

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
JUSTICE CENTER – COUNTY BOARD ROOM  
TUESDAY, APRIL 23, 2024, 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 Bryan Murphy – H2Over Viewers, LLC  
10:30 Julie Sjostrand – Human Services Director  
10:35 Larissa Fitzgerald – Pennington County SWCD  
10:40 Mike Flaagan – County Engineer  
10:50 Seth Vettleson – County Sheriff  
11:00 Dean Philipp – County Constituent  
11:15 Closed Session pursuant to Minn. Stat. 13D.05, subd.3(b), attorney client privilege, to discuss pending litigation

**7. County Auditor-Treasurer Items**

**8. County Coordinator Items**

**9. County Attorney Items**

**10. Committee Reports / Commissioner Updates**

**11. Adjournment**

**Reminder: The Five-Year Road & Bridge Plan Hearing will be held on April 23<sup>rd</sup>, 2024, at 9:00 a.m. in the Justice Center Board Room.**

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
APRIL 9<sup>TH</sup>, 2024 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, April 9<sup>th</sup>, 2024, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Nelson 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 Sourdif, seconded by Commissioner Sorenson, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Peterson, to approve the County Board minutes of March 26, 2024, and April 2, 2024, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the Auditor and Manual warrants for March 2024 totaling \$1,600,581.04, and the following Commissioner warrants, including payment to Schmitz Builders, Inc in the amount of \$92,687.58. Motion carried.

County Revenue	\$365,540.74
Road & Bridge	\$ 56,940.07
Solid Waste Facility	\$ 239.30
Ditch Funds	\$ 23,890.00

Meal reimbursements and per diems in the amount of \$2,636.89 were also approved.

Bryanna Grefthen of the Pennington County SWCD presented the 2023 County Feedlot Officer Report. 32 county feedlots were required to register in 2023 and 4 inspections were completed. 6.5 performance credits were received for inspections, registrations, and timeliness, and 100% of minimum program requirements were met. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the 2023 County Feedlot Officer Annual Report and authorize the Chairman to sign the same. Motion carried. The Board thanked Ms. Grefthen for her excellent work on feedlots in 2023.

County constituent Dean Philipp met with the Board regarding his property at 1020 Centennial Drive. He questioned the increase in value and believes there should be no increase if no improvements are made to the property. He referenced an agreement at the time of purchase saying the value would not increase over time. Commissioner

Lawrence questioned such agreement or if he had a statement regarding the value remaining constant. Mr. Philipp replied that the county would have to check with the State regarding the agreement. Mr. Philipp stated there is no other comparable property since it was a college prior to his owning it. He stated that if the county doesn't like collecting the taxes on it and if the property value isn't lowered he will start removing trees from the property and eventually demolish the home. Commissioners Nelson and Peterson noted that it is too late to appeal 2024 property values but he can attend the County Board of Appeal and Equalization on June 17, 2024, regarding 2025 valuation.

County Engineer Mike Flaagan read aloud the following bids received for SAP# 057-610-011 (milling/overlay of CSAH#10) which were opened on April 8, 2024, as advertised. He noted the Engineer's estimate of \$1,895,430.02 and recommended approval of the bid by Agassiz Asphalt, LLC.

Agassiz Asphalt, LLC	\$1,375,017.05
R.J. Zavoral and Sons, Inc.	\$1,420,179.60
Knife River Materials-Northern MN	\$1,485,638.30
Mark Sand & Gravel Co.	\$1,724,348.90
Duininck, Inc.	\$2,187,288.77

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the bid by Agassiz Asphalt, LLC in the amount of \$1,375,017.05 for SAP# 057-610-011. Motion carried. Mr. Flaagan noted that July 18, 2024, is the anticipated project start date.

Mr. Flaagan stated he would like to add the Dewey Avenue project (milling/overlay of approximately 3 city blocks from 8<sup>th</sup> Street north to the Long's Bridge turn) to the 2024 project list and suggested May 28, 2024, for a bid opening date. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to authorize the Engineer to advertise for the Dewey Ave. milling/overlay project as described above. Discussion followed with Mr. Flaagan stating the project would have to be postponed if the City of TRF will require utility work for the project. Following discussion, the motion was carried.

The following quotes were received for 2024 county-wide road striping and it was noted that the Engineer's estimate was \$67,857.16.

Kamco Inc.	\$68,546.85
Sir Lines-A-Lot	\$73,429.23

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the quote by Kamco Inc. in the amount of \$68,546.85 for 2024 county-wide road striping. Motion carried.

The following quotes were received for 2024 county-wide crack sealing of roads and it was noted that the Engineer's estimate was \$160,600.00.

Northwest Asphalt and Maintenance	\$156,220.00
Astech Corp.	\$175,200.00

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve the quote by Northwest Asphalt and Maintenance in the amount of \$156,220.00 for 2024 county-wide crack sealing. Motion carried.

Mr. Flaagan noted that following an internal employment transfer, the department no longer has a Sign Technician on staff. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to authorize the County Engineer to post internally for the position of Sign Technician. Following discussion on the position, the motion was carried.

Engineer Flaagan has received notice from the State of MN that the county's LRIP grant application for CR#62 and 150<sup>th</sup> Ave. in Rocksbury Township was approved in the amount of \$1.5M. He will move forward with project engineering and expects at least one public project meeting in the future. The project is likely to be completed in 2025 or 2026. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to accept the \$1.5 LRIP grant from the State of MN as discussed above. Motion carried.

Mr. Flaagan discussed an update needed to the county bridge resolution, which is required by the State and is regarding the county's bridge replacement program. He noted that no county bridges are currently in need of replacement, but one old, wooden bridge over JD#30 in Silverton Township should be removed as it is no longer safe or needed. Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to authorize the Engineer to update the county bridge resolution to reflect the plan to remove one wooden bridge over JD#30 in Silverton Township. Motion carried.

Engineer Flaagan noted that the annual highway department report will soon be on the website for the Board's review.

Mr. Flaagan read aloud a request by Kevin Tharaldson for a partial abandonment of the CD#39, Branch 3 ditch system. He recommended we first notify John Kolb of Rinke Noonan regarding the request and then set a Hearing date at the next Board meeting.

Veteran's Service Director John Hamre and former Veteran's Service Officer Stephen Stone met with the Board. Following introductions, Mr. Hamre requested new office space for the department which would allow room for an Assistant and separation for veteran privacy. He noted that Marshall County currently has one Assistant and is working to hire another. Mr. Stone noted that new space is needed and the Assistant must be hired sooner than later as Pennington County has roughly 900 veterans and Marshall County has roughly 500. Mr. Stone stated he is willing to come back in the future to help train the Assistant and Mr. Hamre also, as needed.

Mr. Hamre discussed the recent change to the county's policy regarding compensatory time accrued/overtime for non-union, hourly employees, and requested that his office be exempted from the policy for at least one-year while he is completing his training and certification process for the position. Discussion was held on the new CA/OT policy and how it has affected multiple departments, including that of the Sheriff's office. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to suspend the county policy on compensatory time/overtime that became effective March 27<sup>th</sup>, 2024, to allow the Personnel Committee and Dept Heads time to meet and further review the policy.

Discussion followed with Commissioner Peterson noting that the Board will revisit the policy in the future. Following discussion, the motion was carried.

County Attorney Seamus Duffy informed the Board that Crime Victim Services Advocate Tamra Pautzke is out on leave and will likely only return to train her successor, so he is requesting approval to advertise for her position. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to authorize the County Attorney to advertise for the position of full-time Crime Victim Services Advocate. Motion carried.

Commissioners Lawrence and Peterson left the Board meeting at 10:55 a.m.

County Auditor-Treasurer Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a quote by Garden Valley Technologies in the amount of \$1,060.27 for installation of a fiber optic line to connect the Government Center data rooms on 2<sup>nd</sup> and 3<sup>rd</sup> floor. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve a quote by Garden Valley Technologies in the amount of \$26,485.25 for installation of 12 security door locks with readers and door strikes to 11 interior and 1 exterior door in the Government Center. Discussion followed with it noted that the northwest door/entrance would be the only entrance accessible by key fob. Following discussion, the motion was carried.

The following resolution was introduced by Commissioner Sorenson, seconded by Commissioner Sourdif, and upon vote was unanimously carried.

**RESOLUTION AUTHORIZING SPONSORSHIP OF  
SNOWMOBILE TRAILS OPERATED BY THE GOODRIDGE  
TRAILBLAZERS SNOWMOBILE CLUB FOR THE 2024-25 GROOMING  
SEASON**

**BE IT RESOLVED**, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Dept. 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 started in the agreement.

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

The following resolution was introduced by Commissioner Sourdif, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

**RESOLUTION AUTHORIZING SPONSORSHIP OF  
THE SNOMOBILE TRAIL OPERATED BY THE THIEF RIVER FALLS SNO-  
DRIFTERS FOR THE 2024-2025 GROOMING SEASON**

**BE IT RESOLVED**, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Dept. 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 started 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.

County Coordinator Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the employment transfer of Tony Marsh from Full-Time Custodian II to Full-Time Lead Custodian effective April 10<sup>th</sup>, 2024. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve issuance of a duplicate warrant to Northern State Bank in the amount of \$124.00 to replace lost warrant #195857, dated December 16, 2022, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve change orders to the 3<sup>rd</sup> floor Government Center project contract with Schmitz Builders Inc. totaling \$51,812.58, and a Certificate of Substantial Completion for the 3<sup>rd</sup> floor project and authorize the Chairman to sign the same. Motion carried.

County Attorney Items: None.

Committee Reports / Commissioner Updates: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to April 23<sup>rd</sup>, 2024, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Seth Nelson, 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

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# Pennington County Financial System



Danielle  
4/22/24 8:51AM

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
61	<b>1307 ABM TECHNOLOGY GROUP</b> 01-070-000-0000-6263		417.00	GREENCLOUD SERVICES - MAY	AR1774965	COMPUTER SERVICES - DP	N
	<b>1307 ABM TECHNOLOGY GROUP</b>		<b>417.00</b>	1 Transactions			
132	<b>1011 ACE HARDWARE</b> 01-111-000-0000-6403		17.99	AUGER	156049	JANITORIAL SUPPLIES - COURTHOL	N
127	01-218-000-0000-6403		46.31	SPRAYER, BOWL BRUSHES	156106	JANITORIAL SUPPLIES	N
128	01-251-000-0000-6300		20.78	SCREW SET-SINK REPAIR/TAPE	156420	REPAIRS & MAINTENANCE	N
129	01-218-000-0000-6300		34.99	AUGER EQUIPMENT	156440	REPAIRS & MAINTENANCE	N
130	01-201-000-0000-6300		28.18	HARDWARE/FASTENERS	156492	REPAIRS & MAINTENANCE	N
131	01-201-000-0000-6300		6.98	HARDWARE/FASTENERS	156517	REPAIRS & MAINTENANCE	N
133	01-111-000-0000-6403		14.97	TRIM BRUSH	156830	JANITORIAL SUPPLIES - COURTHOL	N
	<b>1011 ACE HARDWARE</b>		<b>170.20</b>	7 Transactions			
45	<b>1306 ADVANCED CORRECTIONAL HEALTHCARE</b> 01-251-000-0000-6255		20,563.56	MAY 2024 ON-SITE MEDICAL	390	MEDICAL - LOCAL	N
46	01-251-000-0000-6255		1,048.86	MAY 2024 ON-SITE MENTAL HEALTH	390	MEDICAL - LOCAL	N
	<b>1306 ADVANCED CORRECTIONAL HEALTHCARE</b>		<b>21,612.42</b>	2 Transactions			
135	<b>1347 Amazon Capital Services</b> 01-220-000-0000-6631		386.89	CYBERPOWER-2 UPS SYSTEMS	11HW-CHJT-CTDT	FURNITURE & EQUIPMENT	N
35	01-091-000-0000-6401		95.88	50 - 8GB FLASH DRIVES	16RC-7VR4-P34Q	SUPPLIES	N
136	01-220-000-0000-6405		88.79	FLASH DRIVES	1JRM-47JP-FFJM	GENERAL SUPPLIES	N
64	01-121-000-0000-6846		279.98	2 - DELL MONITARS	1NCN-4F66-W6XM	CVSO GRANT EXPENSE	N
53	01-132-000-0000-6801		8.55	HDMI CABLE	1NCN-4F66-W6XM	MISCELLANEOUS EXPENSE - MOTO	N
134	01-223-000-0000-6801		309.02	BATTERIES-BATTERY BACKUPS	1PVP-KNYK-PHY1	MISCELLANEOUS EXPENSE-E911	N
	<b>1347 Amazon Capital Services</b>		<b>1,169.11</b>	6 Transactions			
137	<b>1364 AUTO VALUE</b> 01-201-000-0000-6304		223.36	BATTERY/2015 TAHOE	9661907	REPAIR & MAINTENANCE - SQUADS	N
	<b>1364 AUTO VALUE</b>		<b>223.36</b>	1 Transactions			
138	<b>2324 BERGSTROM ELECTRIC INC</b> 01-218-000-0000-6300		457.50	SOLENOID PARTS-DOWNSTAIRS DOOR	18120	REPAIRS & MAINTENANCE	N
	<b>2324 BERGSTROM ELECTRIC INC</b>		<b>457.50</b>	1 Transactions			
139	<b>999999997 BRAATEN/PAT</b> 01-251-000-0000-6420		155.00	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	<b>999999997 BRAATEN/PAT</b>		<b>155.00</b>	1 Transactions			

# Pennington County Financial System



Danielle  
4/22/24 8:51AM

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
33	<b>13405 COCA-COLA BOTTLING COMPANY HIGH CO</b>						
	01-801-000-0000-6838		221.23	COKE PRODUCTS	4740619	POP MACHINE EXPENSE	N
	<b>13405 COCA-COLA BOTTLING COMPANY HIGH CO</b>		<b>221.23</b>	1 Transactions			
	<b>3311 COLE PAPERS, INC.</b>						
140	01-218-000-0000-6403		25.03	BATHROOM CLEANING SUPPLIES	10417584	JANITORIAL SUPPLIES	N
70	01-111-000-0000-6403		77.85	MERFINS TOWELS - GC	10427930	JANITORIAL SUPPLIES - COURTHOL	N
74	01-111-000-0000-6403		155.06	LIVI BATH TISSUE - GC	10427930	JANITORIAL SUPPLIES - COURTHOL	N
75	01-111-000-0000-6403		46.98	LIVI TOWELS - GC	10427930	JANITORIAL SUPPLIES - COURTHOL	N
76	01-111-000-0000-6403		19.75	VAC BAGS - GC	10427930	JANITORIAL SUPPLIES - COURTHOL	N
78	01-111-000-0000-6403		7.00	PROCESSING FEES	10427930	JANITORIAL SUPPLIES - COURTHOL	N
71	01-218-000-0000-6403		155.70	MERFINS TOWELS - JC	10427930	JANITORIAL SUPPLIES	N
73	01-218-000-0000-6403		77.53	LIVI BATH TISSUE - JC	10427930	JANITORIAL SUPPLIES	N
77	01-218-000-0000-6403		19.75	VAC BAGS - JC	10427930	JANITORIAL SUPPLIES	N
69	01-800-000-0000-6403		77.85	MERFINS TOWELS - WELFARE	10427930	JANITORIAL SUPPLIES	N
72	01-800-000-0000-6403		77.53	LIVI BATH TISSUE - WELFARE	10427930	JANITORIAL SUPPLIES	N
	<b>3311 COLE PAPERS, INC.</b>		<b>740.03</b>	11 Transactions			
	<b>3302 CREATIVE PRODUCT SOURCING INC</b>						
141	01-222-000-0000-6801		2,039.39	MUGS, CERTIFICATES, TSHIRTS	157664	MISCELLANEOUS EXPENSE - D.A.R.	N
	<b>3302 CREATIVE PRODUCT SOURCING INC</b>		<b>2,039.39</b>	1 Transactions			
	<b>4310 D &amp; T VENTURES</b>						
60	01-070-000-0000-6301		472.50	PROPERTY TAX WEBSITE SUPPORT	302952	MAINTENANCE AGREEMENT	N
	<b>4310 D &amp; T VENTURES</b>		<b>472.50</b>	1 Transactions			
	<b>4313 DEPARTMENT OF MOTOR VEHICLES</b>						
153	01-201-000-0000-6304		16.25	LICENSE/REGISTRATION CHARGER		REPAIR & MAINTENANCE - SQUADS	N
	<b>4313 DEPARTMENT OF MOTOR VEHICLES</b>		<b>16.25</b>	1 Transactions			
	<b>13483 DEPT OF CORRECTIONS FINANCIAL SERVI</b>						
49	01-251-000-0000-6801		2,448.00	INMATE WAGES MAR 2024	789541	MISCELLANEOUS EXPENSE - JAIL	N
	<b>13483 DEPT OF CORRECTIONS FINANCIAL SERVI</b>		<b>2,448.00</b>	1 Transactions			
	<b>4303 DON'S SEWING &amp; VACUUM SERV</b>						
142	01-251-000-0000-6403		41.98	VACUUM BAGS - JAIL	22502	JANITORIAL SUPPLIES - JAIL	Y
	<b>4303 DON'S SEWING &amp; VACUUM SERV</b>		<b>41.98</b>	1 Transactions			
	<b>4348 DUFFY/SEAMUS</b>						
7	01-091-000-0000-6330		225.63	HOTEL - CJJ CONFERENCE		TRAVEL & EXPENSE	N

# 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 #	Account/Formula Description	1099
							Paid On Bhf #	On Behalf of Name	
8		01-091-000-0000-6330		308.20	MILEAGE - 460 MILES @ .67			TRAVEL & EXPENSE	N
	<b>4348</b>	<b>DUFFY/SEAMUS</b>		<b>533.83</b>		<b>2</b> Transactions			
	<b>999999997</b>	<b>EBIX, INC</b>							
6		01-801-000-0000-6801		416.81	2024 TOP HEALTH		636507	MISCELLANEOUS EXPENSE	N
	<b>999999997</b>	<b>EBIX, INC</b>		<b>416.81</b>		<b>1</b> Transactions			
	<b>6303</b>	<b>F-M AMBULANCE INC</b>							
44		01-251-000-0000-6255		50.00	24-8109		24-8019	MEDICAL - LOCAL	N
43		01-251-000-0000-6255		50.00	24-9865		24-9865	MEDICAL - LOCAL	N
	<b>6303</b>	<b>F-M AMBULANCE INC</b>		<b>100.00</b>		<b>2</b> Transactions			
	<b>6001</b>	<b>FALLS DIVERSE ABILITIES CORPORATION</b>							
29		01-501-000-0000-6262		74.16	CLEAN AUDITORIUM		18880	OTHER SERVICES	N
30		01-501-000-0000-6262		105.06	CLEAN AUDITORIUM		18894	OTHER SERVICES	N
	<b>6001</b>	<b>FALLS DIVERSE ABILITIES CORPORATION</b>		<b>179.22</b>		<b>2</b> Transactions			
	<b>6396</b>	<b>FORUM COMMUNICATIONS PRINTING</b>							
62		01-801-000-0000-6209		2,950.71	2024 TAX STATEMENT POSTAGE		258305-1	POSTAGE	N
	<b>6396</b>	<b>FORUM COMMUNICATIONS PRINTING</b>		<b>2,950.71</b>		<b>1</b> Transactions			
	<b>7317</b>	<b>GALLS, LLC</b>							
143		01-201-000-0000-6420		75.94	JACKET-#02		27357465	UNIFORMS	N
144		01-251-000-0000-6420		65.00	SHIRT-NEW EMPLOYEE/SM		27392988	JAILER UNIFORMS	N
145		01-251-000-0000-6420		749.85	PANTS,BELTS,CUFFS, KEYHOLDER		27435343	JAILER UNIFORMS	N
146		01-251-000-0000-6420		164.97	3 TASER HOLSTERS		27435344	JAILER UNIFORMS	N
147		01-251-000-0000-6420		376.00	PANTS, SHIRTS/NEW EMPLOYEES		27435357	JAILER UNIFORMS	N
148		01-251-000-0000-6420		130.00	2 SHIRTS/NEW EMPLOYEES		27435358	JAILER UNIFORMS	N
149		01-251-000-0000-6420		213.00	2 CORRECTIONS BADGES		27441235	JAILER UNIFORMS	N
	<b>7317</b>	<b>GALLS, LLC</b>		<b>1,774.76</b>		<b>7</b> Transactions			
	<b>8329</b>	<b>HAMRE/JOHN</b>							
26		01-121-000-0000-6330		400.00	BASIC TRAINING COURSE			TRAVEL & EXPENSE	N
	<b>8329</b>	<b>HAMRE/JOHN</b>		<b>400.00</b>		<b>1</b> Transactions			
	<b>8316</b>	<b>HANSEN/JULIE</b>							
27		01-101-000-0000-6330		732.02	LODGING - MCRA CONF-BRAINERD			TRAVEL & EXPENSE	N
28		01-101-000-0000-6330		75.00	2024 MCRA SUMMER CONFERENCE			TRAVEL & EXPENSE	N
	<b>8316</b>	<b>HANSEN/JULIE</b>		<b>807.02</b>		<b>2</b> Transactions			

# Pennington County Financial System



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

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1 County Revenue

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
58	<b>6376 HARBOTT, KNUTSON, LARSON &amp; HOLTEN I</b>		85.00	ATTORNEY FEES 57-PR-23-516	2024-0713	COURT APPOINTED ATTORNEYS	Y
	01-011-000-0000-6261						
	<b>6376 HARBOTT, KNUTSON, LARSON &amp; HOLTEN I</b>		<b>85.00</b>	1 Transactions			
34	<b>8125 HEPPNER CONSULTING</b>		400.00	LOAD & APPLY PTF'S	3166	COMPUTER SERVICES - DP	N
	01-070-000-0000-6263						
	<b>8125 HEPPNER CONSULTING</b>		<b>400.00</b>	1 Transactions			
79	<b>8315 HUBERT OUTDOOR POWER</b>		127.38	LAWN MOWER PARTS - GC	84232	REPAIRS & MAINTENANCE	Y
	01-111-000-0000-6300						
	<b>8315 HUBERT OUTDOOR POWER</b>		<b>127.38</b>	1 Transactions			
66	<b>11315 KILEN/CYNTHIA</b>		307.53	MILEAGE JAN-MAR 459 MILES@.67		TRAVEL & EXPENSE	N
	01-601-000-0000-6330						
	<b>11315 KILEN/CYNTHIA</b>		<b>307.53</b>	1 Transactions			
152	<b>19343 LARSON/MELISSA</b>		13.50	EMBROIDERY-UNIFORM ALLOWANCE		UNIFORMS	N
	01-201-000-0000-6420						
150			17.20	JUV TRAINING/#05 MEAL REIMBURS		TRAVEL & EXPENSE	N
	01-252-000-0000-6330						
151			20.09	JUV TRAINING/#05 MEAL REIMBURS		TRAVEL & EXPENSE	N
	01-252-000-0000-6330						
	<b>19343 LARSON/MELISSA</b>		<b>50.79</b>	3 Transactions			
3	<b>13498 MARCO TECHNOLOGIES LLC</b>		129.74	EQ767167 MAINTENANCE	12326920	MAINTENANCE AGREEMENT	N
	01-091-000-0000-6301						
31			12.57	EQ442257 MAINTENANCE AGREEMENT	INV12348925	MAINTENANCE AGREEMENT	N
	01-101-000-0000-6301						
	<b>13498 MARCO TECHNOLOGIES LLC</b>		<b>142.31</b>	2 Transactions			
48	<b>13226 MCKESSON MEDICAL SURGICAL</b>		432.02	CANNULA/NEB/RESMAN/STAPLREM	21905008	MEDICAL - LOCAL	N
	01-251-000-0000-6255						
47			113.81	NEB/PPD	21907479	MEDICAL - LOCAL	N
	01-251-000-0000-6255						
	<b>13226 MCKESSON MEDICAL SURGICAL</b>		<b>545.83</b>	2 Transactions			
19	<b>13355 MN COUNTIES COMPUTER COOP</b>		11,068.80	2024-2ND QTR TAX SUPPORT	2404103	COMPUTER SERVICES - DP	N
	01-070-000-0000-6263						
20			5,357.00	2024-2ND QTR CAMA MAINT & SUPP	2404103	COMPUTER SERVICES - DP	N
	01-070-000-0000-6263						
21			1,373.00	2024-2ND QTR - PAYMATE	2404103	COMPUTER SERVICES - DP	N
	01-070-000-0000-6263						
22			394.75	2024-2ND QTR CAP ASSETS SUPPOR	2404103	COMPUTER SERVICES - DP	N
	01-070-000-0000-6263						
	<b>13355 MN COUNTIES COMPUTER COOP</b>		<b>18,193.55</b>	4 Transactions			
	<b>13334 MN DEPARTMENT OF HEALTH</b>						

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54	01-101-000-0000-6826		212.50	1ST QRT 2024 WELL CERTIFICATES		WELL DISCLOSURE CERTIFICATE	N
	<b>13334 MN DEPARTMENT OF HEALTH</b>		<b>212.50</b>	1 Transactions			
	<b>999999997 NERHUS/ASHLEY</b>						
2	01-601-000-0000-6209		22.02	POSTAGE - COMPUTER		POSTAGE	N
	<b>999999997 NERHUS/ASHLEY</b>		<b>22.02</b>	1 Transactions			
	<b>15323 OFFICE DEPOT</b>						
154	01-220-000-0000-6401		89.98	PAPER	359828749001	SUPPLIES	N
81	01-801-000-0000-6401		18.08	ENVELOPES	359829008001	SUPPLIES-UNALLOCATED	N
82	01-801-000-0000-6401		7.58	ERASERS	359829008001	SUPPLIES-UNALLOCATED	N
83	01-801-000-0000-6401		32.18	PENCILS	359831804001	SUPPLIES-UNALLOCATED	N
156	01-255-000-0000-6405		70.99	TONER	359913060001	GENERAL SUPPLIES - S.T.S.	N
155	01-201-000-0000-6405		27.99	LAMINATING SHEETS	360402001001	GENERAL SUPPLIES	N
	<b>15323 OFFICE DEPOT</b>		<b>246.80</b>	6 Transactions			
	<b>15329 OIL BOYZ EXPRESS LUBE INC</b>						
158	01-201-000-0000-6304		88.84	OIL CHANGE/SERVICE #05	7109	REPAIR & MAINTENANCE - SQUADS	N
157	01-201-000-0000-6304		120.00	MOUNT/BALANCE TIRES #08	7216	REPAIR & MAINTENANCE - SQUADS	N
	<b>15329 OIL BOYZ EXPRESS LUBE INC</b>		<b>208.84</b>	2 Transactions			
	<b>15375 OLSON/WYATT</b>						
159	01-201-000-0000-6420		102.32	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	<b>15375 OLSON/WYATT</b>		<b>102.32</b>	1 Transactions			
	<b>16067 PEMBERTON LAW, P.L.L.P.</b>						
169	01-121-000-0000-6262		28.00	BACKGROUND RELEASE	135	OTHER SERVICES - VETS SERVICE	Y
160	01-251-000-0000-6801		50.00	EMPLOYEE MATTER	135	MISCELLANEOUS EXPENSE - JAIL	Y
	<b>16067 PEMBERTON LAW, P.L.L.P.</b>		<b>78.00</b>	2 Transactions			
	<b>16027 PENNINGTON COUNTY TREASURER</b>						
65	01-601-000-0000-6209		133.36	POSTAGE - MARCH	4341	POSTAGE	N
	<b>16027 PENNINGTON COUNTY TREASURER</b>		<b>133.36</b>	1 Transactions			
	<b>18311 REGENTS OF THE UNIVERSITY OF MN</b>						
67	01-601-000-0000-6240		300.00	FAIR ENTRY SUBSCRIPTION - 2024	0300034111	SUBSCRIPTIONS	N
	<b>18311 REGENTS OF THE UNIVERSITY OF MN</b>		<b>300.00</b>	1 Transactions			
	<b>18477 ROKKE, AANDAL &amp; ASSOCIATES, PLLC</b>						
55	01-011-000-0000-6261		110.50	ATTORNEY FEES 57-JV-23-248	3398	COURT APPOINTED ATTORNEYS	Y

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59		01-011-000-0000-6261			85.00	ATTORNEY FEES 57-PR-23-472		3399		COURT APPOINTED ATTORNEYS		Y
56		01-011-000-0000-6261			127.50	ATTORNEY FEES 57-JV-23-736		3400		COURT APPOINTED ATTORNEYS		Y
57		01-011-000-0000-6261			110.50	ATTORNEY FEES 57-JV-23-919		3401		COURT APPOINTED ATTORNEYS		Y
	<b>18477</b>	<b>ROKKE, AANDAL &amp; ASSOCIATES, PLLC</b>			<b>433.50</b>		<b>4 Transactions</b>					
	<b>19356</b>	<b>SAYLER DDS/BENJAMIN A</b>										
50		01-251-000-0000-6255			1,000.00	BRADY/JORGE/MICHAEL/RICARDO		03/30/24		MEDICAL - LOCAL		6
	<b>19356</b>	<b>SAYLER DDS/BENJAMIN A</b>			<b>1,000.00</b>		<b>1 Transactions</b>					
	<b>19319</b>	<b>SEACHANGE</b>										
32		01-061-000-0000-6401			1,769.60	OMNI BALLOT PROGRAMMING - PNP		42795		SUPPLIES-ELECTION		N
1		01-061-000-0000-6262			452.60	OMNI BALLOT PROGRAM-ROCKSBURY		42893		OTHER SERVICES - ELECTIONS		N
	<b>19319</b>	<b>SEACHANGE</b>			<b>2,222.20</b>		<b>2 Transactions</b>					
	<b>19359</b>	<b>SIRCHIE ACQUISITION COMPANY LLC</b>										
161		01-201-000-0000-6401			126.32	CASTING KITS		0641125-IN		SUPPLIES		N
	<b>19359</b>	<b>SIRCHIE ACQUISITION COMPANY LLC</b>			<b>126.32</b>		<b>1 Transactions</b>					
	<b>19547</b>	<b>SKILLET KITCHEN</b>										
36		01-251-000-0000-6427			101.58	SHORT PAID INMATE MEALS 5/1/23		6780		JAIL MEALS		N
37		01-251-000-0000-6427			3,504.92	INMATE MEALS 02/26/24-02/29/24		6780		JAIL MEALS		N
38		01-251-000-0000-6427			2,738.05	INMATE MEALS 03/01/24-03/03/24		6848		JAIL MEALS		N
39		01-251-000-0000-6427			6,145.77	INMATE MEALS 03/04/24-03/10/24		6908		JAIL MEALS		N
40		01-251-000-0000-6427			6,043.16	INMATE MEALS 03/11/24-03/17/24		6958		JAIL MEALS		N
41		01-251-000-0000-6427			5,594.92	INMATE MEALS 03/18/24-03/24/24		6999		JAIL MEALS		N
42		01-251-000-0000-6427			5,575.76	INMATE MEALS 03/25/24-03/31/24		7060		JAIL MEALS		N
	<b>19547</b>	<b>SKILLET KITCHEN</b>			<b>29,704.16</b>		<b>7 Transactions</b>					
	<b>19603</b>	<b>SORENSEN/DAVID</b>										
168		01-003-000-0000-6103			82.41	MARCH MILEAGE - 123 MILES		03/18/24		PER DIEMS - BOARD		N
	<b>19603</b>	<b>SORENSEN/DAVID</b>			<b>82.41</b>		<b>1 Transactions</b>					
	<b>19355</b>	<b>STEIN'S INC</b>										
162		01-251-000-0000-6300			286.20	SCRUBBER REPAIRS/JAIL SCRUBBER		935828		REPAIRS & MAINTENANCE		N
	<b>19355</b>	<b>STEIN'S INC</b>			<b>286.20</b>		<b>1 Transactions</b>					
	<b>20027</b>	<b>THE TIMES</b>										
9		01-003-000-0000-6231			341.55	TIMES - PROCEEDINGS FEB 13		281		PUBLISHING - BOARD		N
11		01-003-000-0000-6231			284.13	TIMES: PROCEEDINGS FEB 27		281		PUBLISHING - BOARD		N
16		01-003-000-0000-6231			1,021.68	TIMES: DELINQUENT TAXES #1		281		PUBLISHING - BOARD		N

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17	01-003-000-0000-6231		35.00	DISCOUNT	281	PUBLISHING - BOARD	N
10	01-041-000-0000-6231		766.26	TIMES:2022 FINANCIAL SUMMARY	281	PUBLISHING/ADVERTISING - AUDIT	N
12	01-041-000-0000-6231		68.25	TIMES: IT TECH	281	PUBLISHING/ADVERTISING - AUDIT	N
13	01-041-000-0000-6231		82.25	WATCH: IT TECH	281	PUBLISHING/ADVERTISING - AUDIT	N
14	01-041-000-0000-6231		68.25	TIMES: IT TECH	281	PUBLISHING/ADVERTISING - AUDIT	N
15	01-041-000-0000-6231		82.25	WATCH: IT TECH	281	PUBLISHING/ADVERTISING - AUDIT	N
18	01-041-000-0000-6401		150.00	2022 15 FINANCIAL BOOKLETS	281	SUPPLIES - AUDITOR	N
	<b>20027 THE TIMES</b>		<b>2,829.62</b>	<b>10 Transactions</b>			
	<b>20075 THIEF RIVER GLASS CO</b>						
163	01-201-000-0000-6304		679.66	WINDSHIELD REPLACED #16	9538	REPAIR & MAINTENANCE - SQUADS	N
	<b>20075 THIEF RIVER GLASS CO</b>		<b>679.66</b>	<b>1 Transactions</b>			
	<b>20512 THOMASON, SWANSON &amp; ZAHN PLLC</b>						
4	01-011-000-0000-6261		63.75	ATTORNEY FEES - 57-PR-23-810	26610	COURT APPOINTED ATTORNEYS	Y
5	01-011-000-0000-6261		21.25	ATTORNEY FEES - 57-PR-23-541	26613	COURT APPOINTED ATTORNEYS	Y
	<b>20512 THOMASON, SWANSON &amp; ZAHN PLLC</b>		<b>85.00</b>	<b>2 Transactions</b>			
	<b>23303 THOMSON REUTERS/WEST PAYMENT CEN</b>						
52	01-016-000-0000-6242		1,138.40	MARCH WESTLAW ACCESS	849953161	SUBSCRIPTIONS - LAW LIBRARY	N
51	01-091-000-0000-6240		842.35	MARCH WESTLAW ACCESS	849958048	SUBSCRIPTIONS	N
68	01-016-000-0000-6242		447.90	APRIL SUBSCRIPTIONS	850025567	SUBSCRIPTIONS - LAW LIBRARY	N
	<b>23303 THOMSON REUTERS/WEST PAYMENT CEN</b>		<b>2,428.65</b>	<b>3 Transactions</b>			
	<b>21338 UNIVERSITY OF NORTH DAKOTA</b>						
164	01-206-000-0000-6262		2,380.00	MEDICAL EXAM SERVICES/TOX-AG	A24-027/1161850	OTHER SERVICES-CORONER	N
165	01-206-000-0000-6262		2,380.00	MEDICAL EXAM SERVICES/TOX-KV	A24-028/1161850	OTHER SERVICES-CORONER	N
	<b>21338 UNIVERSITY OF NORTH DAKOTA</b>		<b>4,760.00</b>	<b>2 Transactions</b>			
	<b>22303 VAREBERG/AMBER</b>						
80	01-106-000-0000-6330		55.61	MILEAGE-BD OF APPEALS 83 MILES	4/16/24	TRAVEL & EXPENSE	N
	<b>22303 VAREBERG/AMBER</b>		<b>55.61</b>	<b>1 Transactions</b>			
	<b>22301 VISUALGOV SOLUTIONS, LLC</b>						
23	01-041-000-0000-6852		32.00	ECHECK FEES JAN-MARCH 2024	JS-5488	E-CHECK CHARGES	N
	<b>22301 VISUALGOV SOLUTIONS, LLC</b>		<b>32.00</b>	<b>1 Transactions</b>			
	<b>23317 WILLIAMS/JO</b>						
166	01-251-000-0000-6420		159.00	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N

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23317	WILLIAMS/JO			159.00	1 Transactions			
167	23019 WOODMEN CONSTRUCTION, INC. 01-218-000-0000-6300			1,765.58	REPLACE SPRINGS/CABLES-DOOR-JC 1 Transactions	1478	REPAIRS & MAINTENANCE	N
	23019 WOODMEN CONSTRUCTION, INC.			1,765.58				
<b>1 Fund Total:</b>				<b>105,152.46</b>	<b>County Revenue</b>	<b>54 Vendors</b>	<b>123 Transactions</b>	

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125	<b>1350 ARAMARK UNIFORM SERVICES</b> 03-320-000-0000-6262		1,118.89	SHOP 500 RUGS - MARCH		OTHER SERVICES	N
	<b>1350 ARAMARK UNIFORM SERVICES</b>		<b>1,118.89</b>	1 Transactions			
124	<b>3359 COMMISSIONER OF TRANSPORTATION</b> 03-330-000-0000-6274		540.31	LAB TESTING	P00018461	LAB TESTING	N
	<b>3359 COMMISSIONER OF TRANSPORTATION</b>		<b>540.31</b>	1 Transactions			
123	<b>6350 FLAAGAN/MIKE</b> 03-320-000-0000-6241		122.50	LICENSE RENEWAL		DUES	N
	<b>6350 FLAAGAN/MIKE</b>		<b>122.50</b>	1 Transactions			
121	<b>6306 FLEET DISTRIBUTING</b> 03-350-000-0000-6556		6.64	BOLTS - SHOP 500		SHOP SUPPLIES	N
122	03-350-000-0000-6564		4.99	BOLTS		EQUIPMENT REPAIR PARTS	N
	<b>6306 FLEET DISTRIBUTING</b>		<b>11.63</b>	2 Transactions			
120	<b>6356 FORESTRY SUPPLIERS INC</b> 03-330-000-0000-6554		85.32	CALCULATOR, COVER	532497-00	ENGINEERING & SURVEYING SUPPI	N
	<b>6356 FORESTRY SUPPLIERS INC</b>		<b>85.32</b>	1 Transactions			
119	<b>6420 FORUM COMMUNICATIONS COMPANY</b> 03-320-000-0000-6232		150.00	ADVERTISE EMPLOYMENT		ADVERTISING	N
	<b>6420 FORUM COMMUNICATIONS COMPANY</b>		<b>150.00</b>	1 Transactions			
118	<b>6363 FRONTIER PRECISION, INC</b> 03-330-000-0000-6631		3,245.00	ANNUAL MTC UPDATE	QUOTE 88849	FURNITURE & EQUIPMENT	N
	<b>6363 FRONTIER PRECISION, INC</b>		<b>3,245.00</b>	1 Transactions			
113	<b>8331 HARDWARE HANK</b> 03-350-000-0000-6556		10.48	PINE SOL, SPRAY BOTTLE		SHOP SUPPLIES	N
114	03-350-000-0000-6556		7.99	DISH SAOP		SHOP SUPPLIES	N
115	03-350-000-0000-6556		9.99	DRAIN OPENER		SHOP SUPPLIES	N
116	03-350-000-0000-6556		10.99	SEALANT		SHOP SUPPLIES	N
117	03-350-000-0000-6556		36.99	POWER STRIP		SHOP SUPPLIES	N
111	03-350-000-0000-6556		1.99	EYE BOLTS		SHOP SUPPLIES	N
112	03-350-000-0000-6564		4.36	NUTS, BOLTS		EQUIPMENT REPAIR PARTS	N
	<b>8331 HARDWARE HANK</b>		<b>82.79</b>	7 Transactions			
	<b>8380 HDR ENGINEERING, INC.</b>						

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No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
110	03-330-000-0000-6261			16,194.76	PE SAP57-630-004		1200609871	CONSULTING & LEGAL SERVICES	N
	<b>8380 HDR ENGINEERING, INC.</b>			<b>16,194.76</b>		1 Transactions			
	<b>8356 HOUSTON ENGINEERING INC</b>								
109	03-330-000-0000-6261			6,426.16	P/E SAP 57-622-007		70298	CONSULTING & LEGAL SERVICES	N
	<b>8356 HOUSTON ENGINEERING INC</b>			<b>6,426.16</b>		1 Transactions			
	<b>8500 HUDSON ELECTRIC, LLC</b>								
108	03-350-000-0000-6636			5,690.00	REPLACE LIGHTS		3393	BUILDING IMPROVEMENTS	N
	<b>8500 HUDSON ELECTRIC, LLC</b>			<b>5,690.00</b>		1 Transactions			
	<b>12302 LOCATORS &amp; SUPPLIES INC</b>								
107	03-330-000-0000-6554			374.90	LIGHT FOR PICKUP		223517-IN	ENGINEERING & SURVEYING SUPPLI	N
	<b>12302 LOCATORS &amp; SUPPLIES INC</b>			<b>374.90</b>		1 Transactions			
	<b>13302 M-R SIGN CO, INC</b>								
106	03-350-000-0000-6551			44.18	911 RESIDENTIAL SIGN		223517	SIGNS	N
	<b>13302 M-R SIGN CO, INC</b>			<b>44.18</b>		1 Transactions			
	<b>13498 MARCO TECHNOLOGIES LLC</b>								
105	03-320-000-0000-6301			43.19	COPY MACHINE-APRIL		INV12348926	MAINTENANCE AGREEMENT	N
	<b>13498 MARCO TECHNOLOGIES LLC</b>			<b>43.19</b>		1 Transactions			
	<b>13393 MINNESOTA NORTHERN RAILROAD INC</b>								
104	03-350-000-0000-6252			91.00	ELECTRICITY RR SIGNALS-MARCH			ELECTRICITY	N
	<b>13393 MINNESOTA NORTHERN RAILROAD INC</b>			<b>91.00</b>		1 Transactions			
	<b>14316 NELSON EQUIPMENT OF TRF INC</b>								
101	03-350-000-0000-6556			18.53	FITTING			SHOP SUPPLIES	N
102	03-350-000-0000-6556			252.02	HOSES			SHOP SUPPLIES	N
103	03-350-000-0000-6556			22.58	HOSES			SHOP SUPPLIES	N
	<b>14316 NELSON EQUIPMENT OF TRF INC</b>			<b>293.13</b>		3 Transactions			
	<b>14312 NORTHWEST POWER SYSTEMS</b>								
95	03-350-000-0000-6564			21.20	HOSE			EQUIPMENT REPAIR PARTS	N
96	03-350-000-0000-6564			5.12	ORING			EQUIPMENT REPAIR PARTS	N
97	03-350-000-0000-6564			21.24	CLAMP			EQUIPMENT REPAIR PARTS	N
98	03-350-000-0000-6564			106.06	COUPLER			EQUIPMENT REPAIR PARTS	N
99	03-350-000-0000-6564			66.26	SWITCH			EQUIPMENT REPAIR PARTS	N
100	03-350-000-0000-6564			26.70	TRAILER CABLE			EQUIPMENT REPAIR PARTS	N

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	<b>14312 NORTHWEST POWER SYSTEMS</b>		<b>246.58</b>		<b>6 Transactions</b>		
126	<b>15374 OSOWSKI/NICK</b> 03-350-000-0000-6428		44.02	BOOTS - CLOTHING REIMBURSEMENT		SAFETY EQUIPMENT	N
	<b>15374 OSOWSKI/NICK</b>		<b>44.02</b>	<b>1 Transactions</b>			
92	<b>16027 PENNINGTON COUNTY TREASURER</b> 03-320-000-0000-6263		40.00	GREEN CLOUD SERVIES - MARCH	4339	COMPUTER SERVICES	N
93	03-320-000-0000-6263		1,260.00	HOSTED IT SERVICES - MARCH	4339	COMPUTER SERVICES	N
	<b>16027 PENNINGTON COUNTY TREASURER</b>		<b>1,300.00</b>	<b>2 Transactions</b>			
91	<b>16448 PREMIUM WATERS, INC.</b> 03-320-000-0000-6401		53.99	WATER - HIGHWAY DEPT	341164713	SUPPLIES	N
	<b>16448 PREMIUM WATERS, INC.</b>		<b>53.99</b>	<b>1 Transactions</b>			
89	<b>17002 QUILL CORPORATION</b> 03-320-000-0000-6401		39.99	HDMI CABLE	38123822	SUPPLIES	N
90	03-320-000-0000-6401		81.28	PENS, FOLDER, ORGNAIZER	38123822	SUPPLIES	N
	<b>17002 QUILL CORPORATION</b>		<b>121.27</b>	<b>2 Transactions</b>			
88	<b>18357 RINKE NOONAN</b> 03-330-000-0000-6261		200.00	RETAINER - MARCH	369755	CONSULTING & LEGAL SERVICES	Y
	<b>18357 RINKE NOONAN</b>		<b>200.00</b>	<b>1 Transactions</b>			
87	<b>18439 ROCKSBURY TRUCK REPAIR</b> 03-350-000-0000-6564		107.50	DOT INSPECTION	16285	EQUIPMENT REPAIR PARTS	N
	<b>18439 ROCKSBURY TRUCK REPAIR</b>		<b>107.50</b>	<b>1 Transactions</b>			
86	<b>19338 STEIGER MFG. CO.</b> 03-350-000-0000-6564		326.00	REPAIR FUEL TANK	16997	EQUIPMENT REPAIR PARTS	N
	<b>19338 STEIGER MFG. CO.</b>		<b>326.00</b>	<b>1 Transactions</b>			
85	<b>20027 THE TIMES</b> 03-320-000-0000-6232		55.44	AD - MILL/OVERLAY	281	ADVERTISING	N
	<b>20027 THE TIMES</b>		<b>55.44</b>	<b>1 Transactions</b>			
84	<b>22328 VAULT HEALTH</b> 03-320-000-0000-6801		352.60	RANDOM DRUG/ALCOHOL SCREEN	FL00628686	MISCELLANEOUS EXPENSE	N
	<b>22328 VAULT HEALTH</b>		<b>352.60</b>	<b>1 Transactions</b>			

# Pennington County Financial System



Danielle  
4/22/24 8:51AM

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

3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3 Fund Total:		37,321.16	Road & Bridge	26 Vendors	42 Transactions

DRAFT

# Pennington County Financial System



Danielle  
4/22/24 8:51AM

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

**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
24	<b>1308 ASSOCIATION MINNESOTA COUNTIES</b> 32-390-000-0000-6801		300.00	2024 SWAA DUES	14063-24	MISCELLANEOUS EXPENSE-SCORE	N
	<b>1308 ASSOCIATION MINNESOTA COUNTIES</b>		<b>300.00</b>	1 Transactions			
63	<b>12123 LES'S SANITATION SERVICE</b> 32-390-000-0000-6262		2,551.50	RECYCLING MAGAZINES/CARDBOARD	43X07004	OTHER SERVICES-SCORE ACCOUN	N
	<b>12123 LES'S SANITATION SERVICE</b>		<b>2,551.50</b>	1 Transactions			
25	<b>21008 UNIVERSAL SCREENPRINT</b> 32-390-000-0000-6801		30.00	METAL SIGN FOR USED OIL		MISCELLANEOUS EXPENSE-SCORE	N
	<b>21008 UNIVERSAL SCREENPRINT</b>		<b>30.00</b>	1 Transactions			
<b>32 Fund Total:</b>			<b>2,881.50</b>	<b>Solid Waste Facility</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	

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# Pennington County Financial System



Danielle  
4/22/24 8:51AM

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

Page 15

**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
170	<b>14027 NELSON/BEN</b> 40-721-000-0000-6849		75.00	BEAVER BOUNTY		Beaver Control	N
	<b>14027 NELSON/BEN</b>		<b>75.00</b>	1 Transactions			
94	<b>15359 OLSON/COLE</b> 40-796-000-0000-6849		2,025.00	BEAVER BOUNTY		BEAVER CONTROL	Y
	<b>15359 OLSON/COLE</b>		<b>2,025.00</b>	1 Transactions			
<b>40 Fund Total:</b>			<b>2,100.00</b>	<b>Ditch Funds</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>Final Total:</b>			<b>147,455.12</b>	<b>85 Vendors</b>	<b>170 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	105,152.46	County Revenue
	3	37,321.16	Road & Bridge
	32	2,881.50	Solid Waste Facility
	40	2,100.00	Ditch Funds
	<b>All Funds</b>	<b>147,455.12</b>	<b>Total</b>

Approved by, .....

.....

.....

DRAFT

# Pennington County Financial System



Danielle  
4/19/24 3:38PM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Print List in Order By: 4  
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



Audit List for Board

## COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
999999997	BORGEN/HEATHER					
5	01-251-000-0000-6330	10.43	TRANSPORT MEAL REIMBURSEMENT	03/28/24	TRAVEL & EXPENSE	N
999999997	BORGEN/HEATHER	10.43	1 Transactions			
18475	ROLLER/HUNTER					
1	01-251-000-0000-6330	12.91	TRANSPORT MEAL REIMBURSEMENT	3/18/24	TRAVEL & EXPENSE	N
18475	ROLLER/HUNTER	12.91	1 Transactions			
19603	SORENSEN/DAVID					
3	01-003-000-0000-6103	75.00	MAHNOMEN - DANCING SKY	03/18/24	PER DIEMS - BOARD	N
4	01-003-000-0000-6103	75.00	DSC - ATR	03/20/24	PER DIEMS - BOARD	N
19603	SORENSEN/DAVID	150.00	2 Transactions			
20403	THIBERT/ALEX					
2	01-251-000-0000-6330	11.37	TRANSPORT MEAL REIMBURSEMENT	4/18/24	TRAVEL & EXPENSE	N
20403	THIBERT/ALEX	11.37	1 Transactions			
<b>Final Total .....</b>		<b>184.71</b>	<b>4 Vendors</b>	<b>5 Transactions</b>		

# Pennington County Financial System



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	184.71	County Revenue
<b>All Funds</b>	<b>184.71</b>	<b>Total</b>

Approved by, .....  
.....  
.....

DRAFT

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 April 16, 2024 (detailed minutes on record)  
are hereby adopted:

SECTION A

- I. To approve the March 19, 2024, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the current contract for 2024 Rural Transportation Collaborative – Tri-Valley Opportunity Council, Inc. which will be amended per the new DHS rates as presented.

SECTION B

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

\_\_\_\_\_

Aye

Nay

Chairperson

Date



**Appeals of LGU Decisions**

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator  
Minnesota Board of Water & Soils Resources  
520 Lafayette Road North  
St. Paul, MN 55155  
[travis.germundson@state.mn.us](mailto:travis.germundson@state.mn.us)

Does the LGU have a local appeal process applicable to this decision?

- Yes<sup>1</sup>       No

<sup>1</sup>If yes, all appeals must first be considered via the local appeals process.

**Local Appeals Submittal Requirements** (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

**Notice Distribution (include name)**

*Required on all notices:*

<input checked="" type="checkbox"/> SWCD TEP Member: Larissa Fitzgerald	<input checked="" type="checkbox"/> BWSR TEP Member: Lynda Ponting
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): Mike Flaagan	
<input checked="" type="checkbox"/> DNR Representative: Stephanie Klamm	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: RLWD/Tammy Audette	
<input checked="" type="checkbox"/> Applicant: City of TRF – Angela Philipp	<input checked="" type="checkbox"/> Agent/Consultant: HDR Inc. - Torin McCormack

*Optional or As Applicable:*

<input checked="" type="checkbox"/> Corps of Engineers: Peyton Hamm	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

<b>Signature:</b>	<b>Date:</b>
-------------------	--------------

**This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.**

## Minnesota Wetland Conservation Act Technical Evaluation Panel Form

This form can be used to document TEP findings and recommendations related to WCA decisions, determinations, enforcement and pre-application reviews.

<b>Local Government Unit:</b> Pennington County	<b>County:</b> Pennington
<b>Landowner/Applicant:</b> City of TRF – Angela Philipp	<b>Agent/Representative(s):</b> HDR Inc. – Torin McCormack
<b>Project Name:</b> Chief’s Coulee	<b>Project No. (if any):</b> 24-01
<b>Project Location:</b> (see map)	

**Purpose of TEP Findings/Recommendation** - check all that apply and describe

<input type="checkbox"/> Pre-application review <input checked="" type="checkbox"/> Application Review (related to WCA Decision) <input type="checkbox"/> Local Government Road Wetland Replacement Program Eligibility <input type="checkbox"/> WCA Determination Request <input type="checkbox"/> Other (specify): <b>Describe:</b>
--

**Meeting Type** – check all that apply and specify dates as applicable

<input checked="" type="checkbox"/> In-Person Meeting(s), Date(s): <b>4/2/2024</b> <input type="checkbox"/> Electronic Exchanges (email, skype, etc.) <input type="checkbox"/> Onsite Review(s), Date(s): <input type="checkbox"/> Other (specify):
--

**Findings and Recommendations**

<p><b>This narrative and recommendation is for WCA administration outside of City limits ONLY. WCA administration for this project will be split between Pennington County/Pennington SWCD and the City of Thief River Falls/Travis Giffen based on project location.</b></p> <p>There was a combined TEP meeting held on April 2, 2024, via in-person and Zoom. Torin McCormack with HDR gave a rundown of the project purpose as well as the wetland assessment (delineation). Larissa Fitzgerald (Pennington SWCD) and Lynda Ponting (BWSR) agreed there are no issues with WCA going forward with this project, and while the Type 2 wetland will have minimal permanent impacts once the ditches are redone and the water in moved to the underground culverts, the wetland will still act as a functional wetland post-construction.</p> <p><b>This proposed project and combined impact qualify for the Utilities exemption and will not require replacement under WCA. This exemption will be approved by Pennington SWCD staff.</b></p>
<input type="checkbox"/> Attachment(s) (specify):

**DNR Protected Waters and Shoreland Protection Zone**

Will the project/activity affect DNR public waters, DNR public waters wetlands or wetlands within the shoreland protection zone? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, DNR representative is a member of the TEP.
--

**Signatures**

<input type="checkbox"/> LGU TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:

<input checked="" type="checkbox"/> SWCD TEP Member:	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Larissa Fitzgerald</i>	Date: 4/10/2024
<input checked="" type="checkbox"/> BWSR TEP Member:	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Lynda Ponting</i>	Date: 4-10-24
<input type="checkbox"/> DNR TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date: