

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, AUGUST 12, 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 Julie Sjostrand, Stacy Anderson – Human Services
 - 10:15 Seth Vettleson – County Sheriff
 - 10:20 Mike Flaagan – County Engineer
- 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 22, 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 22, 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 Sorenson, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the County Board minutes of July 8, 2025, as written. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Peterson, to approve the Human Services warrants totaling \$225,936.79 and the following Commissioner warrants. Motion carried.

County Revenue	\$192,056.68
Road & Bridge	\$ 56,995.27
Solid Waste Facility	\$ 6,450.00
Ditch Funds	\$ 225.00

Meal reimbursements and per diems in the amount of \$511.20 were also approved.

Janelle Cheney – MN Dept. of Corrections District Supervisor

The following DOC staff were present and made introductions: Correction Agents Mary Gerardy, Jeremy Rychlock, Tiffany Rivard, Derek Biermaier, and Office Support Assistant Cassi Sparby. Ms. Cheney noted two CA staff not present: Jenna Hagl and Sean Farris

Ms. Cheney discussed the caseload of local agents and noted that the DOC works hard to be innovative with services and understand offender behavior so they can reduce recidivism. Local Agents also participate in various groups including domestic violence and community advisory. Agents Gerardy and Hagl host a cognitive group as well. Commissioner Lawrence questioned future funding and caseloads, to which she replied that they are State funded in part but also rely on counties and other stakeholders. Cuts to the Sentence to Serve program were discussed with the Board stating that Pennington and

several area counties recognize value in the program and intend to fund it. Ms. Cheney briefly discussed the DOC budget as well. The Board thanked her for the report.

Erik Beitel – Emergency Management Director

Mr. Beitel informed the Board that he and a local group has met to review current policies for local emergency siren activation, campground policies/procedures, and public notifications. Suggested changes include siren activation when hail is 1.5” or bigger versus the current parameter of 2.75”. He also noted that the Ralph Engelstad Arena, considered the area’s primary shelter, would be opened by police or fire anytime an emergency siren activates. Regarding local campground policies, bathrooms would remain open during emergencies but more notification would be provided to renters upon check-in. Mr. Beitel requested Board approval of these changes to policy and authorization to update the county website and any print of these changes. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the changes in emergency policy and notifications as discussed above and authorize the EMD to communicate such changes to the public as necessary. Motion carried.

Alex Bladow – Assistant County Engineer

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to accept the resignation of Larry Hoaglund effective July 17, 2025, and to post the vacancy internally per the CBA and advertise later if necessary. Motion carried.

Mr. Bladow provided a local project update: CSAH #26, #27, and #28 projects are complete and the Dewey Ave. project has begun with milling estimated to be complete tomorrow and paving to be completed by weeks end. The CSAH #10 project will begin on August 11, 2025.

Kayla Jore, Sarah Lefebvre – Community Strong

Ms. Jore and Ms. Lefebvre discussed the group’s activities in 2024, which included the ‘Be The Voice’ event that was presented to the high school and to the general community, an awareness event held at a game last fall, and the purchase of wellness books for Challenger Elementary School. 2025 activities will include a mental health awareness event and booth at the ‘Border Battle’ hockey game, and Scott Geiselhart from the Frazee, MN area will be the guest speaker at the “Be the Voice” event being held on September 16, 2025, which will again be presented at the high school and that evening to the community. They are seeking the county’s financial support as in past years. The Board took the request under advisement and thanked them for their report.

Commissioner Peterson stated that Quinn County Community Health has been renamed and rebranded as ‘Healthy Quinn Counties’.

Julie Sjostrand – Human Services Director

Ms. Sjostrand presented the consent agenda from the July 15, 2025, Human Service Committee meeting. On a motion by Commissioner Nelson and seconded by Commissioner Sorenson, 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.

County Auditor-Treasurer Items: None.

County Coordinator Items:

County Coordinator Kevin Erickson presented a quote from SOK Enterprises of Oklee, MN for an elevator fire recall system upgrade in the Government Center. The quote includes new smoke detectors, electromagnetic door holders, door closers, and connections to the main fire panel. This is a required upgrade to get up to code. Not included in the quote is an elevator tech (if needed), electrician, and any required permits, drawings, inspection fees. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the quote by SOK Enterprises in the amount of \$7,437.20 for a Government Center elevator fire recall system upgrade as discussed above. Motion carried.

County Attorney Items: None.

Committee Reports / Commissioner Updates: None.

The County Coordinator noted that Pennington County will host the fall Association of MN Counties District 3 meeting. He also informed the Board that all reservations for the AMC Fall Policy meeting in Alexandria, MN have been made.

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
Pennington County

Roy Sourdif, Chairman
Board of Commissioners

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AUDITOR & MANUAL WARRANTS JULY 2025

MANUAL WARRANTS

NW MN SERVICE COOP INSURANCE	\$148,506.36	
INTER COUNTY NURSING	\$1,075.07	
INTER COUNTY NURSING	\$20,888.52	
INTER COUNTY NURSING	\$2,838.50	
INTER COUNTY NURSING	\$2,822.74	
INTER COUNTY NURSING	\$7,425.00	
INTER COUNTY NURSING	\$10.00	
PERA	\$126,307.16	
MN DEPT OF REVENUE	\$32,261.11	
MN DEPT OF REVENUE	\$24,664.10	
MN DEPT OF REVENUE	\$439.00	
COMMISSIONER OF REVENUE	\$1,079.93	
INTERNAL REVENUE SERVICE	\$173,469.31	
WEX	\$1,212.47	
WEX	\$66,683.88	
BPA	\$250.25	
BPA	\$73,700.00	
MN DEPT OF NATURAL RES	\$59.00	
NET PAY - REVENUE	\$283,860.69	
NET PAY - HIGHWAY	\$73,304.75	
NET PAY - WELFARE	\$134,167.65	
NET PAY - ICN	\$42,505.50	
MISC - ICN	\$16,742.47	
TOTAL		\$1,234,273.46

AUDITOR WARRANTS

July 3, 2025	\$2,200,369.33	
July 11, 2025	\$209,461.10	
July 11, 2025	\$8,295.35	
July 18, 2025	\$7,838.98	
July 25, 2025	\$16,061.03	
July 25, 2025	\$6,046.76	
TOTAL		<u>\$2,448,072.55</u>

GRAND TOTAL **\$3,682,346.01**

Danielle
8/11/25

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Pennington County Financial System



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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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
999999997	4IMPRINT						
247	01-013-000-0000-6853		400.27	2 TABLETOP BANNERS	29714726	TOWARD ZERO DEATH GRANT	N
999999997	4IMPRINT		400.27	1 Transactions			
1307	ABM TECHNOLOGY GROUP						
220	01-201-000-0000-6210		1,312.50	MICROSOFT OFFICE 365-JULY	AR1951429	E-MAIL SERVICES	N
221	01-201-000-0000-6300		1,863.00	SECURE 365/SECURE DEVICE PROTE	AR1951552	REPAIRS & MAINTENANCE	N
222	01-220-000-0000-6263		2,250.00	IT CORE USER/DEVICE SUPPORT-AU	AR1951553	COMPUTER SERVICES & SUPPLIES	N
1307	ABM TECHNOLOGY GROUP		5,425.50	3 Transactions			
1011	ACE HARDWARE						
213	01-251-000-0000-6300		3.96	HARDWARE/FASTENERS	187069	REPAIRS & MAINTENANCE	N
100	01-111-000-0000-6300		25.58	CEMENT REPAIRS	187127	REPAIRS & MAINTENANCE	N
94	01-111-000-0000-6300		44.99	WEED KILLER	188254	REPAIRS & MAINTENANCE	N
95	01-111-000-0000-6300		21.84	BATTERIES/ADAPTOR/PLUMBING	188294	REPAIRS & MAINTENANCE	N
96	01-111-000-0000-6300		172.30	CONCRETE REPAIR/FLOORS/BOILER	188438	REPAIRS & MAINTENANCE	N
97	01-111-000-0000-6300		47.96	BOILER REPAIRS/MAINTENANCE	188522	REPAIRS & MAINTENANCE	N
98	01-111-000-0000-6300		29.66	BOILER REPAIRS	188599	REPAIRS & MAINTENANCE	N
214	01-251-000-0000-6300		51.98	DRAIN AUGER	188900	REPAIRS & MAINTENANCE	N
99	01-111-000-0000-6300		16.56	DOOR STOPS	189087	REPAIRS & MAINTENANCE	N
1011	ACE HARDWARE		414.83	9 Transactions			
1306	ADVANCED CORRECTIONAL HEALTHCARE						
87	01-251-000-0000-6255		626.08	JUNE 25 4TH QTR ADP RECONCIL	1489	MEDICAL - LOCAL	6
85	01-251-000-0000-6255		22,572.44	SEPTEMBER MEDICAL	6773	MEDICAL - LOCAL	6
86	01-251-000-0000-6255		1,085.57	SEPTEMBER MENTAL HEALTH	6773	MEDICAL - LOCAL	6
1306	ADVANCED CORRECTIONAL HEALTHCARE		23,031.93	3 Transactions			
1347	Amazon Capital Services						
70	01-111-000-0000-6403		56.97	NEUTRALIZER	14VL-4D77-KFQC	JANITORIAL SUPPLIES - COURTHOL	N
10	01-111-000-0000-6300		62.82	CEMENT SEALANT	16TV-VY4D-VPX3	REPAIRS & MAINTENANCE	N
11	01-111-000-0000-6300		76.36	CEMENT CRACK FILLER	16TV-VY4D-VPX3	REPAIRS & MAINTENANCE	N
12	01-111-000-0000-6300		34.99	POLYMERIC SAND	16TV-VY4D-VPX3	REPAIRS & MAINTENANCE	N
62	01-091-000-0000-6401		17.14	PENS	1FDF-QR6W-744F	SUPPLIES	N
63	01-091-000-0000-6401		18.99	CORK BOARD	1FDF-QR6W-744F	SUPPLIES	N
104	01-111-000-0000-6300		21.97	DRILL BRUSH KIT	1LQT-633-JFQY	REPAIRS & MAINTENANCE	N
105	01-111-000-0000-6300		287.92	JOINT SEALANT	1LQT-633-JFQY	REPAIRS & MAINTENANCE	N
106	01-111-000-0000-6300		38.67	CAULK GUN	1LQT-633-JFQY	REPAIRS & MAINTENANCE	N
13	01-132-000-0000-6631		102.85	ZEBRA BARCODE SCANNER	1NQV-LGVY-33NK	FURNITURE & EQUIPMENT - MOTO	N
14	01-132-000-0000-6631		39.99	SCANNER STAND	1NQV-LGVY-33NK	FURNITURE & EQUIPMENT - MOTO	N

Pennington County Financial System



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8/11/25 4:06PM

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

Page 3

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
219	01-251-000-0000-6405		39.23	SUGGESTION BOX	1QPW-TQLK-KR	GENERAL SUPPLIES - JAIL	N
	1347 Amazon Capital Services		797.90	12 Transactions			
	1308 ASSOCIATION OF MINNESOTA COUNTIES						
244	01-041-000-0000-6241		75.00	2025 MCHRMA SUMMER TECH DAY-LF	73982.00	DUES - AUDITOR	N
245	01-041-000-0000-6241		150.00	2025 MACA SUMMER TECH MEET-KE	74002.00	DUES - AUDITOR	N
	1308 ASSOCIATION OF MINNESOTA COUNTIES		225.00	2 Transactions			
	2050 BREDESON SUPPLY						
26	01-601-000-0000-6401		53.25	OFFICE SUPPLIES	214172	SUPPLIES - EXTENSION	N
27	01-601-000-0000-6401		91.90	OFFICE SUPPLIES	214174	SUPPLIES - EXTENSION	N
28	01-601-000-0000-6401		36.95	OFFICE SUPPLIES	214184	SUPPLIES - EXTENSION	N
60	01-270-000-0000-6401		18.95	NOTARY STAMP	214207	SUPPLIES - CRIME	N
	2050 BREDESON SUPPLY		201.05	4 Transactions			
	8376 BRIAN T. HARDWICK P.C.						
24	01-011-000-0000-6261		1,011.16	ATTORNEY FEES 57-FA-08-0394		COURT APPOINTED ATTORNEYS	Y
	8376 BRIAN T. HARDWICK P.C.		1,011.16	1 Transactions			
	999999997 BUTLER/DEBRA						
61	01-272-000-0000-6262		120.00	NOTARY COMMISSION	15665101	Other Services	N
	999999997 BUTLER/DEBRA		120.00	1 Transactions			
	3352 CHARM-TEX INC						
83	01-251-000-0000-6405		64.00	WIPES	410328	GENERAL SUPPLIES - JAIL	N
82	01-251-000-0000-6405		18.51	COMBS	411083	GENERAL SUPPLIES - JAIL	N
	3352 CHARM-TEX INC		82.51	2 Transactions			
	3306 CITY OF THIEF RIVER FALLS						
9	01-221-000-0000-6262		16,351.37	2025 2ND QTR TASK FORCE REIMBU	INV01598	OTHER SERVICES	N
	3306 CITY OF THIEF RIVER FALLS		16,351.37	1 Transactions			
	20007 CITY OF THIEF RIVER FALLS						
19	01-270-000-0000-6262		500.00	UTILITIES DEPOSIT-57-CR-22-622		OTHER SERVICES-CRIME VICTIM	N
	20007 CITY OF THIEF RIVER FALLS		500.00	1 Transactions			
	3407 CLIMATE CONTROL						
212	01-218-000-0000-6300		1,105.00	PROGRAMMING CHANGES RTU1/COOL	SR000091887	REPAIRS & MAINTENANCE	N
	3407 CLIMATE CONTROL		1,105.00	1 Transactions			

Pennington County Financial System



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8/11/25 4:06PM

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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
3311 COLE PAPERS, INC.							
57	01-111-000-0000-6403		201.35	FOAMING HAND SOAP	10591917	JANITORIAL SUPPLIES - COURTHOU	N
55	01-111-000-0000-6403		67.10	MERFIN TOWEL ROLLS - GC	10596808	JANITORIAL SUPPLIES - COURTHOU	N
54	01-218-000-0000-6403		134.19	MERFIN TOWEL ROLLS - JC	10596808	JANITORIAL SUPPLIES	N
56	01-218-000-0000-6403		7.00	PROCESSING FEE	10596808	JANITORIAL SUPPLIES	N
38	01-111-000-0000-6403		51.04	URINAL SCREEN - GC	10604411	JANITORIAL SUPPLIES - COURTHOU	N
39	01-111-000-0000-6403		85.50	WHITE CAN LINER - GC	10604411	JANITORIAL SUPPLIES - COURTHOU	N
41	01-111-000-0000-6403		79.54	BLACK CAN LINER - GC	10604411	JANITORIAL SUPPLIES - COURTHOU	N
43	01-111-000-0000-6403		46.98	LIVI WHITE TOWEL ROLL - GC	10604411	JANITORIAL SUPPLIES - COURTHOU	N
40	01-218-000-0000-6403		42.75	WHITE CAN LINER - JC	10604411	JANITORIAL SUPPLIES	N
42	01-218-000-0000-6403		79.54	BLACK CAN LINER - JC	10604411	JANITORIAL SUPPLIES	N
44	01-218-000-0000-6403		46.98	LIVI WHITE TOWEL ROLL - JC	10604411	JANITORIAL SUPPLIES	N
45	01-218-000-0000-6403		7.00	PROCESSING FEE	10604411	JANITORIAL SUPPLIES	N
75	01-218-000-0000-6403		25.52	URINAL SCREEN - JC	10604411	JANITORIAL SUPPLIES	N
58	01-801-000-0000-6401		1,579.00	COPIER PAPER	10606569	SUPPLIES-UNALLOCATED	N
47	01-111-000-0000-6403		143.78	LIVI BATH TISSUE - GC	10610892	JANITORIAL SUPPLIES - COURTHOU	N
49	01-111-000-0000-6403		46.98	LIVI WHITE TOWEL ROLLS - GC	10610892	JANITORIAL SUPPLIES - COURTHOU	N
51	01-111-000-0000-6403		75.16	DUST SHEETS - GC	10610892	JANITORIAL SUPPLIES - COURTHOU	N
53	01-111-000-0000-6403		7.00	PROCESSING FEE	10610892	JANITORIAL SUPPLIES - COURTHOU	N
46	01-218-000-0000-6403		67.10	MERFIN TOWEL ROLLS - JC	10610892	JANITORIAL SUPPLIES	N
48	01-218-000-0000-6403		46.98	LIVI WHITE TOWEL ROLLS - JC	10610892	JANITORIAL SUPPLIES	N
50	01-218-000-0000-6403		75.16	DUST SHEETS - JC	10610892	JANITORIAL SUPPLIES	N
52	01-218-000-0000-6403		52.29	NITRILE GLOVES - JC	10610892	JANITORIAL SUPPLIES	N
74	01-218-000-0000-6403		143.78	LIVI BATH TISSUE 0 JC	10610892	JANITORIAL SUPPLIES	N
3311	COLE PAPERS, INC.		3,111.72	23 Transactions			
13483 DEPT OF CORRECTIONS FINANCIAL SERVI							
81	01-251-000-0000-6801		1,015.50	INMATE WAGES - JUNE	877641	MISCELLANEOUS EXPENSE - JAIL	N
13483	DEPT OF CORRECTIONS FINANCIAL SERVI		1,015.50	1 Transactions			
13059 DHS - SWIFT							
2	01-061-000-0000-6262		455.81	PVC PRINTING/POSTAGE	A300IC572631	OTHER SERVICES - ELECTIONS	N
13059	DHS - SWIFT		455.81	1 Transactions			
4364 DIRECT DEPOSIT SERVICES							
243	01-041-000-0000-6801		498.00	CD PURCHASED-MCCLAVE STATE BAN	35667	MISCELLANEOUS EXPENSE - AUDIT	N
4364	DIRECT DEPOSIT SERVICES		498.00	1 Transactions			
4332 DRI							
196	01-251-000-0000-6302		666.50	WIC REPAIR	G215787	KITCHEN REPAIRS & EXPENSE	N

Pennington County Financial System



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8/11/25 4:06PM

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
4332	DRI		666.50				
				1 Transactions			
5312	ERICKSON/KEVIN						
5	01-041-000-0000-6330		13.39	MEAL - MACA - 7/23/25		TRAVEL & EXPENSE	N
6	01-041-000-0000-6330		23.20	MEAL - MACA - 7/24/25		TRAVEL & EXPENSE	N
7	01-041-000-0000-6330		24.48	MEAL - MACA - 7/24/25		TRAVEL & EXPENSE	N
8	01-041-000-0000-6330		21.75	MEAL - MACA - 7/25/25		TRAVEL & EXPENSE	N
4	01-041-000-0000-6330		337.40	MILEAGE - DULUTH - MACA	482 MILES	TRAVEL & EXPENSE	N
5312	ERICKSON/KEVIN		420.22				
				5 Transactions			
6303	F-M AMBULANCE INC						
78	01-251-000-0000-6256		455.65	25-22750	2255750	MEDICAL - REIMBURSED	N
77	01-251-000-0000-6256		2,000.54	25-22270	2522270	MEDICAL - REIMBURSED	N
6303	F-M AMBULANCE INC		2,456.19				
				2 Transactions			
6311	FARMERS INSURANCE						
107	01-270-000-0000-6262		1,500.00	57-CR-25-482 VICTIM SUPPORT	HOMEOWNERS DE	OTHER SERVICES-CRIME VICTIM	N
6311	FARMERS INSURANCE		1,500.00				
				1 Transactions			
6305	FLAAGAN/JODI						
25	01-013-000-0000-6853		2,012.50	TZD GRANT 57.5 HRS @ \$35/HR	JULY 2025	TOWARD ZERO DEATH GRANT	Y
6305	FLAAGAN/JODI		2,012.50				
				1 Transactions			
6330	FM DRAIN CLEANING						
197	01-251-000-0000-6300		2,700.00	DRAIN CLEANING/GREASE TRAP	KITCHEN AREA	REPAIRS & MAINTENANCE	N
6330	FM DRAIN CLEANING		2,700.00				
				1 Transactions			
6461	FORNSHELL/LUCAS						
187	01-041-000-0000-6330		610.65	HOTEL-TYLER TRAINING-BUFFALO		TRAVEL & EXPENSE	N
188	01-041-000-0000-6330		24.46	MEAL-TYLER TRAINING- BUFFALO	08/03/25	TRAVEL & EXPENSE	N
192	01-041-000-0000-6330		13.07	MEAL-TYLER TRAINING- BUFFALO	08/07/25	TRAVEL & EXPENSE	N
189	01-041-000-0000-6330		27.76	MEAL-TYLER TRAINING- BUFFALO	08/4/25	TRAVEL & EXPENSE	N
186	01-041-000-0000-6330		402.50	MILEAGE-TYLER TRAINING-BUFFALO	575 MILES@0.70	TRAVEL & EXPENSE	N
190	01-041-000-0000-6330		31.49	MEAL-TYLER TRAINING- BUFFALO	8/5/25	TRAVEL & EXPENSE	N
191	01-041-000-0000-6330		25.30	MEAL-TYLER TRAINING- BUFFALO	8/6/25	TRAVEL & EXPENSE	N
6461	FORNSHELL/LUCAS		1,135.23				
				7 Transactions			
6393	FREEDOM MORTGAGE						
108	01-270-000-0000-6262		1,351.91	57-CR-23-441 VICTIM SUPPORT	LATE MORTGAGE F	OTHER SERVICES-CRIME VICTIM	N

Pennington County Financial System



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8/11/25 4:06PM

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

Page 6

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
6393	FREEDOM MORTGAGE		1,351.91	1 Transactions			
69	7325 G & R CONTROLS, INC. 01-111-000-0000-6300		495.00	ADDED MESSAGING SYSTEM TO BOIL	152884	REPAIRS & MAINTENANCE	N
	7325 G & R CONTROLS, INC.		495.00	1 Transactions			
246	7031 GARDEN VALLEY TELEPHONE 01-801-000-0000-6801		10,738.82	HOSTED IT SERVICES	101437937	MISCELLANEOUS EXPENSE	N
	7031 GARDEN VALLEY TELEPHONE		10,738.82	1 Transactions			
210	7454 GUARDIAN FLEET SUPPY 01-201-000-0000-6631		28,737.84	INSTALL/FULL BUILD 25 EXPLORER	302864	FURNITURE & EQUIPMENT	N
211	01-201-000-0000-6631		28,691.24	INSTALL/FULL BUILD 25 EXPLORER	302917	FURNITURE & EQUIPMENT	N
	7454 GUARDIAN FLEET SUPPY		57,429.08	2 Transactions			
217	7311 GUNDERSON/JORDIN 01-252-000-0000-6330		14.19	MEAL REIMBURSEMENT-EVOC	8/3/25	TRAVEL & EXPENSE	N
218	01-252-000-0000-6330		18.85	MEAL REIMBURSEMENT-EVOC	8/4/25	TRAVEL & EXPENSE	N
	7311 GUNDERSON/JORDIN		33.04	2 Transactions			
18	8321 HALVORSON/AMY 01-601-000-0000-6330		8.40	MILEAGE-12 MILES-PENN CO FAIR		TRAVEL & EXPENSE	N
	8321 HALVORSON/AMY		8.40	1 Transactions			
32	8351 HELGELAND/LINDA 01-601-000-0000-6330		65.00	PENN CTY EXTENSION COMMITTEE		TRAVEL & EXPENSE	N
33	01-601-000-0000-6330		10.50	MILEAGE - 15 MILES		TRAVEL & EXPENSE	N
	8351 HELGELAND/LINDA		75.50	2 Transactions			
248	8413 HERZBERG/JENNIFER 01-041-000-0000-6330		610.65	HOTEL-TYLER-BUFFALO		TRAVEL & EXPENSE	N
250	01-041-000-0000-6330		28.12	MEAL-TYLER-BUFFALO	080425	TRAVEL & EXPENSE	N
253	01-041-000-0000-6330		22.14	MEAL-TYLER-BUFFALO	080525	TRAVEL & EXPENSE	N
252	01-041-000-0000-6330		27.67	MEAL-TYLER-BUFFALO	080625	TRAVEL & EXPENSE	N
249	01-041-000-0000-6330		2.13	MEAL-TYLER-BUFFALO	080725	TRAVEL & EXPENSE	N
251	01-041-000-0000-6330		11.95	MEAL-TYLER-BUFFALO	080725	TRAVEL & EXPENSE	N
254	01-041-000-0000-6330		351.68	MILEAGE-TYLER-BUFFALO	502.4 MILES	TRAVEL & EXPENSE	N
	8413 HERZBERG/JENNIFER		1,054.34	7 Transactions			
	8326 HILLYARD INC						

Pennington County Financial System



Danielle
8/11/25 4:06PM

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
15	01-111-000-0000-6403 8326 HILLYARD INC		82.65 82.65	BURNISH REMOVER PAD 1 Transactions	605889246	JANITORIAL SUPPLIES - COURTHOU	N
22	01-041-000-0000-6262 8412 HOFFMAN, PHILIPP, & MARTELL, PLLC		2,170.00	2024 AUDIT BILLING #1		OTHER SERVICES-AUDITOR	N
23	01-041-000-0000-6262 8412 HOFFMAN, PHILIPP, & MARTELL, PLLC		5,480.00 7,650.00	2024 AUDIT BILLING #2 2 Transactions		OTHER SERVICES-AUDITOR	N
103	01-270-000-0000-6401 8014 HUGOS #7		13.49 13.49	FOOD FOR WITNESSES 1 Transactions	ACCT #1155	SUPPLIES - CRIME	N
3	01-091-000-0000-6262 9012 IHLE SPARBY & HAASE PA		15,000.00 15,000.00	JULY SERVICES 1 Transactions	5187	OTHER SERVICES	Y
1	01-011-000-0000-6261 13524 JONES LAW OFFICE		403.75 403.75	ATTORNEY FEES 57-P9-05-206 1 Transactions	2017669	COURT APPOINTED ATTORNEYS	Y
229	01-003-000-0000-6330 12323 LAWRENCE/BRUCE		60.20 60.20	JULY MILEAGE - 86 MILES 1 Transactions		TRAVEL & EXPENSE	N
16	01-111-000-0000-6300 12037 LEE PLUMBING & HEATING		36.00 36.00	CLAMPS 1 Transactions	34002127	REPAIRS & MAINTENANCE	N
228	01-251-000-0000-6330 12453 LSQ FUNDING GROUP LLC		2,406.65 2,406.65	1/2 TRANSPORT INMATE-SPLIT ROS 1 Transactions	10785	TRAVEL & EXPENSE	N
216	01-220-000-0000-6420 13311 MALONEY/PAUL		84.99 84.99	UNIFORM ALLOWANCE REIMBURSEMEN 1 Transactions		UNIFORMS	N
68	01-801-000-0000-6301		207.80	EQ1019556 MAINTENANCE	INV14111060	MAINTENANCE AGREEMENT	N
102	01-091-000-0000-6301		141.74	EQ767167 MAINTENANCE	INV14130401	MAINTENANCE AGREEMENT	N
17	01-132-000-0000-6301		47.50	EQ1356645 MAINTENANCE AGREEMEN	INV4095890	MAINTENANCE AGREEMENT	N

Pennington County Financial System



Danielle
8/11/25 4:06PM

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
13498	MARCO TECHNOLOGIES LLC		397.04		3 Transactions		
89	13226 MCKESSON MEDICAL SURGICAL 01-251-000-0000-6255		322.79	PPD APLISOL	24048651	MEDICAL - LOCAL	N
88	01-251-000-0000-6255		150.25	ANTACID/SHAMPOO/CREAM	24139709	MEDICAL - LOCAL	N
13226	MCKESSON MEDICAL SURGICAL		473.04		2 Transactions		
198	13314 MDRA 01-132-000-0000-6241		50.00	2025 MDRA ANNUAL MEETING		DUES - MOTOR VEHICLE	N
13314	MDRA		50.00		1 Transactions		
226	999999997 MHSRC/RANGE 01-252-000-0000-6330		535.00	EVOC TRAINING-07	337900-12098	TRAVEL & EXPENSE	N
227	01-252-000-0000-6330		535.00	EVOC TRAINING-04	337900-12098	TRAVEL & EXPENSE	N
999999997	MHSRC/RANGE		1,070.00		2 Transactions		
223	13433 MILLER/KYLE 01-201-000-0000-6420		32.06	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
13433	MILLER/KYLE		32.06		1 Transactions		
117	13322 MINNESOTA STATE TREASURER 01-101-000-0000-6801		6.00	REGISTERED LAND		MISCELLANEOUS EXPENSE - RECO	N
113	01-101-000-0000-6825		1,050.00	MARRIAGE SURCHARGE		MARRIAGE SURCHARGES MN - REC	N
116	01-101-000-0000-6827		2,236.50	RECORDER & REGISTRAR'S FEES		STATE SURCHARGES	N
112	01-101-000-0000-6829		216.00	CHILDRENS SURCHARGE		CHILDREN SURCHARGE MN - RECO	N
114	01-101-000-0000-6831		868.00	BIRTH/DEATH SURCHARGE		BIRTH/DEATH CERTIF SURCHARGE	N
115	01-101-000-0000-6848		720.00	BIRTH RECORD SURCHARGE		BIRTH DEFECT SURCHARGE	N
13322	MINNESOTA STATE TREASURER		5,096.50		6 Transactions		
21	13334 MN DEPARTMENT OF HEALTH 01-101-000-0000-6826		170.00	2ND QTR 2025 CERTIFICATES		WELL DISCLOSURE CERTIFICATE	N
13334	MN DEPARTMENT OF HEALTH		170.00		1 Transactions		
119	13460 MN ENERGY RESOURCES CORP 01-270-000-0000-6262		1,291.99	57-FA-24-471 - VICTIM SUPPORT	PAST DUE UTIL BIL	OTHER SERVICES-CRIME VICTIM	N
13460	MN ENERGY RESOURCES CORP		1,291.99		1 Transactions		
209	13446 MODERN IMAGING SOLUTIONS, INC 01-251-000-0000-6405		359.85	3 CASES NITRILE GLOVES	002321131	GENERAL SUPPLIES - JAIL	N

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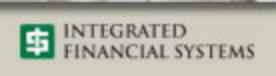
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8/11/25 4:06PM

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
13446	MODERN IMAGING SOLUTIONS, INC		359.85		1 Transactions		
30	13427 MOLSKNESS/BARB 01-601-000-0000-6330		65.00	PENN CTY EXTENSION COMMITTEE		TRAVEL & EXPENSE	N
31	01-601-000-0000-6330		9.80	MILEAGE - 14 MILES		TRAVEL & EXPENSE	N
13427	MOLSKNESS/BARB		74.80		2 Transactions		
111	13247 MONSRUD/LYNELLE 01-091-000-0000-6262		34.00	TRANSCRIPTS		OTHER SERVICES	Y
	13247 MONSRUD/LYNELLE		34.00		1 Transactions		
101	13388 MORRIS ELECTRONICS INC 01-091-000-0000-6300		93.75	SERVER MAINTENANCE	13461	REPAIRS & MAINTENANCE	N
	13388 MORRIS ELECTRONICS INC		93.75		1 Transactions		
29	14449 NOMELAND/WAYNE 01-601-000-0000-6330		65.00	PENN CTY EXTENSION COMMITTEE		TRAVEL & EXPENSE	N
	14449 NOMELAND/WAYNE		65.00		1 Transactions		
208	14440 NORTHDALE OIL INC. 01-201-000-0000-6560		1,124.18	FUEL-SQUADS/JULY	90037	GAS & DIESEL	N
	14440 NORTHDALE OIL INC.		1,124.18		1 Transactions		
207	15323 OFFICE DEPOT 01-251-000-0000-6255		31.99	FOLDERS	428459775001	MEDICAL - LOCAL	N
205	01-251-000-0000-6255		34.69	HOLE PUNCH - MEDICAL	428461023001	MEDICAL - LOCAL	N
206	01-220-000-0000-6401		199.95	5 CASES PAPER	430125297001	SUPPLIES	N
67	01-041-000-0000-6401		151.69	HP414A TONER - LF	431493062001	SUPPLIES - AUDITOR	N
66	01-270-000-0000-6401		151.69	HP414A TONER	431493062001	SUPPLIES - CRIME	N
	15323 OFFICE DEPOT		570.01		5 Transactions		
224	15329 OIL BOYZ EXPRESS LUBE INC 01-201-000-0000-6304		90.84	OIL CHANGE/SERVICE #03	19349	REPAIR & MAINTENANCE - SQUADS	N
225	01-201-000-0000-6304		53.45	OIL CHANGE/SERVICE #01	19382	REPAIR & MAINTENANCE - SQUADS	N
	15329 OIL BOYZ EXPRESS LUBE INC		144.29		2 Transactions		
20	15328 OTIS ELEVATOR COMPANY 01-111-000-0000-6300		931.44	MAINTENANCE SERVICE-8/25-7/26	100402002113	REPAIRS & MAINTENANCE	N
204	01-218-000-0000-6300		2,263.92	ELEVATOR MAINTENANCE	8/1/25-7/31/26	REPAIRS & MAINTENANCE	N

Pennington County Financial System



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8/11/25 4:06PM

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
15328	OTIS ELEVATOR COMPANY		3,195.36		2 Transactions		
267	16067 PEMBERTON LAW, P.L.L.P. 01-091-000-0000-6262		28.00	EMPLOYEE MATTER	151	OTHER SERVICES	Y
	16067 PEMBERTON LAW, P.L.L.P.		28.00	1 Transactions			
76	16362 PETERSON/NEIL 01-003-000-0000-6330		54.60	JULY MILEAGE - 78 MILES		TRAVEL & EXPENSE	N
	16362 PETERSON/NEIL		54.60	1 Transactions			
240	16448 PREMIUM WATERS, INC. 01-801-000-0000-6401		50.48	WATER - JUNE	176590-06-25	SUPPLIES-UNALLOCATED	N
241	01-801-000-0000-6401		41.98	WATER - JULY	176590-07-25	SUPPLIES-UNALLOCATED	N
110	01-091-000-0000-6801		15.49	JULY WATER BILL	176878-07-25	MISCELLANEOUS EXPENSE	N
215	01-601-000-0000-6401		26.49	JULY WATER	176888	SUPPLIES - EXTENSION	N
201	01-220-000-0000-6801		74.99	WATER (8) BOTTLE DEPOSIT	341293312	MISCELLANEOUS EXPENSE	N
200	01-251-000-0000-6801		91.99	WATER (10) BOTTLE DEPOSIT	341296464	MISCELLANEOUS EXPENSE - JAIL	N
202	01-220-000-0000-6801		23.50	MONTHLY RENTAL/JULY	341302064	MISCELLANEOUS EXPENSE	N
203	01-251-000-0000-6801		23.50	MONTHLY RENTAL/JULY	341302064	MISCELLANEOUS EXPENSE - JAIL	N
	16448 PREMIUM WATERS, INC.		348.42	8 Transactions			
242	20358 QUADIENT FINANCE USA, INC. 01-801-000-0000-6209		1,500.00	POSTAGE		POSTAGE	N
	20358 QUADIENT FINANCE USA, INC.		1,500.00	1 Transactions			
118	17003 QUICK PRINT/ROBIN HOOD BUSINESS SER 01-270-000-0000-6401		95.00	LABELS FOR BROCHURES	YG5307TPWZ	SUPPLIES - CRIME	N
	17003 QUICK PRINT/ROBIN HOOD BUSINESS SER		95.00	1 Transactions			
59	18017 ROGALLA/KELLY 01-270-000-0000-6330		292.60	MILEAGE - ADVOCATE TRAINING		TRAVEL & EXPENSE	N
	18017 ROGALLA/KELLY		292.60	1 Transactions			
84	19270 SANFORD LABORATORIES 01-251-000-0000-6255		89.00	LAB	325564927	MEDICAL - LOCAL	N
	19270 SANFORD LABORATORIES		89.00	1 Transactions			
90	19547 SKILLET KITCHEN 01-251-000-0000-6427		23,191.86	JULY MEALS	11445	JAIL MEALS	N

Pennington County Financial System



Danielle
8/11/25 4:06PM

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
19547	SKILLET KITCHEN		23,191.86		1 Transactions		
19354	STENNES/JULIE						
193	01-041-000-0000-6330		361.20	MILEAGE-TYLER TRAINING-BUFFALO	516 MILES @ 0.70	TRAVEL & EXPENSE	N
194	01-041-000-0000-6330		12.07	MEAL -TYLER TRAINING BUFFALO	8/3/25	TRAVEL & EXPENSE	N
195	01-041-000-0000-6330		35.00	MEAL -TYLER TRAINING BUFFALO	8/4/25	TRAVEL & EXPENSE	N
19354	STENNES/JULIE		408.27		3 Transactions		
19310	STONE'S MOBILE RADIO						
199	01-201-000-0000-6202		372.00	DATA PLAN/SERVICE	14149	Telephone	N
19310	STONE'S MOBILE RADIO		372.00		1 Transactions		
20027	THE TIMES						
255	01-003-000-0000-6231		85.14	BOARD MEETING PROCEEDINGS	ACCT #281	PUBLISHING - BOARD	N
256	01-003-000-0000-6231		321.75	COMMISSIONERS PROCEEDINGS	ACCT #281	PUBLISHING - BOARD	N
257	01-003-000-0000-6231		248.49	PROCEEDINGS OF 6/24	ACCT #281	PUBLISHING - BOARD	N
258	01-003-000-0000-6231		174.24	PROCEEDINGS OF 7/8	ACCT #281	PUBLISHING - BOARD	N
20027	THE TIMES		829.62		4 Transactions		
20047	THRIFTY WHITE PHARMACY						
80	01-251-000-0000-6255		26.72	40109	40109	MEDICAL - LOCAL	N
20047	THRIFTY WHITE PHARMACY		26.72		1 Transactions		
11039	TRF RADIO						
109	01-601-000-0000-6240		100.00	SPONSOR GR CHAMPION MOMENTS	40117-1	SUBSCRIPTIONS	N
11039	TRF RADIO		100.00		1 Transactions		
21332	ULINE						
79	01-251-000-0000-6403		240.06	PAPERCUPS/WIRE TOILET BRUSH	1950009687	JANITORIAL SUPPLIES - JAIL	N
21332	ULINE		240.06		1 Transactions		
22303	VAREBERG/AMBER						
72	01-106-000-0000-6330		121.41	LODGING-TYLER TRAINING-BUFFALO		TRAVEL & EXPENSE	N
73	01-106-000-0000-6330		18.76	MEAL REIMBURSEMENT 8/4/25		TRAVEL & EXPENSE	N
71	01-106-000-0000-6330		569.10	MILEAGE-ASSESSING & TRAINING	813 MILES	TRAVEL & EXPENSE	N
22303	VAREBERG/AMBER		709.27		3 Transactions		
1 Fund Total:			205,089.30	County Revenue		73 Vendors	174 Transactions

Pennington County Financial System



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8/11/25 4:06PM

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

Page 12

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
185	1011 ACE HARDWARE 03-330-000-0000-6554		44.99	COOLER		ENGINEERING & SURVEYING SUPPLI	N
	1011 ACE HARDWARE		44.99		1 Transactions		
	1364 AUTO VALUE						
179	03-350-000-0000-6556		17.98	PERMATEX		SHOP SUPPLIES	N
184	03-350-000-0000-6556		51.59	GLOVES, TOWELS		SHOP SUPPLIES	N
176	03-350-000-0000-6564		61.96	OIL		EQUIPMENT REPAIR PARTS	N
177	03-350-000-0000-6564		9.96	WHEEL STUD		EQUIPMENT REPAIR PARTS	N
178	03-350-000-0000-6564		51.99	STARTER		EQUIPMENT REPAIR PARTS	N
180	03-350-000-0000-6564		19.99	BRACKET		EQUIPMENT REPAIR PARTS	N
181	03-350-000-0000-6564		21.98	WIPER BLADE		EQUIPMENT REPAIR PARTS	N
182	03-350-000-0000-6564		102.48	CONNECTOR, BRACKET		EQUIPMENT REPAIR PARTS	N
183	03-350-000-0000-6564		51.73	FILTERS		EQUIPMENT REPAIR PARTS	N
	1364 AUTO VALUE		389.66		9 Transactions		
	2363 BIG JIM'S E-SIDE TIRE, INC.						
175	03-350-000-0000-6564		719.50	FOAM FILL TIRES		EQUIPMENT REPAIR PARTS	N
	2363 BIG JIM'S E-SIDE TIRE, INC.		719.50		1 Transactions		
	3307 COMMISSIONER OF TRANSPORTATION-ST						
174	03-330-000-0000-6274		6,905.23	LAB TESTING		LAB TESTING	N
	3307 COMMISSIONER OF TRANSPORTATION-ST		6,905.23		1 Transactions		
	3500 COULOMBE CONSULTING						
173	03-330-000-0000-6261		1,350.00	SURVEY CP57-24-10		CONSULTING & LEGAL SERVICES	Y
	3500 COULOMBE CONSULTING		1,350.00		1 Transactions		
	4322 DDH REPAIR						
172	03-350-000-0000-6564		106.59	HOSE ORING		EQUIPMENT REPAIR PARTS	Y
	4322 DDH REPAIR		106.59		1 Transactions		
	6006 FARMERS UNION OIL						
260	03-350-000-0000-6560		730.00	DIESEL SHOP 211		GAS & DIESEL	N
261	03-350-000-0000-6560		659.92	DIESEL SHOP 212		GAS & DIESEL	N
262	03-350-000-0000-6560		1,311.08	DIESEL SHOP 213		GAS & DIESEL	N
263	03-350-000-0000-6560		1,048.28	DIESEL SHOP 215		GAS & DIESEL	N
264	03-350-000-0000-6560		2,876.07	DIESEL SHOP 211		GAS & DIESEL	N
265	03-350-000-0000-6560		325.06	GAS & DIESEL		GAS & DIESEL	N
266	03-350-000-0000-6562		608.85	DEF		MOTOR OIL & LUBRICANTS	N

Pennington County Financial System



Danielle
8/11/25 4:06PM

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

Page 13

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
6006	FARMERS UNION OIL		7,559.26		7 Transactions		
169	6306 FLEET DISTRIBUTING 03-350-000-0000-6564		79.99	NOZZLE		EQUIPMENT REPAIR PARTS	N
	6306 FLEET DISTRIBUTING		79.99		1 Transactions		
230	8334 HAZEL BLUE FURNITURE 03-350-000-0000-6636		1,096.00	CHAIRS FOR BUILDING		BUILDING IMPROVEMENTS	N
	8334 HAZEL BLUE FURNITURE		1,096.00		1 Transactions		
167	8380 HDR ENGINEERING, INC. 03-330-000-0000-6261		608.00	P/E SAP 57-629-008		CONSULTING & LEGAL SERVICES	N
168	03-330-000-0000-6261		13,619.75	P/E SAP 57-611-002		CONSULTING & LEGAL SERVICES	N
	8380 HDR ENGINEERING, INC.		14,227.75		2 Transactions		
166	8318 HEFTY SEED COMPANY 03-350-000-0000-6553		3,113.12	GARLON, MILESTONE		BRUSH & WEED CONTROL CHEMIC.	N
	8318 HEFTY SEED COMPANY		3,113.12		1 Transactions		
165	8412 HOFFMAN, PHILIPP, & MARTELL, PLLC 03-320-000-0000-6261		800.00	AUDIT BILLING #1		CONSULTING & LEGAL SERVICES	N
	8412 HOFFMAN, PHILIPP, & MARTELL, PLLC		800.00		1 Transactions		
164	10008 JOHN DEERE FINANCIAL 03-350-000-0000-6564		24.23	FLUID TEST KIT		EQUIPMENT REPAIR PARTS	N
	10008 JOHN DEERE FINANCIAL		24.23		1 Transactions		
162	13302 M-R SIGN CO, INC 03-350-000-0000-6551		44.18	911 RESIDENTIAL SIGN		SIGNS	N
	13302 M-R SIGN CO, INC		44.18		1 Transactions		
163	13498 MARCO TECHNOLOGIES LLC 03-320-000-0000-6301		52.92	COPY MACHINE AUGUST	INV14151371	MAINTENANCE AGREEMENT	N
	13498 MARCO TECHNOLOGIES LLC		52.92		1 Transactions		
155	14324 NAPA AUTO PARTS 03-350-000-0000-6556		6.99	VALTOOL		SHOP SUPPLIES	N
156	03-350-000-0000-6556		29.94	WASHER FLUID		SHOP SUPPLIES	N
157	03-350-000-0000-6556		373.49	ANITFREEZE		SHOP SUPPLIES	N
160	03-350-000-0000-6556		400.00	FLOOR JACK		SHOP SUPPLIES	N

Pennington County Financial System



Danielle
8/11/25 4:06PM

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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
154	03-350-000-0000-6564		51.97	TRAILER LIGHTS & WIRE		EQUIPMENT REPAIR PARTS	N
158	03-350-000-0000-6564		12.49	CLEANER		EQUIPMENT REPAIR PARTS	N
159	03-350-000-0000-6564		15.99	ADAPTERS		EQUIPMENT REPAIR PARTS	N
161	03-350-000-0000-6564		22.73-	CREDIT WRONG ACCOUNT		EQUIPMENT REPAIR PARTS	N
14324	NAPA AUTO PARTS		868.14		8 Transactions		
14316	NELSON EQUIPMENT OF TRF INC						
231	03-350-000-0000-6564		8.90	BUSHING		EQUIPMENT REPAIR PARTS	N
232	03-350-000-0000-6564		37.40	BOLT, SPACER		EQUIPMENT REPAIR PARTS	N
233	03-350-000-0000-6564		593.56-	OVERPAYMENT		EQUIPMENT REPAIR PARTS	N
234	03-350-000-0000-6564		927.40	BLADES		EQUIPMENT REPAIR PARTS	N
235	03-350-000-0000-6564		960.65	LIGHTS, BLADES		EQUIPMENT REPAIR PARTS	N
236	03-350-000-0000-6564		26.67	SHAFT		EQUIPMENT REPAIR PARTS	N
237	03-350-000-0000-6564		155.73	BLADE BOLT		EQUIPMENT REPAIR PARTS	N
238	03-350-000-0000-6564		327.61	SAFETY SHIELD		EQUIPMENT REPAIR PARTS	N
239	03-350-000-0000-6564		45.30	WHEEL STUD		EQUIPMENT REPAIR PARTS	N
14316	NELSON EQUIPMENT OF TRF INC		1,896.10		9 Transactions		
14440	NORTHDAL OIL INC.						
153	03-350-000-0000-6556		27.38	SHOP 500 SUPPLIES		SHOP SUPPLIES	N
147	03-350-000-0000-6560		1,185.71	GAS & DIESEL SHOP 500		GAS & DIESEL	N
148	03-350-000-0000-6560		2,977.39	GAS & DIESEL SHOP 500		GAS & DIESEL	N
149	03-350-000-0000-6560		33.00	DIESEL UNIT 223		GAS & DIESEL	N
150	03-350-000-0000-6560		1,330.06	DIESEL SHOP 500		GAS & DIESEL	N
151	03-350-000-0000-6560		2,640.77	GAS & DIESEL SHOP 500		GAS & DIESEL	N
152	03-350-000-0000-6560		1,838.02	DIESEL SHOP 500		GAS & DIESEL	N
146	03-350-000-0000-6564		27.98	BUNGEE CORD		EQUIPMENT REPAIR PARTS	N
14440	NORTHDAL OIL INC.		10,060.31		8 Transactions		
14322	NORTHERN MANUFACTURING & POWDER I						
259	03-350-000-0000-6549		4,550.00	FLAP GATES		CULVERTS	Y
14322	NORTHERN MANUFACTURING & POWDER I		4,550.00		1 Transactions		
14312	NORTHWEST POWER SYSTEMS						
144	03-350-000-0000-6556		11.04	HOSE FITTINGS		SHOP SUPPLIES	N
145	03-350-000-0000-6556		23.40	HOSE REPAIR		SHOP SUPPLIES	N
14312	NORTHWEST POWER SYSTEMS		34.44		2 Transactions		
15323	OFFICE DEPOT						
142	03-320-000-0000-6401		127.95	PT, PAPER		SUPPLIES	N

Pennington County Financial System



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8/11/25 4:06PM

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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
143	03-320-000-0000-6401			173.23	INVOICES		SUPPLIES	N
	15323 OFFICE DEPOT			301.18		2 Transactions		
	16460 POMP'S TIRE SERVICE, INC							
139	03-350-000-0000-6564			222.47	TIRE		EQUIPMENT REPAIR PARTS	N
140	03-350-000-0000-6564			34.24	FLAT REPAIR		EQUIPMENT REPAIR PARTS	N
141	03-350-000-0000-6564			56.57	FLAT REPAIR		EQUIPMENT REPAIR PARTS	N
	16460 POMP'S TIRE SERVICE, INC			313.28		3 Transactions		
	16448 PREMIUM WATERS, INC.							
138	03-320-000-0000-6401			66.49	WATER - HWY DEPT	176896	SUPPLIES	N
	16448 PREMIUM WATERS, INC.			66.49		1 Transactions		
	17003 QUICK PRINT/ROBIN HOOD BUSINESS SER							
170	03-320-000-0000-6209			25.05	MAIL OIL SAMPLES		POSTAGE	N
171	03-320-000-0000-6209			23.76	MAIL OIL SAMPLES		POSTAGE	N
137	03-350-000-0000-6564			71.00	MTC CHARTS		EQUIPMENT REPAIR PARTS	N
	17003 QUICK PRINT/ROBIN HOOD BUSINESS SER			119.81		3 Transactions		
	18379 RDO Equipment Co.							
132	03-350-000-0000-6564			1,666.44	SHIMS		EQUIPMENT REPAIR PARTS	N
133	03-350-000-0000-6564			746.84	RETURN SHIM		EQUIPMENT REPAIR PARTS	N
134	03-350-000-0000-6564			184.80	SHIM		EQUIPMENT REPAIR PARTS	N
135	03-350-000-0000-6564			484.00	REPAIR MACHINE		EQUIPMENT REPAIR PARTS	N
136	03-350-000-0000-6564			46.16	KIT		EQUIPMENT REPAIR PARTS	N
	18379 RDO Equipment Co.			1,634.56		5 Transactions		
	18106 RED LAKE COUNTY COOP							
130	03-350-000-0000-6418			907.06	PROPANE SHOP 213		PROPANE FOR HEATING SHOPS	N
131	03-350-000-0000-6418			406.98	PROPANE SHOP 211		PROPANE FOR HEATING SHOPS	N
	18106 RED LAKE COUNTY COOP			1,314.04		2 Transactions		
	18357 RINKE NOONAN							
129	03-330-000-0000-6261			200.00	RETAINER - JUNE		CONSULTING & LEGAL SERVICES	Y
	18357 RINKE NOONAN			200.00		1 Transactions		
	18439 ROCKSBURY TRUCK REPAIR							
127	03-350-000-0000-6564			303.51	DRUM, SEAL, KIT		EQUIPMENT REPAIR PARTS	N
128	03-350-000-0000-6564			107.50	DOT INSPECTION		EQUIPMENT REPAIR PARTS	N

Pennington County Financial System



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8/11/25 4:06PM

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

Page 16

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
18439	ROCKSBURY TRUCK REPAIR		411.01		2 Transactions		
20379	THIEF RIVER FORD INC						
125	03-350-000-0000-6564		616.63	TRANSMISSION FLUSH		EQUIPMENT REPAIR PARTS	N
20379	THIEF RIVER FORD INC		616.63		1 Transactions		
20392	TORGERSON/KALEB						
126	03-350-000-0000-6330		36.40	MILEAGE RANDOM TESTING 52 MILE		TRAVEL & EXPENSE	N
20392	TORGERSON/KALEB		36.40		1 Transactions		
22315	VALLEY TRUCK						
122	03-350-000-0000-6564		47.98	OIL FILTER		EQUIPMENT REPAIR PARTS	N
123	03-350-000-0000-6564		494.99	SENSOR		EQUIPMENT REPAIR PARTS	N
124	03-350-000-0000-6564		135.00-	CORE CREDIT		EQUIPMENT REPAIR PARTS	N
22315	VALLEY TRUCK		407.97		3 Transactions		
1350	VESTIS						
121	03-320-000-0000-6262		903.50	SHOP 500 COATS & FIRST AID		OTHER SERVICES	N
1350	VESTIS		903.50		1 Transactions		
26301	ZIEGLER, INC.						
120	03-350-000-0000-6564		11.70	BOLT, NUT		EQUIPMENT REPAIR PARTS	N
26301	ZIEGLER, INC.		11.70		1 Transactions		
3 Fund Total:			60,258.98	Road & Bridge		33 Vendors	84 Transactions

Pennington County Financial System



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8/11/25 4:06PM

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
65	2324 BERGSTROM ELECTRIC INC 32-391-000-0000-6300		275.40	SPLICED WIRE FOR PUMP	23838	REPAIRS & MAINTENANCE	N
	2324 BERGSTROM ELECTRIC INC		275.40	1 Transactions			
91	12123 LES'S SANITATION SERVICE 32-390-000-0000-6801		5,500.00	RECYCLING - JULY	57X08559	MISCELLANEOUS EXPENSE-SCORE	N
	12123 LES'S SANITATION SERVICE		5,500.00	1 Transactions			
92	19324 SAFETY-KLEEN SYSTEMS, INC. 32-390-000-0000-6262		334.00	USED OIL RECYCLING	97863650	OTHER SERVICES-SCORE ACCOUN	N
	19324 SAFETY-KLEEN SYSTEMS, INC.		334.00	1 Transactions			
32 Fund Total:			6,109.40	Solid Waste Facility	3 Vendors	3 Transactions	

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Pennington County Financial System



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8/11/25 4:06PM

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

Page 18

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
8333 H2OVER VIEWERS							
34	40-746-000-0000-6262		1,022.50	VIEWERS FEES - APRIL 2025	2063	OTHER SERVICES	N
35	40-770-000-0000-6262		2,633.96	VIEWERS FEES - APRIL 2025	2063	OTHER SERVICES	N
36	40-746-000-0000-6262		1,022.50	VIEWERS FEES - MAY 2025	2081	OTHER SERVICES	N
37	40-770-000-0000-6262		2,633.96	VIEWERS FEES - MAY 2025	2081	OTHER SERVICES	N
			7,312.92	4 Transactions			
18417 QUALITY SPRAY FOAM LLC							
64	40-796-000-0000-6262		180.00	PULLED BEAVER DAM	1896	OTHER SERVICES	N
93	40-711-000-0000-6262		3,380.00	CLEAN JD11	1923	OTHER SERVICES - JD #11	N
			3,560.00	2 Transactions			
40 Fund Total:			10,872.92	Ditch Funds	2 Vendors	6 Transactions	
Final Total:			282,330.60	111 Vendors	267 Transactions		

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	205,089.30	County Revenue
3	60,258.98	Road & Bridge
32	6,109.40	Solid Waste Facility
40	10,872.92	Ditch Funds
All Funds	282,330.60	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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8/11/25 3:19PM

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
12323	LAWRENCE/BRUCE						
16	01-003-000-0000-6103		100.00	DRUG TASK FORCE/SECB FINANCE	7/10/25	PER DIEMS - BOARD	N
17	01-003-000-0000-6103		75.00	BUILDING COMMITTEE	7/11/25	PER DIEMS - BOARD	N
18	01-003-000-0000-6103		75.00	TECH COMMITTEE	7/14/25	PER DIEMS - BOARD	N
19	01-003-000-0000-6103		75.00	SOLID WASTE COMMITTEE	7/15/25	PER DIEMS - BOARD	N
20	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	7/16/25	PER DIEMS - BOARD	N
21	01-003-000-0000-6103		75.00	PERSONNEL COMMITTEE	7/22/25	PER DIEMS - BOARD	N
22	01-003-000-0000-6103		75.00	COUNTY EXTENSION MEETING	7/28/25	PER DIEMS - BOARD	N
23	01-003-000-0000-6103		75.00	BUILDING COMMITTEE	7/29/25	PER DIEMS - BOARD	N
24	01-003-000-0000-6103		75.00	OPIOID COMMITTEE	7/30/25	PER DIEMS - BOARD	N
25	01-003-000-0000-6103		75.00	PENNINGTON EXTENSION COMMITTEE	7/31/25	PER DIEMS - BOARD	N
14	01-003-000-0000-6103		75.00	BUILDING COMMITTEE	7/8/25	PER DIEMS - BOARD	N
15	01-003-000-0000-6103		100.00	NWRECB MEETING/STEERING COMMIT	7/9/25	PER DIEMS - BOARD	N
12323	LAWRENCE/BRUCE		950.00	12 Transactions			
14478	NELSON/SETH						
3	01-003-000-0000-6103		75.00	TECH COMMITTEE	07/14/25	PER DIEMS - BOARD	N
4	01-003-000-0000-6103		75.00	SAFETY PLANNING	07/17/25	PER DIEMS - BOARD	N
5	01-003-000-0000-6103		75.00	HISTORICAL SOCIETY	07/21/25	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		75.00	INTERCOUNTY COMM COUNCIL	07/28/25	PER DIEMS - BOARD	N
14478	NELSON/SETH		300.00	4 Transactions			
16362	PETERSON/NEIL						
8	01-003-000-0000-6103		75.00	HWY CASH 11	07/10/25	PER DIEMS - BOARD	N
9	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	07/16/25	PER DIEMS - BOARD	N
10	01-003-000-0000-6103		100.00	NWJTC	07/17/25	PER DIEMS - BOARD	N
11	01-003-000-0000-6103		75.00	PERSONELL COMMITTEE	07/22/25	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		75.00	WRAC	7/7/25	PER DIEMS - BOARD	N
16362	PETERSON/NEIL		400.00	5 Transactions			
19577	SOURDIF/ROY						
1	01-003-000-0000-6103		75.00	NWRL - BUDGET	7/21/25	PER DIEMS - BOARD	N
2	01-003-000-0000-6103		75.00	EXTENSION	7/31/25	PER DIEMS - BOARD	N
19577	SOURDIF/ROY		150.00	2 Transactions			
1 Fund Total:			1,800.00	County Revenue		4 Vendors	23 Transactions

Pennington County Financial System



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8/11/25 3:19PM

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

Page 3

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
99999997	KNUTSON, LEE						
12	03-350-000-0000-6330		25.00	MEAL REIMBURSEMENT-GRADER	8/4/25	TRAVEL & EXPENSE	N
99999997	KNUTSON, LEE		25.00	1 Transactions			
99999997	TOFSTAD/LYLE						
13	03-350-000-0000-6330		24.17	MEAL REIMBURSEMENT-GRADER	8/4/25	TRAVEL & EXPENSE	N
99999997	TOFSTAD/LYLE		24.17	1 Transactions			
3 Fund Total:			49.17	Road & Bridge	2 Vendors	2 Transactions	
Final Total:			1,849.17	6 Vendors	25 Transactions		

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,800.00	County Revenue
3	49.17	Road & Bridge
All Funds	1,849.17	Total

Approved by,

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Otis Service and Repair Order

8/6/2025

CUSTOMER NAME

PENNINGTON CTY CRTHSE
P BOX 619
THIEF RIVER FALLS, MN 56701

OTIS ELEVATOR COMPANY

311 4TH ST SO, STE 5
GRAND FORKS, ND 58201

OTIS CONTACT

Todd Burke
Phone:
Email: Todd.Burke@otis.com

PROJECT LOCATION

PENNINGTON CNTY COURTHSE
101 MAIN AVE N
THIEF RIVER FALLS, MN 56701-1901

PROPOSAL NUMBER

QTE-002232696

We propose to furnish the necessary material and labor on the following units:

Unit	Customer Designation
Z50854	ONLY ELV

SCOPE OF WORK

Otis to do the following:

- Assist customer with landing wires in controller for updated fire panel system.
- Assist customer with access to overhead of hoistway (heat detector/damper)
- Assist in testing elevator function in correlation with new fire panel system
- Assist customer with landing wires in controller for updated fire panel system.
- Assist customer with access to overhead of hoistway (heat detector/damper)
- Assist in testing elevator function in correlation with new fire panel system

Material provided shall be installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

The customer will be responsible for paying local inspection fees if applicable.

Your account representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade unless otherwise specified above. The price quoted below does not include sales tax and is valid for 30 days from the date specified above. The work will be scheduled based on the availability of material and manpower to complete the job efficiently.

The scope proposed herein represents the entire scope that we are contracted for, if additional work is required by others to allow for completion of this work and/or for the inspection to occur, that work is not included. If additional labor and material are needed, a supplemental proposal will be sent.

PRICE

\$1,500.00

One thousand five hundred dollars

This price is based on a **fifty** percent **(50%) downpayment** in the amount of \$750.00.

PAYMENT TERMS:

- The downpayment amount is due in full prior to Otis ordering material and/or mobilizing.
- If you choose the alternative downpayment amount listed below, the corresponding adjustment shall be applied to the base contract amount.

Downpayment Amount	Price Adjustment Percentage	Authorization (Initial)
25%	+ 5%	
100%	- 5 %	

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

SUGGESTED BY: ADRIA PRESTEBAK

TITLE: Mechanic

Accepted in Duplicate

PENNINGTON CTY CRTHSE

Otis Elevator Company

Date: _____

Date: _____

Signed: _____

Signed: _____

Print Name: _____

Print Name: Jennifer Loew

Title: _____

Title: Sr Manager & GM, Minneapolis & Fargo

Email: _____

Email: _____

Company Name: PENNINGTON CTY CRTHSE

Principal, Owner or Authorized Representative of Principal or Owner

Agent _____
(Name of Principal or Owner)

TERMS AND CONDITIONS

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described. Furthermore, you agree that the agreed price is subject to increase caused by any reason beyond Otis' reasonable control including but not limited to commodity, fuel, tariff, and/or shipping transportation cost increases.
3. Payments shall be made as follows: A down payment of Fifty percent (50.0%) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty days period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
4. In the event the work is not completed within 180 calendar days from your original authorization to proceed through no fault of Otis, Otis may notify you of an updated price – which may be accepted or rejected by you. If rejected, Otis will not be required to perform work, and no amounts will be due and payable by you hereunder except amounts for any labor, services, or materials that had already been furnished or procured by Otis prior to notice of price increase. If you are not notified of a new price by Otis, then the parties' obligations will be unchanged and each party will be required to perform their obligations hereunder.
5. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
6. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
7. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC -1 form or any other document reasonably requested by us for that purpose.
8. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
9. Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, cyber security, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.
10. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the

equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage and obsolescence.

THE EXPRESS WARRANTIES SET FORTH HEREIN ARE THE EXCLUSIVE WARRANTIES GIVEN; WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.

11. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
12. To the fullest extent permitted by law, you agree to defend, indemnify, and hold Otis harmless against any claim or suit for personal injury or property damage alleged to arise out of this contract, except to the extent that such damage or injury has been adjudicated as having been caused by Otis' sole negligence. In the event that Otis is requested to provide hoistway cartop/pit access to you, and/or to third parties acting at your request, direction, or control, and which may be subject to additional charges at Otis' sole discretion, then in addition to the foregoing defense, indemnity and hold harmless obligations, you shall carry and maintain the following insurance throughout the duration of such work in the hoistway/cartop/pit areas, and will furnish to Otis a certificate of insurance evidencing the following: Commercial General Liability insurance, written on an occurrence basis, with limits on a per occurrence basis of at least \$2,000,000 for personal injury or death, and \$2,000,000 for property damage, naming Otis as additional insured. Such insurance shall be issued by an insurer authorized to do business in the state or province where the property is located and the equipment and/or services are to be rendered, shall contain a clause in the policy setting forth the insurer's acceptance of liability as set forth in this agreement, and a clause pursuant to which the insurer waives any right of subrogation as to Otis. This policy shall be written as a primary policy only, and not contributing to or in excess of any insurance carried by Otis. You shall provide Otis with at least thirty (30) days prior written notice of cancellation or material change in the coverage.
13. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment being furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code.
14. In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at www.otis.com by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.
15. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party.
16. This Contract will be deemed voidable, even after execution, if it is determined by Otis that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.
17. By accepting delivery of parts incorporating software, you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.



1430 MAIN AVENUE NORTH P.O. BOX 530 THIEF RIVER FALLS, MN 56701
PHONE 218-681-1903 leep plumbingandheating.com

August 8, 2025

Pennington County
PO Box 484
Thief River Falls, MN 56701

RE: Government Center boiler

Our estimate to install to repair the two Aerco Benchmark BMK1000 boilers is \$9,400.
Consisting of the following:

• Exhaust manifold	2 - \$4,058/ea.	Total \$8,116
• Seal: Exhaust manifold	2 - \$170/ea.	340
• Misc. parts		44
• Labor	10 hrs. @ \$90/hr.	900

NO ELECTRICAL WORK INCLUDED

Submitted by,

A handwritten signature in black ink, appearing to read "Derek R Lee", is written over a light-colored background.

Derek R Lee