

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, AUGUST 26, 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 – Human Services Director

10:10 Jim Karels – MCIT Risk Mgmt. Consultant
- Board presentation

10:25 Peter Nelson – Pennington Co. SWCD
- 2026 budget

10:35 Mike Flaagan – County Engineer

10:45 Seth Vettleson – County Sheriff

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
AUGUST 12, 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, August 12, 2025, at 10:00 a.m. Members present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson (10:14 a.m.). 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 Nelson, seconded by Commissioner Lawrence, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve the County Board minutes of July 22, 2025, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Auditor & Manual warrants for July totaling \$3,682,346.01 and the following Commissioner warrants. Motion carried.

County Revenue	\$205,089.30
Road & Bridge	\$ 60,258.98
Solid Waste Facility	\$ 6,109.40
Ditch Funds	\$ 10,872.92

Meal reimbursements and per diems in the amount of \$1,849.17 were also approved.

Julie Sjostrand & Stacy Anderson – Human Services

Human Services Fiscal Supervisor Stacy Anderson provided an update on the department’s proposed budget for 2026, which has been adjusted due to anticipated increases to health insurance premiums. Their approximate levy increase is \$225,000, but they plan to use reserves to cover the increase. Ms. Sjostrand noted that the changes to MnChoices doesn’t take effect until 2027 so that source of revenue will continue through 2026. They will continue to monitor the budget and report to the Board as necessary.

Seth Vettleson – County Sheriff

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to accept a letter of resignation by Part-Time Corrections Officer Rory Hinson effective July 26,

2025. Motion carried. The Sheriff noted that Mr. Hinson has accepted a job offer as Deputy Sheriff for Mille Lacs County, MN.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the hire of Kennett Roger Kezar for the position of Part-Time Corrections Officer, with final approval contingent on receipt of a successful BCA fingerprint records check. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the hire of Kehan Brad Nelson for the position of Part-Time Corrections Officer, with final approval contingent on receipt of a successful BCA fingerprint records check. Motion carried.

Sheriff Vettleson presented a JPA renewal regarding the county's participation in the MN Internet Crimes Against Children (ICAC) Task Force. Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve renewal of a five-year Joint Powers Agreement with the State of MN for participation in the MN Internet Crimes Against Children (ICAC) Task Force. Motion carried.

Mike Flaagan – County Engineer

Mr. Flaagan presented an update on the monumentation/section corner project for North, Rocksbury, and River Falls Townships. Within the month the surveying work should be complete and then information will be certified and recorded.

Mr. Flaagan presented pictures of the CSAH #26 project from this summer, where reclaimed milling was used in part for road graveling. It turned out very well in his opinion and he has received positive comments from area landowners. Mr. Flaagan will review the road condition again next spring.

Engineer Flaagan left the meeting temporarily and the Auditor-Treasurer and Coordinator presented until his return.

County Auditor-Treasurer Items: None.

County Coordinator Items:

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve a quote by Otis Elevator Company in the amount of \$1,500.00 to assist with the Government Center elevator/fire alarm system project. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by Lee Plumbing and Heating in the amount of \$9,400.00 to repair the two Aerco boilers in the Government Center. Motion carried.

County Engineer Mike Flaagan returned to the Board meeting.

Motioned by Commissioner Nelson, seconded by Commissioner Peterson, to schedule a landowner informational meeting regarding the CD#46 and CD#70 projects on November 12, 2025, at 10:00 a.m. in the Highway Department Conference Room. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Peterson, to schedule a final hearing regarding the CD#46 and CD#70 projects on January 13, 2026, at 9:00 a.m. in the County Board room. Motion carried.

Engineer Flaagan stated that the 2025 road striping project has been completed by Kamco, Inc. and he is recommending final payment in the amount of \$124,560.09. The following resolution was motioned by Commissioner Peterson, seconded by Commissioner Lawrence, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, Contract No. 57-25-05 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN, BE IT RESOLVED, that we do hereby accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

The Engineer noted that one company is bidding most striping projects in MN, ND, and SD and is trying to buy out Kamco, Inc., other striping companies, and related suppliers. The potential for such a monopoly has counties concerned, especially with how it could affect future costs.

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the hire of Lyle Tofstad as Highway Equipment Operator effective August 18, 2025, at the Step 2 union wage of \$25.81/hour. Discussion followed with Mr. Flaagan noting that Mr. Tofstad is currently a seasonal employee for his department. Following discussion, the motion was carried.

County Coordinator Kevin Erickson presented an update on the sale of the Knight Avenue property. Movement Evolution of TRF, LLC has changed financial institutions and are now awaiting a property appraisal. The buyer has expressed interest in some county assets in that building, such as desks, chairs, etc. All such items have been offered via public auction several times with no bids received. Interim County Attorney Nathan Haase noted that a list of the items will be drafted and attached to the Purchase Agreement.

County Attorney Items:

Mr. Haase noted that the latest Crime Victim Services grant has been approved and allows for a COLA for the Crime Victim Services Advocate. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a \$1.50/hour

increase for the Crime Victim Services Advocate effective October 1, 2025, to be paid from the CVS program grant. Discussion followed with Commissioner Lawrence questioning if the department desires to rehire a part-time assistant. Mr. Haase stated an assistant CVA isn't necessary and the expense wasn't included in the upcoming grant. Following discussion, the motion was carried.

Mr. Haase introduced Assistant County Attorney Ashley Nelson to the Board. He also requested a meeting to discuss his 2026 budget. The Committee will meet with him on August 18th, 2025, at 8:30 a.m.

Committee Reports / Commissioner Updates:

Commissioner Lawrence noted that a county employee summer cookout will be held from 11:30 to 1:00 p.m. on August 20th at the Government Center. He and Commissioner Nelson will be on hand to cook and grill.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to August 26, 2025, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Roy Sourdif, Chairman
Board of Commissioners

Pennington County Financial System



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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Pennington County Financial System



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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
93	1347 Amazon Capital Services 01-259-000-0000-6801		116.99	PROGRAMMING SUPPLIES	1YG9-DYCH-33N9	MISCELLANEOUS EXPENSE - CANTI	N
	1347 Amazon Capital Services		116.99	1 Transactions			
9	1603 ANDERSON/STACY 01-801-000-0000-6801		213.53	WELLNESS - COOKOUT SUPPLIES		MISCELLANEOUS EXPENSE	N
	1603 ANDERSON/STACY		213.53	1 Transactions			
60	2537 BALLISTIC DEFENSE LLC 01-252-000-0000-6330		700.00	FIREARM INSTRUCTOR COURSE#08		TRAVEL & EXPENSE	N
	2537 BALLISTIC DEFENSE LLC		700.00	1 Transactions			
8	2360 BENSON/ASHLEY 01-106-000-0000-6330		427.17	LODGING-TYLER TRAINING-BUFFALO		TRAVEL & EXPENSE	N
7	2360 BENSON/ASHLEY 01-106-000-0000-6330		425.11	MILEAGE - 3/13/25-8/6/25	607.3 MILES @ \$0.70	TRAVEL & EXPENSE	N
	2360 BENSON/ASHLEY		852.28	2 Transactions			
92	2324 BERGSTROM ELECTRIC INC 01-218-000-0000-6300		293.06	REPAIR BALLAST/LIGHT, INSTALL	23832	REPAIRS & MAINTENANCE	N
91	2324 BERGSTROM ELECTRIC INC 01-251-000-0000-6302		95.00	REPLACE TRANSFORMER-KITCHEN	23840	KITCHEN REPAIRS & EXPENSE	N
90	2324 BERGSTROM ELECTRIC INC 01-251-000-0000-6300		1,598.12	SWITCH REPAIR/CELL LIGHTS-DIMM	24068	REPAIRS & MAINTENANCE	N
	2324 BERGSTROM ELECTRIC INC		1,986.18	3 Transactions			
30	3352 CHARM-TEX INC 01-251-000-0000-6405		99.90	MAXIPADS	413555	GENERAL SUPPLIES - JAIL	N
	3352 CHARM-TEX INC		99.90	1 Transactions			
15	20007 CITY OF THIEF RIVER FALLS 01-270-000-0000-6262		216.96	UTILITY BILL 57-CR-23-441		OTHER SERVICES-CRIME VICTIM	N
	20007 CITY OF THIEF RIVER FALLS		216.96	1 Transactions			
1	3311 COLE PAPERS, INC. 01-111-000-0000-6403		68.28	BASEBOARD STRIPPER - GC	10612767	JANITORIAL SUPPLIES - COURTHOU	N
2	3311 COLE PAPERS, INC. 01-111-000-0000-6403		7.00	PROCESSING FEE	10612767	JANITORIAL SUPPLIES - COURTHOU	N
	3311 COLE PAPERS, INC.		75.28	2 Transactions			
103	3490 COTALITY 01-106-000-0000-6231		424.58	RESIDENTAL COST HANDBOOK		PUBLISHING - ASSESSOR	N
	3490 COTALITY		424.58	1 Transactions			

Pennington County Financial System



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8/25/25 4:25PM

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Page 3

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61	4333 DEVIN'S PART TIME SERVICE 01-255-000-0000-6300		503.56	REPAIR TRAILER LIGHT/BRAKE	1064	REPAIRS & MAINTENANCE	N
	4333 DEVIN'S PART TIME SERVICE		503.56	1 Transactions			
31	4321 DIAMOND DRUGS INC 01-251-000-0000-6255		101.79	MEDICATIONS	1522065	MEDICAL - LOCAL	N
	4321 DIAMOND DRUGS INC		101.79	1 Transactions			
89	7317 GALLS, LLC 01-201-000-0000-6405		128.99	PBT MOUTHPIECES	32107168	GENERAL SUPPLIES	N
	7317 GALLS, LLC		128.99	1 Transactions			
34	7031 GARDEN VALLEY TELEPHONE 01-091-000-0000-6300		420.00	LABOR - SERVER CUTOVER	INV-24428	REPAIRS & MAINTENANCE	N
35	01-091-000-0000-6300		560.00	LABOR-NEW SERVER DOMAIN	INV-24429	REPAIRS & MAINTENANCE	N
36	01-091-000-0000-6300		980.00	LABOR - SERVER CUTOVER	INV-24430	REPAIRS & MAINTENANCE	N
37	01-091-000-0000-6300		280.00	IP ADDRESS FOR CDJD-LABOR	INV-24669	REPAIRS & MAINTENANCE	N
38	01-091-000-0000-6300		72.00	IP ADDRESS FOR CDJN-MILEAGE	INV-24669	REPAIRS & MAINTENANCE	N
39	01-091-000-0000-6301		194.30	1SSH SERVER LICENSE-3 YR SUPPO	INV-24811	MAINTENANCE AGREEMENT	N
40	01-272-000-0000-6631		679.00	WINDOWS PN MXC345322M	INV-24818	FURNITURE & EQUIPMENT	N
59	01-091-000-0000-6801		55.00	SONIC WALL FIREWALL LICENSE	INV-24895	MISCELLANEOUS EXPENSE	N
41	01-091-000-0000-6631		126.99	850VA VERTIV LIEBERT UPS	INV-24896	FURNITURE & EQUIPMENT - ATTOR	N
	7031 GARDEN VALLEY TELEPHONE		3,367.29	9 Transactions			
14	7420 Government Forms and Supplies 01-101-000-0000-6401		552.10	BIRTH CERTIFICATE WALLETS		SUPPLIES - RECORDER	N
	7420 Government Forms and Supplies		552.10	1 Transactions			
3	8326 HILLYARD INC 01-111-000-0000-6403		167.47	FLOOR SEALER/PADS - GC	605907589	JANITORIAL SUPPLIES - COURTHOU	N
4	01-218-000-0000-6403		167.48	FLOOR SEALER/PADS - JC	605907589	JANITORIAL SUPPLIES	N
	8326 HILLYARD INC		334.95	2 Transactions			
54	8014 HUGOS #7 01-801-000-0000-6801		158.84	WELLNESS COOKOUT	ACCT #1163	MISCELLANEOUS EXPENSE	N
	8014 HUGOS #7		158.84	1 Transactions			
102	9012 IHLE SPARBY & HAASE PA 01-091-000-0000-6262		15,000.00	AUGUST SERVICES	5246	OTHER SERVICES	Y

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8/25/25 4:25PM

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	9012 IHLE SPARBY & HAASE PA		15,000.00				
				1 Transactions			
88	10418 JOHNSON CONTROLS FIRE PROTECTION L						
	01-218-000-0000-6300		1,526.00	ANNUAL FIRE ALARM PANEL/SMOKE	24879267	REPAIRS & MAINTENANCE	N
	10418 JOHNSON CONTROLS FIRE PROTECTION L		1,526.00				
				1 Transactions			
11	13349 MACATFO						
	01-041-000-0000-6241		50.00	2025 NORTHERN REG FALL MEET-JH	NRF2025-037	DUES - AUDITOR	N
	13349 MACATFO		50.00				
				1 Transactions			
21	13331 MAPES/ANTHONY						
	01-121-000-0000-6330		163.80	CVSO MEETING-WARROAD MILEAGE	234 MILES @ \$0.70	TRAVEL & EXPENSE	N
	13331 MAPES/ANTHONY		163.80				
				1 Transactions			
19	13498 MARCO TECHNOLOGIES LLC						
	01-101-000-0000-6301		31.00	EQ442257 MAINTENANCE AGREEMENT	INV14160272	MAINTENANCE AGREEMENT	N
20			509.58	EQ442257 REPAIR COPIER	INV14172378	REPAIRS & MAINTENANCE	N
25			438.70	EQ1356645 MAINTENANCE CONTRACT	INV14209148	MAINTENANCE AGREEMENT	N
	13498 MARCO TECHNOLOGIES LLC		979.28				
				3 Transactions			
27	13226 MCKESSON MEDICAL SURGICAL						
	01-251-000-0000-6255		18.40	CONDITIONER	24158997	MEDICAL - LOCAL	N
29			11.59	PAD,ALCOHOL/SUTURE REMOVAL	24178664	MEDICAL - LOCAL	N
28			129.83	FIBER/ORASOL/HYDROCORTISONE	24179411	MEDICAL - LOCAL	N
	13226 MCKESSON MEDICAL SURGICAL		159.82				
				3 Transactions			
55	999999997 MICHAEL'S MEAT						
	01-801-000-0000-6801		105.00	WELLNESS COOKOUT-HAMBURGERS	95509	MISCELLANEOUS EXPENSE	N
	999999997 MICHAEL'S MEAT		105.00				
				1 Transactions			
87	13589 MIKE'S AUTOMOTIVE CENTER INC.						
	01-201-000-0000-6304		61.99	OIL CHANGE/#10 EXPLORER	8966	REPAIR & MAINTENANCE - SQUADS	N
	13589 MIKE'S AUTOMOTIVE CENTER INC.		61.99				
				1 Transactions			
24	13434 MILLER/DANIELLE						
	01-801-000-0000-6801		40.75	WELLNESS - COOKOUT SUPPLIES		MISCELLANEOUS EXPENSE	N
	13434 MILLER/DANIELLE		40.75				
				1 Transactions			
26	13539 MNDRIVERSMANUALS.COM						
	01-132-000-0000-6401		271.91	DRIVERS MANUALS	5577	SUPPLIES - MOTOR VEHICLE	N

Pennington County Financial System



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8/25/25 4:25PM

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

Page 5

1 County Revenue

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13539	MNDRIVERSMANUALS.COM		271.91		1 Transactions		
62	14319 NORTHLAND & COMPANIES 01-223-000-0000-6801		3,234.74	VERINT AUDIOLOGGER-YRLY SERVIC	IN111331	MISCELLANEOUS EXPENSE-E911	N
	14319 NORTHLAND & COMPANIES		3,234.74	1 Transactions			
52	15323 OFFICE DEPOT 01-041-000-0000-6401		20.89	BATTERY PENCIL SHARPENER	436231881001	SUPPLIES - AUDITOR	N
17	01-041-000-0000-6401		12.37	BINDER	436234145001	SUPPLIES - AUDITOR	N
18	01-041-000-0000-6401		15.00	DIVIDERS	436234145001	SUPPLIES - AUDITOR	N
	15323 OFFICE DEPOT		48.26	3 Transactions			
16	13329 OFFICE OF MNIT SERVICES 01-070-000-0000-6263		1,338.65	FIBER USAGE - JULY	DV25070393	COMPUTER SERVICES - DP	N
	13329 OFFICE OF MNIT SERVICES		1,338.65	1 Transactions			
86	15329 OIL BOYZ EXPRESS LUBE INC 01-201-000-0000-6304		90.84	OIL CHANGE/SERVICE 2018 EXPLOR	19981	REPAIR & MAINTENANCE - SQUADS	N
	15329 OIL BOYZ EXPRESS LUBE INC		90.84	1 Transactions			
53	16067 PEMBERTON LAW, P.L.L.P. 01-091-000-0000-6262		189.00	JUNE STATEMENT	STMT #150	OTHER SERVICES	Y
	16067 PEMBERTON LAW, P.L.L.P.		189.00	1 Transactions			
12	16027 PENNINGTON COUNTY TREASURER 01-601-000-0000-6209		250.62	POSTAGE - JULY	4437	POSTAGE	N
	16027 PENNINGTON COUNTY TREASURER		250.62	1 Transactions			
58	16329 PENNINGTON HISTORICAL SOCIETY 01-003-000-0000-6822		15,500.00	2025 APPROPRIATION		PENNINGTON COUNTY HISTORICAL	N
	16329 PENNINGTON HISTORICAL SOCIETY		15,500.00	1 Transactions			
22	16448 PREMIUM WATERS, INC. 01-801-000-0000-6401		50.48	JUNE WATER	ACCT # 176590	SUPPLIES-UNALLOCATED	N
23	01-801-000-0000-6401		41.98	JULY WATER	ACCT # 176590	SUPPLIES-UNALLOCATED	N
	16448 PREMIUM WATERS, INC.		92.46	2 Transactions			
10	17003 QUICK PRINT/ROBIN HOOD BUSINESS SER 01-132-000-0000-6401		87.60	THERMAL PAPER ROLLS	YG5315TPW	SUPPLIES - MOTOR VEHICLE	N

Pennington County Financial System



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8/25/25 4:25PM

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
17003	QUICK PRINT/ROBIN HOOD BUSINESS SER		87.60				
				1 Transactions			
18440	READITECH IT SOLUTIONS						
46	01-003-000-0000-6210		52.50	HOSTED OFFICE APPS - AUG		E-MAIL SERVICES	N
42	01-041-000-0000-6210		43.75	HOSTED OFFICE APPS - AUG		E-MAIL SERVICES	N
51	01-091-000-0000-6300		70.00	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
43	01-101-000-0000-6300		8.75	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
45	01-106-000-0000-6300		26.25	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
50	01-121-000-0000-6300		8.75	HOSTED OFFICE APPS - AUG		Repairs & Maintenance	N
49	01-132-000-0000-6300		43.75	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
47	01-270-000-0000-6300		8.75	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
44	01-290-000-0000-6210		8.75	HOSTED OFFICE APPS - AUG		E-MAIL SERVICES	N
48	01-601-000-0000-6300		35.00	HOSTED OFFICE APPS - AUG		REPAIRS & MAINTENANCE	N
18440	READITECH IT SOLUTIONS		306.25				
				10 Transactions			
18394	RSVP						
57	01-003-000-0000-6816		1,000.00	2025 APPROPRIATION		RETIRED SENIOR VOLUNTEER PRO	N
18394	RSVP		1,000.00				
				1 Transactions			
19484	SANFORD HEALTHCARE ACCESSORIES LL						
32	01-251-000-0000-6255		80.00	COMPRESSION STOCKING	ACCT #118554857	MEDICAL - LOCAL	N
19484	SANFORD HEALTHCARE ACCESSORIES LL		80.00				
				1 Transactions			
19359	SIRCHIE ACQUISITION COMPANY LLC						
85	01-201-000-0000-6401		171.21	DRUG TESTING KITS/EVIDENCE BAG	0706206-IN	SUPPLIES	N
19359	SIRCHIE ACQUISITION COMPANY LLC		171.21				
				1 Transactions			
19714	SVL SERVICE						
63	01-218-000-0000-6300		6,980.00	SERVICE CONTRACT BOILER-2025	SVC-210867	REPAIRS & MAINTENANCE	N
19714	SVL SERVICE		6,980.00				
				1 Transactions			
20305	TECHNIQUES INC						
5	01-111-000-0000-6300		174.32	FILTERS - GC	29802	REPAIRS & MAINTENANCE	N
6	01-218-000-0000-6300		514.75	JC	29802	REPAIRS & MAINTENANCE	N
20305	TECHNIQUES INC		689.07				
				2 Transactions			
99999997	THE PIGGY BBQ						
104	01-272-000-0000-6330		256.50	MEETING WITH SERVICE PROVIDERS	861	Travel & Expense	N
99999997	THE PIGGY BBQ		256.50				
				1 Transactions			

Pennington County Financial System



Danielle
8/25/25 4:25PM

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Page 7

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84	20379 THIEF RIVER FORD INC 01-259-000-0000-6631		40,850.00	2025 EXPLORER	PENN250813	FURNITURE & EQUIPMENT	N
	20379 THIEF RIVER FORD INC		40,850.00	1 Transactions			
33	20047 THRIFTY WHITE PHARMACY 01-251-000-0000-6255		20.00	ZZZ-CORP CHARGES	1312025	MEDICAL - LOCAL	N
	20047 THRIFTY WHITE PHARMACY		20.00	1 Transactions			
56	20001 TRI-VALLEY OPPORTUNITY COUNCIL 01-003-000-0000-6814		2,000.00	2025 APPROPRIATION		TRI-VALLEY SERVICES	N
	20001 TRI-VALLEY OPPORTUNITY COUNCIL		2,000.00	1 Transactions			
95	20361 TYLER TECHNOLOGIES, INC 01-041-000-0000-6241		425.00	2025 MN CONFERENCE - JH	8/24/25-8/6/25	DUES - AUDITOR	N
96	01-041-000-0000-6241		425.00	2025 MN CONFERENCE - LF	8/24/25-8/6/25	DUES - AUDITOR	N
97	01-041-000-0000-6241		175.00	2025 MN CONFERENCE - JS	8/24/25-8/6/25	DUES - AUDITOR	N
94	01-106-000-0000-6801		425.00	2025 MN CONFERENCE - AB	8/24/25-8/6/25	MISCELLANEOUS EXPENSE	N
98	01-106-000-0000-6801		175.00	2025 MN CONFERENCE - AV	8/24/25-8/6/25	MISCELLANEOUS EXPENSE	N
	20361 TYLER TECHNOLOGIES, INC		1,625.00	5 Transactions			
1 Fund Total:			103,001.97	County Revenue	46 Vendors	80 Transactions	

Pennington County Financial System



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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
64	3307 COMMISSIONER OF TRANSPORTATION-ST 03-330-000-0000-6274		1,898.44	LAB TESTING		LAB TESTING	N
	3307 COMMISSIONER OF TRANSPORTATION-ST		1,898.44	1 Transactions			
65	5301 EVANS STEEL COMPANY 03-330-000-0000-6554		43.10	MONUMENT SUPPLIES		ENGINEERING & SURVEYING SUPPLI	N
	5301 EVANS STEEL COMPANY		43.10	1 Transactions			
66	7031 GARDEN VALLEY TELEPHONE 03-320-000-0000-6631		640.00	WIFI		FURNITURE & EQUIPMENT	N
	7031 GARDEN VALLEY TELEPHONE		640.00	1 Transactions			
68	8315 HUBERT OUTDOOR POWER 03-350-000-0000-6556		41.96	WEED TRIMMING SUPPLIES		SHOP SUPPLIES	Y
69	03-350-000-0000-6564		16.00	BEARING		EQUIPMENT REPAIR PARTS	Y
	8315 HUBERT OUTDOOR POWER		57.96	2 Transactions			
67	8014 HUGOS #7 03-320-000-0000-6401		61.01	MEETING SUPPLIES	ACCT #1159	SUPPLIES	N
	8014 HUGOS #7		61.01	1 Transactions			
76	10119 JEFF OLSON CONSTRUCTION 03-330-000-0000-6341		585.00	DITCH BANK REPAIR		EQUIPMENT RENTAL	Y
	10119 JEFF OLSON CONSTRUCTION		585.00	1 Transactions			
70	13302 M-R SIGN CO, INC 03-350-000-0000-6551		2,375.16	SCHOOL SIGNS, STREET SIGNS		SIGNS	N
	13302 M-R SIGN CO, INC		2,375.16	1 Transactions			
71	13393 MINNESOTA NORTHERN RAILROAD INC 03-350-000-0000-6252		122.00	ELECTRICITY RR SIGNAL - JULY		ELECTRICITY	N
	13393 MINNESOTA NORTHERN RAILROAD INC		122.00	1 Transactions			
72	14440 NORTHDALE OIL INC. 03-350-000-0000-6560		2,324.95	DIESEL SHOP 500		GAS & DIESEL	N
73	03-350-000-0000-6560		2,389.59	GAS & DIESEL SHOP 500		GAS & DIESEL	N
74	03-350-000-0000-6560		1,529.50	DIESEL SHOP 500		GAS & DIESEL	N
75	03-350-000-0000-6560		2,627.90	GAS & DIESEL SHOP 500		GAS & DIESEL	N
	14440 NORTHDALE OIL INC.		8,871.94	4 Transactions			

Pennington County Financial System



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8/25/25 4:25PM

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

Page 9

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
77	16027 PENNINGTON COUNTY TREASURER 03-320-000-0000-6263		1,237.63	HOSTED IF SERVICES - JULY		COMPUTER SERVICES	N
	16027 PENNINGTON COUNTY TREASURER		1,237.63	1 Transactions			
78	16379 POLK COUNTY HIGHWAY DEPARTMENT 03-350-000-0000-6565		48,593.82	CALCIUM CHLORIDE		ROAD MATERIALS	N
	16379 POLK COUNTY HIGHWAY DEPARTMENT		48,593.82	1 Transactions			
79	18357 RINKE NOONAN 03-330-000-0000-6261		200.00	RETAINER - JULY		CONSULTING & LEGAL SERVICES	Y
	18357 RINKE NOONAN		200.00	1 Transactions			
80	18439 ROCKSBURY TRUCK REPAIR 03-350-000-0000-6564		77.00	TIRE INSPECTION		EQUIPMENT REPAIR PARTS	N
	18439 ROCKSBURY TRUCK REPAIR		77.00	1 Transactions			
81	20441 TIMBERLINE LOCATION LLC 03-330-000-0000-6261		6,900.00	SURVEY CP57-24-10		CONSULTING & LEGAL SERVICES	Y
	20441 TIMBERLINE LOCATION LLC		6,900.00	1 Transactions			
82	20309 TRUE NORTH STEEL 03-350-000-0000-6549		15,692.16	15", 18". 36" PIPE	27803	CULVERTS	N
	20309 TRUE NORTH STEEL		15,692.16	1 Transactions			
83	21008 UNIVERSAL SCREENPRINT 03-320-000-0000-6401		555.00	COUNTY MAPS		SUPPLIES	N
	21008 UNIVERSAL SCREENPRINT		555.00	1 Transactions			
3 Fund Total:			87,910.22	Road & Bridge	16 Vendors	20 Transactions	

Pennington County Financial System



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

Page 10

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
13	19324 SAFETY-KLEEN SYSTEMS, INC. 32-390-000-0000-6262		747.93	USED OIL/FILTER RECYCLING	98013305	OTHER SERVICES-SCORE ACCOUN	N
	19324 SAFETY-KLEEN SYSTEMS, INC.		747.93	1 Transactions			
32 Fund Total:			747.93	Solid Waste Facility	1 Vendors	1 Transactions	

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Pennington County Financial System



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 11

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
8356	HOUSTON ENGINEERING INC						
101	40-701-000-0000-6262		44.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #1	N
101	40-703-000-0000-6262		1,256.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES -JD #25-3	N
101	40-706-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-708-000-0000-6262		80.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-711-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #11	N
101	40-713-000-0000-6262		272.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #13	N
101	40-715-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #15	N
101	40-716-000-0000-6262		8.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-718-000-0000-6262		68.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #18	N
101	40-721-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-729-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #30 BRANCH	N
101	40-730-000-0000-6262		60.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #30	N
101	40-731-000-0000-6262		288.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-732-000-0000-6262		20.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-733-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-735-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-736-000-0000-6262		20.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-737-000-0000-6262		8.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-738-000-0000-6262		28.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-739-000-0000-6262		20.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-741-000-0000-6262		636.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-742-000-0000-6262		8.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-743-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-744-000-0000-6262		20.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-745-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-746-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-747-000-0000-6262		16.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-753-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-755-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-757-000-0000-6262		16.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-758-000-0000-6262		8.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-759-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-760-000-0000-6262		12.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES - JD #60	N
101	40-762-000-0000-6262		16.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-770-000-0000-6262		212.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-771-000-0000-6262		8.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-773-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-774-000-0000-6262		4.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N

Pennington County Financial System



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

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
101	40-775-000-0000-6262		24.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-777-000-0000-6262		20.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
101	40-796-000-0000-6262		724.00	DRAINAGE DB MAINTENANCE	77738	OTHER SERVICES	N
8356	HOUSTON ENGINEERING INC		4,000.00	41 Transactions			
18357	RINKE NOONAN						
99	40-746-000-0000-6262		29.50	REDETERMINATION OF BENEFITS	398653	OTHER SERVICES	Y
100	40-770-000-0000-6262		29.50	REDETERMINATION OF BENEFITS	398653	OTHER SERVICES	Y
18357	RINKE NOONAN		59.00	2 Transactions			
40 Fund Total:			4,059.00	Ditch Funds	2 Vendors	43 Transactions	
Final Total:			195,719.12	65 Vendors	144 Transactions		

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Pennington County Financial System



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	103,001.97	County Revenue
	3	87,910.22	Road & Bridge
	32	747.93	Solid Waste Facility
	40	4,059.00	Ditch Funds
	All Funds	195,719.12	Total

Approved by,

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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 August 19, 2025 (detailed minutes on record)
are hereby adopted:

SECTION A

- I. To approve July 15, 2025, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2026 Purchase of Service Agreement with the Occupational Development Center and Pennington County Human Services, as presented.
B. To approve the Pennington County Human Services Rate Exception Letter, as presented.
C. To approve the CCAP allocation projected overspending as presented.

SECTION B

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

Aye

Nay

Chairperson

Date

REVENUES:

INTERGOVERNMENTAL - COUNTY:

	2024	2025	2026
	Actual	Revised	Proposed
County Appropriation	\$ 130,365	\$ 135,580	\$ 141,003
Water Plan (plus co. levy)	\$ 20,943	\$ 20,943	\$ 15,341
Wetland Conservation Act (Grant + Match)	\$ 44,906	\$ 44,906	\$ 32,894
Riparian Aid	\$ 77,132	\$ 73,641	\$ 73,641
Shoreland (Grant + Match)	\$ 7,736	\$ 7,736	\$ 5,666
CWF SSTS Upgrade Grant Projects	\$ 45,930	\$ 75,000	\$ 50,000
CWF SSTS Upgrade Grant Admin	\$ 4,000	\$ 4,000	\$ 4,000
Feedlot	\$ 15,000	\$ 15,000	\$ 15,000
Feedlot (Performance Award)	\$ 1,289	\$ 1,000	\$ 1,000
SSTS	\$ 21,200	\$ 21,200	\$ 21,200
AIS	\$ 18,842	\$ 20,382	\$ 20,358
TOTAL INTERGOVERNMENTAL - COUNTY	\$ 387,343	\$ 419,388	\$ 380,103

INTERGOVERNMENTAL - STATE:

BWSR Conservation Delivery	\$ 18,710	\$ 18,710	\$ 18,710
BWSR District Capacity ('21 & '22)	\$ 127,978	\$ -	\$ -
BWSR District Aid	\$ 161,287	\$ 161,000	\$ 129,029
BWSR Cost-share/Conservation Contracts (Proj.)	\$ 8,146	\$ 15,000	\$ 7,000
BWSR Cost-share/Conservation Contracts (T/A)	\$ 101	\$ 10,342	\$ 6,827
BWSR Buffer Funds	\$ 20,000	\$ 20,000	\$ 20,000
BWSR Soil Health (RCPP - Practices)	\$ -	\$ -	\$ 180,000
BWSR Soil Health Cost-share	\$ 1,109	\$ 60,000	\$ 5,000
BWSR Soil Health Cost-share (Tech & Adm)	\$ 155	\$ 20,000	\$ 20,000
BWSR RIM Easement Delivery/Implementation	\$ 450	\$ 450	\$ 450
MASWCD CRP Contribution	\$ 6,600	\$ -	\$ -
Walk in Access	\$ -	\$ -	\$ 1,000
Conservation Easements (RIM and CREP)	\$ -	\$ -	\$ 2,500
Cooperative Weed Management Area	\$ 2,000	\$ 3,538	\$ -
Observation Wells	\$ 1,680	\$ 3,360	\$ 2,160
TOTAL INTERGOVERNMENTAL - STATE	\$ 348,216	\$ 312,400	\$ 392,676

CHARGES FOR SERVICES

District Services (Trees, AGBMP, Nitrate Testing)	\$ 68,097	\$ 50,000	\$ 50,000
Drainage DB Billing to Co.	\$ 4,200		
North Pod (Billed to 8 Districts)	\$ 157,442	\$ 237,000	\$ 240,000
TOTAL CHARGES FOR SERVICES	\$ 229,739	\$ 287,000	\$ 290,000

INTERGOVERNMENTAL - LOCAL:

Farm Bill Assist. Local Match (Marshall, W.P., RLWD)	\$ 4,875	\$ 4,875	\$ 4,875
RLWD (Project Match)	\$ 1,400	\$ 12,500	\$ 12,500
RLWD (TR WBIF Project Implementation)	\$ -	\$ 100,000	\$ 50,000
RLWD (TR WBIF - Admin, T&E, Proj. Dev.)	\$ 5,968	\$ 12,500	\$ 6,250
RLWD (RLR WBIF Project Implementation)	\$ 261,854	\$ 200,000	\$ 150,000
RLWD (RLR WBIF - Admin, T&E, Proj. Dev.)	\$ 41,176	\$ 50,000	\$ 37,500
RLWD (Chief's Coulee Ag. Practices)	\$ -	\$ 5,000	\$ -
RLWD (SWAG)	\$ 2,477	\$ -	\$ -
Clearwater SWCD (WBIF Project Implementation)	\$ -	\$ 35,000	\$ 10,000
Clearwater SWCD (WBIF Adm, T&E, Proj Dev)	\$ 3,461	\$ 8,750	\$ 2,500
RLWD (RLR mid-point grant)	\$ 2,756		
RRVCSA (Gen. Adm.)	\$ 144,101	\$ 155,000	\$ 155,000
RRVCSA (Audit Entry to Reverse)	\$ -	\$ -	\$ -
RRVCSA (Equipment)	\$ 2,276	\$ -	\$ -
MAWQCP (East Polk)	\$ 142	\$ 500	\$ 500
TOTAL INTERGOVERNMENTAL - LOCAL	\$ 470,486	\$ 584,125	\$ 429,125

MISCELLANEOUS:

Interest	\$ 60,553	\$ 40,000	\$ 30,000
Leadership Scholarship (Area 1 MASWCD)	\$ 833	\$ -	\$ -
Equipment Sale (RRVCSA)	\$ 2,700	\$ -	\$ -
Banquet Tickets/Rainbarrel/other	\$ 790	\$ 500	\$ 500
TOTAL MISCELLANEOUS	\$ 64,876	\$ 40,500	\$ 30,500

TOTAL REVENUES

\$ 1,500,660	\$ 1,643,413	\$ 1,522,404
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PENNINGTON SWCD PROPOSED BUDGET - 2026

EXPENDITURES:	2024	2025 Revised	2026 Proposed
PERSONNEL SERVICES:	Actual		To Co Bd 8/26/2025
Employee Salaries	\$ 523,639	\$ 607,071	\$ 606,345
Employee Insurance Allowance	\$ 81,208	\$ 86,700	\$ 81,600
Supervisor Compensation	\$ 11,250	\$ 12,500	\$ 12,500
Employer Contribution FICA/Med./MN Paid Leave	\$ 46,892	\$ 54,030	\$ 58,682
Employer Contribution PERA	\$ 38,416	\$ 45,530	\$ 45,476
Contract Services Farm Bill Assis.	\$ 6,500	\$ 2,333	\$ 1,625
TOTAL PERSONNEL SERVICES	\$ 707,905	\$ 808,164	\$ 806,228
OTHER SERVICES & CHARGES:			
Advertising	\$ 648	\$ 2,000	\$ 1,000
AIS Public Awareness Exp.	\$ 5,539	\$ 8,000	\$ 8,000
Dues	\$ 8,112	\$ 8,500	\$ 9,000
Education & Promotion	\$ 13,331	\$ 14,000	\$ 14,000
Equipment, Field	\$ 1,623	\$ 4,000	\$ 5,000
Employee Training and Expenses <small>(includes RRVCSA)</small>	\$ 6,402	\$ 10,000	\$ 8,000
Equipment, Office <small>(includes Internet/licensing/software)</small>	\$ 18,707	\$ 21,000	\$ 21,000
Real Estate Taxes	\$ 897	\$ 1,000	\$ 1,000
Miscellaneous <small>(Meetings, Bank Charges, Direct Dep Exp & Misc)</small>	\$ 2,451	\$ 2,500	\$ 2,500
Newsletter	\$ 3,970	\$ 8,000	\$ 6,000
Phones <small>(includes RRVCSA)</small>	\$ 4,071	\$ 5,000	\$ 5,000
Postage	\$ 1,125	\$ 1,000	\$ 1,000
Professional Services	\$ 15,375	\$ 18,000	\$ 12,000
Rent	\$ 10,625	\$ 35,000	\$ 23,047
Shared Services (TSA)	\$ 2,313	\$ 2,313	\$ 2,313
Supervisor Expense	\$ 2,063	\$ 2,500	\$ 2,500
Vehicle <small>(includes RRVCSA)</small>	\$ 10,157	\$ 11,000	\$ 11,000
WRAC Committee	\$ 522	\$ 800	\$ 800
Garage Expense & Future Bldg Exp	\$ -	\$ -	\$ -
TOTAL OTHER SERVICES & CHARGES	\$ 107,931	\$ 154,613	\$ 133,160
SUPPLIES <small>(Office Equipment and Supplies)</small>	\$ 4,654	\$ 5,000	\$ 6,000
CAPITAL OUTLAY	\$ 81,057	\$ 125,610	\$ 69,016
PROJECT EXPENSE - DISTRICT	\$ 31,088	\$ 30,000	\$ 30,000
PROJECT EXPENSE - STATE			
BWSR Cost-Share/Cons. Contracts <small>(Projects)</small>	\$ 8,146	\$ 15,000	\$ 7,000
BWSR Soil Health Cost-share <small>(Projects)</small>	\$ 1,109	\$ 60,000	\$ 5,000
BWSR Soil Health (RCPP - Practices)			\$ 180,000
Cooperative Weed Management Grant <small>(2022)</small>	\$ 2,000	\$ 3,538	\$ -
TOTAL PROJECT EXPENSE - STATE	\$ 11,255	\$ 78,538	\$ 192,000
PROJECT EXPENSE - LOCAL			
RLWD <small>(Project Match)</small>	\$ 1,400	\$ 12,500	\$ 12,500
RLWD <small>(Thief River Projects)</small>	-	\$ 100,000	\$ 50,000
RLWD <small>(Red Lake River Projects)</small>	\$ 261,854	\$ 200,000	\$ 150,000
RLWD <small>(Chief's Coulee Ag. Practices)</small>	\$ -	\$ 5,000	\$ -
MAWQCP Landowner Incentive	\$ -	\$ 500	\$ -
Clearwater SWCD <small>(Clearwater River Implementation)</small>	-	\$ 35,000	\$ 10,000
TOTAL PROJECT EXPENSE - LOCAL	\$ 263,254	\$ 353,000	\$ 222,500
PROJECT EXPENSE - COUNTY			
Well Water Testing <small>(clinics and nitrate tester)</small>	\$ 1,931	\$ 2,500	\$ 2,500
Surface Water Monitoring	\$ 8,897	\$ 11,000	\$ 11,000
CWF SSTS Upgrade Grant Projects	\$ 45,930	\$ 75,000	\$ 50,000
TOTAL PROJECT EXPENSE - COUNTY	\$ 56,758	\$ 88,500	\$ 63,500
TOTAL EXPENDITURES	\$ 1,263,902	\$ 1,643,425	\$ 1,522,404

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20289 190th Street SE
Plummer, MN 56748-9590
(218) 465-4009
e-mail: barb@safetycompservices.com

Safety Compliance Services LLC

August 22, 2025

Kevin Erickson, County Coordinator
Pennington County Courthouse
Thief River Falls, MN 56701

2025 Annual Safety Training Proposal

Safety Compliance Services LLC proposes to conduct two 3-hour safety training sessions for Pennington County employees which will include the following safety topics:



- AWAIR/Hazard Recognition*
- Employee Right to Know/GHS*
- Emergency Action/Fire Safety*
- Bloodborne Pathogens Overview*
- Personal Protective Equipment*
- Preventing Slips, Trips & Falls*
- Stress Management*
- Preventing Lithium-Ion Battery Fires*

Safety Compliance Services LLC will provide course materials/supplies and training documentation for employer records.

Cost: \$4,000 (includes travel and expenses)
Location: Pennington County Highway Department, Thief River Falls, MN
Dates: To be determined

*This Proposal May Be Withdrawn by Safety Compliance Services LLC
If Not Accepted Within 30 Days*

Authorized Signature: Barbara Schmitz
 Accepted by: _____
 Date: _____

“Providing quality safety and health compliance services for employers in northwest Minnesota”