

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
JUSTICE CENTER – COUNTY BOARD ROOM  
TUESDAY, DECEMBER 30, 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 Miranda Solem – Sanford Behavioral Health  
10:20 Mike Flaagan – County Engineer  
10:30 Seth Vettleson – County Sheriff  
10:40 Kayla Jore – Penn/RLC Public Health & Home  
Care Director

**7. County Auditor-Treasurer Items**

**8. County Coordinator Items**

**9. County Attorney Items**

**10. Committee Reports / Commissioner Updates**

**11. Adjournment**

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
DECEMBER 15, 2025 – 5:00 P.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 Monday, December 15, 2025, at 5:00 p.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 Nelson, seconded by Commissioner Sorenson, to approve the agenda as written. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Peterson, to approve the County Board minutes of November 25, 2025, as written. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the Auditor and Manual warrants for November 2025 totaling \$7,666,791.64 and the following Commissioner warrants. Motion carried.

County Revenue	\$123,913.09
Road & Bridge	\$165,084.29
Solid Waste Facility	\$ 14,392.87
Ditch Funds	\$ 71,441.85

Per diems and meal reimbursements in the amount of \$2,362.33 were also approved.

Kermit Genereux – Thief River Falls Pickleball Association

Mr. Genereux presented on behalf of the TRF Pickleball Association's expansion committee and noted Mr. Bill Fogarty (present) is the club's president. Mr. Genereux discussed the physical and mental health benefits of pickleball and noted its popularity with area senior citizens. He stated that the players support the community and local stores before and after play so there is local benefit to sponsorship. Currently there are 3 pickleball courts on the north side of Franklin Middle School which are fully utilized with people often waiting to play. The local club would like to add two more pickleball courts at an estimated cost of \$93,000-\$100,000 and hope to complete the project by fall of 2026. They are seeking county support in the amount of \$10,000-\$15,000. Mr. Genereux thanked the County Board for their time and consideration.

Colleen Hoffman, Crystelle Philipp, Marit Martell - Hoffman, Philipp & Martell, PLLC

Ms. Philipp distributed printed copies of the county's 2024 financial audit. Ms. Philipp noted that few adjustments were needed during the audit and throughout the year and commended county staff for their work. The 'Management's Discussion and Analysis' section of the audit lists the key aspects for the Board to review. Other sections discussed include the balance sheet, fund balances, and the county's debt, which includes bonds payable and leases. Due to higher than recommended fund balances, it was suggested that the county commit a portion of unassigned funds, such as for future projects. Engineer Mike Flaagan was present and questioned the county's leasing habits as compared to other counties they audit. Ms. Philipp stated that Pennington County leases more heavy equipment, whereas other counties typically lease items like automobiles. Further discussion included federal and state funds & programs that are administered or initiated at the county level, of which no issues were found. The Board thanked the firm for presenting their report on the 2024 financial audit.

Mike Flaagan – County Engineer

Engineer Flaagan provided an update to the Board. His department is working through the lease agreement for the new truck, noting the paperwork is more complicated than usual. He is also working on right-of-way agreements related to the upcoming CSAH #11 and township road project, and noted that the project's engineering work is about 90% complete. time.

Seth Vettleson – County Sheriff

Sheriff Vettleson presented an amended Joint Powers Agreement for the Pine to Prairie Drug (and Violent Crime) Task Force, which consists of membership by four cities, eight counties, and U.S. Customs and Border Protection / Homeland Security Investigations. He noted that Pennington County and the City of Thief River Falls are now half-members. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the amended JPA agreement for the Pine to Prairie Drug Task Force as presented and authorize Board signatures. Motion carried. The Sheriff noted that Alex Henningsen is the assigned officer for the County and Ben Tureson is the assigned officer for the City of Thief River Falls.

Sheriff Vettleson noted that ABM Technology provides IT services to the Sheriff's Office but recently lost their state accreditation for the next 12 months. Morris Electronics Inc. has provided a quote of \$42,220 for IT services in 2026, to include 12 on-site visits and 52 weeks of remote support. After-hours remote support will cost \$1,331.20 and an hourly rate of \$125.00. The Sheriff noted that the overall pricing is very comparable to that of ABM Technology. Motioned by Commissioner Lawrence, seconded by Commissioner Neson, to approve a Network Support Contract between the Pennington County Sheriff's Office and Morris Electronics Inc. for the period of January 1, 2026, to December 31, 2026, with pricing as described above. Motion carried.

County Auditor-Treasurer Items:

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve issuance of the following licenses for 2026. Motion carried.

Farmers Union Oil	Cigarette & Tobacco
Northdale Oil Inc.	Cigarette & Tobacco
Kruse In	Cigarette & Tobacco

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the following licenses for 2026. Motion carried.

TRF Golf Club	On-Sale Liquor & Sunday Sales
Legacy Catering LLC	On-Sale Liquor & Sunday Sales
Carpenter's Corner	On-Sale Liquor Sales
Falls Stay & Play	3.2 On-Sale Liquor
Kruse In	3.2 Off-Sale Liquor
Northdale Oil, Inc.	3.2 Off-Sale Liquor

County Coordinator Items:

Mr. Erickson discussed MN Statute 480.50 regarding the masking of Judicial and elected official personal information in real property records. The Statute authorizes the County Recorder to charge a service fee up to \$75.00 for filings related to judicial security. Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to set a Recorder Office service fee of \$75.00 for filings related to Judicial Security per MN Statute 480.50, effective January 1, 2026. Motion carried.

Mr. Erickson discussed proposed changes to the Pennington County Personnel Policy resulting from the new MN Paid Family & Medical Leave law. After reviewing a new section on MN Paid Leave, he recommended a change to the 12-month measuring period for FMLA to a look-back basis to match that of MN Paid Leave, and changes to the Pregnancy and Parental Leave policy whereas such leave will run concurrently with MN Paid Leave and FMLA when applicable. He noted that the proposed changes have been reviewed by and are recommended for approval by the Personnel Committee. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the proposed changes to the Pennington County Personnel Policy as presented effective January 1, 2026. Motion carried. Mr. Erickson stated the changes will be distributed to employees and a revised Personnel Policy will be posted to the County website before January 1, 2026.

Mr. Erickson discussed two quotes received from Safety Compliance Services LLC. The first quote for \$3,250 would provide for preparation/update of the County Safety Programs and Safety Manual, to include travel, mileage, and meeting with the committee and staff as needed. The second quote of \$33,200 was a two-year proposal including annual employee safety training, preparation/update of County Safety Programs and Manual, annual safety inspection of all county workplaces, consultation on OSHA-related issues, and assistance in event of an OSHA inspection. Following discussion, there was a

motion by Commissioner Nelson, seconded by Commissioner Sorenson, to approve the quote of \$3,250 by Safety Compliance Services LLC for preparation/update of County safety programs and manual as described above. Motion carried.

County Attorney Items: None.

Committee Reports / Commissioner Updates:

Commissioner Peterson noted the recent AMC Annual Conference in Bloomington, MN was very good and the workshops presented useful information for both the Commissioners and staff that attended.

At 5:55 the Chairman recessed the Board meeting to the Truth in Taxation Budget Hearing.

At 6:00 the Chairman called the 2026 Truth-in-Taxation Budget Hearing to order. Interim County Attorney Nathan Haase opened the hearing by discussing the purpose of the Hearing and noted that it is not to discuss property valuation.

Present at the Hearing: Commissioners Sourdif, Lawrence, Nelson, Sorenson, and Peterson, Carl Bruzek – County Assessor, Jennifer Herzberg – County Auditor/Treasurer, Nathan Haase – Interim County Attorney, Kevin Erickson – County Coordinator, Lucas Fornshell – Accounting/Payroll Manager, April Scheinoha – TRF Times, Randy Malo – constituent.

Ms. Herzberg was called upon to review the summary budget and levy comparison provided. She noted that the budget has not changed since the levy was approved in September. She reviewed budgeted revenues and expenses for 2026, citing any significant changes by department and noted a slight decrease to County Program Aid for 2026. She noted an approximate \$255k decrease in jail revenue due to loss of Marshall County inmates. The proposed levy increase is 3.80% for 2026 and the total budget is \$13,428,681.

Hearing no comments or questions on the budget or levy, the Chairman closed the Budget Hearing at 6:10 p.m. and called the Board meeting back to order.

The following resolution was motioned by Commissioner Peterson, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

## **RESOLUTION**

**WHEREAS**, the Pennington County Board of Commissioners has reviewed the department budgets for 2026 at several County Board meetings and at this time finds no further changes.

**NOW, THEREFORE, BE IT RESOLVED**, that the following budgets for 2026 are approved.

<b>FUND</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>	<b>+/- RESERVE</b>
General Revenue	\$ 12,490,820	\$ 13,266,006	\$ -775,186
Road & Bridge	\$ 9,010,417	\$ 9,010,417	\$ 0
Welfare	\$ 5,908,451	\$ 6,134,154	\$ -225,703
Debt Service	\$ 1,141,262	\$ 1,073,206	\$ 68,056
Solid Waste Facility	\$ 101,000	\$ 125,600	\$ -24,600
Ditch Maintenance	\$ 225,000	\$ 225,000	\$ 0
Tax Forfeiture	\$ 10,000	\$ 10,000	\$ 0

The following resolution was motioned by Commissioner Peterson, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

### RESOLUTION

**WHEREAS**, the Pennington County Board of Commissioners has reviewed the proposed levy for 2026 and the proposed Real Estate Tax Statements have been sent as required.

**NOW, THEREFORE, BE IT RESOLVED**, that the final property tax levies for 2026 are approved as follows:

<b>FUND</b>	<b>LEVY BEFORE CPA*</b>	<b>CPA</b>	<b>LEVY AFTER CPA</b>
General Revenue	\$8,870,384	\$689,719	\$ 8,180,665
Road & Bridge	\$2,018,390	\$156,378	\$ 1,862,012
Welfare	\$2,438,260	\$189,518	\$ 2,248,742
Bonded Debt Fund	\$1,137,262	\$ 0	\$ 1,137,262
Total Levy			\$13,428,681

\*CPA = County Program Aid

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to December 30, 2025, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Roy Sourdif, Chairman  
Board of Commissioners

**PUBLIC HEARING  
COUNTY ROAD TURNBACK  
KRATKA TOWN HALL  
NOVEMBER 17, 2025, 4:00 P.M.**

Present: Commissioners Nelson, Lawrence, Sourdif, Sorenson, Peterson, County Engineer Mike Flaagan, County Coordinator Kevin Erickson, Interim County Attorney Nathan Haase, Tim Mickelson, Josh Tharaldson, Ashley Horachek, Randel Downs, Jerry Parnow, Brad Barth.

Roy Sourdif called the Public Hearing to order at 4:00 p.m. and introductions were made.

County Engineer Mike Flaagan noted the purpose of the meeting is to discuss the potential turnback of specific County Road miles to Kratka Township, and MN Statute requires a Public Hearing in the township prior to the Town Board taking any action.

Mr. Flaagan discussed the road miles being proposed by the County for potential turnback:

County Road 60 (Between Sections 9/16 and 10/15)  
County Road 57 (Between Sections 27/34, 26/35, and 25/36)  
County Road 90 (Between Sections 23/24)  
County Road 58 (Between Sections 21/28)  
County Road 88 (Between Sections 27/28)  
County Road 89 (Between Sections 34/35)

Mr. Flaagan stated that it costs the County about \$3,200 per mile to maintain a County Road versus \$2,041 for the township, which is based on the Town Road & Bridge levy of \$20,000, the Town Road funding of \$13,173, and the 16.25 miles of certified Kratka Town roads in 2024.

Mr. Flaagan discussed the distribution of Town Road Account money, which is based on population and road miles, stating that Townships receive State funding for their township road miles; the County does not receive such funding for the maintenance of County Roads.

Mr. Flaagan discussed the various sections of roads proposed for turnback, noting items such as low traffic on County Road #90 and County Road #57 becoming a Town road in Highlanding Township. He stated there are a lot of inefficiencies in the county's road system grid, with a given road often maintained by both the County and Township, making maintenance complicated, inconsistent, and more costly. Potential turnbacks of some roads to Townships can correct these issues and lower costs.

Mr. Flaagan discussed the graveling completed by the County in 2025. He noted that the township receives about \$800 per mile in funding to maintain their town roads. If the Township were to approve the proposed turnback of miles, the full process takes two years.

Ms. Horachek questioned how the proposed turnbacks would affect landowner taxes. Mr. Flaagan said there would be less cost to the County since they would have less roads to maintain, and that could lead to lower county property taxes. He noted that the township would receive

higher gas tax funds if they take on additional road miles. Mr. Downs commented on how quickly the County grades, maintains, and plows the roads versus private work. Mr. Flaagan said the County can continue to do the snowplowing if needed, many townships contract with the county for that service. Mr. Downs said he personally would like to see County Road #90 remain as is.

Mr. Flaagan stated the County's proposed turnback totals approximately 9 miles versus the Township's request of two miles. Discussion was held on the proposed roads that border other townships, namely County Road #62 that borders Cloverleaf Township. Members of the Kratka Town Board stated they will need to discuss the proposed roads with their private contractor to see if he has the capacity to maintain 9 additional miles of road.

Discussion was held on the two-year process for the turnbacks if so approved. Ms. Horachek asked if the turnbacks result in a County benefit, to which Engineer Flaagan stated that equipment, employee salaries, and employee benefits account for a majority of costs, and these could be reduced if the Township takes back some County roads. Commissioner Neil Peterson commented on the increase in gas tax to the township should they take over such roads, whereas the county must use real estate taxes to maintain the County roads. Mr. Flaagan noted a total of roughly 380 Town Road miles in Pennington County and nearly the same amount of County Road miles. However, in most MN counties the split on Town road to County road miles is 80% to 20%, respectively. He stated that about half of the County's townships contract with the County for snowplowing. Townships can maintain roads cheaper than the county as they only pay for week as needed, versus the County must pay for equipment everyday as well as labor costs. The Township stated they estimate their maintenance costs at about \$600 per mile. Ms. Horachek questioned Engineer Flaagan if his goal is for the townships to take over all the roads. He said that would be a big challenge for townships, but that would result in significant changes in county costs.

Engineer Flaagan stated that the proposed turnback of County Road miles to the Townships is up to the Township and asked that they consider it and get back to him.

Mr. Barth questioned the CSAH #22 project slated for 2027. Mr. Flaagan noted that the project has been submitted for a grant and he is planning for full-depth reclamation, culvert replacement, and asphalt paving. Total cost is estimated at \$3.7 million. He thinks there is a good chance the grant will be approved due to the river crossing. It was questioned if, when, and which culverts would be replaced as part of the project. Mr. Flaagan stated it depends on if the grant is approved. If not, some culverts may have to be replaced in future years. He noted the project would go out for bids in the spring of 2027. Plans call for the road to be improved from 7-ton to 10-ton and road shouldering will remain at just over 3 feet.

Hearing no further comments or discussion, the Hearing was closed at 4:51 p.m.

ATTEST:

Kevin Erickson, Coordinator  
Pennington County

Mike Flaagan, Engineer  
Pennington County

**PUBLIC HEARING  
COUNTY ROAD TURNBACK  
CLOVERLEAF TOWN HALL  
NOVEMBER 17, 2025, 6:00 P.M.**

Present: Commissioners Nelson, Lawrence, Sourdif, Sorenson, Peterson, County Engineer Mike Flaagan, County Coordinator Kevin Erickson, Interim County Attorney Nathan Haase, Dennis Kainz, Kevin Sanders, Clark Nelson, Wade Hruby.

Pennington County Board Chair Roy Sourdif called the Public Hearing to order at 6:00 p.m. and introductions were made.

Mike Flaagan noted that the purpose of the meeting is to discuss the potential turnback of specific County Road miles to Cloverleaf Township and MN Statutes require a Public Hearing in the township before the township can take any action.

Mr. Flaagan discussed the miles of county road being proposed for turnback, which consists of 3 miles of County Road #62 along the south side of Sections 32, 33, and 34. He discussed the township's 2025 Road & Bridge levy of \$15,000 and the town road funding of \$14,062, which totals \$29,062. With 22.75 certified town road miles in 2024, that's an average funding of \$1,277/mile. Mike noted that the county's maintenance cost per mile in total is \$3,200, so it is much cheaper for the township to maintain roads. The county doesn't receive state gas tax funds for the maintenance of county roads, whereas each mile of town roads receives state funding. Mike added that it's up to the County Board to decide if the roads get turned over to the township. Mike recommended that the township place their wishes in resolution on if they prefer waiting 2 years before taking them over or waving the 2-year period and ask for payment for 2 years of maintenance.

Mr. Flaagan noted that in 2025 the county graveled roads at the rate of 160 cubic yards per mile.

Mr. Flaagan then discussed the potential swap of one mile of CR#64 along Section 24 with one mile to the south along CR#63, noting the change would result in maintenance efficiencies for both entities. Discussion was held on the proposed road sections, road conditions and travel, and conditions of related road culverts. Mike suggested they review the roads and culverts and talk to the contractor that maintains their town roads to see if they can take on the additional miles. He noted that many townships still contract with the County for snowplowing of Township roads, so that option is available.

Mr. Flaagan stated that the current system of county and township roads is very complicated and inefficient with many breaks in maintenance miles, over time he would like to realign the miles to save costs and bring more efficiencies to local road work.

Discussion was held on the gravel for the local roads and with Mr. Flaagan explaining which area gravel pits serve the county roads in the township, and he stated this year the county put down better gravel at a heavier rate of 160 cubic yards per mile.

Commissioner Peterson stated that the turnback is an idea from the county and recommended that the Town Board look at this closely and decide if the turnback and/or road swap makes sense. Mr. Flaagan noted there is a lot of new money coming into the town road account from new funding sources, so the distributions for town roads should continue to rise. He said the amount of county and township roads in Pennington County is split very evenly, whereas most counties in the state have an average 80% town roads and 20% County roads.

Hearing no further comments or discussion, the Hearing was closed at 6:21 p.m.

ATTEST:

Kevin Erickson, Coordinator  
Pennington County

Mike Flaagan, Engineer  
Pennington County

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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

DRAFT

# Pennington County Financial System



Danielle  
12/29/25 2:25PM

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

Page 2

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>1011</b>	<b>ACE HARDWARE</b>						
10	01-218-000-0000-6300		42.56	SUPPLIES-OUTSIDE WALL CLEANING	195937	REPAIRS & MAINTENANCE	N
11	01-218-000-0000-6300		29.56	SANDER REPAIR	197477	REPAIRS & MAINTENANCE	N
<b>1011</b>	<b>ACE HARDWARE</b>		<b>72.12</b>	<b>2 Transactions</b>			
<b>1347</b>	<b>Amazon Capital Services</b>						
66	01-223-000-0000-6631		1,013.22	DISPATCH CHAIR	199N-66RJ-RVKY	FURNITURE & EQUIPMENT	N
67	01-255-000-0000-6631		392.90	MILWAUKEE TOOL COMBO KIT	1CKX-PLNK-JCFC	SUPPLIES & EQUIPMENT - S.T.S.	N
64	01-255-000-0000-6405		29.96	PORTABLE WORKLIGHT	1HK9-H16C-F9TK	GENERAL SUPPLIES - S.T.S.	N
65	01-255-000-0000-6631		151.95	DRILL SHARPENER	1RXF-MH9Q-7Y6R	SUPPLIES & EQUIPMENT - S.T.S.	N
164	01-255-000-0000-6631		238.34	CORDLESS RATCHET KIT	1X6G-3XRF-7F9K	SUPPLIES & EQUIPMENT - S.T.S.	N
<b>1347</b>	<b>Amazon Capital Services</b>		<b>1,826.37</b>	<b>5 Transactions</b>			
<b>1020</b>	<b>AMERICAN SOLUTIONS FOR BUSINESS</b>						
5	01-041-000-0000-6401		3,144.68	TNT PROCESSING	INV08488287	SUPPLIES - AUDITOR	N
<b>1020</b>	<b>AMERICAN SOLUTIONS FOR BUSINESS</b>		<b>3,144.68</b>	<b>1 Transactions</b>			
<b>1364</b>	<b>AUTO VALUE</b>						
9	01-201-000-0000-6304		14.95	WIPER BLADE/#02	9728759	REPAIR & MAINTENANCE - SQUADS	N
<b>1364</b>	<b>AUTO VALUE</b>		<b>14.95</b>	<b>1 Transactions</b>			
<b>2338</b>	<b>BEITEL/ERIK</b>						
21	01-290-000-0000-6300		26.92	WIPERBLADE FOR CO VEHICLE		Repairs & Maintenance	N
<b>2338</b>	<b>BEITEL/ERIK</b>		<b>26.92</b>	<b>1 Transactions</b>			
<b>2360</b>	<b>BENSON/ASHLEY</b>						
31	01-106-000-0000-6300		196.70	ASSESSING MILES - 281 MILES	11/13/25-12/09/25	REPAIRS & MAINTENANCE	N
<b>2360</b>	<b>BENSON/ASHLEY</b>		<b>196.70</b>	<b>1 Transactions</b>			
<b>2324</b>	<b>BERGSTROM ELECTRIC INC</b>						
28	01-111-000-0000-6300		243.82	OUTLETS & LIGHTS	25388	REPAIRS & MAINTENANCE	N
30	01-218-000-0000-6300		409.09	LIGHTS/BATHROOM-POWER PACK/KIT	25388	REPAIRS & MAINTENANCE	N
29	01-501-000-0000-6300		461.29	REPLACED LIGHT & TRANSFORMER	25388	REPAIRS & MAINTENANCE	N
<b>2324</b>	<b>BERGSTROM ELECTRIC INC</b>		<b>1,114.20</b>	<b>3 Transactions</b>			
<b>2346</b>	<b>BJORKLUND COMPENSATION CONSULTING</b>						
125	01-111-000-0000-6801		150.00	EVAL - LEAD MAINTENANCE WORKER	4763	MISCELLANEOUS EXPENSE	Y
<b>2346</b>	<b>BJORKLUND COMPENSATION CONSULTING</b>		<b>150.00</b>	<b>1 Transactions</b>			
<b>3352</b>	<b>CHARM-TEX INC</b>						

# Pennington County Financial System



Danielle  
12/29/25 2:25PM

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
87	01-251-000-0000-6416		258.24	EVA SANDAL/SPORTSBRA/PANTIES	428920	CLOTHING SUPPLIES - JAIL	N
	<b>3352 CHARM-TEX INC</b>		<b>258.24</b>	1 Transactions			
	<b>3040 CRAGUN'S</b>						
169	01-251-000-0000-6245		220.36	JAIL CONFERENCE LODGING-TH	RES-111562	CONTINUING EDUCATION	N
	<b>3040 CRAGUN'S</b>		<b>220.36</b>	1 Transactions			
	<b>3302 CREATIVE PRODUCT SOURCING INC</b>						
166	01-222-000-0000-6801		1,145.73	PENCILS, ERASERS, STICKERS, WO	166048	MISCELLANEOUS EXPENSE - D.A.R.	N
	<b>3302 CREATIVE PRODUCT SOURCING INC</b>		<b>1,145.73</b>	1 Transactions			
	<b>4355 DACOTAH PAPER</b>						
85	01-251-000-0000-6403		5,475.39	TISSUE PAPER/BATHROOM CLEANER	64018	JANITORIAL SUPPLIES - JAIL	N
	<b>4355 DACOTAH PAPER</b>		<b>5,475.39</b>	1 Transactions			
	<b>999999997 DELAGE/KYLIE</b>						
165	01-251-000-0000-6420		71.01	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	<b>999999997 DELAGE/KYLIE</b>		<b>71.01</b>	1 Transactions			
	<b>13483 DEPT OF CORRECTIONS FINANCIAL SERVI</b>						
84	01-251-000-0000-6801		1,534.50	INMATE NOVEMBER WAGES	904339	MISCELLANEOUS EXPENSE - JAIL	N
	<b>13483 DEPT OF CORRECTIONS FINANCIAL SERVI</b>		<b>1,534.50</b>	1 Transactions			
	<b>4333 DEVIN'S PART TIME SERVICE</b>						
19	01-255-000-0000-6300		1,068.00	4 TIRES-MOUNT/BAL-CLEAN HEATER	1079	REPAIRS & MAINTENANCE	N
	<b>4333 DEVIN'S PART TIME SERVICE</b>		<b>1,068.00</b>	1 Transactions			
	<b>4321 DIAMOND DRUGS INC</b>						
77	01-251-000-0000-6255		21.23	MEDICATIONS	1546031	MEDICAL - LOCAL	N
	<b>4321 DIAMOND DRUGS INC</b>		<b>21.23</b>	1 Transactions			
	<b>5049 EHLERS AND ASSOCIATES</b>						
4	01-801-000-0000-6262		375.00	PREPARATION - ARPA	101344	OTHER SERVICES	N
	<b>5049 EHLERS AND ASSOCIATES</b>		<b>375.00</b>	1 Transactions			
	<b>5312 ERICKSON/KEVIN</b>						
133	01-041-000-0000-6330		25.00	MEAL - AMC - ST PAUL	12/10/25	TRAVEL & EXPENSE	N
131	01-041-000-0000-6330		29.45	MEAL - AMC - ST PAUL	12/7/25	TRAVEL & EXPENSE	N
132	01-041-000-0000-6330		32.00	MEAL - AMC - ST PAUL	12/8/25	TRAVEL & EXPENSE	N

# Pennington County Financial System



Danielle  
12/29/25 2:25PM

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

1 County Revenue

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
5312	ERICKSON/KEVIN			86.45		3 Transactions			
75	6303 F-M AMBULANCE INC			430.03	25-20832		2520832	MEDICAL - REIMBURSED	N
74	01-251-000-0000-6256			50.00	25-39406		2539406	MEDICAL - REIMBURSED	N
6303	F-M AMBULANCE INC			480.03		2 Transactions			
134	7325 G & R CONTROLS, INC.			693.00	REVIEW ECON MODE & OAD PROGRAM		155606	REPAIRS & MAINTENANCE	N
7325	G & R CONTROLS, INC.			693.00		1 Transactions			
63	7031 GARDEN VALLEY TELEPHONE			109.99	TOPAZ SIGLITE SIGNATURE PAD		INV-25483	FURNITURE & EQUIPMENT - VETS S	N
7031	GARDEN VALLEY TELEPHONE			109.99		1 Transactions			
12	7305 GEOLAND MANAGEMENT, LLC			1,250.00	AGRIDATA RENEWAL-MN PARCEL DAT		106900	SUBSCRIPTIONS	N
7305	GEOLAND MANAGEMENT, LLC			1,250.00		1 Transactions			
8	999999997 GOWAN/CALEB			107.00	UNIFORM ALLOWANCE REIMBURSEMEN			JAILER UNIFORMS	N
999999997	GOWAN/CALEB			107.00		1 Transactions			
86	7452 Guardian RFID			125.30	RFID HARD TAGS		14310	MISCELLANEOUS EXPENSE - JAIL	N
7452	Guardian RFID			125.30		1 Transactions			
7	999999997 GUSTAFSON/DYLAN			160.49	UNIFORM ALLOWANCE REIMBURSEMEN			JAILER UNIFORMS	N
999999997	GUSTAFSON/DYLAN			160.49		1 Transactions			
126	8330 HALLIE FISCHER ATTORNEY AT LAW			1,831.40	57-PR-13-894 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
127	01-011-000-0000-6261			1,530.00	57-PR-25-701 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
128	01-011-000-0000-6261			552.50	57-PR-25-197 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
129	01-011-000-0000-6261			255.00	57-PR-25-85 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
139	01-011-000-0000-6261			467.50	57-PR-25-710 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
140	01-011-000-0000-6261			255.00	57-PR-25-500 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
141	01-011-000-0000-6261			616.25	57-PR-25-574 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y
142	01-011-000-0000-6261			127.50	57-PR-25-239 ATTORNEY FEES		21102	COURT APPOINTED ATTORNEYS	Y

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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
143	01-011-000-0000-6261		170.00	57-PR-25-252 ATTORNEY FEES	21102	COURT APPOINTED ATTORNEYS	Y
144	01-011-000-0000-6261		467.50	57-PR-25-593 ATTORNEY FEES	21102	COURT APPOINTED ATTORNEYS	Y
145	01-011-000-0000-6261		382.50	57-PR-25-327 ATTORNEY FEES	21102	COURT APPOINTED ATTORNEYS	Y
	<b>8330 HALLIE FISCHER ATTORNEY AT LAW</b>		<b>6,655.15</b>	<b>11 Transactions</b>			
68	<b>3407 HARRIS MOUNTAIN WEST DBA CLIMATE C</b> 01-218-000-0000-6300		130.00	REMOTE SUPPORT - RTU 5	SR000103706	REPAIRS & MAINTENANCE	N
	<b>3407 HARRIS MOUNTAIN WEST DBA CLIMATE C</b>		<b>130.00</b>	<b>1 Transactions</b>			
69	<b>8485 HARSTAD/TARA M</b> 01-251-000-0000-6420		106.48	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	<b>8485 HARSTAD/TARA M</b>		<b>106.48</b>	<b>1 Transactions</b>			
120	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b> 01-041-000-0000-6262		5,235.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES-AUDITOR	N
	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b>		<b>5,235.00</b>	<b>1 Transactions</b>			
3	<b>8345 HP INC</b> 01-201-000-0000-6631		5,144.04	4 HP ELITE 800 DESKTOP PC'S	9046198558	FURNITURE & EQUIPMENT	N
	<b>8345 HP INC</b>		<b>5,144.04</b>	<b>1 Transactions</b>			
163	<b>8315 HUBERT OUTDOOR POWER</b> 01-255-000-0000-6631		935.00	TORO 28-INCH SNOW BLOWER	4613	SUPPLIES & EQUIPMENT - S.T.S.	Y
	<b>8315 HUBERT OUTDOOR POWER</b>		<b>935.00</b>	<b>1 Transactions</b>			
2	<b>999999997 HULINSKY/NATHAN</b> 01-601-000-0000-6835		271.60	WORKSHOP EXPENSE	111825	WORKSHOP EXPENSES/FAMILY SC	N
	<b>999999997 HULINSKY/NATHAN</b>		<b>271.60</b>	<b>1 Transactions</b>			
24	<b>9012 IHLE SPARBY &amp; HAASE PA</b> 01-091-000-0000-6262		15,000.00	NOVEMBER SERVICES	5394	OTHER SERVICES	Y
23	01-091-000-0000-6262		15,000.00	DECEMBER SERVICES	5451	OTHER SERVICES	Y
	<b>9012 IHLE SPARBY &amp; HAASE PA</b>		<b>30,000.00</b>	<b>2 Transactions</b>			
71	<b>999999997 KOTRBA/SARAH</b> 01-251-000-0000-6420		215.95	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	<b>999999997 KOTRBA/SARAH</b>		<b>215.95</b>	<b>1 Transactions</b>			
146	<b>19343 LARSON/MELISSA</b> 01-201-000-0000-6420		262.86	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
147	01-201-000-0000-6420		54.35	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
148	01-201-000-0000-6420		54.99	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
149	01-201-000-0000-6420		3.80	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	<b>19343 LARSON/MELISSA</b>		<b>376.00</b>	<b>4 Transactions</b>			
	<b>12431 LOREN RUX CUSTOM ENGRAVING</b>						
25	01-601-000-0000-6401		16.70	NAME PLATE 4-H EDUCATOR	297	SUPPLIES - EXTENSION	Y
	<b>12431 LOREN RUX CUSTOM ENGRAVING</b>		<b>16.70</b>	<b>1 Transactions</b>			
	<b>13301 MAAO</b>						
1	01-106-000-0000-6241		200.00	MAAO REGION 8 DUES FOR 2026		DUES - ASSESSOR	N
	<b>13301 MAAO</b>		<b>200.00</b>	<b>1 Transactions</b>			
	<b>13498 MARCO TECHNOLOGIES LLC</b>						
20	01-132-000-0000-6301		47.50	EQ1356645 MAINTENANCE	INV14682539	MAINTENANCE AGREEMENT	N
122	01-801-000-0000-6301		198.79	EQ1019556 MAINTENANCE	INV14693555	MAINTENANCE AGREEMENT	N
	<b>13498 MARCO TECHNOLOGIES LLC</b>		<b>246.29</b>	<b>2 Transactions</b>			
	<b>13226 MCKESSON MEDICAL SURGICAL</b>						
80	01-251-000-0000-6255		25.32	IBU/CREAM/PETROJELLY/BANDAGE	24723311	MEDICAL - LOCAL	N
79	01-251-000-0000-6255		140.19	IBU/MINERIN/BANDAGE	24723378	MEDICAL - LOCAL	N
78	01-251-000-0000-6255		23.40	PETRO JELLY/ACET	24723390	MEDICAL - LOCAL	N
81	01-251-000-0000-6255		154.72	COMPRESS/URINE TEST/DRESSING	24810321	MEDICAL - LOCAL	N
	<b>13226 MCKESSON MEDICAL SURGICAL</b>		<b>343.63</b>	<b>4 Transactions</b>			
	<b>13361 MN BUREAU OF CRIMINAL APPREHENSION</b>						
138	01-091-000-0000-6262		600.00	CJDN ACCESS FEE 7/1/25-6/30/26	892307	OTHER SERVICES	N
	<b>13361 MN BUREAU OF CRIMINAL APPREHENSION</b>		<b>600.00</b>	<b>1 Transactions</b>			
	<b>13355 MN COUNTIES COMPUTER COOP</b>						
6	01-070-000-0000-6263		99.10	2025 TAX USER GROUP - TYLER	2512069	COMPUTER SERVICES - DP	N
	<b>13355 MN COUNTIES COMPUTER COOP</b>		<b>99.10</b>	<b>1 Transactions</b>			
	<b>13035 MN COUNTY ATTORNEYS ASSN</b>						
36	01-091-000-0000-6241		3,687.00	2026 MCAA DUES	22389	DUES	N
	<b>13035 MN COUNTY ATTORNEYS ASSN</b>		<b>3,687.00</b>	<b>1 Transactions</b>			
	<b>14397 NELSON/GRANT</b>						
157	01-601-000-0000-6330		102.90	MILEAGE 7/22-12/22 147 MILES		TRAVEL & EXPENSE	N

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14397	NELSON/GRANT			102.90	1 Transactions			
83	14372 NORIX GROUP INC 01-251-000-0000-6405			3,697.22	12 MATTRESSES 1 Transactions	114223	GENERAL SUPPLIES - JAIL	N
	14372 NORIX GROUP INC			3,697.22	1 Transactions			
154	14033 NORTHERN STATE BANK 01-201-000-0000-6801			7.85	USPS-MAIL EVIDENCE	REIMBURSE PC	MISCELLANEOUS EXPENSE	N
155	01-220-000-0000-6405			44.60	POWER SUPPLY-CAMERAS	REIMBURSE PC	GENERAL SUPPLIES	N
	14033 NORTHERN STATE BANK			52.45	2 Transactions			
137	15323 OFFICE DEPOT 01-091-000-0000-6401			50.79	DESK PAD/FOLDERS/POST ITS	447339462001	SUPPLIES	N
136	01-801-000-0000-6401			11.31	BAND AIDS	452137469001	SUPPLIES-UNALLOCATED	N
135	01-041-000-0000-6401			100.28	HP414 MAGENTA TONER - LF	452137471001	SUPPLIES - AUDITOR	N
	15323 OFFICE DEPOT			162.38	3 Transactions			
18	15329 OIL BOYZ EXPRESS LUBE INC 01-201-000-0000-6304			87.65	OIL CHANGE/SERVICE #04	23115	REPAIR & MAINTENANCE - SQUADS	N
156	01-201-000-0000-6304			123.34	MOUNT/BALANCE 3 TIRES/TIRE REP	23347	REPAIR & MAINTENANCE - SQUADS	N
	15329 OIL BOYZ EXPRESS LUBE INC			210.99	2 Transactions			
159	15375 OLSON/WYATT 01-201-000-0000-6420			8.92	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	15375 OLSON/WYATT			8.92	1 Transactions			
16	16056 PAINT & GLASS INTERIORS 01-218-000-0000-6300			447.53	5-GAL PAINT & SUPPLIES-LEC	18376	REPAIRS & MAINTENANCE	N
17	01-218-000-0000-6300			160.00	2 GAL PAINT -LEC	18380	REPAIRS & MAINTENANCE	N
	16056 PAINT & GLASS INTERIORS			607.53	2 Transactions			
22	16027 PENNINGTON COUNTY TREASURER 01-601-000-0000-6209			40.12	POSTAGE	4458	POSTAGE	N
	16027 PENNINGTON COUNTY TREASURER			40.12	1 Transactions			
118	16362 PETERSON/NEIL 01-003-000-0000-6330			474.60	MILEAGE - DEC - 678 MILES		TRAVEL & EXPENSE	N
117	01-003-000-0000-6330			30.00	MEAL - AMC - ST PAUL	12/7/25	TRAVEL & EXPENSE	N
	16362 PETERSON/NEIL			504.60	2 Transactions			

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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
162	<b>14347 QUADIENT INC.</b> 01-801-000-0000-6301		614.10	LEASE 10/25/25-01/24/26	Q2153478	MAINTENANCE AGREEMENT	N
	<b>14347 QUADIENT INC.</b>		<b>614.10</b>	1 Transactions			
72	<b>18127 RELIANCE TELEPHONE SYSTEMS</b> 01-251-000-0000-6801		1,012.41	TRUST ACCOUNT TRANSFERS	1911	MISCELLANEOUS EXPENSE - JAIL	N
	<b>18127 RELIANCE TELEPHONE SYSTEMS</b>		<b>1,012.41</b>	1 Transactions			
150	<b>18429 ROBERTSON/NASH</b> 01-201-000-0000-6420		78.37	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
151	01-201-000-0000-6420		14.45	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
152	01-201-000-0000-6420		50.24	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
153	01-201-000-0000-6420		80.98	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
160	01-201-000-0000-6420		16.42	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
161	01-201-000-0000-6420		149.99	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
	<b>18429 ROBERTSON/NASH</b>		<b>390.45</b>	6 Transactions			
	<b>19369 SANFORD PATIENT FINANCIAL SERVICES</b>						
88	01-251-000-0000-6255		50.86	IM 6170	223213706	MEDICAL - LOCAL	6
89	01-251-000-0000-6256		76.00	IM 6329	223520929	MEDICAL - REIMBURSED	6
104	01-251-000-0000-6255		1,352.00	IM 6429	223535525	MEDICAL - LOCAL	6
105	01-251-000-0000-6255		114.40	IM 6334	224180843	MEDICAL - LOCAL	6
106	01-251-000-0000-6255		442.55	IM 6316	225300463	MEDICAL - LOCAL	6
107	01-251-000-0000-6255		1,225.36	IM 6332	225318245	MEDICAL - LOCAL	6
108	01-251-000-0000-6255		1,186.85	IM 6332	225333542	MEDICAL - LOCAL	6
90	01-251-000-0000-6255		86.46	IM 6332	225333996	MEDICAL - LOCAL	6
91	01-251-000-0000-6256		153.30	IM 6365	225364606	MEDICAL - REIMBURSED	6
92	01-251-000-0000-6255		125.11	IM 6332	225376687	MEDICAL - LOCAL	6
93	01-251-000-0000-6255		86.46	IM 6316	225378974	MEDICAL - LOCAL	6
116	01-251-000-0000-6255		86.46	IM 6332	225452535	MEDICAL - LOCAL	6
109	01-251-000-0000-6256		197.60	IM 6466	225740526	MEDICAL - REIMBURSED	6
110	01-251-000-0000-6255		197.60	IM 6471	225959864	MEDICAL - LOCAL	6
94	01-251-000-0000-6256		50.86	IM 6466	226166715	MEDICAL - REIMBURSED	6
111	01-251-000-0000-6256		197.60	IM 6472	226169341	MEDICAL - REIMBURSED	6
95	01-251-000-0000-6255		68.66	IM 6359	226237051	MEDICAL - LOCAL	6
96	01-251-000-0000-6255		50.86	IM 6472	226575873	MEDICAL - LOCAL	6
97	01-251-000-0000-6255		96.63	IM 6359	227202893	MEDICAL - LOCAL	6
98	01-251-000-0000-6255		68.66	IM 6000	227203231	MEDICAL - LOCAL	6
112	01-251-000-0000-6255		396.00	IM 6493	227358766	MEDICAL - LOCAL	6
99	01-251-000-0000-6255		35.09	IM 6493	227581640	MEDICAL - LOCAL	6

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113	01-251-000-0000-6255		873.60	IM 6332	227718324	MEDICAL - LOCAL	6
100	01-251-000-0000-6255		5.75	IM 6332	227806905	MEDICAL - LOCAL	6
114	01-251-000-0000-6256		90.00	IM 6237	228547845	MEDICAL - REIMBURSED	6
101	01-251-000-0000-6255		136.93	IM 6359	228910890	MEDICAL - LOCAL	6
115	01-251-000-0000-6255		335.60	IM 6507	228971403	MEDICAL - LOCAL	6
102	01-251-000-0000-6256		83.66	IM 6145	229164804	MEDICAL - REIMBURSED	6
103	01-251-000-0000-6255		93.60	IM 6170	229884174	MEDICAL - LOCAL	6
<b>19369</b>	<b>SANFORD PATIENT FINANCIAL SERVICES</b>		<b>7,964.51</b>		<b>29 Transactions</b>		
<b>19356</b>	<b>SAYLER DDS/BENJAMIN A</b>						
76	01-251-000-0000-6255		640.00	FG	11202025	MEDICAL - LOCAL	6
<b>19356</b>	<b>SAYLER DDS/BENJAMIN A</b>		<b>640.00</b>		<b>1 Transactions</b>		
<b>19359</b>	<b>SIRCHIE ACQUISITION COMPANY LLC</b>						
167	01-201-000-0000-6401		28.15	DRUG TEST KIT	0718496-IN	SUPPLIES	N
<b>19359</b>	<b>SIRCHIE ACQUISITION COMPANY LLC</b>		<b>28.15</b>		<b>1 Transactions</b>		
<b>19547</b>	<b>SKILLET KITCHEN</b>						
82	01-251-000-0000-6427		21,446.19	NOVEMBER MEALS	12453	JAIL MEALS	N
<b>19547</b>	<b>SKILLET KITCHEN</b>		<b>21,446.19</b>		<b>1 Transactions</b>		
<b>20403</b>	<b>THIBERT/ALEX</b>						
13	01-201-000-0000-6420		239.75	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
14	01-201-000-0000-6420		162.41	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
15	01-201-000-0000-6420		89.97	UNIFORM ALLOWANCE REIMBURSEMEN		UNIFORMS	N
<b>20403</b>	<b>THIBERT/ALEX</b>		<b>492.13</b>		<b>3 Transactions</b>		
<b>20512</b>	<b>THOMASON, SWANSON &amp; ZAHN PLLC</b>						
130	01-011-000-0000-6261		607.65	57-PR-24-404 ATTORNEY FEES	34012	COURT APPOINTED ATTORNEYS	Y
<b>20512</b>	<b>THOMASON, SWANSON &amp; ZAHN PLLC</b>		<b>607.65</b>		<b>1 Transactions</b>		
<b>23303</b>	<b>THOMSON REUTERS/WEST PAYMENT CEN'</b>						
34	01-016-000-0000-6242		1,138.40	NOV WESTLAW ACCESS - LAW LIBRA	852881988	SUBSCRIPTIONS - LAW LIBRARY	N
32	01-091-000-0000-6240		1,651.00	NOV WESTLAW ACCESS - ATTORNEY	852889818	SUBSCRIPTIONS	N
35	01-016-000-0000-6242		488.21	DEC SUBSCRIPTIONS-LAW LIBRARY	852959448	SUBSCRIPTIONS - LAW LIBRARY	N
33	01-091-000-0000-6240		92.92	DEC SUBSCRIPTIONS-ATTORNEY	852967607	SUBSCRIPTIONS	N
<b>23303</b>	<b>THOMSON REUTERS/WEST PAYMENT CEN'</b>		<b>3,370.53</b>		<b>4 Transactions</b>		
<b>20047</b>	<b>THRIFTY WHITE PHARMACY</b>						
73	01-251-000-0000-6255		10.00	ZZZ CORP CHARGE	641216	MEDICAL - LOCAL	N

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20047	THRIFTY WHITE PHARMACY		10.00		1 Transactions		
168	20460 TRUE NORTH EQUIPMENT 01-111-000-0000-6300		19.02	FINANCE CHARGE		REPAIRS & MAINTENANCE	N
	20460 TRUE NORTH EQUIPMENT		19.02		1 Transactions		
26	22303 VAREBERG/AMBER 01-106-000-0000-6330		574.98	ASSESSING MILES - 821.4 MILES	11/10/25-12/16/25	TRAVEL & EXPENSE	N
	22303 VAREBERG/AMBER		574.98		1 Transactions		
70	22316 VERBOUT, ADRIEN 01-251-000-0000-6420		84.51	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	22316 VERBOUT, ADRIEN		84.51		1 Transactions		
<b>1 Fund Total:</b>			<b>116,631.34</b>	<b>County Revenue</b>	<b>65 Vendors</b>	<b>137 Transactions</b>	

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
62	<b>1011 ACE HARDWARE</b> 03-350-000-0000-6556		35.29	DRILL BITS	197863	SHOP SUPPLIES	N
	<b>1011 ACE HARDWARE</b>		<b>35.29</b>	1 Transactions			
61	<b>2352 BERT'S TRUCK EQUIPMENT OF MOORHEAI</b> 03-350-000-0000-6631		345,452.00	2 - 2025 WESTERN STAR BOX&EQUI		FURNITURE & EQUIPMENT	N
	<b>2352 BERT'S TRUCK EQUIPMENT OF MOORHEAI</b>		<b>345,452.00</b>	1 Transactions			
56	<b>2325 BOBCAT OF GRAND FORKS</b> 03-350-000-0000-6564		54.16	OIL		EQUIPMENT REPAIR PARTS	N
	<b>2325 BOBCAT OF GRAND FORKS</b>		<b>54.16</b>	1 Transactions			
58	<b>6349 FASTENAL COMPANY</b> 03-350-000-0000-6556		158.08	BOLTS		SHOP SUPPLIES	N
59	03-350-000-0000-6556		366.32	BOLTS & WASHERS		SHOP SUPPLIES	N
60	03-350-000-0000-6556		29.36	SCREWS		SHOP SUPPLIES	N
	<b>6349 FASTENAL COMPANY</b>		<b>553.76</b>	3 Transactions			
158	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b> 03-320-000-0000-6261		1,440.00	2024 FINAL AUDIT BILL #4		CONSULTING & LEGAL SERVICES	N
	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b>		<b>1,440.00</b>	1 Transactions			
57	<b>8338 HOLTEN/CONRAD</b> 03-350-000-0000-6428		200.00	CLOTHING REIMBURSEMENT		SAFETY EQUIPMENT	N
	<b>8338 HOLTEN/CONRAD</b>		<b>200.00</b>	1 Transactions			
54	<b>10414 JOHNSON/TYLER</b> 03-330-000-0000-6330		54.06	MEALS MEETING 12/17-12/18/25		TRAVEL & EXPENSE	N
55	03-330-000-0000-6330		34.29	GAS - MEETING 12/17-12/18/25		TRAVEL & EXPENSE	N
	<b>10414 JOHNSON/TYLER</b>		<b>88.35</b>	2 Transactions			
38	<b>12304 LARSON/GERALD</b> 03-350-000-0000-6428		179.99	CLOTHING REIMBURSEMENT		SAFETY EQUIPMENT	N
	<b>12304 LARSON/GERALD</b>		<b>179.99</b>	1 Transactions			
53	<b>12452 LOKEN/LOREN</b> 03-350-000-0000-6428		200.00	CLOTHING REIMBURSEMENT		SAFETY EQUIPMENT	N
	<b>12452 LOKEN/LOREN</b>		<b>200.00</b>	1 Transactions			
	<b>13339 MATHIEU/JAY</b>						

# Pennington County Financial System



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

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
52	03-330-000-0000-6330		57.85	MEALS - MEETINGS 12/7-12/18/25		TRAVEL & EXPENSE	N
	<b>13339 MATHIEU/JAY</b>		<b>57.85</b>	1 Transactions			
51	03-350-000-0000-6560		2,094.72	GAS & DIESEL SHOP 500		GAS & DIESEL	N
	<b>14440 NORTHDALE OIL INC.</b>		<b>2,094.72</b>	1 Transactions			
50	03-320-000-0000-6209		349.45	POSTAGE-MAIL NOTICES FOR DITCH	4456	POSTAGE	N
49	03-320-000-0000-6263		1,237.63	HOSTED IT SERVICES - NOV	4456	COMPUTER SERVICES	N
	<b>16027 PENNINGTON COUNTY TREASURER</b>		<b>1,587.08</b>	2 Transactions			
44	03-350-000-0000-6564		34.24	TIRE REPAIR	1550036706	EQUIPMENT REPAIR PARTS	N
46	03-350-000-0000-6564		275.64	TIRES	1550036814	EQUIPMENT REPAIR PARTS	N
47	03-350-000-0000-6564		91.49	TIRE REPAIR	1550036842	EQUIPMENT REPAIR PARTS	N
48	03-350-000-0000-6564		275.64	TIRES	155003687	EQUIPMENT REPAIR PARTS	N
45	03-350-000-0000-6564		251.44	ROTATE & ALIGN TIRES	155003730	EQUIPMENT REPAIR PARTS	N
	<b>16460 POMP'S TIRE SERVICE, INC</b>		<b>928.45</b>	5 Transactions			
43	03-350-000-0000-6564		396.00	MONTHLY GPS - NOVEMBER	IN200-2009846	EQUIPMENT REPAIR PARTS	N
	<b>16419 PRECISE MRM LLC</b>		<b>396.00</b>	1 Transactions			
42	03-320-000-0000-6401		91.99	WATER - HWY DEPT	ACCT #176896	SUPPLIES	N
	<b>16448 PREMIUM WATERS, INC.</b>		<b>91.99</b>	1 Transactions			
40	03-320-000-0000-6401		280.00	BLUE VOUCHERS	YG5935TPWZ	SUPPLIES	N
	<b>17003 QUICK PRINT/ROBIN HOOD BUSINESS SER</b>		<b>280.00</b>	1 Transactions			
41	03-330-000-0000-6261		200.00	RETAINER NOVEMBER	404935	CONSULTING & LEGAL SERVICES	Y
	<b>18357 RINKE NOONAN</b>		<b>200.00</b>	1 Transactions			
37	03-350-000-0000-6631		1,842.91	ROLL TARP		FURNITURE & EQUIPMENT	N
	<b>20342 TRS INDUSTRIES</b>		<b>1,842.91</b>	1 Transactions			

# Pennington County Financial System



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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
39	23305 WELLMAN/BRIAN 03-350-000-0000-6428		200.00	CLOTHING REIMBURSEMENT		SAFETY EQUIPMENT	N
	23305 WELLMAN/BRIAN		<b>200.00</b>	1 Transactions			
<b>3 Fund Total:</b>			<b>355,882.55</b>	<b>Road &amp; Bridge</b>	<b>19 Vendors</b>	<b>27 Transactions</b>	

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# Pennington County Financial System



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

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**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
121	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b> 32-391-000-0000-6262		400.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
	<b>8412 HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b>		<b>400.00</b>	1 Transactions			
27	<b>12037 LEE PLUMBING &amp; HEATING</b> 32-391-000-0000-6300		852.73	LIFT STATION PUMP ISSUE	33048011	REPAIRS & MAINTENANCE	N
	<b>12037 LEE PLUMBING &amp; HEATING</b>		<b>852.73</b>	1 Transactions			
<b>32 Fund Total:</b>			<b>1,252.73</b>	<b>Solid Waste Facility</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	

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# 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
<b>8412</b>	<b>HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b>						
119	40-701-000-0000-6262		38.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES - JD #1	N
119	40-703-000-0000-6262		21.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES -JD #25-3	N
119	40-708-000-0000-6262		6.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-711-000-0000-6262		5.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES - JD #11	N
119	40-713-000-0000-6262		30.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES - JD #13	N
119	40-715-000-0000-6262		23.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES - JD #15	N
119	40-718-000-0000-6262		25.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES - JD #18	N
119	40-736-000-0000-6262		18.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-741-000-0000-6262		26.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-742-000-0000-6262		13.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-743-000-0000-6262		19.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-746-000-0000-6262		4.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-747-000-0000-6262		7.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-753-000-0000-6262		13.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-755-000-0000-6262		6.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-757-000-0000-6262		19.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-759-000-0000-6262		7.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-762-000-0000-6262		27.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-770-000-0000-6262		33.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-771-000-0000-6262		8.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-775-000-0000-6262		44.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-777-000-0000-6262		17.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-784-000-0000-6262		82.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-785-000-0000-6262		67.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-793-000-0000-6262		33.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
119	40-796-000-0000-6262		9.00	2024 FINAL AUDIT BILL #4		OTHER SERVICES	N
<b>8412</b>	<b>HOFFMAN, PHILIPP, &amp; MARTELL, PLLC</b>		<b>600.00</b>	<b>26 Transactions</b>			
<b>18357</b>	<b>RINKE NOONAN</b>						
123	40-746-000-0000-6262		491.50	REDETERMINATION OF BENEFITS	405617	OTHER SERVICES	Y
124	40-770-000-0000-6262		462.00	REDETERMINATION OF BENEFITS	405617	OTHER SERVICES	Y
<b>18357</b>	<b>RINKE NOONAN</b>		<b>953.50</b>	<b>2 Transactions</b>			
<b>40 Fund Total:</b>			<b>1,553.50</b>	<b>Ditch Funds</b>	<b>2 Vendors</b>	<b>28 Transactions</b>	
<b>Final Total:</b>			<b>475,320.12</b>	<b>88 Vendors</b>	<b>194 Transactions</b>		

# Pennington County Financial System



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	116,631.34	County Revenue
	3	355,882.55	Road & Bridge
	32	1,252.73	Solid Waste Facility
	40	1,553.50	Ditch Funds
	<b>All Funds</b>	<b>475,320.12</b>	<b>Total</b>

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



Danielle  
12/29/25 11:45AM

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
<b>12323 LAWRENCE/BRUCE</b>							
10	01-003-000-0000-6103		75.00	OPIOD COMMITTEE	12/1/25	PER DIEMS - BOARD	N
16	01-003-000-0000-6103		75.00	AMC CONFERENCE	12/10/25	PER DIEMS - BOARD	N
17	01-003-000-0000-6103		75.00	EXTENSION COMMITTEE	12/11/25	PER DIEMS - BOARD	N
18	01-003-000-0000-6103		75.00	PERSONNEL MEETING	12/12/25	PER DIEMS - BOARD	N
19	01-003-000-0000-6103		100.00	TECH MEETING/DITCH LEVIES MEET	12/15/25	PER DIEMS - BOARD	N
20	01-003-000-0000-6103		100.00	SOLID WASTE/BUILDING MEETINGS	12/16/25	PER DIEMS - BOARD	N
21	01-003-000-0000-6103		100.00	AIRPOST AUTHORITY/DEPT HEAD ME	12/17/25	PER DIEMS - BOARD	N
22	01-003-000-0000-6103		75.00	PERSONNEL MEETING	12/23/25	PER DIEMS - BOARD	N
11	01-003-000-0000-6103		75.00	NWRECB	12/3/25	PER DIEMS - BOARD	N
12	01-003-000-0000-6103		75.00	DRUG TASK FORCE COMMITTEE	12/4/25	PER DIEMS - BOARD	N
13	01-003-000-0000-6103		75.00	MRC/AMC CONFERENCE	12/7/25	PER DIEMS - BOARD	N
14	01-003-000-0000-6103		125.00	AMC CONFERENCE	12/8/25	PER DIEMS - BOARD	N
15	01-003-000-0000-6103		125.00	AMC CONFERENCE	12/9/25	PER DIEMS - BOARD	N
<b>12323 LAWRENCE/BRUCE</b>			<b>1,150.00</b>	<b>13 Transactions</b>			
<b>16362 PETERSON/NEIL</b>							
5	01-003-000-0000-6103		100.00	AMC - ST PAUL	12/10/25	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		100.00	THIEF RIVER 1W1P/PERSONNEL MEE	12/12/25	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		100.00	NWJTC - BEMIDJI	12/15/25	PER DIEMS - BOARD	N
8	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	12/17/25	PER DIEMS - BOARD	N
9	01-003-000-0000-6103		75.00	PERSONNEL MEETING	12/23/25	PER DIEMS - BOARD	N
1	01-003-000-0000-6103		75.00	NCLUB - ZOOM	12/4/25	PER DIEMS - BOARD	N
2	01-003-000-0000-6103		125.00	AMC - ST PAUL	12/7/25	PER DIEMS - BOARD	N
3	01-003-000-0000-6103		125.00	AMC - ST PAUL	12/8/25	PER DIEMS - BOARD	N
4	01-003-000-0000-6103		125.00	AMC - ST PAUL	12/9/25	PER DIEMS - BOARD	N
<b>16362 PETERSON/NEIL</b>			<b>900.00</b>	<b>9 Transactions</b>			
<b>1 Fund Total:</b>			<b>2,050.00</b>	<b>County Revenue</b>		<b>2 Vendors</b>	<b>22 Transactions</b>
<b>Final Total:</b>			<b>2,050.00</b>	<b>2 Vendors</b>		<b>22 Transactions</b>	

# Pennington County Financial System



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	2,050.00	County Revenue
<b>All Funds</b>	<b>2,050.00</b>	<b>Total</b>

Approved by, .....  
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PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner \_\_\_\_\_ and seconded by  
Commissioner \_\_\_\_\_, the following recommendations of the Pennington  
County Human Service Committee for December 16, 2025 (detailed minutes on record) are  
hereby adopted:

SECTION A

- I. To approve November 18, 2025, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2026-2027 Child Support Cooperative Agreement between the State of Minnesota, Pennington County Attorney's Office, Pennington County Sheriff's Office, and Pennington County Human Services as presented.  
B. To approve CY 2026 Guardian and Conservator Purchase of Service Agreement between Lutheran Social Services of Minnesota and Pennington County Human Services as presented.  
C. To approve CY 2026 Rural Transportation Collaborative Access Transportation Services Contract with Tri-Valley Opportunity Council, Inc. as presented.  
D. To approve the CY 2025 NW8 LAC (Local Advisory Council) Report to The County Board of Commissioners as presented.

SECTION B

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

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Aye

Nay

Chairperson

Date