municipal improvements serving the project. As a result the County is now being asked to consider a not to exceed four year abatement for \$243,000 with a present value of \$205,000.

Mark Borseth noted that the developer would be constructing two 52 unit apartments and is asking for a total not to exceed \$400,000 in abatements over the four years.

Thief River Falls Councilman Don Sollom said the apartments will pay tax and will be refunded the County, City of Thief River Falls and School District's share for four years.

Dean Philipp asked who will pay for the services while these abatements go on. He discussed the need for more law enforcement with growth in population and questioned if the city utilities are big enough to handle the population growth.

Leroy Lund stated that other landlords are concerned about bringing more housing in using tax abatement but said they didn't feel their concerns would matter.

Hearing no other comments, the hearing was closed at 6:15 P.M. and the County Board brought back into session.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to table any action on the Tax Abatement request until August 11th, 2015. Motion unanimously carried.

The County Board is holding the Public Hearing on the revised Tax Abatement Program for new homes on August 11th, 2015 at 9:30 A.M.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen to adjourn to 10:00 A.M. August 11th, 2015. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Darryl Tveitbakk, Chairman
Board of Commissioners

Jennifer
8/10/15 5:13PM

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
8/10/15 5:13PM
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
1380	A'VIANDS LLC					
1	01-251-000-0000-6427		2,546.25	JAIL MEALS 7-4 TO 7-10	191459	JAIL MEALS
3	01-251-000-0000-6245		50.00	FOOD - STAFF TRAINING	191559	CONTINUING EDUCATION
2	01-251-000-0000-6427		2,580.23	JAIL MEALS 7-11TO 7-17	191560	JAIL MEALS
1380	A'VIANDS LLC		5,176.48	3 Transactions		
1011	ACE HARDWARE					
5	01-111-000-0000-6300		7.49	AIR FILITERS	202769	REPAIRS & MAINTENANCE
4	01-501-000-0000-6300		6.48	KEYS & WD-40	202873	REPAIRS & MAINTENANCE
10	01-111-000-0000-6300		12.99	CHECK VALVE	203081	REPAIRS & MAINTENANCE
13	01-219-000-0000-6300		6.13	NUTS, BOLTS, SPRING	203194	REPAIRS & MAINTENANCE
6	01-111-000-0000-6300		74.90	FURNANCE FILTERS	203221	REPAIRS & MAINTENANCE
7	01-111-000-0000-6300		13.35	BASIN STRAINER, ADAPTER, ELBOW	203274	REPAIRS & MAINTENANCE
8	01-111-000-0000-6300		2.49-	RETURN - BASIN STRAINER	203282	REPAIRS & MAINTENANCE
9	01-111-000-0000-6300		13.99	SWEEP COMPOUND	203322	REPAIRS & MAINTENANCE
14	01-251-000-0000-6300		24.99	CLOSET DIAPHRAGM	203344	REPAIRS & MAINTENANCE
15	01-219-000-0000-6300		37.58	FLUORESENT BULBS	203350	REPAIRS & MAINTENANCE
11	01-111-000-0000-6300		9.98	FLEX COUPLERS	203382	REPAIRS & MAINTENANCE
16	01-251-000-0000-6300		53.97	DOOR ENTRANCE SET, KEYS/ANNEX	203677	REPAIRS & MAINTENANCE
17	01-219-000-0000-6300		25.99	PAING/FENCE BY ANNEX	204033	REPAIRS & MAINTENANCE
1011	ACE HARDWARE		285.35	13 Transactions		
1308	ASSOCIATION MINNESOTA COUNTIES					
18	01-003-000-0000-6241		25.00	AMC DISTRICT 3 - S. SWANSON	42177	DUES - BOARD
19	01-003-000-0000-6241		25.00	AMC DISTRICT 3 - D. JENSEN	42177	DUES - BOARD
20	01-003-000-0000-6241		25.00	AMC DISTRICT 3 - D. TVEITBAKK	42177	DUES - BOARD
21	01-003-000-0000-6241		25.00	AMC DISTRICT 3 - N. PETERSON	42177	DUES - BOARD
1308	ASSOCIATION MINNESOTA COUNTIES		100.00	4 Transactions		
2338	BEITEL/ERIK					
30	01-290-000-0000-6300		11.00	TABS COUNTY VEHICLE -EMER MGMT		Repairs & Maintenance
2338	BEITEL/ERIK		11.00	1 Transactions		
2348	BERGAN TRAVEL, INC					
165	01-799-000-0000-6330		1,121.40	AIRFARE - ECON DEVELOPMENT	16134	TRAVEL & EXPENSE
2348	BERGAN TRAVEL, INC		1,121.40	1 Transactions		
2350	BROOKS INTERNET SOFTWARE, INC					
32	01-070-000-0000-6301		52.63	RPM MAINTENANCE	R-11283	MAINTENANCE AGREEMENT

Pennington County Financial System



Jennifer
8/10/15 5:13PM
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
	2350 BROOKS INTERNET SOFTWARE, INC		52.63	1 Transactions	
34	3306 CITY OF THIEF RIVER FALLS 01-799-000-0000-6202		50.49	JULY PHONE - ECONOMIC DEVELOPM	1685 TELEPHONE- ECONOMIC DEVELOPMENT
35	01-799-000-0000-6801		9.00	BEVERAGES - ECONOMIC MEETING	1685 MISCELLANEOUS EXPENSE
	3306 CITY OF THIEF RIVER FALLS		59.49	2 Transactions	
33	3301 CMI INC 01-220-000-0000-6405		138.60	100 MOUTHPIECES - INTOXILYZER	813230 GENERAL SUPPLIES
	3301 CMI INC		138.60	1 Transactions	
37	4305 D & J RADIO SALES & SERVICE 01-201-000-0000-6304		231.88	REPLACE SIREN SPEAKER #1	8847 REPAIR & MAINTENANCE - SQUADS
	4305 D & J RADIO SALES & SERVICE		231.88	1 Transactions	
38	4310 D & T VENTURES 01-070-000-0000-6301		450.00	PROPERTY TAX WEBSITE SUPPORT	296460 MAINTENANCE AGREEMENT
	4310 D & T VENTURES		450.00	1 Transactions	
39	4355 DACOTAH PAPER 01-801-000-0000-6401		1,202.80	40 CS COPY PAPER	63311 SUPPLIES-UNALLOCATED
	4355 DACOTAH PAPER		1,202.80	1 Transactions	
41	6315 FALLS RADIATOR SERVICE 01-201-000-0000-6262		265.00	TOW BURNED MINI VAN S15-2332	54582 OTHER SERVICES
	6315 FALLS RADIATOR SERVICE		265.00	1 Transactions	
44	6006 FARMERS UNION OIL 01-201-000-0000-6300		168.61	2 TIRES/LABOR SMALL BLACK TRL	12105 REPAIRS & MAINTENANCE
43	01-201-000-0000-6560		2,264.32	GAS FOR SQUADS - JULY	697178 GAS & DIESEL
42	01-255-000-0000-6405		31.97	3 PAIR GLOVES	697207 GENERAL SUPPLIES - S.T.S.
	6006 FARMERS UNION OIL		2,464.90	3 Transactions	
171	6305 FLAAGAN/JODI 01-013-000-0000-6853		1,360.00	42.5 HRS @\$32 TZD GRANT	TOWARD ZERO DEATH GRANT
	6305 FLAAGAN/JODI		1,360.00	1 Transactions	
144	8035 HENNEPIN COUNTY MEDICAL SERVICES 01-206-000-0000-6262		350.00	AUTOPSY	15-1023 OTHER SERVICES-CORONER

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
8035	HENNEPIN COUNTY MEDICAL SERVICES		350.00	1 Transactions	
59	8335 HENRY'S FOODS INC 01-259-000-0000-6405		805.18	CIGARETTES, CHEW, BURRITOS	4784452 GENERAL SUPPLIES - CANTEEN
	8335 HENRY'S FOODS INC		805.18	1 Transactions	
60	8125 HEPPNER CONSULTING 01-070-000-0000-6263		150.00	WEBSITE UPDATES	2413 COMPUTER SERVICES - DP
	8125 HEPPNER CONSULTING		150.00	1 Transactions	
61	8412 HOFFMAN, PHILIPP, & KNUTSON, PLLC 01-041-000-0000-6262		4,065.00	2014 PARTIAL AUDIT BILLING #2	OTHER SERVICES-AUDITOR
	8412 HOFFMAN, PHILIPP, & KNUTSON, PLLC		4,065.00	1 Transactions	
70	8014 HUGOS #7 01-003-000-0000-6330		15.49	FOOD FOR MEETING	TRAVEL & EXPENSE
71	01-201-000-0000-6801		9.57	WATER-FAIR	1161 MISCELLANEOUS EXPENSE
	8014 HUGOS #7		25.06	2 Transactions	
74	9304 INCONTACT INC 01-601-000-0000-6202		11.24	TOLL FREE # - JUNE	124905340 TELEPHONE - EXTENSION
	9304 INCONTACT INC		11.24	1 Transactions	
75	9017 INSIGHT TECHNOLOGIES 01-041-000-0000-6210		222.86	IT GLOBAL AUGUST - AUD/TREAS	776161 E-MAIL SERVICES
76	01-070-000-0000-6263		445.71	IT GLOBAL AUGUST - HIGHWAY	776161 COMPUTER SERVICES - DP
77	01-070-000-0000-6263		297.14	IT GLOBAL AUGUST - ICN	776161 COMPUTER SERVICES - DP
78	01-070-000-0000-6263		891.43	IT GLOBAL AUGUST - WELFARE	776161 COMPUTER SERVICES - DP
79	01-070-000-0000-6263		49.52	IT GLOBAL AUGUST - DATA	776161 COMPUTER SERVICES - DP
80	01-070-000-0000-6263		140.00	IT GLOBAL AUGUST - DATA	776161 COMPUTER SERVICES - DP
81	01-091-000-0000-6300		99.05	IT GLOBAL AUGUST - ATTORNEY	776161 REPAIRS & MAINTENANCE
82	01-101-000-0000-6300		123.81	IT GLOBAL AUGUST - RECORDER	776161 REPAIRS & MAINTENANCE
83	01-106-000-0000-6300		74.29	IT GLOBAL AUGUST - ASSESSOR	776161 REPAIRS & MAINTENANCE
84	01-121-000-0000-6300		49.52	IT GLOBAL AUGUST - VET SERVICE	776161 Repairs & Maintenance
85	01-132-000-0000-6300		148.57	IT GLOBAL AUGUST - MV	776161 REPAIRS & MAINTENANCE
86	01-270-000-0000-6300		24.77	IT GLOBAL AUGUST -CRIME VICTIM	776161 REPAIRS & MAINTENANCE
87	01-290-000-0000-6300		49.52	IT GLOBAL AUGUST - EMER MGMT	776161 Repairs & Maintenance
88	01-601-000-0000-6300		123.81	IT GLOBAL AUGUST - EXTENSION	776161 REPAIRS & MAINTENANCE
89	01-220-000-0000-6263		876.00	IT GLOBAL AUGUST	776177 COMPUTER SERVICES & SUPPLIES

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 5

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u> <u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
9017	INSIGHT TECHNOLOGIES		3,616.00		15 Transactions	
99999997	JENSEN PLUMBING					
91	01-251-000-0000-6300		275.00	AUGER MAIN SEWER	657	REPAIRS & MAINTENANCE
99999997	JENSEN PLUMBING		275.00		1 Transactions	
10026	JENSEN/DONALD J					
90	01-003-000-0000-6330		202.40	JULY MILEAGE		TRAVEL & EXPENSE
10026	JENSEN/DONALD J		202.40		1 Transactions	
99999997	LUND/TIFFANY					
93	01-220-000-0000-6420		104.00	REIMB UNIFORM PANTS/PURDYS		UNIFORMS
94	01-220-000-0000-6420		100.00	REIMB UNIFORM ALTER/I BERGERSO		UNIFORMS
99999997	LUND/TIFFANY		204.00		2 Transactions	
13498	MARCO, INC					
97	01-132-000-0000-6301		58.32	105437 MAINTENANCE AGREEMENT	2733667	MAINTENANCE AGREEMENT
13498	MARCO, INC		58.32		1 Transactions	
99999997	MEND CORRECTION CARE					
98	01-251-000-0000-6255		2,908.33	HEALTHCARE SERVICES - AUGUST	883	MEDICAL - LOCAL
99999997	MEND CORRECTION CARE		2,908.33		1 Transactions	
13341	MINNESOTA CLE					
99	01-091-000-0000-6241		545.00	2015 CRIMINAL JUSTICE INSTITUT		DUES
13341	MINNESOTA CLE		545.00		1 Transactions	
13322	MINNESOTA STATE TREASURER					
105	01-101-000-0000-6801		10.50	TAX FORFEITED		MISCELLANEOUS EXPENSE - RECORDER
103	01-101-000-0000-6825		1,440.00	MARRIAGE SURCHARGE		MARRIAGE SURCHARGES MN - RECORDER
104	01-101-000-0000-6827		2,509.50	COUNTY RECORDER & REGISTRAR'S		STATE SURCHARGES
100	01-101-000-0000-6829		195.00	CHILDREN SURCHARGE		CHILDREN SURCHARGE MN - RECORDER
101	01-101-000-0000-6831		656.00	BIRTH/DEATH SURCHARGE		BIRTH/DEATH CERTIF SURCHARGE - REC
102	01-101-000-0000-6848		650.00	BIRTH RECORD SURCHARGE		BIRTH DEFECT SURCHARGE
13322	MINNESOTA STATE TREASURER		5,461.00		6 Transactions	
13329	MN ENTERPRISE TECHNOLOGY SHARED S					
173	01-070-000-0000-6263		114.00	JULY SPAM FILTER	15070510	COMPUTER SERVICES - DP
172	01-070-000-0000-6263		1,300.00	JULY FIBER USAGE	DV15070434	COMPUTER SERVICES - DP

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
13329	MN ENTERPRISE TECHNOLOGY SHARED		1,414.00		2 Transactions	
13406	MOECO FIRE & SAFETY					
107	01-111-000-0000-6262		54.50	ANNUAL SERVICE	9123	OTHER SERVICES - COURTHOUSE
108	01-501-000-0000-6262		23.70	ANNUAL SERVICE	9124	OTHER SERVICES
106	01-800-000-0000-6262		15.80	ANNUAL SERVICE	9125	OTHER SERVICES-WELFARE BUILDING
13406	MOECO FIRE & SAFETY		94.00		3 Transactions	
14401	NATIONAL MEDICAL SERVICES					
111	01-206-000-0000-6262		109.00	AUTOPSY	15-0953	OTHER SERVICES-CORONER
14401	NATIONAL MEDICAL SERVICES		109.00		1 Transactions	
14123	NORTHWEST BEVERAGE INC					
166	01-801-000-0000-6801		61.00	WATER	404513	MISCELLANEOUS EXPENSE
14123	NORTHWEST BEVERAGE INC		61.00		1 Transactions	
15323	OFFICE DEPOT					
116	01-106-000-0000-6401		66.99	HP 96 INK CARTRIDGE	783243254001	SUPPLIES
117	01-801-000-0000-6401		32.75	POST-IT, ERASERS, PENCILS	783243254001	SUPPLIES-UNALLOCATED
118	01-251-000-0000-6631		69.99	PRINTER/FAX MACHINE FOR MENDS	78347820300	FURNITURE & EQUIPMENT - JAIL
15323	OFFICE DEPOT		169.73		3 Transactions	
15051	OFFICE MAX					
122	01-601-000-0000-6401		64.16	OFFICE SUPPLIES	227478	SUPPLIES - EXTENSION
119	01-601-000-0000-6401		29.10	OFFICE SUPPLIES	396570	SUPPLIES - EXTENSION
120	01-601-000-0000-6401		74.61	OFFICE SUPPLIES	600129	SUPPLIES - EXTENSION
121	01-601-000-0000-6401		90.60	OFFICE SUPPLIES	870671	SUPPLIES - EXTENSION
15051	OFFICE MAX		258.47		4 Transactions	
15329	OIL BOYZ EXPRESS LUBE					
125	01-201-000-0000-6304		40.92	#11 OIL CHANGE/SERVICE	117575	REPAIR & MAINTENANCE - SQUADS
123	01-201-000-0000-6304		70.82	#8 OIL CHG/SERVICE, WIPER BLAD	117746	REPAIR & MAINTENANCE - SQUADS
124	01-201-000-0000-6304		38.79	08 TAURUS OIL CHG/SERVICE	117856	REPAIR & MAINTENANCE - SQUADS
15329	OIL BOYZ EXPRESS LUBE		150.53		3 Transactions	
15320	OMNI FORT WORTH HOTEL					
164	01-799-000-0000-6330		1,033.97	LODGING - REAL ESTATE FIN CONF		TRAVEL & EXPENSE
15320	OMNI FORT WORTH HOTEL		1,033.97		1 Transactions	
16313	PENNINGTON COUNTY AUDITOR					

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 7

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	Paid On Bhf #	On Behalf of Name
126	16313	PENNINGTON COUNTY AUDITOR		200.29	JUNE POSTAGE		3482	POSTAGE		
	16344	PENNINGTON MAIN				1 Transactions				
128		01-201-000-0000-6304		5.33	#5 CARWASH		135621 AP	REPAIR & MAINTENANCE - SQUADS		
127		01-201-000-0000-6304		5.33	#5 CARWASH		135843 AP	REPAIR & MAINTENANCE - SQUADS		
129		01-201-000-0000-6304		5.33	#11 CARWASH		135930	REPAIR & MAINTENANCE - SQUADS		
130		01-201-000-0000-6304		7.47	#08 CARWASH		136589	REPAIR & MAINTENANCE - SQUADS		
	16344	PENNINGTON MAIN		23.46		4 Transactions				
	16079	PETERSON LUMBER								
131		01-201-000-0000-6801		423.16	REPLACE DOOR/E.R. STANDOFF		5593	MISCELLANEOUS EXPENSE		
	16079	PETERSON LUMBER		423.16		1 Transactions				
	16362	PETERSON/NEIL								
132		01-003-000-0000-6330		215.05	JULY MILEAGE			TRAVEL & EXPENSE		
	16362	PETERSON/NEIL		215.05		1 Transactions				
	16102	PETRO PUMPER INC								
133		01-221-000-0000-6560		45.66	#3 GAS AND CARWASH		451935	GAS & DIESEL		
	16102	PETRO PUMPER INC		45.66		1 Transactions				
	18308	RADNIECKI CLASSIC CLEANERS								
135		01-201-000-0000-6801		3,850.00	RESTORE STRUCTURE CLUTTER/SMOK		3039	MISCELLANEOUS EXPENSE		
136		01-201-000-0000-6801		1,020.00	68 LOADS LAUNDRY		3039	MISCELLANEOUS EXPENSE		
137		01-201-000-0000-6801		138.60	MILEAGE		3039	MISCELLANEOUS EXPENSE		
	18308	RADNIECKI CLASSIC CLEANERS		5,008.60		3 Transactions				
	18323	RAMSEY COUNTY								
138		01-206-000-0000-6262		1,400.00	AUTOPSY		018796	OTHER SERVICES-CORONER		
139		01-206-000-0000-6262		1,400.00	AUTOPSY		018875	OTHER SERVICES-CORONER		
	18323	RAMSEY COUNTY		2,800.00		2 Transactions				
	18376	REGIONS HOSPITAL								
143		01-206-000-0000-6262		519.00	AUTOPSY		15-0953	OTHER SERVICES-CORONER		
142		01-206-000-0000-6262		122.00	AUTOPSY		15-1023	OTHER SERVICES-CORONER		
	18376	REGIONS HOSPITAL		641.00		2 Transactions				
	19377	SANFORD THIEF RIVER FALLS								
145		01-201-000-0000-6262		296.63	PSYCH EXAM - JB		PC061915	OTHER SERVICES		

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 8

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
19377	SANFORD THIEF RIVER FALLS		296.63		1 Transactions	
146	19326 SATHER LAW LTD 01-011-000-0000-6261		52.49	ATTORNEY FEES 57-F1-06-50110	7166	COURT APPOINTED ATTORNEYS
	19326 SATHER LAW LTD		52.49	1 Transactions		
147	19057 SKALSKY ELECTRIC 01-501-000-0000-6300		8,150.00	CHANGE FIXTURES - AUDITORIUM	0642	REPAIRS & MAINTENANCE
	19057 SKALSKY ELECTRIC		8,150.00	1 Transactions		
150	19048 SWANSON/OLIVER (SKIP) 01-003-000-0000-6330		24.15	JULY MILEAGE		TRAVEL & EXPENSE
	19048 SWANSON/OLIVER (SKIP)		24.15	1 Transactions		
151	20027 THE TIMES 01-003-000-0000-6231		650.16	LINE PROCEEDINGS		PUBLISHING - BOARD
152	01-003-000-0000-6231		38.70	PUBLIC HEARING - TAX ABATEMENT		PUBLISHING - BOARD
153	01-003-000-0000-6231		2.50	AFFIDAVIT		PUBLISHING - BOARD
154	01-041-000-0000-6231		28.88	SILENT AUCTION		PUBLISHING/ADVERTISING - AUDITOR
155	01-601-000-0000-6240		40.00	TIMES SUBSCRIPTION		SUBSCRIPTIONS
	20027 THE TIMES		760.24	5 Transactions		
156	20026 TONY DORN POS 01-220-000-0000-6631		65.00	REPLACEMENT CASTER FOR CHAIR-5	02469	FURNITURE & EQUIPMENT
	20026 TONY DORN POS		65.00	1 Transactions		
158	20307 TVEITBAKK/DARRYL 01-003-000-0000-6330		31.05	JULY MILEAGE		TRAVEL & EXPENSE
159	01-003-000-0000-6330		11.00	AMC MEETING MPLS - PARKING		TRAVEL & EXPENSE
160	01-003-000-0000-6330		10.87	MEAL - AMC MEETING MPLS		TRAVEL & EXPENSE
	20307 TVEITBAKK/DARRYL		52.92	3 Transactions		
161	21329 UNIV OF MN-EXTENSION SERVICE 2 01-611-000-0000-6330		93.24	PARENTS FOREVER TRAINING DVD	0300013421	TRAVEL & EXPENSE
	21329 UNIV OF MN-EXTENSION SERVICE 2		93.24	1 Transactions		
163	999999997 WENZLAFF/ANDREA 01-251-000-0000-6255		50.00	2 BLOOD PRESSURE UNITS		MEDICAL - LOCAL
	999999997 WENZLAFF/ANDREA		50.00	1 Transactions		

Pennington County Financial System



Jennifer
8/10/15 5:13PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 9

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
1 Fund Total:		53,788.65	County Revenue	53 Vendors 117 Transactions

Pennington County Financial System



Jennifer
8/10/15 5:13PM
3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 10

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12	1011 ACE HARDWARE 03-350-000-0000-6556		21.93	CUT OFF BLADES SHOP 213	202790	SHOP SUPPLIES
	1011 ACE HARDWARE		21.93	1 Transactions		
22	1364 AUTO VALUE 03-350-000-0000-6556		87.86	GLASS CLEANER, HOSE SHOP 500		SHOP SUPPLIES
25	03-350-000-0000-6556		284.97	PENETRATING OIL SHOP, FLOOR JA		SHOP SUPPLIES
27	03-350-000-0000-6556		15.99	LATEX GLOVES SHOP 500		SHOP SUPPLIES
28	03-350-000-0000-6556		13.99	ADHESIVE CLEANER SHOP 500		SHOP SUPPLIES
23	03-350-000-0000-6564		1.99	SPRINGS UNIT 235		EQUIPMENT REPAIR PARTS
24	03-350-000-0000-6564		81.99	SWIVEL UNIT 289		EQUIPMENT REPAIR PARTS
26	03-350-000-0000-6564		45.99	CHASSIS SAVER UNIT 242		EQUIPMENT REPAIR PARTS
29	03-350-000-0000-6564		132.15	OIL SEAL & BEARING SET UNIT 25		EQUIPMENT REPAIR PARTS
	1364 AUTO VALUE		664.93	8 Transactions		
36	3359 COMMISSIONER OF TRANSPORTATION 03-330-000-0000-6554		29.09	CONST DIARY BOOKS		ENGINEERING & SURVEYING SUPPLIES
	3359 COMMISSIONER OF TRANSPORTATION		29.09	1 Transactions		
40	4314 DAVIDSON CONSTRUCTION 03-350-000-0000-6565		640.00	RIP RAP FOR CULVERTS		ROAD MATERIALS
	4314 DAVIDSON CONSTRUCTION		640.00	1 Transactions		
53	6006 FARMERS UNION OIL 03-350-000-0000-6556		69.99	OIL BARREL PUMP SHOP 500		SHOP SUPPLIES
45	03-350-000-0000-6560		14,730.74	GAS & DIESEL SHOP 500		GAS & DIESEL
46	03-350-000-0000-6560		1,609.87	DIESEL SHOP 212		GAS & DIESEL
47	03-350-000-0000-6560		1,485.52	DIESEL SHOP 211		GAS & DIESEL
48	03-350-000-0000-6560		3,755.37	DIESEL SHOP 213		GAS & DIESEL
49	03-350-000-0000-6560		3,758.12	DIESEL SHOP 215		GAS & DIESEL
50	03-350-000-0000-6560		4.60	GAS FOR MOWER		GAS & DIESEL
51	03-350-000-0000-6562		50.00	DRUM RETURN		MOTOR OIL & LUBRICANTS
52	03-350-000-0000-6562		760.10	OIL UNIT 286 & 297		MOTOR OIL & LUBRICANTS
54	03-350-000-0000-6564		684.35	ATF FLUID & DEF FLUID		EQUIPMENT REPAIR PARTS
	6006 FARMERS UNION OIL		26,808.66	10 Transactions		
57	6306 FLEET DISTRIBUTING 03-350-000-0000-6556		20.56	AIR TOOL ENDS SHOP 500		SHOP SUPPLIES
56	03-350-000-0000-6564		29.51	RIVETS UNIT 313, BELTING UNIT		EQUIPMENT REPAIR PARTS
58	03-350-000-0000-6564		18.99	RATCHET STRAP UNIT 242		EQUIPMENT REPAIR PARTS

Pennington County Financial System



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8/10/15 5:13PM
3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 11

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6306	FLEET DISTRIBUTING		69.06		3 Transactions	
55	6344 FLEETPRIDE 03-350-000-0000-6564		12.90	FILER UNIT 311		EQUIPMENT REPAIR PARTS
	6344 FLEETPRIDE		12.90		1 Transactions	
62	8412 HOFFMAN, PHILIPP, & KNUTSON, PLLC 03-320-000-0000-6261		400.00	2014 PARTIAL AUDIT BILLING #2		CONSULTING & LEGAL SERVICES
	8412 HOFFMAN, PHILIPP, & KNUTSON, PLLC		400.00		1 Transactions	
64	8356 HOUSTON ENGINEERING INC 03-330-000-0000-6261		469.30	GPS TRAINING		CONSULTING & LEGAL SERVICES
65	03-330-000-0000-6261		1,565.00	PROJECT DEVELOPMENT RR CROSSIN		CONSULTING & LEGAL SERVICES
66	03-330-000-0000-6261		2,807.00	PROJECT DEVELOPMENT BR 57502/5		CONSULTING & LEGAL SERVICES
63	03-330-000-0000-6261		475.73	SITE STAKING & TROUBLESHOOTING	57603036	CONSULTING & LEGAL SERVICES
	8356 HOUSTON ENGINEERING INC		5,317.03		4 Transactions	
68	8315 HUBERT OUTDOOR POWER 03-350-000-0000-6556		11.95	KNIVES FOR WEED TRIMMER		SHOP SUPPLIES
69	03-350-000-0000-6556		11.95	BLADES		SHOP SUPPLIES
67	03-350-000-0000-6564		69.57	BELT UNIT 293		EQUIPMENT REPAIR PARTS
	8315 HUBERT OUTDOOR POWER		93.47		3 Transactions	
72	9025 ITS AUTO CENTER 03-350-000-0000-6564		37.25	FLAT REPAIR UNIT 219		EQUIPMENT REPAIR PARTS
73	03-350-000-0000-6564		33.25	FLAT REPAIR UNIT 247		EQUIPMENT REPAIR PARTS
	9025 ITS AUTO CENTER		70.50		2 Transactions	
96	13302 M-R SIGN CO, INC 03-350-000-0000-6551		251.40	DELINEATORS		SIGNS
	13302 M-R SIGN CO, INC		251.40		1 Transactions	
95	13428 MJS SEPTIC SYSTEMS 03-350-000-0000-6801		70.00	SERVICE PORTABLE UNITS		MISCELLANEOUS EXPENSE
	13428 MJS SEPTIC SYSTEMS		70.00		1 Transactions	
109	13197 MODEL LAUNDRY 03-320-000-0000-6262		109.76	SHOP 500 RUGS - JUNE		OTHER SERVICES
110	03-320-000-0000-6262		178.27	BUILDING RUGS - JUNE		OTHER SERVICES

Pennington County Financial System



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8/10/15 5:13PM
3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 12

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	13197 MODEL LAUNDRY		288.03		2 Transactions	
112	14316 NELSON EQUIPMENT OF TRF INC 03-350-000-0000-6564		319.38	BLADES FOR UNIT 312		EQUIPMENT REPAIR PARTS
	14316 NELSON EQUIPMENT OF TRF INC		319.38		1 Transactions	
113	14312 NORTHWEST POWER SYSTEMS 03-350-000-0000-6564		2.08	ORING UNIT 235		EQUIPMENT REPAIR PARTS
114	03-350-000-0000-6564		135.70	SOLENOID, CABLE UNIT 242		EQUIPMENT REPAIR PARTS
115	03-350-000-0000-6564		7.35	40 AMP BREAKER		EQUIPMENT REPAIR PARTS
	14312 NORTHWEST POWER SYSTEMS		145.13		3 Transactions	
134	16419 PRECISE MRM LLC 03-350-000-0000-6564		230.45	MONTHLY GPS SUPPORT		EQUIPMENT REPAIR PARTS
	16419 PRECISE MRM LLC		230.45		1 Transactions	
140	18106 RED LAKE COUNTY COOP 03-350-000-0000-6418		459.49	PROPANE SHOP 212		PROPANE FOR HEATING SHOPS
141	03-350-000-0000-6418		300.05	PROPANE SHOP 211		PROPANE FOR HEATING SHOPS
	18106 RED LAKE COUNTY COOP		759.54		2 Transactions	
149	19360 SPEED'S AUTO SERVICE 03-350-000-0000-6564		122.00	BATTERY UNIT 235		EQUIPMENT REPAIR PARTS
	19360 SPEED'S AUTO SERVICE		122.00		1 Transactions	
148	19338 STEIGER MFG. CO. 03-350-000-0000-6564		166.25	REPAIR FUEL TANK UNIT 242		EQUIPMENT REPAIR PARTS
	19338 STEIGER MFG. CO.		166.25		1 Transactions	
92	20362 TASA/LOU 03-320-000-0000-6245		80.00	2015 CTY ENGINEERS SEMINAR		CONTINUING EDUCATION
	20362 TASA/LOU		80.00		1 Transactions	
157	20309 TRUE NORTH STEEL 03-350-000-0000-6549		5,480.55	96" PIPE CSAH 2		CULVERTS
	20309 TRUE NORTH STEEL		5,480.55		1 Transactions	
162	23318 WALLWORK TRUCK CENTER 03-350-000-0000-6564		171.25	FUEL TANK STRAPS UNIT 242		EQUIPMENT REPAIR PARTS

Pennington County Financial System



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8/10/15 5:13PM
3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 13

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
23318 WALLWORK TRUCK CENTER		171.25	1 Transactions	
3 Fund Total:		42,211.55	Road & Bridge	23 Vendors 51 Transactions

Pennington County Financial System



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8/10/15 5:13PM
40 Ditch Funds

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 14

<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>
2362 BEITO REPAIR				
167 40-796-000-0000-6262		4,000.00	DITCH CLEANING CD #96	148003 OTHER SERVICES
168 40-796-000-0000-6262		5,750.00	DITCH CLEANING CD #96	148004 OTHER SERVICES
169 40-796-000-0000-6262		6,562.50	DITCH CLEANING CD #96	148005 OTHER SERVICES
170 40-796-000-0000-6262		11,125.00	DITCH CLEANING CD #96	148006 OTHER SERVICES
2362 BEITO REPAIR		27,437.50	4 Transactions	
40 Fund Total:		27,437.50	Ditch Funds	1 Vendors 4 Transactions

Pennington County Financial System



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8/10/15 5:13PM
60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 15

<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>
31 2337 BKV GROUP INC 60-460-000-0000-6801		3,339.00	ADD'L CAMPUS PLANNING 1892.3	40587 MISCELLANEOUS EXPENSE
2337 BKV GROUP INC		3,339.00	1 Transactions	
60 Fund Total:		3,339.00	Capital Improvement Special Re	1 Vendors 1 Transactions
Final Total:		126,776.70	78 Vendors	173 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	53,788.65	County Revenue	
	3	42,211.55	Road & Bridge	
	40	27,437.50	Ditch Funds	
	60	3,339.00	Capital Improvement Special Re	
	All Funds	126,776.70	Total	Approved by,
			
			

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8/7/15

4:44PM

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



ERICA
8/7/15 4:44PM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
6348 FULTON/DEB						
7 01-251-000-0000-6330			14.65	MEAL - TRANSPORT		TRAVEL & EXPENSE
8 01-251-000-0000-6330			4.58	MEAL - TRANSPORT		TRAVEL & EXPENSE
9 01-251-000-0000-6330			12.82	MEAL - TRANSPORT		TRAVEL & EXPENSE
10 01-251-000-0000-6330			12.33	MEAL - TRANSPORT		TRAVEL & EXPENSE
11 01-251-000-0000-6330			7.25	MEAL - TRANSPORT		TRAVEL & EXPENSE
6348 FULTON/DEB			51.63			5 Transactions
6347 FULTON/JIM						
1 01-251-000-0000-6330			6.77	MEAL - TRANSPORT		TRAVEL & EXPENSE
2 01-251-000-0000-6330			16.26	MEAL - TRANSPORT		TRAVEL & EXPENSE
3 01-251-000-0000-6330			14.65	MEAL - TRANSPORT		TRAVEL & EXPENSE
4 01-251-000-0000-6330			14.46	MEAL - TRANSPORT		TRAVEL & EXPENSE
5 01-251-000-0000-6330			7.36	MEAL - TRANSPORT		TRAVEL & EXPENSE
6347 FULTON/JIM			59.50			5 Transactions
8352 HEMPEL/CODY						
18 01-003-000-0000-6103			65.00	PER DIEM- SAFETY COMMITTEE TRF		PER DIEMS - BOARD
19 01-003-000-0000-6103			65.00	PER DIEM- JNT CTY/CNTY MTG TRF		PER DIEMS - BOARD
20 01-003-000-0000-6103			65.00	PER DIEM- TECH COMMITTEE TRF		PER DIEMS - BOARD
21 01-003-000-0000-6103			65.00	PER DIEM- JOBS INC TRF		PER DIEMS - BOARD
22 01-003-000-0000-6103			65.00	PER DIEM- ECONOMIC DVLPMNT TRF		PER DIEMS - BOARD
8352 HEMPEL/CODY			325.00			5 Transactions
10026 JENSEN/DONALD J						
38 01-003-000-0000-6103			65.00	PER DIEM- TAX ABATEMENT TRF		PER DIEMS - BOARD
39 01-003-000-0000-6103			100.00	PER DIEM- N CLUB GRAND RAPIDS		PER DIEMS - BOARD
40 01-003-000-0000-6103			65.00	PER DIEM- HIGHWAY COMMITTEE TRF		PER DIEMS - BOARD
41 01-003-000-0000-6103			65.00	PER DIEM- PERSONNEL COMITEE TRF		PER DIEMS - BOARD
42 01-003-000-0000-6103			65.00	PER DIEM- E MANAGEMENT TRF		PER DIEMS - BOARD
43 01-003-000-0000-6103			100.00	PER DIEM- AIRPORT AUTHORITY TRF		PER DIEMS - BOARD
44 01-003-000-0000-6103			65.00	PER DIEM- JTC BEMIDJI		PER DIEMS - BOARD
10026 JENSEN/DONALD J			525.00			7 Transactions
19343 LARSON/MELISSA						
12 01-251-000-0000-6330			7.03	MEAL - TRANSPORT		TRAVEL & EXPENSE
13 01-251-000-0000-6330			5.34	MEAL - TRANSPORT		TRAVEL & EXPENSE
14 01-251-000-0000-6330			8.82	MEAL - TRANSPORT		TRAVEL & EXPENSE
19343 LARSON/MELISSA			21.19			3 Transactions

Pennington County Financial System



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8/7/15 4:44PM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

1 County Revenue

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
6 15303 OLSON/DAVID		9.22	MEAL - TRANSPORT	TRAVEL & EXPENSE
15303 OLSON/DAVID		9.22	1 Transactions	
15 16362 PETERSON/NEIL		65.00	PER DIEM- TX ABTMT HEARING TRF	PER DIEMS - BOARD
16 16362 PETERSON/NEIL		100.00	PER DIEM- N CLUB GRAND RAPIDS	PER DIEMS - BOARD
17 16362 PETERSON/NEIL		65.00	PER DIEM- HWY COMMITTEE TRF	PER DIEMS - BOARD
16362 PETERSON/NEIL		230.00	3 Transactions	
23 19048 SWANSON/OLIVER (SKIP)		65.00	PER DIEM- HOUSING MTG TRF	PER DIEMS - BOARD
24 19048 SWANSON/OLIVER (SKIP)		65.00	PER DIEM- REGIONAL LIBRARY TRF	PER DIEMS - BOARD
25 19048 SWANSON/OLIVER (SKIP)		65.00	PER DIEM- RADIO BOARD TRF	PER DIEMS - BOARD
26 19048 SWANSON/OLIVER (SKIP)		65.00	PER DIEM- 1CCC EXEC BOARD OKLEE	PER DIEMS - BOARD
27 19048 SWANSON/OLIVER (SKIP)		100.00	PER DIEM- 1CCC EXEC BRD OKLEE	PER DIEMS - BOARD
28 19048 SWANSON/OLIVER (SKIP)		65.00	PER DIEM- BUILDING COMTTEE TRF	PER DIEMS - BOARD
19048 SWANSON/OLIVER (SKIP)		425.00	6 Transactions	
29 20307 TVEITBAKK/DARRYL		100.00	PER DIEM- JOINT MEETING TRF	PER DIEMS - BOARD
30 20307 TVEITBAKK/DARRYL		65.00	PER DIEM- TECH COMMITTEE TRF	PER DIEMS - BOARD
31 20307 TVEITBAKK/DARRYL		100.00	PER DIEM- ECONOMIC DVLPMNT TRF	PER DIEMS - BOARD
32 20307 TVEITBAKK/DARRYL		65.00	PER DIEM- PARK/REC COMTTEE TRF	PER DIEMS - BOARD
33 20307 TVEITBAKK/DARRYL		65.00	PER DIEM- AIRPORT AUTHORITY TRF	PER DIEMS - BOARD
34 20307 TVEITBAKK/DARRYL		100.00	PER DIEM- AMC PLANNING MTG MPLS	PER DIEMS - BOARD
35 20307 TVEITBAKK/DARRYL		100.00	PER DIEM- BLDG COMMITTEE TRF	PER DIEMS - BOARD
36 20307 TVEITBAKK/DARRYL		65.00	PER DIEM- BLDG COMMITTEE TRF	PER DIEMS - BOARD
37 20307 TVEITBAKK/DARRYL		65.00	PER DIEM- SOLAR ORDINANCE TRF	PER DIEMS - BOARD
20307 TVEITBAKK/DARRYL		725.00	9 Transactions	
1 Fund Total:		2,371.54	County Revenue	9 Vendors 44 Transactions
Final Total:		2,371.54	9 Vendors	44 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	2,371.54	County Revenue
All Funds		2,371.54	Total

Approved by,

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