

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
COUNTY BOARD ROOM  
TUESDAY, NOVEMBER 24<sup>TH</sup>, 2015, 5:00 P.M.**

**AGENDA**

Pledge of Allegiance

- 5:00 Ken Yutrzenka – Human Services Director  
- Consent Agenda
  
- 5:05 Pam Murphy  
- Discussion on County Ditch #96
  
- 5:15 Ray Kuznia – County Sheriff  
- Dispatch vacancies, LETG Contract, P.R.E.A.
  
- 5:30 Mike Flaagan – County Engineer  
- Highway Dept. Items
  
- 5:45 Closed session for consideration of allegations  
against an individual subject to the Board's  
authority, pursuant to Minnesota Statutes §13D.05

County Auditor's Items

**(This agenda is subject to change)**

PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner \_\_\_\_\_ and seconded by  
Commissioner \_\_\_\_\_, the following recommendations of the  
Pennington County Human Service Committee for November 17, 2015 (detailed minutes on  
record) are hereby adopted:

SECTION A

- I. To approve the October 20, 2015 Human Service Committee meeting minutes as corrected.
- II. A. To approve the agency's personnel actions.
- III A. To approve the CY2016 Guardian and Conservator Purchase of Service Agreement with Lutheran Social Services of Minnesota as presented.  
B. To extend the Family Service/Children's Mental Health Collaborative Facilitation agreement with Northwestern Mental Health Center as presented.

SECTION B

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

\_\_\_\_\_

Aye                  Nay                                  Chairperson                                  Date

## SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm, October 20, 2015 at Pennington County Human Services.

### COMMITTEE MEMBERS PRESENT

Darryl Tveitbakk  
Don Jensen  
Oliver Swanson  
Neil Peterson

### STAFF MEMBERS PRESENT:

Ken Yutrzenka  
Julie Sjsotrand  
Kathleen Herring

I. MINUTES: The September 15, 2015 Human Service Committee meeting minutes were read. Noting no changes a recommendation was made to forward the minutes to the Consent Agenda.

II. PERSONNEL:

- A. Committee members were informed of the hiring of Elizabeth Madley to fill the Office Support Specialist vacancy. It is planned for Ms. Madley to begin employment on 11/02/2015. Recommendation was made to forward this item to the Consent Agenda.
- B. The Director submitted and recommended for approval 2 overtime requests. Recommendation was made to forward this item to the Consent Agenda.

III. GENERAL

- A. The SNAP Employment and Training Program Service Agreement with the Minnesota Department of Employment and Economic Development (DEED) with services performed through the Minnesota Workforce Center was presented for consideration. A recommendation was made to forward this item to the Consent Agenda.
- B. The MFIP Employment Services Agreement between this agency and the Minnesota Workforce Center was presented for consideration. Under the proposed agreement, the Workforce Center will provide all employment services to referred MFIP and DWP recipients for the agreed upon amount of \$109,000.00 for CY2016. A recommendation was made to forward this item to the Consent Agenda.
- C. Pennington County's proposed MFIP Biennial Service Agreement with the Minnesota Department of Human Services was presented for consideration. The agreement sets forth the program plan and budget for Minnesota Family Investment program funds allocated to Pennington County. Upon completion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- D. The 2016-2017 Pennington County Plan for Administration of the State's Child Care Assistance Program was presented for consideration. The Agency's plan is subject to review and approval by the Department of Human Services. Upon completion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- E. The Tri-Valley Transportation contract establishing public transportation service rates for CY2016 was presented for consideration. Upon conclusion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- F. The 24/7 Child Protection Response requirements effective 01/01/2016 were revisited and reviewed. Items of concern include scheduling after hour and weekend coverage and timely response. Committee members will be updated as this process continues to unfold.
- G. The out-of-home cost report for September 2015 was presented for review.
- H. Month's end cash balance for September 2015 stands at \$1,844,296.27.
- I. Discussion was held regarding the opportunity to join other regional counties in sharing costs toward installation of the Case Works electronic data management system for Child Support. At the conclusion of the discussion, a determination was made to forego joining this project.

**SECTION B**

- I. No Social Service cases were presented for Special Case Review.
- II. Kathleen Herring presented the crisis assistance activity report and the most recent Income Maintenance caseload report.
- 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: November 17, 2015 at 12:00pm.

**OFFICIAL PROCEEDINGS**  
**PENNINGTON COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, NOVEMBER 10<sup>TH</sup>, 2015, 10:00 A.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, November 10<sup>th</sup>, 2015 at 10:00 A.M. Members present: Cody Hempel, Darryl Tveitbakk, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson. Members absent: None.

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

Meeting with the County Board was Kent Hudson, Manager of Les’s Sanitation. Mr. Hudson informed the County Board that Les’s Sanitation would increase the recycling container tip fee to \$75/ton effective January 1<sup>st</sup>, 2016 to cover the continuing need to sort the waste from the recyclable materials. Mr. Hudson also stated that the tipping fees would increase \$5/ton for waste delivered to the facility to cover the \$5/ton increase by Markit Landfill.

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

**County Program Aid Resolution**

Affirming Pennington County’s endorsement of the revised County Program Aid formula developed by the Association of Minnesota Counties’ County Program Aid Work Group.

WHEREAS, Minnesota’s counties are mandated by the state to provide essential services in many program areas including human services, public safety, and transportation; and

WHEREAS, counties depend on County Program Aid (“CPA”) for the financial sustainability of these state-mandated, county-administered services; and

WHEREAS, the current structure of the CPA formula, pursuant MS Chapter 447A.0124, creates considerable volatility in the fund’s distribution, interfering with counties’ abilities to accurately budget for essential services; and

WHEREAS, the current formula’s inadequacies have also resulted in the dramatic reduction of funding for one-third of counties, that have lost at least 50 percent of their funding since 2005; and

WHEREAS, despite fluctuations over the past ten years, the state appropriation to the 2015 CPA is equal to the 2005 appropriation making it greatly depressed in terms of inflation; and

WHEREAS, a revised CPA formula in conjunction with additional funding will enable counties to continue to provide quality services that may also translate into reductions in county levies, decreasing the tax burden of Minnesota residents; and

WHEREAS, in October 2014, the Association of Minnesota Counties assembled the CPA Work Group including leadership from twenty counties and representatives from the Metropolitan Inter-County Association and the Minnesota Rural Counties Caucus to analyze and develop a CPA formula that reflects the pressing needs of Minnesota's counties; and

WHEREAS, the CPA Work Group unanimously approved a revised CPA formula that benefits all Minnesota counties by reducing volatility and ensuring a fair distribution of CPA; and

WHEREAS, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support the proposed CPA formula revisions; now, therefore,

BE IT RESOLVED, Pennington County endorses the following revisions to the Minnesota County Program Aid formula:

- A funding increase of \$40 million;
- The creation of a funding floor that guarantees each county \$350,000 in tax base equalization aid ("TBEA");
- Adjustments to the TBEA formula factors to slow down counties' loss of TBEA funding, including: an increase of the per capita factor to \$190 and a decrease of the county adjusted net tax capacity (ANTC) factor to 9 percent;
- The elimination of special funds and transition aid; and
- The creation of a 5% cap on annual CPA losses; ensuring no county will lose more than 5% of its funding each year.

The County Board then discussed filling the County Educator position currently split 50% Marshall County and 50% Pennington County.

At 10:15 A.M., Chairman Tveitbakk announced that the County Board would meet in closed session pursuant to MN Statute § 130.05 for preliminary consideration of allegations against an individual subject to the Boards' authority.

The meeting was re-opened to regular session at 10:55 P.M.

County Engineer Mike Flaagan then met with the County Board.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson to appoint Commissioner Jensen and Commissioner Peterson to a committee to review and recommend ditch levies for 2016. Motion unanimously carried.

A meeting to discuss ditch levies was set for Tuesday, December 22<sup>nd</sup>, 2015 at 8:00 A.M.

The County Engineer asked to install a wireless router in the County Highway Department offices. The cost for the router installation by Insight Technologies is \$765.00. Motioned by Commissioner Hempel, seconded by Commissioner Peterson to approve installation of a wireless router in the County Highway Department office. Motion unanimously carried.

The ½ cent Transportation Sales and Use Tax hearing is set for Tuesday, November 17<sup>th</sup>, 2015 at 5:30 P.M. at the Joint Use Facility meeting room.

County Engineer Flaagan discussed taking a look at the equipment rental rates for townships and individuals. This was referred to the Highway Committee.

County Sheriff Ray Kuznia and Emergency Manager Erik Beitel met with the County Board regarding the LETG software being proposed for the Law Enforcement Center and Jail. One grant has been applied for and looks to be approved that would provide \$30,000 to the County and \$30,000 to the city of Thief River Falls toward purchase of the LETG software. A second grant is being applied for through the Emergency Manager and the Sheriff that would also provide funds toward the purchase of this software. A resolution of support for applying for these funds was requested.

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

### **RESOLUTION**

**BE IT RESOLVED**, that Pennington County enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period of November 2015 through September 30, 2016. The Pennington County Sheriff is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Pennington County Board of Commissioners and to be the fiscal agent and administer the grant.

County Sheriff Ray Kuznia informed the County Board that the jail is currently full as are most of the facilities near us. We will need to house inmates at other facilities in the near future.

Travis Fuechtmann and Pete Filippi, Contegrity Group, Inc., presented their proposal to provide construction management services for the development and future construction of the proposed Jail/LEC addition and proposed Justice Center addition. It was noted that if the value of the project goes down the fees would be reduced.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen to approve the contract with Contegrity Group, Inc. upon the County Attorney's review and to authorize work through the Design Development Phase. Motion unanimously carried.

County Assessor Adeline Olson presented two abatements through the Local Options for Disaster rule.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen to approve an abatement of value for taxes payable 2016 for Jeff Martinson, Parcel # 19.01509205, to reflect the value of the property for the 273 days before the fire that destroyed the mobile home on October 1<sup>st</sup>, 2015. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson to approve an abatement of value for taxes payable 2016 for Merton Hutchinson, Parcel # 19.02915900, to reflect the value of the property for the 114 days before a fire that destroyed the storage building on April 25, 2015. Motion unanimously carried.

Minnesota House of Representatives Dan Fabian (District 1A) and Deb Keil (District 1B) met with the County Board to hear legislative concerns and give a legislative update. Items discussed include Mental Health and Chemical Dependency Care and Facilities, buffer strips, transportation funding, Tax Bill and the Twelve Hour Child Protection reporting requirement. The County Board urged the Representatives to include Pennington County's Justice Center in the House of Representatives bonding bill.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve payment of the Human Services warrants totaling \$104,871.46 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$42,062.43
Road & Bridge	\$40,368.30
Solid Waste Facility	\$800.50
Ditch Funds	\$500.00
Capital Improvement	\$17,900.00

Per diems and meal reimbursements in the amount of \$2,289.44 were also approved.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve the Board minutes of the October 27<sup>th</sup>, 2015 meeting as written. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel to adjourn to 5:00 P.M. November 24<sup>th</sup>, 2015. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Darryl Tveitbakk, Chairman  
Board of Commissioners

Jennifer  
11/24/15 3:18PM

# 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  
11/24/15 3:18PM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
100	1380 A'VIANDS LLC 01-220-000-0000-6801		75.31	COFFEE	19-3939	MISCELLANEOUS EXPENSE
98	01-251-000-0000-6427		3,077.41	JAIL MEALS 10-24 TO 10-30	19-3940	JAIL MEALS
99	01-251-000-0000-6427		3,148.43	JAIL MEALS 10-21 TO 11-6	19-4067	JAIL MEALS
	1380 A'VIANDS LLC		6,301.15	3 Transactions		
1	1308 ASSOCIATION MINNESOTA COUNTIES 01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - PETERSON	43292	DUES - BOARD
2	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - TVEITBAKK	43292	DUES - BOARD
3	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - SWANSON	43292	DUES - BOARD
4	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - JENSEN	43292	DUES - BOARD
5	01-003-000-0000-6241		350.00	ANNUAL CONFERENCE - OLSON	43292	DUES - BOARD
	1308 ASSOCIATION MINNESOTA COUNTIES		1,750.00	5 Transactions		
54	1364 AUTO VALUE 01-255-000-0000-6330		287.92	REPAIR/STS FORD VAN	9235608	TRAVEL & EXPENSE
55	01-255-000-0000-6330		26.05	FUEL FILTERS/STS VAN	9235611	TRAVEL & EXPENSE
56	01-255-000-0000-6330		8.97	RETURN FUEL FILTER	9236154	TRAVEL & EXPENSE
57	01-255-000-0000-6330		21.35	AEROVANTAGE BLADE/STS VAN	9236155	TRAVEL & EXPENSE
	1364 AUTO VALUE		326.35	4 Transactions		
7	2419 BEST WESTERN PLUS CAPITOL RIDGE 01-106-000-0000-6330		123.85	LODGING - ST PAUL FALL FORUM		TRAVEL & EXPENSE
	2419 BEST WESTERN PLUS CAPITOL RIDGE		123.85	1 Transactions		
10	2370 BREMER BANK 01-255-000-0000-6300		4.50	GCR TIRES/4 WHEELER TIRE		REPAIRS & MAINTENANCE
11	01-255-000-0000-6300		51.51	OIL/2-WHEELER, SNOWMOBILE, WH		REPAIRS & MAINTENANCE
13	01-255-000-0000-6300		7.04	ACE HRDWRE/PUNCH& PINS FOR GAR		REPAIRS & MAINTENANCE
14	01-255-000-0000-6300		67.30	FLEET/HANDLE-FIXING SLEDGES		REPAIRS & MAINTENANCE
8	01-255-000-0000-6405		14.99	CENEX FARMERS UNION/GLOVES		GENERAL SUPPLIES - S.T.S.
12	01-255-000-0000-6405		14.99	WIN-E-MAC TRL CTR/GLOVES STS T		GENERAL SUPPLIES - S.T.S.
9	01-255-000-0000-6631		131.37	HUBERTS OUTDOOR PWR/STS CON		SUPPLIES & EQUIPMENT - S.T.S.
15	01-255-000-0000-6631		111.99	FLEET/STEEL WORK BOOT/STS CONF		SUPPLIES & EQUIPMENT - S.T.S.
	2370 BREMER BANK		403.69	8 Transactions		
16	2389 BYLINE FINANCIAL GROUP-03 01-223-000-0000-6801		924.76	AUDIOG LOG SERVER - OCTOBER	242062	MISCELLANEOUS EXPENSE-E911
	2389 BYLINE FINANCIAL GROUP-03		924.76	1 Transactions		

# Pennington County Financial System



Jennifer  
11/24/15 3:18PM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
137	5309 ECONOMIC DEVELOPMENT ASSOCIATION		250.00	2016 MEMBERSHIP DUES	DUES
	01-799-000-0000-6241				
	5309 ECONOMIC DEVELOPMENT ASSOCIATION		250.00	1 Transactions	
17	6001 FALLS DIVERSE ABILITIES CORPORATION		75.00	CLEAN AUDITORIUM	14847 OTHER SERVICES
	01-501-000-0000-6262				
18	01-501-000-0000-6262		97.50	CLEAN AUDITORIUM	14848 OTHER SERVICES
	6001 FALLS DIVERSE ABILITIES CORPORATION		172.50	2 Transactions	
58	6314 FARM & HOME PUBLISHERS		357.02	10 FHP ATLASES	602612 GENERAL SUPPLIES
	01-201-000-0000-6405				
	6314 FARM & HOME PUBLISHERS		357.02	1 Transactions	
19	6305 FLAAGAN/JODI		8.97	TZD MEETING - REFRESHMENTS	TOWARD ZERO DEATH GRANT
	01-013-000-0000-6853				
	6305 FLAAGAN/JODI		8.97	1 Transactions	
20	8374 HAUKEBO/KERSTIN		28.00	TRANSCRIPTS - 57-CR-15-473	OTHER SERVICES
	01-091-000-0000-6262				
	8374 HAUKEBO/KERSTIN		28.00	1 Transactions	
93	8385 HEARTLAND PAPER CO		59.87	WHITE BAR TOWEL/12 PK	1955630 JANITORIAL SUPPLIES-LEC SHARE
	01-220-000-0000-6403				
	8385 HEARTLAND PAPER CO		59.87	1 Transactions	
21	8091 HOLIDAY INN - ST. CLOUD		186.56	TZD - ST CLOUD	TOWARD ZERO DEATH GRANT
	01-013-000-0000-6853				
	8091 HOLIDAY INN - ST. CLOUD		186.56	1 Transactions	
22	8014 HUGOS #7		16.89	FOOD FOR MEETING	TRAVEL & EXPENSE
	01-003-000-0000-6330				
23	01-271-000-0000-6262		14.43	FOOD FOR TRIAL	OTHER SERVICES - A.E.S.
	8014 HUGOS #7		31.32	2 Transactions	
129	9304 INCONTACT INC		16.67	SEPT/OCT TOLL FREE	4156631 TELEPHONE - EXTENSION
	01-601-000-0000-6202				
	9304 INCONTACT INC		16.67	1 Transactions	
24	9017 INSIGHT TECHNOLOGIES		222.86	IT GLOBAL NOVEMBER - AUD/TREAS	779475 E-MAIL SERVICES
	01-041-000-0000-6210				

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt Amount	Warrant Description	Invoice #	Account/Formula Description
					Service Dates	Paid On Bhf #	On Behalf of Name
25		01-070-000-0000-6263		445.71	IT GLOBAL NOVEMBER - HIGHWAY	779475	COMPUTER SERVICES - DP
26		01-070-000-0000-6263		297.14	IT GLOBAL NOVEMBER - ICN	779475	COMPUTER SERVICES - DP
27		01-070-000-0000-6263		891.43	IT GLOBAL NOVEMBER - WELFARE	779475	COMPUTER SERVICES - DP
28		01-070-000-0000-6263		49.52	IT GLOBAL NOVEMBER - DATA	779475	COMPUTER SERVICES - DP
29		01-070-000-0000-6263		140.00	IT GLOBAL NOVEMBER - DATA	779475	COMPUTER SERVICES - DP
30		01-091-000-0000-6300		99.05	IT GLOBAL NOVEMBER - ATTORNEY	779475	REPAIRS & MAINTENANCE
31		01-101-000-0000-6300		123.81	IT GLOBAL NOVEMBER - RECORDER	779475	REPAIRS & MAINTENANCE
32		01-106-000-0000-6300		74.29	IT GLOBAL NOVEMBER - ASSESSOR	779475	REPAIRS & MAINTENANCE
33		01-121-000-0000-6300		49.52	IT GLOBAL NOVEMBER - VET SERVI	779475	Repairs & Maintenance
34		01-132-000-0000-6300		148.57	IT GLOBAL NOVEMBER - MV	779475	REPAIRS & MAINTENANCE
35		01-270-000-0000-6300		24.77	IT GLOBAL NOVEMBER - CRIME VIC	779475	REPAIRS & MAINTENANCE
36		01-290-000-0000-6300		49.52	IT GLOBAL NOVEMBER - EMER MGMT	779475	Repairs & Maintenance
37		01-601-000-0000-6300		123.81	IT GLOBAL NOVEMBER - EXTENSION	779475	REPAIRS & MAINTENANCE
38		01-220-000-0000-6263		876.00	IT GLOBAL CARE NOVEMBER	779481	COMPUTER SERVICES & SUPPLIES
65		01-106-000-0000-6631		579.00	HP PRODESK 400 FOR CARL	779717	FURNITURE & EQUIPMENT
	9017	INSIGHT TECHNOLOGIES		4,195.00	16 Transactions		
	13528	MARCO, INC					
53		01-220-000-0000-6401		434.36	CANON COPIER - NOVEMBER	291956688	SUPPLIES
	13528	MARCO, INC		434.36	1 Transactions		
	13535	MEND CORRECTIONAL CARE, PLLC					
97		01-251-000-0000-6255		1,306.86	EKIT MEDICATION	999	MEDICAL - LOCAL
	13535	MEND CORRECTIONAL CARE, PLLC		1,306.86	1 Transactions		
	13361	MN BUREAU OF CRIMINAL APPREHENSIO					
90		01-252-000-0000-6330		375.00	#5 BASIC NARCOTICS TRAINING	30793102715BN	TRAVEL & EXPENSE
	13361	MN BUREAU OF CRIMINAL APPREHENSIO		375.00	1 Transactions		
	13391	MN DEPT OF LABOR & INDUSTRY					
138		01-111-000-0000-6300		10.00	BOILER	ABR01289961	REPAIRS & MAINTENANCE
139		01-501-000-0000-6300		10.00	BOILER - AUDITORIUM	ABR01289961	REPAIRS & MAINTENANCE
	13391	MN DEPT OF LABOR & INDUSTRY		20.00	2 Transactions		
	13329	MN ENTERPRISE TECHNOLOGY SHARED :					
140		01-070-000-0000-6263		123.50	OCTOBER SPAM FILTER	15100499	COMPUTER SERVICES - DP
66		01-070-000-0000-6263		1,300.00	OCTOBER FIBER USAGE	DV15100439	COMPUTER SERVICES - DP
	13329	MN ENTERPRISE TECHNOLOGY SHARED :		1,423.50	2 Transactions		
	15323	OFFICE DEPOT					

# Pennington County Financial System



Jennifer  
11/24/15 3:18PM  
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 # Paid On Bhf #	Account/Formula Description	On Behalf of Name
91		01-220-000-0000-6405		16.29	SLOT PUNCH			GENERAL SUPPLIES	
92		01-251-000-0000-6405		22.48	EXPO MARKERS/HP INK			GENERAL SUPPLIES - JAIL	
41		01-070-000-0000-6401		219.99	RIBBON, 6400 1 PRM		803839564001	SUPPLIES	
39		01-801-000-0000-6401		15.96	RIBBON, TW, CORR,CANNON 914531		803840068001	SUPPLIES-UNALLOCATED	
40		01-091-000-0000-6401		9.66	BATTERY, ALKALINE, MAX AAA		803840069001	SUPPLIES	
15323	OFFICE DEPOT			284.38		5 Transactions			
15051	OFFICE MAX								
136		01-601-000-0000-6401		2.70	OFFICE SUPPLIES		062958	SUPPLIES - EXTENSION	
135		01-601-000-0000-6401		34.90	OFFICE SUPPLIES		347423	SUPPLIES - EXTENSION	
134		01-601-000-0000-6401		3.60	OFFICE SUPPLIES		350161	SUPPLIES - EXTENSION	
15051	OFFICE MAX			41.20		3 Transactions			
15305	OLSON/KENNETH								
127		01-041-000-0000-6330		46.00	MILEAGE- AMC DIST III MTG CROX			TRAVEL & EXPENSE	
15305	OLSON/KENNETH			46.00		1 Transactions			
16067	PEMBERTON, SORLIE, RUFER & KERSHNEI								
42		01-091-000-0000-6261		145.00	EMAIL CORRESPONDANCE		38	CONSULTING & LEGAL SERVICES-ATTORI	
16067	PEMBERTON, SORLIE, RUFER & KERSHNEI			145.00		1 Transactions			
16313	PENNINGTON COUNTY AUDITOR								
132		01-601-000-0000-6209		54.68	SEPTEMBER POSTAGE		3509	POSTAGE	
133		01-601-000-0000-6401		283.80	COLORED COPIES		3509	SUPPLIES - EXTENSION	
43		01-091-000-0000-6300		320.00	REIMB. INSIGHT BILL #778060		3516	REPAIRS & MAINTENANCE	
44		01-091-000-0000-6300		40.00	REIMB. INSIGHT BILL #778613		3516	REPAIRS & MAINTENANCE	
45		01-091-000-0000-6300		210.00	REIMB. INSIGHT BILL #778601		3516	REPAIRS & MAINTENANCE	
131		01-601-000-0000-6209		77.69	OCTOBER POSTAGE		3520	POSTAGE	
62		01-201-000-0000-6300		1,178.00	REIMB. INSIGHT/SWITCH,CLEANUP		778279	REPAIRS & MAINTENANCE	
61		01-201-000-0000-6300		705.00	REIMB. INSIGHT/DISPATCH CLEANU		778293	REPAIRS & MAINTENANCE	
60		01-201-000-0000-6300		302.95	REIMB. INSIGHT/CJDN CONNECT/SP		778308	REPAIRS & MAINTENANCE	
59		01-201-000-0000-6300		144.00	REIMB. INSIGHT/JK COMPUTER		778339	REPAIRS & MAINTENANCE	
16313	PENNINGTON COUNTY AUDITOR			3,316.12		10 Transactions			
16314	PENNINGTON FAST LUBE								
96		01-201-000-0000-6304		9.00	TIRE REPAIR/#10		30649	REPAIR & MAINTENANCE - SQUADS	
95		01-201-000-0000-6304		397.34	LABOR/REPAIR REBUILT ALTERN #8		30708	REPAIR & MAINTENANCE - SQUADS	
94		01-201-000-0000-6304		60.87	OIL CHANGE/SERVICE #13		52282	REPAIR & MAINTENANCE - SQUADS	
16314	PENNINGTON FAST LUBE			467.21		3 Transactions			

# Pennington County Financial System



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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 # Paid On Bhf #	Account/Formula Description On Behalf of Name
46	16346 PETERSON/LISA 01-091-000-0000-6262		42.00	TRANSCRIPTS - 57-JV-15-596	456	OTHER SERVICES
	16346 PETERSON/LISA		42.00	1 Transactions		
52	99999997 ROLLAND OFFICE FURNITURE 01-220-000-0000-6631		1,155.26	DUAL ARM MONITOR STAND	44	FURNITURE & EQUIPMENT
	99999997 ROLLAND OFFICE FURNITURE		1,155.26	1 Transactions		
47	20027 THE TIMES 01-270-000-0000-6401		34.00	AD -CRIME VICTIM SERV ADVOCATE		SUPPLIES - CRIME
48	01-270-000-0000-6401		34.00	AD -CRIME VICTIM SERV ADVOCATE		SUPPLIES - CRIME
	20027 THE TIMES		68.00	2 Transactions		
101	20047 THRIFTY WHITE PHARMACY 01-251-000-0000-6255		42.53	PRESCRIPTION 15-353	23503	MEDICAL - LOCAL
102	01-251-000-0000-6255		9.78	PRESCRIPTION 15-410	33284	MEDICAL - LOCAL
118	01-251-000-0000-6255		89.12	STOCK SUPPLY - OCTOBER	40109	MEDICAL - LOCAL
103	01-251-000-0000-6255		4.99	PRESCRIPTION 15-446	49152	MEDICAL - LOCAL
108	01-251-000-0000-6255		4.99	PRESCRIPTION 15-459	49153	MEDICAL - LOCAL
109	01-251-000-0000-6255		23.38	PRESCRIPTION 15-430	50415	MEDICAL - LOCAL
110	01-251-000-0000-6255		254.66	PRESCRIPTION 15-469	56545	MEDICAL - LOCAL
111	01-251-000-0000-6255		22.38	PRESCRIPTION 15-456	56907	MEDICAL - LOCAL
104	01-251-000-0000-6255		62.73	PRESCRIPTION 15-427	58506	MEDICAL - LOCAL
105	01-251-000-0000-6255		22.68	PRESCRIPTION 15-357	58807	MEDICAL - LOCAL
106	01-251-000-0000-6255		12.00	PRESCRIPTION 15-434	59012	MEDICAL - LOCAL
107	01-251-000-0000-6255		74.93	PRESCRIPTION 15-271	59462	MEDICAL - LOCAL
112	01-251-000-0000-6256		37.88	PRESCRIPTION 15-204	59802	MEDICAL - REIMBURSED
113	01-251-000-0000-6255		61.74	PRESCRIPTION 15-439	60042	MEDICAL - LOCAL
114	01-251-000-0000-6255		7.98	PRESCRIPTION 15-346	60219	MEDICAL - LOCAL
115	01-251-000-0000-6256		63.40	PRESCRIPTION 15-436	60221	MEDICAL - REIMBURSED
116	01-251-000-0000-6256		13.77	PRESCRIPTION 15-374	60285	MEDICAL - REIMBURSED
117	01-251-000-0000-6256		12.18	PRESCRIPTION 15-305	60368	MEDICAL - REIMBURSED
	20047 THRIFTY WHITE PHARMACY		821.12	18 Transactions		
128	20358 TOTALFUNDS BY HASLER 01-801-000-0000-6209		1,500.00	POSTAGE		POSTAGE
	20358 TOTALFUNDS BY HASLER		1,500.00	1 Transactions		
120	20357 TURNKEY CORRECTIONS 01-259-000-0000-6405		1,807.11	VENDING & CANTEEN 10-16 /10-31	20151031-C	GENERAL SUPPLIES - CANTEEN

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	Paid On Bhf #	On Behalf of Name
121		01-259-000-0000-6405		44.80	EMAIL 10-1 TO 1031		20151031-E	GENERAL SUPPLIES - CANTEEN		
122		01-259-000-0000-6405		28.99	MEDIA PURCHASED		20151031-M	GENERAL SUPPLIES - CANTEEN		
123		01-259-000-0000-6405		15.51	SMS 10-1 TO 10-31		20151031-S	GENERAL SUPPLIES - CANTEEN		
124		01-259-000-0000-6405		12.02	PHONE CARDS - SEPTEMBER		42566	GENERAL SUPPLIES - CANTEEN		
119		01-259-000-0000-6405		1,326.57	129 \$5 & 60 \$10 PHONE CARDS		43252	GENERAL SUPPLIES - CANTEEN		
125		01-259-000-0000-6405		22.69	INDIGENT 10-1 TO 10-31		43322	GENERAL SUPPLIES - CANTEEN		
20357	TURNKEY CORRECTIONS			3,257.69		7 Transactions				
21329	UNIV OF MN-EXTENSION SERVICE 2									
130		01-601-000-0000-6240		80.75	CALENDARS		102282	SUBSCRIPTIONS		
21329	UNIV OF MN-EXTENSION SERVICE 2			80.75		1 Transactions				
21338	UNIVERSITY OF NORTH DAKOTA									
87		01-206-000-0000-6262		2,000.00	AUTOPSY/JK			OTHER SERVICES-CORONER		
88		01-206-000-0000-6262		2,000.00	AUTOPSY/ML			OTHER SERVICES-CORONER		
89		01-206-000-0000-6262		2,000.00	AUTOPSY/JT			OTHER SERVICES-CORONER		
21338	UNIVERSITY OF NORTH DAKOTA			6,000.00		3 Transactions				
999999997	VALLEY MORTUARY SERVICES									
49		01-206-000-0000-6262		492.00	TRASPORT/HENNEPIN COUTNY EXAM		419	OTHER SERVICES-CORONER		
999999997	VALLEY MORTUARY SERVICES			492.00		1 Transactions				
23303	WEST GROUP PAYMENT CENTER									
63		01-016-000-0000-6242		736.79	OCTOBER WESTLAW SELECT W/PACK		832834292	SUBSCRIPTIONS - LAW LIBRARY		
50		01-091-000-0000-6240		438.28	OCTOBER WESTLAW ACCESS		832839120	SUBSCRIPTIONS		
23303	WEST GROUP PAYMENT CENTER			1,175.07		2 Transactions				
26302	ZEE MEDICAL SERVICE									
51		01-220-000-0000-6801		369.37	MEDICAINE CABINET FILL		110893846	MISCELLANEOUS EXPENSE		
26302	ZEE MEDICAL SERVICE			369.37		1 Transactions				
1 Fund Total:				37,956.60	County Revenue				38 Vendors	117 Transactions

# Pennington County Financial System



Jennifer  
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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
85	1305 ACME ELECTRIC 03-350-000-0000-6556		429.99	IMPACT TOOL SHOP 211	3761609	SHOP SUPPLIES
	1305 ACME ELECTRIC		429.99	1 Transactions		
86	1350 AMERIPRIDE SERVICES, INC 03-320-000-0000-6262		204.54	SHOP 500 RUGS	3500827705	OTHER SERVICES
	1350 AMERIPRIDE SERVICES, INC		204.54	1 Transactions		
67	99999997 CARLSON/PETE 03-350-000-0000-6549		21.31	REFUND OVERPAYMENT ON PIPE		CULVERTS
	99999997 CARLSON/PETE		21.31	1 Transactions		
126	3153 CLEARWATER COUNTY HIGHWAY DEPAF 03-330-000-0000-6261		4,205.89	SHAR OF DIST 2 RUMBEL STRIP PR		CONSULTING & LEGAL SERVICES
	3153 CLEARWATER COUNTY HIGHWAY DEPAF		4,205.89	1 Transactions		
84	3359 COMMISSIONER OF TRANSPORTATION 03-330-000-0000-6274		646.86	LAB TESTING	P00005147	LAB TESTING
	3359 COMMISSIONER OF TRANSPORTATION		646.86	1 Transactions		
83	4353 DLT SOLUTIONS 03-330-000-0000-6554		2,925.09	AUTOCAD LICENSE RENEWAL 2016	1130526	ENGINEERING & SURVEYING SUPPLIES
	4353 DLT SOLUTIONS		2,925.09	1 Transactions		
82	6356 FORESTRY SUPPLIERS INC 03-330-000-0000-6554		27.77	UTILITY BAG	813778-00	ENGINEERING & SURVEYING SUPPLIES
	6356 FORESTRY SUPPLIERS INC		27.77	1 Transactions		
76	7336 GCR TIRES & SERVICE 03-350-000-0000-6564		3,019.84	TIRES UNIT 310	54255	EQUIPMENT REPAIR PARTS
74	03-350-000-0000-6564		1,551.64	TIRES UNIT 219	54366	EQUIPMENT REPAIR PARTS
75	03-350-000-0000-6564		44.75	MOUNT TIRE UNIT 292	54488	EQUIPMENT REPAIR PARTS
77	03-350-000-0000-6564		5,621.20	TIRES UNIT 202	54537	EQUIPMENT REPAIR PARTS
78	03-350-000-0000-6564		654.08	PUP TRAILER INVENTORY	54730	EQUIPMENT REPAIR PARTS
79	03-350-000-0000-6564		280.00	MOUNT TIRES UNIT 242	54770	EQUIPMENT REPAIR PARTS
80	03-350-000-0000-6564		167.80	MOUNT & DISMOUNT UNIT 202	54815	EQUIPMENT REPAIR PARTS
81	03-350-000-0000-6564		83.90	DEMOUNT TIRES UNIT 204	54843	EQUIPMENT REPAIR PARTS
	7336 GCR TIRES & SERVICE		11,423.21	8 Transactions		
	7308 GRAND FORKS WELDING & MACHINE CO					

# Pennington County Financial System



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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	Invoice #	Account/Formula Description
						Service Dates	Paid On Bhf #	On Behalf of Name
73		03-350-000-0000-6564			227.65	BEDLINER UNIT 230,242 EXHAUST	146536	EQUIPMENT REPAIR PARTS
	7308	GRAND FORKS WELDING & MACHINE CO			227.65	1 Transactions		
72	8315	HUBERT OUTDOOR POWER			80.68	KNIVES,CHAIN FOR WEED TRIMMERS	138840	EQUIPMENT REPAIR PARTS
	8315	HUBERT OUTDOOR POWER			80.68	1 Transactions		
71	14042	NORTHWEST SERVICE COOPERATIVE			316.51	FLAGS FOR CONFERENCE ROOM	3200	SUPPLIES
	14042	NORTHWEST SERVICE COOPERATIVE			316.51	1 Transactions		
69	16027	PENNINGTON COUNTY TREASURER			25.47	HOSTED EXCHANGE - OCTOBER	3518	COMPUTER SERVICES
70		03-320-000-0000-6263			445.71	IT GLOBAL - NOVEMBER	3518	COMPUTER SERVICES
	16027	PENNINGTON COUNTY TREASURER			471.18	2 Transactions		
68	20027	THE TIMES			39.88	NOTICE PUBLIC HEARING	237687	ADVERTISING
	20027	THE TIMES			39.88	1 Transactions		
3 Fund Total:					21,020.56	Road & Bridge	13 Vendors	21 Transactions

# Pennington County Financial System



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40 Ditch Funds

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor No.</u>	<u>Vendor Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</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>
64	18305 RED LAKE WATERSHED 40-787-000-0000-6801		37,733.50	RLWD DITCH #15 PENN CO SHARE		MISCELLANEOUS EXPENSE
	18305 RED LAKE WATERSHED		37,733.50	1 Transactions		
40 Fund Total:			37,733.50	Ditch Funds	1 Vendors	1 Transactions

# Pennington County Financial System



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 60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
2337 BKV GROUP INC				
6 60-460-000-0000-6801		118,807.52	1892.5 PENN CO JUSTICE CENTER	41109 MISCELLANEOUS EXPENSE
2337 BKV GROUP INC		118,807.52	1 Transactions	
60 Fund Total:		118,807.52	Capital Improvement Special Re	1 Vendors 1 Transactions
Final Total:		215,518.18	53 Vendors	140 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	37,956.60	County Revenue	
	3	21,020.56	Road & Bridge	
	40	37,733.50	Ditch Funds	
	60	118,807.52	Capital Improvement Special Re	
	All Funds	215,518.18	Total	Approved by, .....
				.....
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Jennifer  
11/20/15 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



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

1 County Revenue

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2	6347 FULTON/JIM 01-251-000-0000-6330		7.51	MEAL - TRANSPORT		TRAVEL & EXPENSE
3	01-251-000-0000-6330		7.58	MEAL - TRANSPORT		TRAVEL & EXPENSE
	6347 FULTON/JIM		15.09		2 Transactions	
4	19343 LARSON/MELISSA 01-251-000-0000-6330		10.13	MEAL - TRANSPORT		TRAVEL & EXPENSE
	19343 LARSON/MELISSA		10.13		1 Transactions	
1	15303 OLSON/DAVID 01-251-000-0000-6330		14.14	MEAL - TRANSPORT		TRAVEL & EXPENSE
	15303 OLSON/DAVID		14.14		1 Transactions	
1 Fund Total:			39.36	County Revenue	3 Vendors	4 Transactions
Final Total:			39.36	3 Vendors	4 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	39.36	County Revenue
All Funds		39.36	Total

Approved by, .....

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