

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, MARCH 28TH, 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**
 - 10:00 Julie Sjostrand – Human Services Director
 - 10:05 Seth Vettleson – County Sheriff
David Casanova – Jail Administrator
 - 10:15 Alex Bladow – Asst. County Engineer
- 7. County Auditor-Treasurer Items**
- 8. County Coordinator Items**
- 9. County Attorney Items**
- 10. Committee Reports / Commissioner Updates**

11. Adjournment

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 21, 2023 (detailed minutes on record)
are hereby adopted:

SECTION A

- I. To approve the February 16, 2023, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To adopt and approve DHS's Merit System Equal Employment Opportunity and Affirmative Action guidelines as the agency's EEO and AA action plan.
B. To approve and re-authorize the Pennington County Pre-Petition Screening Team and the list of screeners as presented.

SECTION B

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

Aye

Nay

Chairperson

Date

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
MARCH 14TH, 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, March 14th, 2023, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, Dave Sorenson, and Neil Peterson. 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, Commissioner Sourdif motioned, seconded by Commissioner Lawrence, to approve the Board agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Nelson, to approve the Board of minutes of February 28th, 2023, as presented. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the following Commissioner warrants. Motion carried.

County Revenue	\$153,901.13
Road & Bridge	\$ 31,974.11
Solid Waste Facility	\$ 1,180.66
Ditch Funds	\$ 5,475.00

Per diems and meal reimbursements in the amount of \$3,056.10 were also approved.

County Engineer Mike Flaagan presented annual township agreements for signature by the Chairman. These agreements are for amounts billed to local townships for equipment and labor for county work done on behalf of the townships, such as road grading and plowing.

Engineer Flaagan noted that the software for sign inventory is nearly complete. He discussed a quote by Verizon for the purchase of an iPad Pro with a data plan, which would be used to collect field data on county signs. Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the purchase of an iPad Pro and data plan from Verizon at cost of \$1,299.99. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to hold a Five-Year Road & Bridge Plan Hearing on April 25th, 2023, at 9:00 a.m. in the Justice Center Board Room. Motion carried.

Engineer Flaagan noted that bids for 2023 fuel, equipment rental, and culverts were opened today at 9:00 a.m. in the Justice Center Board Room as duly advertised.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to accept the bid received from True North Steel for culvert supplies, from Northdale Oil and Farmers Union Oil for fuel, the following bids received for equipment rental, and to authorize the Engineer to select from these bidders. Motion carried.

Dyrdahl Construction Inc.	Thygeson Construction, Inc.
Triple D Construction & Leasing, Inc.	Olson (Jeff) Construction
Nelson Excavating	Beito Repair
Lunkes, Inc.	Hruby Road Service
Weleski Excavating, LLC	Jamie Nelson
Olson (Steve) Construction TRF Inc.	K&K Trucking, Inc.
Anderson Excavating	Danni Jarshaw

Human Services Director Julie Sjostrand met with the Board and stated she has advertised for three Eligibility Workers and two applicants have completed background checks at this time and she is recommending their hire. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson to approve the hire of Jeremy Enright and Abigail Steffan for the positions of Full-Time Eligibility Worker. Motion carried.

Emergency Management Director Erik Beitel discussed local FEMA projects from 2022, noting that Phase 1 of repairs are complete at a cost of \$82,000. Phase 2 is the TRF Golf Course bridge repair project at an estimated cost of \$83,000, of which 90% will be advanced funding with the final 10% received upon project completion. Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to approve the FEMA grant agreement and authorize the Chairman to sign the same. Motion carried.

Discussion was held on the spring flooding forecast, with Mr. Beitel noting that we have some sandbags in possession and that preparations are being taken by the Highway Dept. and emergency management to prepare for predicted spring flooding.

County Auditor Items: None.

County Coordinator Items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the following resolution regarding new opioid settlements. Discussion followed with Commissioner Lawrence noting that no opioid settlement funds have been spent to date. A committee consisting of the county, local schools, and Sanford Health is discussing use of the funds and is focusing on educating youth on opioids and other drugs. Following discussion, the motion carried.

Resolution Authorizing Pennington County Staff to Execute All Necessary Documents to Ensure Pennington County's Participation in the Multistate Settlements Relating to

Opioid Supply Chain Participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against opioid supply chain participants related to the opioid crisis; and

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several opioid supply chain participants, but those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and

WHEREAS, there is a deadline of April, 18 2023, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and

WHEREAS, representatives of Minnesota's local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision Memorandum of Agreement, as amended (the "State-Subdivision Agreement"); and

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota;

NOW, THEREFORE, BE IT RESOLVED, Pennington County supports and agrees to the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Pennington County supports and opts into all future multistate settlement agreements with opioid supply chain participants; and

BE IT FURTHER RESOLVED, Pennington County authorizes county staff to execute all necessary documents to ensure Pennington County's participation in the multistate settlement agreements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement.

County Coordinator Kevin Erickson stated that the Building Committee, Schmitz Builders, and SEH met on March 6, 2023, to walk through the Government Center 3rd floor project and discussed plan revisions needed to some bathrooms and the related plumbing.

Mr. Erickson noted that the appliances for the new 1st floor breakroom have been installed with the exception of the sink faucet, which will be completed soon.

Crime Victim Services Advocate Tamra Pautzke noted her current program grant expires September 30th, 2023, and she must reapply for the grant by April 12th, 2023. The proposed grant consists of \$85,000 in federal funds and \$2,000 in state funds. Discussion was held on the grant and the services she provides as Crime Victim Advocate. Commissioner Lawrence questioned any trends Ms. Pautzke has noticed relating to

crimes. She noted that burglaries appear to be on the rise, with many related to drugs and drug usage. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to authorize Ms. Pautzke to apply for the grant as discussed and to continue providing her CVA services. Motion carried.

Constituent Jared Schaefer met with the Board regarding a request to hunt county-owned land. Discussion followed with the Board and Engineer noting the hazards often associated with county land, which are often active gravel pits. The Board noted they will meet with the County Engineer, Attorney, MCIT, and other interested parties regarding the request and to discuss and possibly develop a county policy regarding public hunting on county-owned land.

County Attorney Items: None.

Committee Reports: None

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

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners

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
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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
75	1320 ANDERSON/KIKI 01-106-000-0000-6401		1,046.75	VALUATION NOTICES/ENVELOPES	INV06461137	SUPPLIES	Y
	1320 ANDERSON/KIKI		1,046.75	1 Transactions			
89	2050 BREDESON SUPPLY 01-111-000-0000-6300		29.95	HANDICAP SIGN-PARKING LOT	212169	REPAIRS & MAINTENANCE	N
	2050 BREDESON SUPPLY		29.95	1 Transactions			
70	3312 CARTRIDGE CENETER INC 01-220-000-0000-6401		118.00	DISPATCH INK	31743	SUPPLIES	N
	3312 CARTRIDGE CENETER INC		118.00	1 Transactions			
57	3306 CITY OF THIEF RIVER FALLS 01-201-000-0000-6262		750.00	2022 CITY POUND CHARGES		OTHER SERVICES	N
	3306 CITY OF THIEF RIVER FALLS		750.00	1 Transactions			
67	3350 COTA/WADE 01-255-000-0000-6330		32.66	MEAL REIMBURSEMENT-CHAINSAW	3/8/23	TRAVEL & EXPENSE	N
68	01-255-000-0000-6330		15.00	MEAL REIMBURSEMENT-CHAINSAW	3/9/23	TRAVEL & EXPENSE	N
69	01-255-000-0000-6330		21.06	MEAL REIMBURSEMENT-CHAINSAW	3/9/23	TRAVEL & EXPENSE	N
	3350 COTA/WADE		68.72	3 Transactions			
88	4310 D & T VENTURES 01-070-000-0000-6301		450.00	PROPERTY TAX WEBSITE SUPPORT	302306	MAINTENANCE AGREEMENT	N
	4310 D & T VENTURES		450.00	1 Transactions			
56	7317 GALLS, LLC 01-251-000-0000-6420		51.99	REFUND SHIPPING CHARGES	23623267	JAILER UNIFORMS	N
53	01-251-000-0000-6420		61.80	UNIFORM SHIRT	23727182	JAILER UNIFORMS	N
54	01-251-000-0000-6420		77.99	UNIFORM PANTS	23749272	JAILER UNIFORMS	N
55	01-251-000-0000-6420		171.56	2 UNIFORM SHIRTS, 1 JACKET	23763254	JAILER UNIFORMS	N
	7317 GALLS, LLC		259.36	4 Transactions			
93	8328 HANSON/KRISTIN 01-091-000-0000-6241		267.00	ATTORNEY LICENSE		DUES	N
92	01-091-000-0000-6401		85.15	PRINTER INK		SUPPLIES	N
	8328 HANSON/KRISTIN		352.15	2 Transactions			
49	8315 HUBERT OUTDOOR POWER 01-214-000-0000-6405		119.65	SNOWMOBILE BATTERY	69735	GENERAL SUPPLIES - SNOWMOBI	Y

Pennington County Financial System



Danielle
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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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
8315	HUBERT OUTDOOR POWER		119.65		1 Transactions		
11332	KJELLAND/RONALD						
65	01-255-000-0000-6330		32.66	MEAL REIMBURSEMENT-CHAINSAW	3/8/23	TRAVEL & EXPENSE	N
66	01-255-000-0000-6330		20.22	MEAL REIMBURSEMENT-CHAINSAW	3/9/23	TRAVEL & EXPENSE	N
11332	KJELLAND/RONALD		52.88		2 Transactions		
13498	MARCO TECHNOLOGIES LLC						
41	01-132-000-0000-6301		53.58	EQ465509 MAINTENANCE AGREEMENT	INV1091787	MAINTENANCE AGREEMENT	N
40	01-132-000-0000-6301		53.58	EQ465509 MAINTENANCE AGREEMENT	INV11005538	MAINTENANCE AGREEMENT	N
97	01-801-000-0000-6301		173.08	EQ1019556 MAINTENANCE	INV11020683	MAINTENANCE AGREEMENT	N
13498	MARCO TECHNOLOGIES LLC		280.24		3 Transactions		
13446	MODERN IMAGING SOLUTIONS, INC						
50	01-251-000-0000-6405		239.90	2 CASES NITRILE GLOVES	002320250	GENERAL SUPPLIES - JAIL	N
13446	MODERN IMAGING SOLUTIONS, INC		239.90		1 Transactions		
14042	NORTHWEST SERVICE COOPERATIVE						
76	01-804-000-0000-6636		12,500.00	3RD FLOOR AIR MONITORING	7548	BUILDING IMPROVEMENTS	N
14042	NORTHWEST SERVICE COOPERATIVE		12,500.00		1 Transactions		
15323	OFFICE DEPOT						
58	01-251-000-0000-6255		139.89	MEND TONER	300201488001	MEDICAL - LOCAL	N
60	01-251-000-0000-6405		28.21	DRY ERASE MARKERS	301007194001	GENERAL SUPPLIES - JAIL	N
61	01-203-000-0000-6801		53.99	COPY PAPER	302419283001	GUN PERMIT - MISC	N
59	01-251-000-0000-6405		48.99	COPY PAPER	303266593001	GENERAL SUPPLIES - JAIL	N
15323	OFFICE DEPOT		271.08		4 Transactions		
15329	OIL BOYZ EXPRESS LUBE INC						
62	01-201-000-0000-6304		67.40	OIL CHANGE/SERVICE#02-EXPLORER	180543	REPAIR & MAINTENANCE - SQUADS	N
15329	OIL BOYZ EXPRESS LUBE INC		67.40		1 Transactions		
16067	PEMBERTON LAW, P.L.L.P.						
77	01-091-000-0000-6261		28.00	EMPLOYEE MATTER	124	CONSULTING & LEGAL SERVICES-A	Y
79	01-091-000-0000-6261		60.00	EMPLOYEE MATTER	124	CONSULTING & LEGAL SERVICES-A	Y
80	01-091-000-0000-6261		60.00	EMPLOYEE MATTER	124	CONSULTING & LEGAL SERVICES-A	Y
84	01-091-000-0000-6261		42.00	EMPLOYEE MATTER	124	CONSULTING & LEGAL SERVICES-A	Y
86	01-091-000-0000-6261		70.00	EMPLOYEE MATTER	124	CONSULTING & LEGAL SERVICES-A	Y
78	01-091-000-0000-6262		94.00	LEGAL FEES	124	OTHER SERVICES	Y
81	01-091-000-0000-6262		235.00	LEGAL FEES	124	OTHER SERVICES	Y

Pennington County Financial System



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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	1099
82	01-091-000-0000-6262		47.00	LEGAL FEES	124	OTHER SERVICES	Y
83	01-091-000-0000-6262		47.00	LEGAL FEES	124	OTHER SERVICES	Y
85	01-091-000-0000-6262		47.00	LEGAL FESS	124	OTHER SERVICES	Y
16067	PEMBERTON LAW, P.L.L.P.		730.00		10	Transactions	
9001	PENNINGTON & RED LAKE COUNTY						
95	01-003-000-0000-6901		14,455.25	2ND QUARTER ALLOCATION	183	APPROPRIATIONS	N
9001	PENNINGTON & RED LAKE COUNTY		14,455.25		1	Transactions	
16359	PENNINGTON COUNTY CRIME VICTIM						
73	01-270-000-0000-6262		585.72	VEHICLE REPAIRS	57-CR-23-49	OTHER SERVICES-CRIME VICTIM	N
16359	PENNINGTON COUNTY CRIME VICTIM		585.72		1	Transactions	
16027	PENNINGTON COUNTY TREASURER						
87	01-601-000-0000-6209		56.10	POSTAGE - FEB	4254	POSTAGE	N
16027	PENNINGTON COUNTY TREASURER		56.10		1	Transactions	
16314	PENNINGTON FAST LUBE						
52	01-201-000-0000-6304		547.18	PLUGS,3 COILS,INTAKE GASKET04	46665	REPAIR & MAINTENANCE - SQUADS	Y
51	01-201-000-0000-6304		126.91	IGNITION COIL #04	46999	REPAIR & MAINTENANCE - SQUADS	Y
16314	PENNINGTON FAST LUBE		674.09		2	Transactions	
16448	PREMIUM WATERS, INC.						
94	01-601-000-0000-6401		46.98	FEBRUARY WATER BILL	176888	SUPPLIES - EXTENSION	N
90	01-801-000-0000-6401		11.00	MARCH WATER	341045279	SUPPLIES-UNALLOCATED	N
16448	PREMIUM WATERS, INC.		57.98		2	Transactions	
14347	QUADIENT INC.						
96	01-801-000-0000-6301		614.10	LEASE JAN 2023-APRIL 2023	N9869163	MAINTENANCE AGREEMENT	N
14347	QUADIENT INC.		614.10		1	Transactions	
18440	READITECH IT SOLUTIONS						
157	01-070-000-0000-6263		115.00	ONSITE CHARGE		COMPUTER SERVICES - DP	N
155	01-091-000-0000-6631		460.00	HP LASERJET PRO & INSTALL-ATNY	274233	FURNITURE & EQUIPMENT - ATTOR	N
156	01-070-000-0000-6263		325.00	ETIME SSL CERTIFICATE	274309	COMPUTER SERVICES - DP	N
112	01-003-000-0000-6210		50.94	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
98	01-041-000-0000-6210		222.86	IT GLOBAL MAR - AUD/TREAS	274870	E-MAIL SERVICES	N
113	01-041-000-0000-6210		33.96	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
99	01-070-000-0000-6263		445.71	IT GLOBAL MAR - HIGHWAY	274870	COMPUTER SERVICES - DP	N
100	01-070-000-0000-6263		297.14	IT GLOBAL MAR - ICN	274870	COMPUTER SERVICES - DP	N

Pennington County Financial System



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101	01-070-000-0000-6263		891.43	IT GLOBAL MAR - WELFARE	274870	COMPUTER SERVICES - DP	N
102	01-070-000-0000-6263		49.52	IT GLOBAL MAR - DATA	274870	COMPUTER SERVICES - DP	N
103	01-070-000-0000-6263		140.00	IT GLOBAL MAR - DATA	274870	COMPUTER SERVICES - DP	N
114	01-091-000-0000-6210		33.96	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
104	01-091-000-0000-6300		99.05	IT GLOBAL MAR - ATTORNEY	274870	REPAIRS & MAINTENANCE	N
105	01-101-000-0000-6300		123.81	IT GLOBAL MAR - RECORDER	274870	REPAIRS & MAINTENANCE	N
121	01-101-000-0000-6300		8.49	HOSTED EXCHANGE - MAR	274870	REPAIRS & MAINTENANCE	N
106	01-106-000-0000-6300		74.29	IT GLOBAL MAR - ASSESSOR	274870	REPAIRS & MAINTENANCE	N
120	01-106-000-0000-6300		8.49	HOSTED EXCHANGE - MAR	274870	REPAIRS & MAINTENANCE	N
118	01-111-000-0000-6210		8.49	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
115	01-121-000-0000-6210		8.49	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
107	01-121-000-0000-6300		49.52	IT GLOBAL MAR - VET SERVICE	274870	Repairs & Maintenance	N
108	01-132-000-0000-6300		148.57	IT GLOBAL MAR - MV	274870	REPAIRS & MAINTENANCE	N
116	01-270-000-0000-6202		8.49	HOSTED EXCHANGE - MAR	274870	TELEPHONE	N
109	01-270-000-0000-6300		24.77	IT GLOBAL MAR - CRIME VICTIM	274870	REPAIRS & MAINTENANCE	N
117	01-290-000-0000-6210		8.49	HOSTED EXCHANGE - MAR	274870	E-MAIL SERVICES	N
110	01-290-000-0000-6300		49.52	IT GLOBAL MAR - EMER MGMT	274870	Repairs & Maintenance	N
111	01-601-000-0000-6300		123.81	IT GLOBAL MAR - EXTENSION	274870	REPAIRS & MAINTENANCE	N
119	01-601-000-0000-6300		16.98	HOSTED EXCHANGE - MAR	274870	REPAIRS & MAINTENANCE	N
153	01-070-000-0000-6263		40.00	REMOTE BACKUP MANAGER - MARCH	275144	COMPUTER SERVICES - DP	N
154	01-070-000-0000-6263		26.00	SYNOLOGY BACKUP STORAGE-MARCH	275194	COMPUTER SERVICES - DP	N
125	01-003-000-0000-6210		17.35	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
152	01-003-000-0000-6210		43.75	HOSTED OFFICE APPS MAR	275258	E-MAIL SERVICES	N
122	01-041-000-0000-6210		20.82	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
135	01-041-000-0000-6210		6.00	POP EMAIL - MAR	275258	E-MAIL SERVICES	N
148	01-041-000-0000-6210		43.75	HOSTED OFFICE APPS MAR	275258	E-MAIL SERVICES	N
123	01-070-000-0000-6210		3.47	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
124	01-070-000-0000-6210		10.41	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
136	01-070-000-0000-6210		8.00	POP EMAIL - MAR	275258	E-MAIL SERVICES	N
140	01-070-000-0000-6210		106.20	ENCRYPTION MAR - GC	275258	E-MAIL SERVICES	N
141	01-070-000-0000-6210		23.60	ENCRYPTION MAR -INC	275258	E-MAIL SERVICES	N
143	01-070-000-0000-6210		106.20	ENCRYPTION MAR - WELFARE	275258	E-MAIL SERVICES	N
126	01-091-000-0000-6210		17.35	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
147	01-091-000-0000-6300		35.00	HOSTED OFFICE APPS MAR	275258	REPAIRS & MAINTENANCE	N
127	01-101-000-0000-6300		13.88	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
137	01-101-000-0000-6300		4.00	POP EMAIL - MAR	275258	REPAIRS & MAINTENANCE	N
149	01-101-000-0000-6300		8.75	HOSTED OFFICE APPS MAR	275258	REPAIRS & MAINTENANCE	N
128	01-106-000-0000-6300		17.35	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
138	01-106-000-0000-6300		6.00	POP EMAIL - MAR	275258	REPAIRS & MAINTENANCE	N

Pennington County Financial System



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151	01-106-000-0000-6300		17.50	HOSTED OFFICE APPS MAR	275258	REPAIRS & MAINTENANCE	N
134	01-111-000-0000-6300		3.47	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
129	01-121-000-0000-6210		3.47	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
146	01-121-000-0000-6300		8.75	HOSTED OFFICE APPS MAR	275258	Repairs & Maintenance	N
130	01-132-000-0000-6300		17.35	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
139	01-132-000-0000-6300		10.00	POP EMAIL - MAR	275258	REPAIRS & MAINTENANCE	N
145	01-132-000-0000-6300		35.00	HOSTED OFFICE APPS MAR	275258	REPAIRS & MAINTENANCE	N
131	01-270-000-0000-6300		3.47	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
132	01-290-000-0000-6210		3.47	ARCHIVING - MAR	275258	E-MAIL SERVICES	N
150	01-290-000-0000-6210		8.75	HOSTED OFFICE APPS MAR	275258	E-MAIL SERVICES	N
133	01-601-000-0000-6300		13.88	ARCHIVING - MAR	275258	REPAIRS & MAINTENANCE	N
142	01-601-000-0000-6300		2.00	POP EMAIL - MAR	275258	REPAIRS & MAINTENANCE	N
144	01-601-000-0000-6300		26.25	HOSTED OFFICE APPS MAR	275258	REPAIRS & MAINTENANCE	N
18440	READITECH IT SOLUTIONS		4,538.02	60 Transactions			
17003	ROBIN HOOD BUSINESS SERVICES/QUICK						
42	01-132-000-0000-6401		104.74	ENVELOPES	225	SUPPLIES - MOTOR VEHICLE	N
17003	ROBIN HOOD BUSINESS SERVICES/QUICK		104.74	1 Transactions			
19369	SANFORD PATIENT FINANCIAL SERVICES						
74	01-270-000-0000-6262		224.38	EMERGENCY PRESCRIPTION	316966302	OTHER SERVICES-CRIME VICTIM	N
19369	SANFORD PATIENT FINANCIAL SERVICES		224.38	1 Transactions			
19359	SIRCHIE ACQUISITION COMPANY LLC						
63	01-201-000-0000-6401		93.76	BARRIER TAPE	0581777-IN	SUPPLIES	N
19359	SIRCHIE ACQUISITION COMPANY LLC		93.76	1 Transactions			
19189	STREICHER'S						
64	01-201-000-0000-6420		1,563.00	BODY ARMOR #16	11621470	UNIFORMS	N
19189	STREICHER'S		1,563.00	1 Transactions			
20027	THE TIMES						
91	01-091-000-0000-6801		819.72	TERM OF PARENT RIGHT	549	MISCELLANEOUS EXPENSE	N
20027	THE TIMES		819.72	1 Transactions			
20403	THIBERT/ALEX						
43	01-252-000-0000-6330		20.23	MEAL REIMBURSEMENT - FTO TRAIN	2/27/23	TRAVEL & EXPENSE	N
44	01-252-000-0000-6330		29.80	MEAL REIMBURSEMENT - FTO TRAIN	2/27/23	TRAVEL & EXPENSE	N
45	01-252-000-0000-6330		18.18	MEAL REIMBURSEMENT - FTO TRAIN	2/28/23	TRAVEL & EXPENSE	N
46	01-252-000-0000-6330		25.42	MEAL REIMBURSEMENT - FTO TRAIN	3/1/23	TRAVEL & EXPENSE	N

Pennington County Financial System



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

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
47	01-252-000-0000-6330		35.00	MEAL REIMBURSEMENT - FTO TRAIN	3/1/23	TRAVEL & EXPENSE	N
48	01-252-000-0000-6330		15.91	MEAL REIMBURSEMENT - FTO TRAIN	3/1/23	TRAVEL & EXPENSE	N
20403	THIBERT/ALEX		144.54	6 Transactions			
20361	TYLER TECHNOLOGIES, INC						
71	01-102-000-0000-6844		417.90	DOC PRO- E RECORDING SUPPORT	025-415791	TECHNOLOGY - RECORDER	N
20361	TYLER TECHNOLOGIES, INC		417.90	1 Transactions			
23303	WEST GROUP PAYMENT CENTER						
72	01-016-000-0000-6242		410.92	LAW LIBRARY SUBSCRIPTIONS		SUBSCRIPTIONS - LAW LIBRARY	N
23303	WEST GROUP PAYMENT CENTER		410.92	1 Transactions			
1 Fund Total:			42,096.30	County Revenue		31 Vendors	118 Transactions

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Pennington County Financial System



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

Page 8

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
38	2325 BOBCAT OF GRAND FORKS 03-350-000-0000-6564		120.16	O RING, COUPLER, FLUID OIL		EQUIPMENT REPAIR PARTS	N
	2325 BOBCAT OF GRAND FORKS		120.16	1 Transactions			
37	2307 BRODIN COMFORT SYSTEMS 03-350-000-0000-6636		661.27	FIX FURNANCE SHOP 211		BUILDING IMPROVEMENTS	N
	2307 BRODIN COMFORT SYSTEMS		661.27	1 Transactions			
36	3315 CARGILL, INCORPORATED 03-350-000-0000-6565		7,531.71	SALT		ROAD MATERIALS	N
	3315 CARGILL, INCORPORATED		7,531.71	1 Transactions			
35	3500 COULOMBE CONSULTING 03-330-000-0000-6261		1,200.00	INDEXING		CONSULTING & LEGAL SERVICES	Y
	3500 COULOMBE CONSULTING		1,200.00	1 Transactions			
30	6006 FARMERS UNION OIL 03-350-000-0000-6262		115.90	OIL		OTHER SERVICES	N
29	03-350-000-0000-6556		7.92	BOLTS		SHOP SUPPLIES	N
31	03-350-000-0000-6560		2,935.04	DIESEL SHOP 213		GAS & DIESEL	N
32	03-350-000-0000-6560		1,588.17	DIESEL SHOP 211		GAS & DIESEL	N
33	03-350-000-0000-6560		1,932.50	DIESEL SHOP 212		GAS & DIESEL	N
34	03-350-000-0000-6560		1,569.19	DIESEL SHOP 215		GAS & DIESEL	N
28	03-350-000-0000-6562		497.90	DEF		MOTOR OIL & LUBRICANTS	N
	6006 FARMERS UNION OIL		8,646.62	7 Transactions			
24	6349 FASTENAL COMPANY 03-350-000-0000-6556		11.55	LOCK NUTS		SHOP SUPPLIES	N
25	03-350-000-0000-6556		283.06	CARRIAGE BOLT, LOCK NUT, ROD		SHOP SUPPLIES	N
26	03-350-000-0000-6556		1,063.22	BOLTS, LOCK NUTS, DRILL BIT		SHOP SUPPLIES	N
27	03-350-000-0000-6556		116.09	CUT OFF WHEEL, CABLE TIE, SCREW		SHOP SUPPLIES	N
	6349 FASTENAL COMPANY		1,473.92	4 Transactions			
23	6340 FORKS FREIGHTLINER 03-350-000-0000-6564		44.99	SENSOR		EQUIPMENT REPAIR PARTS	N
	6340 FORKS FREIGHTLINER		44.99	1 Transactions			
22	6363 FRONTIER PRECISION, INC 03-350-000-0000-6631		2,911.65	ANNUAL MTC UPDATE		FURNITURE & EQUIPMENT	N

Pennington County Financial System



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

Page 9

3 Road & Bridge

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
								Paid On Bhf #	On Behalf of Name	
	6363	FRONTIER PRECISION, INC			2,911.65		1 Transactions			
21	7308	GRAND FORKS WELDING & MACHINE CO			19.55	WELD FLANGE			CUTTING EDGES	N
		03-350-000-0000-6561								
	7308	GRAND FORKS WELDING & MACHINE CO			19.55		1 Transactions			
20	8412	HOFFMAN, PHILIPP, & MARTELL, PLLC			600.00	AUDIT BILLING			CONSULTING & LEGAL SERVICES	N
		03-320-000-0000-6261								
	8412	HOFFMAN, PHILIPP, & MARTELL, PLLC			600.00		1 Transactions			
19	13302	M-R SIGN CO, INC			1,090.35	STOP SIGNS			SIGNS	N
		03-350-000-0000-6551								
	13302	M-R SIGN CO, INC			1,090.35		1 Transactions			
39	13357	MATRIX SCIENCES/SOUTH DAKOTAG LAB			412.00	SPRAY SAMPLE			BRUSH & WEED CONTROL CHEMIC,	N
		03-350-000-0000-6553								
	13357	MATRIX SCIENCES/SOUTH DAKOTAG LAB			412.00		1 Transactions			
15	13393	MINNESOTA NORTHERN RAILROAD INC			5,100.00	MAINTENANCE FOR SIGNALS			GENERAL CONTRACTS	N
		03-330-000-0000-6269								
16		03-350-000-0000-6252			46.00	ELECTRICITY RR SIGNAL - NOV			ELECTRICITY	N
17		03-350-000-0000-6252			56.00	ELECTRICITY RR SIGNAL - JAN			ELECTRICITY	N
18		03-350-000-0000-6252			59.00	ELECTRICITY RR SIGNAL - FEB			ELECTRICITY	N
	13393	MINNESOTA NORTHERN RAILROAD INC			5,261.00		4 Transactions			
14	15311	O'DAY EQUIPMENT LLC			2,782.85	SERVICE CALL			EQUIPMENT REPAIR PARTS	N
		03-350-000-0000-6564								
	15311	O'DAY EQUIPMENT LLC			2,782.85		1 Transactions			
11	15323	OFFICE DEPOT			129.76	TAPE, STAPLER, LABEL MAKER			SUPPLIES	N
		03-320-000-0000-6401								
12		03-320-000-0000-6401			42.99	PAPER PUNCH			SUPPLIES	N
13		03-320-000-0000-6401			38.90	NOTEBOOKS			SUPPLIES	N
	15323	OFFICE DEPOT			211.65		3 Transactions			
10	16448	PREMIUM WATERS, INC.			29.99	WATER			SUPPLIES	N
		03-320-000-0000-6401								
	16448	PREMIUM WATERS, INC.			29.99		1 Transactions			
	17306	QUALITY FARM SUPPLY, INC.								

Pennington County Financial System



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

Page 10

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
9	03-350-000-0000-6562		315.00	GREASE		MOTOR OIL & LUBRICANTS	N
	17306 QUALITY FARM SUPPLY, INC.		315.00		1 Transactions		
	17002 QUILL CORPORATION						
7	03-320-000-0000-6401		79.45	POST ITS, SHARPIES, TP		SUPPLIES	N
8	03-320-000-0000-6401		68.99	HANGING FOLDER RACK		SUPPLIES	N
	17002 QUILL CORPORATION		148.44		2 Transactions		
	18106 RED LAKE COUNTY COOP						
3	03-350-000-0000-6418		880.66	PROPANE SHOP 211		PROPANE FOR HEATING SHOPS	N
4	03-350-000-0000-6418		973.49	PROPANE SHOP 213		PROPANE FOR HEATING SHOPS	N
5	03-350-000-0000-6418		589.61	PROPANE SHOP 215		PROPANE FOR HEATING SHOPS	N
6	03-350-000-0000-6418		1,352.35	PROPANE SHOP 215		PROPANE FOR HEATING SHOPS	N
	18106 RED LAKE COUNTY COOP		3,796.11		4 Transactions		
	19351 S & S TRUCK REPAIR LLC						
1	03-350-000-0000-6564		60.00	REPAIR TRUCK		EQUIPMENT REPAIR PARTS	Y
2	03-350-000-0000-6564		812.95	TIRES		EQUIPMENT REPAIR PARTS	Y
	19351 S & S TRUCK REPAIR LLC		872.95		2 Transactions		
3 Fund Total:			38,130.21	Road & Bridge		20 Vendors	39 Transactions
Final Total:			80,226.51	51 Vendors		157 Transactions	

Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	42,096.30	County Revenue
3	38,130.21	Road & Bridge
All Funds	80,226.51	Total

Approved by,

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DRAFT



GUARDIAN RFID

WARRIOR TECHNOLOGY

Company Address 6900 Wedgwood Rd. N, Suite 325
 Maple Grove, Minnesota 55311
 United States

Quote Name PenningtonCoMN Additional Spartan 3 and AU
 Quote Number 00007157

Created Date 3/16/2023
 Expiration Date 5/31/2023

Prepared By Mark Cowley
 Email mark.cowley@guardianrfid.com

Contact Title Jail Administrator
 Contact Name Dave Casanova
 Phone 218-681-6161
 Email dcasanova@penningtonsheriff.org

Note Please note that some items in this quote carry a yearly renewal fee. Please speak with your Account Manager for more details.

Product	Product Family	Quantity	Sales Price	Total Price	Warranty	Max Replacements
GUARDIAN RFID® Academy Unlimited™ Level 01 License (1-100 beds)	Software	1.00	\$995.00	\$995.00	N/A	N/A
GUARDIAN RFID® Mobile Command™ for SPARTAN™	Software	2.00	\$700.00	\$1,400.00	N/A	N/A
GUARDIAN RFID® SPARTAN 3™	Hardware	2.00	\$1,195.00	\$2,390.00	Three-Year	1 per Serial#
Subtotal			\$4,785.00			
Total Price			\$4,785.00			
Shipping and Handling			\$31.25			
Grand Total			\$4,816.25			

GUARDIAN RFID
6900 Wedgwood RD N, STE 325
Maple Grove, MN 55311
320-333-3839
kathy.nichols@guardianrfid.com
https://guardianrfid.com

Invoice 8322



BILL TO Pennington County Sheriff's Office (MN) 102 - 1st Street West, Box 484 Thief River Falls, Minnesota 56701 United States	SHIP TO Pennington County Sheriff's Office (MN) 102 - 1st Street West, Box 484 Thief River Falls, Minnesota 56701 United States
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DATE 12/01/2022	PLEASE PAY \$6,994.00	DUE DATE 12/31/2022
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ACTIVITY	QTY	RATE	AMOUNT
GUARDIAN System Renewal Fee GUARDIAN Yearly System Renewal Fee Go Live Date 12/01/2021 Covers fees from 12/1 of this year to 11/30 of next year	1	6,994.00	6,994.00

Thank you so much for your business. We greatly appreciate it.

TOTAL DUE \$6,994.00

THANK YOU.

Accounts not paid within 30 days of the date of the invoice are subject to a 3% monthly finance charge.
Please remit payments within the 30 days.

Misty Manderud

From: David Casanova
Sent: Tuesday, March 21, 2023 2:34 PM
To: Misty Manderud
Subject: FW: [EXTERNAL] RE: COVID grant question

Approval from DOH

From: MN_MDH_R-CaseContact <Health.R-CaseContact@state.mn.us>
Sent: Monday, March 20, 2023 9:53 AM
To: David Casanova <DCasanova@penningtonsheriff.org>
Subject: RE: [EXTERNAL] RE: COVID grant question

Good Morning Dave –

Thank you for reaching out with your questions. These expenses are approved. Please submit the appropriate purchase documentation with your invoice.

Thank you,

Mary Gothard (*pronouns: she/her/hers*)
Section Coordinator
Emerging Infectious Disease Epidemiology & Response (EIDER) Section



From: David Casanova <DCasanova@penningtonsheriff.org>
Sent: Monday, March 20, 2023 9:36 AM
To: MN_MDH_R-CaseContact <Health.R-CaseContact@state.mn.us>
Subject: RE: [EXTERNAL] RE: COVID grant question

Good Morning,

Pennington County has been operating the Guardian RFID system for just over a year. This system has allowed us to track inmate movement, document anything and everything an inmate can receive to include medical care, medication pass, etc. We would like to request the purchase of 2 additional Spartan scanners. These additional scanners will allow the permanent placement of scanners into our isolation unit as well as the ability to assign one to the facility nurse. Currently, we are having to use a couple of scanners throughout the day, and they are being shared among officers and nursing staff, allowing for the potential of cross contamination. In addition, a request for an online training platform for jail staff and medical staff to use the Guardian RFID system. This web-based training will ensure that all new staff and current staff are properly trained prior to use as well as continued training. Pennington County would also like to

request reimbursement for the annual service of the Guardian RFID system for the calendar year of 2023. Quotes for both requests are attached.

Dave Casanova
Jail Administrator
Pennington County Sherrif's Office
Thief River Falls, MN 56701

PH: 218-281-6161
dcasanova@penningtonsheriff.org

Disclaimer: Information in this message or an attachment may be government data and thereby subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, may be subject to attorney-client or work product privilege, may be confidential, privileged, proprietary, or otherwise protected, and the unauthorized review, copying, retransmission, or other use or disclosure of the information is strictly prohibited. If you are not the intended recipient of this message, please immediately notify the sender of the transmission error and then promptly delete this message from your computer system.

**RESOLUTION AUTHORIZING SPONSORSHIP OF SNOWMOBILE
TRAILS OPERATED BY GOODRIDGE TRAILBLAZERS SNOWMOBILE
CLUB**

BE IT RESOLVED, that Pennington County act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance for Wapiti, 4-G North and 4-G River Road Snowmobile trails managed by the Goodridge Trailblazers Snowmobile Club.

BE IT RESOLVED, that upon approval of its application by the state, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the Chairman and County Auditor-Treasurer are authorized to sign such an agreement with the Department of Natural Resources.

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer is hereby authorized to serve as the fiscal agent for the above referenced project.

**STATE OF MINNESOTA
COUNTY OF PENNINGTON**

I, Jennifer Herzberg, Auditor-Treasurer of Pennington County, do hereby certify that the above is a true and correct copy of a resolution moved by _____, seconded by _____, and upon vote was unanimously carried.

Date: March 28th, 2023

Jennifer Herzberg, Auditor-Treasurer
Pennington County

**RESOLUTION AUTHORIZING SPONSORSHIP OF
SNOWMOBILE/CROSS COUNTRY SKI TRAILS OPERATED BY
THIEF RIVER FALLS SNO-DRIFTERS**

BE IT RESOLVED, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance of snowmobile trails managed by the Thief River Falls Sno-Drifters.

BE IT RESOLVED, that upon approval of its application by the state, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that Jennifer Herzberg, County Auditor-Treasurer, is hereby authorized to serve as the fiscal agent for the above referenced project.

**STATE OF MINNESOTA
COUNTY OF PENNINGTON**

I, Jennifer Herzberg, Auditor-Treasurer of Pennington County, do hereby certify that the above is a true and correct copy of a resolution that was introduced by Commissioner _____, seconded by Commissioner _____, and upon vote was unanimously carried.

Date: March 28, 2023

Jennifer Herzberg, Auditor-Treasurer
Pennington County