

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
COUNTY BOARD ROOM  
TUESDAY, MARCH 22<sup>nd</sup>, 2016, 5:00 P.M.**

**AGENDA**

Pledge of Allegiance

- 5:00 Ken Yutrzenka – Human Services Director  
- Consent Agenda
  - 5:05 Peter Nelson – Pennington County SWCD  
- Resolution - ‘One Watershed, One Plan’
  - 5:10 Comprehensive Solid Waste Plan
  - 5:30 Laura Stengrim –TRF United Way  
- TRF Area Community Fund
  - 5:40 Mike Flaagan – County Engineer  
- Highway Dept. Items
  - 6:00 Public Hearing – Capital Improvement Plan
- 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 March 15<sup>th</sup>, 2016 (detailed minutes on record)  
are hereby adopted:

SECTION A

- I. To approve the February 16, 2016 Human Service Committee meeting minutes.
- II. To allow the agency to host a Social Work student for a 12 week internship beginning late May 2016.

SECTION B

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

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Aye                  Nay                                  Chairperson                                  Date

**SECTION A**

The regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, February 16, 2016 at Pennington County Human Services.

**COMMITTEE MEMBERS PRESENT**

Don Jensen	Darryl Tveitbakk
Oliver Swanson	Neil Peterson

**STAFF MEMBERS PRESENT:**

Ken Yutrzeuka	Scott Sommers
Julie Sjsotrand	Kathleen Herring

- I. **MINUTES:** The January 19, 2016 Human Service Committee meeting minutes were read. Noting no changes a recommendation was made to forward the minutes to the consent Agenda.
  
- II. **PERSONNEL:**  
After presentation and discussion, recommendation was made to forward the following personnel items to the Consent Agenda.
  - A. The resignation of Tammie Blacklance, Eligibility Worker, effective 02/03/2016.
  - B. The promotion of Laurie Hamness to Lead Social Worker, effective 01/21/2016.
  - C. The hiring of Sarah Burthwick, Office Support Specialist, effective 02/01/2016.
  - D. To re-classify a vacancy from Social Worker/Child Protection Specialist to Social Worker.
  
- III. **GENERAL**
  - A. A proposed resolution authorizing the Director to sign the Master Subscriber Agreement and Request Form to establish a new MGA (Minnesota Government Access) account was presented for consideration This account allows registered agency staff business-need access to statewide electronic public and confidential case records and documents. Upon completion of the presentation and follow up discussion a recommendation was made to forward this item to the Consent Agenda.
  - B. The Director presented information on the upcoming statewide MSSA (Minnesota Social Service Association) training conference scheduled for March 16-18 in Minneapolis. There is interest amongst staff members to attend. Following discussion on this item a recommendation to allow up to four staff members to attend the training conference was forwarded to the Consent Agenda.
  - C. The January 2016 out-of-home cost report was presented for review.
  - D. Month's end cash balance for January 2016 stands at \$1,814,014.90.

**SECTION B**

- I. No Social Service cases were presented for Special Case Review.
  
- II. Kathleen Herring, Financial Assistance Supervisor, 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 moved 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: March 15, 2016 at 12:00pm.

## **RESOLUTION FOR FORMAL REVIEW AND PUBLIC HEARING PROCESS FOR THE RED LAKE RIVER WATERSHED 'ONE WATERSHED, ONE PLAN'**

**WHEREAS**, the County of Pennington, County of Red Lake, County of Polk, the Pennington Soil and Water Conservation District, the Red Lake County Soil and Water Conservation District, the West Polk Soil and Water Conservation District, and the Red Lake Watershed District have made and entered into a Memorandum of Agreement to develop a comprehensive watershed management plan through the Board of Water and Soil Resources One Watershed, One Plan Pilot Program, and

**WHEREAS**, the Memorandum of Agreement created a Policy Committee for development of the watershed-based plan, made up of one elected or appointed member of each governing board, and

**WHEREAS**, the Memorandum of Agreement states that each party will be responsible for initiating a local review and comment process including required public hearings, and

**WHEREAS**, through the planning process the Policy Committee has determined it would be unnecessarily burdensome for each party to be responsible for individual review and comment processes including public hearings, and

**WHEREAS**, the One Watershed, One Plan Operating Procedures for Pilots require the Policy Committee to submit the draft plan to the plan review authorities for a 60-day formal review period, and

**WHEREAS**, the One Watershed, One Plan Operating Procedures for Pilots require the Policy Committee to schedule and hold a public hearing on the draft plan prior to submitting the final draft plan to the Board of Water and Soil Resources for approval, and

**WHEREAS**, the One Watershed, One Plan Operating Procedures for Pilots require only one public hearing with consideration for more than one hearing in a large watershed.

**WHEREAS**, the Policy Committee recommends more than one public hearing due to the size of the Red Lake River Watershed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Red Lake Watershed District staff, acting on behalf of the Policy Committee, will be responsible for submitting the draft plan to the plan review authorities for a 60-day formal review period, and

**BE IT FURTHER RESOLVED**, that there will be three public hearings on the draft plan, with each County Board and the Red Lake Watershed District Board participating in at least one of the hearings. Said hearings to be held in conjunction with the regularly scheduled, or special, Board of Commissioners meetings, one each in Pennington, Red Lake, and Polk Counties.

# Comprehensive Solid Waste Management Plan

Pennington County, Minnesota

SEH No. ROSCO 126303

February 23, 2016



Building a Better World  
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Engineers | Architects | Planners | Scientists

# Executive Summary

The plan reviews the past and present solid waste management system, solid waste abatement programs and policies, and anticipated solid waste management activities. The plan considers various alternatives which can result in the most feasible and prudent reduction of the need for the practice of land disposal of mixed municipal solid waste (MSW) for the County.

The recycling rate in Pennington County in 2014 was 14.3 percent, with a total tonnage of MSW generated equaling 14,066 tons and a tonnage of recycled materials at 2,127 tons. It is anticipated that recycling rates will increase during the period covered by this update.

Projected recycling rates and MSW tonnages for Pennington County from 2015 to 2025 are shown below.

Pennington County Projected Recycling Data (2015-2025)						
Year	2015	2017	2019	2021	2023	2025
<b>Tons Recycled</b>	2459	3058	3467	3919	4317	4882
<b>Tons MSW</b>	14066	14066	14066	14066	14066	14066
<b>% Recycled</b>	17.50	21.60	24.60	27.90	31.70	35.60

Recycling rates show an increase due to the anticipated increase in recorded commercial and industrial recycling tonnages, and an increased commitment to relaunching the recycling program. Details on recycling percentages are shown in the Goal Volume Table, attached as Appendix C.

This update proposes continuation of the County's current solid waste programs in support of Regional programs including, but not limited to, the land disposal of Pennington waste at the Mar-Kit Landfill, east of Hallock, MN, and Grand Forks Landfill, near Grand Forks, ND, household hazardous waste collection of the Clearwater County Household Hazardous Waste facility in Bagley, MN, and local recycling programs. The County's existing management system is an integrated solid waste management system that includes:

- the Mar-Kit Sanitary Landfill and Grand Forks Landfill,
- the Pennington County Transfer Station,
- regional household hazardous waste disposal,
- recycling and participation in the SCORE program,
- special yard waste management programs, and
- addressing waste collection, transport, and assurance.

The plan proposes continuation of all programs and waste management facilities that the County currently participates in, with an increased focus and relaunch of its recycling program. The County will examine all aspects of proposed programs to ensure they are in the best interests of the residents and adhere to existing solid waste management planning rules and program outlines.

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# Comprehensive Solid Waste Management Plan

## Pennington County, Minnesota

Prepared for Pennington County, Minnesota

### 1.0 Background Information

This 2014 Pennington County Comprehensive Solid Waste Management Plan (Plan) has been developed and completed by Howard Person, Pennington County Solid Waste Administrator, and Short Elliott Hendrickson Inc. (SEH) with the assistance of the Minnesota Pollution Control Agency (MPCA). This Plan updates the 2003 Plan in accordance with the revised Minnesota Rules governing the development, adoption, and implementation of solid waste management plans in Minnesota. The MPCA adopted the revised rules (Chapters 9215.0500 - 9215.0880) in 2009 to:

- Reflect current solid waste management practices;
- eliminate rule requirements that were redundant or no longer needed;
- encourage regional planning where viable and beneficial to those counties involved; and
- provide counties more flexibility in choosing waste abatement strategies and integrated solid waste management systems that reflect demographic, geographic, regional and solid waste system differences that exist in greater Minnesota.

This Plan describes the existing integrated waste management system for Pennington County and presents policies and strategies to guide the County's solid waste planning programs over the next ten years. It also includes Pennington County's description of the solid waste abatement programs commonly referred to as SCORE (Select Committee on Recycling and the Environment) programs.

The following sections cover regional background information, solid waste generation and collection, and the history of solid waste management planning in Pennington County.

### 1.1 Demographic, Geographic and Regional Information

Pennington County, located in northern Minnesota, is approximately 300 miles northwest of the City of St. Paul. The County is bounded on the north by Marshall County, on the west by Polk County, on the south by Red Lake County, and on the east by Clearwater and Beltrami Counties. The County covers an area of 616.57 square miles. Pennington County is comprised of 3 incorporated cities and 21 townships. There are a number of unincorporated areas in the County as well.

The following sections describe the county population, land use patterns, and employment and economic data.

#### 1.1.1 Current and Projected Population Data

The State Demographer estimated the 2012 population of Pennington County at 14,020. The U.S. Census estimates the 2013 population to be 14,066. Thief River Falls - a city located in

Pennington County - has an estimated population of 8,716 as of 2013, totaling to over 60 percent of the County's population. There are two other cities in the County – St. Hilaire and Goodridge – with estimated populations of 282 and 134, respectively. Cities are presented in Appendix A. The average persons per household during this time was 2.32, and the average household income was \$47,880. The population is expected to increase by approximately 10 percent based on projections by the Minnesota State Demographic Center. See **Table 1** below.

The 2010 population density was estimated to be 22.6 persons per square mile. The County is approximately 64 percent urban and 36 percent rural (city-data).

County	2015	2020	2025	2030	2035	2040
Pennington County	14,156	14,322	14,436	14,498	14,528	14,547

(Minnesota State Demographic Center)

### 1.1.2 Current and Projected Land Use Pattern

Current land use/cover in Pennington County is primarily cultivated land, urban industrial areas, and deciduous forests. Other land uses include grasslands, water, and wetlands. Pennington County anticipates some development, but the land use will not significantly change during the period covered by this update.

### 1.1.3 Current and Projected Employment Indicators

Employment data for Pennington County from 2003 to 2013 was obtained from the Minnesota Department of Employment and Economic Development (DEED) and is presented in **Table 2**. The County unemployment rate has been steadily improving, from 9.1 percent in 2009 to 3.9 percent as of November 2013, and has exceeded the Minnesota rate of 4.8 percent.

Year	Data Source	Labor Force	Number Employed	Number Unemployed	Unemployment Rate	Minnesota Rate
2003	Annual Average	8,043	7,554	489	6.1	4.9
2004	Annual Average	8,146	7,620	526	6.5	4.6
2005	Annual Average	8,197	7,733	464	5.7	4.2
2006	Annual Average	8,375	7,906	469	5.6	4.1
2007	Annual Average	8,565	7,966	599	7.0	4.7
2008	Annual Average	8,734	8,116	618	7.1	5.4
2009	Annual Average	9,008	8,185	823	9.1	8.0
2010	Annual Average	9,352	8,589	763	8.2	7.4
2011	Annual Average	9,473	8,818	655	6.9	6.5
2012	Annual Average	9,514	8,944	570	6.0	5.6
2013	Through November	9,425	9,061	292	3.9	4.8

(www.deed.state.mn.us, January 2014)

Total employment for the state of Minnesota is projected to increase 30 percent from 2010-2020. This trend will likely carry over to Pennington County, as unemployment rates have decreased since 2009 as shown in **Table 2** above.

**1.1.4 Local Economic Conditions**

According to the Minnesota DEED, there were 438 business establishments in Pennington County as of 2013. This is a decrease from 2008, at which time there were 477 business establishments, the highest since 2000.

The U. S. Census Bureau indicates that the median household income for Pennington County from 2008 to 2012 was \$47,880. This is an increase of almost 40 percent in comparison to the median household income of \$34,216 reported in 1999, despite the difficult economic conditions in the late 2000s.

Along with the increase in median household income, the poverty rate from 2008-2012 was estimated at 10.6 percent, which is 0.6 percent lower than the Minnesota rate of 11.2 percent.

**1.1.5 Regional Constraints and Opportunity**

Historically, waste generation has been directly related to population and industry. The greatest influences on management of waste have been recycling and disposal options.

**1.2 Solid Waste Collection and Generation**

**1.2.1 Solid Waste Collection**

Residential collection in the County is performed by three haulers as summarized in **Table 3**. The City of Thief River Falls uses a bag system. Residents get so many bags per month, and if more are needed they are available for purchase. The city of Thief River Falls standard collection costs approximately \$15 per month. Les’s sanitation uses a barrel and dumpster system. A 65 gallon barrel is used for rural collection and costs \$27.40 per month. A four yard dumpster is also available with a collection fee of \$65 per month plus tax. This volume based collection method is a financial incentive for residents and businesses to reduce the amount of waste contributed to the waste stream.

<b>Table 3 Haulers and Service Areas</b>	
<b>Hauler</b>	<b>Service Area</b>
City of Thief River Falls	City of Thief River Falls
Les’s Sanitation	Marshall and Pennington Counties
Marty Rierson	Rural Pennington County

**1.2.2 Solid Waste Generation**

Pennington County sent an annual average of 11,200 tons annually of MSW to the Mar-Kit and Grand Forks landfills between 2004 and 2013 as shown in **Table 4** below. Based on a population of 14,118 people, MSW generation in Pennington County occurs at an average rate of 0.79 tons/year/resident. This is the same as the national average of 0.79 tons/year/resident.

An estimated 3,900 people in Pennington County uses on-site disposal for the MSW that they generate. This equates to approximately 28% of the population. According to SCORE data, it is estimated that 0.5% of the waste stream is generated by commercial, industrial, and institutional sources, while the rest is residential. This small percentage may be due to poor record keeping and a lack of reporting tonnages by businesses and other institutions.

Waste composition studies have not been performed for Pennington County. However, the Pollution Control Agency performed a state wide solid waste composition study at six sites around the state. Results from the 2013 study showed that the top three components of Minnesota waste are as follows: Paper at 25%, plastic at 18%, and organics at 31%. The remaining 26% of the waste stream is categorized as "other". It is likely that this trend carries over into Pennington County.

**Table 4 Annual MSW Tonnage to Mar-Kit and Grand Forks Landfills (2004-2013)**

Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
MSW to Grand Forks	13,582	12,947	13,113	1,137	765	517	367	482	710	801
MSW to Mar-Kit	0	0	0	8,893	9,275	9,291	9,685	9,762	9,805	10,864
Total Tons	13,582	12,947	13,113	10,030	10,040	9,808	10,052	10,244	10,515	11,665

*(MSW Disposal data provided by the Minnesota Pollution Control Agency)*

SCORE data from 2008-2013 is summarized in **Table 5** below, and outlines the materials that comprise the recyclable waste stream.

**Table 5 Pennington County SCORE Data (2008-2013) (TONS)**

Material	2008	2009	2010	2011	2012	2013
Antifreeze	0	0	0	0	0	0
Fluorescent & HID Lamps	2	2	2	2	5	4
HHW	2	0	0	0	0	4
Latex Paint	3	4	0	4	3	5
Major Appliances	82	82	84	15	12	4
Used Oil	15	11	11	0	6	8
Used Oil Filters	6	6	7	0	0.5	0.5
Vehicle Batteries	84	84	86	5	1	1
Waste Tires	27	27	28	5	5	12
Electronic Appliances	12	23	30	24	36	34
Glass	56	60	61	64	23	92
Aluminum	0	0	0	0	0	0
Co-Mingled Aluminum/Steel/Tin	41	44	47	31	28	56
Steel/Tin Cans	0	0	0	0	0	0
Ferrous & Non-Ferrous	0	0	0	0	0	0
Source Separated Organics	0	0	0	0	0	0
Magazine/Catalog	43	106	83	69	84	43
Mixed Paper	0	1	0	0	0	0
Newsprint	185	227	230	217	0	217
Office Paper	112	66	90	85	133	172
Phone Book	0	0	0	0	172	0
Corrugated Cardboard	961	1,223	1,153	1,134	1,141	1,166
HDPE	0	0	0	0	0	18
Plastic	13	40	51	76	72	64
PET	0	0	0	0	0	0
Other	0	0	0	1	0.5	0.2
Total	1,644	2,006	1,963	1,732	1,722	1,901

*(SCORE data provided by the Minnesota Pollution Control Agency)*

It is the policy of Pennington County to meet or exceed the State mandated recycling goals. The percent recycled rates are low for the County, though there are recycling centers, drop-off locations, and containers located throughout the largest city – Thief River Falls. Projected recycling rates are shown below in **Table 6**. Recycling rates are anticipated to nearly double with a relaunch of the recycling program and improved reporting as outlined in Section 6.3.

<b>Year</b>	2015	2017	2019	2021	2023	2025
<b>Tons Recycled</b>	2459	3058	3467	3919	4317	4882
<b>Tons MSW</b>	14066	14066	14066	14066	14066	14066
<b>% Recycled</b>	17.50	21.60	24.60	27.90	31.70	35.60

### 1.3 Construction and Demolition Debris

Pennington County has a privately owned demolition landfill at the Omega Demolition Landfill (SW-416). The demolition landfill is a Class I facility in accordance with the MPCA's Demolition Landfill Guidance and was permitted starting in July of 1998. The facility is located 2 miles west of St. Hilaire on CSAH 3.

Construction and demolition debris is material resulting from the alteration, construction, destruction, rehabilitation, or repair of physical structures such as houses, buildings, industrial or commercial facilities, and roadways. The County notes that demolition debris consists of the following: concrete, brick, bituminous concrete, untreated wood, masonry, glass, trees, plastic building parts, and some construction waste.

**Table 7** below summarizes the annual total cubic yards of demolition debris generated between 2006 and 2012.

<b>Year</b>	2006	2007	2008	2009	2010	2011	2012
<b>Cubic Yards</b>	10516	9599	8163	9140	8690	8940	9910

*(Information provided by Pennington County Department of Public Works)*

### 1.4 Major Solid Waste Generators

There are three major solid waste generators in Pennington County. The City of Thief River Falls generates approximately 3,070 tons per year. Arctic Cat generates approximately 750 tons per year. Finally, Digi-key Corporation generates approximately 546 tons per year. Schools and medical facilities are also contribute larger volumes of MSW to the waste stream.

### 1.5 Solid Waste Planning History

In 1985, the MPCA permitted the construction and operation of a mixed municipal solid waste (MSW) refuse derived fuel (RDF) processing facility (SW-285). This facility was permitted for the processing of up to 30,000 tons per year of MSW from Pennington, Marshall, and Kittson Counties under a contract with Future Fuels, Inc. In 1992, this permit was expanded to include a MSW composting facility. Both the RDF processing facility and MSW composting facility were closed by 2003 due to increasing costs. The facility at this site is now the Pennington County Transfer Station.

Regional planning began as early as 1985 (with the RDF facility) and will continue throughout the period covered by this update. Pennington County, as well as many of the neighboring counties, haul waste to both the Mar-Kit Sanitary Landfill, which is located near Hallock, MN and the Grand Forks Landfill, located near Grand Forks, ND. Additionally, Pennington, Roseau, Clearwater, Beltrami, Kittson, Lake of the Woods, Polk, Marshall, Red Lake and Cass counties entered into a Household Hazardous Waste Joint Powers Agreement in May, 1992. The purpose of this agreement was to "...create a mechanism whereby the Counties may cooperatively manage, handle and transport HHW, provide public education and further provide for the disposal of non-recyclable HHW materials." This agreement led to the design and construction of the Northwestern Minnesota Household Hazardous Waste Management Regional Facility, located in Bagley, Minnesota.

### **1.5.1 Current Local and Regional Planning Activities**

Since 1992, Pennington County has been participating in a regional household hazardous waste (HHW) management program – the Household Hazardous Waste Joint Powers Agreement. The County also participates in planning efforts with surrounding counties that also haul to the Mar-Kit Landfill. Solid waste officers from all participating counties in the HHW program meet quarterly. Mar-Kit also holds an annual meeting for solid waste officers whose counties participate in the regional hauling to the Mar-Kit Landfill.

### **1.5.2 Future Regional Planning Activities**

Pennington County will continue to participate in the regional HHW management program and attend quarterly meetings. The County also intends to continue hauling waste to the Mar-Kit landfill (as well as the Grand Forks Landfill) for the time period covered by this update. Therefore, the Solid Waste Officer will continue to attend annual Joint-Powers agreement meetings.

### **1.5.3 Impediments or Barriers to Regional Efforts**

Regional efforts at solid waste management have been successful, in that multiple counties haul waste to the Mar-Kit Landfill and the Grand Forks Landfill, and the regional HHW management program has allowed for coordination. However, additional coordination efforts, such as regional composting, could be difficult due to the expense of hauling such materials long distances. Budget and time constraints are the largest barriers to further regional coordination.

### **1.5.4 Resolution of Planning Challenges**

Pennington County is open to ongoing discussions with neighboring counties in regard to the resolution of planning challenges. Future planning efforts may include the adjustment of the waste tire disposal system, which would increase coordination between regional counties.

## **2.0 Existing Integrated Solid Waste Management System**

### **2.1 Goals and Objectives**

The goal of Pennington County's Solid Waste Management System is to provide a comprehensive and accessible solid waste program that protects the environment and has economic sustainability.

The primary objective of Pennington County's Integrated Solid Waste Management System is to establish accessible, environmentally sound, and economically feasible programs that encourage use of the best solid waste management practices. The County intends to maintain its existing solid waste management system with improvements to its recycling program for the period covered by this update.

## 2.2 Waste Collection

The most common collection method in areas of reasonably high population density is collection by packer trucks (compactors mounted on a truck chassis) at the street curb or in the alley adjacent to the source through a commercial hauler who contracts directly with the generator. The packer truck completes its collection route and then hauls to a transfer station, processing plant, or directly to a sanitary landfill.

Individual hauling by the residential, commercial, or industrial generators is sometimes practiced, particularly in rural areas with low population density. Some residents of Pennington County haul directly to the Omega Demolition Landfill and the Pennington County Transfer Facility. This is necessitated by two factors:

- (1) Many rural areas have such a low population density that packer truck collection is too costly, i.e. to make a profit the waste hauler has to charge more than the waste generator is willing to pay; and
- (2) Some rural residents either have insufficient land on which to bury their own wastes or have no desire to bury wastes on their property.

Haulers, rates, and the areas they service are outlined in Section 1.2.1 above.

### 2.2.1 Transfer Stations

#### 2.2.1.1 General

When transporting waste a long distance to a processing plant or sanitary landfill, the transportation cost becomes a major share of total collection and disposal costs. In these situations a transfer station can be used. A transfer station is simply a facility where packer trucks and individual haulers can discharge their solid waste, which is then loaded into large transport trailers and hauled to the disposal point.

Two types of transfer stations have been used: (1) compaction; and (2) non-compaction. In a compaction type transfer station, waste is dumped on a tipping floor, pushed by a front end loader into a compactor hopper, and then mechanically pushed and compacted into a specially designed trailer, which is bolted to the compactor during loading. A semi-tractor then pulls the trailer to the disposal point, like a conventional trucking operation. The advantage of the compactor system is a larger payload, although this is offset in part by road limits.

A non-compaction type transfer station uses large, open-top trailers. The front end loader pushes the waste directly into the trailer from the tipping floor. Due to Minnesota road weight restrictions, the pay load is similar for both types of systems. The advantage of the non-compaction type transfer station is simplicity and cost. However, given the small volume of waste generated in portions of the study area, the large size of the haul vehicles would require many days of wastes prior to getting a full load to haul to a transfer station. This long storage time could result in odor problems and the potential development of rats and flies at the transfer station.

The County currently owns the Pennington County Transfer Station which is located in Thief River Falls. This facility is sectioned into two different areas. One area is operated by the County and one is operated by L&S Systems LLC. According to the Operating and Facility Space Agreement, L&S Systems LLC is allowed "full operation and use of the transfer station tip floor in exchange for waste to meet the County waste contract [with Mar-Kit]." This agreement allows the County to meet the annual tonnage required (8,000 tons per year) by Mar-Kit. In addition, the Agreement allows "use of the County facility storage area in exchange for L&S providing Household Hazardous Waste collection, as well as recyclables

processing and storage.” L&S Systems LLC receives all income from resale of these recyclable materials after processing.

Both areas of the transfer station are permitted separately. The County-operated area holds permit SW-285. This permit allows the transfer station to accept and manage up to 30,000 tons per year of municipal solid waste and construction debris as well as 13,000 tons per year of recyclables, which include: oil, plastic, aluminum, cardboard, paper, newspaper, magazines, and scrap metal. Appliances, lead acid batteries, electronics, and up to 2,000 passenger tire equivalent's (PTE) can also be accepted and stored on site for an allotted amount of time until the materials are hauled away and properly disposed. This area is permitted to accept recycling from the County, but is most commonly used for solid waste.

The area operated by L&S Systems LLC is permitted under SW-628. This permit allows L&S Systems to accept and manage up to 20,000 tons per year of solid waste consisting of MSW and construction debris. This area of the transfer station is also permitted to accept up to 3,000 tons per year of recyclable materials, including: cardboard, magazines, newspaper, office paper, co-mingled metal, mixed plastic batteries, and fluorescent and HID lamps. Appliances, lead acid batteries, electronics, and up to 2,000 passenger tire equivalent's (PTE) can also be accepted and stored on site for an allotted amount of time until the materials are hauled away and properly disposed. This portion of the transfer station, though permitted to accept solid waste, is generally used for recyclable materials.

The county intends to continue operation of the Pennington County Transfer Station in conjunction with L&S Systems LLC.

## **2.2.2 Description of Land Disposal Facilities in Use**

### **2.2.2.1 Existing System**

Pennington County's existing waste management system includes:

- two sanitary landfills – the Mar-Kit Sanitary Landfill and the Grand Forks Landfill,
- one demolition landfill – the Omega Demolition Landfill,
- one transfer station – the Pennington County Transfer Station,
- one hazardous waste facility – the Northwest Minnesota Regional Household Hazardous Waste Management Regional Facility,
- four recycling drop off sites,
- three yard waste drop-off sites in Thief River Falls,
- and one yard waste curbside collection program

Maps showing the cities with recycling drop off sites and yard waste collection sites are included in Appendix A.

Land disposal is currently the primary management method utilized by Pennington County. Mixed municipal solid waste (MSW) generated in the County is collected by haulers as outlined in Section 1.2.1 and transported to the Pennington County Transfer Station. Permits SW-285 and SW-628 for the transfer station have been renewed and are up-to-date. The waste is then hauled to either the Mar-Kit Landfill located near Hallock, MN or the Grand Forks Landfill located near Grand Forks, ND. The County's contract with the Mar-Kit Landfill expires in December of 2015. The County anticipates renewal of the contract at that time.

There are two recycling drop-off locations in Pennington County: one in the city of Goodrich and one in the city of St. Hilaire. Les's Sanitation collects recycled materials from these locations for processing.

Yard waste is collected twice a year in the city of Thief River Falls, during the spring and the fall. This collection reaches an estimated 75 percent of the County's population. All collected materials are composted and available to the public for no charge.

**2.2.2.2 General**

Sanitary landfilling is a controlled burial operation which is intended to protect the public health, minimize environmental impacts, and prevent nuisance conditions. The basic requirements of a sanitary landfill which achieve these objectives and thus distinguish it from an open dump are as follows: (1) confinement of waste to a small working area; (2) compaction of waste in shallow layers; (3) application of daily soil cover, and control surface waste run-in, and (4) operation in compliance with all state and federal regulations.

Sanitary landfilling is currently the primary method for solid waste disposal in Pennington County, through the Mar-Kit landfill and the Grand Forks Landfill. In the past, many landfills have been improperly sited, constructed, and operated when evaluated against current regulations and state-of-the-art ground water and surface water protection measures for landfills. Properly selecting, designing, constructing, and operating a sanitary landfill minimizes the environmental impact associated with this solid waste management option.

There are 5 dump sites that were closed between the mid 1970's and the early 1980's in Pennington County. There was also one transfer station closed in Pennington County. Each of these sites is now a State Assessment site under the Minnesota Pollution Control Agency (MPCA). **Table 8** below summarizes MPCA dump site and transfer station closures in Pennington County.

<b>Table 8 MPCA Closures in Pennington County</b>		
<b>Name</b>	<b>Location</b>	<b>Closure Date (if known)</b>
Dale Wennberg Dump Site	Thief River Falls	-
Goodridge Dump Site	Goodridge Township	-
Saint Hilaire Dump	River Falls Township	December 16, 1976
Unnamed	Norden Township	-
Unnamed	Norden Township	-
Thief River Falls Transfer Station	Thief River Falls	-

Currently, MSW generated in Pennington County is transferred to the Mar-Kit landfill in Kittson County and the Grand Forks landfill in Grand Forks County via the Pennington County Transfer Station. The Mar-Kit Landfill, Permit Number SW-92, has been in operation since 1972 and is owned by the Mar-Kit Joint Powers Board. It maintains 10-year contracts with the counties it accepts waste from. These contracts will expire in 2015, at which time counties will decide whether or not to renew their contracts or to haul waste elsewhere. The counties are as follows: Pennington, Koochiching, Lake of the Woods, Roseau, Red Lake, Warren, Kittson, Marshall as well as the Red Lake Indian Reservation. The landfill also accepts waste from both Walsh and Pemona County in North Dakota. The landfill staff anticipates that most counties will renew their contract.

The Mar-Kit Landfill includes both active and inactive disposal areas for MSW, with an anticipated life of at least 30 more years. The landfill anticipates adding another 13 cells to the east of the existing facilities during this time. Current facilities include a main office, truck scale, balefill facility, multiple equipment storage buildings, a materials recycling facility, and service roads.

The Grand Forks Landfill, Permit Number SW-069, also includes both active and inactive disposal areas for MSW, with an anticipated life of at least 90 more years. The landfill does not have any planned expansion at this time.

Incoming waste is dumped on the tipping floor from the truck and put on a conveyor belt to be sent to the baler as needed to maximize disposal and ease of construction of each cell in the disposal area.

Baling is a solid waste volume reduction process that consists of compacting solid waste into high density, rectangular-shaped bales. Baling achieves 50 to 100 percent higher in-place density in a sanitary landfill than conventional compaction methods can accomplish. A potential disadvantage of baling is that the high density may hinder biological decomposition, thus extending the period over which leachate is a concern at a particular landfill.

The advantages of baling include lower transportation costs; reduced risk of landfill fires; reduced vector problems; minimizing many of the environmental impacts of landfills; and extending landfill life because of the reduced volume of wastes.

Both the Mar-Kit and Grand Forks landfills currently put baled waste in woven polypropylene-resin bags that are water and gas permeable. However, the cost of the bags has increased such that the Mar-Kit landfill will return to using a wire baling method. Baled waste is hauled to the working face of the landfill by front-end loaders and stacked. Using the method of baling can significantly reduce the amount of wind-blown litter on-site as well as results in an efficient use of air-space.

### **2.2.3 Waste Handling**

Solid waste at the Mar-Kit Landfill is managed in accordance with the approved facility Operations Plan. An Operations Plan is also in place at the Grand Forks landfill. Solid waste accepted for disposal at both landfills includes mixed municipal solid wastes and approved industrial waste. Management of approved industrial waste is in accordance with the landfill's Industrial Solid Waste Management Plan.

At the Mar-Kit landfill, MSW is screened at the facility by a certified landfill operator to ensure that prohibited wastes do not enter the landfill. Certified landfill operators undergo training to detect prohibited materials that could enter the facility. If prohibited wastes are detected, the landfill operator rejects the waste and provides information on alternate disposal facilities. If an unacceptable load is dumped in the landfill, this area is quarantined-off and the MPCA is contacted for assistance with proper disposal.

Approved industrial wastes at the Mar-Kit landfill and the Grand Forks landfill are managed in accordance with the facility Industrial Waste Management Plan. All wastes from industrial generators must seek prior approval for disposal of their wastes at the Mar-Kit landfill. Evaluation of the wastes includes review of inventories' physical test results. If insufficient data is available from the evaluation form prepared by the generator, additional testing will be requested, which could include Toxicity Characteristics Leaching Procedure (TCLP), Paint Filter Liquids test, and Chemical Composition Analysis. Upon acceptance, a waste approval letter will be sent to both the generator and the hauler. In this letter, disposal conditions will be specified including quantity, frequency of disposal, and packaging of wastes. Waste is then tracked from the generator to the hauler and finally at the disposal facility by waste tracking forms.

### **2.2.3.1 Landfill Monitoring**

According to the Findings of Fact by the Minnesota Pollution Control Agency, dated June 22, 2010, the Mar-Kit landfill has not shown to be a significant source of groundwater contamination or pollutant migration. Residents near the landfill use rural water distribution systems rather than wells due to low groundwater flow rates. Therefore, drinking water contamination is not of concern at this time.

The Grand Forks Landfill sends groundwater reports to the State of North Dakota Department of Health bi-monthly, and the Grand Forks landfill has also not been shown to be a significant source of groundwater contamination or pollutant migration.

A leachate spray irrigation system is used to treat landfill leachate at the Mar-Kit landfill. It is applied to a 20-acre area on-site. Stormwater on-site is routed to sedimentation ponds, and any runoff that comes into contact with waste is treated as leachate and sent to the pretreatment ponds. The landfill will continue to route stormwater to sedimentation ponds as the site continues to expand in size.

At the Grand Forks landfill, there is also a leachate system in place. The leachate from the Grand Forks landfill is collected in pipes and pumped directly to their wastewater treatment plant.

### **2.2.4 Inspections**

The Mar-Kit landfill is inspected monthly in accordance with MPCA requirements. Activities inspected include:

- uncontrolled vegetation growth
- soil erosion
- vandalism on the monitoring systems
- rodents and burrowing animals
- malfunctions in the leachate, gas detection and collection systems; and
- settlement in closed areas

Inspection activities are recorded on field inspection log forms maintained on-site. Deficiencies are documented on the log. Repairs or corrections are implemented immediately and noted on the site inspection log.

The MPCA makes periodic visits to the site and records problems and violations. Any problems are rectified and a follow-up letter is sent to the MPCA reporting the date and type of correction.

The Mar-Kit Landfill has not had any recent problems or violations.

The Grand Forks landfill performs internal inspections on a monthly basis and the state of North Dakota performs inspections at the landfill bi-monthly. The Grand Forks landfill has not had any recent problems or violations.

## **2.3 Recycling and Special Wastes**

The Mar-Kit Landfill accepts all recyclable materials from Pennington County. Due to the remote nature of Pennington County, there is no local market for recycled materials.

## **3.0 Proposed Integrated Solid Waste Management System**

### **3.1 Goals and Objectives**

The primary objective of Pennington County's Integrated Solid Waste Management System is to establish accessible, environmentally sound, and cost-effective programs that encourage use of the best solid waste management practices. Pennington County intends to continue and maintain its existing solid waste management system for the period covered by this update.

## **4.0 Solid Waste System Evaluation and Ten Year Implementation Plan**

### **4.1 Solid Waste Reduction Policy and Goals**

Minnesota Statutes §115A.55, §115A.5501, and §115A.5502 address and encourage source reduction through waste education programs, promotion of waste reduction, technical and financial assistance to solid waste generators, and reduction of packaging in waste. The County recognizes that waste reduction is an important component in a successful solid waste management program. It is the goal of the County to provide periodic educational materials, so as to encourage residents to think about how much waste they are generating and how they can contribute to a reduction in waste. The County does not have an established waste reduction goal. Rather, it tries to do as much as possible with the funding available.

### **4.2 Existing Solid Waste Reduction Practices**

Pennington County regards waste reduction as a primary constituent of the integrated waste management system. It is apparent through the service and hauler fees for commercial and industrial generators that waste reduction is cost effective. The County does not have an established solid waste reduction goal. Pennington County does as much as they can with funds available.

The County currently provides the following assistance to residents, businesses and institutions:

- Promotes source reduction through television and radio
- Annually hosts events for Pollution Prevention Week
- Annually distributes source reduction brochures, flyers, and posters to County businesses & residents
- Provides a solid waste directory for County businesses & residents
- Annually promotes OEA What-A-Waste curriculum in schools, (i.e., Challenger Schools Source Reduction Challenge)
- Cooperates with other counties to fund regional source reduction programs
- Conducts source reduction sessions at community events
- Conducts workshops demonstrating proper home composting techniques
- Refers organizations to an existing materials exchange program coordinated through HHW program
- Works with targeted business sectors to reduce waste

## **4.3 Specific Programs to be Developed**

Pennington County's waste reduction program is relatively new. The County will consider development and implementation of the following programs during the 10-year planning period:

- Continued distribution of brochures, flyers, and posters to County businesses and residents
- Host workshops
- Source reduction recognition program
- Continue to support existing waste reduction programs

### **4.3.1 Office Paper Reduction**

Various techniques can be used to reduce the amount of office paper that is discarded, thereby reducing the waste stream. Easily implemented waste reduction techniques include printing double sided copies, increased use of microfiche and magnetic tapes, increased use of electronic documents and electronic filing systems, using throw away paper for scratch paper and office note pads, and reducing the size of business forms.

### **4.3.2 Backyard Composting**

Backyard composting is another potential method of waste reduction. Yard wastes constitute approximately 10-12 percent of the waste stream. Ideally this percentage of the waste stream could be eliminated by educating and encouraging the public to compost.

In accordance with state law, yard waste is banned from burial in the landfill. Pennington County has an education program in place on how to perform proper backyard composting. The city of Thief River Falls in the County also offers curbside collection of yard wastes twice a year.

### **4.3.3 Volume-Based Garbage Collection Fees**

A volume-based garbage collection rate is a program where the generator is charged on a per can, per bag, or by-weight basis. Experience shows that volume-based fees encourage the general public to reduce waste. Pennington County has ensured that all cities and townships in the County meet the volume-based license requirements found in Minn. Stat. 115a.93.

## **4.4 Program Budget**

The itemized Solid Waste Budget is included as Appendix B.

## **5.0 Waste Education**

### **5.1 General Policy and Goals**

The primary key to implementing any program to reduce the volume of solid waste disposed is a public education program. Public service announcements on radio or TV, brochures, a series of newspaper articles on waste disposal problems, and speeches at schools or civic meetings can stimulate the necessary public awareness of waste generation practices to initiate changes in disposal habits. A public education brochure on waste reduction could be distributed with information on recycling programs to reduce duplication of printing and distribution efforts. It is the goal of Pennington County to provide as much waste education as is financially feasible. It will meet the minimum MPCA requirement of distribution of educational materials once every three months.

## **5.2 Existing Solid Waste Education Practices**

Pennington County is committed to educating the general public about reusing, reducing, recycling, and the proper disposal of waste in a manner consistent with state rules. Education is the key to a successful source reduction and recycling program.

The County has used the following to provide waste education to residents and businesses:

- Distribution of educational materials about yard waste management and source reduction
- Advertising of new and existing programs in local newspapers and radio
- Conduction of workshop demonstrating proper home composting techniques
- Provided residents and businesses with a solid and hazardous waste directory

## **5.3 Specific Programs to be Developed**

Pennington County does not have a formal waste education program in place, though presentations have been performed for local service groups and large-quantity generators.

## **5.4 Schedule of Implementation**

The County's waste education program is in place and functioning successfully. Educational pieces are presented on an as-requested basis.

## **6.0 Recycling**

### **6.1 General Policy and Goals**

It is the goal of Pennington County to provide recycling to residents in accordance with Minn. Stat. §115A.555, which states that one recycling center, accepting four or more materials, must be open 12 or more hours per week. Pennington County meets this requirement to provide residents with an "opportunity to recycle" per Minn Stat. §115A.552.

### **6.2 Existing Recycling Practices**

Pennington County's recycling management program includes the following:

- 1 recycling center
- 4 recycling stations
- 1 material recovery facility
- Drop-off recycling at MarKit

L & S Systems LLC collects recycling at the transfer station. The glass collected at this transfer station is shredded into sand and used for road construction. The primary recycling center is Les's Sanitation, located at 1345 State Hwy. 32 South in Thief River Falls. Recyclables are processed at this center. Collection containers are located at Goodridge, St. Ilaire, Hugo's, and Super One Foods.

### **6.3 Programs to be Implemented**

Pennington County will implement a relaunch campaign of their recycling program during the period covered by this update. This will include an extensive advertisement and educational campaign, as well as the creation of an Environmental Services link on the county website that will contain information relevant to waste reduction, HHW, and recycling. Coordination with local businesses will also be increased to reduce waste and increase recycling opportunities. The County will use a phased approach so that the county can ensure funds and resources as well as evaluate the effectiveness of implemented programs.

- One Year Implementation
  - Create a Pennington County Environmental Services website. The County will add detailed solid waste and recycling information to an Environmental Services website that will be accessible through a link on the County Website. The web page will include links to the approved Comprehensive Solid Waste Management Plan, explicit information on where and how to recycle in the County, operating hours, rates, and contact information for personnel in solid waste, and lastly HHW collection, recycling, and disposal information.
  - Recycling Collection at Pennington County Events. The Pennington County Fair is the largest public gathering in the county, running five days. However, there are other events running a day or more, such as Everybody's Market, Riverfest, and other events that may present opportunities to recycle. This effort would focus on plastic and aluminum beverage containers. Individual recycling bins would be purchased by Pennington County and placed next to trash bins throughout the grounds and Pennington County would supply one large receptacle for hauling recyclables away for further processing.
- Two Year Implementation
  - Enhance the recycling collection program for public agencies and offices in Pennington County as well as schools or other private businesses that wish to pursue a more aggressive recycling effort at their facility. Participating facilities will be provided equipment and methods to recycle additional products such as corrugated cardboard, office paper, beverage containers or other recyclable material specific to their business or location. Custodial staff will coordinate collection with Pennington County and Les's Sanitation based on cost and need for assistance.
  - Produce handouts which would be specific to each city and county solid waste program. These handouts would be designed to send out in a city newsletter. The handout would also be distributed to new residents when they move into a county home. The focus of the handouts will be on the how, when, and where to dispose of all types of wastes and recyclables in their community. Pennington County Solid Waste Staff will be responsible for this operation. Electronic copies of the fact sheets that can be updated over time with new program information will be made available on the County website.
- Three Year Implementation
  - Start an environmental school program. Pennington County will start a program that is presented to all the 5<sup>th</sup> grade classes in the County. The focus will be on reduction, reuse, and recycling. The program will be presented annually by Pennington County Solid Waste Staff.
  - The County will have targeted meetings with local industry and businesses to look for additional opportunities to recycle or reduce waste. The County will look for opportunities where some investment in time and/or equipment may allow for additional recycling or waste reduction opportunities with specific partners/businesses. Extra effort will be made to collect data on recycling, reduction or reuse of waste materials, which will offer more accurate numbers for the County to report annually as part of the SCORE program.

Pennington County will maintain existing recycling programs for the period covered by this update. The County will use education, technical information, and special programs to strengthen both residential and commercial recycling programs. A focus will be placed on

encouraging commercial institutions to keep better records of recycled material tonnages so that it can be included in future SCORE reports.

## **6.4 Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

## **7.0 Yard Waste Management**

### **7.1 General Policy and Goals**

It is the goal of Pennington County to prevent yard waste from entering the landfill as it is prohibited by State law.

### **7.2 Existing Programs**

The city of Thief River Falls provides yard waste curbside collection twice a year (spring and fall) for all residents. This program reaches an estimated 8,200 residents of the County. Yard waste is composted by the city at a location near the lagoons. The composted material is available to County residents at no cost.

The County does not have an estimate of backyard composting tonnages. It can be assumed, because of the high number of rural residents, that backyard composting has and will continue to be an essential part of most households' waste disposal.

Each community hosting a yard waste compost program has been informed of the potential environmental risks that include odor and leachate generation. It is the responsibility of these communities to operate their respective programs in a manner consistent with Minnesota Rules and best management practices for yard waste composting to ensure that environmental risk is minimized if not eliminated.

In addition, the County educates residents of the fact that yard wastes can no longer be put out with MSW going to the landfill. The County encourages all rural residents to compost yard waste and offers educational material to assist compost efforts. Additionally, the County provides technical assistance concerning on-site operation and maintenance for on-site composting efforts.

### **7.3 Specific Programs to be Developed**

The County considers this program to be mature and does not plan to make any changes for the duration of this update.

### **7.4 Environmental Impacts of Yard Waste Management**

By composting yard waste or re-using it in the form of mulch or woodchips, the amount of waste that is sent to the landfill is significantly reduced. Burning yard waste creates the opportunity for soot and other particulates to enter the atmosphere and contribute to air pollution. Composting and mulching allow for the responsible disposal and re-use of yard waste.

## **8.0 Source-Separated Organic Materials Composting**

Pennington County does not currently have any MSW composting facilities. From 1992-2003, the Pennington County Transfer Station operated as a MSW composting facility. The facility accepted MSW from Pennington, Marshall, and Kittson Counties during this time. The facility was closed due to high costs of operation. Pennington County does not plan to reestablish

the MSW composting facility for the duration of this update. The County plans to use the space under permit SW-285 for the transfer of materials.

## **9.0 Solid Waste Incineration and Energy Recovery**

Pennington County operated a RDF processing facility from 1985 until 2003. This facility consisted of a d-RDF process in which dry pellets were made as described above. The facility accepted MSW from Pennington, Marshall, and Kittson Counties during this time to process into d-RDF. The facility was closed due to costs. Pennington County does not plan to reestablish the RDF processing facility for the duration of this update. The County plans to use the space under permit SW-285 for the transfer of materials.

### **9.1.1 Environmental Concerns**

There are two areas of environmental concern with the incineration of municipal solid waste: air pollution control and the disposal of incinerator ash. Air pollution control may require expensive additional equipment including dry scrubbers and bag houses. The concern over ash disposal revolves around the possibility of the incinerator ash being classified as a hazardous waste that would require additional safe guards. Due to the high costs and implementation barriers surrounding the energy recovery alternatives, this option has been eliminated from further analysis in this management plan update.

### **9.1.2 County Plan**

Solid waste energy recovery is currently not available in Pennington County. The cost of implementation for a new waste-to-energy option would not be feasible unless additional coordination with neighboring counties were to allow implementation to occur at a reasonable cost. The County does not plan to reestablish a waste-to-energy process for the period covered by this update.

## **10.0 Land Disposal of Mixed Municipal Solid Waste**

### **10.1 General Policy and Goals**

Sanitary landfilling is currently the primary method for solid waste disposal in Pennington County. As stated earlier, in Section 2.1.3.2, sanitary landfilling is a controlled burial operation which is intended to protect the public health, minimize environmental impacts, and prevent nuisance conditions. The basic requirements of a sanitary landfill which achieve these objectives and thus distinguish it from an open dump are as follows: (1) confinement of waste to a small working area; (2) compaction of waste in shallow layers; (3) application of daily soil cover and controlling surface waste run-in, and (4) operation in compliance with all state and federal regulations.

Siting of new sanitary landfills must now follow stringent state and federal regulations which are intended to protect public health and the environment. New state rules were adopted on October 12, 1992, which included the USEPA 40 CFR, Subtitle "D" requirements. Siting criteria for landfills are outlined in the MPCA Solid Waste Management Rules Chapter 7035, which limit development in areas considered unsuitable.

In the past, many landfills have been improperly sited, constructed, and operated when evaluated against current regulations and state-of-the-art ground water and surface water protection measures for landfills. Properly selecting, designing, constructing, and operating a sanitary landfill will minimize the environmental impact associated with this solid waste management option.

It is the goal of Pennington County to continue using sanitary landfilling as the primary method for solid waste disposal, via the Grand Forks and Mar-Kit Landfills.

## **10.2 Existing Program**

### **10.2.1 Landfill Facilities**

The Mar-Kit Landfill has a permitted 1,747,780 Cubic Yard capacity. The current permit expires June 23, 2015. The Landfill also has a Certificate of Need. Additionally, the Landfill has a financial assurance trust fund with a balance of \$2,091,571 as of January 1, 2014. The Landfill contributes approximately \$3300 per month into the fund. The existing land disposal program, the operation of the Mar-Kit landfill, and the operation of the Grand Forks landfill are described in detail in Section 2.2.2.

### **10.2.2 Solid Waste Volume Reduction Programs**

The Mar-Kit Landfill and the Grand Forks Landfill use baling as a volume reduction method. Baling is a solid waste volume reduction process that consists of compacting solid waste into high-density, rectangular-shaped bales. Baling achieves 50 to 100 percent higher in-place density in a sanitary landfill than utilizing conventional compaction methods. A potential disadvantage of baling is that the high density may hinder biological decomposition, thus extending the period over which leachate is a concern at a particular landfill.

The advantages of baling include lower transportation costs; reduced risk of landfill fires; reduced vector problems; minimizing many of the environmental impacts of landfills; and extending landfill life because of the greater density of wastes.

Based on estimates provided by a local manufacturer, a baling system capable of processing 50 tons per day of solid waste would cost approximately \$15 per ton to construct, operate and maintain. Even if the baler could reduce landfill space requirements by 50 percent, and eliminate the need for daily cover, it will not reduce the need for leachate collection and treatment systems, ground water monitoring, closure, and other substantial landfill costs. As with shredding, baling is not a permanent solution to the landfill problem. Baling can help extend landfill life but not alleviate the need for a landfill.

## **10.3 Environmental and Public Health Impacts**

A considerable amount of information has been discussed regarding the potential environmental risks associated with a sanitary landfill. Primary concerns relate to ground and surface water contamination and gas generation at the site.

The Mar-Kit and Grand Forks Landfills recognize the potential risks inherent in landfilling and these facilities work to control and minimize the risks through proper design, construction, and operation practices. Hydrogeologic studies at the sites are necessary to assess local ground and surface water conditions. A study of the existing landfills indicates no measurable impacts on the groundwater have occurred thus far. The permitted site areas have been designed and operated to minimize the formation of leachate from the waste. A liner and leachate collection system is used to control leachate. The Grand Forks Landfill pipes the leachate directly into their wastewater treatment center. Leachate head levels on the liner are limited to a one-foot depth through the use of collection pipes, holding tank, and pumps. In addition, regular inspections of the Mar-Kit site by MPCA staff by County officials ensure an environmentally safe operation in the. The State of North Dakota performs regular inspections of the Grand Forks Landfill that ensure safe landfill operations. Funding has been established for long-term care and monitoring at the sites. These and other efforts can help reduce the risks associated with the landfilling of solid waste.

## **11.0 Waste Tire Disposal and Recovery**

### **11.1 Policy and Goals**

The Waste Management Action (1988 amendments) require that counties include collection and processing of waste tires in their solid waste management plans (Minnesota Statute §115A.914, subd. 3). Under this statute, counties shall adopt ordinances for the management of waste tires that meet or exceed the MPCA Rules (MS 115A. 914, subd. 3., and MR 9220.0200 to 9220.0680).

Waste tires were banned from land disposal in Minnesota after July 1, 1985 (MS 115A.904). Although banned from disposal in landfills, waste tires may be stored above ground at landfills permitted by the MPCA. A permitted landfill may store no more than 10,000 waste passenger car tires or the equivalent weight of other tires or tire-derived products at any time without obtaining additional permits. Any person that collects, stores, or processes 500 or more waste tires must have a waste tire facility permit. State statute does exempt individual and businesses from the need to obtain a waste tire facility permit if certain criteria are met.

It is the goal of Pennington County to provide residents with the opportunity to properly dispose of waste tires to ensure that they do not enter landfill facilities.

### **11.2 Existing Waste Tire Practices**

Pennington County offers tire disposal at the Pennington County Transfer Station. Waste tires are picked up by licensed tire contractors and transported for recycling annually. Additionally, many businesses have developed contracts with licensed tire haulers for management of their tires. There are no known tire dumps within the County at this time. The County does not have a solid waste tire ordinance. The Pennington/Marshall Extension Educator is responsible for the management of this program.

### **11.3 Specific Programs to be Developed**

Pennington County considers this program to be mature and does not intend to modify it during the period covered by this update.

### **11.4 Estimated Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

### **11.5 Implementation Schedule**

Pennington County considers its waste tire management program to be mature, and intends to maintain the program through the period covered by this update.

## **12.0 Electronic Products**

### **12.1 General Policy and Goals**

It is the policy of Pennington County to comply with Minnesota Statute §115A.9565 which prohibits Cathode Ray Tubes (CRTs) from disposal in a landfill.

### **12.2 Existing Electronic Products Management Practices**

Pennington County accepts drop-off CRTs and other electronic equipment - such as televisions, computer monitors, computers, microwaves, and other devices that have wiring, circuitry, circuit boards, batteries, and other similar components - for recycling at the Pennington County Transfer Station for \$7.00 per unit. The electronics are then picked up by a licensed hauler at least annually to be disposed of properly at an appropriate facility. The

total amount of electronic products recycled is shown in **Table 5**. The Pennington/Marshall Extension Educator is responsible for the management of this program.

### **12.3 Specific Programs to be Developed**

The County will continue to make referrals to licensed electronics recyclers within the state. The County will continue to review alternatives for land disposal of residential electronics wastes and to provide collection opportunities for County residents.

### **12.4 Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

## **13.0 Major Appliance and Scrap Metal Management**

### **13.1 General Policy and Goals**

A person may not place major appliances in mixed municipal solid waste or dispose of them in a solid waste processing or disposal facility after July 1, 1990 (MS 115A.9561). Major appliances are clothes washers and dryers, dishwashers, hot water heaters, garbage disposal, trash compactors, conventional ovens, ranges and stoves, air conditioners, microwave ovens, refrigerators, and freezers. It is the goal of Pennington County to continue to comply with Minnesota Statute §115A.552 which ensures that residents will have an opportunity to recycle.

### **13.2 Existing Appliance and Scrap Metal Management Practices**

Appliances and scrap metal are accepted at the Pennington County Transfer Station at a fee of \$7.00 per unit. Appliances and scrap metals are either stored until they are hauled or processed into a resalable product. The total amount of major appliances generated is shown in **Table 5**. The Pennington/Marshall Extension Educator is responsible for the management of this program.

### **13.3 Specific Programs to be Developed**

Pennington County will continue to fund the major appliance and scrap metal program at adequate levels to ensure that appliances and scrap metal received at facilities will be properly managed. The County will continue to evaluate and monitor the program for possible enhancements to better serve the public. There are no plans for modification of the program at this time.

### **13.4 Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

### **13.5 Implementation Schedule**

It is the intention of Pennington County to continue the existing program, with no plans for modification at this time.

## **14.0 Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management**

### **14.1 General Policy And Goals**

Minnesota Statute §115A.916 states a person may not place used oil in mixed municipal solid waste or place used oil in or on land, unless approved by the agency.

Used oil includes: spent automotive lubricating oils (including car and truck engine oil), transmission fluid, brake fluid, turbine, bearing oils, hydraulic oils, metal working oils, gear oils, electrical oils, refrigerator oils, fluids related to rail operations, and spent industrial process oils.

Minn. Stat. §325E.11 requires that any person selling at retail or offering motor oil for retail sale in Minnesota must provide a notice indicating the nearest location, or a location within ten miles of the point of sale, where used motor oil may be returned for recycling or reuse, and provide a collection of used motor oil and post notice of the availability of the tank.

A person may not place a lead acid battery in mixed municipal solid waste or dispose of a lead acid battery. A person who violates this section is guilty of a misdemeanor (Minn. Stat. 115A.915).

A person selling lead acid batteries at retail or offering lead acid batteries for retail in this state shall accept, at the point of transfer, lead acid batteries from the customers (Minnesota Stat. §325E.115). Retailers are also required to accept your used lead acid batteries, even if you do not purchase a battery.

It is the goal of Pennington County to responsibly offer recycling opportunities for automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries.

#### **14.1.1 Pennington County's Current or Proposed Action**

Mercury switches and other hazardous components are collected and disposed of in the same manner as household hazardous waste, as described in Section 15.0. Motor Vehicle fluids and filters, used oil, and used oil filters are accepted at the Pennington County Transfer Station. Used oil and filters are also collected at local service stations at a variable charge as required by Minnesota law. The Pennington/Marshall Extension Educator is responsible for the management of this program.

#### **14.2 Specific Programs to be Developed**

The County considers this program to be mature and has no plans for expansion at this time.

#### **14.3 Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

### **15.0 Household Hazardous Waste and Very Small Quantity Generator (VSQG) Hazardous Waste Management**

#### **15.1 General Policy and Goals**

Minn. Stat. 115A.96, subd.1 (b) defines household hazardous waste as waste generated from household activity that exhibits the characteristics listed as hazardous waste under MPCA rules. A waste is defined as hazardous waste if it is:

- ignitable,
- toxic,
- corrosive, or
- reactive.

Household hazardous waste (HHW) may include: pesticides, solvents, preservatives, cleaners, paints, and other common household products. These wastes may affect the environment by impairing air quality or by contaminating soil, surface water, or ground water.

If improperly managed, household hazardous waste may be ingested, inhaled, or absorbed through the skin.

It is the goal of Pennington County to continue to offer opportunities for recycling of household hazardous waste through the regional HHW management program.

## **15.2 Existing Programs and Practices**

Pennington County is a member of the Northwestern Minnesota Household Hazardous Waste Management Group (NWMNHHW). Other members of this joint powers group include Roseau, Beltrami, Cass, Clearwater, Kittson, Lake of the Woods, Marshall, Polk, and Red Lake Counties. The regional facility is located in Bagley and is available for drop-off on the first and third Tuesdays of each month and by appointment for other times. Residents can bring their HHW to Les's Sanitation anytime during regular business hours. The Pennington/Marshall Extension Educator is responsible for the management of this program.

## **15.3 Specific Programs to be Developed**

This program is mature and is only updated as changes in specific HHW management are stipulated by statute or if alternate management options become available as driven by industry.

## **15.4 Program Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

## **16.0 Construction and Demolition Debris**

### **16.1 General Policy and Goals**

Construction and demolition debris must be collected separately from traditional garbage. This debris is landfilled in demolition landfills that operate under separate rules. The Omega Demolition Landfill currently accepts County resident's demolition debris. Demolition debris is not currently hauled to the Pennington County Transfer Station or the Mar-Kit Landfill though these facilities are permitted to accept the materials.

It is the goal of Pennington County to continue having a demolition landfill available to County residents for appropriate disposal of demolition debris.

### **16.2 Existing Construction and Demolition Debris Practices Program**

Currently, the Omega Demolition Landfill is the primary site to dispose of demolition debris in Pennington County. The site has become a MPCA permitted facility (SW-416), as the county received their 5-year demo permit on July 1, 1998. The County has re-permitted as necessary to present and hold a current demo permit. The current permit expires in slightly more than a year, and the County will likely not be re-permitting this site.

The County has 3 options to demolition debris disposal at the expiration of the Omega Demolition Landfill's permit:

1. Re-permit the Omega Demolition Landfill, which by MPCA requirements involves the installation of groundwater monitors
2. Direct haul demolition debris to the Mar-Kit Landfill or the Grand Forks Landfill using a container system
3. Direct haul demolition debris to a nearby demolition landfill, such as the Red Lake County Demolition Landfill or the Marshall County Demolition Landfill

More information about demolition debris management in Pennington County can be found in Section 1.3. The Pennington/Marshall Extension Educator is responsible for the management of this program.

### 16.3 Specific Programs to be Developed

Pennington County will continue to maintain its existing demolition debris program through Omega Demolition Landfill until the permit expires. At this time, Pennington County will choose the most economically feasible and convenient option for the County's demolition debris program.

### 16.4 Program Budget

The County budget is attached as **Appendix B**.

### 16.5 Responsible Person

The Solid Waste Administrator is responsible for the operation and execution of Construction and Demolition Debris program.

### 17.0 Solid Waste Ordinance

Pennington County does not have a Solid Waste Ordinance.

### 18.0 Solid Waste Staff

#### 18.1 Existing Staff

Solid waste staff in Pennington County are responsible for the management of solid waste programs and systems. Table 9 below summarizes the existing solid waste administration in Pennington County.

Table 9 Existing Solid Waste Administration	
Responsibilities	Full Time Equivalent
Pennington Extension Educator	0.5
<b>Total</b>	<b>0.5</b>

#### 18.2 Staffing Needs

The County will continue to refine its staffing needs over the next ten years with the goals of keeping costs low, providing necessary levels of service to customers, enabling a strong private sector presence in the County waste system, and providing a reasonable working environment for county employees.

### 19.0 Solid Waste Program Funding

The itemized Solid Waste Budget is included as **Appendix B**.

#### 19.1 Existing Solid Waste Funding

The County has no plans at this time to change funding sources currently utilized for solid waste management. The SCORE funding has so far met the needs of the County.

## **20.0 Plan Review and Ten-Year Plan**

### **20.1 Plan Development Time Line**

This Plan will be reviewed over the ten-year period covered by this update. Any modifications or amendments to this Plan will be submitted in writing to the MPCA for review and approval. A new plan is required every ten years. The County will continue to evaluate the solid waste management programs on an annual basis, which will coincide with the annual budget review. Annual reviews will be made by the County to determine if recycling goals are being achieved. All major programs will be assessed for effectiveness and changes will be made to programs per Section 6.3. Six months before the new plan is due, writing of a new draft will begin. The Solid Waste Administrator will consult this plan update during the development of annual work plans and budget development to ensure implementation as approved by the appropriate agency. The public will be informed when the plan is available. Residents can request a copy from the Minnesota Pollution Control Agency (MPCA), pick one up at the Environmental Services Department, or download from the County website.

### **20.2 Responsible Person**

The Solid Waste Administrator will be responsible for any decisions in relation to updating this Plan and will perform coordination with the appropriate agencies requiring approval.

### **20.3 Program Budget**

Annual review of the plan and ten year revision are included in the staff and administration section of the Department budget, with the solid waste service fee being the funding source.

## **21.0 Goal-Volume Table**

The Goal-Volume Table is included as **Appendix C**.

## **22.0 Itemized Solid Waste Budget**

The itemized Solid Waste Budget is included as **Appendix B**.

## **23.0 Public Participation**

The public will be informed when the plan is available. Residents can request a copy from the Minnesota Pollution Control Agency (MPCA), pick one up at the County Public Works Department, or download from the County website. The plan will be available at the three largest county municipalities, all county libraries, as well as at township clerks. It will also be posted to the County website for viewing. The plan will be placed on public notice in the official county newspaper by the MPCA for 30 days and the county will accept comments during that time. Residents will also have the opportunity to comment on the plan at County Board Meetings.

## **24.0 Alternatives To Proposed System**

Landfilling is the primary method of disposal for Pennington County's solid waste. As an alternative to landfilling at the Mar-Kit Landfill and the Grand Forks Landfill, waste could be hauled to the Polk County Sanitary Landfill, which is located in Gently Township near Crookston, MN. Currently waste is collected and hauled to either Mar-Kit or Grand Forks. A similar system would need to be maintained and employed to haul waste to the Gently Township landfill. Disposal at the Polk County Sanitary Landfill would likely increase hauling and fuel costs.

## **24.1 Short-Term Alternatives**

The Mar-Kit Landfill and Grand Forks Landfill meet the needs for final disposal of all of the MSW generated in the County. If one of these landfills cannot accept waste, the County's waste would be delivered to the other landfill (i.e. if Grand Forks Landfill cannot accept waste for a period of time, the waste would instead be delivered to the Mar-Kit Landfill).

If neither of these landfills can accept the County's waste, the waste would be delivered to landfills outside the service area during the short term. The short term option chosen would be based on convenience, cost of tipping fees and transportation, and potential long term liability.

## **24.2 Long-Term Alternatives**

Similar to short term alternatives, if either the Grand Forks Landfill or Mar-Kit Landfill cannot accept waste, the County's waste would be delivered to the other landfill (i.e. if Grand Forks Landfill cannot accept waste, the waste would instead be delivered to the Mar-Kit Landfill).

Also similar to the short term alternative, if both the Mar-Kit Landfill and Grand Forks Landfill closed for an extended period of time, waste would be delivered to another landfill that would be selected based on convenience, cost of tipping fees and transportation, and life expectancy of the landfill in question.

## **25.0 On-Site and Illegal Disposal (Environmental & Public Health Impacts)**

### **25.1 On-Site Disposal**

The County strives to mitigate impacts to land, air, surface and ground waters and to avoid nuisance conditions from the on-site disposal of mixed municipal solid wastes. To this end, Pennington County provides solid waste disposal services for all areas of the County. It is the goal of Pennington County to eliminate the illegal disposal of waste materials by residents through a solid waste system that provides convenient, accessible, affordable, and environmentally-safe disposal options. Recycling drop sites are present at multiple sites throughout the County to encourage recycling.

### **25.2 Illegal Disposal**

Although it is the goal of Pennington County to eliminate illegal disposal of waste materials, some of these illegal disposal sites may still exist. When illegal disposal complaints are received by the Department, staff is dispatched to the site to investigate. If illegal disposal is verified, a Pennington County Sheriff's Deputy assigned to environmental enforcement visits the property owner, documents the conditions at the site which constitute the illegal disposal, and directs the property owner to remediate those conditions through proper disposal practices. In most past cases the property owner has complied with the Department's directions and no further action has been necessary. However, when further enforcement actions have been necessary, the Deputy is able to issue a citation for the violation.

It is the intent of the County to discourage illegal disposal of waste materials through community education programs and by providing convenient, accessible, affordable disposal services to its citizens with enforcement actions being taken only when necessary.

### **25.3 Responsible Person**

The Solid Waste Administrator is the person responsible for Risk Mitigation and Enforcement Programs in Pennington County. Voluntary compliance is desired first and foremost, but if ample time has been allowed for compliance activities and the violation has not been corrected, a citation may be issued. The County Attorney's office assists in prosecution on an as-needed basis.

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# Appendix A

## County Maps

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# Appendix B

## Projected Annual Budget

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Appendix C  
Goal Volume Table

2016 through 2021  
Five-Year Capital Improvement Plan for  
Pennington County, Minnesota

Adopted March 22, 2016

**PENNINGTON COUNTY**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
**2016 THROUGH 2021**

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**I. INTRODUCTION**

Pennington County (the “County”) is located in northwestern Minnesota, 40 miles northeast of Grand Forks, North Dakota, and 325 miles northwest of the Twin Cities. Total land area of the County is 389,760 acres, or 609 square miles. The County includes 3 cities, 21 townships, and 5 school districts. The County’s 2014 population, as estimated by the State Demographer’s office, was 14,119. The 2010 U.S. Census population was 13,930. The County seat is the city of Thief River Falls.

In 1988, the Minnesota State Legislature adopted a statute that generally exempts county general obligation bonds issued under a capital improvement plan from the referendum requirements usually required for bonding expenditures. The statute on general obligation capital improvement plan bonds is Minnesota Statutes, Section 373.40 (the “Act”).

Under the Act, Pennington County can issue bonds to a level that the principal and interest payments in any one year does not exceed 0.12% of that year's estimated market value (EMV). For taxes payable 2015, Pennington County's EMV was \$1,306,603,200. Therefore, the total amount available to be used to pay principal and interest in any given year under this Capital Improvement Plan is \$1,567,923 ( $\$1,306,603,200 \times .12\%$ ).

**II. PURPOSE**

Under the Act, a capital improvement is a major expenditure of County funds for the acquisition or betterment to public lands, buildings, or other improvements within the county for the purpose of a county courthouse, administrative building, health or social service facility, correctional facility, jail, law enforcement center, hospital, morgue, library, park, qualified indoor ice arena, roads and bridges, public works facilities, fairground buildings, and records and data storage facilities, and the acquisition of development rights in the form of conservation easements under Minnesota Statutes, Chapter 84C, which has a useful life of 5 years or more. Under the Act, capital improvements do not include recreation or sports facility buildings, unless the building is part of an outdoor park facility and is incidental to the primary purpose of outdoor recreation. A Capital Improvement Plan (“CIP” or “Plan”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the County considers the benefits, costs, alternatives and impact on operating expenditures.

Before issuing bonds under a CIP, the County must hold a public hearing on the CIP and the proposed bonds, and must then approve the CIP and authorize the issuance of the bonds by at least a 3/5 majority.

If a petition signed by voters equal to at least 5% of the votes cast in the last general County election requesting a vote on the issuance of bonds is received by the county auditor within 30 days after the public hearing, then the bonds may not be issued unless approved by the voters at an election.

The statute has established certain criteria that must be considered for each project to be undertaken pursuant to this Plan (the "Project"). These criteria are:

1. Condition of the County's existing infrastructure and projected need for repair or replacement;
2. Demand for the improvement;
3. Cost of the improvement;
4. Availability of public resources;
5. Level of overlapping debt;
6. Cost/benefits of alternative uses of funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local governments.

The Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

### III. PLAN SUMMARY

This Plan is intended to describe and analyze the need for the Project in accordance with the Act. The County may modify this Plan from year to year as authorized by the Act.

Following is a summary of estimated expenditures for the Project:

#### **2016 Expenditures**

The County intends to construct new justice center. As part of the justice center, the County plans to construct a new courthouse, law enforcement facilities, and other related administrative offices (the "Project"). The facility will also include a jail, which will not be funded pursuant to this CIP Plan. The estimated cost for the Project is \$6,200,000. Bond proceeds are expected to fund the Project.

**2017 Expenditures**

None anticipated at this time.

**2018 Expenditures**

None anticipated at this time.

**2019 Expenditures**

None anticipated at this time.

**2020 Expenditures**

None anticipated at this time.

**2021 Expenditures**

None anticipated at this time.

**Analysis**

The County has analyzed the eight points required by the Act for the Project on an individual basis and as a whole. The findings are as follows:

**1. Conditions of County Infrastructure, Including the Projected Need for Repair or Replacement and Need for the Project**

The County’s current courthouse and administrative buildings are separate from the county jail requiring the transport of prisoners for court and probation services. The County has decided that it is more efficient and economical to consolidate court services, administrative services, law enforcement services and other related services at one facility including a jail. Moreover, the County’s existing court, probation and related services buildings are outdated and require modernization.

**2. Likely Demand for the Project**

The current court, probation and related services are housed in a separate facility from the County jail. The Project will consolidate all services and allow the County to meet current and future needs.

**3. Estimated Cost of the Project**

The estimated cost, including architectural/engineering, contingency, legal and bonding, of the 2016 Project (the only Project for which bond authorization is requested) is set forth in Appendix A.

**4. Available Public Resources**

The County does not have sufficient cash reserves on hand or other available public resources to finance construction of the Project without issuing bonds.

## **5. Level of Overlapping Debt in the County**

The level of overlapping debt in the County as of December 31, 2015 is provided in Appendix B.

## **6. Relative Benefits and Costs of Alternative Uses of the Funds**

The County has explored several options for funding and anticipates the issuance of bonds for the Project to be the most efficient way to finance the Project.

## **7. Operating Costs of the Proposed Project**

Operating costs are expected to remain the same with the proposed improvements. However, repairs and maintenance costs are anticipated to decrease due to the new construction. New systems will reduce operating cost and increase efficiency.

## **8. Alternatives for Providing Services Most Efficiently Through Shared Facilities with Other Municipalities or Local Government Units**

All proposed capital improvements are proposed to maximize efficiency by consolidating court services, administrative services, law enforcement services and other related services at one facility and do so in a cost effective manner. The County has determined that no greater efficiency can be achieved through constructing shared facilities with other local government units.

# **IV. FINANCING THE CAPITAL IMPROVEMENT PLAN**

The total amount of requested expenditures under the CIP is expected not to exceed \$6,200,000. These expenditures are to be funded in part by the sale of the County's general obligation capital improvement plan bonds in the maximum amount of \$6,200,000 in the year 2016 for the Project listed under the 2016 Expenditures.

In the financing of the CIP, two statutory limitations apply. Under Minnesota Statutes, Chapter 475, as amended, with few exceptions, a county cannot incur debt in excess of 3% of the assessor's Estimated Market Value ("EMV") for the county. In Pennington County the EMV is \$1,306,603,200; therefore, the total amount of outstanding debt cannot exceed \$39,198,096. As of March 1, 2016, Pennington County had \$410,000 in outstanding debt subject to the legal debt limit. The County is therefore far under this limit and has no intention of approaching it.

Another limitation on bonding under the Act is that without referendum, the total amount that can be used for principal and interest in any one year for CIP debt cannot exceed 0.12% of the EMV for the County. The County has one outstanding series of bonds issued for a CIP purpose, which is a portion of its General Obligation Refunding Bonds, Series 2009A. The maximum amount of principal and interest due in any year on the portion of the Series 2009A Bonds issued for a CIP purpose is \$150,000. In payable year 2015, the County's EMV was \$1,306,603,200. Therefore, the total amount available to be used to pay principal and interest on any bonds issued under this Plan is \$1,417,923 per year ( $\$1,567,923 \times 0.12\% - \$150,000$ ).

Under this CIP the County may issue up to \$6,200,000 in general obligation capital improvement plan bonds in the years 2016 through 2021 to finance the Project. If the County were to issue general obligation capital improvement bonds in the maximum principal amount of \$6,200,000 for the Project, the general obligation capital improvement bonds would be repaid over a period of approximately twenty (20) years pursuant to the Act. The maximum annual principal and interest payments are estimated not to exceed \$435,000 over 20 years at an average rate of 3.14% per annum.

Expected debt service on the proposed bonds for the 2016 Project is within the statutory limits.

### **Annual Review of the Capital Improvement Plan**

The County Board of Commissioners, using the process outlined in this CIP, may review this CIP annually, taking into account proposed expenditures, making priority decisions and seeking funding for those expenditures it deems necessary for the County. If deemed appropriate, the County Board of Commissioners will prepare an update to this CIP.

(The remainder of this page is intentionally left blank.)

**APPENDIX A**

**ESTIMATED COSTS OF PROJECT**

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Architect, Engineering, and Construction Management Costs	\$ 431,846	-	-	--	-	-	-
Equipment	\$ 60,800	-	-	-	-	-	-
Contingency	\$ 248,630	-	-	-	-	-	-
Construction Costs	\$ 5,258,724	-	-	-	-	-	-
Bond Costs	\$ 200,000	-	-	-	-	-	-
<b>Total</b>	<b>\$6,200,000</b>	-	-	-	-	-	<b>\$6,200,000</b>

**APPENDIX B**

**OVERLAPPING DEBT**

<u>Taxing Unit<sup>(a)</sup></u>	2015/16	Est. G.O. Debt <u>As of 3-1-16<sup>(b)</sup></u>	Debt Applicable to	
	<u>Adjusted Taxable Net Tax Capacity</u>		<u>Tax Capacity in County</u>	
			<u>Percent</u>	<u>Amount</u>
City of Goodridge	\$ 16,990	\$ 33,000 <sup>(c)</sup>	100.0%	\$ 33,000
City of St. Hilaire	128,271	696,560 <sup>(c)</sup>	100.0	696,560
City of Thief River Falls	4,275,726	8,110,000	100.0	8,110,000
I.S.D. No. 564 (Thief River Falls)	12,485,150	51,664,458	94.0	<u>48,564,591</u>
Total				\$57,404,151

*(a) Only those units with outstanding general obligation debt are shown here.*

*(b) Excludes general obligation tax and aid anticipation certificates and revenue-supported debt.*

*(c) Debt as of December 31, 2015; most recent information available.*

**PENNINGTON COUNTY, MINNESOTA**

**RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PLAN  
AND PROVIDING PRELIMINARY APPROVAL TO THE  
ISSUANCE OF BONDS THEREUNDER**

WHEREAS, pursuant to Minnesota Statutes, Chapter 475, as amended, and Section 373.40, as amended (collectively, the "Act"), counties are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, Pennington County, Minnesota (the "County") has caused to be prepared the "2016 through 2021 Five-Year Capital Improvement Plan" (the "Capital Improvement Plan"); and

WHEREAS, on the date hereof, the Board of Commissioners of the County (the "Board") conducted a duly noticed public hearing regarding adoption of the Capital Improvement Plan pursuant to the requirements of the Act and the issuance of general obligation bonds thereunder in a maximum principal amount of \$6,200,000, to provide for the undertaking of certain capital improvements described in the Capital Improvement Plan, including but not limited to the construction of a new justice center to include a new courthouse, law enforcement facilities, and other related administrative offices (the "Project"); and

WHEREAS, in considering the Capital Improvement Plan, the Board has considered for the Project and for the overall Capital Improvement Plan:

1. the condition of the County's existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the County;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF PENNINGTON COUNTY, MINNESOTA:

1. The Capital Improvement Plan is hereby approved.
2. County staff is hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Capital Improvement Plan in accordance with any applicable laws and regulations.
3. The County gives preliminary approval to the issuance of general obligation bonds in the maximum principal amount of \$6,200,000; provided, however, that if a petition requesting a vote on issuance of the bonds signed by voters equal to five percent (5%) of the votes cast in the County in the last County general election is filed with County Auditor-Treasurer by April 21, 2016, the County may issue the bonds only after obtaining approval of a majority of voters voting on the question at an election.

**OFFICIAL PROCEEDINGS**  
**PENNINGTON COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, MARCH 8<sup>TH</sup>, 2016, 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, March 8<sup>th</sup>, 2016 at 10:00 a.m. Members present: Donald Jensen, Neil Peterson, Oliver “Skip” Swanson and Cody Hempel. Members absent: Darryl Tveitbakk.

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

County Engineer Mike Flaagan presented the bids for equipment rental, culvert supplies and fuel for 2016. The bids were opened at 10:00 A.M. as duly advertised and the name of each bidder was read aloud. The County Engineer will tabulate the bids and return next meeting, March 22<sup>nd</sup>, 2016, with an abstract and recommendations for approval.

The County Engineer then presented the bids received for SAP 057-616-003. These bids were opened at 9:00 A.M. March 8<sup>th</sup>, 2016.

Knife River - \$290,315.05  
Minn Dak - \$396,129.45

Motioned by Commissioner Peterson, seconded by Commissioner Swanson to award the bid for SAP 057-616-003 to Knife River Materials as the best and lowest bid received. Motion unanimously carried.

The Road, Bridge and Culvert Committee consisting of the County Board as a whole will meet on April 11<sup>th</sup>, 2016 at 7:00 A.M. at the county highway building to tour county roads.

The Pennington County Association of Townships will be meeting on March 31<sup>st</sup>, 2016 in the meeting room of the Joint Use Facility.

Road restrictions will be posted and start on Wednesday.

The Technology Committee has received a quote for employee training through Northland Community and Technical College for Intermediate Word Processing and Intermediate Excel. Both classes have a 20 participant maximum.

Intermediate Word - \$450 + materials  
Intermediate Excel - \$900 + materials

Motioned by Commissioner Hempel, seconded by Commissioner Swanson to offer Intermediate Word and Intermediate Excel training to Pennington County employees through Northland Community and Technical College. Motion unanimously carried.

Commissioner Peterson reported that interviews were held for the Agricultural Coordinator position to be shared with Marshall County and that the Marshall County Board will act on offering the position on March 15<sup>th</sup>, 2016.

County Assessor Adeline Olson met with a request for abatement of 2015 and 2016 taxes on property owned by Gary and Norma Johnson – Parcel No. 25.10101010 through the granted of the Special Homestead Classification for the Blind/Disabled. Motioned by Commissioner Swanson, seconded by Commissioner Peterson to approve an abate of \$426 of 2015 tax and \$430 of 2016 tax on Parcel No. 25.10101010 with approval of the Special Homestead Classification for the Blind/Disabled. Motion unanimously carried.

The County Assessor mentioned she had a conversation with Matt Goldstein regarding the taxable value of the old hospital property that they (Shuett Companies) are proposing a housing development on. The thought was the value was too high as per the demolition costs. The discussion on value was referred to the County Board of Appeal and Equalization.

The County Board of Appeal and Equalization was set for 5:30 P.M. on June 13<sup>th</sup>, 2016.

The Committee members meeting with the MN DNR regarding possible sale of tax forfeited property in Bray and Polk Centre townships to MN DNR to be designated as a Wildlife Management Area stated an offer had been received in the amount of \$956,000 for the purchase.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve payment of the Human Services warrants totaling \$111,601.47 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$ 73,918.17
Road & Bridge	\$ 26,703.63
Solid Waste Facility	\$ 975.00
Ditch Funds	\$ 32,537.78
Capital Improvement	\$112,164.36

Per diems and meal reimbursements in the amount of \$1,567.18 were also approved.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the Board minutes of February 23<sup>rd</sup>, 2016 as written. Motion unanimously carried.

County Sheriff Ray Kuznia presented quotes from Stone's Mobile Radio Inc. and Code 4 Services for purchase and installation of warning and protection equipment and installation of county provided radio, camera and radar in the new squad. Upon comparison, the Sheriff recommends the quote from Code 4 Services for \$8,486.94. Motioned by Commissioner Hempel, seconded by Commissioner Peterson to authorize Code 4 Services to install and provide warning and protection equipment in new squad at the quoted price of \$8,486.94. Motion unanimously carried.

Quotes from Universal Screenprint and Fast Graphix for graphics on the new squad were presented. Motioned by Commissioner Hempel, seconded by Commissioner Swanson to approve the quote from Fast Graphix for \$605 for graphics on the new squad. Motion unanimously carried.

Motorola Solutions provided two maintenance and service contracts for the dispatch radio equipment. The service contract on all the equipment comes to \$22,862.40 per year. A service contract on the Armor Radio components amounts to \$8,391.72 per year. Motioned by Commissioner Peterson, seconded by Commissioner Swanson to approve the annual service contract with Motorola Solutions for \$8,391.72 per year. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson to approve the quote of \$5,047.14 from Code 4 Services for installation and purchase of mounts, computer desks, power supplies and printers in the remaining squad cars. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson to approve Susan Halverson, Jail Administrator, receiving up to 15 hours of overtime for jail inspection. Motion unanimously carried.

The County Board reviewed the amended Joint Powers Agreement for the Pine to Prairie Drug and Violent Crime Task Force for the 2016 year. Motioned by Commissioner Peterson, seconded by Commissioner Swanson to approve the Amended Joint Powers Agreement for the Pine to Prairie Drug and Violent Crime Task Force. Motion unanimously carried.

Sheriff Kuznia then discussed a bill received from Computer Information Services for extra workstations that have the Records Management System installed on them. There is no record of this being agreed to. This is being researched.

Commissioner Jensen and Commissioner Tveitbakk reported they and other county staff from the County Attorney's and County Sheriff's Departments met with the Senate Bonding Committee and then with legislators individually on March 2<sup>nd</sup> and 3<sup>rd</sup> regarding funding for the new Justice Center.

Ken Yutzenka, Human Service Director, and Julie Sjostrand, Social Worker Supervisor, met with the County Board to request the purchase of a Lenovo Idea Pad Tablet PC with Microsoft Office 2016 and Nuance Dragon Naturally Speaking software. They also request to install Nuance Dragon Naturally Speaking software on their other notebook computers. They would also request that Hosted Exchange be installed on all designated computers. Total cost of technology upgrades are approximately \$3,400. Motioned by Commissioner Peterson, seconded by Commissioner Hempel to approve the technology upgrades to the Human Services Department as outlined. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to adjourn to 5:00 p.m. on March 22<sup>nd</sup>, 2016. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Donald Jensen, Chairman  
Board of Commissioners

Jennifer  
3/22/16 10:10AM

# 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  
3/22/16 10:10AM  
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
55	1310 AMERICAN INSTITUTIONAL SUPPLY 01-259-000-0000-6405		458.92	12 MATTRESS PADS	27022	GENERAL SUPPLIES - CANTEEN
	1310 AMERICAN INSTITUTIONAL SUPPLY		458.92	1 Transactions		
99	1020 AMERICAN SOLUTIONS FOR BUSINESS 01-106-000-0000-6401		549.44	VALUATION NOTICES & ENVELOPES	INV02476144	SUPPLIES
	1020 AMERICAN SOLUTIONS FOR BUSINESS		549.44	1 Transactions		
13	1321 ANDERSON/CHRISTINE 01-799-000-0000-6330		70.20	MILEAGE-IMPCT 20/20 MTG-BAGLEY	031016	TRAVEL & EXPENSE
	1321 ANDERSON/CHRISTINE		70.20	1 Transactions		
88	1316 AP TECHNOLOGY LLC 01-070-000-0000-6263		795.00	SECURE CHECK RENEWAL	IN009763	COMPUTER SERVICES - DP
	1316 AP TECHNOLOGY LLC		795.00	1 Transactions		
116	1308 ASSOCIATION MINNESOTA COUNTIES 01-003-000-0000-6241		250.00	LEGISLATIVE CONF - DJENSEN	44367	DUES - BOARD
117	01-003-000-0000-6241		250.00	LEGISLATIVE CONF - DTVEITBAKK	44367	DUES - BOARD
118	01-003-000-0000-6241		250.00	LEGISLATIVE CONF - NPETERSON	44367	DUES - BOARD
	1308 ASSOCIATION MINNESOTA COUNTIES		750.00	3 Transactions		
101	2348 BERGAN TRAVEL, INC 01-290-000-0000-6330		240.00	AIRFARE/HOTEL-GRANTWRITING-DEN		Travel & Expense
	2348 BERGAN TRAVEL, INC		240.00	1 Transactions		
47	2050 BREDESON SUPPLY 01-220-000-0000-6405		20.53	REAM LEGAL PAPER/EXPAND FOLDER	1080753	GENERAL SUPPLIES
	2050 BREDESON SUPPLY		20.53	1 Transactions		
112	2048 BREEZY POINT RESORT 01-061-000-0000-6330		355.29	LODGING/MEALS-ELECTION-JH		TRAVEL & EXPENSE
113	01-061-000-0000-6330		355.29	LODGING/MEALS-ELECTION-EE		TRAVEL & EXPENSE
	2048 BREEZY POINT RESORT		710.58	2 Transactions		
40	3408 CODE 4 SERVICES LLC 01-201-000-0000-6631		2,689.18	SQUAD/COMPUTER & PRINTER MOUNT	2508	FURNITURE & EQUIPMENT
39	01-201-000-0000-6631		6,499.44	#6 SQUAD SET UP/LIGHTS, SIREN	2509	FURNITURE & EQUIPMENT
	3408 CODE 4 SERVICES LLC		9,188.62	2 Transactions		

# Pennington County Financial System



Jennifer  
3/22/16 10:10AM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description
								Paid On Bhf #	On Behalf of Name
33	3307	COMMISSIONER OF TRANSPORTATION-S			400.00	HIGHLANDING TOWER FEE		67937	RADIO
		01-220-000-0000-6207							
	3307	COMMISSIONER OF TRANSPORTATION-S			400.00		1 Transactions		
100	4023	DAY/PATRICK J			560.00	COACHING - K. HANSON			CONSULTING & LEGAL SERVICES-ATTORI
		01-091-000-0000-6261							
	4023	DAY/PATRICK J			560.00		1 Transactions		
32	4313	DEPARTMENT OF MOTOR VEHICLES			14.50	PLATES 06 CROS			REPAIR & MAINTENANCE - SQUADS
		01-201-000-0000-6304							
	4313	DEPARTMENT OF MOTOR VEHICLES			14.50		1 Transactions		
56	13483	DEPT OF CORRECTIONS FINANACIAL SEF			1,248.00	STS WAGES - FEBRUARY		331035	MISCELLANEOUS EXPENSE - JAIL
		01-251-000-0000-6801							
	13483	DEPT OF CORRECTIONS FINANACIAL SEF			1,248.00		1 Transactions		
119	5053	ELECTION SYSTEMS & SOFTWARE			427.99	CODING SERVICES - ROCKSBURY		957272	OTHER SERVICES - ELECTIONS
		01-061-000-0000-6262							
	5053	ELECTION SYSTEMS & SOFTWARE			427.99		1 Transactions		
23	5322	ERICKSON/COREEN			6.48	MILEAGE - EXTENSION MTG-TRF		031516	TRAVEL & EXPENSE
		01-601-000-0000-6330							
24		01-601-000-0000-6330			50.00	PER DIEM - EXTENSION MTG-TRF		031516	TRAVEL & EXPENSE
	5322	ERICKSON/COREEN			56.48		2 Transactions		
52	5032	EVERGREEN EATING EMPORIUM			171.22	TRAINING LUNCHES		15689	GAS - JAIL
		01-251-000-0000-6251							
	5032	EVERGREEN EATING EMPORIUM			171.22		1 Transactions		
57	6303	F-M AMBULANCE INC	AP		451.21	AMBULANCE 15-427		15-24691	MEDICAL - LOCAL
		01-251-000-0000-6255							
	6303	F-M AMBULANCE INC			451.21		1 Transactions		
90	6001	FALLS DIVERSE ABILITIES CORPORATION			72.80	CLEAN AUDITORIUM		15025	OTHER SERVICES
		01-501-000-0000-6262							
91		01-501-000-0000-6262			72.80	CLEAN AUDITORIUM		15045	OTHER SERVICES
	6001	FALLS DIVERSE ABILITIES CORPORATION			145.60		2 Transactions		
114	6345	FINANCE & COMMERCE, INC.			475.00	ADVERTISING		10073433	Advertising
		01-799-000-0000-6232							

# Pennington County Financial System



Jennifer  
3/22/16 10:10AM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6345	FINANCE & COMMERCE, INC.		475.00	1 Transactions		
42	7336 GCR TIRES & SERVICE 01-255-000-0000-6300		30.00	REPAIR ATV FLAT	51156426	REPAIRS & MAINTENANCE
	7336 GCR TIRES & SERVICE		30.00	1 Transactions		
18	8401 HALLSTROM/GLADYS 01-601-000-0000-6330		50.00	PER DIEM - EXTENSION MTG - TRF	031516	TRAVEL & EXPENSE
	8401 HALLSTROM/GLADYS		50.00	1 Transactions		
59	8325 HALVERSON/SUSAN 01-251-000-0000-6801		18.12	MEAL - SENATE HRNG - ST. PAUL	030116	MISCELLANEOUS EXPENSE - JAIL
58	01-251-000-0000-6801		8.02	MEALS - SENATE HRNG-ST. PAUL	030216	MISCELLANEOUS EXPENSE - JAIL
60	01-251-000-0000-6801		15.95	MEAL - SENATE HRNG - ST. PAUL	030216	MISCELLANEOUS EXPENSE - JAIL
	8325 HALVERSON/SUSAN		42.09	3 Transactions		
14	8351 HELGELAND/LINDA 01-601-000-0000-6330		50.00	PER DIEM - EXTENSION MTG-TRF	031516	TRAVEL & EXPENSE
15	01-601-000-0000-6330		8.10	PER DIEM - EXTENSION MTG-TRF	031516	TRAVEL & EXPENSE
	8351 HELGELAND/LINDA		58.10	2 Transactions		
87	8014 HUGOS #7 01-003-000-0000-6330		12.78	FOOD FOR MEETING		TRAVEL & EXPENSE
	8014 HUGOS #7		12.78	1 Transactions		
146	9304 INCONTACT INC 01-601-000-0000-6202		8.71	TOLL FREE #	299801	TELEPHONE - EXTENSION
	9304 INCONTACT INC		8.71	1 Transactions		
96	9017 INSIGHT TECHNOLOGIES 01-223-000-0000-6631		2,310.00	2 HP PRODESK COMP W/MCRSFT OFF	783227	FURNITURE & EQUIPMENT
158	01-041-000-0000-6210		222.86	IT GLOBAL APRIL - AUD/TREAS	80101	E-MAIL SERVICES
159	01-070-000-0000-6263		445.71	IT GLOBAL APRIL - HIGHWAY	80101	COMPUTER SERVICES - DP
160	01-070-000-0000-6263		297.14	IT GLOBAL APRIL - ICN	80101	COMPUTER SERVICES - DP
161	01-070-000-0000-6263		891.43	IT GLOBAL APRIL - WELFARE	80101	COMPUTER SERVICES - DP
162	01-070-000-0000-6263		49.52	IT GLOBAL APRIL - DATA	80101	COMPUTER SERVICES - DP
163	01-070-000-0000-6263		140.00	IT GLOBAL APRIL - DATA	80101	COMPUTER SERVICES - DP
164	01-091-000-0000-6300		99.05	IT GLOBAL APRIL - ATTORNEY	80101	REPAIRS & MAINTENANCE
165	01-101-000-0000-6300		123.81	IT GLOBAL APRIL - RECORDER	80101	REPAIRS & MAINTENANCE
152	01-106-000-0000-6300		74.29	IT GLOBAL APRIL - ASSESSOR	80101	REPAIRS & MAINTENANCE

# Pennington County Financial System



Jennifer  
3/22/16 10:10AM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
153	01-121-000-0000-6300		49.52	IT GLOBAL APRIL - VET SERVICE	80101	Repairs & Maintenance
154	01-132-000-0000-6300		148.57	IT GLOBAL APRIL - MV	80101	REPAIRS & MAINTENANCE
155	01-270-000-0000-6300		24.77	IT GLOBAL APRIL - CRIME VICTIM	80101	REPAIRS & MAINTENANCE
156	01-290-000-0000-6300		49.52	IT GLOBAL APRIL - EMER MGMT	80101	Repairs & Maintenance
157	01-601-000-0000-6300		123.81	IT GLOBAL APRIL - EXTENSION	80101	REPAIRS & MAINTENANCE
92	01-220-000-0000-6263		876.00	IT GLOBAL CARE/MARCH	80106	COMPUTER SERVICES & SUPPLIES
134	01-003-000-0000-6210		42.45	HOSTED EXCHANGE - MARCH	80159	E-MAIL SERVICES
135	01-041-000-0000-6210		8.49	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
136	01-070-000-0000-6210		25.47	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
137	01-070-000-0000-6210		25.47	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
138	01-091-000-0000-6210		42.45	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
139	01-121-000-0000-6210		8.49	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
140	01-201-000-0000-6210		33.96	HOTSED EXCHANGE - MARCH	80159	E-MAIL SERVICES
141	01-270-000-0000-6202		16.98	HOSTED EXCHANGE - MARCH	80159	TELEPHONE
142	01-290-000-0000-6210		8.49	HOSTED EXCHANGE - MARCH	80159	E-MAIL SERVICES
143	01-799-000-0000-6210		8.49	HOSTED EXCHANGE - MARCH	80159	E-MAIL SERVICES
9017	INSIGHT TECHNOLOGIES		6,146.74	26 Transactions		
11003	K-MART					
49	01-251-000-0000-6405		252.87	TV MOUNT, SHOWER & CLEANER	031416	GENERAL SUPPLIES - JAIL
50	01-251-000-0000-6405		27.77	SHOWER ROD RETURN	031416	GENERAL SUPPLIES - JAIL
48	01-259-000-0000-6631		251.87	RCA 32" TV/DVD	031416	FURNITURE & EQUIPMENT
11003	K-MART		476.97	3 Transactions		
11063	KUZNIA/RAYMOND D					
34	01-251-000-0000-6801		18.00	MEAL-BNDNG COMMITTEE-ST. PAUL	030116	MISCELLANEOUS EXPENSE - JAIL
35	01-251-000-0000-6801		8.13	MEAL-BNDNG COMMITTEE-ST. PAUL	030216	MISCELLANEOUS EXPENSE - JAIL
36	01-251-000-0000-6801		23.68	MEAL BNDNG COMMITTEE-ST. PAUL	030216	MISCELLANEOUS EXPENSE - JAIL
37	01-251-000-0000-6801		11.30	MEAL BNDNG COMMITTEE-ST. PAUL	030316	MISCELLANEOUS EXPENSE - JAIL
38	01-251-000-0000-6801		7.18	MEAL-BNDNG COMMITTEE-ST. PAUL	030316	MISCELLANEOUS EXPENSE - JAIL
11063	KUZNIA/RAYMOND D		68.29	5 Transactions		
12123	LES'S SANITATION SERVICE					
46	01-219-000-0000-6262		20.00	DISPOSAL TV/MONITOR	736	OTHER SERVICES - LEC BUILDING
12123	LES'S SANITATION SERVICE		20.00	1 Transactions		
13498	MARCO TECHNOLOGIES LLC					
145	01-601-000-0000-6301		61.41	COPIER MAINTENANCE	3142827	MAINTENANCE AGREEMENT
89	01-132-000-0000-6301		25.00	EQ465509 MAINTENANCE	INV3192333	MAINTENANCE AGREEMENT

# Pennington County Financial System



Jennifer  
3/22/16 10:10AM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
13498	MARCO TECHNOLOGIES LLC		86.41		2 Transactions	
78	13226 MCKESSON MEDICAL SURGICAL 01-251-000-0000-6255		272.77	OTOSCOPE	73865765	MEDICAL - LOCAL
80	01-251-000-0000-6255		181.58	TYMPANIC THERMOMETER	73865765	MEDICAL - LOCAL
79	01-251-000-0000-6255		295.78	APLISOL (TB), MISC	73866460	MEDICAL - LOCAL
13226	MCKESSON MEDICAL SURGICAL		750.13		3 Transactions	
54	13535 MEND CORRECTIONAL CARE, PLLC 01-251-000-0000-6255		2,908.33	HEALTHCARE SERVICES - MARCH	1175	MEDICAL - LOCAL
13535	MEND CORRECTIONAL CARE, PLLC		2,908.33		1 Transactions	
26	13322 MINNESOTA STATE TREASURER 01-101-000-0000-6825		300.00	MARRIAGE SURCHARGE		MARRIAGE SURCHARGES MN - RECORDE
29	01-101-000-0000-6827		1,407.00	RECORDER & REGISTRAR FEES		STATE SURCHARGES
25	01-101-000-0000-6829		252.00	CHILDREN'S SURCHARGE		CHILDREN SURCHARGE MN - RECORDER
27	01-101-000-0000-6831		660.00	BIRTH/DEATH SURCHARGE		BIRTH/DEATH CERTIF SURCHARGE - REC
28	01-101-000-0000-6848		840.00	BIRTH RECORD SURCHARGE		BIRTH DEFECT SURCHARGE
13322	MINNESOTA STATE TREASURER		3,459.00		5 Transactions	
125	13361 MN BUREAU OF CRIMINAL APPREHENSIO 01-252-000-0000-6330		375.00	BASIC NARCOTICS/ #10	34352	TRAVEL & EXPENSE
13361	MN BUREAU OF CRIMINAL APPREHENSIO		375.00		1 Transactions	
102	13329 MN ENTERPRISE TECHNOLOGY SHARED S 01-070-000-0000-6263		123.50	FEBRUARY SPAM FILTER	16020502	COMPUTER SERVICES - DP
103	01-070-000-0000-6263		1,300.00	FEBRUARY FIBER UDAGE	DV16020453	COMPUTER SERVICES - DP
13329	MN ENTERPRISE TECHNOLOGY SHARED S		1,423.50		2 Transactions	
150	13539 MNDRIVERSMANUALS.COM 01-132-000-0000-6401		272.13	20 COMMERCIAL/50 DRIVER MANUAL	2456	SUPPLIES - MOTOR VEHICLE
13539	MNDRIVERSMANUALS.COM		272.13		1 Transactions	
19	14305 NATVIK/BARB 01-601-000-0000-6330		50.00	PER DIEM - EXTENSION MTG-TRF	031516	TRAVEL & EXPENSE
20	01-601-000-0000-6330		1.08	MILEAGE-EXTENSION MTG-TRF	031516	TRAVEL & EXPENSE
14305	NATVIK/BARB		51.08		2 Transactions	
110	14033 NORTHERN STATE BANK 01-201-000-0000-6801		2.54	REIMB PETTY CASH-MAIL PACKAGE		MISCELLANEOUS EXPENSE

# Pennington County Financial System



Jennifer  
3/22/16 10:10AM  
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
109	01-220-000-0000-6405		31.55	REIMB PETTY CASH-MAGAZINE HOLD		GENERAL SUPPLIES
105	01-220-000-0000-6801		65.00	REIMB PETTY CASH - SC PATCHES		MISCELLANEOUS EXPENSE
111	01-251-000-0000-6330		7.29	REIMB PETTY CASH-TRANSPORT MEA		TRAVEL & EXPENSE
108	01-251-000-0000-6801		51.11	REIMB PETTY CASH - JUMP DRIVES		MISCELLANEOUS EXPENSE - JAIL
106	01-259-000-0000-6405		25.46	REIMB PETTY CASH - DETERGENT		GENERAL SUPPLIES - CANTEEN
107	01-259-000-0000-6405		27.79	REIMB PTTY CSH-TTHPSTE,DEODNT		GENERAL SUPPLIES - CANTEEN
14033	NORTHERN STATE BANK		210.74	7 Transactions		
14312	NORTHWEST POWER SYSTEMS					
144	01-111-000-0000-6300		19.45	HEX HUB & SPROCKET	T250918	REPAIRS & MAINTENANCE
14312	NORTHWEST POWER SYSTEMS		19.45	1 Transactions		
15323	OFFICE DEPOT					
45	01-220-000-0000-6405		24.14	HANGING FOLDERS/DISPATCH	82632336300	GENERAL SUPPLIES
44	01-251-000-0000-6255		27.38	HP INK/MENDS	82632336300	MEDICAL - LOCAL
10	01-111-000-0000-6801		51.78	TIME CARDS & RIBBON	828544108001	MISCELLANEOUS EXPENSE
11	01-270-000-0000-6401		24.98	COPY & ORIGINAL STAMPS	828544108001	SUPPLIES - CRIME
12	01-801-000-0000-6401		19.57	PENS	828544196001	SUPPLIES-UNALLOCATED
15323	OFFICE DEPOT		147.85	5 Transactions		
15329	OIL BOYZ EXPRESS LUBE					
41	01-201-000-0000-6304		41.07	OIL CHANGE #08	123017	REPAIR & MAINTENANCE - SQUADS
15329	OIL BOYZ EXPRESS LUBE		41.07	1 Transactions		
15302	OLSON/ADELINE					
123	01-106-000-0000-6401		5.89	PHOTO DEVELOPING		SUPPLIES
122	01-106-000-0000-6330		22.68	MILEAGE - ASSESSING - MAYFIELD	030916	TRAVEL & EXPENSE
121	01-106-000-0000-6330		39.96	MILEAGE - REG MTG - ERSKINE	031116	TRAVEL & EXPENSE
124	01-106-000-0000-6330		109.62	MILEAGE - ASSESSING - NORDEN	031616	TRAVEL & EXPENSE
120	01-106-000-0000-6241		20.00	REGION 8 DUES	31116	DUES - ASSESSOR
15302	OLSON/ADELINE		198.15	5 Transactions		
16313	PENNINGTON COUNTY AUDITOR					
147	01-601-000-0000-6209		45.43	FEBRUARY POSTAGE	3561	POSTAGE
16313	PENNINGTON COUNTY AUDITOR		45.43	1 Transactions		
16027	PENNINGTON COUNTY TREASURER					
17	01-091-000-0000-6300		9.50	REIMBURSE INSIGHT TECH BILL	3558	REPAIRS & MAINTENANCE
16	01-290-000-0000-6209		0.71	FEBRUARY POSTAGE	3563	POSTAGE

# 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
16027	PENNINGTON COUNTY TREASURER				10.21		2 Transactions				
43	16314	PENNINGTON FAST LUBE			61.53	OIL CHANGE/ROTATE TIRES #4		55333		REPAIR & MAINTENANCE - SQUADS	
	16314	PENNINGTON FAST LUBE			61.53		1 Transactions				
126	16358	PETERSON/NICOLE			100.00	PER DIEM - NW JUV TRNG BD				TRAVEL & EXPENSE	
	16358	PETERSON/NICOLE			100.00		1 Transactions				
51	16300	PIZZA CORNER INC			59.00	12 PIZZAS		1114700		GENERAL SUPPLIES - CANTEEN	
	16300	PIZZA CORNER INC			59.00		1 Transactions				
94	16309	PRO ACTION SAFETY & SALES			131.98	2 STAR BADGES - DISPATCH		13516		UNIFORMS	
95		01-251-000-0000-6420			136.88	2 STAR BADGES - JW, EXTRA		13516		JAILER UNIFORMS	
	16309	PRO ACTION SAFETY & SALES			268.86		2 Transactions				
127	18044	ROGALLA/ALAN G			159.08	LODGING - BUILD MTG - ST. PAUL		030316		TRAVEL & EXPENSE	
130		01-091-000-0000-6330			326.16	MILEAGE - BUILD MTG - ST PAUL		030316		TRAVEL & EXPENSE	
132		01-091-000-0000-6330			63.75	MEALS - BUILD MTG - ST PAUL		030316		TRAVEL & EXPENSE	
128		01-091-000-0000-6330			159.08	LODGING - BUILD MTG - ST. PAUL		030416		TRAVEL & EXPENSE	
129		01-091-000-0000-6330			208.17	LODGING - BUILD MTG - ST. PAUL		031016		TRAVEL & EXPENSE	
131		01-091-000-0000-6330			326.16	MILEAGE - BUILD MTG - ST PAUL		031016		TRAVEL & EXPENSE	
133		01-091-000-0000-6330			45.44	MEALS - BUILD MTG - ST. PAUL		031016		TRAVEL & EXPENSE	
	18044	ROGALLA/ALAN G			1,287.84		7 Transactions				
93	19369	SANFORD PATIENT FINANCIAL SERVICES			398.86	57-CR-15-939		40032524		MEDICAL - LOCAL	
53		01-251-000-0000-6255			7.57	DR 15-565		47198893		MEDICAL - LOCAL	
	19369	SANFORD PATIENT FINANCIAL SERVICES			406.43		2 Transactions				
97	19057	SKALSKY ELECTRIC			100.00	SERVICE KEY SCAN		0838		REPAIRS & MAINTENANCE	
	19057	SKALSKY ELECTRIC			100.00		1 Transactions				
21	19423	SWANSON/DEB			50.00	PER DIEM - EXTENSION MTG-TRF		031516		TRAVEL & EXPENSE	

# Pennington County Financial System



Jennifer  
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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 #	Account/Formula Description	Paid On Bhf #	On Behalf of Name
22		01-601-000-0000-6330		22.68	MILEAGE-EXTENSION MTG-TRF		031516	TRAVEL & EXPENSE		
	19423	SWANSON/DEB		72.68		2 Transactions				
115	19048	SWANSON/OLIVER (SKIP)		125.28	FEBRUARY MILEAGE			TRAVEL & EXPENSE		
	19048	SWANSON/OLIVER (SKIP)		125.28		1 Transactions				
62	20047	THRIFTY WHITE PHARMACY		22.79	PRESCRIPTION 16-065		32833	MEDICAL - LOCAL		
63		01-251-000-0000-6255		48.76	PRESCRIPTION 15-564		33284	MEDICAL - LOCAL		
64		01-251-000-0000-6255		8.59	PRESCRIPTION 16-045		37531	MEDICAL - LOCAL		
65		01-251-000-0000-6255		525.34	PRESCRIPTION 16-048		37630	MEDICAL - LOCAL		
61		01-251-000-0000-6255		123.62	PRESCRIPTION 15-582		4019	MEDICAL - LOCAL		
66		01-251-000-0000-6255		15.86	PRESCRIPTION 15-587		53539	MEDICAL - LOCAL		
67		01-251-000-0000-6255		103.95	PRESCRIPTION 15-469		56565	MEDICAL - LOCAL		
68		01-251-000-0000-6255		13.78	PRESCRIPTION 15-493		56923	MEDICAL - LOCAL		
69		01-251-000-0000-6255		12.68	PRESCRIPTION 15-427		58506	MEDICAL - LOCAL		
70		01-251-000-0000-6255		50.75	PRESCRIPTION 16-023		59012	MEDICAL - LOCAL		
71		01-251-000-0000-6255		49.55	PRESCRIPTION 15-271		59462	MEDICAL - LOCAL		
72		01-251-000-0000-6256		9.99	PRESCRIPTION 15-204		59802	MEDICAL - REIMBURSED		
73		01-251-000-0000-6255		15.48	PRESCRIPTION 16-071		59964	MEDICAL - LOCAL		
74		01-251-000-0000-6255		41.47	PRESCRIPTION 15-346		60219	MEDICAL - LOCAL		
75		01-251-000-0000-6256		7.98	PRESCRIPTION 15-517		60478	MEDICAL - REIMBURSED		
76		01-251-000-0000-6255		20.00	PRESCRIPTION 16-051		60640	MEDICAL - LOCAL		
77		01-251-000-0000-6255		5.39	PRESCRIPTION 16-073		60666	MEDICAL - LOCAL		
	20047	THRIFTY WHITE PHARMACY		1,075.98		17 Transactions				
148	20300	TOWNSEND PRICING INC		23.38	OFFICE SUPPLIES		0347812	SUPPLIES - EXTENSION		
	20300	TOWNSEND PRICING INC		23.38		1 Transactions				
81	20357	TURNKEY CORRECTIONS		1,306.68	VENDING & CANTEEN 2-16 TO 2-29		160229-C	GENERAL SUPPLIES - CANTEEN		
82		01-259-000-0000-6405		958.82	64 \$5 & 58 \$10 PHONE CARDS		160229-D	GENERAL SUPPLIES - CANTEEN		
83		01-259-000-0000-6405		10.63	EMAIL 2-1 TO 2-29		160229-E	GENERAL SUPPLIES - CANTEEN		
84		01-259-000-0000-6405		28.59	INDIGENT 2-1 TO 2-29		160229-I	GENERAL SUPPLIES - CANTEEN		
85		01-259-000-0000-6405		3.75	MEDIC 2-1 TO 2-29		160229-M	GENERAL SUPPLIES - CANTEEN		
86		01-259-000-0000-6405		6.96	SMS 2-1 TO 2-29		160229-S	GENERAL SUPPLIES - CANTEEN		
	20357	TURNKEY CORRECTIONS		2,315.43		6 Transactions				

# Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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
151	20361 TYLER TECHNOLOGIES, INC 01-102-000-0000-6844		297.00	ERECORDING SUPPORT	025-149826 TECHNOLOGY - RECORDER
	20361 TYLER TECHNOLOGIES, INC		297.00	1 Transactions	
149	23303 WEST GROUP PAYMENT CENTER 01-091-000-0000-6240		870.01	FEBRUARY WESTLAW ACCESS	833562129 SUBSCRIPTIONS
31	01-016-000-0000-6242		260.87	MARCH WEST LAW ACCESS	833644071 SUBSCRIPTIONS - LAW LIBRARY
30	01-091-000-0000-6240		50.57	MARCH LIBRARY PLAN CHARGES	833651380 SUBSCRIPTIONS
	23303 WEST GROUP PAYMENT CENTER		1,181.45	3 Transactions	
98	23500 WOODIES TOWING & TRANSPORT 01-201-000-0000-6262		80.00	TOW-S16-0038	9729 OTHER SERVICES
	23500 WOODIES TOWING & TRANSPORT		80.00	1 Transactions	
1 Fund Total:			41,100.31	County Revenue	59 Vendors 155 Transactions

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3 Road & Bridge

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2	13317 MN COUNTY ENGINEERS ASSN 03-320-000-0000-6241		350.00	2016 MEMBERSHIP DUES		DUES
	13317 MN COUNTY ENGINEERS ASSN		350.00	1 Transactions		
9	14316 NELSON EQUIPMENT OF TRF INC 03-350-000-0000-6564		311.81	PARTS FOR UNIT 267		EQUIPMENT REPAIR PARTS
	14316 NELSON EQUIPMENT OF TRF INC		311.81	1 Transactions		
8	14123 NORTHWEST BEVERAGE INC 03-320-000-0000-6401		34.75	WATER		SUPPLIES
	14123 NORTHWEST BEVERAGE INC		34.75	1 Transactions		
7	15323 OFFICE DEPOT 03-320-000-0000-6401		137.34	PAPER, CRCTN TAPE, OIL SHREDDE		SUPPLIES
	15323 OFFICE DEPOT		137.34	1 Transactions		
6	16067 PEMBERTON, SORLIE, RUFER & KERSHNEI 03-350-000-0000-6261		1,000.50	EMPLOYEE INVESTIGATION		CONSULTING & LEGAL SERVICES
	16067 PEMBERTON, SORLIE, RUFER & KERSHNEI		1,000.50	1 Transactions		
4	16027 PENNINGTON COUNTY TREASURER 03-320-000-0000-6263		25.47	HOSTED EXCHANGE - FEBRUARY		COMPUTER SERVICES
5	03-320-000-0000-6263		445.71	IT GLOBAL - MARCH		COMPUTER SERVICES
	16027 PENNINGTON COUNTY TREASURER		471.18	2 Transactions		
3	22315 VALLEY TRUCK 03-350-000-0000-6564		61.35	BOLT KIT, MUDFLAP UNIT 269		EQUIPMENT REPAIR PARTS
	22315 VALLEY TRUCK		61.35	1 Transactions		
1	26301 ZIEGLER, INC. 03-350-000-0000-6564		30.82	SHIPPING CHARGES ON RET PART		EQUIPMENT REPAIR PARTS
	26301 ZIEGLER, INC.		30.82	1 Transactions		
3 Fund Total:			2,397.75	Road & Bridge	8 Vendors	9 Transactions

# Pennington County Financial System



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60 Capital Improvement Spec

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
13225 MCGRANN SHEA CARNIVAL STRAUGHN ;				
104 60-460-000-0000-6801				
40,000.00		LOBBYING RETAINER		MISCELLANEOUS EXPENSE
13225 MCGRANN SHEA CARNIVAL STRAUGHN ;				
40,000.00		1 Transactions		
60 Fund Total:		Capital Improvement Special Re	1 Vendors	1 Transactions
40,000.00				
Final Total:		68 Vendors	165 Transactions	
83,498.06				

# 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	41,100.31	County Revenue	
	3	2,397.75	Road & Bridge	
	60	40,000.00	Capital Improvement Special Re	
	All Funds	83,498.06	Total	Approved by, .....
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3/22/16 10:10AM

# 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  
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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
17	6347 FULTON/JIM 01-251-000-0000-6330		7.51	TRANSPORT MEAL	030916	TRAVEL & EXPENSE
	6347 FULTON/JIM		7.51	1 Transactions		
8	19048 SWANSON/OLIVER (SKIP) 01-003-000-0000-6103		100.00	PER DIEM - MRCC	010416	PER DIEMS - BOARD
2	01-003-000-0000-6330		8.67	PER DIEM - MRCC - DETROIT LAKE	010416	TRAVEL & EXPENSE
3	01-003-000-0000-6103		65.00	PER DIEM - EMER MGMT - TRF	020116	PER DIEMS - BOARD
4	01-003-000-0000-6103		65.00	PER DIEM - MRCC - WARREN	020816	PER DIEMS - BOARD
1	01-003-000-0000-6330		7.47	MEAL - MRCC - WARREN	020816	TRAVEL & EXPENSE
5	01-003-000-0000-6103		65.00	PER DIEM - BID OPENING - TRF	020916	PER DIEMS - BOARD
6	01-003-000-0000-6103		100.00	PER DIEM - HAZ WASTE - BAGLEY	021716	PER DIEMS - BOARD
7	01-003-000-0000-6103		65.00	PER DIEM - LIBRARY BD - TRF	021816	PER DIEMS - BOARD
9	01-003-000-0000-6103		65.00	PER DIEM - BID OPENING - TRF	022316	PER DIEMS - BOARD
	19048 SWANSON/OLIVER (SKIP)		541.14	9 Transactions		
10	20307 TVEITBAKK/DARRYL 01-003-000-0000-6103		65.00	PER DIEM - STAFF MTG - LEC	020116	PER DIEMS - BOARD
11	01-003-000-0000-6103		65.00	PER DIEM - CAP 4 DAY - CHAMBER	020216	PER DIEMS - BOARD
12	01-003-000-0000-6103		100.00	PER DIEM - REP MTG - ST. PAUL	020816	PER DIEMS - BOARD
13	01-003-000-0000-6103		65.00	PER DIEM - AIRLINE PROP - TRF	021616	PER DIEMS - BOARD
14	01-003-000-0000-6103		65.00	PER DIEM - AIRPORT AUTH - TRF	021716	PER DIEMS - BOARD
15	01-003-000-0000-6103		65.00	PER DIEM - CAP 4 DAY - CHAMBER	022616	PER DIEMS - BOARD
16	01-003-000-0000-6103		65.00	PER DIEM - JUST CTR REV - TRF	022716	PER DIEMS - BOARD
	20307 TVEITBAKK/DARRYL		490.00	7 Transactions		
1 Fund Total:			1,038.65	County Revenue	3 Vendors	17 Transactions
Final Total:			1,038.65	3 Vendors	17 Transactions	

# Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	1,038.65	County Revenue
All Funds		1,038.65	Total

Approved by, .....

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