

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, JANUARY 5TH, 2021, 10:00 A.M.**

AGENDA

Pledge of Allegiance

10:00 Reorganization

10:30 Ray Kuznia – County Sheriff
- LEC personnel items

10:40 Laura Kircher – Enbridge
- Presentation (via Zoom)

County Coordinator Items

(This agenda is subject to change)

Note: Due to COVID-19 and social distancing, ZOOM meeting invites will be sent to those on the agenda and the agenda email list.

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 29TH, 2020, 5:00 P.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, December 29th, 2020 at 5:00 p.m. Members Present: Darryl Tveitbakk, Don Jensen, Bruce Lawrence, Neil Peterson, Cody Hempel. Members Absent: None.

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

Human Services Director Julie Sjostrand met with the Board and presented the consent agenda from the December 15th, 2020 Human Services Committee meeting. On a motion by Commissioner Hempel and seconded by Commissioner Jensen, the following recommendations of the Pennington County Human Service Committee for December 15th, 2020 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the November 17th, 2020 Human Service Committee meeting minutes.
- II. To approve the agency's personnel action as presented; the hire of Kate Trudeau as Social Services Supervisor – Child Protection, effective January 11th, 2021.
- III.
 - A. To approve the CY 2021 Behavioral Health (Community-Based Services/Residential/Temporary Confinement and CD Assessment) Purchase of Service Agreements between Sanford Behavioral Health and Pennington County Human Services.
 - B. To approve the CY 2021 Supported Employment Purchase of Service Agreement between the Occupational Development Center, Inc. and Pennington County Human Services.
 - C. To approve the Updated Pennington County Licensed Family Child Care Variance Guidelines Brochure.

SECTION B

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

Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to approve the hire of Shelby Erickson as Social Worker with an effective starting date of February 1st, 2021. Motion carried.

Ms. Sjostrand thanked Commissioners Jensen and Hempel for their years of service to Pennington County and has really enjoyed working with them.

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

BE IT RESOLVED, that the Pennington County Board of Commissioners does hereby approve the Joint Power Agreement – Northwest Workforce Service Area, effective July 1st, 2020 and ending June 30th, 2022.

Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to approve the reappointments of Joeanna Larson and Cindy Dallmann to the Inter-County Nursing Service Board for a two-year term effective January 1st, 2021 through December 31st, 2022. Motion carried.

County Coordinator Kevin Erickson discussed an Out-of-State Travel Policy for Pennington County Elected Officials. Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to approve the Out-of-State Travel Policy for Pennington County Elected Officials as presented. Motion carried.

The Chairman recessed the Board meeting at 5:10 p.m. and opened the Public Hearing regarding the proposed change of the Auditor-Treasurer and Recorder positions from elected to appointed.

Present for the Public Hearing: April Scheinoha – Thief River Falls Times, Julie Sjostrand – Human Services Director, Jennifer Herzberg – Auditor/Treasurer, Grant Nelson – TRF Radio (via Zoom), Seamus Duffy – County Attorney, Carl Bruzek – County Assessor, Erik Beitel – Emergency Management Director Crystelle Philipp, Marit Martell – Hoffman, Philipp & Martell, PLLC.

County Attorney Seamus Duffy discussed the proposed change and cited the Minnesota Statutes allowing such change. County Coordinator Kevin Erickson noted the public comment period ended at 4:00 p.m. today as duly advertised; one constituent voiced his and his family's opposition to the change and a desire for the Board to delay any action on the issue. Commissioner Peterson stated that he reached out to people in his district regarding the proposal and received only positive comments; some questioned why such positions were elected to begin with. Chairman Tveitbakk stated that a high majority of Minnesota counties have already made these positions appointed and that it is being considered here also to protect the residents and interests of the County by insuring that qualified individuals hold these offices. Hearing no further comments, the Chairman closed the hearing at 5:12 p.m. and the Board meeting was called back to order.

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

**RESOLUTION ESTABLISHING THE APPOINTED OFFICES OF COUNTY AUDITOR-TREASURER
AND COUNTY RECORDER**

WHEREAS, 2017 Minnesota Session Laws, Chapter 92, Article 3, Section 6, passed by the legislature and signed into law by the Governor, provides a process for making certain county offices appointed in Pennington County; and

WHEREAS, the Pennington County Board of Commissioners desires to make the offices of County Auditor/Treasurer and County Recorder not elected by filled by appointment of the County Board; and

WHEREAS, the Pennington County Board of Commissioners wishes to appoint the offices of County Auditor/Treasurer and County Recorder effective upon the completion of the term of office to which the incumbent was elected or until a vacancy occurs in the office, which occurs earlier.

NOW, THEREFORE, BE IT RESOLVED, that the Pennington County Board of Commissioners hereby makes the offices of County Auditor/Treasurer and County Recorder appointed offices filled by appointment by the County Board.

BE IT FURTHER RESOLVED, that the Pennington County Board of Commissioners order that the effective date of said appointments will take place upon the completion of the term of office to which the incumbent was elected or until a vacancy occurs in the office, whichever occurs earlier.

Motioned by Commissioner Lawrence, seconded by Commissioner Hempel, to authorize an additional \$1,800 for the removal of asbestos in the Auditor-Treasurer and Assessor areas of the Government Center. Discussion followed with Commissioner Jensen stating that an additional \$4,400, per the quote by ACCT, Inc., would cover asbestos removal in the entire Auditor-Treasurer's office and that upcoming State funding could possibly cover the additional cost. Commissioner Lawrence amended his motion to a total of \$6,200, to which the seconder agreed, and upon vote the motion was unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve an application by Falls Stay and Play for an 3.2 On-Sale Liquor License for 2021. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve an application for a 3.2 Off-Sale Liquor License for Petro Pumper for 2021. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve an application for a Tobacco and Cigarette License for the Goodridge Municipal Liquor Store for 2021. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve the Board minutes of December 8th, 2020 as written. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the Human Services warrants totaling \$132,447.51, the November Auditor and Manual warrants totaling \$6,011,489.52, and also the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$115,852.42
Road & Bridge	\$289,013.02
Solid Waste Facility	\$ 1,125.00
Ditch funds	\$ 5,827.50

Per diems and meal reimbursements in the amount of \$2,662.65 were also approved.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to hold an Economic Development Tax Abatement Hearing on January 26th, 2021 at 5:30 p.m. on the following properties approved by the Thief River Falls City Council. Motion carried.

<u>Parcel Number</u>	<u>Owner</u>
25.12100410	Kellie Dagg
25.12100310	Tanner Nessen
25.12100910	Brandi Dorge
25.12100710	Mackenzie Swick
25.04703801	Jeremiah Nichols
25.12100810	Tanner Dicken
25.02201700	Diana Donarski
25.04300421	Wendall Wegge
25.11500300	Marcia Sandal

Kyri Nelson appeared before the Board (via Zoom) regarding a tax penalty they incurred on parcel ID: R25.00509430. Ms. Nelson stated the property does not have a home on it, nor is there a mail receptacle on the property, so the tax statement was not received. She requested the late penalty on the second half of 2020 property tax be waived in consideration. County Coordinator Kevin Erickson stated the property address for tax statements was listed on the deed, and in accordance with standard

procedure that is where the statement was sent. Discussion followed with Commissioner Lawrence stating that is ultimately the responsibility of the property owner to pay their taxes on or before the due date. No action was taken by the Board.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve the Collective Bargaining Agreement between Pennington County and AFSCME Local #3452, which includes employees of Pennington County Human Services, for a three-year period beginning January 1st, 2021. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the Collective Bargaining Agreement between Pennington County and I.U.O.E. Local #49, which includes employees of the Pennington County Highway Department, for a three-year period beginning January 1st, 2021. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the Collective Bargaining Agreements between Pennington County and Minnesota Teamsters Public and Law Enforcement Employees Union Local #320 for the Deputies unit and the Dispatcher/Jailers, Corrections Officers, Jail Program Director, and STS units, for a three-year period beginning January 1st, 2021. Motion carried.

Sandra Gaffney appeared before the Board (via conference call) regarding a tax penalty incurred on property owned by her mother, parcel ID: R25.01702240. Mildred Furuseth passed away in late September, 2020 and Ms. Gaffney's husband passed in early November, 2020. It was unknown to Ms. Gaffney that her mother's taxes were not paid until she received a letter from the County. She requested that the late penalties on the second half of 2020 property taxes be waived in consideration of her mother and husband's untimely passing. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to abate the late penalty incurred on the second half of 2020 property taxes on parcel ID: R25.01702240 in consideration of the circumstances as discussed above. Motion carried.

Chief Deputy Sheriff Seth Vettleson met with the Board regarding the following personnel items:

Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to accept the resignation of Full-Time Corrections Sergeant Kayla Dunwoody effective 12/31/20. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Lawrence, to approve the resignation of Gracie Porter as Full-Time Corrections Officer effective January 11th, 2021. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the hire of Hunter Eugene Roller as Full-Time Deputy Sheriff effective January 4th, 2021. Motion carried.

Marit Martell and Crystelle Philipp of Hoffman, Philipp and Martell, PLLC met with the Board to review the 2019 Pennington County Audit. No issues were discovered and the opinion was unmodified, which is excellent. Ms. Philipp summarized the sections of the audit report and answered questions from the Board. The Board thanked them for their report.

County Engineer Mike Flaagan met with the Board and requested approval to move \$150,000 from the Building Improvement Fund to the Capital Improvement Fund due to the cold storage building project not being awarded in 2020. Motioned by Commissioner Lawrence, seconded by Commissioner Jensen,

to approve a 2020 transfer of \$150,000 from the Building Improvement Fund to the Capital Improvement Fund as discussed above. Motion carried.

Engineer Flaagan stated that MnDOT is considering replacement of the roof at the Joint Use Facility in 2021 and cost estimates are \$600,000. The Board stated that if the project occurs in 2021 the County will have to budget for the expense in 2022.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to transfer \$105,758.23 from various ditch maintenance funds to the Road and Bridge Fund for work done by the Highway Department in 2020. Motion carried.

Mr. Flaagan stated that MnDOT approached him with concerns should any of their motor grader operators contract COVID-19; would the County contract for assistance completing their road work. Mike stated that if approved the County would invoice MnDOT for labor and equipment use. After discussion on the current County rates charged for related services, Commissioner Jensen motioned, seconded by Commissioner Peterson, to increase the County's motor grader rate to \$120.00/hour, the tandem truck rate to \$130.00/hour, and to increase the minimum charge for a residential driveway from \$60.00 to \$75.00. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the promotion of Erick Huseth and Gerald Larson to Full-Time Highway Equipment Operator effective January 1st, 2021. Motion carried.

Mr. Flaagan informed the Board that Mr. Huseth will be working a 3:00 – 11:30 a.m. shift as Highway Equipment Operator during the winter months to take care of trouble spots in the County, such as the roundabouts that we have responsibility for.

Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to approve a wage adjustment for the County Highway Accountant to Grade 16 and a Step 5 wage of \$29.80/hour, inclusive of a 2021 COLA, effective January 1st, 2021. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to authorize the Engineer to advertise for bids to add-on to the cold storage building, with a bid opening scheduled for February 8th, 2021 at 11:00 a.m. Motion carried.

Mr. Flaagan thanked Mr. Jensen and Mr. Hempel for their service to the County and has enjoyed working with them through the years.

Inter-County Nursing Director Kayla Jore presented a COVID 19 update. The vaccine has begun to arrive, with ICN has administering 10 doses to date and expecting another 100 doses to arrive in a couple weeks. The vaccine is being administered in accordance with 'Phase 1A' and she is hopeful that 'Phase 1B' will include older age-class members of the public. She stated that side effects of the vaccine have been minimal, with a sore shoulder being most common. Ms. Jore stated there have been 24 new COVID cases since December 20th, 2020, but she is expecting a higher spike in cases following the holidays.

Emergency Management Director Erik Beitel noted that the State has passed an economic relief package and Pennington County is eligible to receive \$283,303.62. He recommended that the former CARES

Grant Committee be approved to administer the funds and related grants to local businesses. Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to authorize the CARES Grant Committee to administer funds received via the economic relief package as authorized by the Minnesota Legislature. Motion carried.

Mr. Beitel stated that counties must apply for the State relief funds and he recommends the Board Chair be authorized to sign the application. Commissioner Hempel questioned what businesses will qualify for the relief funding; if those that received prior CARES funds will be ineligible. Mr. Beitel replied that any business that received prior aid would not be disqualified from this round of relief funds. Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to authorize the Chairman to sign the application for state economic relief funds as discussed above. Motion carried.

Mr. Beitel thanked Commissioners Jensen and Hempel for their years of service and a job well done.

Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to authorize the County Auditor-Treasurer to make temporary transfers, as outlined by the Auditor-Treasurer, to bring ditch balances to a positive balance at the end of 2020. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve a wage adjustment for the Lead Deputy Treasurer to Grade 16 and a Step 5 wage of \$29.80/hour, inclusive of a 2021 COLA, effective January 1st, 2021. Motion carried.

The County Board then discussed cost-of-living-adjustments for non-union employees. Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to set COLAs for non-union, county employees for three years as follows: 2021 = \$.75/hour, 2022 = \$.25/hour + 2.25%, 2023 = \$.25/hour + 1.5%, with an effective date of January 1st each year. This motion excludes elected officials, the County Engineer, and the Crime Victim Services Advocate. Motion carried.

Chairman Tveitbakk entertained discussion on a document titled 'Pennington County Board of Commissioners - Operating Rules and Guidelines'. Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve adoption of the 'Pennington County Board of Commissioners - Operating Rules and Guidelines' effective immediately. Motion carried. It was noted that the document will be modified to reflect the incoming Board members and other minor modifications. The revised document will be presented for approval at the January 5th, 2021 Board meeting.

Commissioner Lawrence noted that in light of the Governor stating that school sports practices can resume on January 4th, 2021, he was questioned by TRFAHA about reopening of the Old Auditorium and Old Arena. The county has building lease agreements with TRFAHA and County Attorney Seamus Duffy will review the laws and agreements to see if we can allow use of the facilities for sports again.

Chairman Tveitbakk thanked Commissioners Jensen and Hempel for their years of service and appreciates their dedication to their positions and duty as Commissioners.

Commissioner Jensen stated he has appreciated serving his district the past 32 years and is proud of the fact that he missed only two county board meetings in his tenure as County Commissioner. He has appreciated working alongside many great Board members throughout the years.

Commissioner Hempel stated he appreciates the hard work of the Board; sometimes they respectfully disagree on issues but nonetheless strive to make the best decisions for Pennington County.

County Coordinator Kevin Erickson thanked Commissioners Jensen and Hempel for their years of service to the County and for always striving to make the best decisions for the residents and employees of the County.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to adjourn the Board meeting to January 5th, 2021 at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Darryl Tveitbakk, Chairman
Board of Commissioners

draft

Linda
1/5/21

8:33AM

Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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



Linda
1/5/21 8:33AM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1011 ACE HARDWARE					
115 01-111-000-0000-6300	AP	23.97	BULBS	63553	REPAIRS & MAINTENANCE N
88 01-251-000-0000-6300	AP	8.59	LUBE SPRAY - JAIL DOORS	63653	REPAIRS & MAINTENANCE N
89 01-251-000-0000-6302		21.17	INSTALL DOOR STOP - FREEZER	63657	KITCHEN REPAIRS & EXPENSE N
90 01-251-000-0000-6302	AP	6.95	INSTALL DOOR STOP - FREEZER	63676	KITCHEN REPAIRS & EXPENSE N
91 01-218-000-0000-6300	AP	19.98	AIR FILTER - DISPATCH	63775	REPAIRS & MAINTENANCE N
112 01-111-000-0000-6300	AP	12.99	TAPE	63814	REPAIRS & MAINTENANCE N
117 01-111-000-0000-6300	AP	1.80	HARDWARE & FASTENERS	64133	REPAIRS & MAINTENANCE N
118 01-111-000-0000-6300	AP	3.59	BRACE	64133	REPAIRS & MAINTENANCE N
110 01-111-000-0000-6300	AP	3.58	HARDWARE & FASTENERS	64291	REPAIRS & MAINTENANCE N
111 01-218-000-0000-6300	AP	7.66	HARDWARE & FASTENERS	64291	REPAIRS & MAINTENANCE N
92 01-201-000-0000-6401	AP	11.94	KEYS	64593	SUPPLIES N
93 01-218-000-0000-6300	AP	57.38	ROOFTOP VENT REPAIR - LEC	64614	REPAIRS & MAINTENANCE N
113 01-800-000-0000-6300	AP	30.99	3" VENT	64838	REPAIRS & MAINTENANCE N
114 01-111-000-0000-6300	AP	18.99	VBELT	64973	REPAIRS & MAINTENANCE N
94 01-218-000-0000-6300	AP	28.91-	ROOFTOP VENT REPAIR - LEC	65083	REPAIRS & MAINTENANCE N
116 01-111-000-0000-6300	AP	10.58	FILE	65315	REPAIRS & MAINTENANCE N
95 01-218-000-0000-6300	AP	156.89	REPLACE LIGHTING - LEC	65353	REPAIRS & MAINTENANCE N
119 01-111-000-0000-6300	AP	10.58-	RETURN FILE	65658	REPAIRS & MAINTENANCE N
109 01-501-000-0000-6403	AP	3.59	BLEACH	66152	JANITORIAL SUPPLIES N
1011 ACE HARDWARE		361.15	19 Transactions		
1308 ASSOCIATION MINNESOTA COUNTIES					
78 01-041-000-0000-6241		771.00	2021 DUES - KE		DUES - AUDITOR N
42 01-003-000-0000-6241		8,873.00	2021 MEMBERSHIP DUES	56602	DUES - BOARD N
61 01-003-000-0000-6241	AP	50.00	ANNUAL MEETING - VIRTUAL - JH	57277	DUES - BOARD N
62 01-003-000-0000-6241	AP	50.00	ANNUAL MEETING - VIRTUAL - BL	57277	DUES - BOARD N
63 01-003-000-0000-6241	AP	50.00	ANNUAL MEETING - VIRTUAL - DJ	57277	DUES - BOARD N
64 01-003-000-0000-6241	AP	50.00	ANNUAL MEETING - VIRTUAL - NP	57277	DUES - BOARD N
65 01-003-000-0000-6241	AP	50.00	ANNUAL MEETING - VIRTUAL - DT	57277	DUES - BOARD N
1308 ASSOCIATION MINNESOTA COUNTIES		9,894.00	7 Transactions		
2322 BRUZEK/CARL					
15 01-106-000-0000-6330	AP	8.91	MILEAGE - ASSESSING - TOWNSHIPS	123020	TRAVEL & EXPENSE N
16 01-106-000-0000-6330	AP	7.02	MILEAGE - ASSESSING - TOWNSHIPS	123120	TRAVEL & EXPENSE N
14 01-106-000-0000-6330	AP	14.15	MILEAGE - ASSESSING - TOWNSHIPS	12420	TRAVEL & EXPENSE N
2322 BRUZEK/CARL		30.08	3 Transactions		
3311 COLE PAPERS, INC.					

Pennington County Financial System



Linda
1/5/21 8:33AM
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 Descripti	1099	On Behalf of Name
13		01-111-000-0000-6403		AP	74.03	LYSOL		9923781		JANITORIAL SUPPLIES - COURTHOU	N	
	3311	COLE PAPERS, INC.			74.03		1 Transactions					
	7317	GALLS, LLC										
51		01-201-000-0000-6420		AP	59.49	SHIRT #01		17000549		UNIFORMS	N	
48		01-251-000-0000-6420		AP	236.15	2 PANTS/NEW EMPLOYEE		17003595		JAILER UNIFORMS	N	
49		01-251-000-0000-6420		AP	59.77	DUTY BELT		17007069		JAILER UNIFORMS	N	
50		01-251-000-0000-6420		AP	22.29	GLOVE POUCH		17008160		JAILER UNIFORMS	N	
52		01-201-000-0000-6420		AP	119.00	2 SHIRTS #01		17111550		UNIFORMS	N	
103		01-220-000-0000-6420		AP	152.29	2 SS SHIRTS - NEW EMPLOYEE		17271847		UNIFORMS	N	
	7317	GALLS, LLC			648.99		6 Transactions					
	8014	HUGOS #7										
1		01-003-000-0000-6330		AP	9.99	FOOD FOR MEETING		82520		TRAVEL & EXPENSE	N	
	8014	HUGOS #7			9.99		1 Transactions					
	12373	LEADSONLINE LLC										
58		01-220-000-0000-6263			1,188.00	INVESTIGATION SYSTEM SERVICE		258446		COMPUTER SERVICES & SUPPLIES	N	
	12373	LEADSONLINE LLC			1,188.00		1 Transactions					
	12355	LEVENHAGEN/AMY										
17		01-106-000-0000-6330		AP	76.48	MILEAGE - ASSESSING - TOWNSHIPS		111720		TRAVEL & EXPENSE	N	
18		01-106-000-0000-6330		AP	73.03	MILEAGE - ASSESSING - TOWNSHIPS		112020		TRAVEL & EXPENSE	N	
19		01-106-000-0000-6330		AP	75.73	MILEAGE - ASSESSING - TOWNSHIPS		112320		TRAVEL & EXPENSE	N	
23		01-106-000-0000-6330		AP	62.27	MILEAGE - ASSESSING - TOWNSHIPS		121020		TRAVEL & EXPENSE	N	
24		01-106-000-0000-6330		AP	62.10	MILEAGE - ASSESSING - TOWNSHIPS		121120		TRAVEL & EXPENSE	N	
20		01-106-000-0000-6330		AP	70.73	MILEAGE - ASSESSING - TOWNSHIPS		12220		TRAVEL & EXPENSE	N	
25		01-106-000-0000-6330		AP	3.45	MILEAGE - ASSESSING - TOWNSHIPS		123120		TRAVEL & EXPENSE	N	
21		01-106-000-0000-6330		AP	62.10	MILEAGE - ASSESSING - TOWNSHIPS		12420		TRAVEL & EXPENSE	N	
22		01-106-000-0000-6330		AP	62.56	MILEAGE - ASSESSING - TOWNSHIPS		12920		TRAVEL & EXPENSE	N	
	12355	LEVENHAGEN/AMY			548.45		9 Transactions					
	13498	MARCO TECHNOLOGIES LLC										
12		01-132-000-0000-6301		AP	45.23	EQ465509 MAINTENANCE AGREEMENT		INV8275445		MAINTENANCE AGREEMENT	N	
104		01-801-000-0000-6301			157.92	EQ1019556 MAINTENANCE AGREEMNT		INV8284793		MAINTENANCE AGREEMENT	N	
	13498	MARCO TECHNOLOGIES LLC			203.15		2 Transactions					
	999999997	MEKASH/SCOTT										
46		01-201-000-0000-6420		AP	32.88	UNIFORM ALLOWANCE REIMBURSE				UNIFORMS	N	

Pennington County Financial System



Linda
1/5/21 8:33AM
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 Descripti On Behalf of Name	1099
99999997	MEKASH/SCOTT		32.88		1 Transactions		
53	13336 MID-STATES ORGANIZED CRIME INFO CE 01-201-000-0000-6241		100.00	2021 MEMBERSHIP	42019-1489	DUES	N
	13336 MID-STATES ORGANIZED CRIME INFO CE		100.00		1 Transactions		
59	13400 MN ASSOCIATION OF COUNTY OFFICERS 01-041-000-0000-6241		1,080.00	2021 MACO DUES		DUES - AUDITOR	N
	13400 MN ASSOCIATION OF COUNTY OFFICERS		1,080.00		1 Transactions		
74	13355 MN COUNTIES COMPUTER COOP 01-070-000-0000-6241		1,700.00	2021 TAX USER GROUP DUES	2101182	DUES - DP	N
75	01-070-000-0000-6241		1,700.00	2021 CAMA USER GROUP DUES	2101182	DUES - DP	N
76	01-070-000-0000-6241		1,700.00	2021 ISSG GROUP DUES	2101182	DUES - DP	N
77	01-070-000-0000-6241		1,700.00	2021 FINANCE/GENERAL DUES	2101182	DUES - DP	N
66	01-070-000-0000-6263		8,694.00	21 1ST QTR - TAX SUPPORT	2101182	COMPUTER SERVICES - DP	N
67	01-070-000-0000-6263		412.50	21 1ST QTR - BETA TESTING	2101182	COMPUTER SERVICES - DP	N
68	01-070-000-0000-6263		600.00	21 1ST QTR - ENHANCEMENT FUND	2101182	COMPUTER SERVICES - DP	N
69	01-070-000-0000-6263		3,214.00	21 1ST QTR - CAMA MAINT & SUPP	2101182	COMPUTER SERVICES - DP	N
70	01-070-000-0000-6263		300.00	21 1ST QTR - ISSG ENHANCEMENT	2101182	COMPUTER SERVICES - DP	N
71	01-070-000-0000-6263		300.00	21 1ST QTR - FINANCIAL/GENERAL	2101182	COMPUTER SERVICES - DP	N
72	01-070-000-0000-6263		1,256.00	21 1ST QTR - PAYMATE	2101182	COMPUTER SERVICES - DP	N
73	01-070-000-0000-6263		383.25	21 1ST QTR CAPITAL ASSETS	2101182	COMPUTER SERVICES - DP	N
79	01-070-000-0000-6263		300.00	2021 JIC IFS ENHANCEMENT FUND	2101183	COMPUTER SERVICES - DP	N
80	01-070-000-0000-6263		5,297.00	2021 IFS SUPPORT (AUD/TREAS)	2101183	COMPUTER SERVICES - DP	N
81	01-070-000-0000-6263		115.00	2021 IFS GOLDEN WIKI	2101183	COMPUTER SERVICES - DP	N
	13355 MN COUNTIES COMPUTER COOP		27,671.75		15 Transactions		
82	13033 MN COUNTIES INTERGOVERNMENTAL TF 01-201-000-0000-6354		52,074.00	2021 WORKMANS COMP		INSURANCE - WORKMAN'S COMP	N
83	01-201-000-0000-6355		51,966.00	2021 PROPERTY/CASUALTY		INSURANCE - PROPERTY CASUALTY	N
31	01-290-000-0000-6801		790.00	2021 PROPERTY/CASUALTY		Miscellaneous Expense	N
28	01-801-000-0000-6354		11,672.00	2021 WORKMAN'S COMP		INSURANCE - WORKMAN'S COMP	N
29	01-801-000-0000-6355		43,429.00	2021 PROPERTY/CASUALTY		INSURANCE - PROPERTY CASUALTY	N
	13033 MN COUNTIES INTERGOVERNMENTAL TF		159,931.00		5 Transactions		
85	13324 MN SHERIFFS ASSOCIATION 01-201-000-0000-6241		1,996.70	2021 ANNUAL SHERIFF DUES	210057	DUES	N
86	01-252-000-0000-6330		2,039.64	2021 ANNUAL LEXIPOL DUES	210144	TRAVEL & EXPENSE	N
87	01-252-000-0000-6330		731.00	2021 ICLD PROJECT/YEARLY DUES	210231	TRAVEL & EXPENSE	N

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.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
13324	MN SHERIFFS ASSOCIATION		4,767.34		3 Transactions		
99999997	NOEL/RHONDA						
45	01-220-000-0000-6420	AP	116.21	UNIFORM ALLOWANCE REIMBURSE		UNIFORMS	N
99999997	NOEL/RHONDA		116.21		1 Transactions		
14123	NORTHWEST BEVERAGE INC						
108	01-801-000-0000-6801	AP	66.50	WATER	5447	MISCELLANEOUS EXPENSE	N
14123	NORTHWEST BEVERAGE INC		66.50		1 Transactions		
15323	OFFICE DEPOT						
96	01-220-000-0000-6405	AP	113.89	INK - MS	145473030001	GENERAL SUPPLIES	N
97	01-251-000-0000-6255	AP	126.89	TONER - MEND	146499973001	MEDICAL - LOCAL	N
98	01-251-000-0000-6405	AP	175.89	TONER - CONTROL DESK	147154539001	GENERAL SUPPLIES - JAIL	N
99	01-251-000-0000-6405	AP	329.97	TONER - CONTROL DESK	147155658001	GENERAL SUPPLIES - JAIL	N
15323	OFFICE DEPOT		746.64		4 Transactions		
15329	OIL BOYZ EXPRESS LUBE						
101	01-201-000-0000-6304	AP	69.67	OIL CHANGE/ SERVICE - CHARGER	161033	REPAIR & MAINTENANCE - SQUAD	N
102	01-223-000-0000-6801		68.60	OIL CHANGE/ SERVICE - #10	161038	MISCELLANEOUS EXPENSE-E911	N
15329	OIL BOYZ EXPRESS LUBE		138.27		2 Transactions		
15370	ONSOLVE, LLC						
84	01-223-000-0000-6801		4,647.00	CODE RED 2021	54661833817	MISCELLANEOUS EXPENSE-E911	N
15370	ONSOLVE, LLC		4,647.00		1 Transactions		
18319	RT VISION, INC.						
105	01-070-000-0000-6263		480.00	TIMECARD BASIC UPGRADE	2021101348	COMPUTER SERVICES - DP	N
18319	RT VISION, INC.		480.00		1 Transactions		
19352	STATE OF MN-DEPT OF PUBLIC SAFETY						
100	01-220-000-0000-6203	AP	270.00	CJDN CHARGES - 4TH QTR CONNECT	14091	TELETYPE	N
19352	STATE OF MN-DEPT OF PUBLIC SAFETY		270.00		1 Transactions		
19362	SUNDBY CLEANING, LLC						
27	01-800-000-0000-6262	AP	1,800.00	DECEMBER CLEANING - LEC	LEC1220	OTHER SERVICES-WELFARE BUILDI	Y
26	01-218-000-0000-6262	AP	1,300.00	DECEMBER CLEANING - LEC	SS1220	OTHER SERVICES	Y
19362	SUNDBY CLEANING, LLC		3,100.00		2 Transactions		
12332	TRITECH SOFTWARE SYSTEMS						

Pennington County Financial System



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1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	On Behalf of Name	1099
54		01-220-000-0000-6263		27,199.67	ANNUAL SOFTWARE MAINTENANCE		301701		COMPUTER SERVICES & SUPPLIES		N
55		01-220-000-0000-6263		3,150.00	HOSTING & SOFTWARE MAINTENANCE		301701		COMPUTER SERVICES & SUPPLIES		N
56		01-220-000-0000-6263		468.56	LETG SOFTWARE ANNUAL MAINT		301701		COMPUTER SERVICES & SUPPLIES		N
57		01-220-000-0000-6263		945.00	ANNUAL (6) VPN HOSTING		301701		COMPUTER SERVICES & SUPPLIES		N
12332	TRITECH SOFTWARE SYSTEMS			31,763.23		4 Transactions					
47	22336 VETTLESON/SETH	01-201-000-0000-6420	AP	72.25	UNIFORM ALLOWANCE REIMBURSE				UNIFORMS		N
	22336 VETTLESON/SETH			72.25		1 Transactions					
60	22304 VFW POST 2793	01-111-000-0000-6801	AP	30.00	STATE FLAG FOR GOVT CENTER		602609		MISCELLANEOUS EXPENSE		N
	22304 VFW POST 2793			30.00		1 Transactions					
43	999999997 YORBA/ALEX	01-251-000-0000-6420	AP	73.42	UNIFORM ALLOWANCE REIMBURSE				JAILER UNIFORMS		N
44		01-251-000-0000-6420	AP	40.93	UNIFORM ALLOWANCE REIMBURSE				JAILER UNIFORMS		N
	999999997 YORBA/ALEX			114.35		2 Transactions					
1 Fund Total:				248,085.26	County Revenue			27 Vendors		96 Transactions	

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3 Road & Bridge

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 Descripti On Behalf of Name	1099
4	1350 ARAMARK 03-320-000-0000-6262	AP	710.12	SHOP 500 RUGS		OTHER SERVICES	N
	1350 ARAMARK		710.12	1 Transactions			
8	1364 AUTO VALUE 03-350-000-0000-6556	AP	56.96	GLOVES, HANDWASH		SHOP SUPPLIES	N
6	03-350-000-0000-6564	AP	4.98	SPARK PLUG		EQUIPMENT REPAIR PARTS	N
7	03-350-000-0000-6564	AP	48.47	TAILGATE HANDLE, CUT OFF WHEEL		EQUIPMENT REPAIR PARTS	N
9	03-350-000-0000-6564	AP	40.00	BATTERY		EQUIPMENT REPAIR PARTS	N
10	03-350-000-0000-6564	AP	30.97	CIRCUIT BREAKER AMP		EQUIPMENT REPAIR PARTS	N
11	03-350-000-0000-6564	AP	239.99	WHEEL BEARING & HUB		EQUIPMENT REPAIR PARTS	N
	1364 AUTO VALUE		421.37	6 Transactions			
2	3315 CARGILL, INCORPORATED 03-350-000-0000-6565	AP	5,160.14	SALT		ROAD MATERIALS	N
	3315 CARGILL, INCORPORATED		5,160.14	1 Transactions			
3	4353 DLT SOLUTIONS 03-330-000-0000-6554		1,173.15	AUTOCAD LICENSE RENEWAL 2021		ENGINEERING & SURVEYING SUPPLI	N
	4353 DLT SOLUTIONS		1,173.15	1 Transactions			
106	13033 MN COUNTIES INTERGOVERNMENTAL TF 03-803-000-0000-6354		38,832.00	2021 WORKER'S COMP		INSURANCE - WORKMAN'S COMP	N
107	03-803-000-0000-6355		44,744.00	2021 PROP CASUALTY		INSURANCE - PROPERTY CASUALTY	N
	13033 MN COUNTIES INTERGOVERNMENTAL TF		83,576.00	2 Transactions			
5	23054 WESTSIDE MOTORS 03-350-000-0000-6564	AP	6,344.41	REPAIR VEHICLE UNIT 304		EQUIPMENT REPAIR PARTS	N
	23054 WESTSIDE MOTORS		6,344.41	1 Transactions			
3 Fund Total:			97,385.19	Road & Bridge	6 Vendors	12 Transactions	

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32 Solid Waste Facility

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
30	13033 MN COUNTIES INTERGOVERNMENTAL TF 32-391-000-0000-6355		3,045.00	2021 PROPERTY/CASUALTY		INSURANCE - PROPERTY CASUALTY
	13033 MN COUNTIES INTERGOVERNMENTAL TF		3,045.00	1 Transactions		
32 Fund Total:			3,045.00	Solid Waste Facility	1 Vendors	1 Transactions

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Pennington County Financial System



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35 Justice Center Jail Bond Fu

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1450 ASSOCIATED BANK GREEN BAY, N.A.					
40 35-940-000-0000-6704		445,000.00		PRINCIPAL - JAIL BOND 2016A	PRINCIPAL - J.C. JAIL BOND FUND N
41 35-940-000-0000-6705		137,503.13		INTEREST - JAIL BOND 2016A	INTEREST - J.C. JAIL BOND FUND N
1450 ASSOCIATED BANK GREEN BAY, N.A.		582,503.13		2 Transactions	
35 Fund Total:		582,503.13		Justice Center Jail Bond Fund	1 Vendors 2 Transactions

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36 Justice Center Capital Imp

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1450 ASSOCIATED BANK GREEN BAY, N.A.					
38 36-941-000-0000-6704		225,000.00		PRINCIPAL - J.C. CAPITAL IMPR BOI	N
39 36-941-000-0000-6705		66,650.00		INTEREST - J.C. CAPITAL IMPR BON	N
1450 ASSOCIATED BANK GREEN BAY, N.A.		291,650.00	2 Transactions		
36 Fund Total:		291,650.00	Justice Center Capital Improven	1 Vendors	2 Transactions

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Pennington County Financial System



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40 Ditch Funds

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
14323 NORTHLAND TRUST SERVICES INC					
32 40-784-000-0000-6704		25,000.00	PRINCIPAL RLWD#14	PENNCTY13A	PRINCIPAL - RLWD 14 N
33 40-784-000-0000-6705		4,793.75	INTEREST RLWD#14	PENNCTY13A	INTEREST - RLWD 14 N
36 40-784-000-0000-6706		247.50	FEE - RLWD#14	PENNCTY13A	COSTS - RLWD 14 N
34 40-785-000-0000-6704		20,000.00	PRINCIPAL RLWD#15	PENNCTY13A	PRINCIPAL - RLWD 15 N
35 40-785-000-0000-6705		4,168.75	INTEREST RLWD#14	PENNCTY13A	INTEREST - RLWD 15 N
37 40-785-000-0000-6706		247.50	FEE - RLWD#15	PENNCTY13A	COSTS - RLWD 15 N
14323 NORTHLAND TRUST SERVICES INC		54,457.50	6 Transactions		
40 Fund Total:		54,457.50	Ditch Funds	1 Vendors	6 Transactions
Final Total:		1,277,126.08	37 Vendors	119 Transactions	

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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	248,085.26	County Revenue	
3	97,385.19	Road & Bridge	
32	3,045.00	Solid Waste Facility	
35	582,503.13	Justice Center Jail Bond Fund	
36	291,650.00	Justice Center Capital Improven	
40	54,457.50	Ditch Funds	
All Funds	1,277,126.08	Total	Approved by,
		
		

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8:53AM

Pennington County Financial System



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

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Pennington County Financial System



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1/5/21 8:53AM
1 County Revenue

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
20307	TVEITBAKK/DARRYL						
7	01-003-000-0000-6103	AP	75.00	PER DIEM -NEW COM ORIENT - TRF	121120	PER DIEMS - BOARD	N
8	01-003-000-0000-6103	AP	100.00	PER DIEM -AIRPORT/PERSONN- TRF	121620	PER DIEMS - BOARD	N
9	01-003-000-0000-6103	AP	100.00	PER DIEM -PERSONNEL COMM- TRF	121720	PER DIEMS - BOARD	N
1	01-003-000-0000-6103	AP	75.00	PER DIEM - PERSONNEL COM - TRF	12220	PER DIEMS - BOARD	N
10	01-003-000-0000-6103	AP	100.00	PER DIEM -PERSONNEL/CARES- TRF	122220	PER DIEMS - BOARD	N
2	01-003-000-0000-6103	AP	75.00	PER DIEM - AIRPORT AUTH - TRF	12320	PER DIEMS - BOARD	N
3	01-003-000-0000-6103	AP	100.00	PER DIEM - PERSONNEL/AFS - TRF	12420	PER DIEMS - BOARD	N
4	01-003-000-0000-6103	AP	75.00	PER DIEM - AMC ANNUAL MT - TRF	12720	PER DIEMS - BOARD	N
5	01-003-000-0000-6103	AP	75.00	PER DIEM - BUILD COMM - TRF	12820	PER DIEMS - BOARD	N
6	01-003-000-0000-6103	AP	75.00	PER DIEM -ENBRIDGE COMM - TRF	12920	PER DIEMS - BOARD	N
20307	TVEITBAKK/DARRYL		850.00	10 Transactions			
1 Fund Total:			850.00	County Revenue		1 Vendors	10 Transactions
Final Total:			850.00	1 Vendors		10 Transactions	

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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	850.00	County Revenue
All Funds		850.00	Total

Approved by,
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