

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
JUSTICE CENTER – COUNTY BOARD ROOM  
TUESDAY, NOVEMBER 28<sup>TH</sup>, 2023, 10:00 A.M.**

**AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Amendments to the Agenda**
- 4. Recognition of Citizens** – Individual's present may address the Board about items not on the regular agenda; no action on these items is required at this time.
- 5. Approval of the Board minutes; bills**
- 6. Regular Agenda**
  - 10:05 Julie Sjostrand – Human Services Director
  - 10:10 Mike Flaagan – County Engineer
  - 10:25 Seth Vettleson – County Sheriff
- 7. County Auditor-Treasurer Items**
- 8. County Coordinator Items**
- 9. County Attorney Items**
- 10. Committee Reports / Commissioner Updates**
- 11. Adjournment**

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
NOVEMBER 14<sup>TH</sup>, 2023 – 10:00 A.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, November 14<sup>th</sup>, 2023, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Neil Peterson, David Sorenson, and Roy Sourdif. Members absent: None.

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

The Chairman asked if there were any amendments to the agenda. Hearing none, there was a motion by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the Board agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Board minutes of October 24<sup>th</sup>, 2023, as presented. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to approve the Auditor and Manual warrants of October 2023 totaling \$2,577,823.46 and the following Commissioner warrants. Motion carried.

County Revenue	\$163,697.27
Road & Bridge	\$ 52,113.12
Solid Waste Facility	\$ 75,155.68
Ditch Funds	\$ 8,565.00

Per diems and meal reimbursements in the amount of \$2,618.64 were also approved.

SWCD Water Resource Specialist Bryanna Greffthen presented the 2024-2025 MN PCA Feedlot Program Delegation Agreement Work Plan. She noted the county currently has 32 registered feedlots and with a 7% inspection rate she is required to complete 2.5 inspections in 2024. The plan includes communication with producers via a newsletter article, an article in AgWeek, Facebook posts, and factsheets. She plans to get each county feedlot on a 5-year inspection cycle. It was noted that few county feedlots have been out of compliance and she schedules the inspections with feedlot owners. Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the 2024-2025 MN PCA Feedlot Program Delegation Agreement Work Plan for Pennington County and authorize the Auditor-Treasurer to sign related permits/grant agreements. Motion carried.

Ashley Marquis and Grant Nelson of the Pennington County Extension Office presented a quarterly update. Ms. Marquis discussed the 4-H program and highlights, noting that there are 226 members in Pennington County, including 55 new members this past year.

Seven after-school programs are offered and have helped boost 4-H interest and membership. The dog project was new this past year and many members went on to the state dog show this fall. 130 youth showcased projects at the local fair, and the Ambassador Program for grades 7+ ran some day camps and learned how to make programs more member friendly. One local youth attended the 4-H National Conference and helped to create a 45-minute presentation. She noted there are currently 55 approved 4-H volunteers in our community. Ms. Nerhus expressed her appreciation to the Board for their support of the 4-H program. Commissioner Peterson stated that investment in the program is vital to keep youth engaged and involved in communities. Commissioner Lawrence noted that the Cloverbuds program is excellent for younger children, and Commissioner Nelson stated he is glad that 4-H is also now working with special needs youth.

Grant Nelson presented his update regarding agriculture and solid waste. There will be a workshop in the Joint Use Facility meeting room on February 29<sup>th</sup>, 2024, regarding the transitioning of farms; up to 40 participants will be allowed. Commercial applicator testing fees have increased to \$60.00, and private pesticide testing has been suspended as the testing questions are being revised. He noted a recent \$3M grant for 40 new weather stations in the state, with one planned for the western side of our county. He noted that the recycling contract with Waste Masters, aka Les's Sanitation, has expired and the Solid Waste Committee is working on a new contract. Mr. Nelson noted he is working on his tree inspector recertification, and the City of TRF is working on Dutch Elm tree removal. The Board thanked Ms. Nerhus and Mr. Nelson for their reports.

At 10:30 a.m. the Chairman recessed the Board meeting and opened the Public Hearing on a proposed Ordinance regarding Cannabis/THC in Pennington County. Present for the Hearing: Commissioners Sourdif, Lawrence, Peterson, Sorenson, and Nelson, Jennifer Herzberg, Lucas Fornshell, Mike Flaagan, Seamus Duffy, Seth Vettleson, April Scheinoha (TRF Times), and Kevin Erickson (via Zoom).

Sheriff Seth Vettleson presented and reviewed the proposed county 'Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places'. He noted that state statute allows for, and the ordinance would establish, a petty misdemeanor offense and a fine up to \$300 for violation of the ordinance. Sheriff Vettleson noted that some but not all counties are adopting a cannabis ordinance. He noted that the proposed ordinance came from the Sheriffs Association and is what the statute allows following MN legislation allowing the adult use, possession, and personal growing of cannabis in MN effective August 1, 2023.

Hearing no other questions or concerns, the Chairman closed the Public Hearing at 10:33 a.m. and reopened the County Board meeting.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to adopt the Pennington County Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places (on file in the Auditor-Treasurer's office) as discussed and presented at the Public Hearing. Motion carried.

County Engineer Mike Flaagan presented the following items:

Rocksbury Township has requested county sponsorship for a grant application to the Local Road Improvement Program (LRIP) for 150<sup>th</sup> Ave and CR#62. The City of TRF has requested that the county include reconstruction of a portion of Kendall Ave. in the application. Mr. Flaagan noted the grants are capped at \$1.5M and would pay for construction costs, estimated at \$500K for Rocksbury Township, leaving a remainder of \$1M for Pennington County (75%) and the City of T.R.F. (25%). The following resolution was introduced by Commissioner Sourdif and seconded by Commissioner Nelson. Discussion followed on future maintenance of such roads by the city and county. Following discussion, the motion was carried.

### **PENNINGTON COUNTY RESOLUTION**

**WHEREAS**, \$84.954 million in LRIP funding is available, with a cap of \$1.5 million for each project; and

**WHEREAS**, \$6 million is designated for grants to townships; and

**WHEREAS**, Rocksbury Township has requested county sponsorship for this project since the program requires the County to be the sponsor of a Township; and

**WHEREAS**, 150<sup>TH</sup> Avenue from C.S.A.H. 8 to C.R. 62 and C.R. 62 from Kendall to Hanson Drive have changed in function from local roads to collectors due to development of the City of Thief River Falls; and

**WHEREAS**, the City of Thief River Falls has requested that Pennington County include the reconstruction of Kendall Avenue from Greenwood to C.R. 62 as part of the grant application; and

**WHEREAS**, the Township understands that it will be responsible for all costs not covered by LRIP including but not limited to consultant engineering, right of way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award; and

**WHEREAS**, Rocksbury Townships construction costs will be covered 100% and the remaining grant funds will be split 75% Pennington County and 25% City; and

**WHEREAS**, Rocksbury Township and Pennington County agree to maintain such improvements for the lifetime of the improvements.

**THEREFORE, BE IT RESOLVED** that Pennington County agrees to act as project sponsor for the project should the township be awarded LRIP funds, and that such sponsorship shall include the following responsibilities:

1. Be the fiscal agent on behalf of the community and have funds flow from MnDOT to the county to the contractor.
2. Request SAP/SP number for the project.
3. Ensure the project meets milestones and dates.
4. Assist Rocksbury Township in execution of a grant agreement.
5. Develop, review and/or approve the plan.
6. Submit plan, engineers estimate, and proposal to the DSAE.
7. Advertise, let, and award the project.
8. Submit pay requests to State Aid.

9. Communicate progress and updates with the DSAEs and State Aid State Programs Engineer.
10. Ensure that the project receives adequate supervision and inspection.
11. Assist with project close out.

**THEREFORE, BE IT FURTHER RESOLVED**, that Pennington County agrees to apply for a joint application with Rocksbury Township and the City of Thief River Falls for the reconstruction of C.R. 62, Kendall Avenue and 150<sup>th</sup> Ave.

Engineer Flaagan stated he would like to apply for a LRIP grant for C.R. #22 for the portion from C.S.A.H. #3 to T.H. #1. With a fertilizer plant being built there and other future developments that may follow, he would like to see the road built up from 7-ton to 10-ton. Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the County Engineer's application to the LRIP for a grant regarding County Road #22 from C.S.A.H. #3 to T.H. #1. Discussion followed with Mr. Flaagan noting that the LRIP grants are competitive and there is a chance we may get this one approved as well. Following discussion, the motion was carried.

Engineer Flaagan recommended final payment on the CD#96 stabilization project in the amount of \$600,524.25 to Davidson Construction. He noted that a portion of the slope will need work following recent snow and rain, but that occurred after the project work was complete; repair will likely take place in the spring. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

#### **RESOLUTION**

**WHEREAS**, CP #57-22-07 (C.D.#96 Stabilization) has in all things been completed, and the County Board being fully advised in these premises,

**NOW THEN, BE IT RESOLVED**, that we do hereby accept said completed project for and on behalf of the Pennington County Highway Department and authorize final payment as specified herein.

Engineer Flaagan noted that the 2023 county-wide striping project has been completed and he is recommending final payment in the amount of \$69,712.42 to Sir Lines A Lot. The following resolution was introduced by Commissioner Nelson, seconded by Commissioner Sourdif, and upon vote was unanimously carried.

#### **RESOLUTION**

**WHEREAS**, CP #57-23-06 (County-wide striping) has in all things been completed, and the County Board being fully advised in these premises,

**NOW THEN, BE IT RESOLVED**, that we do hereby accept said completed project for and on behalf of the Pennington County Highway Department and authorize final payment as specified herein.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve an agreement with Houston Engineering Inc. for construction/professional services regarding the Kratka Bridge replacement project. Discussion followed with Engineer

Flaagan noting an agreement price of \$63,158, which includes up to 350 hours of technician work, mileage, etc. Following discussion, the motion was carried.

Engineer Flaagan discussed quotes on a pickup following cancellation of our order from Thief River Ford. No trucks are currently available locally with the specifications needed. C&M Ford in Hallock, MN has a Ford F-250 Super Duty in stock and quoted a price of \$53,700. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the purchase of a 2023 Ford F-250 Super Duty from C&M Ford in Hallock, MN at the quoted price of \$53,700. Motion carried.

Engineer Flaagan noted that the Army Core of Engineers held a public meeting yesterday regarding the local dam and very few people were in attendance.

Engineer Flaagan discussed tractor leases, noting that the quotes received were not for what we requested. He recommended we reject all quotes at this time and we'll continue to use our current tractors at this time. Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to reject all tractor lease bids received. Motion carried.

Mr. Flaagan noted that the annual Towards Zero Deaths (TZD) conference is in underway in Rochester, MN and he plans to attend virtually. Local Key Club members will be putting on a presentation at the conference.

Engineer Flaagan noted that with the weather conditions his road crew is still out blading roads and will continue to do so as long as conditions permit.

Auditor-Treasurer Items:

The following resolution was introduced by Auditor-Treasurer Herzberg, motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

### **RESOLUTION**

**BE IT RESOLVED**, that Northern State Bank of Thief River Falls, MN be designated as a depository of public funds of Pennington County, MN for the term of two years from the date of approval, November 14<sup>th</sup>, 2023.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to accept a letter of resignation from Travis Forsberg as Full-Time Custodian I effective November 14<sup>th</sup>, 2023, and to thank Mr. Forsberg for his service to the County. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to authorize advertising for the position of one Full-Time Custodian I. Motion carried.

County Coordinator Items:

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the quote by Ashton's Mowing Service and Snow Removal for 2023-2024 snowplowing at the Human Services parking lot in the amount of \$65.00 per occurrence. Motion carried.

County Attorney Items: None.

Committee Reports: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to November 28<sup>th</sup>, 2023, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Neil Peterson, Chairman  
Board of Commissioners

DRAFT

# Pennington County Financial System



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

DRAFT



# Pennington County Financial System



Danielle  
11/28/23 8:34AM

Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

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1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5	<b>1307 ABM TECHNOLOGY GROUP</b> 01-070-000-0000-6801		8,750.00	TRUE BLOCK 175	QUOTE 00815250V1	MISCELLANEOUS EXPENSE - DP	N
	<b>1307 ABM TECHNOLOGY GROUP</b>		<b>8,750.00</b>	1 Transactions			
47	<b>1347 Amazon Capital Services</b> 01-220-000-0000-6405		46.70	HAND SANITIZER		GENERAL SUPPLIES	N
48	01-259-000-0000-6801		319.96	4 TV'S/CELLS		MISCELLANEOUS EXPENSE - CANTI	N
95	01-041-000-0000-6401		19.95	PHONE CASE	1FC3-9QL1-3CGT	SUPPLIES - AUDITOR	N
96	01-041-000-0000-6401		19.99	FLASH DRIVE CASE	1FC3-9QL1-3CGT	SUPPLIES - AUDITOR	N
97	01-041-000-0000-6401		3.99	KEY RING TAGS	1FC3-9QL1-3CGT	SUPPLIES - AUDITOR	N
100	01-041-000-0000-6401		59.55	WEBCAM	1K6H-N7C3-DMNG	SUPPLIES - AUDITOR	N
98	01-091-000-0000-6401		10.99	DISPLAY PORT CABLE	1K6H-N7C3-DMNG	SUPPLIES	N
99	01-091-000-0000-6401		8.37	HDMI CABLE	1K6H-N7C3-DMNG	SUPPLIES	N
101	01-091-000-0000-6401		20.89	WIRELESS KEYBOARD	1K6H-N7C3-DMNG	SUPPLIES	N
	<b>1347 Amazon Capital Services</b>		<b>510.39</b>	9 Transactions			
49	<b>2324 BERGSTROM ELECTRIC INC</b> 01-218-000-0000-6300		90.00	WIRING/PROBATION CONFERENCE RM	14984	REPAIRS & MAINTENANCE	N
	<b>2324 BERGSTROM ELECTRIC INC</b>		<b>90.00</b>	1 Transactions			
50	<b>3407 CLIMATE CONTROL, INC.</b> 01-218-000-0000-6300		262.50	UPGRADE FIRMWARE/SERVICE CALL	16848	REPAIRS & MAINTENANCE	N
	<b>3407 CLIMATE CONTROL, INC.</b>		<b>262.50</b>	1 Transactions			
77	<b>3311 COLE PAPERS, INC.</b> 01-111-000-0000-6403		76.76	BATH TISSUE - GC	10371812	JANITORIAL SUPPLIES - COURTHOL	N
79	01-218-000-0000-6403		76.44	KLEENEX - JC	10371812	JANITORIAL SUPPLIES	N
76	01-800-000-0000-6403		76.76	BATH TISSUE - WELFARE	10371812	JANITORIAL SUPPLIES	N
78	01-800-000-0000-6403		76.44	KLEENEX - WELFARE	10371812	JANITORIAL SUPPLIES	N
80	01-800-000-0000-6403		7.00	PROCESSING FEE	10371812	JANITORIAL SUPPLIES	N
81	01-111-000-0000-6403		561.80	SLIP RESISTANT TAMPE - GC	10372270	JANITORIAL SUPPLIES - COURTHOL	N
	<b>3311 COLE PAPERS, INC.</b>		<b>875.20</b>	6 Transactions			
51	<b>3495 COOPER/SHAD</b> 01-220-000-0000-6245		11.75	MEAL REIMBURSMENT/ARMER TRAINI	11/12/23	CONTINUING EDUCATION	N
52	01-220-000-0000-6245		14.14	MEAL REIMBURSMENT/ARMER TRAINI	11/13/23	CONTINUING EDUCATION	N
53	01-220-000-0000-6245		8.69	MEAL REIMBURSMENT/ARMER TRAINI	11/14/23	CONTINUING EDUCATION	N
54	01-220-000-0000-6245		14.14	MEAL REIMBURSMENT/ARMER TRAINI	11/15/23	CONTINUING EDUCATION	N
	<b>3495 COOPER/SHAD</b>		<b>48.72</b>	4 Transactions			

# Pennington County Financial System



Danielle  
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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

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1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2	<b>3138 CREATIVE FORMS AND CONCEPTS</b> 01-801-000-0000-6401		685.31	W2, 1099, 1095, ENVELOPES	120319	SUPPLIES-UNALLOCATED	N
	<b>3138 CREATIVE FORMS AND CONCEPTS</b>		<b>685.31</b>	1 Transactions			
3	<b>4310 D &amp; T VENTURES</b> 01-070-000-0000-6301		450.00	PROPERTY TAX WEBSITE SUPPORT	302723	MAINTENANCE AGREEMENT	N
	<b>4310 D &amp; T VENTURES</b>		<b>450.00</b>	1 Transactions			
46	<b>4348 DUFFY/SEAMUS</b> 01-091-000-0000-6241		278.00	MN LAWYER REGISTRATION DUES	333360	DUES	N
	<b>4348 DUFFY/SEAMUS</b>		<b>278.00</b>	1 Transactions			
7	<b>18407 FISCHER, RUST, STOCK &amp; RUST, PLLC</b> 01-011-000-0000-6261		21.25	ATTORNEY FEES 57-PR-23-328	2879406	COURT APPOINTED ATTORNEYS	Y
	<b>18407 FISCHER, RUST, STOCK &amp; RUST, PLLC</b>		<b>21.25</b>	1 Transactions			
102	<b>999999997 GERARDY/MARY</b> 01-253-000-0000-6847		65.41	DECISION PTS GROUP GRADUATION		SUPERVISION FEE EXPENSE	N
103	<b>999999997 GERARDY/MARY</b> 01-253-000-0000-6847		43.43	DECISION PTS GROUP GRADUATION		SUPERVISION FEE EXPENSE	N
	<b>999999997 GERARDY/MARY</b>		<b>108.84</b>	2 Transactions			
90	<b>7454 GUARDIAN FLEET SUPPY</b> 01-201-000-0000-6631		46,898.87	#04 SQUAD/ 2023 FORD EXPLORER	231791	FURNITURE & EQUIPMENT	N
	<b>7454 GUARDIAN FLEET SUPPY</b>		<b>46,898.87</b>	1 Transactions			
55	<b>8331 HARDWARE HANK</b> 01-218-000-0000-6300		19.22	LIGHT CLAMP, OIL	22209007	REPAIRS & MAINTENANCE	N
	<b>8331 HARDWARE HANK</b>		<b>19.22</b>	1 Transactions			
94	<b>8351 HELGELAND/LINDA</b> 01-601-000-0000-6330		9.82	NOVEMBER MILEAGE 15 MILES	11/16/23	TRAVEL & EXPENSE	N
	<b>8351 HELGELAND/LINDA</b>		<b>9.82</b>	1 Transactions			
4	<b>19589 JAMES SCHNEIDER</b> 01-011-000-0000-6261		127.50	ATTORNEY FEES 57-PR-07-107		COURT APPOINTED ATTORNEYS	Y
	<b>19589 JAMES SCHNEIDER</b>		<b>127.50</b>	1 Transactions			
57	<b>10450 JENSEN PLUMBING</b> 01-251-000-0000-6300		300.00	AUGER MAIN SEWER JAIL/KITCHEN	2287	REPAIRS & MAINTENANCE	Y

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Danielle  
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	<b>10450 JENSEN PLUMBING</b>			<b>300.00</b>		1 Transactions		
1	<b>11315 KILEN/CYNTHIA</b> 01-601-000-0000-6330			182.75	MILEAGE JULY - OCT 2023	279 MILES	TRAVEL & EXPENSE	N
	<b>11315 KILEN/CYNTHIA</b>			<b>182.75</b>	1 Transactions			
58	<b>19343 LARSON/MELISSA</b> 01-201-000-0000-6420			242.97	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
59	01-201-000-0000-6420			275.56	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	<b>19343 LARSON/MELISSA</b>			<b>518.53</b>	2 Transactions			
61	<b>12037 LEE PLUMBING &amp; HEATING</b> 01-251-000-0000-6302			22.50	DRAIN CLEANER/GREASE TRAP-KITC	91674	KITCHEN REPAIRS & EXPENSE	N
60	01-251-000-0000-6300			36.50	FLUSH CALVE/ALPHE CELL	91676	REPAIRS & MAINTENANCE	N
74	01-111-000-0000-6300			21.00	DRAIN CLEANER-MP SINK AREA-GC	91702	REPAIRS & MAINTENANCE	N
75	01-251-000-0000-6300			36.50	FLUSH VALVE/CELL	91702	REPAIRS & MAINTENANCE	N
	<b>12037 LEE PLUMBING &amp; HEATING</b>			<b>116.50</b>	4 Transactions			
62	<b>13033 MN COUNTIES INTERGOVERNMENTAL TRU</b> 01-251-000-0000-6801			2,500.00	DEDUCTIBLE-CLAIM 21PC1487 JH		MISCELLANEOUS EXPENSE - JAIL	N
	<b>13033 MN COUNTIES INTERGOVERNMENTAL TRU</b>			<b>2,500.00</b>	1 Transactions			
63	<b>14033 NORTHERN STATE BANK</b> 01-251-000-0000-6245			15.40	USPS-MAIL EVIDENCE/REIMBURSEPT		CONTINUING EDUCATION	N
	<b>14033 NORTHERN STATE BANK</b>			<b>15.40</b>	1 Transactions			
64	<b>14312 NORTHWEST POWER SYSTEMS</b> 01-255-000-0000-6405			3,136.16	SNOWPLOW INSTALLATION	T331869	GENERAL SUPPLIES - S.T.S.	N
	<b>14312 NORTHWEST POWER SYSTEMS</b>			<b>3,136.16</b>	1 Transactions			
65	<b>15323 OFFICE DEPOT</b> 01-251-000-0000-6405			173.78	TONER-BOOKING	339034531001	GENERAL SUPPLIES - JAIL	N
66	01-220-000-0000-6405			3.52	PENS	339864191001	GENERAL SUPPLIES	N
	<b>15323 OFFICE DEPOT</b>			<b>177.30</b>	2 Transactions			
67	<b>15329 OIL BOYZ EXPRESS LUBE INC</b> 01-201-000-0000-6304			98.45	OIL CHANGE/2015 TAHOE	3204	REPAIR & MAINTENANCE - SQUADS	N
	<b>15329 OIL BOYZ EXPRESS LUBE INC</b>			<b>98.45</b>	1 Transactions			
	<b>15303 OLSON/DAVID</b>							

# Pennington County Financial System



Danielle  
11/28/23 8:34AM

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56	01-201-000-0000-6420		273.41	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	<b>15303 OLSON/DAVID</b>		<b>273.41</b>	1 Transactions			
	<b>16067 PEMBERTON LAW, P.L.L.P.</b>						
84	01-070-000-0000-6801		60.00	TRAINING	131	MISCELLANEOUS EXPENSE - DP	Y
86	01-070-000-0000-6801		70.50	PPT TRAINING	131	MISCELLANEOUS EXPENSE - DP	Y
87	01-070-000-0000-6801		1,527.50	IN PERSON TRAINING	131	MISCELLANEOUS EXPENSE - DP	Y
88	01-070-000-0000-6801		183.40	MILEAGE	131	MISCELLANEOUS EXPENSE - DP	Y
82	01-106-000-0000-6801		47.00	APPLICANT MATTER	131	MISCELLANEOUS EXPENSE	Y
85	01-201-000-0000-6801		47.00	SO MATTER	131	MISCELLANEOUS EXPENSE	Y
83	01-801-000-0000-6262		47.00	NEGOTIATIONS MATTER	131	OTHER SERVICES	Y
	<b>16067 PEMBERTON LAW, P.L.L.P.</b>		<b>1,982.40</b>	7 Transactions			
	<b>16359 PENNINGTON COUNTY CRIME VICTIM</b>						
10	01-270-000-0000-6262		135.05	FOOD/BASIC NEED ITEMS FOR VICT	CK #1114	OTHER SERVICES-CRIME VICTIM	N
9	01-270-000-0000-6262		295.00	HRO FILING FEES FOR VICTIMS	CK #1115	OTHER SERVICES-CRIME VICTIM	N
45	01-270-000-0000-6401		88.85	POSTAGE-OVERNIGHT-WORKING AGRE	CK #1116	SUPPLIES - CRIME	N
	<b>16359 PENNINGTON COUNTY CRIME VICTIM</b>		<b>518.90</b>	3 Transactions			
	<b>16027 PENNINGTON COUNTY TREASURER</b>						
44	01-601-000-0000-6209		83.46	POSTAGE - OCTOBER	4309	POSTAGE	N
	<b>16027 PENNINGTON COUNTY TREASURER</b>		<b>83.46</b>	1 Transactions			
	<b>16346 PETERSON/LISA</b>						
11	01-091-000-0000-6262		93.50	TRANSCRIPTS 57-CR-22-359	728	OTHER SERVICES	Y
	<b>16346 PETERSON/LISA</b>		<b>93.50</b>	1 Transactions			
	<b>19339 SCHMITZ BUILDERS INC</b>						
104	01-804-000-0000-6636		86,738.80	3RD FLOOR REMODEL PAYMENT #10		BUILDING IMPROVEMENTS	N
	<b>19339 SCHMITZ BUILDERS INC</b>		<b>86,738.80</b>	1 Transactions			
	<b>19319 SEACHANGE</b>						
8	01-061-000-0000-6262		315.74	BALLOTS - SD #561	42664	OTHER SERVICES - ELECTIONS	N
	<b>19319 SEACHANGE</b>		<b>315.74</b>	1 Transactions			
	<b>19423 SWANSON/DEB</b>						
93	01-601-000-0000-6330		28.82	NOVEMBER MILEAGE 44 MILES	11/16/23	TRAVEL & EXPENSE	N
	<b>19423 SWANSON/DEB</b>		<b>28.82</b>	1 Transactions			
	<b>20403 THIBERT/ALEX</b>						

# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Page 6

1 County Revenue

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
68		01-201-000-0000-6420			47.00	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
69		01-201-000-0000-6420			66.67	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
70		01-201-000-0000-6420			64.92	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
71		01-201-000-0000-6420			166.99	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
72		01-201-000-0000-6420			204.42	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
	<b>20403</b>	<b>THIBERT/ALEX</b>			<b>550.00</b>		<b>5 Transactions</b>					
	<b>20512</b>	<b>THOMASON, SWANSON &amp; ZAHN PLLC</b>										
6		01-011-000-0000-6261			42.50	57-PR-23-541		24712		COURT APPOINTED ATTORNEYS		Y
	<b>20512</b>	<b>THOMASON, SWANSON &amp; ZAHN PLLC</b>			<b>42.50</b>		<b>1 Transactions</b>					
	<b>11039</b>	<b>TRF RADIO</b>										
89		01-106-000-0000-6231			150.00	ADS FOR DEPUTY ASSESSOR		34739-1		PUBLISHING - ASSESSOR		N
	<b>11039</b>	<b>TRF RADIO</b>			<b>150.00</b>		<b>1 Transactions</b>					
	<b>12427</b>	<b>TURESON/TIFFANY</b>										
73		01-220-000-0000-6420			108.00	UNIFORM ALLOWANCE REIMBURSEMEN				UNIFORMS		N
	<b>12427</b>	<b>TURESON/TIFFANY</b>			<b>108.00</b>		<b>1 Transactions</b>					
	<b>20361</b>	<b>TYLER TECHNOLOGIES, INC</b>										
91		01-106-000-0000-6301			830.64	DOCUPRO SUPPORT		025-445896		MAINTENANCE AGREEMENT		N
	<b>20361</b>	<b>TYLER TECHNOLOGIES, INC</b>			<b>830.64</b>		<b>1 Transactions</b>					
<b>1 Fund Total:</b>					<b>157,896.88</b>	<b>County Revenue</b>				<b>37 Vendors</b>		<b>71 Transactions</b>

# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>1307</b>	<b>ABM TECHNOLOGY GROUP</b>						
39	03-320-000-0000-6263		40.00	CLOUD - NOV	AR1725512	COMPUTER SERVICES	N
40	03-320-000-0000-6263		40.00	CLOUD - DEC	AR1725525	COMPUTER SERVICES	N
<b>1307</b>	<b>ABM TECHNOLOGY GROUP</b>		<b>80.00</b>	<b>2 Transactions</b>			
<b>3307</b>	<b>COMMISSIONER OF TRANSPORTATION-ST</b>						
26	03-350-000-0000-6566		100,393.35	BOILER SYSTEM - JOINT BUILDING		ROAD RECONSTRUCTION	N
27	03-350-000-0000-6636		75,000.00	BOILER SYSTEM - JOINT BUILDING		BUILDING IMPROVEMENTS	N
<b>3307</b>	<b>COMMISSIONER OF TRANSPORTATION-ST</b>		<b>175,393.35</b>	<b>2 Transactions</b>			
<b>6349</b>	<b>FASTENAL COMPANY</b>						
32	03-350-000-0000-6556		69.87	LOCKNUT, WASHERS, CAP SCREWS		SHOP SUPPLIES	N
33	03-350-000-0000-6556		23.34	SAFETY GLASSES, PAINT MARKER		SHOP SUPPLIES	N
34	03-350-000-0000-6556		23.36	LOCK NUT, CAP SCREWS		SHOP SUPPLIES	N
35	03-350-000-0000-6556		239.44	HEX NUTS FOR BIN		SHOP SUPPLIES	N
36	03-350-000-0000-6556		65.08	REPAIR DRILL		SHOP SUPPLIES	N
31	03-350-000-0000-6564		44.20	LOCKNUT, WASHERS, CAP SCREWS		EQUIPMENT REPAIR PARTS	N
37	03-350-000-0000-6564		88.64	DRILL BITS		EQUIPMENT REPAIR PARTS	N
<b>6349</b>	<b>FASTENAL COMPANY</b>		<b>553.93</b>	<b>7 Transactions</b>			
<b>7384</b>	<b>GOPHER STATE ONE CALL</b>						
30	03-320-000-0000-6240		4.05	EMAIL TICKETS		SUBSCRIPTIONS	N
<b>7384</b>	<b>GOPHER STATE ONE CALL</b>		<b>4.05</b>	<b>1 Transactions</b>			
<b>8331</b>	<b>HARDWARE HANK</b>						
29	03-330-000-0000-6554		40.98	BATTERIES, BLADES		ENGINEERING & SURVEYING SUPPI	N
<b>8331</b>	<b>HARDWARE HANK</b>		<b>40.98</b>	<b>1 Transactions</b>			
<b>13498</b>	<b>MARCO TECHNOLOGIES LLC</b>						
28	03-320-000-0000-6301		43.19	COPY MACHINE - NOV	INV11818669	MAINTENANCE AGREEMENT	N
<b>13498</b>	<b>MARCO TECHNOLOGIES LLC</b>		<b>43.19</b>	<b>1 Transactions</b>			
<b>13393</b>	<b>MINNESOTA NORTHERN RAILROAD INC</b>						
25	03-350-000-0000-6252		56.00	ELECTRICTY RR SIGNAL-OCT		ELECTRICITY	N
<b>13393</b>	<b>MINNESOTA NORTHERN RAILROAD INC</b>		<b>56.00</b>	<b>1 Transactions</b>			
<b>16448</b>	<b>PREMIUM WATERS, INC.</b>						
23	03-320-000-0000-6401		67.99	WATER - HIGHWAY DEPT		SUPPLIES	N
<b>16448</b>	<b>PREMIUM WATERS, INC.</b>		<b>67.99</b>	<b>1 Transactions</b>			

# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>18440 READITECH IT SOLUTIONS</b>							
16	03-320-000-0000-6202		167.00	READIVOICE - NOV		TELEPHONE	N
17	03-320-000-0000-6263		40.00	BACKUP MANAGER - NOV		COMPUTER SERVICES	N
18	03-320-000-0000-6263		61.25	HOSTED OFFICE - NOV		COMPUTER SERVICES	N
19	03-320-000-0000-6263		12.00	HOSTED EXCHANGE - NOV		COMPUTER SERVICES	N
20	03-320-000-0000-6263		25.47	POP EMAIL - NOV		COMPUTER SERVICES	N
21	03-320-000-0000-6263		31.23	EMAIL ARCHIVING - NOV		COMPUTER SERVICES	N
22	03-320-000-0000-6263		4.60	MICROSOFT TEAMS - NOV		COMPUTER SERVICES	N
	<b>18440 READITECH IT SOLUTIONS</b>		<b>341.55</b>	<b>7 Transactions</b>			
<b>18357 RINKE NOONAN</b>							
15	03-330-000-0000-6261		200.00	RETAINER DRAINAGE ISSUES	364105	CONSULTING & LEGAL SERVICES	N
	<b>18357 RINKE NOONAN</b>		<b>200.00</b>	<b>1 Transactions</b>			
<b>21318 UNIVERSITY OF MINNESOTA</b>							
14	03-330-000-0000-6245		130.00	CONSTRUCTION SITE MANAGE RECER		CONTINUING EDUCATION	N
	<b>21318 UNIVERSITY OF MINNESOTA</b>		<b>130.00</b>	<b>1 Transactions</b>			
<b>3 Fund Total:</b>			<b>176,911.04</b>	<b>Road &amp; Bridge</b>	<b>11 Vendors</b>	<b>25 Transactions</b>	

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# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Page 9

**32** Solid Waste Facility

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
92	<b>12123 LES'S SANITATION SERVICE</b> 32-390-000-0000-6801		4,066.56	RECYCLE TV/COMPUTERS	1	MISCELLANEOUS EXPENSE-SCORE	N
	<b>12123 LES'S SANITATION SERVICE</b>		<b>4,066.56</b>	1 Transactions			
12	<b>19324 SAFETY-KLEEN SYSTEMS, INC.</b> 32-390-000-0000-6262		10.00	USED OIL RECYCLING	93067793	OTHER SERVICES-SCORE ACCOUN	N
13	32-390-000-0000-6262		45.00	USED OIL RECYCLING	93067794	OTHER SERVICES-SCORE ACCOUN	N
	<b>19324 SAFETY-KLEEN SYSTEMS, INC.</b>		<b>55.00</b>	2 Transactions			
<b>32 Fund Total:</b>			<b>4,121.56</b>	<b>Solid Waste Facility</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	

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# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Page 10

**40** Ditch Funds

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
38	<b>5047 ECKERT/RANDY</b> 40-796-000-0000-6849		300.00	BEAVER BOUNTY		BEAVER CONTROL	Y
	<b>5047 ECKERT/RANDY</b>		<b>300.00</b>	1 Transactions			
24	<b>15359 OLSON/COLE</b> 40-796-000-0000-6849		150.00	BEAVER BOUNTY		BEAVER CONTROL	Y
	<b>15359 OLSON/COLE</b>		<b>150.00</b>	1 Transactions			
43	<b>18417 QUALITY SPRAY FOAM LLC</b> 40-713-000-0000-6262		2,962.50	DITCHING - JD 13	1572	OTHER SERVICES - JD #13	N
41	40-744-000-0000-6262		2,490.00	LEVEL SPOIL - CD44	1574	OTHER SERVICES	N
42	40-713-000-0000-6262		1,290.00	LEVEL SPOIL - JD13	1577	OTHER SERVICES - JD #13	N
	<b>18417 QUALITY SPRAY FOAM LLC</b>		<b>6,742.50</b>	3 Transactions			
<b>40 Fund Total:</b>			<b>7,192.50</b>	<b>Ditch Funds</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
<b>Final Total:</b>			<b>346,121.98</b>	<b>53 Vendors</b>	<b>104 Transactions</b>		

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# Pennington County Financial System



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	157,896.88	County Revenue
	3	176,911.04	Road & Bridge
	32	4,121.56	Solid Waste Facility
	40	7,192.50	Ditch Funds
	<b>All Funds</b>	<b>346,121.98</b>	<b>Total</b>

Approved by, .....

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# Pennington County Financial System



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

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# Pennington County Financial System



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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Page 2

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	19343 LARSON/MELISSA 01-251-000-0000-6330		15.16	TRANSPORT MEAL REIMBURSEMENT	11/16/23	TRAVEL & EXPENSE	N
	19343 LARSON/MELISSA		15.16	1 Transactions			
<b>1 Fund Total:</b>			<b>15.16</b>	<b>County Revenue</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>15.16</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

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# Pennington County Financial System



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	15.16	County Revenue
<b>All Funds</b>	<b>15.16</b>	<b>Total</b>

Approved by, .....

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PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_, The Following recommendations of the Pennington County Human Service Committee for November 21, 2023 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the October 17, 2023, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2024 ACS/SWS Support Services Agreement between TriMin Systems and Pennington County Human Services as presented.  
B. To approve the CY 2024 Child Welfare Opiate Allocation Agency Plan as presented.  
C. To approve the County Vulnerability Management Program for CY 2024 as presented.  
D. To approve the CY 2024 Behavioral Health (Community Based Services/Residential/) Purchase of Service Agreements Between Sanford Behavioral Health and Pennington County Human Services as presented.  
E. To approve the purchase of 4 laptops and setup from ABM Technology Group as presented.  
F. To approve the purchase of Office Furniture from Connect Interiors as presented.

SECTION B

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

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Aye

Nay

Chairperson

Date