

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, JULY 22, 2025, 10:00 A.M.**

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Amendments to the Agenda

4. Recognition of Citizens – Individuals 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 Janelle Cheney – DOC District Supervisor

10:20 Erik Beitel – Emergency Mgmt. Director

10:30 Mike Flaagan – County Engineer

10:40 Kayla Jore, Sarah Lefebvre – Community Strong

10:50 Julie Sjostrand – Human Services Director

7. County Auditor-Treasurer Items

8. County Coordinator Items

9. County Attorney Items

10. Committee Reports / Commissioner Updates

11. Adjournment

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JULY 8, 2025 – 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, July 8, 2025, 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 Sourdif 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 Peterson, seconded by Commissioner Lawrence, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Nelson, to approve the County Board minutes of June 24, 2025, as written. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the Auditor & Manual warrants for June 2025 totaling \$9,069,518.23 and the following Commissioner warrants. Motion carried.

County Revenue	\$92,169.51
Road & Bridge	\$45,796.50
Solid Waste Facility	\$ 296.00
Ditch Funds	\$55,992.00

Meal reimbursements and per diems in the amount of \$714.68 were also approved.

Mike Flaagan – County Engineer

Mr. Flaagan presented the following two quotes received for 18 handheld radios, related accessories, and programming for the Highway Department.

Stone's Mobile Radio, Inc.	\$82,465.38
Roger's Two-Way Radio	\$81,931.62

If approved, the purchase would be funded by savings from the Joint Use Facility roofing project and the Furniture and Equipment budget. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the quote by Roger's Two Way Radio in the amount of \$81,931.62 for the purchase of 18 portable, two-way radios, related equipment, and programming. Discussion followed with Mr. Flaagan stating the purchase would be made from the 2025 budget. He also noted that his department is sole user of some local radio towers, so the County could now consider their sale. Following discussion, the motion was carried.

Engineer Flaagan provided an update on local road projects. He also noted that roadside spraying began this week and next they will be spraying ditches and ditch brush.

Mr. Flaagan reminded the Board that a landowner meeting regarding the CSAH #11 and 150th Ave. project is being held July 9, 2025, at 6:00 p.m. at the Joint Use Facility meeting room.

County Auditor-Treasurer Items:

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve a maintenance services and tech support agreement renewal with ProWest & Associates in the amount of \$3,503.50 for the period of May 1, 2025, to April 30, 2026. Motion carried.

County Coordinator Items:

Mr. Erickson discussed the results of an RFP for Paid Family Medical Leave that was conducted by Integrity Employee Benefits. MetLife proposed a two-year premium rate guarantee of .79% contingent upon another core coverage offering, which our current MetLife dental plan was suffice. MetLife offered an 8% rate cap on dental premiums for 2026 but not for 2027. He noted that MetLife administers PFML for 3000+ groups, including the New Hampshire state plan. In comparison, the MN State PFML plan will feature a premium rate of .88% with no rate guarantees and uncertainties with claims and turnaround times. The Personnel Committee has reviewed the RFP and recommends the Board approve MetLife administering the county's PFML, which takes effect 01/01/26. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the proposal by MetLife for Paid Family Medical Leave administration for Pennington County effective 01/01/2026. Motion carried.

The County Coordinator reminded the Building Committee members that there is a meeting today at 1:00 p.m. in the Government Center, Meeting Room A.

County Attorney Items:

Mr. Haase noted that IT Tech Levi Jacobson will be testing the County Attorney office computers for Windows 11 compatibility. If necessary, he may need to order some new computers using Forfeiture Funds.

Committee Reports / Commissioner Updates: None.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to July 22, 2025, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator

Roy Sourdif, Chairman

DRAFT

Pennington County Financial System



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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Pennington County Financial System



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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
1306 ADVANCED CORRECTIONAL HEALTHCARE							
34	01-251-000-0000-6255		558.44-	MARCH 25 4TH QRT ADP RECONCIL	1423	MEDICAL - LOCAL	6
32	01-251-000-0000-6255		22,572.44	AUGUST MEDICAL	6414	MEDICAL - LOCAL	6
33	01-251-000-0000-6255		1,085.57	AUGUST MENTAL HEALTH	6414	MEDICAL - LOCAL	6
1306 ADVANCED CORRECTIONAL HEALTHCARE			23,099.57	3 Transactions			
1347 Amazon Capital Services							
129	01-251-000-0000-6631		450.18	2 MONITORS	1HCN-P49N-KFGV	FURNITURE & EQUIPMENT - JAIL	N
128	01-201-000-0000-6631		154.99	MONITOR	1JQL-HP1G-L469	FURNITURE & EQUIPMENT	N
127	01-218-000-0000-6300		299.88	FLUSH VALVE KITS	1L1M-4GX9-3W63	REPAIRS & MAINTENANCE	N
126	01-251-000-0000-6631		195.99	SIGNATURE PAD	1L1M-4GX9-3W63	FURNITURE & EQUIPMENT - JAIL	N
125	01-251-000-0000-6405		39.17	FAN	1MLD-7N7J-GJ4W	GENERAL SUPPLIES - JAIL	N
123	01-201-000-0000-6405		65.59	3 PHONE CASES	1NWT-CXDQ-HNNF	GENERAL SUPPLIES	N
121	01-251-000-0000-6255		60.79	GATORADE-MEDICAL	1QW9-767G-XP1M	MEDICAL - LOCAL	N
124	01-201-000-0000-6405		291.21	EXTERNAL HARDDRIVES	1T7Y-GH3F-PVQP	GENERAL SUPPLIES	N
122	01-259-000-0000-6801		27.23	PROGRAMMING SUPPLIES	1YDJ-Q7RJ-NT9W	MISCELLANEOUS EXPENSE - CANTI	N
1347 Amazon Capital Services			1,585.03	9 Transactions			
999999997 BRAATEN/PAT							
130	01-251-000-0000-6420		280.00	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
999999997 BRAATEN/PAT			280.00	1 Transactions			
2307 BRODIN COMFORT SYSTEMS							
59	01-111-000-0000-6300		159.32	AIR HANDLER CAPACITORS	70445	REPAIRS & MAINTENANCE	N
2307 BRODIN COMFORT SYSTEMS			159.32	1 Transactions			
3352 CHARM-TEX INC							
44	01-251-000-0000-6405		135.40	CLOTHING BLUE	409288	GENERAL SUPPLIES - JAIL	N
3352 CHARM-TEX INC			135.40	1 Transactions			
20007 CITY OF THIEF RIVER FALLS							
48	01-270-000-0000-6262		180.05	MAY/JUNE UTILITIES FOR CLIENT		OTHER SERVICES-CRIME VICTIM	N
20007 CITY OF THIEF RIVER FALLS			180.05	1 Transactions			
13405 COCA-COLA BOTTLING COMPANY HIGH CC							
58	01-801-000-0000-6838		221.23	COKE PRODUCTS	5161348	POP MACHINE EXPENSE	N
13405 COCA-COLA BOTTLING COMPANY HIGH CC			221.23	1 Transactions			
3040 CRAGUN'S							
131	01-251-000-0000-6245		726.06	JAIL CONFERENCE LODGIN - DC	12152025	CONTINUING EDUCATION	N

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132	01-251-000-0000-6245		726.06	JAIL CONFERENCE LODGIN - JW	12152025	CONTINUING EDUCATION	N
133	01-251-000-0000-6245		726.06	JAIL CONFERENCE LODGIN - TB	12152025	CONTINUING EDUCATION	N
134	01-251-000-0000-6245		726.06	JAIL CONFERENCE LODGIN - SK	12152025	CONTINUING EDUCATION	N
135	01-251-000-0000-6245		726.06	JAIL CONFERENCE LODGIN - BN	12152025	CONTINUING EDUCATION	N
137	01-251-000-0000-6245		252.85	JAIL CONFERENCE LODGIN - PB	12152025	CONTINUING EDUCATION	N
138	01-251-000-0000-6245		252.85	JAIL CONFERENCE LODGIN - TH	12152025	CONTINUING EDUCATION	N
136	01-252-000-0000-6330		726.06	JAIL CONFERENCE LODGIN - SV	12152025	TRAVEL & EXPENSE	N
3040	CRAGUN'S		4,862.06	8 Transactions			
999999997	DELAGE/KYLIE						
164	01-251-000-0000-6420		93.99	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
999999997	DELAGE/KYLIE		93.99	1 Transactions			
4321	DIAMOND DRUGS INC						
43	01-251-000-0000-6255		12.28	MEDICATIONS	1515635	MEDICAL - LOCAL	N
4321	DIAMOND DRUGS INC		12.28	1 Transactions			
6303	F-M AMBULANCE INC						
36	01-251-000-0000-6255		50.00	25-21583	2521583	MEDICAL - LOCAL	N
35	01-251-000-0000-6255		50.00	25-20832	2820832	MEDICAL - LOCAL	N
6303	F-M AMBULANCE INC		100.00	2 Transactions			
6006	FARMERS UNION OIL						
45	01-290-000-0000-6560		44.95	COUNTY VEHICLE FUEL JUNE 2025	ACCT #697477	Gas & Diesel	N
6006	FARMERS UNION OIL		44.95	1 Transactions			
6319	FASTCASE, INC						
39	01-251-000-0000-6801		550.00	LAW LIBRARY SERVICE	70785	MISCELLANEOUS EXPENSE - JAIL	N
6319	FASTCASE, INC		550.00	1 Transactions			
6420	FORUM COMMUNICATIONS COMPANY						
1	01-801-000-0000-6801		1,000.00	AD FOR KNIGHT AVE		MISCELLANEOUS EXPENSE	N
6420	FORUM COMMUNICATIONS COMPANY		1,000.00	1 Transactions			
7031	GARDEN VALLEY TELEPHONE						
69	01-003-000-0000-6210		367.51	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
8	01-041-000-0000-6202		75.86	JUNE PHONE - TREASURER	101430420	TELEPHONE-AUDITOR	N
9	01-041-000-0000-6202		157.09	JUNE PHONE - AUDITOR	101430420	TELEPHONE-AUDITOR	N
60	01-041-000-0000-6210		794.05	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
70	01-070-000-0000-6263		1,237.63	HOSTED IT SERVICES - HWY -JULY	101430420	COMPUTER SERVICES - DP	N

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71	01-070-000-0000-6263		1,401.24	HOSTED IT SERVICES -NURSINJULY	101430420	COMPUTER SERVICES - DP	N
72	01-070-000-0000-6263		1,028.89	HOSTED IT SERVICES -DP - JULY	101430420	COMPUTER SERVICES - DP	N
73	01-070-000-0000-6263		3,400.75	HOSTED IT SERVICES - HS - JULY	101430420	COMPUTER SERVICES - DP	N
11	01-091-000-0000-6202		146.39	JUNE PHONE - ATTORNEY	101430420	TELEPHONE - ATTORNEY	N
61	01-091-000-0000-6210		837.12	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
15	01-101-000-0000-6202		86.54	JUNE PHONE - RECORDER	101430420	TELEPHONE - RECORDER	N
68	01-101-000-0000-6300		222.05	HOSTED IT SERVICES - JULY	101430420	REPAIRS & MAINTENANCE	N
12	01-106-000-0000-6202		81.21	JUNE PHONE - ASSESSOR	101430420	TELEPHONE - ASSESSOR	N
67	01-106-000-0000-6300		336.88	HOSTED IT SERVICES - JULY	101430420	REPAIRS & MAINTENANCE	N
10	01-111-000-0000-6202		23.51	JUNE PHONE - CUSTODIAN	101430420	TELEPHONE - COURTHOUSE	N
74	01-111-000-0000-6210		86.51	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
16	01-121-000-0000-6202		39.54	JUNE PHONE - VET SERVICES	101430420	TELEPHONE - VETS SERVICE	N
62	01-121-000-0000-6210		118.68	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
14	01-132-000-0000-6202		99.37	JUNE PHONE - MOTOR VEHICLE	101430420	TELEPHONE - MOTOR VEHICLE	N
65	01-132-000-0000-6300		486.91	HOSTED IT SERVICES - JULY	101430420	REPAIRS & MAINTENANCE	N
63	01-270-000-0000-6300		147.00	HOSTED IT SERVICES - JULY	101430420	REPAIRS & MAINTENANCE	N
64	01-290-000-0000-6210		73.50	HOSTED IT SERVICES - JULY	101430420	E-MAIL SERVICES	N
13	01-601-000-0000-6202		133.56	JUNE PHONE - EXTENSION	101430420	TELEPHONE - EXTENSION	N
66	01-601-000-0000-6300		218.20	HOSTED IT SERVICES - JULY	101430420	REPAIRS & MAINTENANCE	N
165	01-091-000-0000-6631		427.98	CREDIT - 2 VERTIN LIEBERT UPS	INV-24386	FURNITURE & EQUIPMENT - ATTOR	N
7031	GARDEN VALLEY TELEPHONE		11,172.01	25 Transactions			
8331	HARDWARE HANK						
29	01-201-000-0000-6304		5.33	PLUG IN	22278597	REPAIR & MAINTENANCE - SQUADS	N
8331	HARDWARE HANK		5.33	1 Transactions			
8014	HUGOS #7						
141	01-252-000-0000-6330		49.13	SUPPLIES-ARMOR RADIO TRAINING	1161/00200025	TRAVEL & EXPENSE	N
139	01-201-000-0000-6801		20.73	LEMONADE, NAPKINS, CUPS #06	1161/00300121	MISCELLANEOUS EXPENSE	N
140	01-222-000-0000-6801		88.97	ST BERNARDS DARE GRADUATION	1161/00400011	MISCELLANEOUS EXPENSE - D.A.R.	N
8014	HUGOS #7		158.83	3 Transactions			
13524	JONES LAW OFFICE						
18	01-011-000-0000-6261		8.50	ATTORNEY FEES - 57-P9-05-206	2016954	COURT APPOINTED ATTORNEYS	Y
13524	JONES LAW OFFICE		8.50	1 Transactions			
13226	MCKESSON MEDICAL SURGICAL						
40	01-251-000-0000-6255		159.39	PPD	23915260	MEDICAL - LOCAL	N
41	01-251-000-0000-6255		113.13	MINERIN CREAM/BODY CREAM/FIBER	23982180	MEDICAL - LOCAL	N

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13226	MCKESSON MEDICAL SURGICAL		272.52		2 Transactions		
13435	MEKASH/SCOTT						
142	01-201-000-0000-6420		45.00	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
143	01-201-000-0000-6420		208.00	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
144	01-201-000-0000-6420		94.00	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
145	01-201-000-0000-6420		129.23	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
13435	MEKASH/SCOTT		476.23	4 Transactions			
999999997	MINNESOTA DEPT OF VETERAN AFFAIRS						
77	01-121-000-0000-6846		44.71	UNSPENT MDVA GRANT FUNDS		CVSO GRANT EXPENSE	N
999999997	MINNESOTA DEPT OF VETERAN AFFAIRS		44.71	1 Transactions			
13355	MN COUNTIES COMPUTER COOP						
6	01-070-000-0000-6263		21,274.00	TYLER FIELD MOBILE AND MVP	2503007	COMPUTER SERVICES - DP	N
2	01-070-000-0000-6263		11,161.04	3RD QTR PROP TAX SUPPORT-AVENU	2507053	COMPUTER SERVICES - DP	N
3	01-070-000-0000-6263		4,124.89	3RD QTR CAMAUSA MAINTEN/SUPPOR	2507053	COMPUTER SERVICES - DP	N
4	01-070-000-0000-6263		1,414.26	3RD QTR PAYMATE SUPPORT	2507053	COMPUTER SERVICES - DP	N
5	01-070-000-0000-6263		394.75	3RD QTR CAPITAL ASSETS SOFTWAR	2507053	COMPUTER SERVICES - DP	N
17	01-106-000-0000-6801		25.00	ASSESSED PROPERTY TRAINING-AB	2507152	MISCELLANEOUS EXPENSE	N
13355	MN COUNTIES COMPUTER COOP		38,393.94	6 Transactions			
4311	MN DEPARTMENT OF CORRECTIONS						
7	01-255-000-0000-6837		27,004.40	24 2ND 1/2 PROBATION	876337	REFUNDS & REIMBURSEMENTS	N
4311	MN DEPARTMENT OF CORRECTIONS		27,004.40	1 Transactions			
13425	MOTOROLA SOLUTIONS						
146	01-223-000-0000-6202		1,960.00	VESTA MANAGED SERVICES - JULY	8230524905	TELEPHONE - E911	N
147	01-223-000-0000-6202		1,960.00	VESTA MANAGED SERVICES - AUG	8230527634	TELEPHONE - E911	N
13425	MOTOROLA SOLUTIONS		3,920.00	2 Transactions			
14397	NELSON/GRANT						
169	01-601-000-0000-6401		9.14	FLAGS FOR MARKING WEEDS		SUPPLIES - EXTENSION	N
168	01-601-000-0000-6330		212.10	MILEAGE - 303 MILES	5/1/25-7/21/25	TRAVEL & EXPENSE	N
14397	NELSON/GRANT		221.24	2 Transactions			
14440	NORTHDALE OIL INC.						
148	01-201-000-0000-6560		1,072.69	FUEL - SQUADS/JUNE	90037	GAS & DIESEL	N
14440	NORTHDALE OIL INC.		1,072.69	1 Transactions			

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76	14315 NORTHERN MOTORS INC 01-290-000-0000-6801		350.18	REPAIR COUNTY VEHICLE	6025903/1	Miscellaneous Expense	N
	14315 NORTHERN MOTORS INC		350.18	1 Transactions			
151	14033 NORTHERN STATE BANK 01-201-000-0000-6801		13.96	WALMART-WATER/FAIR		MISCELLANEOUS EXPENSE	N
149	01-220-000-0000-6801		34.54	PIZZA HUT - DISPATCH WEEK MEAL		MISCELLANEOUS EXPENSE	N
152	01-251-000-0000-6405		8.33	PETERSON LUMBER-BOARD/EQUIPMEN		GENERAL SUPPLIES - JAIL	N
150	01-252-000-0000-6330		9.98	HUGOS-ARMER TRAINING		TRAVEL & EXPENSE	N
	14033 NORTHERN STATE BANK		66.81	4 Transactions			
75	14321 NORTHWEST REGIONAL LIBRARY 01-003-000-0000-6820		32,616.75	2025 3RD QTR ALLOCATIONS	1082	NORTHWEST REGIONAL LIBRARY	N
	14321 NORTHWEST REGIONAL LIBRARY		32,616.75	1 Transactions			
153	15323 OFFICE DEPOT 01-251-000-0000-6405		121.49	TONER-CONTROL DESK	425805361001	GENERAL SUPPLIES - JAIL	N
155	01-251-000-0000-6405		47.99	EXPO MARKERS	43037472001	GENERAL SUPPLIES - JAIL	N
154	01-251-000-0000-6255		341.56	TONER-MEDICAL	430487395001	MEDICAL - LOCAL	N
	15323 OFFICE DEPOT		511.04	3 Transactions			
20	13329 OFFICE OF MNIT SERVICES 01-070-000-0000-6263		1,338.65	FIBER USAGE - JUNE	DV25060393	COMPUTER SERVICES - DP	N
	13329 OFFICE OF MNIT SERVICES		1,338.65	1 Transactions			
156	16067 PEMBERTON LAW, P.L.L.P. 01-251-000-0000-6801		54.00	DATA REQUEST	150	MISCELLANEOUS EXPENSE - JAIL	Y
	16067 PEMBERTON LAW, P.L.L.P.		54.00	1 Transactions			
78	16027 PENNINGTON COUNTY TREASURER 01-601-000-0000-6209		193.38	POSTAGE/PAPER - JUNE	4432	POSTAGE	N
	16027 PENNINGTON COUNTY TREASURER		193.38	1 Transactions			
167	16362 PETERSON/NEIL 01-003-000-0000-6330		72.80	JUNE MILEAGE - 104 MILES		TRAVEL & EXPENSE	N
	16362 PETERSON/NEIL		72.80	1 Transactions			
157	16448 PREMIUM WATERS, INC. 01-251-000-0000-6801		57.99	WATER (6) BOTTLE DEPOSIT	341285124	MISCELLANEOUS EXPENSE - JAIL	N
158	01-220-000-0000-6801		91.99	WATER (10) BOTTLE DEPOSIT	341288582	MISCELLANEOUS EXPENSE	N

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159	01-220-000-0000-6801		23.50	MONTHLY RENTAL/JUNE	341291599	MISCELLANEOUS EXPENSE	N
160	01-251-000-0000-6801		23.50	MONTHLY RENTAL/JUNE	341291599	MISCELLANEOUS EXPENSE - JAIL	N
49	01-091-000-0000-6801		40.99	WATER - JUNE	ACCT # 176878	MISCELLANEOUS EXPENSE	N
30	01-601-000-0000-6401		67.48	JUNE WATER BILL	ACCT# 176888	SUPPLIES - EXTENSION	N
16448	PREMIUM WATERS, INC.		305.45	6 Transactions			
16311	PRO-WEST & ASSOCIATES INC						
46	01-103-000-0000-6263		48.21	PARCEL MAINTENANCE	2044	COMPUTER SERVICES	N
16311	PRO-WEST & ASSOCIATES INC		48.21	1 Transactions			
20358	QUADIENT FINANCE USA, INC.						
19	01-801-000-0000-6209		1,500.00	POSTAGE		POSTAGE	N
20358	QUADIENT FINANCE USA, INC.		1,500.00	1 Transactions			
18440	READITECH IT SOLUTIONS						
171	01-070-000-0000-6263		151.81	ENCRYPTION	197801	COMPUTER SERVICES - DP	N
170	01-070-000-0000-6263		500.00	FIZ SERVER ISSUE	200971	COMPUTER SERVICES - DP	N
18440	READITECH IT SOLUTIONS		651.81	2 Transactions			
18127	RELIANCE TELEPHONE SYSTEMS						
38	01-251-000-0000-6801		167.00	TRUST ACCOUNT TRANSFERS	1718	MISCELLANEOUS EXPENSE - JAIL	N
18127	RELIANCE TELEPHONE SYSTEMS		167.00	1 Transactions			
19270	SANFORD LABORATORIES						
31	01-251-000-0000-6255		89.00	LAB	325293064	MEDICAL - LOCAL	N
19270	SANFORD LABORATORIES		89.00	1 Transactions			
19547	SKILLET KITCHEN						
42	01-251-000-0000-6427		23,843.03	JUNE MEALS	11200	JAIL MEALS	N
19547	SKILLET KITCHEN		23,843.03	1 Transactions			
20027	THE TIMES						
28	01-201-000-0000-6401		76.75	REGULAR ENVELOPES	ACCT # 284	SUPPLIES	N
24	01-251-000-0000-6801		68.25	1 WK ADVERTISE TIMES/CO POSITI	ACCT # 284	MISCELLANEOUS EXPENSE - JAIL	N
25	01-251-000-0000-6801		61.25	1 WK ADVERTISE NW/CO POSITI	ACCT # 284	MISCELLANEOUS EXPENSE - JAIL	N
26	01-251-000-0000-6801		68.25	1 WK ADVERTISE TIMES/CO POSITI	ACCT # 284	MISCELLANEOUS EXPENSE - JAIL	N
27	01-251-000-0000-6801		61.25	1 WK ADVERTISE NW/CO POSITI	ACCT # 284	MISCELLANEOUS EXPENSE - JAIL	N
20027	THE TIMES		335.75	5 Transactions			
23303	THOMSON REUTERS/WEST PAYMENT CEN'						

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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
53	01-016-000-0000-6242		1,138.40	MAY WESTLAW ACCESS LAW LIBRARY	852009404	SUBSCRIPTIONS - LAW LIBRARY	N
50	01-091-000-0000-6240		842.35	MAY WESTLAW ACCESS - ATTORNEY	852014513	SUBSCRIPTIONS	N
52	01-016-000-0000-6242		488.21	JUNE SUBSCRIPTIONS-LAW LIBRARY	852085229	SUBSCRIPTIONS - LAW LIBRARY	N
51	01-091-000-0000-6240		92.92	JUNE - SUBSCRIPTIONS - ATTY	852089338	SUBSCRIPTIONS	N
55	01-016-000-0000-6242		1,138.40	JUNE WESTLAW ACCESS - LAW LIBR	852160002	SUBSCRIPTIONS - LAW LIBRARY	N
57	01-091-000-0000-6240		1,123.00	JUNE WESTLAW ACCESS - ATTORNEY	852163598	SUBSCRIPTIONS	N
56	01-016-000-0000-6242		488.21	JULY SUBSCRITIONS - LAW LIBRAR	852233399	SUBSCRIPTIONS - LAW LIBRARY	N
54	01-091-000-0000-6240		92.92	JULY SUBSCRIPTIONS-ATTY	852235768	SUBSCRIPTIONS	N
23303	THOMSON REUTERS/WEST PAYMENT CEN		5,404.41	8 Transactions			
11039	TRF RADIO						
161	01-251-000-0000-6801		75.00	NOW HIRING-CORRECTIONS	39991-1	MISCELLANEOUS EXPENSE - JAIL	N
162	01-251-000-0000-6801		75.00	NOW HIRING-CORRECTIONS	39991-1	MISCELLANEOUS EXPENSE - JAIL	N
11039	TRF RADIO		150.00	2 Transactions			
21332	ULINE						
37	01-251-000-0000-6403		229.13	DUSTER/AIR FRESH	194204124	JANITORIAL SUPPLIES - JAIL	N
21332	ULINE		229.13	1 Transactions			
21008	UNIVERSAL SCREENPRINT						
163	01-251-000-0000-6420		15.00	EMBROIDERY-JACKET JB	46227	JAILER UNIFORMS	N
21008	UNIVERSAL SCREENPRINT		15.00	1 Transactions			
21338	UNIVERSITY OF NORTH DAKOTA						
22	01-206-000-0000-6262		2,871.00	MEDICAL EXAM SERVICES/TOXICOLO	A25-070/1161850	OTHER SERVICES-CORONER	N
21	01-206-000-0000-6262		2,871.00	MEDICAL EXAM SERVICES/TOXICOLO	A25-158/1161850	OTHER SERVICES-CORONER	N
23	01-206-000-0000-6262		2,871.00	MEDICAL EXAM SERVICES/TOXICOLO	A25-184/1161850	OTHER SERVICES-CORONER	N
21338	UNIVERSITY OF NORTH DAKOTA		8,613.00	3 Transactions			
22303	VAREBERG/AMBER						
120	01-106-000-0000-6330		427.00	ASSESSING MILEAGE - 610 MILES	6/17/25-7/16/25	TRAVEL & EXPENSE	N
22303	VAREBERG/AMBER		427.00	1 Transactions			
1 Fund Total:			192,056.68	County Revenue		48 Vendors	128 Transactions

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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
118	2394 BACKWOODS CUSTOMS 03-350-000-0000-6564		360.00	FIX RIM - MOWER		EQUIPMENT REPAIR PARTS	N
	2394 BACKWOODS CUSTOMS		360.00	1 Transactions			
117	2325 BOBCAT OF GRAND FORKS 03-350-000-0000-6631		4,350.00	GRAPPLE		FURNITURE & EQUIPMENT	N
	2325 BOBCAT OF GRAND FORKS		4,350.00	1 Transactions			
116	4322 DDH REPAIR 03-350-000-0000-6564		667.27	REPAIR TRIALER		EQUIPMENT REPAIR PARTS	Y
	4322 DDH REPAIR		667.27	1 Transactions			
109	6006 FARMERS UNION OIL 03-350-000-0000-6560		11.38	GAS		GAS & DIESEL	N
110	03-350-000-0000-6560		2,026.60	DIESEL SHOP 212		GAS & DIESEL	N
111	03-350-000-0000-6560		3,915.84	DIESEL SHOP 211		GAS & DIESEL	N
112	03-350-000-0000-6560		2,964.76	DIESEL SHOP 215		GAS & DIESEL	N
113	03-350-000-0000-6560		4,469.06	DIESEL SHOP 213		GAS & DIESEL	N
114	03-350-000-0000-6562		1,530.45	OIL		MOTOR OIL & LUBRICANTS	N
115	03-350-000-0000-6562		608.85	DEF FLUID		MOTOR OIL & LUBRICANTS	N
	6006 FARMERS UNION OIL		15,526.94	7 Transactions			
106	6349 FASTENAL COMPANY 03-350-000-0000-6556		10.48	LOCK NUT		SHOP SUPPLIES	N
107	03-350-000-0000-6556		41.92	LOCK NUTS		SHOP SUPPLIES	N
108	03-350-000-0000-6556		34.77	LOCK NUT, FLAT WASHERS		SHOP SUPPLIES	N
	6349 FASTENAL COMPANY		87.17	3 Transactions			
105	6011 FED EX 03-320-000-0000-6209		17.42	MAIL OIL SAMPLES		POSTAGE	N
	6011 FED EX		17.42	1 Transactions			
100	6306 FLEET DISTRIBUTING 03-350-000-0000-6551		54.85	SIGNING SUPPLIES		SIGNS	N
104	03-350-000-0000-6551		52.50	TOWELS		SIGNS	N
101	03-350-000-0000-6564		10.94	REPAIR MOWER		EQUIPMENT REPAIR PARTS	N
102	03-350-000-0000-6564		15.92	CHAIN		EQUIPMENT REPAIR PARTS	N
103	03-350-000-0000-6564		1.58	LYNCH PIN		EQUIPMENT REPAIR PARTS	N
	6306 FLEET DISTRIBUTING		135.79	5 Transactions			

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

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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
8331	HARDWARE HANK						
97	03-330-000-0000-6554		48.99	MARKING WAND		ENGINEERING & SURVEYING SUPPLI	N
98	03-350-000-0000-6556		15.99	TRIM LINE		SHOP SUPPLIES	N
99	03-350-000-0000-6556		39.94	CLEANER, VALVE		SHOP SUPPLIES	N
8331	HARDWARE HANK		104.92	3 Transactions			
8380	HDR ENGINEERING, INC.						
95	03-330-000-0000-6261		3,360.50	P/E SAP 57-629-008	1200735685	CONSULTING & LEGAL SERVICES	N
96	03-330-000-0000-6261		19,284.25	P/E SAP 57-611-002	1200735686	CONSULTING & LEGAL SERVICES	N
8380	HDR ENGINEERING, INC.		22,644.75	2 Transactions			
8315	HUBERT OUTDOOR POWER						
94	03-350-000-0000-6556		12.99	BLADE KIT		SHOP SUPPLIES	Y
93	03-350-000-0000-6564		4.16	GASTET		EQUIPMENT REPAIR PARTS	Y
8315	HUBERT OUTDOOR POWER		17.15	2 Transactions			
12325	L & M FLEET SUPPLY INC.						
91	03-350-000-0000-6556		12.48	TOILET REPAIR PARTS		SHOP SUPPLIES	N
92	03-350-000-0000-6556		4.99	SNAP DRAIN		SHOP SUPPLIES	N
12325	L & M FLEET SUPPLY INC.		17.47	2 Transactions			
13393	MINNESOTA NORTHERN RAILROAD INC						
89	03-350-000-0000-6252		121.00	ELECTRICITY RR SIGNAL - JUNE	062025CR16	ELECTRICITY	N
13393	MINNESOTA NORTHERN RAILROAD INC		121.00	1 Transactions			
13391	MN DEPT OF LABOR & INDUSTRY						
90	03-350-000-0000-6801		125.00	AIR TANK INSPECTIONS		MISCELLANEOUS EXPENSE	N
13391	MN DEPT OF LABOR & INDUSTRY		125.00	1 Transactions			
14312	NORTHWEST POWER SYSTEMS						
88	03-350-000-0000-6556		52.50	FLOOR DRY	T345865	SHOP SUPPLIES	N
14312	NORTHWEST POWER SYSTEMS		52.50	1 Transactions			
16027	PENNINGTON COUNTY TREASURER						
86	03-320-000-0000-6263		40.00	GREEN CLOUD SERVICES FEB 2024	4333	COMPUTER SERVICES	N
85	03-320-000-0000-6263		1,235.39	HOSTED IT SERVICES - JUNE	4430	COMPUTER SERVICES	N
16027	PENNINGTON COUNTY TREASURER		1,275.39	2 Transactions			
16419	PRECISE MRM LLC						
84	03-350-000-0000-6564		374.00	MONTHLY GPS - JUNE	IN200-2006769	EQUIPMENT REPAIR PARTS	N

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

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3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
16419	PRECISE MRM LLC			374.00		1 Transactions		
83	18417 QUALITY SPRAY FOAM LLC 03-330-000-0000-6341			2,110.00	REPAIRED RIP RAP	1918	EQUIPMENT RENTAL	N
	18417 QUALITY SPRAY FOAM LLC			2,110.00		1 Transactions		
81	18440 READITECH IT SOLUTIONS 03-320-000-0000-6263			40.00	BACK UP MANAGER - JULY		COMPUTER SERVICES	N
82	03-320-000-0000-6263			61.25	HOSTED OFFICE - JULY		COMPUTER SERVICES	N
	18440 READITECH IT SOLUTIONS			101.25		2 Transactions		
80	18106 RED LAKE COUNTY COOP 03-350-000-0000-6418			407.25	PROPANE SHOP 212		PROPANE FOR HEATING SHOPS	N
	18106 RED LAKE COUNTY COOP			407.25		1 Transactions		
79	20441 TIMBERLINE LOCATION LLC 03-330-000-0000-6261			8,500.00	SURVEY CP 57-24-10		CONSULTING & LEGAL SERVICES	Y
	20441 TIMBERLINE LOCATION LLC			8,500.00		1 Transactions		
3 Fund Total:				56,995.27	Road & Bridge	20 Vendors	39 Transactions	

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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
166	2324 BERGSTROM ELECTRIC INC 32-391-000-0000-6300		950.00	ELECTRICAL PANEL WORK	23458	REPAIRS & MAINTENANCE	N
	2324 BERGSTROM ELECTRIC INC		950.00	1 Transactions			
47	12123 LES'S SANITATION SERVICE 32-390-000-0000-6801		5,500.00	RECYCLING - JUNE	56X08450	MISCELLANEOUS EXPENSE-SCORE	N
	12123 LES'S SANITATION SERVICE		5,500.00	1 Transactions			
32 Fund Total:			6,450.00	Solid Waste Facility	2 Vendors	2 Transactions	

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

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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
119	13343 MOEN/CORY 40-703-000-0000-6849		75.00	BEAVER CONTROL		BEAVER CONTROL	N
	13343 MOEN/CORY		75.00	1 Transactions			
87	16398 PARNOW/JERRY 40-739-000-0000-6849		150.00	BEAVER BOUNTY		BEAVER CONTROL	N
	16398 PARNOW/JERRY		150.00	1 Transactions			
40 Fund Total:			225.00	Ditch Funds	2 Vendors	2 Transactions	
Final Total:			255,726.95	72 Vendors	171 Transactions		

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	192,056.68	County Revenue
3	56,995.27	Road & Bridge
32	6,450.00	Solid Waste Facility
40	225.00	Ditch Funds
All Funds	255,726.95	Total

Approved by,

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Pennington County Financial System



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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Pennington County Financial System



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

Page 2

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	19343 LARSON/MELISSA 01-251-000-0000-6330		11.20	TRASNPOR MEAL REIMBURMENT	7/10/25	TRAVEL & EXPENSE	N
	19343 LARSON/MELISSA		11.20	1 Transactions			
2	16362 PETERSON/NEIL 01-003-000-0000-6103		75.00	MPCA FEED LOT	06/05/25	PER DIEMS - BOARD	N
3	01-003-000-0000-6103		75.00	THIEF RIVER 1W1P	06/09/25	PER DIEMS - BOARD	N
4	01-003-000-0000-6103		100.00	NWJTC	06/16/25	PER DIEMS - BOARD	N
5	01-003-000-0000-6103		75.00	AIRPORT	06/18/25	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		100.00	NWJTC	06/23/25	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		75.00	PERSONNEL	06/30/25	PER DIEMS - BOARD	N
	16362 PETERSON/NEIL		500.00	6 Transactions			
1 Fund Total:			511.20	County Revenue		2 Vendors	7 Transactions
Final Total:			511.20	2 Vendors		7 Transactions	

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	511.20	County Revenue
All Funds	511.20	Total

Approved by,

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Pennington County Probation and Parole

Staff and Services

July 22, 2025

Current Staff:

Cari Dostal,	OAS Sr.	
Kassi Sparby	OASi	
Teresa Anderson	OASi	
Mary Gerardy	Agent, Career	Blended Caseload
Jeremy Rychlock	Agent, Career	Blended Caseload
Tiffany Rivard	Agent, Career	Enhanced Sex Offender Caseload
Derek Biermaier	Agent, Career	Blended Caseload
Jenna Hagl	Agent, Pennington/Marshall DWI Specialty Court	
Sean Farris	Agent, Juvenile Caseload, Pennington Drug Court	

UPDATES:

We are nearing the end of the current Grant funding available for Pennington Drug Court. Current funding will end in September 2025. Another Grant has been secured but does not cover a full Agent position. We are utilizing the Felony portion of a position to absorb this Caseload. Sean Farris will continue to work with the Juvenile population, those on supervised probation as well as those involved in the Diversion program and will supervise the Drug Court caseload.

Staff continue to receive training related to Evidence-Based Practices, focusing on Case Planning, specifically with our medium and high risk (to recidivate) clients. We have a structured approach now when meeting with Clients that includes a 4-Step model, with the use of intervention tools. Please see attached Road Map that offers additional information.

BUDGET INFORMATION:

Provided by DOC Financial Unit:

Pennington County Costs, to include Felony and GM/Misd/Juvenile: \$321,910.35

*The MN DOC recently sent an Invoice to Pennington County for services received between July 1, 2024 and December 31, 2024 in the amount of \$27,004.40.

Previous invoices included a manual reduction of \$23,958.00 which will not be manually reduced in CY26. These costs are directly related to a percentage cost for: the District Supervisor, OAS Sr., Management and Administration and Non-salary expenses such as interpreters, travel, etc.

With the inclusion of what was previously manually reduced the proposed budget for Pennington County would be approximately \$101,924.80. The County would receive two invoices for payment from the DOC.

The partnership between this County and the State allows for shared costs.

The MN DOC covers costs associated with Felony Supervision to include those on Supervised Release, as well as the following:

- Human Resource Unit to assist with: Hiring, Recruitment/Retention, Performance Management, FMLA/LOA, Work comp.
- Finance Unit to assist with business/employee expenses, contracts, etc.
- Employee Development
 - Management of staff training, access to Electronic Learning Management (ELM), local and statewide training opportunities.
- IT equipment and MNIT staff - Laptops, monitors, service needs
- Legal affairs
- Staff Support and Wellness Unit
- Planning and Performance Unit
 - Workload studies, recidivism studies or data request needs
- EBP Unit to facilitate and support primary training and boosters
- Housing Supports
- Safety Administrator to facilitate ongoing training, address safety issues and concerns, ensure staff have access to efficient and effective safety equipment and maintains data collected from incident reports.

Pennington County Recidivism Rate – 2019 10.3 %

**Most recent information available.*

The MN Department of Corrections appreciates this partnership!

Case Plan Roadmap – A GUIDE TO SUCCESS

1 Initial Engagement

PURPOSE: Establishing Rapport and Role Clarification.

- Role Clarification.
- Engage with the client.
- Conduct the PDI/PSI interview.
- For SR, participate in the Multi-Disciplinary Meeting.



Be prepared for bumps in the road (client resistance). Not every process can be completed in one appointment!

2

Post-Sentencing/Post Release Supervision Begins

PURPOSE: Building the therapeutic relationship and setting the agenda for ongoing sessions.

- Engage: Role clarification, review responsibilities, limits of authority, mission, and expectations.
- Check for developments: Assess recent changes.
- Introduce skills practice: Explain its role in appointments.
- Refer to Decision Points (DP): Discuss benefits of DP and make referral.
- Briefly review "Maximizing Strengths" Tool 1 and 2.
- Next steps/Homework: Review court order, sign intake docs, collect DNA. Assign "Maximizing Strengths"

3

Engage

PURPOSE: Engage with client, develop a professional alliance, and introduce the 4-Step appointment structure to be used in each subsequent appointment.

- Engage: Engage, Role Clarification, Set Agenda, Review Developments.
- Review: Review previous appointment and homework
- Evoke & Conduct the Intervention: Maximizing Strengths Tool 1 and 2
- Next Steps/Homework: Review and update conditions not related to the intervention Assign Case Planning: Tool 1 - "Your Influences"

Normative Feedback

PURPOSE: Provide assessment feedback and assess motivation.

- Engage: Engage, Role Clarification, Set Agenda, Review Developments.
- Review: Review previous appointment and homework
- Evoke & Conduct the Intervention: Case Planning Tool 1, "Your Influences" alongside the Normative Feedback Process.
- Next Steps/Homework: Review and update conditions not related to the intervention Assign "Driver Workbook" (work through the first scenario together before assigning).

4

Goal Setting – Develop Skills to Support the Goal

PURPOSE: Using the domain from the last step, establish one goal (related to thinking and behavior), specific skills to build, and action steps to support the skills to be learned.

- Engage: Engage, Role Clarification, Set Agenda, Review Developments.
- Review: Review previous appointment and homework.
- Evoke & Conduct the Intervention: "Increasing the Odds of My Success"
 - Let's start with your main goal: What do you want for yourself?
 - Connect the goal to the areas of improvement from the last session.
 - Review client motivation.
 - Set one goal focused on client thoughts and behaviors.
 - Identify skills the client needs to develop.
 - Together, list action steps to build those skills.
 - Set clear goals and skills using "Increasing the Odds of My Success".
 - Record these goals and skills in the case plan.
- Next Steps/Homework: Review and update conditions not related to the intervention
 - Prepare a minimum of three different Cognitive Behavioral Intervention (CBI) tools to assign for homework at the end of this appt. These CBI tools should relate to social skills, problem solving and/or thoughts and behaviors.
 - Assign homework to build skills around skill deficits.



6



5

Focus and Alignment – Finding the Driver

PURPOSE: Narrow the focus to one general area to start to build skills around (always target thoughts and behaviors).

- Engage: Engage, Role Clarification, Set Agenda, Review Developments.
- Review: Review previous appointment and homework.
- Evoke & Conduct the Intervention: "Driver Workbook" (Narrow down the domains to one. Guide client to the thoughts and behaviors which drive their difficulties).
- Next Steps/Homework: Review and update conditions not related to the intervention Assign "Your Guide to Success:" Tool 2 "Increasing the Odds of My Success" (Parts A-D).

7

On-Going Skill Practice Appointments: Build Skills to Support Goal and Skill Deficits.

PURPOSE: Teach skills focused on thoughts and behaviors (on-going at every appointment until Transition).

- Engage: Engage, Role Clarification, Set Agenda, Review Developments.
- Review: Review previous appointment and homework.
- Evoke & Conduct the Intervention:
 - Teach the Skill
 - Model the Skill
 - Discuss the Model
 - Practice/Role Play the Skill
 - Provide Feedback
 - Debrief
 - Relate to Next Homework
- Next Steps/Homework: Review and update conditions not related to the intervention
 - Assign homework to build skills around deficits (social skills, problem solving, thinking).
 - Examples: Carey Guides, Social Skills, Core Correctional Practices, Decision Points.



DEPARTMENT OF CORRECTIONS

Transition Appointment(s):

PURPOSE: Transition to less structure/support.

- Engage: Engage, Role Clarification, Set Agenda, Review Developments
- Review: Review previous appointment, homework and update conditions not related to the intervention
- Evoke & Conduct the Intervention: "Transition Worksheet"
 - Use Transition Worksheet to transition to a less restrictive level of supervision or release from supervision.
- Next Steps/Homework: Leave with a plan for long-term success!

8



PENNINGTON COUNY 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 July 15, 2025 (detailed minutes on record) are
hereby adopted:

SECTION A

- I. To approve June 17, 2025, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2025 Tri-Valley Transportation Business Contract between Tri-Valley Opportunity Council, Inc., and Pennington County Human Services, as presented.
B. To approve the purchase and installation of two Lenovo ThinkPad Computers from Garden Valley Telephone Company as presented.

SECTION B

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

Aye

Nay

Chairperson

Date