

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
McLEOD COUNTY GOVERNMENT CENTER
MARTIN McLEOD BOARDROOM
520 CHANDLER AVENUE NORTH, GLENCOE, MN
JANUARY 17, 2023**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:01 CONSIDERATION OF AGENDA ITEMS *

3 9:02 CONSENT AGENDA *

- A. January 3, 2023, County Board Meeting Minutes.
- B. December 30, 2023, Auditor's Warrants.
- C. January 6, 2023, Auditor's Warrants.
- D. January 3, 2023, Health and Human Services Warrants.
- E. Approve renewal of Off-Sale, Sunday, Liquor, Wine, Club or 3.2% Licenses for Lake Marion Supper Club (Brownton, Minnesota) from January 17, 2023, through December 31, 2023.
- F. Approve the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II (Stewart, Minnesota) from January 17, 2023, through December 31, 2023.
- G. Approve the Sale of Cigarette and other Tobacco Products License for Neisen's Bar & Grill Inc. (Biscay, Minnesota) from January 17, 2023, through December 31, 2023.
- H. Approve the Sale of Cigarette and other Tobacco Products License for Big Don's Cathedral Inc. (Lester Prairie, Minnesota) from January 17, 2023, through December 31, 2023.
- I. Approve the Sale of Cigarette and other Tobacco Products License for Hutchinson Co-op dba as Corner Market (Silver Lake, Minnesota) from January 17, 2023, through December 31, 2023.

4 9:03 SHERIFF'S OFFICE – Aaron Ward, Chief Deputy

- A. Consider approving a one-year service agreement with Marie Ridgeway LICSW LLC for annual wellness checks and follow-up sessions for Sheriff's Office personnel, at a cost of \$14,640.00, with funds from the County Sheriff's Office budget (01-201). *

These check-ins are opportunities for one-on-one consultation and education to support well-being. They are not mental health therapy. Marie Ridgeway LICSW LLC is utilized by other law enforcement agencies in McLeod County.

The plan was to budget for this request in 2023; the cost of this service is offset by additional unbudgeted grant funding dollars received for the body-worn cameras.

Marie Ridgeway has provided critical incident response support to our Sheriff's Office. As noted above, she provides the contract service listed to other agencies within our County. The Sheriff is in support of this service to provide mandatory wellness checks to our licensed and non-licensed law enforcement employees. This is a proactive effort to provide support to our staff given the nature of the responsibility

and handling of critical incidents within their position duties. The contracted wellness check sessions provide support to the employee directly, including work and personal life balance. This resource provides services beyond what is available from our Employee Assistance Program.

5 9:05 EMPLOYEE RELATIONS – Hannah Tjoflat, Director

- A. Consider review of a request brought to the Personnel Committee for approval to hire an additional Eligibility Worker in the Health and Human Services Department. *

This additional, full-time position was budgeted for 2023 due to the anticipation of the Minnesota Department of Human Services (DHS) ending the public health emergency, which will greatly impact the Eligibility Worker unit. DHS recently announced this will be happening sooner than anticipated and now is the time to fill the position.

- B. Consider an Extension Committee recommendation to approve Addendum II to the Memorandum of Agreement (MOA) between the University of Minnesota and McLeod County for providing Extension programs locally and employing Extension staff. *

McLeod County currently shares the Extension horticulture position with Wright and Meeker Counties as part of a tri-county partnership. The proposed addendum will increase the position from 0.75 full-time equivalent (FTE) to full time in 2023 and 2024. That means an increase from 0.26 FTE to 0.33 FTE for McLeod County's share of the position.

This was budgeted for 2023.

6 9:15 INFORMATION TECHNOLOGY – Matthew Troska, IT Manager

- A. Consider approving a statement of work from the Minnesota Security Consortium (MNSEC) (Minneapolis, Minnesota) for Virtual Chief Information Security Officer (vCISO) services, at a cost not to exceed \$20,500.00, with funds from the Information Technology budget (01-065). *

This is a continuation of the vCISO services approved in February 2022. In the past year we have completed a Security and Risk Assessment, begun developing Information Security Policies, addressed a number of high-priority security vulnerabilities, and identified other areas where information security improvements can be made or additional assessments should be completed.

With this year's agreement, we will continue working on the information security policies, develop procedures as required, develop and implement a vulnerability management process, and more.

- B. Consider approving the state contract quote from Allstate Communications (Sauk Rapids, Minnesota) for low voltage cabling for the Dispatch Center remodel, at a cost not to exceed \$33,184.76, with funds from the E-911 fund (25-285). *

This includes the low voltage cabling and materials required to move Dispatch to a temporary location, removal and re-installation of lines to be reused, removal of lines to be reused, and installation of new lines as required for the project.

7 9:20 PUBLIC HEARING – Stephen Wiblemo, Administrative Assistant

- A. Consider approving proposed changes to the 2023 McLeod County Fee Schedule. *

The Public Hearing to discuss proposed changes to the 2023 Fee Schedule was advertised in the McLeod County Chronicle on December 28, 2022; January 4, 2023; and January 11, 2023.

Two changes have been proposed:

- Add a Business Development Program Administrative Fee of \$2,500.00
- Change Mileage Rate to the IRS Standard Mileage Rate, with a provision that states: “When a person makes the decision to use a personal vehicle instead of a County fleet vehicle, there will be a fifteen (15) cent reduction to the mileage reimbursement rate. If it is more sensible to use a personal vehicle instead of a County fleet vehicle, due to location and distance and/or availability of a fleet vehicle, there will not be a reduction to the set mileage reimbursement rate. The person is responsible for self-reporting the appropriate mileage rate.”

If approved, these changes would go into effect January 17, 2023.

8 9:25 ATTORNEY – Ryan Hansch, County Attorney

- A. Consider adopting Resolution 23-CB-13, consent to the full-time appointment of Steven Ott to be an Assistant McLeod County Attorney, effective January 23, 2023. *
- B. Consider adopting Resolution 23-CB-14, consent to updating the signature card of checking account number 20212 at Security Bank and Trust (Glencoe, Minnesota). *

The McLeod County Attorney’s Office has a checking account (account number 20212) at Security Bank and Trust (Glencoe, Minnesota). Michael Junge, the former McLeod County Attorney, is on the signature card for this account. This needs to be changed to Ryan Hansch, McLeod County Attorney.

Security Bank needs a resolution of the Board to approve the removal of Michael Junge from the account and to add Ryan Hansch. Per Security Bank, the account number must be referenced on the resolution.

9 9:29 PUBLIC WORKS – Andrew Engel, Deputy Public Works Director

- A. Consider adopting Resolution 23-CB-15, to abandon the easement areas that are no longer within 60 feet of the County State-Aid Highway No. 7 centerline. *

10 COUNTY ADMINISTRATION

- Review of Commissioners’ calendars and meetings attended since January 3, 2023.
- A. Consider appointing Andrew Engel as the Interim County Engineer, effective Friday, January 27, 2023. *
- B. Review Rinke Noonan service proposals and consider acceptance. *

- C. Consider approving the Collective Bargaining Agreement with the McLeod County unit of the Non-Licensed Sergeants with the Law Enforcement Labor Services (LELS) Local No. 329 for the period of January 1, 2023, through December 31, 2025. *
- D. Consider adopting Resolution 23-CB-10, additional commissioner committee appointments. *

Following commissioner committee appointments that were made at the January 3, 2023, Board meeting, there are three additional appointments recommended to be made.

It is recommended to appoint Commissioner Nathan Schmalz as an alternate to the Health Insurance Steering Committee; and the McLeod, Sibley Joint Health Insurance Group.

Also, McLeod County entered into a contract with the East Central Regional Juvenile Center in Lino Lakes, Anoka County, effective January 1, 2023. As a member county, McLeod County may identify two individuals to participate on the Advisory Board and act as liaisons with other member counties. It is recommended to appoint Commissioner Joe Nagel as one of the two individuals to participate in the Advisory Board.

A County Director has been recommended as the second individual in a separate resolution.

- E. Consider adopting Resolution 23-CB-11, additional citizen committee appointments. *

Following citizen committee appointments that were made at the January 3, 2023, Board meeting, there are four additional appointments recommended to be made:

- Appoint Chad Stuewe to replace Tom Heuser as the District 2 Representative on the Board of Adjustment.
- Appoint Ken Bauer to replace Weston Plath as the District 3 Representative on the Board of Adjustment.
- Reappoint Merlin Mackenthun as the District 4 Representative on the Board of Adjustment.
- Appoint Cheryl Bielke as the District 5 Representative on the Board of Adjustment.
- Appoint Mitchell Pinske to the Economic Development Committee

- F. Consider adopting Resolution 23-CB-12, additional staff committee appointments. *

Following staff committee appointments that were made at the January 3, 2023, Board meeting, there is one additional appointment recommended to be made.

McLeod County entered into a contract with the East Central Regional Juvenile Center in Lino Lakes, Anoka County, effective January 1, 2023. As a member county, McLeod County may identify two individuals to participate on the Advisory Board and act as liaisons with other member counties. It is recommended to appoint Berit Spors, Health and Human Services Director, as one of the two individuals to participate in the Advisory Board.

A County Commissioner has been recommended as the second individual in a separate resolution.

- G. Notification of McLeod, Renville Joint Drainage Authority Public Hearing on the Petition for Partial Abandonment of Sub Branch 4 of Branch 4 of Joint Ditch 04. The Drainage Authority will hear public comment regarding the partial abandonment at 2:00 p.m. Monday, January 23, 2023, in the Martin McLeod Board Room, McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

- H. Notification of Board Workshop following the Board Meeting on Tuesday, February 7, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

OTHER

Open Forum

Press Relations

RECESS

The next County Board meeting is at 9:00 a.m. Tuesday, February 7, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
McLEOD COUNTY GOVERNMENT CENTER
MARTIN McLEOD BOARDROOM
520 CHANDLER AVENUE NORTH, GLENCOE, MN
JANUARY 3, 2023**

1 CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Krueger at the McLeod County Government Center. Commissioners Schmalz, Nagel, Wright and Luthens were also present. County Attorney Ryan Hansch, County Administrator Sheila Murphy and Administrative Assistant Stephen Wiblemo were also present.

PLEDGE OF ALLEGIANCE

At the request of the Board Chair, all present recited the Pledge of Allegiance.

MOMENT OF SILENCE IN RECOGNITION OF McLEOD COUNTY EMPLOYEES AND OFFICIALS, PAST AND PRESENT, WHOM HAVE PASSED IN 2022

At the request of the Board Chair, all present remained standing after the recital of the Pledge of Allegiance to observe a moment of silence in recognition of McLeod County employees and officials, past and present, whom have passed in 2022.

2 CONSIDERATION OF AGENDA ITEMS

Nagel moved, Luthens seconded and motion carried unanimously to approve the agenda.

3 CONSENT AGENDA

A. December 20, 2022, County Board Meeting Minutes.

Wright moved, Nagel seconded and motion carried unanimously to approve the consent agenda.

ADJOURN

The 2022 County Board will adjourn sine die.

Nagel moved, Luthens seconded and motion carried unanimously to adjourn for 2022 sine die at 9:02 a.m.

EMPLOYEE RECOGNITION – Hannah Tjoflat, Employee Relations Director

Attorney Michael Junge, who is retiring after 40 years of service to McLeod County, was honored and presented with a signed certificate of recognition.

Judge Jody Winters performed the swearing in of Commissioners Doug Krueger and Joseph Nagel, Attorney Ryan Hansch, Sheriff Tim Langenfeld, and Auditor-Treasurer Connie M. Kurtzweg.

4 ELECTION OF BOARD CHAIR

- A. County Administrator Sheila Murphy will request nominations for the 2023 Board Chair.

Sheila Murphy, McLeod County Administrator, called the 2023 organizational meeting for the McLeod County Board of Commissioners to order at 9:18 a.m. and requested nominations for the 2023 Board Chair.

Krueger nominated Wright as the 2023 Board Chair.

Krueger moved, Nagel seconded and motion carried unanimously to cease nominations and cast a unanimous ballot to nominate Commissioner Wright as the 2023 Board Chair.

5 ELECTION OF BOARD VICE CHAIR

- A. The Board Chair will request nominations for the 2023 Board Vice Chair.

Board Chair Wright requested nominations for the 2023 Board Vice Chair.

Wright nominated Nagel as 2023 Board Vice Chair.

Wright moved, Krueger seconded and motion carried unanimously to cease nominations and cast a unanimous ballot to nominate Commissioner Nagel as the 2023 Vice Board Chair.

6 CONSIDERATION OF AGENDA ITEMS

Murphy requested the addition of an Item 11.L., consider approving a proposed adjustment of the mileage reimbursement policy in the McLeod County Personnel Policy.

Nagel moved, Luthens seconded and motion carried unanimously to approve the agenda as revised.

7 CONSENT AGENDA

- A. December 16, 2022, Auditor's Warrants.
- B. December 23, 2022, Auditor's Warrants.
- C. December 20, 2022, Health and Human Services Warrants.
- D. December 23, 2022, Health and Human Services Warrants.
- E. Approve the Summary of County Administrator Sheila Murphy's Performance Review.
- F. Approve Employee Dishonesty and Faithful Performance of Duty Coverage Bonds for officers and employees.
- G. Adopt Resolution 23-CB-01, designating the McLeod County website as the official publication for transportation projects.

**RESOLUTION 23-CB-01
DESIGNATE MCLEOD COUNTY WEBSITE
AS OFFICIAL PUBLICATION FOR TRANSPORTATION PROJECTS**

WHEREAS, pursuant to authority contained in Minnesota Statute 331A.12 the McLeod County Board of Commissioners may designate the McLeod County Website as the official publication for transportation projects in McLeod County.

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioner designated the McLeod County Website as the official publication for transportation projects in McLeod County.

- H. Approve renewal of On Sale, Sunday, Liquor, Wine, Club or 3.2% Licenses for Brownton Rod & Gun Club (Brownton, Minnesota) from January 3, 2023, through December 31, 2023.
- I. Approve the Sale of Cigarette and other Tobacco Products License for Neisen's Bar & Grill Inc. (Biscay, Minnesota) from January 3, 2023, through December 31, 2023.
- J. Approve Preliminary Plat 22-04 by Sue Bielke (Belle Plaine, Minnesota) for a 2-Lot Preliminary Plat to be known as "DUFFY ADDITION" located in that part of the South 1/2 of the Southwest 1/4 of Section 33 in Penn Township. Lot-001 is proposed to be 13.81 acres in size. Lot-002 is proposed to be 4.88 acres in size. The Southeast 1/4 SW 1/4 currently has one non-farm dwelling, thus requiring this request for a second lot. Transportation will come off of 10th Street (Sibley County line road). The County Recorder provided comment indicating no concerns. The Penn Township Board unanimously recommended approval at its November 14, 2022, meeting. The Planning Commission unanimously recommended approval at its December 28, 2022, meeting.
- K. Approve Change Orders 2, 3 and 4 for State Project (SP) 43-601-011 and State-Aid Project (SAP) 43-601-012, concrete overlay on County State-Aid Highway (CSAH) 1, at a total additional cost of \$92,652.69, with funds from the Highway Construction budget (03-320). Change Order 1 for culvert changes to County Ditch (CD) 13 and CD 29 was approved by the Board on June 7, 2022. Remaining change orders include: a) Change Order 2 – Full depth shoulder reclamation (additional cost of \$9,262.76); b) Change Order 3 – Shoulder overlay in lieu of reclamation (savings of \$25,457.99); c) Change Order 4 – Redo culvert crossings on CD 13 and CD 29, per the June 7, 2022, Board directive (additional cost of \$108,847.92).
- L. Consider approving payment toward preliminary Invoice 62316 received from Houston Engineering (Maple Grove, Minnesota) for engineering services related to culvert changes on County Ditch (CD) 13 and CD 29 on State-Aid Project 43-601-012, at a cost not to exceed \$17,202.25, with funds from the respective ditch systems. Allocation of payment funds from the two ditch systems will be determined once final invoice from Houston Engineering is confirmed.

Krueger moved, Schmalz seconded and motion carried unanimously to approve the consent agenda.

8 EMPLOYEE RELATIONS – Hannah Tjoflat, Director

- A. Consider adopting Resolution 23-CB-04, authorizing Human Resources to fill replacement positions upon approval from the Personnel Committee.

This is an annual authorization.

RESOLUTION 23-CB-04 AUTHORIZATION FOR HUMAN RESOURCES TO FILL REPLACEMENT POSITIONS

WHEREAS, based on Minnesota Statute 375.56 a County Personnel Committee was adopted by the Board; and

WHEREAS, the act provides for County Personnel Committee additional responsibility for jurisdiction over positions within county departments.

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board appoints the authority to the Personnel Committee to fill positions when a vacancy occurs in 2023 without additional approval from the Board of Commissioners.

BE IT FURTHER RESOLVED, this is an annual appointment to come before the McLeod County Board of Commissioners.

Tjoflat noted as a reminder that when a position does open, there is a request that the Department Head/Supervisor discuss a need for the position, they make a request, and that is sent to the Personnel Committee before the position is filled.

Nagel, who has served on the Personnel Committee, said this process has worked well and that positions are rigorously vetted as part of the process.

Nagel moved, Schmalz seconded and motion carried unanimously to approve Resolution 23-CB-04, authorizing Human Resources to fill replacement positions upon approval from the Personnel Committee.

- B. Consider a recommendation from the Evaluation Committee and Personnel Committee to approve the new position of Property Records Technical Specialist, Grade 140.

This position would be responsible for administrating property records and licensing, as well as assisting the Chief Deputy Auditor-Treasurer as a resource person by providing information or research as needed. It would also assist with tax system maintenance and follow up with taxpayers.

Auditor-Treasurer Connie M. Kurtzweg requested this position based on demand and meeting the needs of McLeod County taxpayers. It is budgeted for 2023.

Schmalz asked for more details about the duties of the person in this position. Kurtzweg said this person would help with the taxes and Auditor-Treasurer, mainly because Auditor-Treasurer has a below-average number of county staff compared to other counties, and more duties have fallen on the Auditor-Treasurer, creating a need for more assistance with taxes and reporting.

Krueger said the County also picks up a lot of out-of-county business for various reasons, which makes the request for this new position necessary.

Wright moved, Nagel seconded and motion carried unanimously to approve a recommendation from the Evaluation Committee and Personnel Committee to approve the new position of Property Records Technical Specialist, Grade 140.

- C. Consider approving an increase of one part-time, 20-hour Licensed Nurse to a part-time, 28-hour Licensed Nurse, at an additional cost of \$13,104.00.

This Licensed Nurse has been facilitating the foot care clinics and will be working the monthly immunizations clinics as well in 2023.

Wright asked if this would be a permanent addition of eight hours to the position, and Tjoflat confirmed that it is.

Schmalz moved, Krueger seconded and motion carried unanimously to approve an increase of one-part-time, 20-hour Licensed Nurse to a part-time, 28-hour Licensed Nurse, at an additional cost of \$13,104.00.

9 PUBLIC WORKS – Andrew Engel, Deputy Public Works Director

- A. Consider approving the Hutchinson North East Ring Road study final report by SRF Consulting Group (Minneapolis, Minnesota), and consider next steps.

The City of Hutchinson in its 2002 Transportation Plan identified a possible north east ring road around the City that curves from State Highway 15 on Hutchinson's north side, to State Highway 7/22.

McLeod County and the City collaborated on a study to determine the feasibility of a NE ring road from a traffic level perspective, and to develop and evaluate potential alignments. Work on the study included an origin and destination study, current and future traffic analysis, alignment development, alignment evaluation, public engagement and planning level cost estimates.

Two rounds of public engagement were solicited. From February 15, 2021, through March 15, 2021, a virtual open house was held to provide information on overall study goals, traffic analysis, and to receive public feedback. On October 4, 2022, an in-person open house was held to present a summary of previous feedback, alignment evaluation, and to receive more public input.

Findings of the study were presented to the Board at its November 15, 2022, workshop meeting.

Nagel said that during the November 15 workshop discussion, it was his impression that the Board did not want to proceed with the Ring Road project due to significant negative public feedback.

Krueger said he believed the report was done well and presented well to the public for input.

Nagel moved, Krueger seconded and motion carried unanimously to accept the Hutchinson North East Ring Road study final report by SRF Consulting Group (Minneapolis, Minnesota).

Wright asked for action on next steps with the Hutchinson North East Ring Road project and/or report.

Engel added that part of the study was an evaluation of the intersection of State Highway 7 and State Highway 22. That preliminary work has been sent to the Minnesota Department of Transportation (MnDOT) in consideration for a future project.

Nagel said that he thinks there is some validity to looking at a project for that intersection, but to do it separately from the Hutchinson North East Ring Road study.

Krueger moved, Nagel seconded and motion carried unanimously to not proceed further with the Hutchinson North East Ring Road Project.

Wright asked Engel to provide more details about the next steps for a possible project at the intersection of State Highway 7 and State Highway 22. Engel said the preliminary traffic work is complete and shows that a roundabout

is a feasible option for that intersection; it is now in MnDOT's hands to decide whether or not to proceed with a project.

John Brunkhorst, County Engineer, said he believes the intersection is on MnDOT's radar for a future project using federal safety funds.

10 BUILDING MAINTENANCE – Spencer Bauer, Manager

- A. Consider approving a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Government Center MTU Generator, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$5,232.33, with funds from the Government Center budget (01-113).

The County also received a bid from Pioneer Critical Power (Champlin, Minnesota) for a three-year support agreement with a load bank at an annual cost of \$7,224.00.

The previous maintenance agreement lapsed a year ago.

Krueger moved, Luthens seconded and motion carried unanimously to approve a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Government Center MTU Generator, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$5,232.33, with funds from the Government Center budget (01-113).

- B. Consider approving a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Law Enforcement Center CAT Generator, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$3,339.17, with funds from the Courthouse Building budget (01-111).

The County also received a bid from Pioneer Critical Power (Champlin, Minnesota) for a three-year support agreement with a load bank at an annual cost of \$5,799.00.

The previous maintenance agreement lapsed a year ago.

Schmalz moved, Luthens seconded and motion carried unanimously to approve a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Law Enforcement Center CAT Generator, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$3,339.17, with funds from the Courthouse Building budget (01-111).

- C. Consider approving a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Law Enforcement Center Automatic Transfer Switch, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$788.42, with funds from the Courthouse Building budget (01-111).

The previous maintenance agreement lapsed a year ago.

Nagel moved, Schmalz seconded and motion carried unanimously to approve a three-year support agreement with Ziegler Power Systems (Shakopee, Minnesota) to service the McLeod County Law Enforcement Center Automatic

Transfer Switch, for the period of January 3, 2023, through December 31, 2025, at an annual cost of \$788.42, with funds from the Courthouse Building budget (01-111).

11 COUNTY ADMINISTRATION

- Review of Commissioners' calendars and meetings attended since December 20, 2022.

Commissioners reviewed their calendars and meetings attended since December 20, 2022.

Nagel reported he stepped away from Southwest West Central after its Board was reduced due to restructuring.

- A. Consider approval of the proposed 2023 County Board meeting dates, including the evening meetings for the Board of Appeals and Equalization, and Truth in Taxation.

Proposed 2023 County Board Meetings	
January 3, 2023	January 17, 2023
February 7, 2023	February 21, 2023
March 7, 2023	March 21, 2023
April 4, 2023	April 18, 2023
May 2, 2023	May 16, 2023
June 6, 2023	June 20, 2023 †
July 5, 2023	July 18, 2023
August 1, 2023	August 15, 2023
September 5, 2023	September 19, 2023
October 3, 2023	October 17, 2023
November 7, 2023	November 21, 2023
December 7, 2023 †	December 19, 2023
December 28, 2023	

† June 20, 2023

4:30 p.m. Board Meeting

6:00 p.m. Board of Appeals and Equalization

† December 7, 2023

4:30 p.m. Board Meeting

6:00 p.m. Truth in Taxation

Nagel moved, Schmalz seconded and motion carried unanimously to approve the proposed 2023 County Board meeting dates, including the evening meetings for the Board of Appeals and Equalization, and Truth in Taxation.

- B. Consider adopting Resolution 23-CB-02, awarding official McLeod County newspaper for 2023.

DESIGNATING OFFICIAL McLEOD COUNTY NEWSPAPER FOR 2023

NOW, THEREFORE, BE IT RESOLVED, that the McLeod County Chronicle, a weekly newspaper published every Wednesday in the City of Glencoe, County of McLeod, State of Minnesota, is hereby designated as the Official Newspaper for McLeod County to publish the County Board Proceedings, legal notices and such other legal matters as are required and referenced by Minnesota Statutes 375.12 and 375.17.

The County received sealed bids from the Hutchinson Leader (Hutchinson, Minnesota), McLeod County Chronicle (Glencoe, Minnesota) and Herald Journal (Winsted, Minnesota).

Murphy said the Herald Journal had the lowest bid at \$3.79 per column inch, the McLeod County Chronicle was second lowest at \$4.15 per column inch, followed by the Hutchinson Leader at \$7.00 per column inch. However, the Herald Journal also reported the lowest county circulation at 890, followed by the McLeod County Chronicle at 2,400, and the Hutchinson Leader at 2,658.

When considering the bids and circulation, the McLeod County Chronicle is lowest per column inch per circulation, followed by the Hutchinson Leader and the Herald Journal.

Due to the low in-county circulation of the Herald Journal, Murphy suggested awarding the bid to the McLeod County Chronicle.

Nagel said he felt that it was justifiable to go with the McLeod County Chronicle, even though it was not the lowest bid, due to the higher circulation rate compared to Herald Journal. Hansch stated that Minnesota Statute 375.12 suggests the Board should award to the lowest bid, however it includes a provision that the Board may reject any offer if in its judgement it is in the public interest. Hansch stated that the purpose of publishing in an official newspaper is to deliver information to constituents, so taking circulation into account is likely a fair consideration.

Hansch recommended the Board include the reasoning for rejecting the Herald Journal's offer in its motion.

Nagel moved, Luthens seconded and motion carried unanimously to adopt Resolution 23-CB-02, award official McLeod County newspaper for 2023 to the McLeod County Chronicle (Glencoe, Minnesota), because it is in the best interest of the public based on cost and circulation.

- C. Consider adopting Resolution 23-CB-03, awarding second publication of 2022 McLeod County Financial Statement.

**RESOLUTION 23-CB-03
DESIGNATION OF SECOND PUBLICATION OF 2022 FINANCIAL STATEMENT**

BE IT RESOLVED, that the Herald Journal, a weekly newspaper published every Friday in the City of Winsted, County of McLeod, State of Minnesota, is hereby designated as the second newspaper to publish the County Financial Statement for 2022 as required by Minnesota Statute 375.17 and 331A.

Krueger moved, Schmalz seconded and motion carried unanimously to adopt Resolution 23-CB-03, award second publication of 2022 McLeod County Financial Statement to the Herald Journal (Winsted, Minnesota).

- D. Consider adopting Resolution 23-CB-05, appointing Ryan Freitag, McLeod County Soil and Water Conservation District Director, as McLeod County Drainage Inspector.

**RESOLUTION 23-CB-05
DRAINAGE INSPECTOR APPOINTMENT**

WHEREAS, Minnesota Statute 103E.065 in counties or watershed districts having drainage systems constructed in accordance with Chapter 103E, the drainage authority shall appoint a competent person as drainage inspector, and

WHEREAS, the drainage inspector must not be a county commissioner, and

WHEREAS, the drainage inspector shall examine the drainage systems designated by the drainage authority.

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioners appoint Ryan Freitag, McLeod County Soil and Water Conservation District Director, as the McLeod County Drainage Inspector, to carry out functions as identified under Minnesota Statute Chapter 103E, as of January 3, 2023, through December 31, 2023.

BE IT FURTHER RESOLVED, this is an annual appointment to come before the McLeod County Board of Commissioners.

Nagel moved, Krueger seconded and motion carried unanimously to adopt Resolution 23-CB-04, appointment of Ryan Freitag, McLeod County Soil and Water Conservation District Director, as McLeod County Drainage Inspector.

- E. Consider adopting Resolution 23-CB-06, appointing Ryan Freitag, McLeod County Soil and Water Conservation District (SW CD) Director, as McLeod County Agricultural Inspector, and Adam Leske, McLeod County SWCD Ditch and Drainage Inspector, as McLeod County Assistant Agricultural Inspector.

RESOLUTION 23-CB-06 AGRICULTURAL INSPECTOR APPOINTMENTS

WHEREAS, it is policy of the Legislature that residents of the state be protected from the injurious effects of noxious weeds on public health, the environment, public roads, crops, livestock or other property, and

WHEREAS, “noxious weed” means an annual, biennial or perennial plant that the Minnesota Commissioner of Agriculture designates to be injurious to public health, the environment, public roads, crops, livestock or other property, and

WHEREAS, a notice of the appointment of either a county agricultural inspector or county-designated employee must be delivered to the commissioner of agriculture within 30 days, and

WHEREAS, local weed inspectors, supervisors of each town board and the mayor of each city shall act as local weed inspectors within their respective municipalities.

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioners appoint Ryan Freitag, McLeod County Soil and Water Conservation District Director, as McLeod County Agricultural Inspector, to administer and enforce the duties specified under Minnesota Statute sections 18.76 to 18.91 as of January 1, 2023, through December 31, 2023.

BE IT FURTHER RESOLVED, the McLeod County Board of Commissioners appoint Adam Leske, McLeod County Soil and Water Conservation District Ditch and Drainage Inspector, as McLeod County Assistant Agricultural Inspector, to administer and enforce the duties specified under Minnesota Statute sections 18.76 to 18.91 as of January 3, 2023, through December 31, 2023.

BE IT FURTHER RESOLVED, these are annual appointments to come before the McLeod County Board of Commissioners.

BE IT FURTHER RESOLVED, a notice of appointment of Ryan Freitag as McLeod County Agricultural Inspector and Adam Leske as McLeod County Assistant Agricultural Inspector will be delivered to the Minnesota Commissioner of Agriculture within 30 days.

Schmalz moved, Luthens second and motion carried unanimously to adopt Resolution 23-CB-06, appointing Ryan Freitag, McLeod County Soil and Water Conservation District (SWCD) Director, as McLeod County Agricultural Inspector, and Adam Leske, McLeod County SWCD Ditch and Drainage Inspector, as McLeod County Assistant Agricultural Inspector.

F. Consider adopting Resolution 23-CB-07, Commissioner Committee Appointments.

**RESOLUTION 23-CB-07
COUNTY COMMISSIONER COMMITTEE APPOINTMENTS**

BE IT RESOLVED, the following staff committee appointments is hereby approved, effective January 3, 2023:

COMMITTEE	COMMISSIONER	TERM
Association of Minnesota Counties (AMC) Delegates	Nathan Schmalz Doug Krueger Paul Wright Daryl Luthens Joe Nagel	December 31, 2023 (1 year)
AMC Environment & Natural Resource Policy Committee	Doug Krueger	December 31, 2023 (1 year)
AMC General Government Policy Committee	Nathan Schmalz	December 31, 2023 (1 year)
AMC Health & Human Services Policy Committee	Daryl Luthens	December 31, 2023 (1 year)
AMC Public Safety Policy Committee	Joe Nagel	December 31, 2023 (1 year)
AMC Transportation Policy Committee	Paul Wright	December 31, 2023 (1 year)
Board of Appeal and Equalization	Nathan Schmalz Doug Krueger Paul Wright Daryl Luthens Joe Nagel	December 31, 2023 (1 year)
Budget Committee	Paul Wright Doug Krueger	December 31, 2023 (1 year)
Central Minnesota Jobs & Training Services	Daryl Luthens	December 31, 2023 (1 year)
Corrections Advisory Board	Joe Nagel	December 31, 2023 (1 year)
Crow River One Watershed One Plan (1W1P) Policy Committee	Doug Krueger Paul Wright (Alternate)	December 31, 2023 (1 year)

Department Head Meetings	Paul Wright Joe Nagel Doug Krueger (Alternate) Daryl Luthens (Alternate) Nathan Schmalz (Alternate)	December 31, 2023 (1 year)
Economic Development Committee	Doug Krueger Paul Wright Joe Nagel (Alternate)	December 31, 2023 (1 year)
Employee Enrichment and Development Committee	Daryl Luthens	December 31, 2023 (1 year)
Extension Committee	Paul Wright Daryl Luthens	December 31, 2023 (1 year)
Fairgrounds Commission	Paul Wright Joe Nagel	December 31, 2023 (1 year)
Feedlot Committee	Paul Wright	December 31, 2023 (1 year)
GIS Committee	Doug Krueger Paul Wright	December 31, 2023 (1 year)
Glencoe Economic Development Committee	Doug Krueger	December 31, 2023 (1 year)
Health Insurance Steering Committee	Joe Nagel	December 31, 2023 (1 year)
Heart of Minnesota Animal Shelter	Paul Wright Joe Nagel (Alternate)	December 31, 2023 (1 year)
Housing and Redevelopment Authority Board	Doug Krueger Daryl Luthens (Alternate)	December 31, 2023 (1 year)
Hutchinson Area Joint Planning Board	Paul Wright	December 31, 2023 (1 year)
Law Library Board	Joe Nagel	December 31, 2023 (1 year)
Labor Negotiations Committee	Joe Nagel Nathan Schmalz	December 31, 2023 (1 year)
Lower Minnesota River West One Watershed One Plan (1W1P) Policy Committee	Doug Krueger Paul Wright (Alternate)	December 31, 2023 (1 year)
Material Recovery Facility Operations Committee	Doug Krueger Paul Wright	December 31, 2023 (1 year)
McLeod Education and Drug Awareness (MEADA)	Paul Wright Joe Nagel (Alternate)	December 31, 2023 (1 year)
McLeod, Sibley Joint Health Insurance Group	Joe Nagel	December 31, 2023 (1 year)
Meeker-McLeod-Sibley Community Health Services (CHS)	Nathan Schmalz Daryl Luthens Joe Nagel (Alternate)	December 31, 2023 (1 year)
Mental Health Local Advisory Council	Nathan Schmalz Joe Nagel	December 31, 2023 (1 year)

Mid-Minnesota Development Coalition	Doug Krueger	December 31, 2023 (1 year)
Minnesota Counties Intergovernmental Trust	Doug Krueger (Delegate)	Indefinite
Minnesota Rural Counties	Doug Krueger Nathan Schmalz (Alternate) Paul Wright (Alternate) Daryl Luthens (Alternate) Joe Nagel (Alternate)	December 31, 2023 (1 year)
Mitigation Task Force Emergency Management	Joe Nagel	December 31, 2023 (1 year)
North Fork Crow River One Watershed One Plan (1W1P) Policy Committee	Doug Krueger Paul Wright (Alternate)	December 31, 2023 (1 year)
Noxious Weeds Appeal Board	Nathan Schmalz Doug Krueger Paul Wright Daryl Luthens Joe Nagel	December 31, 2023 (1 year)
PACT for Families Joint Powers Board	Daryl Luthens Nathan Schmalz (Alternate)	December 31, 2023 (1 year)
Personnel Committee	Doug Krueger Joe Nagel	December 31, 2023 (1 year)
Personnel Policy Review Committee	Paul Wright Joe Nagel	December 31, 2023 (1 year)
PioneerLand Library System Board	Nathan Schmalz Doug Krueger (Alternate)	December 31, 2023 (1 year)
Planning Commission	Daryl Luthens	December 31, 2023 (1 year)
PrimeWest Joint Powers Board	Daryl Luthens Nathan Schmalz (Alternate)	December 31, 2023 (1 year)
Recorder Compliance Fund Committee	Nathan Schmalz Paul Wright	December 31, 2023 (1 year)
Safety Committee	Daryl Luthens Joe Nagel (Alternate)	December 31, 2023 (1 year)
Salvation Army Board/Emergency	Joe Nagel	December 31, 2023 (1 year)
Security Government Center Committee	Doug Krueger Joe Nagel	December 31, 2023 (1 year)
Security Justice Center Committee	Doug Krueger Joe Nagel	December 31, 2023 (1 year)
Solid Waste Advisory Committee (SWAC)	Nathan Schmalz Doug Krueger Paul Wright Daryl Luthens Joe Nagel	December 31, 2023 (1 year)

South Central Minnesota Emergency Communications Board	Paul Wright Doug Krueger (Alternate)	December 31, 2023 (1 year)
South Fork Crow River One Watershed One Plan (1W1P) Policy Committee	Paul Wright Doug Krueger (Alternate)	December 31, 2023 (1 year)
Southwest Minnesota 18 County Adult Mental Health Consortium Board	Daryl Luthens Joe Nagel (Alternate)	December 31, 2023 (1 year)
Supporting Hands Nurse Family Partnership Board	Nathan Schmalz Joe Nagel (Alternate)	December 31, 2023 (1 year)
Soil and Water Conservation District (SWCD) Board	Doug Krueger Nathan Schmalz (Alternate) Paul Wright (Alternate) Daryl Luthens (Alternate) Joe Nagel (Alternate)	December 31, 2023 (1 year)
Tax Forfeiture Committee	Nathan Schmalz Doug Krueger	December 31, 2023 (1 year)
Trailblazer Joint Power Board	Doug Krueger Daryl Luthens Joe Nagel (Alternate)	December 31, 2023 (1 year)
United Community Action	Nathan Schmalz Doug Krueger (Alternate)	December 31, 2023 (1 year)
Wellbeing Committee	Nathan Schmalz	December 31, 2023 (1 year)

Murphy listed all changes to the Commissioner committee assignments for 2023, which included the following:

- Krueger to Association of Minnesota Counties (AMC) Environment & Natural Resource Policy Committee
- Wright to AMC Transportation Policy Committee
- Wright and Krueger to Budget Committee
- Luthens to Central Minnesota Jobs & Training Services
- Wright and Nagel to Department Head Meetings, and all other Commissioners as Alternates
- Schmalz removed from Health Insurance Steering Committee
- Schmalz removed from McLeod, Sibley Joint Health Insurance Group
- Krueger to Minnesota Counties Intergovernmental Trust as Delegate

Krueger moved, Schmalz seconded and motion carried unanimously to adopt Resolution 23-CB-07, Commissioner Committee Appointments.

G. Consider adopting Resolution 23-CB-08, Staff Committee Appointments.

RESOLUTION 23-CB-08 COUNTY STAFF COMMITTEE APPOINTMENTS

BE IT RESOLVED, the following staff committee appointments is hereby approved, effective January 3, 2023:

COMMITTEE	STAFF	TERM
Association of Minnesota Counties (AMC) Delegates	Sheila Murphy Colleen Robeck Berit Spors Connie Kurtzweg (Alternate) Marc Telecky (Alternate)	December 31, 2023 (1 year)
AMC Environment & Natural Resource Policy Committee	Marc Telecky (Alternate)	December 31, 2023 (1 year)
AMC General Government Policy Committee	Sheila Murphy (Alternate)	December 31, 2023 (1 year)
AMC Health and Human Services Policy Committee	Berit Spors (Alternate)	December 31, 2023 (1 year)
AMC Public Safety Policy Committee	Tim Langenfeld (Alternate)	December 31, 2023 (1 year)
AMC Transportation Policy Committee	John Brunkhorst (Alternate)	December 31, 2023 (1 year)
Feedlot Committee	Ashley Skoglund (Ex-Officio)	Indefinite
Glencoe Economic Development Committee	Sheila Murphy Liz Danielson	December 31, 2023 (1 year)
Labor Negotiations Committee	Ryan Hansch	Indefinite
Law Library Board	Ryan Hansch	Indefinite
McLeod, Sibley Joint Health Insurance Group	Ryan Hansch	Indefinite
Mid-Minnesota Development Coalition	Berit Spors	December 31, 2023 (1 year)
Minnesota Counties Intergovernmental Trust	Sheila Murphy (Alternate)	Indefinite
Mitigation Task Force Emergency Management	Marc Telecky	December 31, 2023 (1 year)
Safety Committee	Cindy Ludewig (Extension, Park and Fairgrounds) Janet Betsinger (Government Center Floor 1) Brittany Becker (Government Center Floor 2) Sandy Posusta (Environmental Services)	December 31, 2025 (3 years)
Security Justice Center Committee	Ryan Hansch	Indefinite
Southwest Minnesota 18 County Adult Mental Health Consortium Board	Berit Spors	December 31, 2023 (1 year)

Murphy listed all changes to the staff committee assignments for 2023, which included the following:

- Colleen Robeck to the Association of Minnesota Counties (AMC) Delegates, Marc Telecky as an Alternate, and John Brunkhorst removed
- Ashley Skoglund to the Feedlot Committee
- Ryan Hansch to the Labor Negotiations Committee
- Ryan Hansch to the Law Library Board
- Ryan Hansch to the McLeod, Sibley Joint Health Insurance Group
- Sheila Murphy as an Alternate to Minnesota Counties Intergovernmental Trust
- Ryan Hansch to Security Justice Center Committee

Nagel moved, Krueger seconded and motion carried unanimously to adopt Resolution 23-CB-08, Staff Committee Appointments.

H. Consider adopting Resolution 23-CB-09, Citizen Committee Appointments.

**RESOLUTION 23-CB-09
CITIZEN COMMITTEE APPOINTMENTS**

BE IT RESOLVED, the following staff committee appointments is hereby approved, effective January 3, 2023:

COMMITTEE	CITIZEN	TERM
Economic Development Committee	Craig Powell	December 31, 2025 (3 years)
Extension Committee	Lisa Ditlefsen (District 5)	December 31, 2025 (3 years)
Feedlot Committee	Larry Phillips (Planning Advisory Committee) Kenneth Bauer (Planning Advisory Committee) Virgil Voigt (Outdoor Activist) Kevin Lindeman (Farmer)	December 31, 2023 (1 year)
Housing and Redevelopment Authority Board	Carol Altrichter James Lindeman	December 31, 2027 (5 years)
Planning Commission	Dave Hoernemann (District 1) Tom Heuser (District 2)	December 31, 2025 (3 years)

Murphy listed all changes to the citizen committee assignments for 2023, which included the following:

- Tom Heuser to the Planning Commission

Schmalz moved, Krueger seconded and motion carried unanimously to adopt Resolution 23-CB-09, Citizen Committee Appointments.

I. Notification of Annual List of Depositories for McLeod County, 2023.

Murphy stated there have been no changes since 2022.

- J. Notification of Board 5-year Highway Plan Workshop Meeting at 1:00 p.m. Tuesday, January 24, 2023, at the Hutchinson Area Transportation Services Facility, 1400 Adams Street, Hutchinson, Minnesota.
- K. Notification of Board Workshop following the Board Meeting on Tuesday, January 17, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.
- L. Consider approving a proposed adjustment of the mileage reimbursement policy in the McLeod County Personnel Policy, effective January 3, 2023.

The following verbiage was added to the policy: "When an employee makes the decision to use a personal vehicle instead of a County fleet vehicle, there will be a fifteen (15) cent reduction to the mileage reimbursement rate set by the County Board. If it is more sensible to use a personal vehicle instead of a County fleet vehicle, due to location and distance and/or availability of a fleet vehicle, there will not be a reduction to the set mileage reimbursement rate. The employee is responsible for self-reporting the appropriate mileage rate/pay code within the current payroll method used for mileage reimbursement."

Nagel moved, Krueger seconded and motion carried unanimously to approve a proposed adjustment of the mileage reimbursement policy in the McLeod County Personnel Policy, effective January 3, 2023.

OTHER

Open Forum
Press Relations

RECESS

The next County Board meeting is at 9:00 a.m. Tuesday, January 17, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

Schmalz moved, Luthens seconded and motion carried unanimously to recess at 10:05 a.m. until the next County Board meeting at 9:00 a.m. Tuesday, January 17, 2023, at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, Minnesota.

ATTEST:

Paul Wright, Board Chair

Sheila Murphy, County Administrator

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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1 GENERAL REVENUE FUND

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT		...			
8466	BEIHOFFER/RANDALL					
	01-000-000-0000-2028		332.54	REFUND ASMT 04.008.0650	04.008.0650 REFUN	Refunds Payable N
8466	BEIHOFFER/RANDALL		332.54	1 Transactions		
3754	MCLEOD SIBLEY HEALTH INSURANCE					
	01-000-000-0000-2045		1,954.35	DECEMBER 2022 FINAL INVOICE	DECEMBER FINAL	Health Insurance Payable N
3754	MCLEOD SIBLEY HEALTH INSURANCE		1,954.35	1 Transactions		
0	DEPT Total:		2,286.89	...	2 Vendors	2 Transactions
3	DEPT		County Wide			
2664	WELLS FARGO BANK NA					
	01-003-000-0000-6350		367.80	GO BOND FEES	2152652	Other Services & Charges N
				11/13/2022	11/12/2023	
2664	WELLS FARGO BANK NA		367.80	1 Transactions		
3	DEPT Total:		367.80	County Wide	1 Vendors	1 Transactions
5	DEPT		Board of County Commissioners			
67500	TRAILBLAZER TRANSIT					
	01-005-000-0000-6350		227.50	BUS TOUR NOVEMBER	2022-11-104	Other Services & Charges N
67500	TRAILBLAZER TRANSIT		227.50	1 Transactions		
5	DEPT Total:		227.50	Board of County Commissioners	1 Vendors	1 Transactions
65	DEPT		Information Technology			
4181	ALLSTREAM					
	01-065-000-0000-6269		2,437.50	AUTO-ATTENDANT GREATINGS	120408198	Contracts N
4181	ALLSTREAM		2,437.50	1 Transactions		
7483	PROVISION MEDIA INC					
	01-065-000-0000-6404		2,336.00	DATAVIDEO CAMERA	2410	Computer Supplies N
	01-065-000-0000-6404		357.00	ARTICULATING WALL MOUNTS	2411	Computer Supplies N
	01-065-000-0000-6404		1,315.00	SAMSUNG DISPLAYS	2412	Computer Supplies N
7483	PROVISION MEDIA INC		4,008.00	3 Transactions		
2348	XIGENT SOLUTIONS, LLC					

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1 GENERAL REVENUE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-065-000-0000-6321		COMMVAULT METALLIC SUBSCRIPTIO	85353	Maintenance Agreements	N
2348	XIGENT SOLUTIONS, LLC		1 Transactions			
65	DEPT Total:	19,242.88	Information Technology	3 Vendors	5 Transactions	
76	DEPT		Central Services - County Wide			
10326	AMAZON					
	01-076-000-0000-6402	1,359.00	COPY PAPER	439736857483	Office Supplies	N
	01-076-000-0000-6350	9.99	EXAM GLOVES	543749968687	Other Services & Charges	N
	01-076-000-0000-6402	26.95	ADDING MACHINE TAPE	547468863496	Office Supplies	N
	01-076-000-0000-6402	24.05	BALL POINT PENS	669864839489	Office Supplies	N
	01-076-000-0000-6350	499.00	BUSINESS PRIME MEMBERSHIP FEE	687943377356	Other Services & Charges	N
	01-076-000-0000-6350	6.99	DOUBLE SIDED SUCTION CUPS	693688734375	Other Services & Charges	N
	01-076-000-0000-6402	9.90	SELF STICK NOTES	779887648796	Office Supplies	N
	01-076-000-0000-6303	57.74	SNOW PUSHER	838789889798	Repair & Maintenance Services	N
	01-076-000-0000-6350	49.88	COLLAPSIBLE FOLDING CART	968575538484	Other Services & Charges	N
	01-076-000-0000-6303	82.14	SNOW PUSHER	995754655673	Repair & Maintenance Services	N
	01-076-000-0000-6350	19.79	SHRINK FILM	DqZEBaKacPOKI	Other Services & Charges	N
10326	AMAZON	2,145.43	11 Transactions			
5906	CENTURYLINK					
	01-076-000-0000-6203	330.15	MONTHLY CHARGES	313623769	Communications	N
			12/18/2022 01/17/2023			
5906	CENTURYLINK	330.15	1 Transactions			
2206	MIKES ROLL OFFS					
	01-076-000-0000-6350	468.00	DUMPSTER FOR SHERIFFS GARAGE		Other Services & Charges	Y
2206	MIKES ROLL OFFS	468.00	1 Transactions			
5918	MINNESOTA INC 41					
	01-076-000-0000-6203	56.06	CIRCUIT CHARGE	3866XCD6-S-22349	Communications	N
			12/15/2022 01/14/2023			
5918	MINNESOTA INC 41	56.06	1 Transactions			
76	DEPT Total:	2,999.64	Central Services - County Wide	4 Vendors	14 Transactions	
85	DEPT		Elections			
6009	INNOVATIVE OFFICE SOLUTIONS LLC					

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1 GENERAL REVENUE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-085-000-0000-6402		25.12	PORTFOLIO, 2 PCKT 25, WHT	IN4032271	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		25.12	1 Transactions			
85	DEPT Total:		25.12	Elections	1 Vendors	1 Transactions	
91	DEPT			County Attorney			
6009	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-091-000-0000-6402		45.64	NAME PLATES	IN4025539	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		45.64	1 Transactions			
60963	SEVEN COUNTY PROCESS SERVERS LLC						
	01-091-000-0000-6350		150.00	SERVICE OF SUBPOENA	20221277	Other Services & Charges	Y
60963	SEVEN COUNTY PROCESS SERVERS LLC		150.00	1 Transactions			
91	DEPT Total:		195.64	County Attorney	2 Vendors	2 Transactions	
101	DEPT			County Recorder			
3146	MELCHERT HUBERT SJODIN PLLP						
	01-101-000-0000-6263		180.00	TORRENS EXAMINER CHARGE	164796 RMH	Legal Services	Y
				09/13/2022 10/14/2022			
3146	MELCHERT HUBERT SJODIN PLLP		180.00	1 Transactions			
101	DEPT Total:		180.00	County Recorder	1 Vendors	1 Transactions	
111	DEPT			Courthouse Building			
46	AKO ELECTRIC INC						
	01-111-000-0000-6303		1,344.20	DISCONNECT/RECONNECT RTU	6209	Repair & Maintenance Services	N
	01-111-000-0000-6303		187.50	REPLACE BALLASTS COURTROOM 3	6211	Repair & Maintenance Services	N
	01-111-000-0000-6303		125.00	CHECK OUT WATER HEATER-CH	6213	Repair & Maintenance Services	N
46	AKO ELECTRIC INC		1,656.70	3 Transactions			
10326	AMAZON						
	01-111-000-0000-6425		72.98	AIR DIVERTER	433458644434	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		8.95	SMART SIGN	547468863496	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		59.98	DYSMIO LIGHTING	573576536774	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		39.80	SMARTSIGN	673647678735	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		205.46	LIGHT BULBS	683875657698	Repair & Maintenance Supplies	N
	01-111-000-0000-6425		65.00	WATERSENTRY REPLACEMENT FILTER	734884838386	Repair & Maintenance Supplies	N

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1 GENERAL REVENUE FUND

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-111-000-0000-6425		LIGHT BULBS	BBfpHPfyQDQ	Repair & Maintenance Supplies	N
10326	AMAZON		7 Transactions			
561	FASHION INTERIORS					
	01-111-000-0000-6425	83.98	PAINT FOR COURT ADMIN		Repair & Maintenance Supplies	Y
	01-111-000-0000-6425	194.48	PAINT FOR SHERIFF HALLWAY-SUPP		Repair & Maintenance Supplies	Y
561	FASHION INTERIORS	278.46	2 Transactions			
3375	FOSTER MECHANICAL					
	01-111-000-0000-6303	305.00	ADJUSTED SETPOINTS ON CH BOILE	18148	Repair & Maintenance Services	N
3375	FOSTER MECHANICAL	305.00	1 Transactions			
869	HILLYARD HUTCHINSON					
	01-111-000-0000-6415	64.51	NEW PAPER TOWEL DISPENSER	604976939	Cleaning Supplies	N
869	HILLYARD HUTCHINSON	64.51	1 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING					
	01-111-000-0000-6303	60.00	LT 3 SNOW REMOVE/SALT/SIDEWALK	19189	Repair & Maintenance Services	Y
			12/14/2022 12/14/2022			
	01-111-000-0000-6303	245.00	LT 2 SNOW REMOVE/SALT/SIDEWALK	19189	Repair & Maintenance Services	Y
			12/14/2022 12/14/2022			
	01-111-000-0000-6303	220.00	LT 1 SNOW REMOVE/SALT/SIDEWALK	19189	Repair & Maintenance Services	Y
			12/14/2022 12/14/2022			
	01-111-000-0000-6303	475.00	LT 1 SNOW REMOVE/SALT/SIDEWALK	19239	Repair & Maintenance Services	Y
			12/15/2022 12/15/2022			
	01-111-000-0000-6303	975.00	LT 2 SNOW REMOVE/SALT/SIDEWALK	19239	Repair & Maintenance Services	Y
			12/15/2022 12/15/2022			
	01-111-000-0000-6303	155.00	LT 3 SNOW REMOVE/SALT/SIDEWALK	19239	Repair & Maintenance Services	Y
			12/15/2022 12/15/2022			
	01-111-000-0000-6303	155.00	LT 1 SNOW REMOVE/SALT/SIDEWALK	19296	Repair & Maintenance Services	Y
			12/16/2022 12/16/2022			
	01-111-000-0000-6303	330.00	LT 2 SNOW REMOVE/SALT/SIDEWALK	19296	Repair & Maintenance Services	Y
			12/16/2022 12/16/2022			
	01-111-000-0000-6303	65.00	LT 3 SNOW REMOVE/SALT/SIDEWALK	19296	Repair & Maintenance Services	Y
			12/16/2022 12/16/2022			
4427	NEUBARTH LAWN CARE & LANDSCAPING	2,680.00	9 Transactions			
2008	OTIS ELEVATOR					
	01-111-000-0000-6303	1,845.78	SERVICE CONTRACT FOR LEC ELEVA	69440787	Repair & Maintenance Services	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
2008	OTIS ELEVATOR		1,845.78	1 Transactions		
111	DEPT Total:		7,361.62	Courthouse Building	7 Vendors	24 Transactions
113	DEPT		Government Center Building			
46	AKO ELECTRIC INC					
	01-113-000-0000-6303		1,780.73	ADD REC IN CREW AREA	6210	Repair & Maintenance Services N
	01-113-000-0000-6303		866.81	ADD RES IN WOMENS BATHROOM	6212	Repair & Maintenance Services N
	01-113-000-0000-6303		3,590.60	LED RETRO IN GARAGE AT MCGC	6214	Repair & Maintenance Services N
46	AKO ELECTRIC INC		6,238.14	3 Transactions		
10326	AMAZON					
	01-113-000-0000-6425		20.99	DRYWALL ANCHORS	434373564744	Repair & Maintenance Supplies N
	01-113-000-0000-6425		253.29	AIR FILTER	434593547369	Repair & Maintenance Supplies N
	01-113-000-0000-6425		14.97	TOILET PLUNGER	445474364694	Repair & Maintenance Supplies N
	01-113-000-0000-6425		69.98	LARGE BOOT TRAY	446497988974	Repair & Maintenance Supplies N
	01-113-000-0000-6425		11.08	CARDSTOCK MINI TAGS	463357578983	Repair & Maintenance Supplies N
	01-113-000-0000-6425		7.99	PUTTY KNIFE SET	465874677853	Repair & Maintenance Supplies N
	01-113-000-0000-6425		16.11	GARAGE DOOR OPNER REMOTE	468363449387	Repair & Maintenance Supplies N
	01-113-000-0000-6425		12.45	VACUUM BREAKER REPAIR KIT	495479945763	Repair & Maintenance Supplies N
	01-113-000-0000-6425		194.09	WATERSENTRY REPLACEMENT FILTER	537637736539	Repair & Maintenance Supplies N
	01-113-000-0000-6415		74.50	CLOROXPRO DISINFECTING WIPES	539843946598	Cleaning Supplies N
	01-113-000-0000-6425		38.99	TOILET SEAT ATTACHMENT	539966889565	Repair & Maintenance Supplies N
	01-113-000-0000-6425		11.99	LINT ROLLERS	978975498889	Repair & Maintenance Supplies N
	01-113-000-0000-6303		22.25	CLOSET REPAIR KIT	997496648898	Repair & Maintenance Services N
	01-113-000-0000-6425		819.10	STANDARD METAL LOCKER	CDLYzZIZkKxL	Repair & Maintenance Supplies N
10326	AMAZON		1,567.78	14 Transactions		
4917	CITY OF GLENCOE					
	01-113-000-0000-6257		54.81	WATER/SEWER UNIT FEES	2289	Sewer, Water & Garbage Removal N
4917	CITY OF GLENCOE		54.81	1 Transactions		
3375	FOSTER MECHANICAL					
	01-113-000-0000-6350		305.00	ADJUSTED SET POINTS GC BOILER	18148	Other Services & Charges N
3375	FOSTER MECHANICAL		305.00	1 Transactions		
4427	NEUBARTH LAWN CARE & LANDSCAPING					
	01-113-000-0000-6303		810.00	LT 4 SNOW REMOVE/SALT/SIDEWALK	19189	Repair & Maintenance Services Y

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1 GENERAL REVENUE FUND

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-113-000-0000-6303		LT 4 SNOW REMOVE/SALT/SIDEWALK 12/15/2022 12/15/2022	19239	Repair & Maintenance Services	Y
	01-113-000-0000-6303		LT 4 SNOW REMOVE/SALT/SIDEWALK 12/16/2022 12/16/2022	19296	Repair & Maintenance Services	Y
4427	NEUBARTH LAWN CARE & LANDSCAPING		3 Transactions			
3415	SUMMIT FIRE PROTECTION					
	01-113-000-0000-6303		MONITORING: AREA OF REFUGE	192017717	Repair & Maintenance Services	N
	01-113-000-0000-6303		FIRE ALARM MONITORING	192017778	Repair & Maintenance Services	N
3415	SUMMIT FIRE PROTECTION		2 Transactions			
113	DEPT Total:	12,556.73	Government Center Building	6 Vendors	24 Transactions	
114	DEPT		Environmental Services Building			
134	CITY OF HUTCHINSON					
	01-114-000-0000-6257		WATER SEWER-HHW/ES 11/01/2022 11/30/2022	3-085-0650-2-00	Sewer, Water & Garbage Removal	N
	01-114-000-0000-6257		WATER SEWER-MRF/ES 11/01/2022 11/30/2022	3-085-0651-0-00	Sewer, Water & Garbage Removal	N
134	CITY OF HUTCHINSON		2 Transactions			
3375	FOSTER MECHANICAL					
	01-114-000-0000-6303		GET HEATERS GOING IN BAYS	18164	Repair & Maintenance Services	N
3375	FOSTER MECHANICAL		1 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING					
	01-114-000-0000-6303		LT 6 SNOW REMOVE/SALT/SIDEWALK 12/14/2022 12/14/2022	19189	Repair & Maintenance Services	Y
	01-114-000-0000-6303		LT 6 SNOW REMOVE/SALT/SIDEWALK 12/15/2022 12/15/2022	19239	Repair & Maintenance Services	Y
	01-114-000-0000-6303		LT 6 SNOW REMOVE/SALT/SIDEWALK 12/16/2022 12/16/2022	19296	Repair & Maintenance Services	Y
4427	NEUBARTH LAWN CARE & LANDSCAPING		3 Transactions			
114	DEPT Total:	3,484.08	Environmental Services Building	3 Vendors	6 Transactions	
115	DEPT		County Buildings Major Repair			
4718	UHL COMPANY					

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-115-000-0000-6303		BAS UPGRADE	70536	Repair & Maintenance Services	N
4718	UHL COMPANY					
		44,312.50				
		44,312.50				
115	DEPT Total:	44,312.50	County Buildings Major Repair	1 Vendors	1 Transactions	
117	DEPT		Fairgrounds			
869	HILLYARD HUTCHINSON					
	01-117-000-0000-6425	2,492.07	BATTERY PACK FOR SCRUBBER	700529480	Repair & Maintenance Supplies	N
	01-117-000-0000-6425	104.77	PARTS FOR SCRUBBER	700529490	Repair & Maintenance Supplies	N
869	HILLYARD HUTCHINSON	2,596.84				
743	PLUNKETTS PEST CONTROL INC					
	01-117-000-0000-6350	28.14	PEST CONTROL	7798474	Other Services & Charges	N
	01-117-000-0000-6350	36.34	PEST CONTROL	7843908	Other Services & Charges	N
743	PLUNKETTS PEST CONTROL INC	64.48				
117	DEPT Total:	2,661.32	Fairgrounds	2 Vendors	4 Transactions	
201	DEPT		County Sheriff's Office			
6009	INNOVATIVE OFFICE SOLUTIONS LLC					
	01-201-000-0000-6402	74.27	OFFICE SUPPLIES	IN4038350	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC	74.27				
3752	STAR GROUP LLC					
	01-201-000-0000-6327	21.99	FOG BULB #169	193683	General Auto Maintenance	N
	01-201-000-0000-6327	21.99	FOG BULB #169	193687	General Auto Maintenance	N
	01-201-000-0000-6327	28.69	FOG BULB #169	193687	General Auto Maintenance	N
3752	STAR GROUP LLC	28.69				
900	STREICHERS INC					
	01-201-000-0000-6145	23.98	VEST #1211	11605991	Uniform Allowance	N
900	STREICHERS INC	23.98				
7665	UNIQUE SOFTWARE CORPORATION					
	01-201-000-0000-6612	760.52	MONITORS - SPARES	251972	Capital - \$100 - \$5,000 (Inventory)	N
7665	UNIQUE SOFTWARE CORPORATION	760.52				

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1 GENERAL REVENUE FUND

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
201	DEPT Total:		887.46	County Sheriff's Office	4 Vendors	6 Transactions
251	DEPT		County Jail			
46	AKO ELECTRIC INC					
	01-251-000-0000-6350		895.71	CELL LIGHT, EXTRA LED TUBES	6112	Other Services & Charges N
46	AKO ELECTRIC INC		895.71	1 Transactions		
91	FRANKLIN PRINTING INC					
	01-251-000-0000-6403		235.55	DETAINER ENVELOPES - 1000 #10	95889	Printed Paper Supplies N
91	FRANKLIN PRINTING INC		235.55	1 Transactions		
2412	GLENCOE REGIONAL HEALTH SERVICES					
	01-251-000-0000-6268		559.17	GRHS VISIT (JV)	48000315	Medical Aid to Prisoners 6
2412	GLENCOE REGIONAL HEALTH SERVICES		559.17	1 Transactions		
869	HILLYARD HUTCHINSON					
	01-251-000-0000-6415		19.26	MOP HEAD HOLDER	200590	Cleaning Supplies N
869	HILLYARD HUTCHINSON		19.26	1 Transactions		
6009	INNOVATIVE OFFICE SOLUTIONS LLC					
	01-251-000-0000-6402		153.44	OFFICE SUPPLIES	IN4037905	Office Supplies N
6009	INNOVATIVE OFFICE SOLUTIONS LLC		153.44	1 Transactions		
3770	NOW MIRCO INC					
	01-251-000-0000-6612		2,304.00	LENOVO THINKCENTRE M80Q (3)	IV535709	Capital - \$100 - \$5,000 (Inventory) N
3770	NOW MIRCO INC		2,304.00	1 Transactions		
900	STREICHERS INC					
	01-251-000-0000-6145		11.99	KAYLA - INITIAL UNIFORM	I1606815	Uniform Allowance N
	01-251-000-0000-6145		11.99	TRISTA - INITIAL UNIFORM	I1606816	Uniform Allowance N
900	STREICHERS INC		23.98	2 Transactions		
251	DEPT Total:		4,191.11	County Jail	7 Vendors	8 Transactions
520	DEPT			County Parks		
5555	L & P SUPPLY COMPANY INC					
	01-520-000-0000-6425		211.77	OIL CHANGE/ PARTS	305102	Repair & Maintenance Supplies N

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1 GENERAL REVENUE FUND

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5555	L & P SUPPLY COMPANY INC		211.77	1 Transactions		
520	DEPT Total:		211.77	County Parks	1 Vendors	1 Transactions
1	Fund Total:		101,192.06	GENERAL REVENUE FUND		101 Transactions

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3 ROAD & BRIDGE FUND

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
310	DEPT		Highway Maintenance			
3333	CARGILL INC					
	03-310-000-0000-6505		7,318.68	SALT- HATS	2907782072	Winter Salt N
	03-310-000-0000-6505		2,558.00	SLATS/ SALT	2907806904	Winter Salt N
	03-310-000-0000-6505		2,522.03	SALT/ SLATS	2907811721	Winter Salt N
3333	CARGILL INC		12,398.71	3 Transactions		
310	DEPT Total:		12,398.71	Highway Maintenance	1 Vendors	3 Transactions
320	DEPT		Highway Construction			
6778	ASPHALT PRESERVATION COMPANY					
	03-320-000-0000-6643		5,481.11	2022 SEAL COAT/ CP22-000-002	22002	County Road Construction N
6778	ASPHALT PRESERVATION COMPANY		5,481.11	1 Transactions		
320	DEPT Total:		5,481.11	Highway Construction	1 Vendors	1 Transactions
340	DEPT		Highway Equipment Maintenance			
4265	BOYER FORD TRUCKS					
	03-340-000-0000-6425		55.94	PARTS	008P17676	Repair & Maintenance Supplies N
4265	BOYER FORD TRUCKS		55.94	1 Transactions		
	5253 NORTH CENTRAL INTERNATIONAL					
	03-340-000-0000-6425		1,162.45	CHECK AND REPAIR CRANK	30804	Repair & Maintenance Supplies N
5253	NORTH CENTRAL INTERNATIONAL		1,162.45	1 Transactions		
340	DEPT Total:		1,218.39	Highway Equipment Maintenance	2 Vendors	2 Transactions
3	Fund Total:		19,098.21	ROAD & BRIDGE FUND		6 Transactions

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5 SOLID WASTE FUND

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	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
391	DEPT				Solid Waste Tip Fee			
	2664	WELLS FARGO BANK NA						
		05-391-000-0000-6350		382.20	GO BOND FEES	2152652	Other Services & Charges	N
					11/13/2022	11/12/2023		
	2664	WELLS FARGO BANK NA		382.20	1 Transactions			
391	DEPT Total:			382.20	Solid Waste Tip Fee	1 Vendors	1 Transactions	
5	Fund Total:			382.20	SOLID WASTE FUND		1 Transactions	

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11 HUMAN SERVICE FUND

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
420	DEPT		Income Maintenance			
205	MARCO TECHNOLOGIES LLC					
	11-420-600-0010-6321	15.42	COST PER PRINT	INV10695327	Maintenance Agreements	N
			11/23/2022 12/22/2022			
205	MARCO TECHNOLOGIES LLC	15.42	1 Transactions			
963	MINNESOTA STATE AUDITOR					
	11-420-600-0010-6269	1,742.70	FINANCIAL AUDIT - CLAIM 71832	71832	State Auditor Fees	N
			09/28/2022 11/22/2022			
963	MINNESOTA STATE AUDITOR	1,742.70	1 Transactions			
12138	REDUCED RATE LONG DISTANCE LLC					
	11-420-000-0000-6203	8.83	PHONE 3208643144	219277	Communications	N
12138	REDUCED RATE LONG DISTANCE LLC	8.83	1 Transactions			
420	DEPT Total:	1,766.95	Income Maintenance	3 Vendors	3 Transactions	
430	DEPT		Individual & Family Social Services			
205	MARCO TECHNOLOGIES LLC					
	11-430-700-0010-6321	35.98	COST PER PRINT	INV10695327	Maintenance Agreements	N
			11/23/2022 12/22/2022			
205	MARCO TECHNOLOGIES LLC	35.98	1 Transactions			
963	MINNESOTA STATE AUDITOR					
	11-430-700-0010-6269	4,066.30	FINANCIAL AUDIT - CLAIM 71832	71832	State Auditor Fees	N
			09/28/2022 11/22/2022			
963	MINNESOTA STATE AUDITOR	4,066.30	1 Transactions			
12138	REDUCED RATE LONG DISTANCE LLC					
	11-430-000-0000-6203	20.59	PHONE 3208643144	219277	Communications	N
12138	REDUCED RATE LONG DISTANCE LLC	20.59	1 Transactions			
430	DEPT Total:	4,122.87	Individual & Family Social Services	3 Vendors	3 Transactions	
11	Fund Total:	5,889.82	HUMAN SERVICE FUND		6 Transactions	

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20 COUNTY DITCH FUND

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636	DEPT		County Ditch #25			
1700	EWERT BROTHERS INC					
	20-636-000-0000-6302		652.00	CD 25 CAMERA TILE LINE	1954	Construction & Repairs N
	20-636-000-0000-6302		130.00	CD 25 BACKHOE TIME	1954	Construction & Repairs N
1700	EWERT BROTHERS INC		782.00	2 Transactions		
636	DEPT Total:		782.00	County Ditch #25	1 Vendors	2 Transactions
661	DEPT		Joint Ditch #1 RCMC			
3166	MEEKER COUNTY AUDITOR					
	20-661-000-0000-6302		210.96	JD 01 2022 DITCH EXPENSES	2022 JD EXPENSES	Construction & Repairs N
3166	MEEKER COUNTY AUDITOR		210.96	1 Transactions		
661	DEPT Total:		210.96	Joint Ditch #1 RCMC	1 Vendors	1 Transactions
669	DEPT		Judicial Ditch #9 McLeod			
1700	EWERT BROTHERS INC					
	20-669-000-0000-6302		390.00	JD 09 HOOK UP TILE BACKHOE	1957	Construction & Repairs N
	20-669-000-0000-6302		100.00	JD 09 MOBILIZATION	1957	Construction & Repairs N
	20-669-000-0000-6302		200.00	JD 09 LABOR	1957	Construction & Repairs N
1700	EWERT BROTHERS INC		690.00	3 Transactions		
669	DEPT Total:		690.00	Judicial Ditch #9 McLeod	1 Vendors	3 Transactions
674	DEPT		Joint Ditch #13 MMC			
3166	MEEKER COUNTY AUDITOR					
	20-674-000-0000-6302		103.56	JD 13 2022 DITCH EXPENSES	2022 JD EXPENSES	Construction & Repairs N
3166	MEEKER COUNTY AUDITOR		103.56	1 Transactions		
674	DEPT Total:		103.56	Joint Ditch #13 MMC	1 Vendors	1 Transactions
675	DEPT		Joint Ditch #14 WMCM			
3166	MEEKER COUNTY AUDITOR					
	20-675-000-0000-6302		3,912.74	JD 14 2022 DITCH EXPENSES	2022 JD EXPENSES	Construction & Repairs N
3166	MEEKER COUNTY AUDITOR		3,912.74	1 Transactions		

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20 COUNTY DITCH FUND

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
675	DEPT Total:		3,912.74	Joint Ditch #14 WMCM	1 Vendors	1 Transactions
676	DEPT			Joint Ditch #15 MCM		
3166	MEEKER COUNTY AUDITOR					
	20-676-000-0000-6302		66.34	JD 15 2022 DITCH EXPENSES	2022 JD EXPENSES	Construction & Repairs N
3166	MEEKER COUNTY AUDITOR		66.34	1 Transactions		
676	DEPT Total:		66.34	Joint Ditch #15 MCM	1 Vendors	1 Transactions
680	DEPT			Joint Ditch #18 SMC		
5014	WUETHERICH DRAINAGE INC					
	20-680-000-0000-6302		1,401.40	JD 18 EMBANKMENT RPR - RETTMAN	1964	Construction & Repairs N
	20-680-000-0000-6302		1,526.00	JD 18 EMANKMENT RPR - RETTMAN	1965	Construction & Repairs N
	20-680-000-0000-6302		1,537.90	JD 18 EMBANKMENT RPR - RETTMAN	1966	Construction & Repairs N
	20-680-000-0000-6302		5,660.20	JD 18 EMBANKMENT RPR - RETTMAN	1967	Construction & Repairs N
	20-680-000-0000-6302		1,650.00	JD 18 SPILL PIPE - WENDLANDT	1977	Construction & Repairs N
	20-680-000-0000-6302		8,000.00	JD 18 CULVERT REPLACEMENT	1978	Construction & Repairs N
5014	WUETHERICH DRAINAGE INC		19,775.50	6 Transactions		
680	DEPT Total:		19,775.50	Joint Ditch #18 SMC	1 Vendors	6 Transactions
687	DEPT			JOINT DITCH 35 MCW		
1700	EWERT BROTHERS INC					
	20-687-000-0000-6302		2,577.00	JD 35 CAMERA TILE LINE - KLIMA	1956	Construction & Repairs N
	20-687-000-0000-6302		325.00	JD 35 BACKHOE TIME	1956	Construction & Repairs N
	20-687-000-0000-6302		125.00	JD 35 LABOR	1956	Construction & Repairs N
	20-687-000-0000-6302		100.00	JD 35 MOBILIZATION	1956	Construction & Repairs N
1700	EWERT BROTHERS INC		3,127.00	4 Transactions		
687	DEPT Total:		3,127.00	JOINT DITCH 35 MCW	1 Vendors	4 Transactions
20	Fund Total:		28,668.10	COUNTY DITCH FUND		19 Transactions

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21 SWCD FUND

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	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
697	DEPT			Drainage Inspector			
	8006	STUEWE FARMS LLC					
		21-697-000-0000-6302		632.50	CD 12 BUFFER MOWING	1040	RIPARIAN AID EXPENSES Y
		21-697-000-0000-6302		172.50	CD 40 BUFFER MOWING	1041	RIPARIAN AID EXPENSES Y
	8006	STUEWE FARMS LLC		805.00	2 Transactions		
697	DEPT Total:			805.00	Drainage Inspector	1 Vendors	2 Transactions
21	Fund Total:			805.00	SWCD FUND		2 Transactions

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25 SPECIAL REVENUE FUND

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	No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
205	DEPT			Conceal & Carry Permit			
	3770	NOW MIRCO INC					
		25-205-000-0000-6612					
	3770	NOW MIRCO INC					
			768.00	LENOVO THINKCENTRE FOR TC	IV535711	Capital - \$100 - \$5,000 (Inventory)	N
			768.00	1 Transactions			
205	DEPT Total:		768.00	Conceal & Carry Permit	1 Vendors	1 Transactions	
25	Fund Total:		768.00	SPECIAL REVENUE FUND		1 Transactions	

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41 CAPITAL PROJECTS FUND

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113	DEPT			Government Center Building			
	3996	PLATO WOODWORKING					
		41-113-000-0000-6350					
	3996	PLATO WOODWORKING					
			562.50	ADDITIONAL WORK IN STATE ROOM	27364.3	Other Services & Charges	N
			562.50	1 Transactions			
113	DEPT Total:		562.50	Government Center Building	1 Vendors	1 Transactions	
41	Fund Total:		562.50	CAPITAL PROJECTS FUND		1 Transactions	

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86 TRUST & AGENCY FUND

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT		DNR Clearing Account			
509	MINNESOTA DNR					
	86-975-000-0000-6850		4,292.00	DNR	CLAIM 12-20 TO 12-	Collections for Other Agencies N
				12/20/2022 12/27/2022		
	86-975-000-0000-6850		3,497.40	DNR	DNR/G&F CLAIM	Collections for Other Agencies N
				12/13/2022 12/19/2022		
	509 MINNESOTA DNR		7,789.40	2 Transactions		
975	DEPT Total:		7,789.40	DNR Clearing Account	1 Vendors	2 Transactions
976	DEPT		Game & Fish Clearing Account			
509	MINNESOTA DNR					
	86-976-000-0000-6850		59.00	GAME & FISH	CLAIM 12-20 TO 12-	Collections for Other Agencies N
				12/20/2022 12/27/2022		
	86-976-000-0000-6850		101.00	GAME & FISH	DNR/G&F CLAIM	Collections for Other Agencies N
				12/13/2022 12/19/2022		
	509 MINNESOTA DNR		160.00	2 Transactions		
976	DEPT Total:		160.00	Game & Fish Clearing Account	1 Vendors	2 Transactions
86	Fund Total:		7,949.40	TRUST & AGENCY FUND		4 Transactions

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87 TAX & PENALTY FUND

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	<u>Vendor Name</u>		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
980	DEPT				Tax Collections			
	8468	KERN/CLIFFORD L & BARBARA						
		87-980-000-0000-6810		70.00	2020 TAX REFUND	140311650	Refunds & Reimbursements	N
		87-980-000-0000-6810		76.00	2021 TAX REFUND	140311650	Refunds & Reimbursements	N
	8468	KERN/CLIFFORD L & BARBARA		146.00	2 Transactions			
980	DEPT Total:			146.00	Tax Collections	1 Vendors	2 Transactions	
87	Fund Total:			146.00	TAX & PENALTY FUND		2 Transactions	
	Final Total:			165,461.29	71 Vendors	143 Transactions		

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



Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>	
	1	101,192.06	GENERAL REVENUE FUND	
	3	19,098.21	ROAD & BRIDGE FUND	
	5	382.20	SOLID WASTE FUND	
	11	5,889.82	HUMAN SERVICE FUND	
	20	28,668.10	COUNTY DITCH FUND	
	21	805.00	SWCD FUND	
	25	768.00	SPECIAL REVENUE FUND	
	41	562.50	CAPITAL PROJECTS FUND	
	86	7,949.40	TRUST & AGENCY FUND	
	87	146.00	TAX & PENALTY FUND	
	All Funds	165,461.29	Total	Approved by,
				
				

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

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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	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT				...			
	6952	PRINCIPAL LIFE INSURANCE COMPANY						
		01-000-000-0000-2051		10,193.24	JANUARY DENTAL INSURANCE	1150573-10001	Dental Insurance Payable	N
	6952	PRINCIPAL LIFE INSURANCE COMPANY		10,193.24	1 Transactions			
	7834	WEELBORG CHEVROLET						
		01-000-000-0000-2057	AP 4	369.93	CHECK WRITTEN \$369.93 TO MUCH	11302022	Tolerance Collection	N
	7834	WEELBORG CHEVROLET		369.93	1 Transactions			
0	DEPT Total:			10,563.17	...	2 Vendors	2 Transactions	
3	DEPT				County Wide			
	8297	BAYSINGER/JUSTIN						
		01-003-000-0000-6350		200.00	HEADSHOTS		Other Services & Charges	Y
	8297	BAYSINGER/JUSTIN		200.00	1 Transactions			
	3758	MERSC						
		01-003-000-0000-6350		175.00	MEMBERSHIP DUES	202358	Other Services & Charges	N
	3758	MERSC		175.00	1 Transactions			
3	DEPT Total:			375.00	County Wide	2 Vendors	2 Transactions	
5	DEPT				Board of County Commissioners			
	14	ASSOCIATION OF MINNESOTA COUNTIES						
		01-005-000-0000-6245		18,138.00	2023 ANNUAL DUES	63181	Dues & Registration Fees	N
		01-005-000-0000-6245		2,700.00	2023 MN RURAL COUNTIES	64006	Dues & Registration Fees	N
	14	ASSOCIATION OF MINNESOTA COUNTIES		20,838.00	2 Transactions			
	6089	NATIONAL ASSOCIATION OF COUNTIES						
		01-005-000-0000-6245		733.00	COUNTY DUES	202215662	Dues & Registration Fees	N
	6089	NATIONAL ASSOCIATION OF COUNTIES		733.00	1 Transactions			
5	DEPT Total:			21,571.00	Board of County Commissioners	2 Vendors	3 Transactions	
31	DEPT				County Administrator			
	3340	AMC/MACA						
		01-031-000-0000-6245		878.00	2023 AFFILIATED MEMBERSHIP-SM	10650	Dues & Registration Fees	N

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1 GENERAL REVENUE FUND

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3340	AMC/MACA		878.00		1 Transactions		
31	DEPT Total:		878.00	County Administrator	1 Vendors	1 Transactions	
65	DEPT			Information Technology			
134	CITY OF HUTCHINSON						
	01-065-000-0000-6321	DFG 6	500.00	FAIRGROUNDS FIBER OPTIC LEASE	0000045897	Maintenance Agreements	N
				12/01/2022 12/31/2022			
134	CITY OF HUTCHINSON		500.00		1 Transactions		
9820	MINNESOTA COUNTIES COMPUTER COOP						
	01-065-000-0000-6350		9,224.00	2023 1ST QRT TAX SUPPORT	2301103	Other Services & Charges	N
	01-065-000-0000-6350		3,409.00	2023 1ST QTR CAMA SUPPORT	2301103	Other Services & Charges	N
	01-065-000-0000-6350		300.00	2023 ISSG USER GROUP FEE	2301103	Other Services & Charges	N
	01-065-000-0000-6350		6,887.91	2023 IFS SUPPORT (A-T / FIN)	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 HR/PR USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		2,625.48	2023 ANN CASH REGISTER SUPPORT	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 TAX USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 CAMA USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 ISSG USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 FINANCE GENERAL GOV USER	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 JIC USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,687.50	2023 TAX COURT USER GROUP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,200.00	2023 JIC IFS ENHAN FUND	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,000.00	2023 HR/PR ENHANCEMENT FUND	2301103	Other Services & Charges	N
	01-065-000-0000-6350		300.00	2023 FINANCE GENERAL GOV ENHAN	2301103	Other Services & Charges	N
	01-065-000-0000-6350		1,861.20	2023 ANN TREASURER'S FIN SUPPO	2301103	Other Services & Charges	N
	01-065-000-0000-6350		394.75	2023 1 QTR CAPITAL ASSETS SUPP	2301103	Other Services & Charges	N
	01-065-000-0000-6350		250.00	2023 TAX COURT ENHACEMENT FUN	2301103	Other Services & Charges	N
	01-065-000-0000-6350		6,887.91	2023 IFS GENERAL SUPPORT (HHS)	2301103	Other Services & Charges	N
	01-065-000-0000-6350		12,837.50	MNCCC MCAPS FEES	2301228	Other Services & Charges	N
9820	MINNESOTA COUNTIES COMPUTER COOP		58,990.25		20 Transactions		
7490	MY CABLE MART LLC						
	01-065-000-0000-6404	AP 4	496.80	HDMI CABLES	1014264	Computer Supplies	N
	01-065-000-0000-6404	AP 4	956.78	FIBER PATCH CABLES	1014265	Computer Supplies	N
7490	MY CABLE MART LLC		1,453.58		2 Transactions		
8278	NEW HORIZONS MINNESOTA						

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-065-000-0000-6245	AP	4	3,275.00	TRAINING - JIM	INV-558273-C6N3S0	Dues & Registration Fees	N
	01-065-000-0000-6245	AP	4	3,275.00	O365 TRAINING CHRIS MARSH	INV-558274-J0W4C1	Dues & Registration Fees	N
8278	NEW HORIZONS MINNESOTA			6,550.00	2 Transactions			
7483	PROVISION MEDIA INC							
	01-065-000-0000-6612	AP	4	1,868.00	MONITORS	2416	Capital - \$100 - \$5,000 (Inventory)	N
	01-065-000-0000-6612	AP	4	2,755.00	43 INCH MONITORS	2417	Capital - \$100 - \$5,000 (Inventory)	N
7483	PROVISION MEDIA INC			4,623.00	2 Transactions			
2589	SHI INTERNATIONAL CORP							
	01-065-000-0000-6321	AP	4	171,195.80	MS EA 2022-2024 YR1	B16212517	Maintenance Agreements	N
	01-065-000-0000-6612	AP	4	4,888.51	MONITORS	B16309627	Capital - \$100 - \$5,000 (Inventory)	N
	01-065-000-0000-6612	AP	4	2,626.26	MONITORS	B16309635	Capital - \$100 - \$5,000 (Inventory)	N
	01-065-000-0000-6404	AP	4	2,000.30	USB EXTENDERS	B16309658	Computer Supplies	N
	01-065-000-0000-6404	AP	4	3,286.00	KVM SWITCHES AND EXTENDERS	B16312611	Computer Supplies	N
	01-065-000-0000-6404	AP	4	3,000.45	USB EXTENDERS	B16312613	Computer Supplies	N
	01-065-000-0000-6404	AP	4	1,262.00	KVM EXTENDERS	B16315130	Computer Supplies	N
	01-065-000-0000-6404	AP	4	1,262.00	KVM EXTENDERS	B16315131	Computer Supplies	N
2589	SHI INTERNATIONAL CORP			189,521.32	8 Transactions			
65	DEPT Total:			261,638.15	Information Technology	6 Vendors	35 Transactions	
76	DEPT				Central Services - County Wide			
5906	CENTURYLINK							
	01-076-000-0000-6203			2,434.36	MONTHLY CHARGES	314019358	Communications	N
					12/18/2022 01/17/2023			
5906	CENTURYLINK			2,434.36	1 Transactions			
11580	CENTURYLINK							
	01-076-000-0000-6203			1,073.64	LONG DISTANCE	320439462	Communications	N
					12/21/2022 01/20/2023			
11580	CENTURYLINK			1,073.64	1 Transactions			
1857	METRO SALES INC							
	01-076-000-0000-6321	AP	4	95.12	COPIER MAINT MPC4504-JAIL	INV2186987	Maintenance Agreements	N
					11/21/2022 12/20/2022			
	01-076-000-0000-6321	AP	4	887.53	COPIER MAINT MPC6004-A/T	INV2186987	Maintenance Agreements	N
					11/21/2022 12/20/2022			

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
1857	METRO SALES INC			982.65	2 Transactions			
138	PRO AUTO & TRANSMISSION INC				3 Transactions			
	01-076-000-0000-6338	AP	4	43.04	12 OIL CHANGE	3088475	Motor Pool Expenses	N
	01-076-000-0000-6338	AP	4	42.99	OIL CHANGE FOR 191	3088581	Motor Pool Expenses	N
	01-076-000-0000-6338	AP	4	295.50	132 OIL CHANGE AND SPARK PLUGS	3088587	Motor Pool Expenses	N
138	PRO AUTO & TRANSMISSION INC			381.53	3 Transactions			
5194	QUADIENT LEASEING USA INC				1 Transactions			
	01-076-000-0000-6321			2,285.67	MAIL MACHINCE MCGC	N9703946	Maintenance Agreements	N
5194	QUADIENT LEASEING USA INC			2,285.67	1 Transactions			
1990	SHRED-N-GO INC				1 Transactions			
	01-076-000-0000-6350	AP	4	228.16	SHREDDING	144997	Other Services & Charges	N
					12/27/2022	12/27/2022		
1990	SHRED-N-GO INC			228.16	1 Transactions			
1083	WEX BANK				1 Transactions			
	01-076-000-0000-6338	AP	4	1,003.60	FUEL	86058109	Motor Pool Expenses	N
					12/01/2022	12/31/2022		
1083	WEX BANK			1,003.60	1 Transactions			
76	DEPT Total:			8,389.61	Central Services - County Wide	7 Vendors	10 Transactions	
80	DEPT				Safety			
	5260 MSDSONLINE DBA VELOCITYEHS				1 Transactions			
	01-080-000-0000-6350			3,501.00	MSDS ONLINE HQ 1/31/23-1/30/24	271360	Other Services & Charges	N
	5260 MSDSONLINE DBA VELOCITYEHS			3,501.00	1 Transactions			
80	DEPT Total:			3,501.00	Safety	1 Vendors	1 Transactions	
91	DEPT				County Attorney			
	6009 INNOVATIVE OFFICE SOLUTIONS LLC				1 Transactions			
	01-091-000-0000-6402	AP	4	98.85	OFFICE SUPPLIES	IN4046927	Office Supplies	N
	6009 INNOVATIVE OFFICE SOLUTIONS LLC			98.85	1 Transactions			
	70 RENVILLE COUNTY SHERIFF				1 Transactions			
	01-091-000-0000-6350	AP	4	60.00	SERVICE OF SUBPOENA	3760	Other Services & Charges	N

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
70	RENNVILLE COUNTY SHERIFF			60.00	1 Transactions			
79	SIBLEY COUNTY SHERIFF							
	01-091-000-0000-6350	AP	4	50.00	SERVICE OF SUBPOENA	2842	Other Services & Charges	N
79	SIBLEY COUNTY SHERIFF			50.00	1 Transactions			
91	DEPT Total:			208.85	County Attorney	3 Vendors	3 Transactions	
93	DEPT				County Attorney Contingent Account			
3522	MINNESOTA COUNTY ATTORNEYS ASSN							
	01-093-000-0000-6350			5,380.00	2023 MCAA DUES	22186	Other Services & Charges	N
3522	MINNESOTA COUNTY ATTORNEYS ASSN			5,380.00	1 Transactions			
93	DEPT Total:			5,380.00	County Attorney Contingent Account	1 Vendors	1 Transactions	
101	DEPT				County Recorder			
3791	ACCESS							
	01-101-000-0000-6350	AP	4	3,155.72	VAULT STORAGE FOR MICROFILM	9829043	Other Services & Charges	N
3791	ACCESS			3,155.72	1 Transactions			
101	DEPT Total:			3,155.72	County Recorder	1 Vendors	1 Transactions	
111	DEPT				Courthouse Building			
869	HILLYARD HUTCHINSON							
	01-111-000-0000-6415	AP	4	410.08	CLEANING SUPPLIES	604982221	Cleaning Supplies	N
869	HILLYARD HUTCHINSON			410.08	1 Transactions			
1202	MEI TOTAL ELEVATOR SOLUTIONS							
	01-111-000-0000-6303			172.63	MONTHLY SERVICES-CH	999367	Repair & Maintenance Services	N
					01/01/2023 01/31/2023			
1202	MEI TOTAL ELEVATOR SOLUTIONS			172.63	1 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING							
	01-111-000-0000-6303	AP	4	895.00	HAUL SNOW PILES AWAY	19307	Repair & Maintenance Services	Y
					12/17/2022 12/18/2022			
	01-111-000-0000-6303	AP	4	310.00	LT 1 SNOW REMOVE/SALT/SIDEWALK	19307	Repair & Maintenance Services	Y
					12/17/2022 12/18/2022			
	01-111-000-0000-6303	AP	4	450.00	LT 2 SNOW REMOVE/SALT/SIDEWALK	19307	Repair & Maintenance Services	Y

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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
						12/17/2022	12/18/2022					
	01-111-000-0000-6303		AP	4	120.00	LT 3 SNOW REMOVE/SALT/SIDEWALK		19307		Repair & Maintenance Services		Y
						12/17/2022	12/18/2022					
	01-111-000-0000-6303		AP	4	155.00	LT 1 SNOW REMOVE/SALT/SIDEWALK		19354		Repair & Maintenance Services		Y
						12/19/2022	12/20/2022					
	01-111-000-0000-6303		AP	4	435.00	LT 2 SNOW REMOVE/SALT/SIDEWALK		19354		Repair & Maintenance Services		Y
						12/19/2022	12/20/2022					
	01-111-000-0000-6303		AP	4	70.00	LT 3 SNOW REMOVE/SALT/SIDEWALK		19354		Repair & Maintenance Services		Y
						12/19/2022	12/20/2022					
	01-111-000-0000-6303		AP	4	345.00	LT 1 SNOW REMOVE/SALT/SIDEWALK		19401		Repair & Maintenance Services		Y
						12/21/2022	12/21/2022					
	01-111-000-0000-6303		AP	4	665.00	LT 2 SNOW REMOVE/SALT/SIDEWALK		19401		Repair & Maintenance Services		Y
						12/21/2022	12/21/2022					
	01-111-000-0000-6303		AP	4	115.00	LT 3 SNOW REMOVE/SALT/SIDEWALK		19401		Repair & Maintenance Services		Y
						12/21/2022	12/21/2022					
	01-111-000-0000-6303		AP	4	140.00	LT 3 SNOW REMOVE/SALT/SIDEWALK		19421		Repair & Maintenance Services		Y
						12/22/2022	12/23/2022					
	01-111-000-0000-6303		AP	4	410.00	LT 1 SNOW REMOVE/SALT/SIDEWALK		19421		Repair & Maintenance Services		Y
						12/22/2022	12/23/2022					
	01-111-000-0000-6303		AP	4	640.00	LT 2 SNOW REMOVE/SALT/SIDEWALK		19421		Repair & Maintenance Services		Y
						12/22/2022	12/23/2022					
	01-111-000-0000-6303		AP	4	120.00	LT 3 SNOW REMOVE/SALT/SIDEWALK		19469		Repair & Maintenance Services		Y
						12/24/2022	12/26/2022					
	01-111-000-0000-6303		AP	4	310.00	LT 1 SNOW REMOVE/SALT/SIDEWALK		19469		Repair & Maintenance Services		Y
						12/24/2022	12/26/2022					
	01-111-000-0000-6303		AP	4	765.00	LT 2 SNOW REMOVE/SALT/SIDEWALK		19469		Repair & Maintenance Services		Y
						12/24/2022	12/26/2022					
4427	NEUBARTH LAWN CARE & LANDSCAPING				5,945.00		16 Transactions					
111	DEPT Total:				6,527.71	Courthouse Building		3 Vendors		18 Transactions		
113	DEPT					Government Center Building						
	869 HILLYARD HUTCHINSON											
	01-113-000-0000-6415		AP	4	22.30	CARPET PRESpray		604982314		Cleaning Supplies		N
	869 HILLYARD HUTCHINSON				22.30		1 Transactions					
4427	NEUBARTH LAWN CARE & LANDSCAPING											
	01-113-000-0000-6303		AP	4	1,270.00	LT 4 SNOW REMOVE/SALT/SIDEWALK		19307		Repair & Maintenance Services		Y
						12/17/2022	12/18/2022					

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-113-000-0000-6303	AP	4	875.00	LT 4 SNOW REMOVE/SALT/SIDEWALK 12/19/2022 12/20/2022	19354	Repair & Maintenance Services	Y
	01-113-000-0000-6303	AP	4	1,510.00	LT 4 SNOW REMOVE/SALT/SIDEWALK 12/21/2022 12/21/2022	19401	Repair & Maintenance Services	Y
	01-113-000-0000-6303	AP	4	1,635.00	LT 4 SNOW REMOVE/SALT/SIDEWALK 12/22/2022 12/23/2022	19421	Repair & Maintenance Services	Y
	01-113-000-0000-6303	AP	4	1,270.00	LT 4 SNOW REMOVE/SALT/SIDEWALK 12/24/2022 12/26/2022	19469	Repair & Maintenance Services	Y
4427	NEUBARTH LAWN CARE & LANDSCAPING			6,560.00	5 Transactions			
4718	UHL COMPANY							
	01-113-000-0000-6303	AP	4	961.90	BAD POWER SUPPLY, REPLACE BATT	49093	Repair & Maintenance Services	N
4718	UHL COMPANY			961.90	1 Transactions			
113	DEPT Total:			7,544.20	Government Center Building	3 Vendors	7 Transactions	
114	DEPT				Environmental Services Building			
46	AKO ELECTRIC INC							
	01-114-000-0000-6303	AP	4	310.52	BROKEN LIGHT SOCKET ON POLE	6199	Repair & Maintenance Services	N
	01-114-000-0000-6303	AP	4	1,875.41	NEW LIGHTING FOR IMPOUND LOT	6200	Repair & Maintenance Services	N
46	AKO ELECTRIC INC			2,185.93	2 Transactions			
4427	NEUBARTH LAWN CARE & LANDSCAPING							
	01-114-000-0000-6303	AP	4	1,300.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 12/17/2022 12/18/2022	19307	Repair & Maintenance Services	Y
	01-114-000-0000-6303	AP	4	1,175.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 12/19/2022 12/20/2022	19354	Repair & Maintenance Services	Y
	01-114-000-0000-6303	AP	4	1,115.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 12/21/2022 12/21/2022	19401	Repair & Maintenance Services	Y
	01-114-000-0000-6303	AP	4	1,765.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 12/22/2022 12/23/2022	19421	Repair & Maintenance Services	Y
	01-114-000-0000-6303	AP	4	1,300.00	LT 6 SNOW REMOVE/SALT/SIDEWALK 12/24/2022 12/26/2022	19469	Repair & Maintenance Services	Y
4427	NEUBARTH LAWN CARE & LANDSCAPING			6,655.00	5 Transactions			
743	PLUNKETTS PEST CONTROL INC							
	01-114-000-0000-6321	AP	4	212.58	PEST CONTROL	7857018	Maintenance Agreements	N
743	PLUNKETTS PEST CONTROL INC			212.58	1 Transactions			

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	No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
114	DEPT Total:				9,053.51	Environmental Services Building	3 Vendors	8 Transactions	
115	DEPT					County Buildings Major Repair			
	5192	SJM CONSTRUCTION LLC							
		01-115-000-0000-6303	AP	4	14,391.40	CH LACTATION ROOM REMODEL		Repair & Maintenance Services	N
	5192	SJM CONSTRUCTION LLC			14,391.40	1 Transactions			
115	DEPT Total:				14,391.40	County Buildings Major Repair	1 Vendors	1 Transactions	
117	DEPT					Fairgrounds			
	2777	ACE HARDWARE							
		01-117-000-0000-6425	AP	4	9.59	FG PARTS	359680	Repair & Maintenance Supplies	N
		01-117-000-0000-6425	AP	4	16.96	FG PARTS	359755	Repair & Maintenance Supplies	N
	2777	ACE HARDWARE			26.55	2 Transactions			
	7726	CARLY'S SHOES							
		01-117-000-0000-6350	AP	4	150.00	RE-ISSUED- BOOT ALLOWANCE	11188	Other Services & Charges	N
	7726	CARLY'S SHOES			150.00	1 Transactions			
	869	HILLYARD HUTCHINSON							
		01-117-000-0000-6425	AP	4	50.32	PARTS	604982065	Repair & Maintenance Supplies	N
	869	HILLYARD HUTCHINSON			50.32	1 Transactions			
	5704	HUTCHINSON AREA CHAMBER OF COMME							
		01-117-000-0000-6245			325.00	2023 MEMBERSHIP DUES	6031	Dues & Registration Fees	N
	5704	HUTCHINSON AREA CHAMBER OF COMME			325.00	1 Transactions			
	2825	MENARDS HUTCHINSON							
		01-117-000-0000-6425	AP	4	154.73	FG SUPPLIES	31550303	Repair & Maintenance Supplies	N
		01-117-000-0000-6425	AP	4	2.56	FG SUPPLIES	31550303	Repair & Maintenance Supplies	N
		01-117-000-0000-6425	AP	4	19.97-	FG SUPPLIES	31550303	Repair & Maintenance Supplies	N
	2825	MENARDS HUTCHINSON			137.32	3 Transactions			
	46489	MINNESOTA DEPARTMENT OF HEALTH							
		01-117-000-0000-6245			290.00	2023 LICENSE RENEWAL 4H	FBL-9714-2329	Dues & Registration Fees	N
		01-117-000-0000-6245			225.00	2023 LICENSE RENEWAL- FG	MHP-30694-2329	Dues & Registration Fees	N
	46489	MINNESOTA DEPARTMENT OF HEALTH			515.00	2 Transactions			

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
7118	RUNNINGS SUPPLY INC							
	01-117-000-0000-6425	AP	4	12.27	FAIRGROUNDS SUPPLIES	5672410	Repair & Maintenance Supplies	N
	01-117-000-0000-6425	AP	4	69.01	FG SUPPLIES	5677491	Repair & Maintenance Supplies	N
7118	RUNNINGS SUPPLY INC			81.28	2 Transactions			
117	DEPT Total:			1,285.47	Fairgrounds	7 Vendors	12 Transactions	
121	DEPT				Veteran Services			
2101	KGLB-AM RADIO							
	01-121-000-0000-6240	AP	4	110.00	VETERAN'S SPOTLIGHT SHOW	58678-4	Miscellaneous Advertising	N
2101	KGLB-AM RADIO			110.00	1 Transactions			
121	DEPT Total:			110.00	Veteran Services	1 Vendors	1 Transactions	
201	DEPT				County Sheriff's Office			
1424	ALPHA WIRELESS COMMUNICATIONS							
	01-201-000-0000-6320	AP	4	254.26	REPAIR ANTENNA LINE IN PLATO	18749	Radio Repair & Maintenance	N
	01-201-000-0000-6321			2,487.75	MONTHLY MAINTENANCE FOR JAN	18958	Maintenance Agreements	N
1424	ALPHA WIRELESS COMMUNICATIONS			2,742.01	2 Transactions			
604	B & B TIRE AND AUTO REPAIR LLC							
	01-201-000-0000-6327	AP	4	1,469.86	RADIATOR REPAIR #179	24892	General Auto Maintenance	Y
	01-201-000-0000-6327	AP	4	55.90	O/C #182	24913	General Auto Maintenance	Y
	01-201-000-0000-6327	AP	4	637.95	BRAKES #182	24941	General Auto Maintenance	Y
	01-201-000-0000-6327	AP	4	76.44	HEADLIGHT BULB #182	25005	General Auto Maintenance	Y
604	B & B TIRE AND AUTO REPAIR LLC			2,240.15	4 Transactions			
2748	CDW GOVERNMENT INC							
	01-201-000-0000-6402	AP	4	67.55	6 PK BROTHER THERMAL PAPER	FR64704	Office Supplies	N
2748	CDW GOVERNMENT INC			67.55	1 Transactions			
7495	CENTRAL SQUARE							
	01-201-000-0000-6321			44,906.40	2023 YEARLY MAINT	363648	Maintenance Agreements	N
7495	CENTRAL SQUARE			44,906.40	1 Transactions			
11580	CENTURYLINK							
	01-201-000-0000-6203			66.14	LONG DISTANCE	320439462	Communications	N
					12/21/2022	01/20/2023		

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
11580	CENTURYLINK			66.14	1 Transactions			
136	HUTCHINSON CO-OP							
	01-201-000-0000-6255	AP	4	944.55	LP GAS SOLID WASTE BUILDING	8687	Natural Gas	N
136	HUTCHINSON CO-OP			944.55	1 Transactions			
6009	INNOVATIVE OFFICE SOLUTIONS LLC							
	01-201-000-0000-6402	AP	4	28.69	NOTARY STAMP FOR JD	IN4047722	Office Supplies	N
6009	INNOVATIVE OFFICE SOLUTIONS LLC			28.69	1 Transactions			
1102	JAY MALONE MOTORS							
	01-201-000-0000-6610	AP	4	114.95	WEATHER TECH MATS #194	141272	Capital - Over \$5,000 (Fixed Assets)	N
1102	JAY MALONE MOTORS			114.95	1 Transactions			
1129	KDUZ							
	01-201-000-0000-6241	AP	4	136.50	KARP HOLIDAY GREETINGS	59801-3	Printing & Publishing	N
	01-201-000-0000-6241	AP	4	46.00	KDUZ HOLIDAY GREETINGS	59801-4	Printing & Publishing	N
	01-201-000-0000-6241	AP	4	100.00	KGLB HOLIDAY GREETINGS	59965-2	Printing & Publishing	N
	01-201-000-0000-6241	AP	4	135.00	KARP 36 HOURS OF CHRISTMAS	60182-1	Printing & Publishing	N
1129	KDUZ			417.50	4 Transactions			
1947	MINNESOTA DEPARTMENT OF TRANSPOR							
	01-201-000-0000-6321			400.00	FACILITY USE AGREEMENT	582251	Maintenance Agreements	N
1947	MINNESOTA DEPARTMENT OF TRANSPOR			400.00	1 Transactions			
1354	MINNESOTA SHERIFFS ASSN							
	01-201-000-0000-6245			225.00	2023 METRO DUES TIM LANGENFELD	11/30/22	Dues & Registration Fees	N
1354	MINNESOTA SHERIFFS ASSN			225.00	1 Transactions			
4275	MINNESOTA SHERIFFS ASSN							
	01-201-201-0000-6360			600.00	NEW SHERIFF ORIENTATION #1101	275160	Training - Administration	N
4275	MINNESOTA SHERIFFS ASSN			600.00	1 Transactions			
5771	NUVERA							
	01-201-000-0000-6203			143.68	111-2290 SPEC ACC VOICE	148409	Communications	N
5771	NUVERA			143.68	1 Transactions			
2869	OCCUPATIONAL HEALTH CENTER OF MINI							
	01-201-000-0000-6265	AP	4	168.00	PRE-EMPLOYMENT PHYSICAL - AS	103693400	Professional Services	6

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
2869	OCCUPATIONAL HEALTH CENTER OF MINI			168.00	1 Transactions			
138	PRO AUTO & TRANSMISSION INC							
	01-201-000-0000-6327	AP	4	1,373.75	O/C, LED PANEL, MT/BAL TIRES	3088537	General Auto Maintenance	N
138	PRO AUTO & TRANSMISSION INC			1,373.75	1 Transactions			
1457	PRO AUTO & TRANSMISSION REPAIR INC							
	01-201-000-0000-6327	AP	4	722.47	REPLACE ENGINE OIL COOLER #176	3088555	General Auto Maintenance	N
1457	PRO AUTO & TRANSMISSION REPAIR INC			722.47	1 Transactions			
3752	STAR GROUP LLC							
	01-201-000-0000-6327			26.99	WINDSHIELD WIPERS #157	194877	General Auto Maintenance	N
	01-201-000-0000-6327			26.99	WINDSHIELD WIPERS #155	194894	General Auto Maintenance	N
3752	STAR GROUP LLC			53.98	2 Transactions			
900	STREICHERS INC							
	01-201-000-0000-6145	AP	4	23.98	INITIAL UNIFORM #1211	11607864	Uniform Allowance	N
900	STREICHERS INC			23.98	1 Transactions			
5964	TELVENT DTN, LLC							
	01-201-000-0000-6203			1,560.00	2023 WEATHER SYSTEM RENEWAL	6233537	Communications	N
5964	TELVENT DTN, LLC			1,560.00	1 Transactions			
2579	TRANS UNION LLC							
	01-201-000-0000-6265	AP	4	35.58	CREDIT REPORT - RC, AS, AW	12205641	Professional Services	N
2579	TRANS UNION LLC			35.58	1 Transactions			
8458	WEATHERBY PERMIT LLC							
	01-201-000-0000-6450			2,995.00	CELL HAWK SUB 1/1/23-12/31/23	INV26017	Subscriptions	N
8458	WEATHERBY PERMIT LLC			2,995.00	1 Transactions			
1083	WEX BANK							
	01-201-000-0000-6455	AP	4	7,668.44	FUEL THROUGH 12/31/22	86044522	Motor Fuels & Lubrication	N
1083	WEX BANK			7,668.44	1 Transactions			
201	DEPT Total:			67,497.82	County Sheriff's Office	22 Vendors	30 Transactions	
251	DEPT				County Jail			
	7495 CENTRAL SQUARE							

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-251-000-0000-6321			14,968.80	2023 YEARLY MAINT	363648	Maintenance Agreements	N
7495	CENTRAL SQUARE			14,968.80	1 Transactions			
977	MIDWEST MONITORING & SURVEILLANCE							
	01-251-000-0000-6355	AP	4	129.82	DECEMBER 2022 LAB SERVICES	DT1222106	UA Expense	N
977	MIDWEST MONITORING & SURVEILLANCE			129.82	1 Transactions			
1457	PRO AUTO & TRANSMISSION REPAIR INC							
	01-251-000-0000-6327	AP	4	43.04	O/C INSP. JAIL 158	3088607	General Auto Maintenance	N
1457	PRO AUTO & TRANSMISSION REPAIR INC			43.04	1 Transactions			
1083	WEX BANK							
	01-251-000-0000-6455	AP	4	330.22	FUEL - DECEMBER	86082217	Motor Fuels & Lubrication	N
1083	WEX BANK			330.22	1 Transactions			
251	DEPT Total:			15,471.88	County Jail	4 Vendors	4 Transactions	
255	DEPT				County Court Services			
8564	ODP BUSINESS SOLUTIONS LLC							
	01-255-000-0000-6402	AP	4	12.93	OFFICE SUPPLIES	282678197001	Office Supplies	N
	01-255-000-0000-6402	AP	4	7.79	OFFICE SUPPLIES	282686197001	Office Supplies	N
	01-255-000-0000-6402	AP	4	15.48	OFFICE SUPPLIES	282686198001	Office Supplies	N
8564	ODP BUSINESS SOLUTIONS LLC			36.20	3 Transactions			
255	DEPT Total:			36.20	County Court Services	1 Vendors	3 Transactions	
281	DEPT				Emergency Management			
1845	AMEM							
	01-281-000-0000-6245			200.00	ANNUAL MEMBERSHIP DUES #1126	2023118-259	Dues & Registration Fees	N
	01-281-000-0000-6245			200.00	ANNUAL MEMBERSHIP DUES #1212	202312-534	Dues & Registration Fees	N
1845	AMEM			400.00	2 Transactions			
1351	ONSOLVE LLC							
	01-281-000-0000-6321			11,680.99	2023 CODERED EXT/WARNING	15264326	Maintenance Agreements	N
1351	ONSOLVE LLC			11,680.99	1 Transactions			
7548	REGION V EMERGENCY MANAGEMENT AS							
	01-281-000-0000-6245			15.00	2023 MN REGION V DUES		Dues & Registration Fees	N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
7548	REGION V EMERGENCY MANAGEMENT A		15.00	1 Transactions			
5964	TELVENT DTN, LLC						
	01-281-000-0000-6350		1,560.00	2023 WEATHER SYSTEM RENEWAL	6233537	Other Services & Charges	N
5964	TELVENT DTN, LLC		1,560.00	1 Transactions			
281	DEPT Total:		13,655.99	Emergency Management	4 Vendors	5 Transactions	
485	DEPT			County Public Health Nursing			
14	ASSOCIATION OF MINNESOTA COUNTIES						
	01-485-000-0000-6245		2,681.00	LPHA 2023 DUES	63875	Dues & Registration Fees	N
14	ASSOCIATION OF MINNESOTA COUNTIES		2,681.00	1 Transactions			
11580	CENTURYLINK						
	01-485-000-0000-6203		23.63	LONG DISTANCE	320439462	Communications	N
				12/21/2022 01/20/2023			
11580	CENTURYLINK		23.63	1 Transactions			
3817	CHILDREN'S DENTAL SERVICE						
	01-485-000-0000-6350	AP 4	50.00	11/18/22 DENTAL CLINIC		Other Services & Charges	N
				11/18/2022 11/18/2022			
3817	CHILDREN'S DENTAL SERVICE		50.00	1 Transactions			
2412	GLENCOE REGIONAL HEALTH SERVICES						
	01-485-000-0000-6368	AP 4	36.08	LABS NOV 2022 (CONFIDENTIAL)	8001742	Medical & Blood Tests	6
				11/01/2022 11/30/2022			
2412	GLENCOE REGIONAL HEALTH SERVICES		36.08	1 Transactions			
4330	POEPPING/RON						
	01-485-490-0000-6047	AP 4	36.00	CHORE SERVICE ID 817101.01		Chore Services	Y
				12/23/2022 12/27/2022			
4330	POEPPING/RON		36.00	1 Transactions			
67501	TRAILBLAZER TRANSIT						
	01-485-490-0000-6047	AP 4	192.00	8 COMBO CARDS-CONFIDENTIAL	2022-11-594	Chore Services	N
				12/01/2022 12/31/2022			
67501	TRAILBLAZER TRANSIT		192.00	1 Transactions			
4925	ZAJICEK/KAREN						

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-485-490-0000-6047	AP	4	241.92	CHORE SERVICE ID 816349.01 12/13/2022 12/28/2022		Chore Services	Y
	01-485-490-0000-6047	AP	4	161.28	CHORE SERVICE ID 827373.01 12/05/2022 12/26/2022		Chore Services	Y
	01-485-490-0000-6047	AP	4	241.92	CHORE SERVICE ID 816567.01 12/05/2022 12/26/2022		Chore Services	Y
4925	ZAJICEK/KAREN			645.12	3 Transactions			
485	DEPT Total:			3,663.83	County Public Health Nursing	7 Vendors	9 Transactions	
520	DEPT				County Parks			
2777	ACE HARDWARE							
	01-520-000-0000-6425	AP	4	4.26	PARKS SUPPLIES	359182	Repair & Maintenance Supplies	N
	01-520-000-0000-6425	AP	4	30.47	PARKS PARTS	359500	Repair & Maintenance Supplies	N
2777	ACE HARDWARE			34.73	2 Transactions			
6272	GREATER MINNESOTA PARKS & TRAILS							
	01-520-000-0000-6245			330.00	2023 MEMBERSHIP DUES	2023	Dues & Registration Fees	N
6272	GREATER MINNESOTA PARKS & TRAILS			330.00	1 Transactions			
1051	LAKES GAS							
	01-520-000-0000-6255	AP	4	625.70	LP- LAKE MARION	1605552	Natural Gas	N
1051	LAKES GAS			625.70	1 Transactions			
2825	MENARDS HUTCHINSON							
	01-520-000-0000-6425	AP	4	50.21	PARKS SUPPLIES	31550303	Repair & Maintenance Supplies	N
	01-520-000-0000-6425	AP	4	44.92	PARKS SUPPLIES	31550303	Repair & Maintenance Supplies	N
	01-520-000-0000-6425	AP	4	82.91	PARKS SUPPLIES	31550303	Repair & Maintenance Supplies	N
	01-520-000-0000-6425	AP	4	3.98	PARKS SUPPLIES	31550303	Repair & Maintenance Supplies	N
2825	MENARDS HUTCHINSON			182.02	4 Transactions			
46489	MINNESOTA DEPARTMENT OF HEALTH							
	01-520-000-0000-6245			505.00	2023 LICENSE RENEWAL- PP	MHP-12075-13315	Dues & Registration Fees	N
	01-520-000-0000-6245			495.00	2023 LICENSE RENEWAL- LM	MHP-12076-13315	Dues & Registration Fees	N
46489	MINNESOTA DEPARTMENT OF HEALTH			1,000.00	2 Transactions			
520	DEPT Total:			2,172.45	County Parks	5 Vendors	10 Transactions	

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
609	DEPT		Enviornmental Services			
1160	MCLEOD COUNTY AUDITOR TREASURER					
	01-609-000-0000-6350		2023 DODGE RAM 1500 REGISTRATI		Other Services & Charges	N
		55.00	01/03/2023 01/03/2023			
1160	MCLEOD COUNTY AUDITOR TREASURER	55.00	1 Transactions			
609	DEPT Total:	55.00	Enviornmental Services	1 Vendors	1 Transactions	
1	Fund Total:	457,125.96	GENERAL REVENUE FUND		168 Transactions	

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3 ROAD & BRIDGE FUND

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No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
310	DEPT				Highway Maintenance			
5168	ALLSTATES PAVEMENT RECYCLING							
	03-310-000-0000-6503	AP	4	5,350.00	RUMBLE STRIPS	221149	Traffic Signs & Post	N
5168	ALLSTATES PAVEMENT RECYCLING			5,350.00	1 Transactions			
3333	CARGILL INC							
	03-310-000-0000-6505	AP	4	2,564.53	SALT - SLATS	2907824527	Winter Salt	N
3333	CARGILL INC			2,564.53	1 Transactions			
4966	CINTAS CORPORATION							
	03-310-000-0000-6145	AP	4	43.44	UNIFORMS- HATS	4139572143	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	13.06	UNIFORMS- GLENCOE	4139693401	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	15.57	UNIFORMS- SLATS	4139693481	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	30.67	UNIFORMS- HATS	414021175	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	40.86	UNIFORMS- HATS	4140214548	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	13.06	UNIFORMS- GLENCOE	4140416538	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	21.52	UNIFORMS- SLATS	4140416577	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	15.57	UNIFORMS- SLATS	4141107050	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	30.67	UNIFORMS - HATS	4141725350	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	20.50	UNIFORMS- SLATS	4141794949	Uniform Allowance	N
4966	CINTAS CORPORATION			244.92	10 Transactions			
830	MIDSTATES EQUIPMENT & SUPPLY INC							
	03-310-000-0000-6506	AP	4	9,556.50	CRACKFILLER	2221058	Bituminous Material	N
830	MIDSTATES EQUIPMENT & SUPPLY INC			9,556.50	1 Transactions			
1947	MINNESOTA DEPARTMENT OF TRANSPOR							
	03-310-000-0000-6265	AP	4	1,295.56	BRIDGE INSPECTCIONS	P00016485	Professional Services	N
1947	MINNESOTA DEPARTMENT OF TRANSPOR			1,295.56	1 Transactions			
7118	RUNNINGS SUPPLY INC							
	03-310-000-0000-6145	AP	4	150.00	2022 BOOT ALLOWANCE- CHRISTENS	670950887	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	161.46	2022 BOOT ALLOWANCE- CRAWFORD	670950887	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	178.50	2022 BOOT ALLOWANCE- KORTEUM	670950887	Uniform Allowance	N
	03-310-000-0000-6145	AP	4	161.46	2022 BOOT ALLOWANCE- PROVENCHE	670950887	Uniform Allowance	N
7118	RUNNINGS SUPPLY INC			651.42	4 Transactions			
310	DEPT Total:			19,662.93	Highway Maintenance	6 Vendors	18 Transactions	

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3 ROAD & BRIDGE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
320	DEPT				Highway Construction			
1803	FASTENAL COMPANY							
	03-320-000-0000-6501	AP	4	118.35	ENGINEERING SUPPLIES	MNHUT171444	Engineering & Surveying Supplies	N
1803	FASTENAL COMPANY			118.35	1 Transactions			
871	THE BANK OF NEW YORK MELLON							
	03-320-000-0000-6701			1,075,000.00	2023 BOND PRINCIPAL	MCLDCNTY19A	Principal - Bond LOST Projects	N
	03-320-000-0000-6720			84,625.00	2023 BOND INTEREST	MCLDCNTY19A	Bond Interest LOST Projects	N
871	THE BANK OF NEW YORK MELLON			1,159,625.00	2 Transactions			
320	DEPT Total:			1,159,743.35	Highway Construction	2 Vendors	3 Transactions	
330	DEPT				Highway Administration			
6932	GWORKS							
	03-330-000-0000-6321			496.00	2023 SIMPLESIGNS MAINTENANCE	2019-14082	Maintenance Agreements	Y
6932	GWORKS			496.00	1 Transactions			
330	DEPT Total:			496.00	Highway Administration	1 Vendors	1 Transactions	
340	DEPT				Highway Equipment Maintenance			
1505	AUTO VALUE							
	03-340-000-0000-6425	AP	4	46.97	PARTS	44169143	Repair & Maintenance Supplies	N
	03-340-000-0000-6425	AP	4	11.99	PARTS	44169441	Repair & Maintenance Supplies	N
	03-340-000-0000-6590	AP	4	13.30	MECH SHOP	44169685	Tools & Shop Materials	N
1505	AUTO VALUE			72.26	3 Transactions			
8197	CENTRAL HYDRAULICS INC							
	03-340-000-0000-6425	AP	4	2,641.98	PARTS	66642	Repair & Maintenance Supplies	N
8197	CENTRAL HYDRAULICS INC			2,641.98	1 Transactions			
2825	MENARDS HUTCHINSON							
	03-340-000-0000-6590	AP	4	13.99	MECH SHOP	31550277	Tools & Shop Materials	N
	03-340-000-0000-6590	AP	4	148.78	MECH SHOP	31550277	Tools & Shop Materials	N
2825	MENARDS HUTCHINSON			162.77	2 Transactions			
881	MIDWEST MACHINERY CO							
	03-340-000-0000-6425	AP	4	6,678.62	PARTS PTO KIT	9458996	Repair & Maintenance Supplies	N
	03-340-000-0000-6303	AP	4	1,500.00	LABOR- PTO KIT	9459010	Repair & Maintenance Services	N

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3 ROAD & BRIDGE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
881	MIDWEST MACHINERY CO			8,178.62	2 Transactions			
5253	NORTH CENTRAL INTERNATIONAL							
	03-340-000-0000-6425	AP	4	99.65	PARTS	223503	Repair & Maintenance Supplies	N
	03-340-000-0000-6425	AP	4	569.00	PARTS	223602	Repair & Maintenance Supplies	N
5253	NORTH CENTRAL INTERNATIONAL			668.65	2 Transactions			
1746	NUSS TRUCK & EQUIPMENT							
	03-340-000-0000-6425	AP	4	1,517.60	PARTS	2236674P	Repair & Maintenance Supplies	N
	03-340-000-0000-6425	AP	4	259.25	PARTS	2236714P	Repair & Maintenance Supplies	N
1746	NUSS TRUCK & EQUIPMENT			1,776.85	2 Transactions			
1087	O REILLY CORPORATE OFFICE							
	03-340-000-0000-6425	AP	4	9.41	PARTS	1522386945	Repair & Maintenance Supplies	N
	03-340-000-0000-6590	AP	4	107.88	SHOP SUPPLIES	1522388043	Tools & Shop Materials	N
	03-340-000-0000-6425	AP	4	328.50	PARTS	1522388120	Repair & Maintenance Supplies	N
1087	O REILLY CORPORATE OFFICE			445.79	3 Transactions			
1312	RUFFRIDGE JOHNSON EQUIP CO INC							
	03-340-000-0000-6590	AP	4	385.60	SHOP SUPPLIES	IA24198	Tools & Shop Materials	N
1312	RUFFRIDGE JOHNSON EQUIP CO INC			385.60	1 Transactions			
7118	RUNNINGS SUPPLY INC							
	03-340-000-0000-6425	AP	4	89.99	PARTS	950887	Repair & Maintenance Supplies	N
7118	RUNNINGS SUPPLY INC			89.99	1 Transactions			
1083	WEX BANK							
	03-340-000-0000-6455	AP	4	2,888.64	UNLEADED	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6455	AP	4	266.11	UNLEADED	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6455	AP	4	55.00	UNLEADED	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6455	AP	4	54.21	UNLEADED	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6455	AP	4	43.92	UNLEADED	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6455	AP	4	30.04-	FUEL REBATE	86094094	Motor Fuels & Lubrication	N
	03-340-000-0000-6567	AP	4	1,301.10	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	144.07	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	961.46	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	2,795.93	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	3,960.70	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	4,429.10	DIESEL	86094094	Diesel Fuel & Tax	N

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3 ROAD & BRIDGE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-340-000-0000-6567	AP	4	2,275.90	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	124.89	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	1,038.06	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	258.47	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	202.50	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	261.77	DIESEL	86094094	Diesel Fuel & Tax	N
	03-340-000-0000-6567	AP	4	339.09	DIESEL	86094094	Diesel Fuel & Tax	N
1083	WEX BANK			21,370.88				
					19 Transactions			
340	DEPT Total:			35,793.39	Highway Equipment Maintenance	10 Vendors	36 Transactions	
3	Fund Total:			1,215,695.67	ROAD & BRIDGE FUND		58 Transactions	

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5 SOLID WASTE FUND

Audit List for Board

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
391	DEPT		Solid Waste Tip Fee			
46	AKO ELECTRIC INC					
	05-391-000-0000-6560	AP 4	REPLACE CARD BOARD MACHINE	6198	Repair & Maintenance - Equipment	N
46	AKO ELECTRIC INC		1 Transactions			
11580	CENTURYLINK					
	05-391-000-0000-6203		LONG DISTANCE	320439462	Communications	N
			12/21/2022 01/20/2023			
11580	CENTURYLINK		1 Transactions			
134	CITY OF HUTCHINSON					
	05-391-000-0000-6561	DTG 6	SOLID WASTE FIBER OPTIC LEASE	0000045897	Repair & Maintenance - Other	N
			12/01/2022 12/31/2022			
134	CITY OF HUTCHINSON		1 Transactions			
391	DEPT Total:		856.01 Solid Waste Tip Fee	3 Vendors	3 Transactions	
5	Fund Total:		856.01 SOLID WASTE FUND		3 Transactions	

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11 HUMAN SERVICE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
420	DEPT		Income Maintenance			
14	ASSOCIATION OF MINNESOTA COUNTIES					
	11-420-600-0010-6350	951.60	MACSSA 2023 ANNUAL DUES	63946	General Administrative Charges	N
14	ASSOCIATION OF MINNESOTA COUNTIES	951.60	1 Transactions			
11580	CENTURYLINK					
	11-420-600-0010-6203	65.35	LONG DISTANCE 30%	320439462	Communications/Postage	N
			12/21/2022 01/20/2023			
11580	CENTURYLINK	65.35	1 Transactions			
420	DEPT Total:	1,016.95	Income Maintenance	2 Vendors	2 Transactions	
430	DEPT		Individual & Family Social Services			
14	ASSOCIATION OF MINNESOTA COUNTIES					
	11-430-700-0010-6350	2,220.40	MACSSA 2023 ANNUAL DUES	63946	General Administrative Charges	N
14	ASSOCIATION OF MINNESOTA COUNTIES	2,220.40	1 Transactions			
11580	CENTURYLINK					
	11-430-700-0010-6203	152.46	LONG DISTANCE 70%	320439462	Communications/Postage	N
			12/21/2022 01/20/2023			
11580	CENTURYLINK	152.46	1 Transactions			
430	DEPT Total:	2,372.86	Individual & Family Social Services	2 Vendors	2 Transactions	
11	Fund Total:	3,389.81	HUMAN SERVICE FUND		4 Transactions	

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20 COUNTY DITCH FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
671	DEPT				Joint Ditch #11 MCW Redetermined			
8469	HOESE/DAVID W							
	20-671-000-0000-6302	AP	4	16.29	JD 11 MCW ACQ ONE ROD BUFFER	05.001.0200 HOESE	Construction & Repairs	Y
8469	HOESE/DAVID W			16.29	1 Transactions			
671	DEPT Total:			16.29	Joint Ditch #11 MCW Redetermined	1 Vendors	1 Transactions	
680	DEPT				Joint Ditch #18 SMC			
5014	WUETHERICH DRAINAGE INC							
	20-680-000-0000-6302	AP	4	4,533.90	JD 18 SMC FEMA SITE 47	1969	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	8,598.80	JD 18 SMC FEMA SITE 48	1970	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	14,345.10	JD 18 SMC FEMA SITE 49	1971	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	24,238.90	JD 18 SMC FEMA SITE 50	1972	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	9,240.00	JD 18 SMC FEMA SITE 51	1973	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	11,139.80	JD 18 SMC FEMA SITE 52	1974	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	24,290.00	JD 18 SMC FEMA SITE 53	1975	Construction & Repairs	N
	20-680-000-0000-6302	AP	4	20,300.00	JD 18 SMC FEMA SITE 54	1976	Construction & Repairs	N
5014	WUETHERICH DRAINAGE INC			116,686.50	8 Transactions			
680	DEPT Total:			116,686.50	Joint Ditch #18 SMC	1 Vendors	8 Transactions	
20	Fund Total:			116,702.79	COUNTY DITCH FUND		9 Transactions	

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21 SWCD FUND

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
697	DEPT			Drainage Inspector			
6751	SOUTHERN MN EROSION CONTROL						
	21-697-000-0000-6302	AP 4	6,800.00	CD 63 BUFFER SEEDING	296	RIPARIAN AID EXPENSES	Y
	21-697-000-0000-6302	AP 4	1,200.00	CD 63 BUFFER MOWING	297	RIPARIAN AID EXPENSES	Y
6751	SOUTHERN MN EROSION CONTROL		8,000.00	2 Transactions			
697	DEPT Total:		8,000.00	Drainage Inspector	1 Vendors	2 Transactions	
21	Fund Total:		8,000.00	SWCD FUND		2 Transactions	

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25 SPECIAL REVENUE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
252	DEPT		Jail Canteen Account			
5771	NUVERA					
	25-252-000-0000-6460		182.39	CABLE - JAN. 2023 & TV REMOTE	1176384	Jail Supplies N
5771	NUVERA		182.39	1 Transactions		
2140	PHOENIX SUPPLY					
	25-252-000-0000-6460	AP 4	777.98	INMATE SUPPLIES	28396	Jail Supplies N
2140	PHOENIX SUPPLY		777.98	1 Transactions		
252	DEPT Total:		960.37	Jail Canteen Account	2 Vendors	2 Transactions
255	DEPT		County Court Services			
977	MIDWEST MONITORING & SURVEILLANCE					
	25-255-000-0000-6350	AP 4	536.00	DECEMBER LAB FEES	DT1222138	Other Services & Charges N
977	MIDWEST MONITORING & SURVEILLANCE		536.00	1 Transactions		
10185	MINNESOTA MONITORING INC					
	25-255-000-0000-6350	AP 4	560.00	DRUG TEST	12254	Other Services & Charges N
10185	MINNESOTA MONITORING INC		560.00	1 Transactions		
255	DEPT Total:		1,096.00	County Court Services	2 Vendors	2 Transactions
285	DEPT		E-911 System - Maintenance Grant			
7495	CENTRAL SQUARE					
	25-285-000-0000-6321		14,968.80	2023 YEARLY MAINT	363648	Maintenance Agreements N
7495	CENTRAL SQUARE		14,968.80	1 Transactions		
5771	NUVERA					
	25-285-000-0000-6203		588.30	587-0405 E-911 (JAN 1-31)	162945	Communications - Telephone Equipment N
5771	NUVERA		588.30	1 Transactions		
1351	ONSOLVE LLC					
	25-285-000-0000-6321		11,680.99	2023 CODERED EXT/WARNING	15264326	Maintenance Agreements N
1351	ONSOLVE LLC		11,680.99	1 Transactions		
285	DEPT Total:		27,238.09	E-911 System - Maintenance Grant	3 Vendors	3 Transactions
519	DEPT		Snowmobile Trail Grant			

***** **McLeod County IFS** *****



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25 SPECIAL REVENUE FUND

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4031	CROW RIVER SNO PROS					
	25-519-000-0000-6850		20,322.07	1ST BENCHMARK	1ST BENCHMARK	Collections for Other Agencies N
4031	CROW RIVER SNO PROS		20,322.07	1 Transactions		
519	DEPT Total:		20,322.07	Snowmobile Trail Grant	1 Vendors	1 Transactions
25	Fund Total:		49,616.53	SPECIAL REVENUE FUND		8 Transactions

***** **McLeod County IFS** *****



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35 DEBT SERVICE FUND

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	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
113	DEPT				Government Center Building			
	871	THE BANK OF NEW YORK MELLON						
		35-113-000-0000-6701		185,000.00	2023 BOND PRINCIPAL	MCLDCNTY19A	Principal - Bond	N
		35-113-000-0000-6720		53,650.00	2023 BOND INTEREST	MCLDCNTY19A	Interest	N
	871	THE BANK OF NEW YORK MELLON		238,650.00	2 Transactions			
113	DEPT Total:			238,650.00	Government Center Building	1 Vendors	2 Transactions	
35	Fund Total:			238,650.00	DEBT SERVICE FUND		2 Transactions	
	Final Total:			2,090,036.77	126 Vendors	254 Transactions		

***** **McLeod County IFS** *****

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



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
1	457,125.96	GENERAL REVENUE FUND
3	1,215,695.67	ROAD & BRIDGE FUND
5	856.01	SOLID WASTE FUND
11	3,389.81	HUMAN SERVICE FUND
20	116,702.79	COUNTY DITCH FUND
21	8,000.00	SWCD FUND
25	49,616.53	SPECIAL REVENUE FUND
35	238,650.00	DEBT SERVICE FUND
All Funds	2,090,036.77	Total

Approved by,
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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas?: N

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?: Y



INTEGRATED
FINANCIAL SYSTEMS

11 HUMAN SERVICE FUND

COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
1948	ACC MIDWEST TRANSPORTATION, INC. 11-430-710-1160-6040	AP	2,200.00	Transportation 11/01/2022 11/17/2022		Social Service Transportation	N
1948	ACC MIDWEST TRANSPORTATION, INC.		2,200.00	1 Transactions			
8239	ALEX & BRANDON CHILD SAFETY CENTER 11-430-710-1190-6056	AP	157.50	Court-Related Services and Act 06/02/2022 06/23/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	210.00	Court-Related Services and Act 08/04/2022 08/25/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	210.00	Court-Related Services and Act 07/07/2022 07/26/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	52.50	Court-Related Services and Act 09/02/2022 09/02/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	210.00	Court-Related Services and Act 08/04/2022 08/25/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	135.00	Court-Related Services and Act 07/21/2022 07/26/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	82.50	Court-Related Services and Act 09/02/2022 09/02/2022		Court Ordered Children/Custody Studies	N
	11-430-710-1190-6056	AP	165.00	Court-Related Services and Act 06/02/2022 06/09/2022		Court Ordered Children/Custody Studies	N
8239	ALEX & BRANDON CHILD SAFETY CENTER		1,222.50	8 Transactions			
11039	ANOKA COUNTY CORRECTIONS 11-430-710-1850-6057	AP	8,400.00	Correctional Facilities 11/01/2022 11/30/2022	888-1000043-1 5097	Correctional Facility - Child	N
11039	ANOKA COUNTY CORRECTIONS		8,400.00	1 Transactions			
	 11-420-650-0400-6020		275.00	 11/01/2022 11/30/2022		Cost Effective Health Insurance	N
			275.00	1 Transactions			
	 11-420-650-0400-6020		56.24	 08/01/2022 08/30/2022		Cost Effective Health Insurance	N
	11-420-650-0400-6020		8.04	 08/01/2022 08/30/2022		Cost Effective Health Insurance	N
	11-420-650-0400-6020		3.00			Cost Effective Health Insurance	N

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11 HUMAN SERVICE FUND

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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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
			67.28	08/01/2022 08/30/2022 3 Transactions			
	11-420-650-0400-6020		131.94			Cost Effective Health Insurance	N
	11-420-650-0400-6020		23.98			Cost Effective Health Insurance	N
			155.92	11/01/2022 11/30/2022 2 Transactions			
	11-420-650-0400-6020		191.78			Cost Effective Health Insurance	N
	11-420-650-0400-6020		50.92			Cost Effective Health Insurance	N
	11-420-650-0400-6020		14.46			Cost Effective Health Insurance	N
			257.16	11/01/2022 11/30/2022 3 Transactions			
3608	BROWN COUNTY EVALUATION CENTER						
	11-430-730-3710-6061	AP	53.16	Detoxification-	213713	Detox	N
3608	BROWN COUNTY EVALUATION CENTER		53.16	11/05/2022 11/05/2022 1 Transactions			
	11-420-650-2260-6216		32.12	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		32.78	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		20.24	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		1.10	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
			86.24	11/22/2022 11/22/2022 4 Transactions			
12030	CARVER COUNTY SHERIFFS OFFICE						
	11-420-640-0010-6295		110.00	CASE#202200000870 -		Child Support Special Charges	N
12030	CARVER COUNTY SHERIFFS OFFICE		110.00	12/02/2022 12/02/2022 1 Transactions			

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COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
35410	CENTRAL COMMUNITY TRANSIT						
	11-430-751-5160-6040	AP	68.00	Transportation	22-11126	MR/RC Waiver Transportation	N
				12/08/2022 12/08/2022			
35410	CENTRAL COMMUNITY TRANSIT		68.00	1 Transactions			
844	CORE PROFESSIONAL SERVICES PA						
	11-430-710-1620-6051	AP	1,000.00	Family-Based Counseling Servic	1428	Family Based Services - Professional	Y
				10/26/2022 10/26/2022			
844	CORE PROFESSIONAL SERVICES PA		1,000.00	1 Transactions			
	11-430-710-1810-6057	AP	25.99	Child Family Foster Care		Foster Care - Children	N
				11/29/2022 11/29/2022			
			25.99	1 Transactions			
16452	DEPT OF HUMAN SERVICES						
	11-430-720-2112-6067		1,239.00	CCAP BSF CO MATCH	A300MC43238I	BSF Child Care - Outside Childs Home	N
				11/01/2022 11/30/2022			
	11-430-720-2112-6067		37.50	CCAP RECOVERIES	A300MC43238I	BSF Child Care - Outside Childs Home	N
				11/01/2022 11/30/2022			
16452	DEPT OF HUMAN SERVICES		1,276.50	2 Transactions			
	11-430-710-1450-6027	AP	200.00	Social and Recreational		Social & Recreational	N
				12/04/2022 12/04/2022			
			200.00	1 Transactions			
454	DNA DIAGNOSTICS CENTER, INC.						
	11-420-640-0010-6294		81.00		3245704-1	Blood Testing Paternity	N
				11/10/2022 11/29/2022			
454	DNA DIAGNOSTICS CENTER, INC.		81.00	1 Transactions			
11111	EQUUL ACCESS INC						
	11-430-710-1620-6051	AP	370.00	Family-Based Counseling Servic	629	Family Based Services - Professional	N
				12/20/2022 12/20/2022			
11111	EQUUL ACCESS INC		370.00	1 Transactions			
6676	FAMILIES IN TRANSITION SERVICES, INC.						
	11-430-710-1190-6056	AP	1,401.09	Court-Related Services and Act		Court Ordered Children/Custody Studies	N
				10/04/2022 10/27/2022			

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COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
6676	FAMILIES IN TRANSITION SERVICES, INC.		1,401.09	1 Transactions			
	11-430-750-5350-6083	AP	810.99	Family Support Program; to be 01/01/2022 01/31/2022		Family Support Program - D.D.	N
	11-430-750-5350-6083		3,113.99	2023 Family Support Program; t 01/01/2023 01/31/2023		Family Support Program - D.D.	N
			3,924.98	2 Transactions			
	11-420-650-0400-6020		20.00			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
	11-420-650-0400-6020		8.00			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
			28.00	2 Transactions			
52053	GOLDEN TONGUE CONSULTANTS INC						
	11-430-760-6150-6039	AP	90.00	Interpreter Services 12/12/2022 12/12/2022	111987	Interpreter Services	N
	11-430-760-6150-6039	AP	90.00	Interpreting services. 12/13/2022 12/13/2022	111988	Interpreter Services	N
52053	GOLDEN TONGUE CONSULTANTS INC		180.00	2 Transactions			
	11-430-740-4520-6065		426.00	3 HRS IND/CLINICAL SUPERVISION 12/12/2022 12/27/2022		Mental Health Center - Adult	Y
			426.00	1 Transactions			
	11-420-650-2260-6216		7.42	MILEAGE REIMBURSEMENT 11/18/2022 11/18/2022		MA Transportation For Fam Memb @ .	N
	11-420-650-2260-6216		1.10	MILEAGE REIMBURSEMENT 12/14/2022 12/14/2022		MA Transportation For Fam Memb @ .	N
			8.52	2 Transactions			
	11-430-750-5350-6083	AP	2,267.00	Final 2022 FSG Lump Sum paymen 11/30/2022 11/30/2022		Family Support Program - D.D.	N
			2,267.00	1 Transactions			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ . N
				11/30/2022 11/30/2022		
	11-420-650-2260-6216		25.08	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ . N
				12/06/2022 12/06/2022		
	11-420-650-2260-6216		7.92	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ . N
				12/08/2022 12/08/2022		
			40.92	3 Transactions		
8147	MILLE LACS BAND OF OJIBWE INDIANS					
	11-430-710-1810-6057	AP	1,362.90	Child Family Foster Care		Foster Care - Children N
				11/01/2022 11/30/2022	8050	
	11-430-710-1812-6057	AP	1,038.90	Child Family Foster Care		Foster Care Administrative (Placement) N
				11/01/2022 11/30/2022		
	11-430-710-1812-6057	AP	1,381.80	Child Family Foster Care		Foster Care Administrative (Placement) N
				11/01/2022 11/30/2022	8050	
	11-430-710-1812-6057	AP	1,038.90	Child Family Foster Care		Foster Care Administrative (Placement) N
				11/01/2022 11/30/2022		
8147	MILLE LACS BAND OF OJIBWE INDIANS		4,822.50	4 Transactions		
10185	MINNESOTA MONITORING INC					
	11-430-710-1180-6098	AP	60.00	Health-Related Services Inv	12225	Random Drug Test Fees (Urinalysis Ex N
				11/11/2022 11/14/2022		
	11-430-710-1180-6098	AP	250.00	Court-Related Services and Act	12225	Random Drug Test Fees (Urinalysis Ex N
				11/03/2022 11/03/2022		
10185	MINNESOTA MONITORING INC		310.00	2 Transactions		
7664	NEST, LLC					
	11-430-710-1620-6051	AP	243.34	Family-Based Life Management S		Family Based Services - Professional Y
				11/01/2022 11/30/2022		
	11-430-710-1630-6051	AP	127.46	Family-Based Life Management S		Family Based Services - Paraprofessio Y
				11/03/2022 11/03/2022		
	11-430-710-1630-6051	AP	336.04	Family-Based Life Management S		Family Based Services - Paraprofessio Y
				11/02/2022 11/29/2022		
7664	NEST, LLC		706.84	3 Transactions		
11023	NEW LIFE TREATMENT CENTER					
	11-430-730-3710-6061	AP	2,200.00	Detoxification-		Detox N
				11/26/2022 11/29/2022		

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
11023	NEW LIFE TREATMENT CENTER		2,200.00		1 Transactions		
6151	OLMSTED COUNTY SHERIFFS OFFICE						
	11-420-640-0010-6295		100.00	-SHERIFF #22002885		Child Support Special Charges	N
				12/06/2022 12/06/2022			
6151	OLMSTED COUNTY SHERIFFS OFFICE		100.00		1 Transactions		
	11-420-650-0400-6020		94.16			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
	11-420-650-0400-6020		136.76			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
	11-420-650-0400-6020		14.52			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
			245.44		3 Transactions		
	11-430-710-1810-6057	AP	62.66	Child Family Foster Care		Foster Care - Children	N
				11/01/2022 11/02/2022			
	11-430-710-1810-6057	AP	62.66	Child Family Foster Care		Foster Care - Children	N
				11/01/2022 11/02/2022			
			125.32		2 Transactions		
2542	PRAIRIE LAKES YOUTH PROGRAMS						
	11-430-710-1070-6029	AP	71.86	Health-Related Services	674-213-1	CW Holds - Medical Costs	N
				11/11/2022 11/18/2022			
	11-430-710-1830-6057	AP	8,580.00	Children's Group Residential C	674-213-1	Rule 8 Child Group Home	N
				11/01/2022 11/30/2022			
2542	PRAIRIE LAKES YOUTH PROGRAMS		8,651.86		2 Transactions		
	11-420-650-0400-6020		226.16			Cost Effective Health Insurance	N
				10/01/2022 10/31/2022			
	11-420-650-0400-6020		226.16			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
	11-420-650-0400-6020		60.92			Cost Effective Health Insurance	N
				10/01/2022 10/31/2022			
	11-420-650-0400-6020		60.92			Cost Effective Health Insurance	N
				11/01/2022 11/30/2022			
	11-420-650-0400-6020		31.60			Cost Effective Health Insurance	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	11-420-650-0400-6020		10/01/2022 10/31/2022		Cost Effective Health Insurance	N
			11/01/2022 11/30/2022			
			6 Transactions			
8336	QUALITY TRANSPORTATION					
	11-430-763-6160-6040	AP	Transportation - \$25/one way	9088	CADI/CAC/BI Transportation	Y
			11/15/2022 11/15/2022			
	11-430-763-6160-6040	AP	Transportation - \$25/one way	90888	CADI/CAC/BI Transportation	Y
			10/15/2022 10/15/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			10/30/2022 10/30/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			10/09/2022 10/09/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			10/16/2022 10/16/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			10/23/2022 10/23/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			11/06/2022 11/06/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			11/13/2022 11/13/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			11/20/2022 11/20/2022			
	11-430-751-5160-6040	AP	To and from work each Sunday.	9089	MR/RC Waiver Transportation	Y
			11/27/2022 11/27/2022			
8336	QUALITY TRANSPORTATION		10 Transactions			
	11-420-650-0400-6020				Cost Effective Health Insurance	N
			11/01/2022 11/30/2022			
	11-420-650-0400-6020				Cost Effective Health Insurance	N
			11/01/2022 11/30/2022			
	11-420-650-0400-6020				Cost Effective Health Insurance	N
			11/01/2022 11/30/2022			
			3 Transactions			
	11-420-650-0400-6020				Cost Effective Health Insurance	N

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COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	11-420-650-0400-6020		45.26			Cost Effective Health Insurance	N
	11-420-650-0400-6020		5.38			Cost Effective Health Insurance	N
			285.10	3 Transactions			
55340	RS EDEN						
	11-430-710-1180-6098	AP	111.50	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/01/2022 11/07/2022			
	11-430-710-1180-6098	AP	39.00	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/14/2022 11/14/2022			
	11-430-710-1180-6098	AP	117.00	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/08/2022 11/21/2022			
	11-430-710-1180-6098	AP	74.00	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/17/2022 11/23/2022			
	11-430-710-1180-6098	AP	39.00	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/29/2022 11/29/2022			
	11-430-710-1180-6098	AP	39.00	Health-Related Services Inv	66011	Random Drug Test Fees (Urinalysis Ex	N
				11/28/2022 11/28/2022			
55340	RS EDEN		419.50	6 Transactions			
	11-430-750-5350-6083	AP	3,113.99	2022 Family Support Grant: To		Family Support Program - D.D.	N
				12/23/2022 12/31/2022			
			3,113.99	1 Transactions			
	11-430-760-6950-6050	AP	150.00	Guardian/Conservator		Guardianship/Conservator Fees	Y
				11/01/2022 11/30/2022			
	11-430-760-6950-6050	AP	81.30	Guardianship		Guardianship/Conservator Fees	Y
				11/01/2022 11/30/2022			
			231.30	2 Transactions			
	11-420-650-2260-6216		24.20	MILEAGE REIMBURSEMENT		MA Transportation For Fam Memb @ .	N
				11/23/2022 11/23/2022			
			24.20	1 Transactions			
3642	SENECA FAMILY OF AGENCIES/NIPFC						
	11-430-710-1190-6056		500.00	2023 20 SEARCHES/CONTRACT		Court Ordered Children/Custody Studies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3642	SENECA FAMILY OF AGENCIES/NIPFC		500.00	01/01/2023 12/31/2023 1 Transactions		
61416	SHERBURNE COUNTY SHERIFF					
	11-420-640-0010-6295		154.50	CIVIL #22-001925 12/02/2022 12/02/2022 1 Transactions	Child Support Special Charges	N
61416	SHERBURNE COUNTY SHERIFF		154.50			
	11-420-650-0400-6020		410.20		Cost Effective Health Insurance	N
				11/01/2022 11/30/2022		
	11-420-650-0400-6020		34.64		Cost Effective Health Insurance	N
				11/01/2022 11/30/2022		
	11-420-650-0400-6020		9.98		Cost Effective Health Insurance	N
				11/01/2022 11/30/2022 3 Transactions		
			454.82			
	11-420-650-2260-6210		5.00	PARKING REIMBURSEMENT	Medical Assistance Meal Lodging & Pa	N
				11/28/2022 11/28/2022		
	11-420-650-2260-6216		6.43	MILEAGE REIMBURSEMENT	MA Transportation For Fam Memb @ .	N
				12/05/2022 12/05/2022		
	11-420-650-2260-6216		23.32	MILEAGE REIMBURSEMENT	MA Transportation For Fam Memb @ .	N
				11/15/2022 11/15/2022		
	11-420-650-2260-6216		23.32	MILEAGE REIMBURSEMENT	MA Transportation For Fam Memb @ .	N
				11/28/2022 11/28/2022		
	11-420-650-2260-6216		23.32	MILEAGE REIMBURSEMENT	MA Transportation For Fam Memb @ .	N
				12/13/2022 12/13/2022		
	11-420-650-2260-6216		6.43	MILEAGE REIMBURSEMENT	MA Transportation For Fam Memb @ .	N
				11/21/2022 11/21/2022 6 Transactions		
			87.82			
68940	VILLAGE RANCH, INC.					
	11-430-745-4570-6091		850.00		39	Child Family Psychoeducation
				02/09/2023 02/09/2023 1 Transactions		
68940	VILLAGE RANCH, INC.		850.00			
	11-420-650-0400-6020		64.62		Cost Effective Health Insurance	N
				11/01/2022 11/30/2022		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	11-420-650-0400-6020		923.08			
					Cost Effective Health Insurance	N
			987.70	11/01/2022 11/30/2022 2 Transactions		
1683	WEST CENTRAL REGIONAL JUVENILE CEN					
	11-430-710-1850-6091		3,200.00		1287-134-1	Corrections
				11/21/2022 11/30/2022		N
	11-430-710-1850-6091		320.00		1287-134-1	Corrections
				11/01/2022 11/01/2022 2 Transactions		N
1683	WEST CENTRAL REGIONAL JUVENILE CEN		3,520.00			
11 Fund Total:			53,564.21	HUMAN SERVICE FUND	48 Vendors	113 Transactions
Final Total:			53,564.21	48 Vendors	113 Transactions	

***** **McLeod County IFS** *****



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

Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
11	53,564.21	HUMAN SERVICE FUND
All Funds	53,564.21	Total

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



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☒ Approve Motion

Regular Agenda – Estimate Time Needed: minutes

☐ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Janet Betsinger

Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Approve renewal of Off-Sale, Sunday, Liquor, Wine, Club or 3.2% Licenses for Lake Marion Supper Club (Brownton, Minnesota) from January 17, 2023, through December 31, 2023.

Recommended Action/Motion:

Approve renewal of Off-Sale, Sunday, Liquor, Wine, Club or 3.2% Licenses for Lake Marion Supper Club (Brownton, Minnesota) from January 17, 2023, through December 31, 2023.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Liz/Sheila

Save

Print



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code CTCMBS License Period Ending 12/31/2022 Iden: 8156
Issuing Authority McLeod Co
Licensee Name Lake Marion Sup Club/Brownton Inc.
Trade Name Lake Marion Supper Club/Brownton
Address 11387 State Hwy 15
Brownton, MN 55312
Business Phone 3203284111
License Fees: Off Sale \$200.00 On Sale \$2,000.00 Sunday ~~\$100.00~~ 200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability. (3.2 & liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Paymo E Schroeder DOB / - SSN Date 12/28/22
Licensee Signature (Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

Date

County Attorney Signature
County Board issued licenses only (Signature certifies licensee is eligible for license).

Date

Police/Sheriff Signature
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Date

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any direct or indirect interest in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses fines or other penalties, including alcohol penalties):

Report below details involving any license rejections or revocations:

City/County Comments:

No. 23-02

Fee \$ 2400



County McLeod

COUNTY LIQUOR LICENSE – “ON AND OFF SALE”

THIS CERTIFIES THAT:

LICENSEE Lake Marion Sup Club/Brownton Inc.

TRADE NAME Lake Marion Supper Club/Brownton

STREET ADDRESS OR LOT AND BLOCK NO 11387 State Highway 15, Brownton

Is authorized to sell intoxicating liquor at retail for sale consumption off the premises and for consumption on the premises subject to the laws and regulations of the State of Minnesota and municipal ordinances for the Period beginning

January 17, 2023 to December 31, 2023

THIS LICENSE IS APPROVED

Alcohol & Gambling Enforcement Director Date
PS9082 (06/06)

Chairperson or President
Given under my hand and the Municipal Corporate Seal
City of Glencoe Date _____

CLERK or Recorder



CERTIFICATION OF COMPLIANCE MINNESOTA
WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Minnesota Department of Labor and Industry.

Insurance Company Name: _____
(NOT the insurance agent)

Policy Number _____

Dates of Coverage: _____ to _____

(or)

I am not required to have workers' compensation liability coverage because:

- ☒ I have no employees
- ☐ I am self-insured (include permit to self-insure)
- ☐ I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Name: Danni E. Schroeder
(last, first, middle)

Doing Business As: LMSC
(business name if different than your name)

Business Address: 11387 St Hwy 19

City, State, Zip: Brownston MN 55312 Phone: 320 328 4111

Signature: Danni Schroeder Date: 12/28/22



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/09/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Goetsch Insurance Agency 315 4th St, PO Box 355 Gaylord MN 55334		CONTACT NAME: PHONE (A/C, No, Ext): 507-237-4215 FAX (A/C, No): 507-237-4176 E-MAIL ADDRESS:		
INSURED Lake Marion Supper Club Of Brownton Inc 11387 Highway 15 Brownton MN 55312-8304		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Owners		
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
INSURER F:				

COVERAGES**CERTIFICATE NUMBER:** 20211110141504514**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR	N	N	08075570	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		GENERAL AGGREGATE \$ 1,000,000					
		PRODUCTS - COMP/OP AGG \$ 1,000,000					
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
	UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$						BODILY INJURY (Per person) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	Liquor Liability	N	N	08075570	12/31/2022	12/31/2023	EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE ☐ OTH-ER ☐ E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$
							1,000,000 1,000,000 Each Occurrence Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Location:
11387 Highway 15
Brownton MN 55312-8304

CERTIFICATE HOLDER

McLeod County
2391 Hennepin Ave.
Glencoe, MN 55336

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☒ Approve Motion

Regular Agenda – Estimate Time Needed: minutes

☐ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Janet Betsinger

Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Approve the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II (Stewart, Minnesota) from January 17, 2023, through December 31, 2023.

Recommended Action/Motion:

Approve the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II (Stewart, Minnesota) from January 17, 2023, through December 31, 2023.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Liz/Sheila

Save

Print

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

FOR MUNICIPAL USE ONLY

ID Number

The Minnesota Tax ID must be issued in the same legal name of the licensee below.

License Authority
License Number
Period Covered
Date of Issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

☒ Over Counter ☐ Through Vending Machine ☐ Both

Licensee's Legal Name <u>C&R ENTERPRISE LLC</u>	Federal Employer ID Number (FEIN)
Business Trade Name (doing business as) <u>CACTUS JACKS</u>	Daytime Phone
Complete Address of Business Location (permit location) <u>760 SOUTH ST, P.O. Box 244</u>	Other Phone Number
City <u>STEWART</u> State <u>MN</u> ZIP Code <u>55385</u>	Fax Number
Mailing Address (if different than business address) <u>P.O. Box 244</u> City <u>STEWART</u> State <u>MN</u> ZIP Code <u>55385</u>	Email Address

Type of legal organization (check one):

☒ Sole proprietor ☐ Minnesota corporation: Enter date of incorporation _____
☐ Partnership ☐ Out-of-state corporation: State of incorporation _____
☐ Other (describe) _____ Are you registered to do business in Minnesota? ☐ Yes ☐ No

Corporate officers or partners (attach a list if necessary)

Name <u>ROBERT M ROSEK</u>	Title <u>PRESIDENT</u>
Address <u>1764 UNDERWOOD AVE</u>	City <u>STEWART</u> State <u>MN</u> ZIP Code <u>55385</u>
Name <u>ROBERT M ROSEK</u>	Title <u>PRESIDENT</u>
Address <u>1764 UNDERWOOD AVE</u>	City <u>STEWART</u> State <u>MN</u> ZIP Code <u>55385</u>

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes and tobacco from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue. The Cigarette and Tobacco Distributor List is on our website. Go to www.revenue.state.mn.us and type Distributor List in the Search box.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature <u>[Signature]</u>	Title <u>PRESIDENT</u>	Print Name <u>ROBERT M ROSEK</u>	Date <u>1/8/23</u>	Daytime Phone <u>320-760-6666</u>
Licensing Agent's Signature	Title	Print Name	Date	Daytime Phone

License applicant: Submit this form to the licensing authority along with the license application.

Licensing authority: Mail, email or fax to:

Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us



CERTIFICATION OF COMPLIANCE MINNESOTA
WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Minnesota Department of Labor and Industry.

Insurance Company Name: Superior Point
(NOT the insurance agent)

Policy Number 107677.801

Dates of Coverage: 12/8/22 to 12/8/23

(or)

I am not required to have workers' compensation liability coverage because:

- () I have no employees
- () I am self-insured (include permit to self-insure)
- () I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Name: Kosek Ryan Michael
(last, first, middle)

Doing Business As: Cactus Jacks
(business name if different than your name)

Business Address: 260 South St

City, State, Zip: Stewart, MN 55385 Phone: 320-760-6666

Signature: [Signature] Date: 1/6/23



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☒ Approve Motion

Regular Agenda – Estimate Time Needed: minutes

☐ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Janet Betsinger

Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Approve the Sale of Cigarette and other Tobacco Products License for Neisen's Bar & Grill Inc. (Biscay, Minnesota) from January 17, 2023, through December 31, 2023.

Recommended Action/Motion:

Approve the Sale of Cigarette and other Tobacco Products License for Neisen's Bar & Grill Inc. (Biscay, Minnesota) from January 17, 2023, through December 31, 2023.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Liz/Sheila

Save

Print

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

FOR MUNICIPAL USE ONLY

ID Number

The Minnesota Tax ID must be issued in the same legal name of the licensee below.

License Authority
License Number
Period Covered
Date of Issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

☐ Over Counter ☐ Through Vending Machine ☐ Both

Licensee's Legal Name Neisen Bar & Grill Inc				Business Phone 320-804-5555	
Business Trade Name (doing business as) 300 Doran St				Other Phone Number	
Complete Address of Business Location (permit location) Biscay				City MN	ZIP Code 55331
City				State	ZIP Code
Mailing Address (if different than business address)				City	State
				ZIP Code	Email Address

Type of legal organization (check one):

☐ Sole proprietor ☒ Minnesota corporation: Enter date of incorporation **2012**
☐ Partnership ☐ Out-of-state corporation: State of incorporation _____
☐ Other (describe) _____ Are you registered to do business in Minnesota? ☒ Yes ☐ No

Corporate officers or partners (attach a list if necessary)

Name Lori Neisen	Title
Address 24341 Meridian Ave	
City Belle Plaine	State MN
Name	Title
Address	
City	State
ZIP Code 56011	

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes and tobacco from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue. The Cigarette and Tobacco Distributor List is on our website. Go to www.revenue.state.mn.us and type Distributor List in the Search box.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature Lori Neisen	Title pres	Print Name Lori Neisen	Date 12-10-22	Daytime Phone 612-750-1787
Licensing Agent's Signature	Title	Print Name	Date	Daytime Phone

License applicant: Submit this form to the licensing authority along with the license application.

Licensing authority: Mail, email or fax to:

Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us



CERTIFICATION OF COMPLIANCE MINNESOTA
WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Minnesota Department of Labor and Industry.

Insurance Company Name: Auto owners
(NOT the insurance agent)

Policy Number 1000-124606-08-150356-23

Dates of Coverage: 11-20-72 to 11-20-73

(or)

I am not required to have workers' compensation liability coverage because:

- () I have no employees
- () I am self-insured (include permit to self-insure)
- () I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Name: Neisen Dan C
(last, first, middle)

Doing Business As: Neisen's Bar & Grill Inc
(business name if different than your name)

Business Address: 300 Doran St

City, State, Zip: Biscay Mn Phone: 320-864-5555

Signature: [Signature] Date: 11-30-72



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☒ Approve Motion

Regular Agenda – Estimate Time Needed: minutes

☐ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Janet Betsinger

Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Approve the Sale of Cigarette and other Tobacco Products License for Big Don's Carthedral Inc. (Lester Prairie, Minnesota) from January 17, 2023, through December 31, 2023.

Recommended Action/Motion:

Approve the Sale of Cigarette and other Tobacco Products License for Big Don's Carthedral Inc. (Lester Prairie, Minnesota) from January 17, 2023, through December 31, 2023.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Liz/Sheila

Save

Print

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

a license with a city or county.

 e Minnesota Tax ID must be issued in the same
al name of the licensee below.

FOR MUNICIPAL USE ONLY

License Authority

License Number

 Cigarettes/tobacco products will be sold (a separate license is required
for each location or vending machine):

☒ Over Counter ☐ Through Vending Machine ☐ Both

Licensee's Legal Name

Big Dons Cathedral Inc

Business Trade Name (doing business as)

Daytime Phone

3204206795

Complete Address of Business Location (permit location)

601 Central Ave

County

McLeod

Other Phone Number

3203952214

City

Lester Prairie

State

MN

ZIP Code

55354

Fax Number

3203952944

Mailing Address (if different than business address)

City

State

ZIP Code

Email Address

kari@pecime.com

Type of legal organization (check one):

☐ Sole proprietor

☐ Partnership

☐ Other (describe) _____

☒ Minnesota corporation: Enter date of incorporation 11/00

☐ Out-of-state corporation: State of incorporation _____

Are you registered to do business in Minnesota?

☒ Yes

☐ No

Corporate officers or partners (attach a list if necessary)

Name

Donald Artmann

Title

President

Address

3252 190th St

City

Lester Prairie

State

MN

ZIP Code

55354

Name

Kari Artmann

Title

Vice President

Address

3252 190th St

City

Lester Prairie

State

MN

ZIP Code

55354

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes and tobacco from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue. The Cigarette and Tobacco Distributor List is on our website. Go to www.revenue.state.mn.us and type Distributor List in the Search box.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature

Kari Artmann

Title

V. Pres.

Print Name

Kari Artmann

Date

11/4/23

Daytime Phone

3203952214

Licensing Agent's Signature

Title

Print Name

Date

Daytime Phone

License applicant: Submit this form to the licensing authority along with the license application.

Licensing authority: Mail, email or fax to:

Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

 Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us



CERTIFICATION OF COMPLIANCE MINNESOTA
WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Minnesota Department of Labor and Industry.

Insurance Company Name: Am Trust
(NOT the insurance agent)

Policy Number SWC1386520

Dates of Coverage: 6/1/22 to 5/31/23

(or)

I am not required to have workers' compensation liability coverage because:

- () I have no employees
- () I am self-insured (include permit to self-insure)
- () I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Name: Artmann, Kari Jean
(last, first, middle)

Doing Business As: Big Don's Cathedral
(business name if different than your name)

Business Address: 601 Central Ave

City, State, Zip: Lester Prairie MN 55354 Phone: 3203952214

Signature: Kari Artmann Date: 1/4/23



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☒ Approve Motion

Regular Agenda – Estimate Time Needed: minutes

☐ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Janet Betsinger

Department: Auditor-Treasurer

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Janet Betsinger

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Approve the Sale of Cigarette and other Tobacco Products License for Hutchinson Co-op dba as Corner Market (Silver Lake, Minnesota) from January 17, 2023, through December 31, 2023.

Recommended Action/Motion:

Approve the Sale of Cigarette and other Tobacco Products License for Hutchinson Co-op dba as Corner Market (Silver Lake, Minnesota) from January 17, 2023, through December 31, 2023.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Liz/Sheila

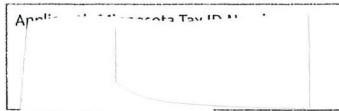
Save

Print

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

FOR MUNICIPAL USE ONLY



The Minnesota Tax ID must be issued in the same legal name of the licensee below.

License Authority
License Number
Period Covered
Date of Issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

☒ Over Counter ☐ Through Vending Machine ☐ Both

Licensee's Legal Name <u>Hutchinson Co-op</u>		Fax	
Business Trade Name (doing business as) <u>Corner Market</u>		Daytime Phone <u>320-234-0576</u>	
Complete Address of Business Location (permit location) <u>10532 Hwy 7</u>		Other Phone Number	
City <u>Silver Lake</u>	State <u>MN</u>	ZIP Code <u>55381</u>	Fax Number <u>320-587-7184</u>
Mailing Address (if different than business address) <u>1060 5th Ave SE</u>		City <u>Hutchinson</u>	State <u>MN</u>
		ZIP Code <u>55350</u>	Email Address

Type of legal organization (check one):

☐ Sole proprietor ☒ Minnesota corporation: Enter date of incorporation 2/4/1955
☐ Partnership ☐ Out-of-state corporation: State of incorporation _____
☐ Other (describe) _____ Are you registered to do business in Minnesota? ☒ Yes ☐ No

Corporate officers or partners (attach a list if necessary)

Name	Title		
<u>See Attached List</u>			
Address	City	State	ZIP Code
Name	Title		
Address	City	State	ZIP Code

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes and tobacco from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue. The Cigarette and Tobacco Distributor List is on our website. Go to www.revenue.state.mn.us and type Distributor List in the Search box.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature <u>Christine Bomstad</u>	Title <u>Office Manager</u>	Print Name <u>Christine Bomstad</u>	Date <u>12/12/22</u>	Daytime Phone <u>320-234-0576</u>
Licensing Agent's Signature	Title	Print Name	Date	Daytime Phone

License applicant: Submit this form to the licensing authority along with the license application.
 Licensing authority: Mail, email or fax to:
 Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.
 Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us



BOARD OF DIRECTORS 2022

President: Jeff Ziegler
38607 180th St
Green Isle MN 55338

Vice President: Rodney Kirchhoff
13674 Hwy 15
Hutchinson MN 55350

Secretary/Treasurer: Joe Tauer
17331 Walden Ave
Hutchinson MN 55350

Director: Dean Zimmerman
18584 110th St
Brownton MN 55312

Director: Mandy Dammann
6708 130th Street
Glencoe MN 55336

General Manager: Michael Conner
Assistant Manager: Tina Huebner

1060 5th Ave SE, Hutchinson MN 55350
800-795-1299 or 320-587-3079



CERTIFICATION OF COMPLIANCE MINNESOTA
WORKERS' COMPENSATION LAW

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Minnesota Department of Labor and Industry.

Insurance Company Name: First Dakota Indemnity Co.
(NOT the insurance agent)

Policy Number WC020-0032200-2019A

Dates of Coverage: 4/1/2023 to 4/1/2024

(or)

I am not required to have workers' compensation liability coverage because:

- () I have no employees
- () I am self-insured (include permit to self-insure)
- () I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Name: Hutchinson Co-op
(last, first, middle)

Doing Business As: Corner Market
(business name if different than your name)

Business Address: 10532 Hwy 7

City, State, Zip: Silver Lake, MN 55381 Phone: 320-327-2500

Signature: Christi Bernata Date: 12-10-22



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 3 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Chief Deputy Aaron Ward

Department: Sheriff

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Chief Deputy Aaron Ward

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider approving a one-year service agreement with Marie Ridgeway LICSW LLC for annual wellness checks and follow-up sessions for Sheriff's Office personnel, at a cost of \$14,640.00, with funds from the County Sheriff's Office budget (01-201).

These check-ins are opportunities for one-on-one consultation and education to support well-being. They are not mental health therapy. Marie Ridgeway LICSW LLC is utilized by other law enforcement agencies in McLeod County.

The plan was to budget for this request in 2023; the cost of this service is offset by additional unbudgeted grant funding dollars received for the body-worn cameras. Marie Ridgeway has provided critical incident response support to our Sheriff's Office. As noted above, she provides the contract service listed to other agencies within our County. The Sheriff is in support of this service to provide mandatory wellness checks to our licensed and non-licensed law enforcement employees. This is a proactive effort to provide support to our staff given the nature of the responsibility and handling of critical incidents within their position duties. The contracted wellness check sessions provide support to the employee directly, including work and personal life balance. This resource provides services beyond what is available from our Employee Assistance Program.

This is a one-year agreement that would automatically renew each year.

Recommended Action/Motion:

Consider approving a one-year service agreement with Marie Ridgeway LICSW LLC for annual wellness checks and follow-up sessions for Sheriff's Office personnel, at a cost of \$14,640.00, with funds from the County Sheriff's Office budget (01-201).

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping? \$ 14,640.00

Is this budgeted? ☐ Yes ☒ No

Fund & Department Number: 01-201 ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved: ☐ Denied:

☐ Tabled: ☐ No Action:

Submit

Save

Print



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Hannah Tjoflat

Department: Employee Relations

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider review of a request brought to the Personnel Committee for approval to hire an additional Eligibility Worker in the Health and Human Services Department. *

This additional, full-time position was budgeted for 2023 due to the anticipation of the Minnesota Department of Human Services (DHS) ending the public health emergency, which will greatly impact the Eligibility Worker unit. DHS recently announced this will be happening sooner than anticipated and now is the time to fill the position.

Recommended Action/Motion:

Consider review of a request brought to the Personnel Committee for approval to hire an additional Eligibility Worker in the Health and Human Services Department. *

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☒ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Submit

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Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 5 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Lori Vicich

Department: Employee Relations

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Hannah Tjoflat

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider an Extension Committee recommendation to approve Addendum II to the Memorandum of Agreement (MOA) between the University of Minnesota and McLeod County for providing Extension programs locally and employing Extension staff.

McLeod County currently shares the Extension horticulture position with Wright and Meeker Counties as part of a tri-county partnership. The proposed addendum will increase the position from 0.75 full-time equivalent (FTE) to full time in 2023 and 2024. That means an increase from 0.26 FTE to 0.33 FTE for McLeod County's share of the position.

This was budgeted for 2023.

Recommended Action/Motion:

Consider an Extension Committee recommendation to approve Addendum II to the Memorandum of Agreement (MOA) between the University of Minnesota and McLeod County for providing Extension programs locally and employing Extension staff.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping?

Is this budgeted? ☒ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☒ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Submit

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ADDENDUM II TO
Agreement between the University of Minnesota and McLeod County
For providing Extension programs locally and employing Extension Staff

This Addendum is made to the Memorandum of Agreement (“MOA”) for providing Extension programs locally and employing Extension staff between the County of McLeod Minnesota (“County”) and Regents of the University of Minnesota, through Extension. The Addendum will remain in place for the term of the Memorandum of Agreement and will be effective as of January 1, 2023.

Extension Educator, Horticulture

This replaces Table A in the Memorandum of Agreement reflecting an increase to the Extension Educator, Horticulture position from .26 FTE to .33 FTE.

Program	FTE	2023 Price	2024 Price
Extension Educator, Crops	.33	\$28,681	\$29,398
Extension Educator, Livestock	.33	\$28,681	\$29,398
Extension Educator, Horticulture	.33	\$28,681	\$29,398
Extension Educator, 4-H Youth Development	1.0	\$78,681	\$80,648

This Addendum may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Addendum may be delivered by electronic means, such as email and/or facsimile, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

The parties by their respective authorized agents or officers have executed this addendum.

COUNTY of MCLEOD

Regents of the University of Minnesota

BY _____
Chair, County Extension Committee

By _____
Dean

DATE _____

DATE _____

BY _____
Chair, County Board of Commissioners

DATE _____



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 3 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Matt Troska

Department: Information Technology

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Matt Troska

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider approving a statement of work from the Minnesota Security Consortium (MNSEC) (Minneapolis, Minnesota) for Virtual Chief Information Security Officer (vCISO) services, at a cost not to exceed \$20,500.00, with funds from the Information Technology budget (01-065).

This is a continuation of the vCISO services approved in February 2022. In the past year we have completed a Security and Risk Assessment, begun developing Information Security Policies, addressed a number of high-priority security vulnerabilities, and identified other areas where information security improvements can be made or additional assessments should be completed.

With this year's agreement, we will continue working on the information security policies, develop procedures as required, develop and implement a vulnerability management process, and more.

Recommended Action/Motion:

Consider approving a statement of work from the Minnesota Security Consortium (MNSEC) (Minneapolis, Minnesota) for Virtual Chief Information Security Officer (vCISO) services, at a cost not to exceed \$20,500.00, with funds from the Information Technology budget (01-065).

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping? \$ 20,500.00

Is this budgeted? ☒ Yes ☐ No

Fund & Department Number: 01-065 ex: 01-031

Additional Information Attached:

☒ Contract/Agreement

Approved by County Attorney's Office: ☒ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☒ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Administration

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Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

vCISO Services - 2023

Statement of Work

Prepared for McLeod County

December 31, 2022



Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Introduction / Purpose:

Traditionally only very large organizations can afford to hire and maintain a CISO (a Chief Information Security Officer) as part of their executive management team. However, now each County/City can take advantage of a consortium wide vCISO and now get the benefits of a highly trained and experienced cybersecurity expert for the unique needs of your local government organization. Our vCISOs constantly keep current on new and emerging threats as well as new and emerging security techniques that work best for local government organizations. Minnesota local governments have needed this for a long time, and we are pleased to offer this as an affordable non-profit consortium service to qualifying entities.

Scope of Work:

MNSec and the County would immediately continue working a formal Security Program and cover the following items, with an intense focus on tasks in the first two months:

- Address Depth in Defense Layers of Security
- Address High Priority Security Items
- Address evolving areas of Information Security.
- Develop Recommendations for Special Projects
- Quarterly/Annual Management Meetings, if desired
- Assist with the preparation for any CJIS Audits, including drafting agency specific CJIS Policies and Procedures
- Internal & External Vulnerability Scans
- Information Security Policy Development
- In Depth Azure/O365/M365 Security

Our vCISO is extremely skilled at getting the County the most cost-effective remediation solutions, getting the County the biggest benefit for their valuable taxpayer dollars. There is a very real threat to local government information systems, and cybersecurity is very important. You may very well have other compliancy considerations such as PCI, HIPAA, PII, CJIS, etc.

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Location and Time of Work:

Work will be performed remotely from the Minnesota Security Consortium (MNSec) offices as well as onsite when needed to perform some of vCISO and/or Assessment work.

Onsite work will generally be performed during normal county business hours.

Project Start Date: 2/1/23

Project End Date: 1/31/24

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Payment Fees, Terms and Schedule:

Item	Fee
vCISO services (12 months) – billed monthly (\$1000 per month)	\$12,000
Risk Assessment Licensing (12 months)	\$4,500
Azure/O365/M365 Security (not to exceed)	\$4,000
Total Project Cost (Not to exceed)	\$20,500

Invoices are issued at the beginning of each month and are expected to be paid by the end of the month as the month's services are completed.

Invoices are issues with NET 30 Day Terms, and subject to a 1.5% late fee, per month, after 30 Days from invoice date.

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Authorization of Project:

By signing below, the McLeod County agrees to this Statement of Work to be performed by the Minnesota Security Consortium (MNSec). Any mutually agreed upon changes shall be amended in writing as an Addendum to this Statement of Work.



12/31/22

Date: _____

Dimitrios Hilton, Chief Information Security Officer

Minnesota Security Consortium (MNSec)

dhilton@mnsec.org

Date: _____

Paul Wright, County Board Chair

McLeod County

paul.wright@co.mcleod.mn.us

Minnesota Security Consortium

80 South Eighth Street #900

Minneapolis, MN 55402

McLeod County

520 Chandler Avenue N.

Glencoe, MN 55336



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 3 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Matt Troska

Department: Information Technology

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Matt Troska and Aaron Ward

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider approving the state contract quote from Allstate Communications (Sauk Rapids, Minnesota) for low voltage cabling for the Dispatch Center remodel, at a cost not to exceed \$33,184.76, with funds from the E-911 fund (25-285).

This includes the low voltage cabling and materials required to move Dispatch to a temporary location, removal and re-installation of lines to be reused, removal of lines unable to be reused, and installation of new lines as required for the project.

Recommended Action/Motion:

Consider approving the state contract quote from Allstate Communications (Sauk Rapids, Minnesota) for low voltage cabling for the Dispatch Center remodel, at a cost not to exceed \$33,184.76, with funds from the E-911 fund (25-285).

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping? \$ 33,184.76

Is this budgeted? ☒ Yes ☐ No

Fund & Department Number: 25-285 ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents:

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Administration

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McLeod County				FURNISH AND				FURNISH AND	STATE
911 DISPATCH AREA				INSTALL PRODUCT				INSTALL PRODUCT	CONTRACT
PART DESCRIPTION	QTY.			UNIT PRICE				EXTENDED PRICE	LINE #
FURNISH AND INSTALL PRODUCT LINE ITEMS									
CABLE 4 PR-CAT 6 Plen-150'	89			\$ 110.51				\$ 9,835.39	38
CABLE 4 PR-CAT 6 Plen-ADDITIONAL 50'	34			\$ 36.84				\$ 1,252.56	38A
JACK-CAT 6 BLUE	178			\$ 25.96				\$ 4,620.88	43
		Vendor Cost	15% Mark Up	MATERIAL ONLY	MATERIAL ONLY	LABOR UNIT	LABOR		
				UNIT PRICE	EXTENDED	PRICE	EXTENDED		
SEPARATE MATERIAL AND LABOR LINE ITEMS									
12 FIBER MTP TO MTP PLENUM NON ARMORED FIBER ASSEMBLIES 200'	7	\$ 282.12	\$ 42.32	\$ 324.44	\$ 2,271.07			\$ 2,271.07	56
24 PORT UNLOADED PATCH PANELS FOR WORKSTATION AND IDFS	10	\$ 45.16	\$ 6.77	\$ 51.93	\$ 519.34			\$ 519.34	53
RACK 4 RU FIBER PANEL IN IDF	1	\$ 422.40	\$ 63.36	\$ 485.76	\$ 485.76			\$ 485.76	57
WALL MOUNT FIBER PANEL FIBER 1 SLOT	7	\$ 80.40	\$ 12.06	\$ 92.46	\$ 647.22			\$ 647.22	57
12 FIBER MTP TO LC OM3 CASSETTES FOR IDF AND WORKSTATION	14	\$ 451.24	\$ 67.69	\$ 518.93	\$ 7,264.96			\$ 7,264.96	57
CABLE SUPPORTS	25	\$ 6.18	\$ 0.93	\$ 7.11	\$ 177.68			\$ 177.68	60
FIRESTOPPING MATERIAL	1	\$ 46.00	\$ 6.90	\$ 52.90	\$ 52.90			\$ 52.90	60
LABOR HOURS TO INSTALL LINE ITEMS 20-26	34					\$ 72.50	\$ 2,465.00	\$ 2,465.00	62
LABOR HOURS REMOVE CABLING FOR EXISTING WORK STATION	24					\$ 72.50	\$ 1,740.00	\$ 1,740.00	62
LABOR HOURS FOR REINSTALL CABLING FOR 4 WORK STATION	16					\$ 72.50	\$ 1,160.00	\$ 1,160.00	62
LABOR HOURS FOR MOCK UP	8					\$ 72.50	\$ 580.00	\$ 580.00	62
FREIGHT	1					\$ 112.00	\$ 112.00	\$ 112.00	
TOTAL PRICE FOR PROJECT								\$ 33,184.76	

1/9/2023
CONTRACT NUMBER C-956(5)

PREPARED BY: BOB BURT
ALL STATE COMMUNICATIONS
5114 MARSON DRIVE SAUK RAPIIDS, MN 56379
763-350-8996



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 5 minutes

☒ Approve/Deny Motion ☒ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Stephen Wiblemo

Department: Administration

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider approving proposed changes to the 2023 McLeod County Fee Schedule.

The Public Hearing to discuss proposed changes to the 2023 Fee Schedule was advertised in the McLeod County Chronicle on December 28, 2022; January 4, 2023; and January 11, 2023.

Two changes have been proposed:

- Add a Business Development Program Administrative Fee of \$2,500.00
- Change Mileage Rate to the IRS Standard Mileage Rate, with a provision that states: "When a person makes the decision to use a personal vehicle instead of a County fleet vehicle, there will be a fifteen (15) cent reduction to the mileage reimbursement rate. If it is more sensible to use a personal vehicle instead of a County fleet vehicle, due to location and distance and/or availability of a fleet vehicle, there will not be a reduction to the set mileage reimbursement rate. The person is responsible for self-reporting the appropriate mileage rate."

If approved, these changes would go into effect January 17, 2023.

Recommended Action/Motion:

Consider approving proposed changes to the 2023 McLeod County Fee Schedule.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, with tax and shipping?

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 0

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

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MCLEOD COUNTY 2023 FEE SCHEDULE

COUNTYWIDE	FEE	REQUESTED CHANGE
DATA PROCESSING		
Computer Data Extract Set Up Fee		
Existing Process	\$15	
New Process	\$30/hour (1 hour minimum)	
Conversion to Different Platform	\$30/hour (1 hour minimum)	
Data Request	Fees charged per State Statute (MN Department of Administration)	
MEDIA FEES		
Computer Printout	\$0.50/page	
Labels	\$0.05/label	
FAX		
Outgoing	\$0.50/page	
Incoming	\$0.50/page	
MILEAGE		
Staff Vehicles	\$0.35/mile	Change to "Mileage Rate, IRS Standard Mileage Rate (When a person makes the decision to use a personal vehicle instead of a County fleet vehicle, there will be a fifteen (15) cent reduction to the mileage reimbursement rate. If it is more sensible to use a personal vehicle instead of a County fleet vehicle, due to location and distance and/or availability of a fleet vehicle, there will not be a reduction to the set mileage reimbursement rate. The person is responsible for self-reporting the appropriate mileage rate.)"
NOTARY FEE	\$5	
NSF CHECK CHARGE	\$30	
PHOTOCOPIES		
Public	\$0.25/black & white	
	\$0.35/color	
Employees	\$0.05/black & white	
	\$0.10/color	
Government Entity	\$0.05/black & white	
	\$0.10/color	
BUSINESS DEVELOPMENT PROGRAM ADMINISTRATIVE FEE	\$2,500.00	Add Fee
AUDITOR-TREASURER	FEE	REQUESTED CHANGE

MCLEOD COUNTY 2023 FEE SCHEDULE

Auditor's Certificate to Taxes and Taxable Property	\$250/each	
Auditor's Certificate of Current Tax	\$10/parcel	
Escrow Processing, Annual	\$5/parcel	
Revenue Recapture, Annual	\$25/parcel	
Rural Service District Base Set Up	\$400	
Rural Service District Set Up and Maintenance	\$50/parcel	
Tax Data Research/Request	\$50/hour	
Tax Statement Data File	\$500/each	
TIF District Base Set Up	\$400	
TIF District Set Up and Maintenance	\$50/parcel	
DELINQUENT TAX PROPERTY		
Auditor's Certificate of Compliance (Forfeited)	\$100/parcel	
Confession of Judgment	\$100/parcel	
Expiration of Redemption	\$100/parcel	
Publication, Annual	\$30/parcel	
Repurchase of Tax Forfeited Property	\$100/parcel	
DRAINAGE		
Assessments, 1-50 parcels	\$3/parcel	
Assessments, 51-150 parcels	\$2/parcel	
Assessments, 151+ parcels	\$1.75/parcel	
Individual Lien Release	\$10/parcel	
ELECTIONS		
March Twp with Equipment	\$300	
Municipality/School Special	\$500	
LICENSES		
Auctioneer, Annual	\$20	
Dangerous Dog Registration, Annual	\$100	
Fireworks Public Display Permit	\$100	
Large Assembly, Day	\$300	
Liquor On-Sale Intoxicating, Annual	\$2,000	
Liquor On-Sale Intoxicating - Sunday, Annual	\$200	
Liquor Off-Sale Intoxicating, Annual	\$200	
Liquor On-Sale Non-Intoxicating, Annual	\$200 (County \$100, Twp \$100)	
Liquor On-Sale Non-Intoxicating - Restricted, Annual	\$100 (County \$50, Twp \$50)	
Liquor On-Sale Non-Intoxicating, Day	\$50	
Liquor Off-Sale Non-Intoxicating, Annual	\$100 (County \$50, Twp \$50)	
Marriage Document, Re-Issue (applicant error)	\$15	
Precious Metal, Annual	\$100	
Tobacco, Annual	\$150	
Transient Merchant, Annual	\$150	
SPECIAL ASSESSMENTS		

MCLEOD COUNTY 2023 FEE SCHEDULE

Initial Code Set Up	\$30	
Parcel Set Up, Initial Year	\$2/parcel	
Parcel Set Up, Subsequent Years	\$1/parcel	
Special Assessment Search	\$10/parcel	
ASSESSOR	FEE	REQUESTED CHANGE
ASSESSMENT FEES		
Parcel Assessment Fee	\$7.50	
Parcel Maintenance Fee	\$3	
REQUEST FOR ASSESSMENT INFO	\$500.00/run	
ENVIRONMENTAL SERVICES	FEE	REQUESTED CHANGE
DYE TEST	\$200 Staff Time	
AFTER-THE-FACT PERMITS	Double Fee	
SPECIAL COMMITTEE MEETINGS FOR PERMIT CONSIDERATION	\$350	
FEEDLOT		
Permit (includes one inspection)	\$150	
New Feedlot Renewal Permit Unused in First Year	\$2,000	
Additional Inspections	\$50	
Permit Amendment	\$50	
Administrative Permit	\$50	
On-Site Feedlot Locating for Measurement	\$100	
Feedlot Committee Review for CUP or Variance	\$200	
Re-Inspection Fee for CUPs	\$50	
Copy of Feedlot Ordinance	\$20	
SUBSURFACE SEWAGE TREATMENT SYSTEM (SSTS) PERMIT		
Standard Individual Subsurface Sewage Treatment System (SSTS)	\$500	
Holding Tank	\$250 Staff Time	
Operating (new or renewal)	\$50	
Advance Designer/Inspector	\$400 and County's actual cost	
SSTS Renewal Permit Fee - Unplatted Area	\$2,000	
Permit Amendment or Change of Design	\$50	
Low Interest Loan Application Fee	\$50 Staff Time	
Non-standard SSTS requiring monitoring	\$60/hour for monitoring	
Copy of SSTS Ordinance	\$20	
SOLID WASTE		
SOLID WASTE LICENSING		
Solid Waste Transportation	\$175/business	
Collection and Disposal	\$30/vehicle	
Recycling	\$15/vehicle	

MCLEOD COUNTY 2023 FEE SCHEDULE

Vehicle Change or Addition	\$30/vehicle	
MSW/Demo Decal Replacement	\$10/vehicle	
Recycling Decal/Access Card Replacement	\$10/vehicle	
Solid Waste and Abatement MSW Facility License	\$500	
Solid Waste and Abatement Demolition Facility License	\$500	
Solid Waste and Abatement Recycling Facility License	\$500	
NON-COMPLIANCE PENALTY FEES		
Reporting Requirements Not Met	\$150/occurrence	
TRANSPORTATION	\$1.25/mile	
PROBLEM MATERIALS		
Fluorescent Bulbs	\$1.25/bulb	
Household Light Bulbs	\$0.75/pound (1 pound minimum)	
PCB Ballasts	\$1.50/pound	
Light Car and Truck Oil Filters	\$1/filter	
Large Vehicle/Tractor Oil Filters	\$2/filter	
Individual Use/Camping Cylinders	\$2/each	
High Intensity Discharge Bulbs	\$3/bulb	
Capacitors	\$4/pound	
Mattresses	\$25 each	
Box Springs	\$25 each	
Crib Mattress	\$5 each	
Tires (light car and/or truck only)	\$5 each (or \$0.25/pound)	
Tires/Rims	\$7 each (or \$0.25/pound)	
Rims	\$2 each	
Electronic Items (laptop and larger)	\$10 each	
Tube TV (CRT)	\$15	
Appliances	\$10 (no compressor) \$15 (with compressor)	
Gas/Ammonia Appliance	Vendor Pricing	
Plastic Hot Water Heater	\$20 each	
BUSINESS WASTE DISPOSAL		
EPS Foam	\$5/cubic yard	
Tires	\$0.40/pound	
Electronic Items	\$0.45/pound	
Appliances	\$10/linear foot (length)	
Recording Media	\$0.25/pound	
Bulk Waste/Aerosol Cans	\$1.25/pound	
Lab-Packed Wastes	\$3.75/pound	
Special Waste	State Contracted Pricing Plus 35%	
Mixed Batteries	\$6/pound	
Waste Shipping Supplies	State Contracted pricing plus 35%	
VSQG Technical Support > 1 hour of staff time	\$45/hour	

MCLEOD COUNTY 2023 FEE SCHEDULE

MRF PROCESSING		
Non-Contracted Single Sort Processing Fee	\$57/ton	
Non-Contracted Single Sort Processing Fee Collected From Out-of-County	\$62/ton	
SPECIAL CART DELIVERY REQUESTS (More than one cart switch within a 12-month period)	\$25 each	
PROBLEM MATERIAL CURBSIDE COLLECTION	\$6.49 plus tax/pickup	
CART REPLACEMENT COST (35, 65, 95)	\$40/each	
RDU FEE FOR HOUSEHOLDS ON THE PILOT PROGRAM	\$3.80/month	
CARDBOARD		
Gaylord Boxes (non-selective)	\$5/each	
Disposal of Contaminated Load or Residue	\$150/ton or \$70/cubic yard	
COMMERCIAL SERVICES		
Scale Fee	\$5/ticket	
PLANNING AND ZONING		
LAND USE PERMITS		
DWELLING AND MANUFACTURED HOME	\$400	
County	\$325	
Township	\$75	
DWELLING RENEWAL PERMIT WHEN BLOCKING ANOTHER BUILDING ELIGIBILITY	\$2,000	
DWELLING ADDITIONS OF ATTACHED GARAGE	\$150	
County	\$100	
Township	\$50	
DWELLING ADDITIONS OF LIVABLE AREA	\$200	
County	\$150	
Township	\$50	
THREE SEASON AND ENCLOSED PORCHES	\$75	
County	\$50	
Township	\$25	
COMMERCIAL/INDUSTRIAL	\$750	
County	\$600	
Township	\$150	
COMMERCIAL ADDITIONS	\$375	
County	\$300	
Township	\$75	
	Minimum fee of \$750 for new commercial construction and \$375	

MCLEOD COUNTY 2023 FEE SCHEDULE

	minimum fee for additions. There shall be a surcharge of additional fees of \$2 per \$1,000 of value exceeding \$100,000. Handicap Accessible Code will have its own predetermined fee established by the State not to exceed \$1,000. Minimum fee of \$200 with surcharge of \$2 per \$1,000 of value exceeding \$100,000.	
ACCESSORY STRUCTURES > 2,400 SQUARE FEET OF STRUCTURES HOLDING LIVESTOCK	\$200	
County	\$170	
Township	\$30	
ACCESSORY STRUCTURES < 2,400 SQUARE FEET, GRAIN BINS, ACCESSORY BUILDINGS, ADDITIONS	\$150	
County	\$125	
Township	\$25	
ACCESSORY STRUCTURES < 200 SQUARE FEET AND DECKS > 50 SQUARE FEET	\$50	
County	\$40	
Township	\$10	
GREENHOUSE OR TENT STYLE CONSTRUCTION STRUCTURES > 2,400 SQUARE FEET	\$75	
County	\$50	
Township	\$25	
GREENHOUSE OR TENT STYLE CONSTRUCTION STRUCTURES < 2,400 SQUARE FEET	\$50	
County	\$35	
Township	\$15	
	Township zoning offices will complete LUP permit application for agricultural accessory structures and additions not housing livestock.	
CONDITIONAL USE PERMITS	\$500 plus recorder fee and state surcharges	
AFTER-THE-FACT CUP HEARING FEES	\$1,000	
MINING CUP	\$750 plus recorder fee and state surcharges	
MAJOR ESSENTIAL SERVICES CUPs FOR ELECTRICAL POWER TRANSMISSION LINE, PIPELINES, SOLAR AND WIND TURBINES	\$650 plus recorder fee and state surcharges. Minimum \$650 with an additional	

MCLEOD COUNTY 2023 FEE SCHEDULE

	\$100 for each mile of electrical power transmission lines or pipelines.	
LUP - SOLAR ARRAYS of 1 MW OR MORE	\$1,000 or \$50/acre (whichever is greater)	
LUP - SOLAR PROJECT NOT ON GRID	\$200 (No CUP needed)	
LUP - ELECTRICAL WIND GENERATOR		
> 40kw or > 125' in Height	\$500	
< 40kw or < 125' in Height	\$125 (No CUP needed)	
CO-LOCATION OF ADDITIONAL ANTENNAS, LUP AND ENGINEERING DESIGN	\$1,250 (no CUP needed). Only frequency and structural engineering reviewed by a McLeod County engineering firm.	
ANTENNA AND EQUIPMENT UPGRADE, LUP AND ENGINEERING DESIGN	\$1,000 (no CUP needed). A frequency and structural engineering plan signed by a Licensed Engineer is required. There is a \$1,250 minimum fee without engineering plans. Additional costs will be incurred by the applicant for county-appointed engineering fees	
VARIANCE REQUEST	\$450 plus recorder fee and state surcharges	
AFTER-THE-FACT VARIANCE REQUEST	\$1,000 plus recorders fee and state surcharges	
REZONING REQUESTS	\$700 plus recorder fee and state surcharges	
PLATTING	\$650 for the first lot and \$200 every lot thereafter	
ORDINANCE AMENDMENTS	\$400	
SPECIAL MEETING OR SPECIAL MEETING WHEN CONSTRUCTION IS STARTED WITHOUT APPROVAL OF OFFICIAL CONTROLS BY THE COUNTY BOARD OF COMMISSIONERS	\$900 plus recorders fee and state surcharges	
TRANSFER DEVELOPMENT RIGHTS	\$500 plus recorder fee and state surcharges	
AMEND TRANSFER DEVELOPMENT RIGHTS	\$250 plus recorder fee and state surcharges	
ZONING CERTIFICATION	\$50	
FLOODPLAIN CERTIFICATION	\$50	
SIGNS	\$50 (up to 32 square feet - \$2/square foot up to \$500 square feet per side)	
COPIES		
CUP and Variance Orders	\$1/page	
All Others	\$0.25/page	

MCLEOD COUNTY 2023 FEE SCHEDULE

FAIRGROUNDS	FEE	REQUESTED CHANGE
TAXES WILL BE ASSESSED ABOVE AND BEYOND ALL FAIRGROUNDS FEES UNLESS OTHERWISE NOTED		
4H Building (Back)	\$225/day	
4H Cafe	\$90/day	
4H Kitchen	\$120/day	
Entire Fairgrounds	\$2,000/day of event and \$500/day for setup/takedown days	
Agribition Building	\$350/day	
Large Animal (Cleanup)	\$10/head	
Country Diner	\$90/day	
Milk Room Rental Fee	\$100/day	
Wash Facility Rental Fee	\$100/day	
Wash Facility Cleanup Fee	\$100/event	
Ag Building Gym	\$40/hour (no tax)	
Commercial Building Exhibit Hall	\$700/day	
Commercial Building Meeting Room	\$90/day	
Commercial Building Gym	\$20/hour per court (no tax)	
Open Gym	\$5/person/day (no tax)	
Pavilion with Mall Area	\$225/day	
Indoor Show Arena	\$275/day	
Outdoor Show Arena	\$150/day or \$20/hour	
Horticulture Building	\$225/day	
Sheep and Swine Barns	\$225/day	
Sheep and Swine Barn Cleanup Fee	\$10/head (no tax)	
Horse Barn	\$300/day	
Horse Barn Cleanup Fee	\$10/head (no tax)	
Poultry Building	\$200/day	
Grandstand	\$1,500/day	
Cold Storage	\$12/linear foot (no tax)	
Janitor	\$30/hour (no tax)	
Additional Tables and Chairs	\$10/table and 8 chairs per event	
Additional Tables without Chairs	\$5/large buildings; \$45/small buildings	
Wireless or Portable Microphones	\$50/event	
Stage	\$100 small; \$150 constructed	
Pre-Post Setup for Events	\$50/small buildings; \$100/large buildings	
Memorial Benches	\$600/bench	
Electrical Spiders	\$20/day per spider	
Bar	\$75/day	
Bleachers	\$75/day	
HEALTH & HUMAN SERVICES	FEE	REQUESTED CHANGE
IMMUNIZATIONS		IMMUNIZATIONS
Administration Fee	\$40	Administration Fee

MCLEOD COUNTY 2023 FEE SCHEDULE

Administration Fee for those uninsured/underinsured or those who qualify through MN Vaccine for Children Program	\$20	Administration Fee for those uninsured/underinsured or those who qualify through MN Vaccine for Children Program
Flu Shot	\$40	Flu Shot
High-dose Flu Shot	\$60	High-dose Flu Shot
Adult Hepatitis A or B	\$50	Adult Hepatitis A or B
Adult Hepatitis A or B (Twinrix)	\$100	Adult Hepatitis A or B (Twinrix)
Measles-Mumps-Rubella	\$45	Measles-Mumps-Rubella
Mantoux (Tuberculosis Screening)	\$30	Mantoux (Tuberculosis Screening)
Tdap	\$50	Tdap
Licensed Nurse Fee	\$50/hour	Licensed Nurse Fee
FOOT CLINICS	\$30	FOOT CLINICS
CHILD PASSENGER SAFETY PROGRAM AND CAR SEATS		CHILD PASSENGER SAFETY PROGRAM AND CAR SEATS
Eligible PrimeWest Families	Free of Charge	Eligible PrimeWest Families
Income Eligible Families	\$20 (when car seats are available)	Income Eligible Families
HEALTH EDUCATION CONSULTATION FEE	\$50/hour	HEALTH EDUCATION CONSULTATION FEE
CARS TRAINING	\$30/participant (Training held for a minimum of 8 participants)	CARS TRAINING
ADULT SERVICES AND CASE MANAGEMENT FEE	Sliding Fee Based on Federal Poverty Guidelines	ADULT SERVICES AND CASE MANAGEMENT FEE
COPY OF AUDIO TAPE OF CHILD PROTECTION		COPY OF AUDIO TAPE OF CHILD PROTECTION
Assessments and Interviews	\$5	Assessments and Interviews
COPY OF TYPED REPORTS OF CHILD PROTECTION		COPY OF TYPED REPORTS OF CHILD PROTECTION
Assessments and Interviews	\$0.50/page	Assessments and Interviews
BACKGROUND CHECKS FOR ABUSE/NEGLECT ISSUES		BACKGROUND CHECKS FOR ABUSE/NEGLECT ISSUES
Charge to other States	Up to \$100 (actual cost)/background	Charge to other States
DAY CARE LICENSING FEE	\$50 total fee (includes fire inspection)	DAY CARE LICENSING FEE
DAY CARE LICENSING FEES	\$25 (if \$50 fire inspection fee is required)	DAY CARE LICENSING FEES
DAY CARE RE-LICENSING FEE	\$100 total fee (effective 2 years)	DAY CARE RE-LICENSING FEE
CORPORATE ADULT FOSTER CARE LICENSING	\$500 total fee (generally effective for 2 years)	CORPORATE ADULT FOSTER CARE LICENSING
HIGHWAY	FEE	REQUESTED CHANGE
ASSIGNMENT OF NEW ADDRESSES (The assignment of new address	\$220	

MCLEOD COUNTY 2023 FEE SCHEDULE

permit is prepaid at the Zoning Office with fees going to the Highway Office)		
NON-ROUTINE REPLACEMENT OF ADDRESS SIGN	\$195	
MATERIALS (Parts, Signs/Posts, Salt, Sand, Etc.)	Cost plus 20%	
BARRICADE RENTAL (Type II with sign)	\$2.50/day	
BARRICADE FLASHER RENTAL	\$0.25/day	
MAILBOX		
County Road	\$75 (support and installation)	
Non-County Road	\$115 (support)	
	\$335 (support and installation)	
SPECIFIC SERVICE SIGN	Cost plus 20%/sign	
GRAVEL GRADATION TESTING	\$175/sample	
PERMITS		
Right of Way Permit (Utility or Special Use)	\$125	
OS/OW Single Move Transportation Permit	\$50 each move	
90k Construction Materials Transportation Permit	\$300/annually	
97k Construction Materials Transportation Permit	\$500/annually	
Widen Field Approach Permit	No Charge	
New Field/Residential Permit	\$125/each	
Commercial/Industrial/Streets Permit	\$250/each	
PIPE CHARGE	Cost plus 20 percent	
New	Cost plus 20%	
TOWNSHIP BRIDGE INSPECTION	Actual cost plus 10%	
TOWNSHIP SNOW/ICE CONTROL	\$170 regular rate; \$230 holiday rate	
TOWNSHIP MOWING	\$100 regular rate; \$125 holiday rate	
TOWNSHIP BLADING	\$155 regular rate; \$175 holiday rate	
HIGHWAY LABOR RATE		
Maintenance Labor	\$45/hour	
Engineering Labor	\$50/hour	
GIS Labor	\$55/hour	
Administration Labor	\$65/hour	
EQUIPMENT RENTAL RATES	Cost plus overhead	
MISCELLANEOUS GIS FEES		
Maps (up to 11"x17")	\$10/copy	
Maps (up to 22"x34")	\$15/copy	
GIS Data	Labor rates apply	
LIDAR and OrthoPhotography	Labor rates apply	
Media (CD)	\$5/CD	
LAW ENFORCEMENT	FEE	REQUESTED CHANGE
JAIL BOARDING FEES	\$60	
JAIL BOOKING REPORTS	\$5	

MCLEOD COUNTY 2023 FEE SCHEDULE

PRISONER BOOKING FEE	\$15	
HUBER	\$25	
FINGERPRINTING (CIVILIAN)	\$20	
COLOR WHEEL UA TEST	\$30	
UA TESTS - IN HOUSE	\$25 positive; \$10 negative	
UA TESTS - SPICE/K2 - IN HOUSE	\$25 positive; \$10 negative	
COURT-ORDERED PBT Test	\$3/test	
MEDICAL CO-PAY (INMATES)		
Nurse	\$10	
Medication	Refill cost per RX	
Doctor	\$10	
HOME DETENTION FEES		
Electronic Home Monitoring - Landline	\$16/day; \$112/week	
Electronic Home Monitoring - Ethernet	\$17/day; \$119/week	
Electronic Home Monitoring - Cellular	\$18/day; \$126/week	
Electronic Home Monitoring w/Alcohol - Landline	\$16/day; \$112/week	
Electronic Home Monitoring w/Alcohol - Ethernet	\$17/day; \$119/week	
Electronic Home Monitoring w/Alcohol - Cellular	\$18/day; \$126/week	
Sentenced Electronic Alcohol Monitoring - Cellular	\$13/day \$91/week	
Pre-Sentenced Electronic Alcohol Monitoring - Private Attorney	\$13/day; \$91/week	
Pre-Sentenced Electronic Alcohol Monitoring - public defender	\$5/day; \$35/week	
Monitoring-Hookup Fee	\$30/one-time fee	
CIVIL FEES		
Service of Process per Paper	\$70 including mileage	
Additional Papers Served at Same Residence	\$40	
Execution Commission	5%	
Sale Notice - Posting 3 copies	\$70	
Legal "Not Founds" Notice	\$70	
Executions Returned "Satisfied"	\$70	
Executions Returned "Unsatisfied"	\$70	
Return of Process - When No Service Made	\$70	
All Sheriff's Sales	\$85	
Redemption of Property - Mortgagor	\$250	
Redemption of Property - Other	\$250	
Certificate of Real Estate Sale	\$75	
Securing Property/Deputy Sheriff w/Squad	\$110/hour per deputy	
Handgun Permit to Carry (New Applicant)	\$70	
Handgun Permit to Carry (Late Renewal)	\$60	

MCLEOD COUNTY 2023 FEE SCHEDULE

Handgun Permit to Carry (Renewal)	\$50	
Permit to Carry (Replacement Card)	\$10	
Permit to Carry - New or Renewal (Active Military or Veteran)	\$25	
Insurance Reports - first 3 pages	Free	
Insurance Reports - four pages	\$1	
Investigation Reports - additional pages	\$0.25/each	
Records Research Fee	\$30/hour minimum	
Scale Drawing	\$45	
Daily Firearm Storage Fee	\$1/day per weapon	
Audio Reproduction	\$15/CD; \$25/Flash Drive	
Digital Photos	\$15/CD; \$25/Flash Drive	
Video Reproduction	\$30	
Transcription of Tapes/911 Calls	\$30/hour minimum	
Deputy Sheriff with Squad	\$100/hour per deputy	
Deputy Sheriff without Squad	\$60/hour per deputy	
Charge for Backgrounds for Other Agencies	\$50/hour plus expenses	
Storage Fees - Small Items	\$15/day	
Storage Fees - Vehicles	\$25/day	
Storage Fees - Large Equipment/Items	\$35/day	
POSSE		
Security for All Events with Squad	\$60/hour per posse member	
Security for All Events without Squad	\$30/hour per posse member	
Use of Light Tower	\$150/day (24-hour period)	
PARKS	FEE	REQUESTED CHANGE
TAXES WILL BE ASSESSED ABOVE AND BEYOND ALL PARK FEES UNLESS OTHERWISE NOTED		
CAMPING FEES		
Electrical	\$30/day	
Non-Electrical	\$23/day	
PICNIC SHELTERS	\$50	
DUMPING STATIONS	\$10/dump (no tax)	
FIREWOOD	\$5/bundle (no tax)	
ICE	\$5/10-pound bag (no tax)	
MEMORIAL BENCHES	\$600/bench	
RECORDER	FEE	REQUESTED CHANGE
FAX/E-MAIL OF RECORD	\$10 plus copy fee	
COPIES/IMAGES OF RECORD	\$1/page	
COPIES/IMAGES OF RECORD MAILED	\$1/page (\$2 minimum)	
COPIES REDUCED PLATS/RLS/HALF SECTIONS/PARCEL MAPS	\$3	
UNCERTIFIED COPIES OF CERTIFICATE OF TITLE	\$1/page (\$10 max)	
DOCUMENT DEPOSIT (600.23)	\$150/document per year	

MCLEOD COUNTY 2023 FEE SCHEDULE

SECURITY DEPOSIT (386.78)	\$500 minimum	
LANDSHARK FEES		
Set-Up Fee	\$50	
Monthly Fee	\$50	
Document Image	\$2	
Torrens Certificate	\$2	
Credit Card Access Fee	\$5	
ORDINATION RECORDING	\$20	
NOTARY COMMISSION RECORDING	\$20	
CERTIFICATE OF DELINQUENT TAX	\$10/parcel	

DRAFT



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 5 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Ryan Hansch

Department: Attorney

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

The McLeod County Attorney's Office has an open attorney position.

Consider adopting Resolution 23-CB-13, consent to the full-time appoint appointment of Steven Ott to be an Assistant McLeod County Attorney, effective January 23, 2023.

Recommended Action/Motion:

Consider adopting Resolution 23-CB-13, consent to the full-time appoint appointment of Steven Ott to be an Assistant McLeod County Attorney, effective January 23, 2023.

Financial Impact:

Is there a cost associated with this request? ☒ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☒ Yes ☐ No

Fund & Department Number: 01-091 ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☒ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Submit

Save

Print



McLeod County Board of Commissioners

520 Chandler Avenue North, Glencoe, Minnesota 55336 – (320) 864-5551 – Fax (320) 864-1809

COMMISSIONER NATHAN SCHMALZ

1st District
Phone (320) 282-9647
19906 Cable Avenue
Lester Prairie, MN 55354
Nathan.Schmalz@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (612) 756-2855
9525 County Road 2
Glencoe, MN 55336
Doug.Krueger@co.mcleod.mn.us

COMMISSIONER PAUL WRIGHT

3rd District
Phone (320) 583-8584
15215 County Road 7
Hutchinson, MN 55350
Paul.Wright@co.mcleod.mn.us

COMMISSIONER DARYL LUTHENS

4th District
Phone (612) 281-4840
18967 Nickel Avenue
Hutchinson, MN 55350
Daryl.Luthens@co.mcleod.mn.us

COMMISSIONER JOE NAGEL

5th District
Phone (320) 587-8693
20849 196th Road
Hutchinson, MN 55350
Joseph.Nagel@co.mcleod.mn.us

COUNTY ADMINISTRATOR

Sheila Murphy
Phone (320) 864-1320
520 Chandler Avenue North
Glencoe, MN 55336
Sheila.Murphy@co.mcleod.mn.us

RESOLUTION 23-CB-13 CONSENT TO THE APPOINTMENT OF STEVEN OTT

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioners does hereby consent to the appointment of Steven Ott to the position of Assistant McLeod County Attorney, effective January 23, 2023. This consent is given pursuant to Minnesota Statute 388.10.

	Nagel	Krueger	Luthens	Wright	Schmalz
Yes					
No					
Abstain					
Absent					

STATE OF MINNESOTA
OFFICE OF COUNTY ADMINISTRATION
COUNTY OF MCLEOD

I, Sheila Murphy, Administrator of the County of McLeod do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of McLeod at a duly authorized meeting thereof held on the 17th day of January, 2023.

Sheila Murphy, County Administrator

Working together, providing quality service, being fiscally responsible and
maintaining integrity through common sense decision making

MCLEOD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Ryan Hansch

Department: Attorney

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider adopting Resolution 23-CB-14, consent to updating the signature card of checking account number 20212 at Security Bank and Trust (Glencoe, Minnesota).

The McLeod County Attorney's Office has a checking account (account number 20212) at Security Bank and Trust (Glencoe, Minnesota). Michael Junge, the former McLeod County Attorney, is on the signature card for this account. This needs to be changed to Ryan Hansch, McLeod County Attorney.

Security Bank needs a resolution of the Board to approve the removal of Michael Junge from the account and to add Ryan Hansch. Per Security Bank, the account number must be referenced on the resolution.

Recommended Action/Motion:

Consider adopting Resolution 23-CB-14, consent to updating the signature card of checking account number 20212 at Security Bank and Trust (Glencoe, Minnesota).

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☒ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Submit

Save

Print



McLeod County Board of Commissioners

520 Chandler Avenue North, Glencoe, Minnesota 55336 – (320) 864-5551 – Fax (320) 864-1809

COMMISSIONER NATHAN SCHMALZ

1st District
Phone (320) 282-9647
19906 Cable Avenue
Lester Prairie, MN 55354
Nathan.Schmalz@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (612) 756-2855
9525 County Road 2
Glencoe, MN 55336
Doug.Krueger@co.mcleod.mn.us

COMMISSIONER PAUL WRIGHT

3rd District
Phone (320) 583-8584
15215 County Road 7
Hutchinson, MN 55350
Paul.Wright@co.mcleod.mn.us

COMMISSIONER DARYL LUTHENS

4th District
Phone (612) 281-4840
18967 Nickel Avenue
Hutchinson, MN 55350
Daryl.Luthens@co.mcleod.mn.us

COMMISSIONER JOE NAGEL

5th District
Phone (320) 587-8693
20849 196th Road
Hutchinson, MN 55350
Joseph.Nagel@co.mcleod.mn.us

COUNTY ADMINISTRATOR

Sheila Murphy
Phone (320) 864-1320
520 Chandler Avenue North
Glencoe, MN 55336
Sheila.Murphy@co.mcleod.mn.us

**RESOLUTION 23-CB-14
CONSENT TO UPDATING THE SIGNATURE CARD
OF CHECKING ACCOUNT NUMBER 20212
AT SECURITY BANK AND TRUST
GLENCOE, MINNESOTA**

NOW, THEREFORE, BE IT RESOLVED, the McLeod County Board of Commissioners does hereby approve updating the signature card of checking account number 20212 at Security Bank and Trust, Glencoe, Minnesota, by removing Michael Junge (former McLeod County Attorney) and adding Ryan Hansch, McLeod County Attorney.

	Nagel	Krueger	Luthens	Wright	Schmalz
Yes					
No					
Abstain					
Absent					

**STATE OF MINNESOTA
OFFICE OF COUNTY ADMINISTRATION
COUNTY OF MCLEOD**

I, Sheila Murphy, Administrator of the County of McLeod do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of McLeod at a duly authorized meeting thereof held on the 17th day of January, 2023.

Sheila Murphy, County Administrator

Working together, providing quality service, being fiscally responsible and
maintaining integrity through common sense decision making

MCLEOD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 5 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Andrew Engel

Department: Public Works/Parks

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Ryan Hansch, County Attorney

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Present information regarding the easement of County State-Aid Highway No. 7 and the recommendation to abandon the easement areas that are no longer within 60 feet of the CSAH No. 7 centerline.

Recommended Action/Motion:

Consider adopting Resolution 23-CB-15, to abandon the easement areas that are no longer within 60 feet of the County State-Aid Highway No. 7 centerline.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, with tax and shipping?

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☒ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Email Cindy/Liz

Save

Print

McLeod County Board Resolution No. 23-CB-15

1. **WHEREAS**, In about 1989, McLeod County rebuilt C.S.A.H. NO. 7 through Section 23, Township 116 North, Range 30 West, and purchased highway easements identified in McLeod County Highway Right of Way Plat No. 1 which is filed with the McLeod County Recorder; and
2. **WHEREAS**, the road was rebuilt in about 2007 during which the centerline of C.S.A.H. NO. 7 was moved to the east up to 35 feet near the intersection of C.S.A.H. NO. 18 to improve safety at the intersection; and
3. **WHEREAS**, additional right of way was purchased to accommodate the centerline shift; and
4. **WHEREAS**, the County is needing only approximately 60 feet of highway right of way as measured from the centerline of C.S.A.H. NO. 7; and
5. **WHEREAS**, the easement area previously purchased in about 1989 that is now more than 60 feet away from the centerline of C.S.A.H. NO. 7, by reason of the centerline shift in about 2007, is no longer needed.

THEREFORE, BE IT RESOLVED, that McLeod County does hereby abandon the easement areas described in Exhibit A.

Approved by the McLeod County Board of Commissioners this 17th day of January, 2023.

McLeod County Board Vice Chair, Joe Nagel

McLeod County Board Clerk, Sheila Murphy

ACKNOWLEDGMENT

STATE OF MINNESOTA) SS
COUNTY OF MCLEOD)

The foregoing instrument was acknowledged before me this _____ day of January, 2023, by
McLeod County Board Vice Chair, Joe Nagel.

Notary Public

My Commission expires _____

ACKNOWLEDGMENT

STATE OF MINNESOTA) SS
COUNTY OF MCLEOD)

The foregoing instrument was acknowledged before me this _____ day of January, 2023, by
McLeod County Board Clerk, Sheila Murphy.

Notary Public

My Commission expires _____

This document was drafted by
Ryan Hansch, McLeod County Attorney.

EXHIBIT SHOWING HIGHWAY RIGHT OF WAY TO BE RELEASED
C.S.A.H. NO. 7

PAGE 1 OF 2

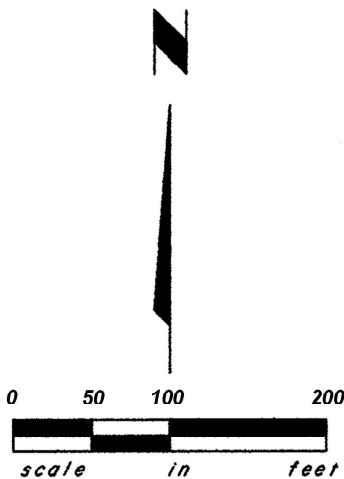
**MCLEOD COUNTY HIGHWAY DEPARTMENT
MCLEOD COUNTY, MINNESOTA**

EXHIBIT SHOWING HIGHWAY RIGHT OF WAY TO BE RELEASED
C.S.A.H. NO. 7

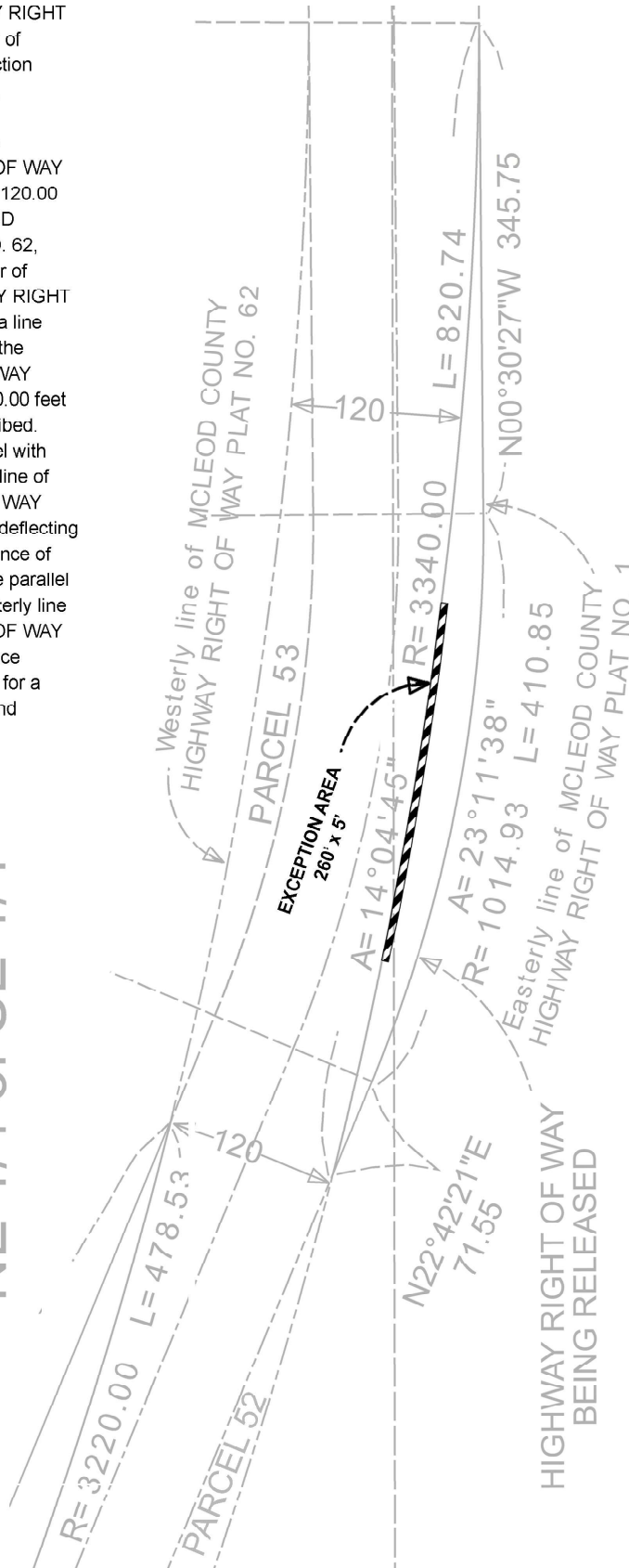
EXCEPTING THE FOLLOWING DESCRIBED AREA:

That part of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 1 in said Southeast Quarter of Section 23 and in the Southwest Quarter of Section 24 of said Township 116 North, Range 30 West, described as follows:

Beginning at the intersection of the easterly line of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 1 with a line parallel with and distant 120.00 feet easterly of the westerly line of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 62, said intersection being the most northerly corner of Parcel 52 of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 62; thence northerly, along a line parallel with and distant 120.00 feet easterly of the westerly line of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 62 a distance of 150.00 feet to the point of beginning of the tract to be described. Thence continuing northerly, along a line parallel with and distant 120.00 feet easterly of the westerly line of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 62 a distance of 260.00 feet, thence deflecting to the right at an angle of 90 degrees for a distance of 5.00 feet, thence heading southerly, along a line parallel with and distant 125.00 feet easterly of the westerly line of said MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 62 for a distance of 260.00 feet, thence deflecting to the right at an angle of 90 degrees for a distance of 5.00 feet to the point of beginning and there terminating.



NE 1/4 of SE 1/4



NW 1/4 of SW 1/4

December 6, 2022

Direct Dial: 320-656-3503
Jkolb@RinkeNoonan.com

McLeod County Board of Commissioners
Attention: Sheila Murphy, County Administrator
520 Chandler Ave N
Glencoe, MN 55336

SENT VIA EMAIL ONLY TO:
SHEILA.MURPHY@CO.MCLEOD.MN.US

Re: 2023 Legal Services Agreement
Our File No. 95000-0202

Dear Board and Ms. Murphy:

Thank you for placing your confidence in Rinke Noonan to provide legal counsel to McLeod County ("Drainage Authority") in its capacity as the public drainage authority under Minnesota Statutes, chapter 103E. We are writing to provide the terms of our proposed public drainage authority representation commencing January 1, 2023, if the Board so chooses.

Rinke Noonan's representation of McLeod County will be limited to the matters described herein. To the extent the Drainage Authority desires to engage our firm to represent it regarding other matters, the Drainage Authority will be required to sign a separate engagement agreement describing the scope of that representation prior to our initiation of services.

Identification of Parties: This Legal Services Agreement ("Agreement") is made between Rinke Noonan, Ltd. (hereinafter "Rinke Noonan", "We/we", "Our/our," or "Us/us") and McLeod County (hereinafter referred to also as "Drainage Authority").

Scope of Representation: We have been engaged to represent the Drainage Authority for the purpose of advising it on matters related to its duties, authorities, and responsibilities as the public drainage authority for McLeod County pursuant to Minnesota Statutes, chapter 103E.

Legal Fees and Billing Statements: Depending on the billing option you choose below, we will either submit a billing statement to you every thirty days or as work on a matter is completed. Expenses will be separately stated on the billing statement and our fees will be charged as indicated below. Our billing statements are due and payable upon presentation, and are overdue if not paid by the due date set forth on the statement.

Suite 300 US Bank Plaza
1015 W. St. Germain St.
P.O. Box 1497
St. Cloud, MN 56302
320.251.6700

www.rinkenoonan.com

Unless notified otherwise, all billing statements will be addressed as follows:

McLeod County Government Center
c/o McLeod County Auditor-Treasurer
520 Chandler Ave. N
Glencoe, MN 55336

The Drainage Authority is responsible for payment of all legal fees, expenses, and disbursements. Please see the “Expenses” provision and “Late Payment and Failure to Pay” provisions of this Agreement for further information.

The Drainage Authority may choose between the two following billing options:

- 1. PROPOSAL OPTION ONE – MONTHLY RETAINER + HOURLY SERVICES:** We can offer a monthly retainer arrangement of \$200 per month, which covers simple inquiries and verbal and written opinions general in nature for the Drainage Authority Board and its staff. This allows the cost of such advice to be defrayed over the course of the month. Due to the nature and brevity of these inquiries and responses, billing statement entries for the retainer file will not be as detailed as statements for hourly service files regarding specific matters and proceedings. Work performed outside the scope of the flat monthly retainer fee will be billed within individual matter files according to the discounted hourly rates for government clients described below.
- 2. PROPOSAL OPTION TWO – HOURLY SERVICES ONLY:** All work performed for the Drainage Authority as described in the Scope of Representation above will be billed according to the discounted hourly rates for government clients described below. Under this proposal, we may also open a general inquiries file for simple inquiries and verbal and written opinions general in nature for the Drainage Authority Board and its staff which are not related directly to a specific matter or proceeding.

Hourly Rate: In order to meet the unique needs of our public-sector, government clients, Rinke Noonan provides a reasonable discount in billing rates when compared to representation of our private clients. Our normal hourly rates for senior attorneys range from \$465 to \$495 per hour for private clients. Currently, our rates for our governmental clients for 2023 are as follows:

Senior Attorneys (7+ Years Experience):	\$395/hour
Associate Attorneys (4-7 Years Experience):	\$315/hour
Associate Attorneys (0-3 Years Experience):	\$275/hour
Paralegals & Legal Technicians:	\$125-\$235/hour
Clerical Staff:	No Charge

Our representation of the Drainage Authority will be ongoing unless terminated as described herein. From time to time, it is necessary to adjust our hourly rates to compensate for increased experience factors or for inflationary cost increases in our economy. We will, of course, notify the Drainage Authority of such adjustments which are reviewed on a yearly basis.

I will serve as the primary attorney for the Drainage Authority on its public drainage matters described herein. In conjunction, the Drainage Authority may from time to time frequently work with the following public drainage authority attorneys:

Kale Van Bruggen, Senior Attorney
320-656-3522; kvanbruggen@rinkenoonan.com

Gerald Von Korff, Senior Attorney
320-656-3508; jvonkorff@rinkenoonan.com

Zachary Burmeister, Associate Attorney (4-7 yrs.)
320-656-3516; zburmeister@rinkenoonan.com

Hannah Schacherl, Associate Attorney (0-3 yrs.)
320-656-3502; hschacherl@rinkenoonan.com

In the event of an emergency, the Drainage Authority and its staff should not hesitate to contact me or any of the individuals listed above. In addition, the Drainage Authority may contact paralegals Julie Fincher or Kathleen Bundy at 320-251-6700.

Other individuals may assist with Drainage Authority matters from time to time, or even assume a specific matter as the lead attorney. The use of associate attorneys, paralegals, legal technicians, law clerks, and other staff results in a direct savings to the Drainage Authority since they may more economically perform tasks which do not require the attention of a senior or lead attorney. If you have any questions or concerns regarding delegation of responsibilities and work between attorneys, please contact me to discuss these issues.

Except for the flat monthly retainer billing statements described in Proposal One above, it is our policy to describe services performed in a detailed manner so that the Drainage Authority and its staff may be able to understand fully our services and charges. If there are any questions relating to the services or the charges, we will be pleased to discuss them with the Drainage Authority or its staff at the earliest possible time after receipt of the billing statement, since the matters will be freshest in our memory at that time. Accordingly, the Drainage Authority agrees to notify us in writing or by email within 30 days of receiving our billing statement if it disputes any entry for legal services or charges on any billing statement. In the absence of any written or emailed objections thereto within 30 days of the Drainage Authority's receipt of a billing statement, the Drainage Authority will be deemed to have accepted and acknowledged the billing statement as correct through the period covered by the billing statement.

Expenses: In the course of rendering legal services to the Drainage Authority, it may be necessary for us to incur expenses and administrative fees for items such as filing and recording fees, deposition transcripts, computerized legal research, overnight or special delivery service, and travel. The actual expenses incurred will vary depending on the services that we provide. We do not, however, charge for photocopying or mileage. Expense items incurred on the Drainage Authority's behalf will be itemized separately and listed on our billing statements.

Late Payment and Failure to Pay: If the Drainage Authority fails to pay our statements in full on or before the due date set forth on the statement, we reserve the right to assess a monthly service charge equal to 8% per annum, or at the highest rate allowed by law, whichever is lower, of all legal fees, expenses, and disbursements that are past due. This monthly service charge will be billed to the Drainage Authority at the end of each month in which a late payment occurs. (See the attached disclosures).

Conflict of Interest Waiver: Rinke Noonan has over 24 attorneys in the firm and represents numerous business and individual clients having interactions with various governmental entities. Therefore, we want to ensure that by representing the Drainage Authority, we are not conflicting the firm out of representing other clients who may be adverse to the Drainage Authority on matters factually and legally unrelated to our public drainage representation. By our office representing the Drainage Authority on Statutes, chapter 103E matters, the Drainage Authority agrees that our representation of the Drainage Authority should not prohibit our office from representing clients on other unrelated matters that may be adverse to the Drainage Authority. These matters may include, but are not limited to, requests for economic development assistance, land use applications, criminal defense matters where the County is prosecuting, construction disputes, or other matters unrelated to Statutes, chapter 103E. If there is a civil or criminal matter that may be contentious or would involve litigation against the Drainage Authority, we will contact the Drainage Authority prior to undertaking the representation so that an informed decision can be made specific to that representation.

Termination: The Drainage Authority may terminate this representation at any time with or without cause by notifying us in writing of the Drainage Authority's desire to do so. Upon receipt of the notice to terminate representation, we will cease all legal work on the Drainage Authority's behalf immediately. The Drainage Authority will be responsible for paying all legal fees, expenses, and disbursements incurred on its behalf until written notice of termination is received.

Review of this Agreement: This Agreement is being provided to the Drainage Authority Board of Commissioners. The County Attorney should also review this Agreement as we are requesting the Board and the County Attorney sign the original Agreement herein. Minnesota Statutes, sections 103E.071 and 388.09, subdivision 1 permits the County to employ an attorney to assist the county attorney, to appear for the county or any county officer in any action in which the county or officer in an official capacity is a party, to advise the board or its members in relation to the action, or in any other matter affecting the interests of the county.

If you have any questions or concerns about the terms of this Agreement, please contact us immediately. On behalf Rinke Noonan Law Firm, we appreciate the opportunity to represent the Drainage Authority and to work with it and its staff.

Sincerely,

/s/ John C. Kolb

John C. Kolb
JCK/cmt

Attachment

cc: Stephen Wiblemo (via email only: stephen.wiblemo@co.mcleod.mn.us)

By signing this Agreement, the Drainage Authority and County Attorney confirm that they have read this Agreement, understand its provisions, and agree to abide by it.

McLeod County hereby approves:

_____ **PROPOSAL OPTION ONE**

_____ **PROPOSAL OPTION TWO**

as the Agreement for legal services between the Drainage Authority and Rinke Noonan as described in this proposal. The Drainage Authority agrees to pay Rinke Noonan on demand any sum which may become due to Rinke Noonan according to the above-described terms.

MCLEOD BOARD OF COMMISSIONERS

Dated: _____, 20____. By _____
Chairperson

MCLEOD COUNTY ATTORNEY

Dated: _____, 20____. By _____

(print name)

**This Initial Disclosure Statement is being provided to you in accordance with
Regulation Z - Truth in Lending (12 CFR Section 226).**

You will be billed monthly for charges for services we have performed for you and expenses we have paid or incurred on your behalf. FINANCE CHARGES will begin to accrue one month after the Closing Date if the statement is not paid in full prior to such time. The Closing Date is the last day of the month and the end of our billing cycle. FINANCE CHARGES will be calculated at a periodic rate equal to .666 percent which corresponds to an ANNUAL PERCENTAGE RATE equal to eight percent (8%). If you pay all charges which appear on your monthly statement within one month of the Closing Date, no FINANCE CHARGE will be made to your account.

**EXPLANATION OF METHOD USED TO DETERMINE THE BALANCE
ON WHICH THE FINANCE CHARGE MAY BE COMPUTED**

We figure the FINANCE CHARGE on your account by applying the periodic rate to the amount you owe at the end of each cycle (including charges for new services and deducting payments and credits made during the billing cycle). If you fail to pay your bill, we may also be able to place an attorney's lien upon real or personal property that you may own or acquire an interest in pursuant to Minnesota Statutes Section 481.13.

YOUR BILLING RIGHTS - KEEP THIS NOTICE FOR FUTURE USE

This notice contains important information about your rights and our responsibilities under the Fair Credit Billing Act.

NOTIFY US IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR BILL.

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us on a separate sheet at the address listed on your bill. Write to us as soon as possible. We must hear from you no later than sixty (60) days after we sent you the first bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

Your name and file number.

The dollar amount of the suspected error.

Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are not sure about.

If you have authorized us to pay your bill automatically from your savings or checking account, you can stop the payment on any amount you think is wrong. To stop the payment, your letter must reach us three (3) business days before the automatic payment is scheduled to occur.

YOUR RIGHTS AND OUR RESPONSIBILITIES AFTER WE RECEIVE YOUR WRITTEN NOTICE

We must acknowledge your letter within thirty (30) days unless we have corrected the error by then. Within ninety (90) days, we must either correct the error or explain why we believe the bill was correct.

After we receive your letter, we cannot try to collect any amount you question, or report you as delinquent. We can continue to bill you for the amount you question, including finance charges, and we can apply any unpaid amount against your credit limit. You do not have to pay any questioned amount while we are investigating, but you are still obligated to pay the parts of your bill that are not in question.

If we find that we have made a mistake on your bill, you will not have to pay any finance charges related to any questioned amount. If we did not make a mistake, you may have to pay finance charges and you will have to make up any missed payments on the questioned amount. In either case, we will send you a statement of the amount you owe and the date that it is due.

If you fail to pay the amount that we think you owe, we may report you as delinquent. However, if our explanation does not satisfy you and you write to us within ten (10) days telling us that you still refuse to pay, we must tell anyone we report you to that you have a question about your bill. And, we must tell you the name of anyone we reported you to. We must tell anyone we report you to that the matter has been settled between us when it finally is.

If we do not follow these rules, we can't collect the first \$50.00 of the questioned amount, even if your bill was correct.

DRAFT LABOR AGREEMENT

Between

THE COUNTY OF McLEOD

and

LAW ENFORCEMENT LABOR SERVICES, INC.
(LOCAL NO. 329, Non-Licensed Sergeants)

January 1, 2023 – December 31, 2025

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ARTICLE 1 - PURPOSE OF AGREEMENT

This Agreement is entered into between the County of McLeod, hereinafter called the Employer, and Law Enforcement Labor Services, Inc., (Local No. 329) hereinafter called the Union.

It is the intent and purpose of this Agreement to:

- 1.1 Assure sound and mutually beneficial working and economic relationships between the parties hereto;
- 1.2 Establish procedures for the resolution of disputes concerning the Agreement's interpretation and/or application; and
- 1.3 Place in written form the parties' agreement as to terms and conditions of employment for the duration of this Agreement.

The Employer and the Union, through this Agreement, continue their dedication to the highest quality of public service. Both parties recognize that this Agreement is not intended to modify any of the authority vested in the County of McLeod by the statutes of the State of Minnesota, except as provided in this Agreement.

ARTICLE 2 - RECOGNITION

- 2.1 The Employer recognizes the Union as the exclusive representative for McLeod County employees as follows:

All non-licensed essential supervisory employees in the position of Sergeant who are employed by the McLeod County Sheriff's Department, Glencoe, Minnesota, who are public employees within the meaning of Minn. Stat. § 179A.03, subd. 14, excluding confidential employees and all other employees.

- 2.2 Any dispute arising from either the inclusion or exclusion of a classification shall be resolved by submitting the dispute to the Bureau of Mediation Services.

ARTICLE 3 - DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services, Inc.
- 3.2 UNION MEMBER: A member of Law Enforcement Labor Services, Inc. (Local No. 329).

- 3.3 EMPLOYEE: A member of the recognized exclusive bargaining unit.
- 3.4 DEPARTMENT: McLeod County Sheriff's Department.
- 3.5 EMPLOYER: County of McLeod and its authorized representative(s), including the Sheriff or designee.
- 3.6 SHERIFF: The McLeod County Sheriff.
- 3.7 UNION OFFICER: Officer elected or appointed by Law Enforcement Labor Services, Inc.
- 3.8 UNION REPRESENTATIVE: Business Agent or Union Officers.
- 3.9 OFFICIAL BULLETIN BOARD: A bulletin board of the McLeod County Sheriff's Department shall be located in the staff area of the Sheriff's Department.
- 3.10 EMERGENCY: A situation or occurrence of a serious nature developing suddenly and unexpectedly and demanding immediate action as determined by the Employer.
- 3.11 LAYOFF: A reduction of the workforce for reasons other than discipline.
- 3.12 LEAVE OF ABSENCE: An approved absence from work duty during a scheduled work period with or without compensation.
- 3.13 PROBATIONARY PERIOD: The first twelve (12) months of service.

ARTICLE 4 - EMPLOYER SECURITY

The Union agrees that during the life of this Agreement, it will not cause, encourage, participate in or support any strike slowdown or other interruption of or interference with the normal functions of the Employer. In recognition of the provisions included in this Agreement for a grievance procedure providing for arbitration to be used for resolution of disputes, the Union agrees that neither the Union, its Officers or Agents, or any of the employees covered by this Agreement will engage in work stoppage, work slow-downs, sick-ins, or mass absenteeism. Any or all employees who violate the provisions of this Article will be subject to discharge or other discipline as appropriate under applicable rules and/or laws.

ARTICLE 5 - EMPLOYER AUTHORITY

The Employer retains the full and unrestricted right to operate and manage all manpower, facilities and equipment; to establish functions and programs; to set and amend budgets; to

determine utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules and to perform any inherent managerial function not specifically limited by this Agreement.

ARTICLE 6 - UNION SECURITY

- 6.1 The Employer shall deduct from the wages of employees who authorize such a deduction in writing an amount necessary to cover monthly Union dues. Such monies shall be remitted directly to the Union.
- 6.2 The Union may designate one employee from the bargaining unit to act as a Steward and shall inform the Employer in writing of such choice and changes in the position of Steward.
- 6.3 The Steward shall be permitted reasonable time to perform and discharge the duties which are properly assigned under the terms of this Agreement. The Steward shall be permitted reasonable time to process grievances without loss of time or pay during regular working hours in accordance with Article 7 of this Agreement.
- 6.4 The Employer shall make space available on the employee bulletin board for posting of Union notices and announcements.
- 6.5 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.
- 6.6 The Employer shall deduct fair share fees in accordance with the provisions of Minnesota Statutes, Section 179A.06, subd. 3, as amended.

ARTICLE 7 - EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

- 7.1 Definition of a Grievance: A grievance is defined as a dispute or a disagreement as to the interpretation or application of the specific terms or conditions of this Agreement.
- 7.2 Representatives: The Employer will recognize one representative designated by the Union as the grievance representative of the bargaining unit having the duties and responsibilities established by this Article. The Union will notify the Employer in writing of the name of such Union representative and successor when so

designated.

- 7.3 Processing of a Grievance: It is recognized and accepted by the Employer and the Union that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and Union representative will be released from work, without loss in pay, to investigate a grievance and present the grievance to the Employer pursuant to this Article provided the employee and the Union representative have notified and received the approval of the Employer who has determined such absence is reasonable and would not be detrimental to the work programs of the Employer.
- 7.4 Procedure: Grievances, as defined by Section 7.1, shall be resolved in conformance with the following procedure:

Step 1. An employee claiming a violation concerning the interpretation or application of this contract shall, within fifteen (15) calendar days after such alleged violation has occurred, present such grievance to the employee's immediate supervisor. The supervisor will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt.

A grievance not resolved in Step 1 and appealed to Step 2 will be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the contract allegedly violated, and the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the supervisor's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days shall be considered waived.

Step 2. If appealed, the written grievance shall be presented by the Union and discussed with the Sheriff or the Sheriff's designee. The Sheriff or the Sheriff's designee shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such grievance.

A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Sheriff or the Sheriffs designee's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the Union and discussed with the County Board or the Board's designee. The County

Board, or its designee shall give the Union the Employer's answer in writing within ten (10) calendar days after receipt of such Step 3 grievance.

A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the County Board's or their designee's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the Union within ten (10) calendar days shall be considered waived.

Step 3a. If the grievance is not resolved at Step 3 of the grievance procedure, the parties, by mutual agreement, may submit the matter to mediation with the Bureau of Mediation Services. Submitting the grievance to mediation preserves time lines for Step 4, below. Any grievance not appealed in writing to Step 4 by the Union within ten (10) calendar days of mediation shall be considered waived.

Step 4. A grievance unresolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the County Board or designee's Step 3 answer. Any grievance not appealed in writing to Step 4 by the Union within ten (10) calendar days shall be considered waived. The selection of an arbitrator shall be made in accordance with the Rules Governing the Arbitration of Grievances as established by the Bureau of Mediation Services. Parties shall alternately strike names from a list of seven names provided by the Bureau of Mediation Services until only one name remains, and the remaining name shall be the designated arbitrator.

- 7.5 Arbitrator's Authority: The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this contract. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this contract and to the facts of the grievance presented.
- 7.6 Arbitrator's Fees: The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and

witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing the requesting party pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

- 7.7 Waiver: If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit of each step may be extended by mutual agreement of the Employer and Union.
- 7.8 Choice of Remedy: If, as a result of the written Employer's response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 4 of Article 7, or a procedure such as: Veterans Preference, Human Rights or Civil Service. If appealed to any procedure other than Step 4, the grievance is not subject to the arbitration procedure as provided in Step 4. The aggrieved employee shall indicate in writing which procedure is to be utilized, Step 4, or another appeal procedure, and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal through Step 4. An employee pursuing a remedy pursuant to a statute under the jurisdiction of the United States Equal Employment Opportunity Commission may also pursue an appeal under the grievance procedure of this Agreement. If a court of competent jurisdiction rules contrary to the ruling in *EEOC v. Board of Governors of State Colleges and Universities*, 957 F.2d 424 (7th Cir.), cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992), or if Board of Governors is judicially or legislatively overruled, the italicized portion of this section shall be deleted.

ARTICLE 8 - SAVINGS CLAUSE

This Agreement is subject to the laws of the United States and the State of Minnesota. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, or administrative ruling or is in violation of legislation or administrative regulations, such provisions shall be void. All other provisions of this Agreement shall continue in full force and effect. The parties agree to immediately meet and negotiate a substitute for the invalidated provision.

ARTICLE 9 - SENIORITY

- 9.1 Total seniority shall be the length of continuous full-time employment with the Employer which shall be used solely for the purpose of determining vacation accrual.
- 9.2 Departmental seniority shall be the continuous length of time in the Sheriff's Department.
- 9.3 Classification Seniority shall be the length of continuous full-time employment in the employee's current classification.
- 9.4 Continuous employment shall be unceasing service from the employee's last date of hire, including approved leaves of absence and periods of layoff if return was upon recall.
- 9.5 The Sheriff or designee shall post a departmental seniority list annually.
- 9.6 Shifts shall be assigned by the Sheriff or designee by January 31st of each year. Employees may voluntarily switch shifts with the approval of the Employer.
- 9.7 Vacation periods shall be selected on the basis of total seniority until June 1st of each calendar year.
- 9.8 A reduction of work force will be accomplished on the basis of classification seniority.
- 9.9 An employee on lay-off shall have an opportunity to return to work within one (1) year of the time of the employee's layoff before any new employee is hired, except that any employee on layoff who is notified by registered mail to return to work and fails to do so within twelve (12) work days shall be considered to have voluntarily terminated employment with the Employer.

ARTICLE 10 - DISCIPLINE

- 10.1 The Employer will discipline employees who have completed the probationary period for cause only. Discipline will be in one or more of the following forms:
 - A. Oral Reprimand
 - B. Written Reprimand
 - C. Suspension

- D. Demotion
- E. Discharge

Both the Sheriff or designee and the Union agree that the list of types of discipline is not meant to imply a sequence of events.

- 10.2 Written reprimands, suspensions, demotions and discharges will be in written form.
- 10.3 Written reprimands, notices of suspension, and notice of discharge which are to become a part of an employee's personnel file shall be read and acknowledged by signature of the Employee. Employee and the Union will receive a copy of such reprimands and/or notices. If the Employee refuses to acknowledge receipt of the notice or is not available, this shall be noted by the supervisor in place of the signature and a certified copy of the notice will be sent to the last known address of the employee.
- 10.4 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.
- 10.5 Employees will not be questioned concerning a matter that may lead to disciplinary action unless the employee has been given an opportunity to have a Union representative present at such questioning.
- 10.6 Grievances relating to a written reprimand, suspension, demotion or discharge will be initiated by the Union at Step 2 of the grievance procedure under Article 7.
- 10.7 During the probationary period, the Employer may return a promoted employee to the employee's previous classification. Such return shall be made to the same classification and step as held prior to promotion. Such action shall not be subject to the grievance procedure.

ARTICLE 11 - PROBATIONARY PERIOD

All newly promoted or hired employees shall be required to serve a twelve (12) month period of job probation. Any employee who has passed probation on one position and moves to a different position shall be required to serve a twelve (12) month probationary period on the new position.

ARTICLE 12 - OVERTIME

- 12.1 Employees will be compensated at one and one-half (1 ½) times the employee's

regular base pay rate for hours worked in excess of the employee's regularly scheduled shift. Voluntary changes of shifts do not qualify an employee for overtime under this Article.

- 12.2 Employees shall not work overtime unless authorized to do so by the appropriate supervisor.
- 12.3 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked.
- 12.4 Employees can accrue up to fifty (50) hours of comp time. Compensatory time is to be taken at a time that does not disrupt the normal working pattern of the Sheriff's Office. Any compensatory time accumulated must be used by December 31 of the calendar year or, at the Employer's discretion, employee may cash out the comp time at the employee's current rate of pay. Requests for the use of compensatory time must be made two weeks prior to their use. This requirement may be waived by the department head/supervisor.

ARTICLE 13 - COURT TIME AND CALL BACK

- 13.1 An employee who is required to appear in court during the employee's scheduled off-duty time shall receive at the employee's option, a minimum of three (3) hours compensatory time accrued or cash at one and one-half (1½) times the employee's base pay rate. An extension or early report to a regularly scheduled shift for court appearance does not qualify the employee for the three (3) hour minimum.
- 13.2 An employee who is called to duty during the employee's scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half (1½) times the employee's base pay rate.

An extension or early report to a regularly scheduled shift for duty does not qualify the employee for the three (3) hours minimum. If the call back work assignment and the employee's regular work shift overlap, the employee shall be paid the call back rate of time and one-half (1 ½) until the employee's regular shift begins and the regular shift shall continue until the employee's normal quitting time.

ARTICLE 14-VACATION AND SICK LEAVE

- 14.1 All full-time employees shall be eligible for vacation leave benefits at their current base pay rate, including newly hired employees, who shall be eligible to use accrued vacation upon supervisor approval. Employees shall not accrue vacation or sick leave during a period of a leave of absence without pay.

- 14.2 Permanent full-time employees shall accrue vacation benefits in accordance with the following schedule, provided that vacation leave shall only accrue when an employee is on compensated payroll status:

	<u>Hours Per Month</u>	<u>Days Per Year</u>
0-5 years	8	12
6 years - 10 years	10	15
11 years - 15 years	12	18
16 years - Beyond	14.66	22

- 14.3 No employee may carry more than two-hundred forty (240) hours of vacation at any time; employees must use or lose any vacation time over two-hundred forty (240) hours by the end of the last pay period at the end of the calendar year.
- 14.4 Employees shall earn sick leave from their date of hire at the rate of eight (8) hours for each completed month worked. Employees working less than full-time shall earn sick leave at a proportionate rate.
- 14.5 The Sheriff or designee may require a doctor's statement, showing the nature of an injury, illness, and/or an evaluation of necessity directly related to such absence. Any additional expense incurred in obtaining this statement shall be the responsibility of the Employer.
- 14.6 Employees shall make requests for sick leave by telephone or in writing before, or as soon as possible before their scheduled reporting time.
- 14.7 If an employee becomes ill or disabled while on vacation, the employee's vacation shall be changed to sick leave, for the period of the illness or disability upon presentation of a doctor's statement to the employee's supervisor. Notice shall be given to the supervisor as soon as possible when the illness or disability occurs.
- 14.8 Each employee shall earn eight (8) hours of sick leave for each month worked. Sick leave shall accumulate up to 900 hours. All employees hired prior to October 21, 1997, upon retirement or termination, unless terminated for just cause, shall be entitled to fifty-five percent (55%) of the unused sick leave up to 900 hours as severance pay. Employees who were hired on or after October 21, 1997 will not be eligible for the severance benefit set forth above and will be limited to a maximum sick leave balance of 900 hours.
- 14.9 Employees hired prior to October 21, 1997 will be paid in January of each year for

the hours in excess of 900 at the straight time pay for which they are normally compensated. Employees hired on or after October 21, 1997, will not be eligible to cash in sick leave as provided above.

- 14.10 The Sheriff or designee may approve the use of accumulated sick leave by an employee who is unable to work for reason of illness, injury or pregnancy; who would expose fellow employees or the public to contagious or infectious disease; for required medical or dental care; or to make arrangements for care necessary for a member of the employee's immediate family who is seriously ill. Immediate family shall include spouse, parents of spouse, parents and children of employee (including stepfamily relatives of the same relationships listed above).

ARTICLE 15 - LEAVES FOR DEATH IN THE FAMILY

Funeral leave up to a maximum of four (4) days not to be taken from sick leave may be authorized by the Sheriff or designee in case of a death in the immediate family that is, spouse, children, brothers, sisters, parents, and grandparents of either the employee or spouse (including stepfamily relatives of the same relationships listed above). Each request will be considered individually by the Department Head and circumstances such as travel time involved, responsibility of the employee for funeral arrangements, administration of the estate, will be considered. The Sheriff or designee may authorize additional use of sick leave or vacation leave as necessary.

ARTICLE 16 - LEAVE OF ABSENCE

- 16.1 The Sheriff or the Sheriff's designee may approve the absence of an employee without pay not to exceed two weeks for justifiable reasons. Any absence of more than two weeks, whether with or without pay, shall be approved by the County Board in advance. Where appropriate, the County Board may grant an official leave of absence in order to preserve the employee's rights under applicable retirement programs.

- 16.2 Paternity/Maternity Leave: An unpaid maternity/paternity leave of absence of up to six (6) months shall be granted to pregnant or adopting employees with probationary or permanent status when requested.

The Sheriff or designee may require prior notice to determine the commencement date and duration of maternity/paternity leaves, the Sheriff or designee shall review each on its individual merits, taking into consideration individual duties, efficiency, health and welfare of the employee or child, or other relevant criteria. Following childbirth or upon receiving the child when adopting

and upon signifying the employee's intent to return with at least two weeks' notice and within the six-month leave of absence period, an employee shall be reinstated to their original job or to a position of like status and pay. The Sheriff or designee may require that the employee produce medical certification that the employee is fit for work before returning to the job.

- 16.3 Court Duty: Any employee subpoenaed as a witness for County-related business or called and selected for jury duty shall receive the employee's regular compensation and other benefits for such duty. Pay received for jury duty must be given to the County by the employee. Pay for expenses shall be kept by the employee.
- 16.4 If an employee files for the office of Sheriff, the employee must take a leave of absence upon candidacy or date of filing. Employees shall notify the County Administrator in writing fourteen (14) working days prior to the filing date. In the event an employee fails to provide the fourteen (14) day notice as set forth herein, the employee will forfeit accrued vacation time up to fourteen (14) days. An employee on such leave of absence shall use accrued vacation and/or compensatory time before going on a non-paid status. Insurance benefits may be continued during the period of unpaid leave with the employee paying for the full cost. If the employee, after being on unpaid leave, ceases to be a candidate, the employee shall be reinstated immediately after the primary election.
- 16.5 Time spent on an unpaid leave of absence shall not count towards an employee's seniority.
- 16.6 Employees working the minimum requirement pursuant to the Family and Medical Leave Act will be eligible for leaves of absence pursuant to County policy.

ARTICLE 17 - REINSTATEMENT

A former employee who is re-employed in the employee's old class within one (1) year will have only the following items reinstated: the same salary as when the employee left, seniority credit, non-probationary status, vacation accumulation rate as of the date of prior separation from employment.

ARTICLE 18 - HOLIDAYS

18.1 The following days will be recognized as holidays: New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, day after Thanksgiving, Christmas Day.

Christmas Eve will be recognized as a half-day paid holiday for scheduled employees. Scheduled employees will receive four (4) hours paid holiday. If employee is not scheduled to work on that date, they will not receive this four (4) hours of pay. If the employee is scheduled to work and is not able to take time off for the four (4) hours, due to being an essential employee, that employee will receive the four (4) hours of straight holiday pay in addition to their accrued worked time during that shift (or difference between four (4) hours and what hours the employee took the paid holiday time).

A floating holiday is one (1) regularly scheduled shift during the present calendar year to be taken on a date determined by the employee with approval of the Sheriff or the Sheriff's designee. In order to be eligible for the floating holiday, employee must be employed on or before July 1 of the year in question.

18.2 All employees will be paid once a year for holiday pay on or before the first payroll in December, with a separate check for same. Holiday pay will be paid at the applicable straight time rate that an employee received when the holiday occurred for the above holidays (100 hours).

18.3 All employees who are required to work on a holiday shall be paid at the rate of one and one-half (1 ½) times their regular rate for all hours worked.

ARTICLE 19 - INJURY ON DUTY

19.1 In all cases when an employee is injured in the course of the employee's employment, a leave of absence of up to twenty-four (24) months with pay may be granted according to the following provisions.

19.2 The request for the leave of absence will be heard by the three (3) member Workers' Compensation Board consisting of the Steward of the Union, a representative of the County's choice and a third party, agreed on by both the Steward and the Employer's Representative.

19.3 The above Board will determine the length of leave of absence. The employee shall receive supplementary payments (not charged to sick leave) to make up the difference between Workers' Compensation and the employee's normal rate of pay.

19.4 The Board's decision shall be by majority vote and shall be final and binding on both the employee and the Employer. Leaves of absence specified in this Section shall be made based on the salary at the time of the injury and for a period not to

exceed twenty-four (24) months. The employee shall accumulate seniority while on a leave of absence covered by this Article.

ARTICLE 20 - CLOTHING ALLOWANCE AND MAINTENANCE

20.1 Employees shall be allowed a clothing allowance payable in January. The clothing allowance shall be seven hundred fifty dollars (\$750.00).

20.2 The clothing allowance shall be used for the purpose of replacing items of initial issue by the Sheriff's Department, including leather. At the discretion of the Sheriff or designee, the items replaced may be required to be returned to the Department.

20.3 Initial issue for all newly hired employees shall consist of the following:

Corrections Sergeants

- *3 long-sleeved shirts
- *3 short-sleeved shirts
- *3 pair of slacks
- *1 tie
- *2 badges
- *2 name tags
- *1 winter jacket
- *1 belt
- *Patches
- *Handcuff case
- *Handcuffs
- *1 glove holder
- *1 mace holder – mace

Communications Sergeants

- *1 long-sleeved shirt
- *1 short-sleeved shirt
- *1 pair of slacks
- *1 tie
- *2 badges
- *2 name tags
- *1 winter jacket
- *1 belt
- *Patches

*Items are to be retained by County.

- 20.4 The Employer agrees to replace prescription eyewear and hearing aids of the employees that are damaged in the line of duty. At the discretion of the Sheriff or designee, uniform items as listed in Article 20.3 damaged in a unique situation will be replaced by the County.
- 20.5 If an employee is terminated after receiving the full uniform allowance and before serving the full twelve (12) month period (January to December), the pro-rated share of unearned uniforms shall be deducted from the final paycheck.
- 20.6 The County shall provide the initial clothing upon employment, for all newly hired employees. On the first anniversary of employment, the employee shall receive a pro-rated clothing allowance for that calendar year.

ARTICLE 21 - INSURANCE

- 21.1 The Employer agrees to provide all full-time employees with a hospital, medical and surgical benefit plan. The Employer contribution for single coverage shall be \$794.27 per month effective January 1, 2023 through December 31, 2023.

Effective prior to January 1, 2024 and January 1, 2025, the County and Union agree to re-open the Agreement only for the purpose of determining the amount of Employer contribution for health insurance premium.

- 21.2 Full-time employees shall have the option of insuring their dependents in a hospital, medical and surgical benefit plan. Effective January 1, 2023, the Employer will contribute \$1191.41 per month toward the cost of such coverage for employee plus spouse, or, employee plus children coverage; or, the Employer will contribute \$1588.54 toward the cost of such family coverage. Any additional cost for single or family coverage shall be paid by the employee through payroll deduction.

Effective prior to January 1, 2024 and January 1, 2025, the County and Union agree to re-open the Agreement only for the purpose of determining the amount of Employer contribution for health insurance premium.

- 21.3 The Employer agrees to provide all full-time employees with Life Insurance with double indemnity payments for line of duty or accidental death, according to the following schedule, and at no cost to the employee: \$25,000.00 per employee.
- 21.4 Employees who retire from the Sheriff's Department shall have the option of remaining in the provided group insurance programs, provided the employee pays the applicable County group insurance rate for the specific insurance desired until age 65 or in accordance with applicable state and federal statutes.
- 21.5 The Union agrees that during the course of this contract they shall not enroll in any health benefit plan not authorized by the Employer.
- 21.6 Affordable Care Act. In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid, minimize or reduce any penalties, taxes or fines for the Employer.

ARTICLE 22 - HOURS OF WORK

- 22.1 This Article is intended only to define the normal hours of work.
- 22.2 The normal work year shall be based on two thousand eighty hours (2,080).
- 22.3 When directed by the Employer to stay on the premises during the normal meal break, meals shall be provided to Correctional Sergeants and Dispatch Sergeants at no cost, specifically lunch and dinner.

ARTICLE 23 - THIRD PARTY CLAIMS AGAINST EMPLOYEES

Pursuant to Minnesota statutes, the Employer will defend, save harmless or indemnify the employee against any tort claim or demand, whether groundless or otherwise arising out of an alleged act or omission occurring in the performance and scope of the employee's duties.

ARTICLE 24 - WAGES AND TRAINING

- 24.1 Employees shall receive compensation in accordance with Appendix A.

Effective January 1, 2023, the salary range consisting of a minimum and maximum salary set forth in Appendix A will apply. In no event will an employee's base salary exceed the salary range maximum (salary ranges

effective January 1, 2024, and January 1, 2025 are also listed).

The Employer may elect to hire new employees in a classification within the salary range.

- 24.2 Each employee shall receive a minimum of sixteen (16) job-related credit hours per year which may be chosen by the employee. If there is a change in Department of Corrections requirements, then each employee shall receive a minimum equal to the requirement. The Employer retains the authority to approve or deny any schooling request.
- 24.3 The County will pay for training which is authorized by the County at time and one-half (1 ½) the regular rate of pay if in excess of their regularly scheduled shift. This includes travel time to and from training. Any additional training is at the discretion of the Sheriff or the Sheriffs designee.
- 24.4 An employee's failure to maintain the required license shall constitute just cause for discipline under Article 10 of this contract. Circumstances beyond the employee's control will be considered by the Employer in the determination of any disciplinary action.
- 24.5 Shift differential: Employees in the classifications of Correctional Sergeant and Dispatch Sergeant shall be eligible for shift differential of \$1.33 per hour if the majority of hours worked are between 6:00 p.m. and 6:00 a.m., and all hours worked between Friday at 6:00 p.m. and Monday at 6:00 a.m. Shift differential shall apply to hours worked only and shall not apply to comp time, vacation, sick leave or other situations other than hours worked.
- 24.6 Field Training Officer pay: Employees assigned as Field Training Officer (FTO) shall receive two dollars (\$2.00) per hour in addition to their regular wage for hours worked in this capacity; applicable duties and parameters are at the discretion of the Sheriff and/or their designee. The FTO designation should be reserved for training duties and work performed outside of the regular supervisory capacity.
- 24.7 Meal reimbursement will be in accordance with the Reimbursable Expenditure Section of the McLeod County Personnel Policy.
- 24.8 Performance reviews shall be conducted by Department Head or Supervisor of all employee's performance, and the employee shall have an opportunity to discuss performance with the Department Head or Supervisor. During an employee's performance review, it will be the individual's total performance as related to stated responsibilities of their position that will be evaluated. An

employee who receives a rating of 1 which means "Needs Improvement" in two or more performance review categories or an overall rating of 24 or less will not be eligible for the upcoming range movement for that year. Employees can appeal their Performance Review to the County Administrator. The performance review is intended to inform the employee of their level of performance and to stimulate improved performance and personal development on the part of each employee, and to determine how the employee views responsibilities and communicates with the Department Head or Supervisor. Performance reviews will be conducted at least annually.

ARTICLE 25 -VOLUNTARY TERMINATION

An employee voluntarily terminating employment shall submit in writing the effective date of termination to the Department Head, not less than 30 days prior to the effective date of resignation. The Department Head may grant a shorter notice if circumstances warrant it.

ARTICLE 26 - WAIVER OF BARGAINING

- 26.1 Any and all prior agreements, resolutions, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provisions of this Agreement are hereby superseded.
- 26.2 The parties mutually acknowledge that during the negotiations which have resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to terms and conditions of employment not removed from law by bargaining. All agreements and understandings arrived at by the parties are fully set forth in this Agreement. The Employer and the Union each voluntarily and unqualifiedly waive the right to meet and negotiate regarding any and all terms and conditions of employment not specifically referred to or covered by this Agreement. Even though such terms or conditions shall not have been within the knowledge or contemplation of either or both of the parties at the time of this Agreement was negotiated or executed, the parties may, upon mutual agreement amend or modify any provisions of this Agreement.

ARTICLE 27 - DURATION

- 27.1 This Agreement is effective as of January 1, 2023 and shall remain in full force and effect until December 31, 2025 or until a new Agreement is adopted by the parties. Retroactive pay and benefits, if agreed to, shall be paid only to employees employed as of the date of Union ratification of the successor collective bargaining agreement.

IN WITNESS WHEREOF, the parties have hereto executed this Agreement, the _____ day
of _____, _____.

COUNTY OF McLEOD

L.E.L.S. LOCAL NO. 329

BY: _____
County Board Chair

BY: _____
Union Representative

BY: _____
County Administrator

BY: _____
Union Representative

DATE: _____

DATE: _____

APPENDIX A

2023 – 2025 MCLEOD COUNTY LELS NON-LICENSED SERGEANTS HOURLY WAGE SCHEDULE

Wage Grade Job Classification

170 Jail Sergeant

170 Communications Sergeant

2023 McLeod County Wage Grade Ranges			
Job Grade	Minimum	Midpoint	Maximum
260	\$49.46	\$61.83	\$74.19
250	\$46.79	\$58.48	\$70.18
240	\$44.15	\$55.19	\$66.23
230	\$41.60	\$52.00	\$62.41
220	\$39.00	\$48.75	\$58.50
210	\$36.49	\$45.61	\$54.73
200	\$34.01	\$42.51	\$51.01
190	\$31.62	\$39.52	\$47.42
180	\$29.22	\$36.52	\$43.83
170	\$26.86	\$33.57	\$40.29
160	\$24.54	\$30.67	\$36.81
150	\$22.30	\$27.88	\$33.45
140	\$20.06	\$25.07	\$30.09
130	\$17.51	\$21.88	\$26.26
120	\$15.54	\$19.42	\$23.31
110	\$13.53	\$16.91	\$20.30
100	\$11.60	\$14.50	\$17.40

2024 McLeod County Wage Grade Ranges			
Job Grade	Minimum	Midpoint	Maximum
260	\$50.70	\$63.37	\$76.05
250	\$47.96	\$59.95	\$71.93
240	\$45.26	\$56.57	\$67.88
230	\$42.64	\$53.30	\$63.97
220	\$39.98	\$49.97	\$59.97
210	\$37.40	\$46.75	\$56.10
200	\$34.86	\$43.57	\$52.29
190	\$32.41	\$40.51	\$48.61
180	\$29.95	\$37.43	\$44.92
170	\$27.53	\$34.41	\$41.29
160	\$25.15	\$31.44	\$37.73
150	\$22.86	\$28.57	\$34.29
140	\$20.56	\$25.70	\$30.84
130	\$17.94	\$22.43	\$26.92
120	\$15.93	\$19.91	\$23.89
110	\$13.87	\$17.34	\$20.80
100	\$11.89	\$14.87	\$17.84

2025 McLeod County Wage Grade Ranges			
Job Grade	Minimum	Midpoint	Maximum
260	\$51.96	\$64.96	\$77.95
250	\$49.16	\$61.44	\$73.73
240	\$46.39	\$57.98	\$69.58
230	\$43.71	\$54.64	\$65.56
220	\$40.98	\$51.22	\$61.46
210	\$38.33	\$47.92	\$57.50
200	\$35.73	\$44.66	\$53.60
190	\$33.22	\$41.52	\$49.82
180	\$30.70	\$38.37	\$46.04
170	\$28.22	\$35.27	\$42.33
160	\$25.78	\$32.23	\$38.67
150	\$23.43	\$29.29	\$35.14
140	\$21.07	\$26.34	\$31.61
130	\$18.39	\$22.99	\$27.59
120	\$16.33	\$20.41	\$24.49
110	\$14.21	\$17.77	\$21.32
100	\$12.19	\$15.24	\$18.29

2023 HEALTH INSURANCE ELIGIBLE MEMBER OPT-OUT AGREEMENT

Effective for the 2023 benefits plan year, the County contribution to health insurance eligible employees who choose the “opt-out” option will receive \$235.13 towards other pre-tax and post-tax benefit premiums, any remainder will be distributed as taxable income. This agreement shall not constitute a precedent with regard to subsequent negotiations or matters between the parties.

2023 HEALTH SAVINGS ACCOUNT CONTRIBUTION FOR ELIGIBLE MEMBERS

County contribution to employees participating in County-sponsored Health Savings Account (HSA) High-Deductible Health Plans (HDHP's) for 2023 will be eligible for a HSA contribution match. Single coverage participants will be eligible for up to \$1200 in annual dollar-for-dollar matching funds. Participants with Employee plus Child(ren), Employee plus Spouse, or, Family coverage will be eligible for up to \$1800 in annual dollar-for-dollar matching funds. Participants who join the plan mid plan year will be eligible for a pro-rated matching amount based on a twelve-month schedule.

POST-EMPLOYMENT HEALTH CARE SAVINGS PLAN (HCSP) CONTRIBUTION AGREEMENT

Members of the McLeod County Sheriff's Office Non-Licensed Sergeants Union, Law Enforcement Labor Services Local #329, are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All eligible funds collected by the employer on behalf of the employee will be deposited into the employee's post-employment health care savings plan account. This account has been established; the contribution of 3% of wages eligible to be deposited by members will continue to be deposited into the employee's Minnesota State Retirement System Health Care Savings Plan with each County payroll cycle through the duration of this agreement and beyond, unless agreed upon further by both parties.

POST-EMPLOYMENT HEALTH CARE SAVINGS PLAN (HCSP) CONTRIBUTION OF ELIGIBLE ACCRUED SICK LEAVE AND VACATION PAY

Members of the McLeod County Sheriff's Office Non-Licensed Sergeants Union, Law Enforcement Labor Services Local #329, who are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP), with accrued sick leave (subject to the eligibility requirement of Article 14.8) and/or accrued vacation (subject to the eligibility requirement of Article 14.3), will have eligible funds deposited in a post-employment HCSP upon retirement by eligible employees, unless agreed upon further by both parties.



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Stephen Wiblemo

Department: Administration

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Sheila Murphy

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Following commissioner committee appointments that were made at the January 3, 2023, Board meeting, there are three additional appointments recommended to be made.

It is recommended to appoint Commissioner Nathan Schmalz as an alternate to the Health Insurance Steering Committee; and the McLeod, Sibley Joint Health Insurance Group.

Also, McLeod County entered into a contract with the East Central Regional Juvenile Center in Lino Lakes, Anoka County, effective January 1, 2023. As a member county, McLeod County may identify two individuals to participate on the Advisory Board and act as liaisons with other member counties. It is recommended to appoint Commissioner Joe Nagel as one of the two individuals to participate in the Advisory Board.

A County Director has been recommended as the second individual in a separate resolution.

Recommended Action/Motion:

Consider adopting Resolution 23-CB-10, additional commissioner committee appointments.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

Submit

Save

Print



McLeod County Board of Commissioners

830 11th Street East, Suite 110, Glencoe, Minnesota 55336 – (320) 864-5551 – Fax (320) 864-1809

COMMISSIONER NATHAN SCHMALZ

1st District
Phone (320) 282-9647
19906 Cable Avenue
Lester Prairie, MN 55354
Nathan.Schmalz@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (612) 756-2855
9525 County Road 2
Glencoe, MN 55336
Doug.Krueger@co.mcleod.mn.us

COMMISSIONER PAUL WRIGHT

3rd District
Phone (320) 583-8584
15215 County Road 7
Hutchinson, MN 55350
Paul.Wright@co.mcleod.mn.us

COMMISSIONER DARYL LUTHENS

4th District
Phone (612) 281-4840
18967 Nickel Avenue
Hutchinson, MN 55350
Daryl.Luthens@co.mcleod.mn.us

COMMISSIONER JOE NAGEL

5th District
Phone (320) 587-8693
20849 196th Road
Hutchinson, MN 55350
Joseph.Nagel@co.mcleod.mn.us

COUNTY ADMINISTRATOR

Sheila Murphy
Phone (320) 864-1320
830 11th Street East, Suite 110
Glencoe, MN 55336
Sheila.Murphy@co.mcleod.mn.us

RESOLUTION 23-CB-10 COMMISSIONER COMMITTEE APPOINTMENTS

BE IT RESOLVED, the following commissioner committee appointments are hereby approved, effective January 17, 2023:

COMMITTEE	CITIZEN	TERM
Health Insurance Steering Committee	Nathan Schmalz (Alternate)	December 31, 2023 (1 year)
McLeod, Sibley Joint Health Insurance Group	Nathan Schmalz (Alternate)	December 31, 2023 (1 year)
East Central Regional Juvenile Center Advisory Board	Joe Nagel	Indefinite

	Nagel	Krueger	Luthens	Wright	Schmalz
Yes					
No					
Abstain					
Absent					

STATE OF MINNESOTA
OFFICE OF COUNTY ADMINISTRATION
COUNTY OF MCLEOD

I, Sheila Murphy, Administrator of the County of McLeod do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of McLeod at a duly authorized meeting thereof held on the 17th day of January, 2023.

Sheila Murphy, County Administrator

Working together, providing quality service, being fiscally responsible and
maintaining integrity through common sense decision making

MCLEOD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Stephen Wiblemo

Department: Administration

Who will attend the meeting and be able to respond to questions if different from above?

Name and title: Sheila Murphy

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Consider adopting Resolution 23-CB-11, additional citizen committee appointments.

Following citizen committee appointments that were made at the January 3, 2023, Board meeting, there are four additional appointments recommended to be made:

- Appoint Chad Stuewe to replace Tom Heuser as the District 2 Representative on the Board of Adjustment.
- Appoint Ken Bauer to replace Weston Plath as the District 3 Representative on the Board of Adjustment.
- Reappoint Merlin Mackenthun as the District 4 Representative on the Board of Adjustment.
- Appoint Cheryl Bielke as the District 5 Representative on the Board of Adjustment.
- Appoint Mitchell Pinske to the Economic Development Committee

Recommended Action/Motion:

Consider adopting Resolution 23-CB-11, additional citizen committee appointments.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☒ No

What is the total cost, with tax and shipping?

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

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COMMISSIONER NATHAN SCHMALZ

1st District
Phone (320) 282-9647
19906 Cable Avenue
Lester Prairie, MN 55354
Nathan.Schmalz@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (612) 756-2855
9525 County Road 2
Glencoe, MN 55336
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RESOLUTION 23-CB-11 CITIZEN COMMITTEE APPOINTMENTS

BE IT RESOLVED, the following citizen committee appointments is hereby approved, effective January 17, 2023:

COMMITTEE	CITIZEN	TERM
Board of Adjustment	Chad Stuewe (District 2) Ken Bauer (District 3) Merlin Mackenthun (District 4) Cheryl Bielke (District 5)	December 31, 2025 (3 years)
Economic Development Committee	Mitchell Pinske	December 31, 2025 (3 years)

	Nagel	Krueger	Luthens	Wright	Schmalz
Yes					
No					
Abstain					
Absent					

STATE OF MINNESOTA
OFFICE OF COUNTY ADMINISTRATION
COUNTY OF MCLEOD

I, Sheila Murphy, Administrator of the County of McLeod do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of McLeod at a duly authorized meeting thereof held on the 17th day of January, 2023.

Sheila Murphy, County Administrator

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Board Agenda Request Form
Board of County Commissioners

Requested Meeting Date: 01/17/2023

(Board meets the 1st and 3rd Tuesday after the first Monday of the Month)

Consent Agenda

☐ Approve Motion

Regular Agenda – Estimate Time Needed: 2 minutes

☒ Approve/Deny Motion ☐ Discussion/Presentation

☐ Hold Public Hearing* ☐ Direction Requested

*provide copy of hearing notice that was published

Requested Agenda Time: Flexible

Submitted By: Berit Spors

Department: Administration

Who will attend the meeting and be able to respond to questions if different from above?

Name and title:

Summary of Issue *(include previous Board or Committee actions, applicable dates and copies of relevant Minutes):*

Following staff committee appointments that were made at the January 3, 2023, Board meeting, there is one additional appointment recommended to be made.

McLeod County entered into a contract with the East Central Regional Juvenile Center in Lino Lakes, Anoka County, effective January 1, 2023. As a member county, McLeod County may identify two individuals to participate on the Advisory Board and act as liaisons with other member counties. It is recommended to appoint Berit Spors, Health and Human Services Director, as one of the two individuals to participate in the Advisory Board.

A County Commissioner has been recommended as the second individual in a separate resolution.

Recommended Action/Motion:

Consider adopting Resolution 23-CB-12, additional staff committee appointments.

Financial Impact:

Is there a cost associated with this request? ☐ Yes ☐ No

What is the total cost, with tax and shipping? \$ 0.00

Is this budgeted? ☐ Yes ☐ No

Fund & Department Number: ex: 01-031

Additional Information Attached:

☐ Contract/Agreement

Approved by County Attorney's Office: ☐ Yes ☐ No
Legally binding agreements must have County Attorney approval prior to submission.

☐ Minutes of Relevant Meeting(s)

Number of Signed Documents: 1

☐ Background Information, Handouts, Contracts, Agreements, Quotes, Bids, Invoices must be Attached

Board Action: *(for use by Administrative Assistant)*

☐ Approved:

☐ Denied:

☐ Tabled:

☐ No Action:

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Phone (320) 587-8693
20849 196th Road
Hutchinson, MN 55350
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Sheila Murphy
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RESOLUTION 23-CB-12 STAFF COMMITTEE APPOINTMENTS

BE IT RESOLVED, the following staff committee appointments is hereby approved, effective January 17, 2023:

COMMITTEE	CITIZEN	TERM
East Central Regional Juvenile Center Advisory Board	Berit Spors	Indefinite

	Nagel	Krueger	Luthens	Wright	Schmalz
Yes					
No					
Abstain					
Absent					

STATE OF MINNESOTA
OFFICE OF COUNTY ADMINISTRATION
COUNTY OF MCLEOD

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Sheila Murphy, County Administrator

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