

**JANUARY 17, 2017
MCLEOD COUNTY
BOARD MEETING WILL
BE HELD AT
THE GLENCOE CITY
CENTER
1107 11TH STREET
GLENCOE, MN**

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING AGENDA
JANUARY 17, 2017**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

Recognition of Environmentalist Roger Berggren's retirement and presentation of a plaque in appreciation for his twenty-one years of service to the McLeod County Environmental Services Department from October 1, 1995 through January 31, 2017.

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:08 CONSENT AGENDA*

- A. January 3, 2017 Meeting Minutes and Synopsis.
- B. December 30, 2016 Auditor's Warrants.
- C. December 30, 2016a Auditor's Warrants.
- D. January 4, 2017 Auditor's Warrants.
- E. January 5, 2017 Auditor's Warrants.
- F. January 6, 2017 Auditor's Warrants.
- G. Rescind 12/1/16 final project acceptance for SP 43-604-014, pavement rehabilitation on County State Aid Highway 4. There was an additional \$976.86 that was due the Contractor for a fuel escalation clause in the contract that was inadvertently missed on the 12/1/16 approval. Fuel escalation is a standard part of our project specifications.
- H. Final acceptance and payment of \$976.86 to Wm. Mueller & Sons of Hamburg, MN for SP 43-604-014, pavement rehabilitation on County State Aid Highway 4.
- I. Approve Highway Right of Way Plat 66. This plat is for the reconstruction project on County State Aid Highway 15.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS*

6 9:10 CONTEGRITY – Construction Manager Sam Lauer

- A. Construction Update.

7 9:15 SHERIFFS OFFICE – Sheriff Scott Rehmann

- A. Consider approval to purchase 3 Ford Utility Vehicles from Nelson Auto Center (Fergus Falls, MN) via state bid (State Contract #'s 89303 and 83065) for \$30,853.95 for a total of \$92,561.85 and one Dodge Durango Special Service Vehicle also from Nelson Auto Center for a state bid price of \$29,795.83 with funding coming from the 2017 Sheriffs budget.*

Vehicles will replace a 2013 Dodge Durango, a 2013 Ford Utility vehicle and (2) 2013 Ford interceptor sedans with high mileage. This will assist the Sheriff's Department with keeping a current rotation of squad replacements.

8 9:20 HUMAN RESOURCES – Director Mary Jo Wieseler

- A. Consider approval of the 2017 Pay Equity Report to the State of MN.*
- B. Consider approval of January 10, 2017 Personnel Committee Recommendations.*

9 9:30 COURT ADMINISTRATION – Administrator Karen Messner

- A. Consider approval to spend \$125,000 which has been set aside in account 25-807-6610, Designated for Capital Assets, for improvements to Courtroom 3.*
- B. Court Administration update.

10 9:45 MCLEOD COUNTY HISTORICAL SOCIETY – Executive Director Lori Pickell-Stangel

- A. Reevaluate the McLeod County Historic Partnership Community Outreach position on status of progress towards goals of this position.*
- B. Consider approval for additional funding.*

11 10:00 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A. Consider approval of Accounts Payable Policy.*
- B. Consider adoption of Resolution 17-CB-02 Delegation of Authority to Pay Certain Claims.*
- C. Consider adoption of Resolution 17-CB-04 Authorizing the McLeod County Auditor-Treasurer to designate depositories.*
- D. Consider approval of agreement between McLeod County and the State of Minnesota, Office of the State Auditor for services provided pursuant to Minn. Statute § 6.48 with McLeod County for the audit of year ending December 31, 2016.*
- E. Consider approval of 2017 Commissioner Appointments to Joint Drainage Systems.*

12 10:15 PUBLIC HEARING – Notice of Hearing JD #9 Repair Project

- A. Items to be discussed and considered include:*
- Receive the Engineer's Repair Report
- Determine Findings
- Consider Ordering the Repair
- Other items of business deemed necessary

13 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since January 3, 2017.
- A. Consider appointments to Trailblazer Joint Power Board.*
- B. Consider adoption of Resolution 17-CB-03 Policy and Procedure in McLeod County for Administration of the Wetland Conservation Act.*
- C. Consider additional appointments for 2017 Committees.*

- D. Award official McLeod County newspaper for 2017 and second publication of 2016 McLeod Financial Statement.*
- E. Update on proposed January 27th Workshop.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting February 7, 2017 at 9:00 a.m. at the Glencoe City Center.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES – January 3, 2017**

CALL TO ORDER

The organizational meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Paul Wright in the County Board Room. Commissioners Nies, Shimanski, Nagel and Krueger were present. County Administrator Patrick Melvin, Administrative Assistant, Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz Ford were also present.

PLEDGE OF ALLEGIANCE

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

A moment of silence observed to commemorate the passing of McLeod County Sheriff's Office Manager Rhonda Zajicek.

Recognition of Sheldon Nies' retirement and presentation of a plaque in appreciation for his twenty-two years of service as a McLeod County Commissioner from January 3, 1995 through January 3, 2017.

CONSIDERATION OF AGENDA ITEMS

- A) Add under Administration Item A: Consider setting new wage for 4 non-union employees who are currently above the new salary range maximum.
- B) Add under Administration Item B: Cancel Solid Waste Advisory Committee (SWAC) meeting scheduled for January 11th.

Krueger/Shimanski motion carried unanimously to approve the agenda as revised.

CONSENT AGENDA

- A) December 20, 2016 Meeting Minutes and Synopsis.
- B) December 27, 2016 Meeting Minutes and Synopsis.

Nies/Krueger motion carried unanimously to approve the consent agenda including the following changes to the December 27, 2016 Meeting Minutes:

Under discussion about the continuation of the 12/20/16 Fee Schedules Public Hearing, Item A should read **Wright/Nagel motion carried unanimously to remove the fee for corrections to the assessment books at \$30/parcel.**

Under discussion about Item K should read **Nies/Krueger motion carried unanimously to approve the revised Keystone job description with the changes to date from the Review Committee.**

ADMINISTRATION

- A) Consider setting new wage for 4 non-union employees who are currently above the new salary range maximum.

Wright/Shimanski motion carried unanimously to freeze salaries of for 4 non-union employees who are currently above the new salary range maximum until ranges advance.

- B) Consider cancelling the Solid Waste Advisory Committee (SWAC) meeting scheduled for January 11th.

Wright/Shimanski motion carried unanimously to cancel the Solid Waste Advisory Committee (SWAC) meeting scheduled for January 11th.

ADJOURN

Krueger/Nagel motion carried unanimously to adjourn for 2016 sine die.

CALL TO ORDER

County Administrator Patrick Melvin called the 2016 organizational meeting to order.

Commissioners Wright, Pohlmeier, Shimanski, Krueger and Nagel were present.

ELECTION OF BOARD CHAIR

County Administrator Patrick Melvin requested nominations for the 2017 Board Chair. Commissioner Wright nominated Commissioner Joe Nagel for Board Chair for 2017.

Wright/Krueger motion carried unanimously to cease nominations and cast a unanimous ballot for Commissioner Joe Nagel as Board Chair for 2017.

ELECTION OF VICE CHAIR

Board Chair Joe Nagel requested nominations for the 2017 Vice Chair. Commissioner Wright nominated Commissioner Doug Krueger for Board Vice Chair for 2017.

Wright/Shimanski motion carried unanimously to cease nominations and cast a unanimous ballot for Commissioner Doug Krueger as Board Vice Chair for 2017.

Sue Schulz, McLeod County Assessor takes the Oath of Office, administered by Cindy Schultz Ford, McLeod County Auditor-Treasurer.

CONSIDERATION OF AGENDA ITEMS

- A) Add under Administration Item D: Consider approval to renew Non-Intoxicating 3.2% Malt Liquor Licenses for Brownton Rod & Gun Club in Brownton, MN from January 3, 2017 through December 31, 2017.

Wright/Krueger motion carried unanimously to approve the agenda as revised.

CONSENT AGENDA

- A) December 23, 2016 Auditor's Warrants.
- B) Approve Employee Dishonesty and Faithful Performance of Duty Coverage bonds for officers and employees.
- C) Adopt Resolution 17-RB01-01 designating the McLeod County website as the official publication for transportation projects.
- D) Approve annual renewal of contract for the McLeod County Public Health Hispanic Outreach Worker Contract (Carmen Patino), January 1, 2017-December 31, 2017.

Wright/Krueger motion carried unanimously to approve the consent agenda.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue	\$602,717.76
Road & Bridge	\$6,071.47
Solid Waste	\$33,020.36

Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$641,809.59 from the aforementioned funds.

SHERIFF'S DEPARTMENT - Emergency Services Director Kevin Mathews

- A) Kevin Mathews requested approval for the annual service for the CodeRED mass notification system (Ormond Beach, FL). The base package cost is

\$14,175.00, the CodeRED Weather Warning will cost \$5,815.00, and the IPAWS Submission App will cost \$1,200.00 for a total of \$21,190.00.

The Emergency Management budget will cover \$11,195.00 and the 911 Fund will cover the remaining \$9,995.00.

Wright/Nagel motion carried unanimously to approve the annual service for the CodeRED mass notification system (Ormond Beach, FL) for a total cost of \$21,190.00 with funding coming from both the Emergency Management budget and 911 Fund.

ATTORNEYS OFFICE – Attorney Mike Junge

- A) Mike Junge requested approval to issue a request for proposal (RFP) for privatizing recyclables processing and marketing.

Proposals will be due to County Administration at noon on February 10th. Proposals will be received and publically acknowledged at the first public board meeting following the date set for receipt of the proposals (February 21st). Only the name of the applicants responding to this request shall be released. Other information shall not be released by the County during the proposal evaluation process or prior to contract award.

The successful proposal will include at a basic minimum that McLeod County will provide the facility equipment and product for processing 1,200 to 1,400 tons of recyclable materials per month from commercial and residential entities with a fixed rate per month fee based upon tonnage. Under this basic program, McLeod County would receive all tip fees generated from customers and would have ownership of all product. The successful contractor would be free to generate additional volumes from within and without McLeod County.

The successful contractor will provide supervision, labor, both full-time and part-time to operate the facility, and will include in its plan the current contracts the County has with the Adult Training and Habilitation Center (ATHC) and West Central Industries (WCI).

Wright/Krueger motion carried unanimously to approve issuance of a request for proposal (RFP) for privatizing recyclables processing and marketing.

ESTABLISHMENT OF COMMITTEES

- A) A list of Commissioners and associated committees was presented to the County Board by Donna Rickeman for approval of changes to the Commissioners and members serving on each committee for 2017.

The following were changes made during the meeting:

- Replace Sheldon Nies with Rich Pohlmeier and County Recorder with Paul Wright on AMC Delegate Committee
- Add County Recorder and Auditor-Treasurer as alternates on AMC Delegate Committee
- Remove Roger Berggren from AMC Environmental & Natural Resource Policy Committee
- Replace Curtis Carrigan with Merlin Mackenthun on Board of Adjustment Committee
- Replace Sheldon Nies with Doug Krueger on Budget Committee
- Remove Doug Krueger, Sheldon Nies and Paul Wright from Community Health Services
- Replace Sheldon Nies with Joe Nagel on Corrections Advisory Board
- Replace Sheldon Nies with Rich Pohlmeier on Security Sub Committee
- Replace Paul Wright with Joe Nagel and Ron Shimanski with Doug Krueger on Department Head Committee
- Replace Sheldon Nies with Rich Pohlmeier and Larry Gasow with Lynn Ette Schrupp on Employee Enrichment and Development
- Replace Madeline Kuehn with Emily Ward as Youth Rep on Extension Committee
- Replace Joe Nagel with Doug Krueger on GIS Committee
- Replace Doug Krueger with Rich Pohlmeier on United Community Action
- Remove Sheldon Nies from Heart of Minnesota Animal Shelter
- Replace Sheldon Nies with Rich Pohlmeier as alternate for Housing and Redevelopment Authority
- Replace Sheldon Nies with Paul Wright on Hutchinson Area Joint Planning Board
- Replace Doug Krueger with Rich Pohlmeier as alternate on Joint Powers Board of Directors of PrimeWest
- Appoint Joe Nagel as delegate and Ron Shimanski as alternate to McLeod Treatment Program
- Replace Sheldon Nies with Joe Nagel on Mental Health Advisory Committee
- Replace Sheldon Nies with Doug Krueger on Mid-Minnesota Joint Powers Board
- Replace Ron Shimanski with Rich Pohlmeier on Minnesota Rural Counties Caucus
- Replace Sheldon Nies with Doug Krueger on Material Recovery Facility Operations Committee
- Replace Nathan Winter with Karen Johnson on Noxious Weeds Appeal Board
- Replace Doug Krueger with Rich Pohlmeier as delegate and replace Sheldon Nies with Doug Krueger as alternate on PACT for Families

- Replace Linda Senst with Amanda Maresh on PACT for Families
- Replace Doug Krueger with Joe Nagel on Personnel Policy Review Committee
- Replace Ron Shimanski with Rich Pohlmeier on Planning Advisory Committee
- Replace Sheldon Nies with Ron Shimanski on Public Health Nursing Advisory Board
- Replace Sheldon Nies with Rich Pohlmeier on Recorder Compliance Fund Committee
- Replace Sheldon Nies with Doug Krueger on Reinvest in MN Committee
- Replace Sheldon Nies with Joe Nagel as delegate and replace Doug Krueger with Rich Pohlmeier as alternate on Safety Committee
- Replace Doug Krueger with Rich Pohlmeier on Salvation Army Board/Emergency Food and Shelter Program
- Replace Sheldon Nies with Scott Rehmann as delegate and replace Scott Rehmann with Joe Nagel as alternate on South Central Regional Radio Board
- Replace Ron Shimanski and Doug Krueger with Joe Nagel and Rich Pohlmeier on Personnel Committee
- Replace Sheldon Nies with Rich Pohlmeier on Wellness Committee
- Replace Nathan Winter with Karen Johnson on Environmental Services Advisory Committee
- Replace Jim Hueser with Bruce Bargmann, replace Dale Hegland with Chad Steuwe and replace Nathan Winter with Karen Johnson on Feedlot Subcommittee

Wright/Pohlmeier motion carried unanimously to approve the 2017 Committee appointments with the above changes.

Krueger/Wright motion carried unanimously to table appointments for both Trails and Park Commission until a workshop can be held for further discussion.

Shimanski/Krueger motion carried unanimously to table appointments for Trailblazer Joint Power Board until the January 17th Board Meeting.

PANNING AND ZONING – Assistant Administrator Marc Telecky

- A) Marc Telecky requested approval of Hutchinson Joint Planning Sketch Plan application JP-SP1 requested by Preston Fox of a townhouse plat for the purpose of building three (3) condo garages with seven (7) separate units per building. Each unit would share at least one common wall with a neighboring unit. This parcel is described as 2.66 acres - Lot 19 and Part of Lot 18 of Auditor's Plat S ½ in Section 8 of Hassan Valley Township.

The City of Hutchinson and Hassan Valley did not have any issues with the sketch plan. The Hutchinson Area Joint Planning Board did not make a recommendation at their December 21, regular meeting.

Krueger/Shimanski motion carried unanimously to approve Hutchinson Joint Planning conceptual Sketch Plan application JP-SP1 requested by Preston Fox of a townhouse plat for the purpose of building three (3) condo garages with seven (7) separate units per building.

COUNTY ADMINISTRATION

- A) Pat Melvin requested approval to allow Sibley County to be the claims processing agent (in place of MCIT) with Roxy Traxler as the administrator.

Shimanski/Wright motion carried unanimously to allow Sibley County to temporarily be the claims processing agent (in place of MCIT) with Roxy Traxler as the administrator and review in 90 days.

- B) Paul Wright requested approval to purchase a walking floor transfer trailer from Wilkens Industries Inc. (Morris, MN) for a total cost of \$28,297.50 with funding coming from the 2017 Solid Waste budget.

Wright/Krueger motion carried unanimously to approve the purchase of a walking floor transfer trailer from Wilkens Industries Inc. (Morris, MN) for a total cost of \$28,297.50 with funding coming from the 2017 Solid Waste budget.

- C) Pat Melvin requested approval to set the next Solid Waste Advisory Committee (SWAC) meeting on February 15th at 9:30 AM which will be after the due date of the request for proposals for privatizing the processing of recyclables.

Wright/Pohlmeier motion carried unanimously to set the next Solid Waste Advisory Committee (SWAC) meeting on February 15th at 9:30 AM.

- D) Cindy Schultz Ford requested approval to renew Non-Intoxicating 3.2% Malt Liquor Licenses for Brownton Rod & Gun Club in Brownton, MN from January 3, 2017 through December 31, 2017.

Pohlmeier/Shimanski motion carried unanimously to renew Non-Intoxicating 3.2% Malt Liquor Licenses for Brownton Rod & Gun Club in Brownton, MN from January 3, 2017 through December 31, 2017.

Wright/Shimanski motion carried unanimously to recess at 10:43 a.m. until 9:00 a.m. January 17, 2017 at the Glencoe City Center.

ATTEST:

Joe Nagel, Board Chair

Patrick Melvin, County Administrator

McLEOD COUNTY
BOARD OF COMMISSIONERS
SYNOPSIS – January 3, 2017

1. Commissioners Wright, Nies, Shimanski, Krueger and Nagel were present.
2. Krueger/Shimanski motion carried unanimously to approve the agenda as revised.
3. Nies/Krueger motion carried unanimously to approve the consent agenda including December 20, 2016 Meeting Minutes and Synopsis and December 27, 2016 Meeting Minutes and Synopsis.
4. Wright/Shimanski motion carried unanimously to freeze salaries of for 4 non-union employees who are currently above the new salary range maximum until ranges advance.
5. Wright/Shimanski motion carried unanimously to cancel the Solid Waste Advisory Committee (SWAC) meeting scheduled for January 11th.
6. Krueger/Nagel motion carried unanimously to adjourn for 2016 sine die.
7. Commissioners Wright, Pohlmeier, Shimanski, Krueger and Nagel were present.
8. Commissioner Wright nominated Commissioner Joe Nagel for Board Chair for 2017. Seconded by Doug Krueger. Wright/Krueger motion carried to cease nominations and cast a ballot for Commissioner Joe Nagel as Board Chair for 2017.
9. Wright/Shimanski motion carried unanimously to cease nominations and cast a unanimous ballot for Commissioner Doug Krueger as Board Vice Chair for 2017.
10. Wright/Krueger motion carried unanimously to approve the agenda as revised.
11. Wright/Krueger motion carried unanimously to approve the consent agenda including December 23, 2016 Auditor's Warrants; Approve Employee Dishonesty and Faithful Performance of Duty Coverage bonds for officers and employees; Adopt Resolution 17-RB01-01 designating the McLeod County website as the official publication for transportation projects; Approve annual renewal of contract for the McLeod County Public Health Hispanic Outreach Worker Contract (Carmen Patino), January 1, 2017-December 31, 2017.
12. Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$641,809.59 from the aforementioned funds.
13. Wright/Nagel motion carried unanimously to approve the annual service for the CodeRED mass notification system (Ormond Beach, FL) for a total cost of \$21,190.00 with funding coming from both the Emergency Management budget and 911 Fund.
14. Wright/Krueger motion carried unanimously to approve issuance of a request for proposal (RFP) for privatizing recyclables processing and marketing.
15. Wright/Pohlmeier motion carried unanimously to approve the 2017 Committee appointments with the above changes.
16. Krueger/Wright motion carried unanimously to table appointments for both Trails and Park Commission until a workshop can be held for further discussion.

17. Shimanski/Krueger motion carried unanimously to table appointments for Trailblazer Joint Power Board until the January 17th Board Meeting.
18. Krueger/Shimanski motion carried unanimously to approve Hutchinson Joint Planning conceptual Sketch Plan application JP-SP1 requested by Preston Fox of a townhouse plat for the purpose of building three (3) condo garages with seven (7) separate units per building.
19. Shimanski/Wright motion carried unanimously to allow Sibley County to temporarily be the claims processing agent (in place of MCIT) with Roxy Traxler as the administrator and review in 90 days.
20. Wright/Krueger motion carried unanimously to approve the purchase of a walking floor transfer trailer from Wilkens Industries Inc. (Morris, MN) for a total cost of \$28,297.50 with funding coming from the 2017 Solid Waste budget.
21. Wright/Pohlmeier motion carried unanimously to set the next Solid Waste Advisory Committee (SWAC) meeting on February 15th at 9:30 AM.
22. Pohlmeier/Shimanski motion carried unanimously to renew Non-Intoxicating 3.2% Malt Liquor Licenses for Brownton Rod & Gun Club in Brownton, MN from January 3, 2017 through December 31, 2017.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 10:43 a.m. until January 17, 2017.

Attest:

Paul Wright, Board Chair

Patrick Melvin, County Administrator

POOL
12/30/16 2:29PM

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

POOL
12/30/16 2:29PM
1 GENERAL REVENUE FUND

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
0	DEPT				...		
	2811	CNA GROUP LONG TERM CARE					
115		01-000-000-0000-2048		493.14	LONG TERM CARE GENERAL FUND		Long Term Care Payable
					01/01/2017 01/31/2017		
	2811	CNA GROUP LONG TERM CARE		493.14	1 Transactions		
0	DEPT Total:			493.14	...	1 Vendors	1 Transactions
5	DEPT				BOARD OF COUNTY COMMISSIONERS		
	1886	BMO					
50		01-005-000-0000-6336		290.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
52		01-005-000-0000-6336		290.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
53		01-005-000-0000-6336		290.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
55		01-005-000-0000-6336		374.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
	1886	BMO		1,245.20	4 Transactions		
5	DEPT Total:			1,245.20	BOARD OF COUNTY COMMISSIONERS	1 Vendors	4 Transactions
31	DEPT				COUNTY ADMINISTRATOR'S		
	1886	BMO					
56		01-031-000-0000-6350		2,358.60	GIFT CARDS.COM	1627	Other Services & Charges
57		01-031-000-0000-6350		206.94	GIFT CARDS.COM	1627	Other Services & Charges
58		01-031-000-0000-6402		12.81	OFFICE DEPOT	1627	Office Supplies
	1886	BMO		2,578.35	3 Transactions		
31	DEPT Total:			2,578.35	COUNTY ADMINISTRATOR'S	1 Vendors	3 Transactions
41	DEPT				COUNTY AUDITOR-TREASURER'S		
	1886	BMO					
54		01-041-000-0000-6336		290.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
	1886	BMO		290.30	1 Transactions		
41	DEPT Total:			290.30	COUNTY AUDITOR-TREASURER'S	1 Vendors	1 Transactions
65	DEPT				INFORMATION SYSTEMS		
	1886	BMO					
144		01-065-000-0000-6404		44.35	MENARDS	5042	Computer Supplies

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



POOL

12/30/16 2:29PM

1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
1886 BMO		44.35	1 Transactions	
65 DEPT Total:		44.35	INFORMATION SYSTEMS	1 Vendors 1 Transactions
76 DEPT			CENTRAL SERVICES-COUNTY WIDE	
1886 BMO				
48 01-076-000-0000-6205		164.60	USPS 9909	Postage And Postal Box Rental
1886 BMO		164.60	1 Transactions	
76 DEPT Total:		164.60	CENTRAL SERVICES-COUNTY WIDE	1 Vendors 1 Transactions
101 DEPT			COUNTY RECORDER'S	
1886 BMO				
49 01-101-000-0000-6245		40.00	MN ASSN OF COUNTY OFFICERS 9909	Dues And Registration Fees
1886 BMO		40.00	1 Transactions	
101 DEPT Total:		40.00	COUNTY RECORDER'S	1 Vendors 1 Transactions
103 DEPT			COUNTY ASSESSOR'S	
1886 BMO				
1 01-103-000-0000-6450		22.86	BEEN VERIFIED 9891	Subscriptions
2 01-103-000-0000-6450		44.00	HERALD JOURNAL 9891	Subscriptions
3 01-103-000-0000-6450		75.00	CROWRIVER MEDIA 9891	Subscriptions
1886 BMO		141.86	3 Transactions	
103 DEPT Total:		141.86	COUNTY ASSESSOR'S	1 Vendors 3 Transactions
111 DEPT			COURTHOUSE BUILDING	
1886 BMO				
142 01-111-000-0000-6425		4.99	EBAY 5042	Repair And Maintenance Supplies
143 01-111-000-0000-6425		15.50	EBAY 5042	Repair And Maintenance Supplies
1886 BMO		20.49	2 Transactions	
111 DEPT Total:		20.49	COURTHOUSE BUILDING	1 Vendors 2 Transactions
116 DEPT			HEALTH AND HUMAN SERVICES BUILDII	
1886 BMO				

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



POOL
12/30/16 2:29PM
1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
145	01-116-000-0000-6425		WW GRAINGER	5042	Repair And Maintenance Supplies
1886	BMO		1 Transactions		
116	DEPT Total:	61.91	HEALTH AND HUMAN SERVICES BUIL	1 Vendors	1 Transactions
117	DEPT		FAIRGROUNDS		
1886	BMO				
5	01-117-000-0000-6425	63.54	MENARDS	1700	Repair And Maintenance Supplies
4	01-117-000-0000-6612	558.34	SEARS	1700	Capital - \$100-\$5,000 (Inventory)
1886	BMO	621.88	2 Transactions		
117	DEPT Total:	621.88	FAIRGROUNDS	1 Vendors	2 Transactions
201	DEPT		COUNTY SHERIFF'S OFFICE		
1886	BMO				
62	01-201-201-0000-6336	13.10	MI MEXICO	1577	Meals, Lodging, Parking & Miscellaneous
63	01-201-201-0000-6336	9.32	SUBWAY	1577	Meals, Lodging, Parking & Miscellaneous
64	01-201-201-0000-6336	8.43	CULVER'S	1577	Meals, Lodging, Parking & Miscellaneous
65	01-201-201-0000-6360	35.00	RIGHTWAY MINNESOTA INC	1577	Training - Administration
141	01-201-000-0000-6402	169.84	RUBBER STAMP CHAMP.COM	5042	Office Supplies
1886	BMO	235.69	5 Transactions		
201	DEPT Total:	235.69	COUNTY SHERIFF'S OFFICE	1 Vendors	5 Transactions
251	DEPT		COUNTY JAIL		
1886	BMO				
60	01-251-000-0000-6402	80.42	PAMPERED CHEF	1528	Office Supplies
61	01-251-000-0000-6402	5.17	PAMPERED CHEF	1528	Office Supplies
59	01-251-000-0000-6425	19.27	MENARDS	1528	Repair And Maintenance Supplies
1886	BMO	94.52	3 Transactions		
251	DEPT Total:	94.52	COUNTY JAIL	1 Vendors	3 Transactions
485	DEPT		COUNTY PUBLIC HEALTH NURSING		
1886	BMO				
8	01-485-000-0000-6336	360.72	DOUBLE TREE	7441	Meals, Lodging, Parking & Miscellaneous
6	01-485-000-0000-6350	2,030.00	TARGET	9549	Other Services & Charges
7	01-485-000-0000-6350	2,030.00	TARGET	9549	Other Services & Charges

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



POOL

12/30/16 2:29PM

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
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
146	01-485-000-0000-6336		SUBWAY	9556	Meals, Lodging, Parking & Miscellaneous
148	01-485-000-0000-6350		WALMART	9556	Other Services & Charges
149	01-485-000-0000-6350		CHARLES KIDS FOUNDATION	9556	Other Services & Charges
147	01-485-000-0000-6402		MOORE MEDICAL	9556	Office Supplies
1886	BMO		7 Transactions		
485	DEPT Total:		COUNTY PUBLIC HEALTH NURSING	1 Vendors	7 Transactions
501	DEPT		CULTURE & RECREATION		
1304	PIONEERLAND LIBRARY SYSTEM				
102	01-501-000-0000-6877		3RD & 4TH QTR ALLOCATION		Allocation-Pioneerland Library System
1304	PIONEERLAND LIBRARY SYSTEM		1 Transactions		
501	DEPT Total:		CULTURE & RECREATION	1 Vendors	1 Transactions
520	DEPT		COUNTY PARK'S		
5555	L & P SUPPLY COMPANY INC				
92	01-520-000-0000-6610		FERRIS MOWER 2016	163176	Capital - Over \$5,000 (Fixed Assets)
93	01-520-000-0000-6610		TRADE IN ALLOWANCE	163176	Capital - Over \$5,000 (Fixed Assets)
5555	L & P SUPPLY COMPANY INC		2 Transactions		
213	MCLEOD COOP POWER ASSN				
94	01-520-000-0000-6253		521 POWER	205200	Electricity
98	01-520-000-0000-6253		526 POWER HOUSE	416900	Electricity
97	01-520-000-0000-6253		525 POWER	424600	Electricity
96	01-520-000-0000-6253		523 POWER	483200	Electricity
95	01-520-000-0000-6253		522 POWER	518000	Electricity
99	01-520-000-0000-6253		526 POWER	572300	Electricity
213	MCLEOD COOP POWER ASSN		6 Transactions		
520	DEPT Total:		COUNTY PARK'S	2 Vendors	8 Transactions
603	DEPT		COUNTY EXTENSION		
1886	BMO				
9	01-603-000-0000-6351		DOLLAR TREE	1668	After School Program
10	01-603-000-0000-6351		DOLLAR TREE	1668	After School Program
11	01-603-000-0000-6351		MENARDS	1668	After School Program
12	01-603-000-0000-6351		MENARDS	1668	After School Program

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1 GENERAL REVENUE FUND

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13	01-603-000-0000-6351		THE WEBSTaurant STORE	1668	After School Program
14	01-603-000-0000-6351		STEVENSPRANGLERS SCIENCE	1668	After School Program
15	01-603-000-0000-6351		NATIONAL 4-H COUNCIL	1668	After School Program
16	01-603-000-0000-6351		AMAZON	1668	After School Program
17	01-603-000-0000-6351		WALMART	1668	After School Program
18	01-603-000-0000-6351		WALMART	1668	After School Program
1886	BMO	1,261.23	10 Transactions		
603	DEPT Total:	1,261.23	COUNTY EXTENSION	1 Vendors	10 Transactions
1	Fund Total:	115,694.03	GENERAL REVENUE FUND		54 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
	No.	Account/Formula		Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT					...		
	2811	CNA GROUP LONG TERM CARE						
116		03-000-000-0000-2048			131.01	LONG TERM CARE HWY FUND		Long Term Care Payable
						01/01/2017 01/31/2017		
	2811	CNA GROUP LONG TERM CARE			131.01	1 Transactions		
0	DEPT Total:				131.01	...	1 Vendors	1 Transactions
330	DEPT					HIGHWAY ADMINISTRATION		
	1886	BMO						
51		03-330-000-0000-6336			290.30	HYATT	1627	Meals, Lodging, Parking & Miscellaneous
19		03-330-000-0000-6245			185.00	U OF M CONTLEARNING	9929	Dues And Registration Fees
20		03-330-000-0000-6336			657.04	CRAGUNS	9929	Meals, Lodging, Parking & Miscellaneous
21		03-330-000-0000-6336			657.04	CRAGUNS	9929	Meals, Lodging, Parking & Miscellaneous
22		03-330-000-0000-6205			6.80	USPS	9937	Postage And Postal Box Rental
25		03-330-000-0000-6205			1.36	CASHWISE	9937	Postage And Postal Box Rental
27		03-330-000-0000-6205			1.36	CASHWISE	9937	Postage And Postal Box Rental
24		03-330-000-0000-6245			575.00	MINNESOTA STATE COLLEGES	9937	Dues And Registration Fees
26		03-330-000-0000-6245			185.00	U OF M CONTLEARING	9937	Dues And Registration Fees
28		03-330-000-0000-6245			215.00	U OF M CONTLEARNING	9937	Dues And Registration Fees
29		03-330-000-0000-6265			400.00	MN POLLUTION CONTROL AGENCY	9937	Professional Services
23		03-330-000-0000-6402			14.29	AMAZON	9937	Office Supplies
	1886	BMO			3,188.19	12 Transactions		
330	DEPT Total:				3,188.19	HIGHWAY ADMINISTRATION	1 Vendors	12 Transactions
340	DEPT					HIGHWAY EQUIPMENT MAINTENANCE		
	1886	BMO						
30		03-340-000-0000-6590			424.18	INDELCO PLASTICS	9945	Tools & Shop Materials
	1886	BMO			424.18	1 Transactions		
340	DEPT Total:				424.18	HIGHWAY EQUIPMENT MAINTENANCE	1 Vendors	1 Transactions
3	Fund Total:				3,743.38	ROAD & BRIDGE FUND		14 Transactions

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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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	Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
391	DEPT		SOLID WASTE TIP FEE		
	1886 BMO				
152	05-391-000-0000-6810		9.88	PAYPAL	1550 Refunds and Reimbursements
	1886 BMO		9.88	1 Transactions	
391	DEPT Total:		9.88	SOLID WASTE TIP FEE	1 Vendors 1 Transactions
393	DEPT		MATERIALS RECOVERY FACILITY		
	4170 WASTE MANAGEMENT OF WI MN				
103	05-393-000-0000-6257		1,257.74	GLASS FIND DISPOSAL	14126-1702-7 Sewer, Water And Garbage Removal
	4170 WASTE MANAGEMENT OF WI MN		1,257.74	1 Transactions	
393	DEPT Total:		1,257.74	MATERIALS RECOVERY FACILITY	1 Vendors 1 Transactions
397	DEPT		HOUSEHOLD HAZARDOUS WASTE		
	1886 BMO				
151	05-397-000-0000-6245		50.00	NAHMMA	1550 Dues And Registration Fees
150	05-397-000-0000-6402		1,929.97	BASCO	1550 Office Supplies
	1886 BMO		1,979.97	2 Transactions	
397	DEPT Total:		1,979.97	HOUSEHOLD HAZARDOUS WASTE	1 Vendors 2 Transactions
5	Fund Total:		3,247.59	SOLID WASTE FUND	4 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
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		INCOME MAINTENANCE		
2811	CNA GROUP LONG TERM CARE				
117	11-420-000-0000-2048	210.41	LONG TERM CARE WELFARE FUND		Long Term Care Payable
			01/01/2017 01/31/2017		
2811	CNA GROUP LONG TERM CARE	210.41	1 Transactions		
420	DEPT Total:	210.41	INCOME MAINTENANCE	1 Vendors	1 Transactions
430	DEPT		INDIVIDUAL AND FAMILY SOCIAL SERVI		
1886	BMO				
70	11-430-709-0000-6033	27.78	AMAZON	0940	Mental Hlth Pilot Project-Discretionary
71	11-430-709-0000-6033	147.09	AMAZON	0940	Mental Hlth Pilot Project-Discretionary
72	11-430-709-0000-6033	26.71	WALGREENS	0940	Mental Hlth Pilot Project-Discretionary
73	11-430-709-0000-6033	32.05	WALGREENS	0940	Mental Hlth Pilot Project-Discretionary
74	11-430-709-0000-6033	527.63	X-CEL ENERGY	0940	Mental Hlth Pilot Project-Discretionary
79	11-430-709-0000-6033	341.18	KOHL'S	0940	Mental Hlth Pilot Project-Discretionary
80	11-430-709-0000-6033	150.00	PAINT FACTORY	0940	Mental Hlth Pilot Project-Discretionary
84	11-430-709-0000-6033	165.53	WALMART	0940	Mental Hlth Pilot Project-Discretionary
85	11-430-709-0000-6033	316.31	AMAZON	0940	Mental Hlth Pilot Project-Discretionary
69	11-430-740-4300-6086	58.99	AMAZON	0940	Family Community Support Services
82	11-430-740-4300-6086	52.08	AMAZON	0940	Family Community Support Services
67	11-430-741-4030-6071	60.00	MILL CITY MUSEUM	0940	Client Outreach - CSP
68	11-430-741-4030-6071	7.00	MILL CITY PARKING	0940	Client Outreach - CSP
75	11-430-741-4030-6071	73.51	WALMART	0940	Client Outreach - CSP
76	11-430-741-4030-6071	15.87	TARGET	0940	Client Outreach - CSP
77	11-430-741-4030-6071	49.98	WALMART	0940	Client Outreach - CSP
78	11-430-741-4030-6071	80.00	WALMART	0940	Client Outreach - CSP
81	11-430-741-4030-6071	19.17	FRANKLIN PRINTING	0940	Client Outreach - CSP
86	11-430-741-4030-6071	69.79	AMERICAN LODGING & SUITE	0940	Client Outreach - CSP
83	11-430-763-6410-6078	299.00	BIDETIKING	0940	CADI Waiver - Adult Supplies and Equip
39	11-430-709-0000-6033	499.50	GREAT CLIPS	3758	Mental Hlth Pilot Project-Discretionary
40	11-430-709-0000-6033	164.73	TARGET	3758	Mental Hlth Pilot Project-Discretionary
35	11-430-710-1070-6029	8.00	WALMART	3758	CW Holds-Medical Costs
31	11-430-710-1160-6040	100.00	SA	3758	Social Service Transportation
32	11-430-710-1160-6040	100.00	CASEY'S	3758	Social Service Transportation
33	11-430-710-1160-6040	50.00	SA	3758	Social Service Transportation
34	11-430-710-1160-6040	150.00	SA	3758	Social Service Transportation
36	11-430-741-4030-6071	75.72	WALMART	3758	Client Outreach - CSP
37	11-430-741-4030-6071	21.70	WALMART	3758	Client Outreach - CSP

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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	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
38	11-430-741-4030-6071		15.03	DOLLAR TREE	3758	Client Outreach - CSP
41	11-430-741-4030-6071		877.71	MAX'S GRILL	3758	Client Outreach - CSP
1886	BMO		4,582.06	31 Transactions		
2811	CNA GROUP LONG TERM CARE					
118	11-430-000-0000-2048		103.02	LONG TERM CARE INC MAINT FUND		Long Term Care Payable
				01/01/2017 01/31/2017		
2811	CNA GROUP LONG TERM CARE		103.02	1 Transactions		
430	DEPT Total:		4,685.08	INDIVIDUAL AND FAMILY SOCIAL SER	2 Vendors	32 Transactions
11	Fund Total:		4,895.49	HUMAN SERVICE FUND		33 Transactions

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20 COUNTY DITCH FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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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>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>
625	DEPT				COUNTY DITCH #12A		
	2973	RICKERT EXCAVATING INC					
157		20-625-000-0000-6302		36,273.60	CD 12 DITCH CLEANING	1075	Construction And Repairs
	2973	RICKERT EXCAVATING INC		36,273.60	1 Transactions		
625	DEPT Total:			36,273.60	COUNTY DITCH #12A	1 Vendors	1 Transactions
635	DEPT				COUNTY DITCH #22 REDETERMINED		
	9825	SHORT ELLIOTT HENDRICKSON INC					
158		20-635-000-0000-6302		4,432.20	ENGINEERING WORK CD #22	325472	Construction And Repairs
	9825	SHORT ELLIOTT HENDRICKSON INC		4,432.20	1 Transactions		
635	DEPT Total:			4,432.20	COUNTY DITCH #22 REDETERMINED	1 Vendors	1 Transactions
637	DEPT				COUNTY DITCH #26		
	9825	SHORT ELLIOTT HENDRICKSON INC					
159		20-637-000-0000-6302		36.48	ENGINEERING WORD CD #26	325779	Construction And Repairs
	9825	SHORT ELLIOTT HENDRICKSON INC		36.48	1 Transactions		
637	DEPT Total:			36.48	COUNTY DITCH #26	1 Vendors	1 Transactions
638	DEPT				COUNTY DITCH #27		
	9825	SHORT ELLIOTT HENDRICKSON INC					
160		20-638-000-0000-6302		173.52	ENGINEERING WORK CD #27	325779	Construction And Repairs
	9825	SHORT ELLIOTT HENDRICKSON INC		173.52	1 Transactions		
638	DEPT Total:			173.52	COUNTY DITCH #27	1 Vendors	1 Transactions
646	DEPT				COUNTY DITCH #36		
	3856	BORKA EXCAVATING					
154		20-646-000-0000-6302		575.00	CD36 COUNTY TILE INVESTIGATION	12_09_16-10	Construction And Repairs
	3856	BORKA EXCAVATING		575.00	1 Transactions		
646	DEPT Total:			575.00	COUNTY DITCH #36	1 Vendors	1 Transactions
669	DEPT				JUDICIAL DITCH #9 MCLEOD		
	2042	HJERPE CONTRACTING INC					

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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
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
155	20-669-000-0000-6302		1,476.21	JD8 REPLACE CULVERT HOGAN FARM	6191	Construction And Repairs
	2042 HJERPE CONTRACTING INC		1,476.21	1 Transactions		
669	DEPT Total:		1,476.21	JUDICIAL DITCH #9 MCLEOD	1 Vendors	1 Transactions
20	Fund Total:		42,967.01	COUNTY DITCH FUND		6 Transactions

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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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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>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
223	DEPT			D.A.R.E. PROGRAM		
	1303	CASH WISE HUTHCHINSON				
90		25-223-000-0000-6350		DARE GRAD SUPPLIES	30111223	Other Services & Charges
	1303	CASH WISE HUTHCHINSON		1 Transactions		
	6257	CREATIVE PRODUCT SOURCING INC DAI				
91		25-223-000-0000-6350		DARE SUPPLIES	96880	Other Services & Charges
	6257	CREATIVE PRODUCT SOURCING INC DAI		1 Transactions		
223	DEPT Total:		1,045.42	D.A.R.E. PROGRAM	2 Vendors	2 Transactions
254	DEPT			ANNAMARIE TUDHOPE DONATION		
	3298	CAPITAL CITY GLASS INC				
105		25-254-000-0000-6610	34,591.69	CONTRACT PAYMENT	APPLICATION003	Capital - Over \$5,000 (Fixed Assets)
	3298	CAPITAL CITY GLASS INC	34,591.69	1 Transactions		
	3258	DULAS EXCAVATING INC				
114		25-254-000-0000-6610	750.00	CONTRACT PAYMENT	FWO #9	Capital - Over \$5,000 (Fixed Assets)
120		25-254-000-0000-6610	29,661.38	CONTRACT PAYMENT	PR00010	Capital - Over \$5,000 (Fixed Assets)
	3258	DULAS EXCAVATING INC	30,411.38	2 Transactions		
	3619	GLEWWE DOORS INC				
121		25-254-000-0000-6610	19,573.80	CONTRACT PAYMENT	APPLICATION 3	Capital - Over \$5,000 (Fixed Assets)
	3619	GLEWWE DOORS INC	19,573.80	1 Transactions		
	3541	KASELLA CONCRETE INC				
123		25-254-000-0000-6610	7,873.79	CONTRACT PAYMENT	APPL 5	Capital - Over \$5,000 (Fixed Assets)
	3541	KASELLA CONCRETE INC	7,873.79	1 Transactions		
	3542	SALONEK CONCRETE & CONSTRUCTION				
129		25-254-000-0000-6610	82,214.33	CONTRACT PAYMENT	MCLCOU00005	Capital - Over \$5,000 (Fixed Assets)
	3542	SALONEK CONCRETE & CONSTRUCTION	82,214.33	1 Transactions		
	1595	SCHWICKERTS TECTA AMERICA				
130		25-254-000-0000-6610	149,898.16	CONTRACT PAYMENT	APPL 6	Capital - Over \$5,000 (Fixed Assets)
	1595	SCHWICKERTS TECTA AMERICA	149,898.16	1 Transactions		
	3415	SUMMIT FIRE PROTECTION				
133		25-254-000-0000-6610	24,015.62	CONTRACT PAYMENT	A1501656310003	Capital - Over \$5,000 (Fixed Assets)

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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
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
134	25-254-000-0000-6610		CONTRACT PAYMENT	A1501656310004	Capital - Over \$5,000 (Fixed Assets)
3415	SUMMIT FIRE PROTECTION		2 Transactions		
6157	VOS CONSTRUCTION INC				
135	25-254-000-0000-6610	30,241.35	CONTRACT PAYMENT	APPLICATION001	Capital - Over \$5,000 (Fixed Assets)
6157	VOS CONSTRUCTION INC	30,241.35	1 Transactions		
254	DEPT Total:	389,744.60	ANNAMARIE TUDHOPE DONATION	8 Vendors	10 Transactions
485	DEPT		COUNTY PUBLIC HEALTH NURSING		
1269	HUTCHINSON HEALTH				
153	25-485-000-0000-6265	140,000.00	PRIMEWEST CIG 2015 FEES		PROFESSIONAL SERVICES
1269	HUTCHINSON HEALTH	140,000.00	1 Transactions		
485	DEPT Total:	140,000.00	COUNTY PUBLIC HEALTH NURSING	1 Vendors	1 Transactions
613	DEPT		WATER RESOURCE MANAGEMENT-GR		
1886	BMO				
66	25-613-000-0000-6245	85.00-	MN ASSOC OF WATERSHED	0963	Dues And Registration Fees
1886	BMO	85.00-	1 Transactions		
613	DEPT Total:	85.00-	WATER RESOURCE MANAGEMENT-GR	1 Vendors	1 Transactions
807	DEPT		DESIGNATED FOR CAPITAL ASSETS		
1174	BRAUN INTERTEC CORPORATION				
104	25-807-000-0000-6610	4,685.00	PROFESSIONAL SERVICES	B079536	Capital - Over \$5,000 (Fixed Assets)
1174	BRAUN INTERTEC CORPORATION	4,685.00	1 Transactions		
3271	CONTEGRITY GROUP				
112	25-807-000-0000-6610	8,005.84	CONSTRUCTION MANAGEMENT FEE	2016191	Capital - Over \$5,000 (Fixed Assets)
106	25-807-000-0000-6610	12,100.00	ON SITE SUPERVISION FEE	2016192	Capital - Over \$5,000 (Fixed Assets)
107	25-807-000-0000-6610	1,800.00	REIMBURSABLES	2016192	Capital - Over \$5,000 (Fixed Assets)
108	25-807-000-0000-6610	450.00	TEMPORARY JOB OFFICE/TRAILER	2016192	Capital - Over \$5,000 (Fixed Assets)
109	25-807-000-0000-6610	6,955.00	TEMP POWER	2016192	Capital - Over \$5,000 (Fixed Assets)
110	25-807-000-0000-6610	577.93	TEMP PHONE	2016192	Capital - Over \$5,000 (Fixed Assets)
111	25-807-000-0000-6610	116.58	S. LAUER	2016192	Capital - Over \$5,000 (Fixed Assets)
3271	CONTEGRITY GROUP	30,005.35	7 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
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
113	1326 CULLIGAN WATER CONDITIONING					
	25-807-000-0000-6610		9.80	DRINKING WATER CHARGES	173107582251	Capital - Over \$5,000 (Fixed Assets)
	1326 CULLIGAN WATER CONDITIONING		9.80	1 Transactions		
122	3619 GLEWWE DOORS INC					
	25-807-000-0000-6610		1,225.00	REMAKE FRAME #A032	16-402WF-18	Capital - Over \$5,000 (Fixed Assets)
	3619 GLEWWE DOORS INC		1,225.00	1 Transactions		
124	253 LIGHT & POWER COMMISSION					
	25-807-000-0000-6610		463.79	ELECTRIC		Capital - Over \$5,000 (Fixed Assets)
	253 LIGHT & POWER COMMISSION		463.79	1 Transactions		
127	4117 MINI BIFF INC					
	25-807-000-0000-6610		194.04	PORTA-JOHN RENTAL/SERVICE	A-84171	Capital - Over \$5,000 (Fixed Assets)
	4117 MINI BIFF INC		194.04	1 Transactions		
128	3361 NAC MECHANICAL & ELECTRICAL SERVI					
	25-807-000-0000-6610		5,301.00	CONTRACT PAYMENT	APPLICATION 2	Capital - Over \$5,000 (Fixed Assets)
	3361 NAC MECHANICAL & ELECTRICAL SERVI		5,301.00	1 Transactions		
161	9825 SHORT ELLIOTT HENDRICKSON INC					
	25-807-000-0000-6610		1,436.00	JAIL ADDITIONAL STAKING	325780	Capital - Over \$5,000 (Fixed Assets)
	9825 SHORT ELLIOTT HENDRICKSON INC		1,436.00	1 Transactions		
136	3296 YAMRY CONSTRUCTION					
	25-807-000-0000-6610		833.79	INSULATE TEMP WALL	294	Capital - Over \$5,000 (Fixed Assets)
137	25-807-000-0000-6610		1,162.33	TEMP SHELTER	295	Capital - Over \$5,000 (Fixed Assets)
138	25-807-000-0000-6610		440.00	ENCLOSE SALLY PORT	298	Capital - Over \$5,000 (Fixed Assets)
139	25-807-000-0000-6610		739.04	INSULATE/POLY SHERIFFS ROOM	299	Capital - Over \$5,000 (Fixed Assets)
140	25-807-000-0000-6610		690.35	TEMP SHELTER/TEMP RAILING	300	Capital - Over \$5,000 (Fixed Assets)
	3296 YAMRY CONSTRUCTION		3,865.51	5 Transactions		
807	DEPT Total:		47,185.49	DESIGNATED FOR CAPITAL ASSETS	9 Vendors	19 Transactions
25	Fund Total:		577,890.51	SPECIAL REVENUE FUND		33 Transactions

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



POOL

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82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 16

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
853	DEPT		LOCAL PUBLIC HEALTH GRANT		
	1886 BMO				
47	82-853-000-0000-6203	12.00	NEED TO MEET	0955	COMMUNICATIONS
42	82-853-000-0000-6336	76.08	MILLENNIUM HOTEL	0955	MEALS,LODGING,PARKING & MISC
44	82-853-000-0000-6336	97.96	CONSTANT CONTACT	0955	MEALS,LODGING,PARKING & MISC
	1886 BMO	186.04	3 Transactions		
	718 BUERKLE/RHONDA				
87	82-853-000-0000-6121	672.00	LPHG GRANT TIME		PERSONNEL WAGES
89	82-853-000-0000-6203	23.13	LPHG COMMUNICATIONS		COMMUNICATIONS
88	82-853-000-0000-6335	18.90	LPHG GRANT MILEAGE		MILEAGE EXPENSE
	718 BUERKLE/RHONDA	714.03	3 Transactions		
	2811 CNA GROUP LONG TERM CARE				
119	82-853-000-0000-2048	10.54	LONG TERM CARE CHD FUND		LONG TERM CARE PAYABLE
			01/01/2017 01/31/2017		
	2811 CNA GROUP LONG TERM CARE	10.54	1 Transactions		
853	DEPT Total:	910.61	LOCAL PUBLIC HEALTH GRANT	3 Vendors	7 Transactions
854	DEPT		WIC		
	222 MEEKER COUNTY TREASURER				
125	82-854-000-0000-6856	485.47	SEPTEMBER WIC 2016		Wic
126	82-854-000-0000-6856	12,816.87	OCTOBER WIC 2016		Wic
	222 MEEKER COUNTY TREASURER	13,302.34	2 Transactions		
	314 SIBLEY COUNTY TREASURER				
131	82-854-000-0000-6856	282.67	SEPTEMBER WIC 2016		Wic
132	82-854-000-0000-6856	7,816.17	OCTOBER WIC 2016		Wic
	314 SIBLEY COUNTY TREASURER	8,098.84	2 Transactions		
854	DEPT Total:	21,401.18	WIC	2 Vendors	4 Transactions
862	DEPT		SHIP		
	1886 BMO				
43	82-862-000-0000-6203	65.00	CONSTANT CONTACT	0955	Communications
46	82-862-000-0000-6353	500.00	TARGET	0955	Meeting Expense
45	82-862-000-0000-6402	190.00	VENNAGE	0955	Office Supplies

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



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82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 17

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
1886	BMO		755.00	3 Transactions		
862	DEPT Total:		755.00	SHIP	1 Vendors	3 Transactions
82	Fund Total:		23,066.79	COMMUNITY HEALTH SERVICE 14 Transactions		

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



POOL
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86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 18

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT			DNR CLEARING ACCOUNT		
	509	MINNESOTA DNR				
101	86-975-000-0000-6850		4,500.50	DNR		Collections For Other Agencies
				12/20/2016	12/27/2016	
	509	MINNESOTA DNR	4,500.50	1 Transactions		
975	DEPT Total:		4,500.50	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
	509	MINNESOTA DNR				
100	86-976-000-0000-6850		67.00	G & F		Collections For Other Agencies
				12/20/2016	12/27/2016	
	509	MINNESOTA DNR	67.00	1 Transactions		
976	DEPT Total:		67.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		4,567.50	TRUST & AGENCY FUND		2 Transactions

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



POOL

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87 TAX & PENALTY 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>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		
	3705 OLSON/MICHAEL				
156	87-980-000-0000-6810		REFUND 2016 PROPERTY TAXES	23.298.0010	Refunds And Reimbursements
	3705 OLSON/MICHAEL		1 Transactions		
980	DEPT Total:		TAX COLLECTIONS	1 Vendors	1 Transactions
87	Fund Total:		TAX & PENALTY FUND		1 Transactions
	Final Total:		63 Vendors	161 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	115,694.03	GENERAL REVENUE FUND	
	3	3,743.38	ROAD & BRIDGE FUND	
	5	3,247.59	SOLID WASTE FUND	
	11	4,895.49	HUMAN SERVICE FUND	
	20	42,967.01	COUNTY DITCH FUND	
	25	577,890.51	SPECIAL REVENUE FUND	
	82	23,066.79	COMMUNITY HEALTH SERVICE	
	86	4,567.50	TRUST & AGENCY FUND	
	87	1,853.00	TAX & PENALTY FUND	
	All Funds	777,925.30	Total	Approved by,
			
			

POOL
12/30/16 3:14PM

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

POOL
 12/30/16 3:14PM
 1 GENERAL REVENUE FUND

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT				COUNTY PARK'S		
	1160	MCLEOD COUNTY AUDITOR TREASURER					
1		01-520-000-0000-6350		12.21	CANADIAN EXCHANGE		Other Services & Charges
					07/11/2016 07/11/2016		
	1160	MCLEOD COUNTY AUDITOR TREASURER		12.21	1 Transactions		
520	DEPT Total:			12.21	COUNTY PARK'S	1 Vendors	1 Transactions
1	Fund Total:			12.21	GENERAL REVENUE FUND		1 Transactions
	Final Total:			12.21	1 Vendors	1 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	12.21	GENERAL REVENUE FUND	
	All Funds	12.21	Total	Approved by,
			
			

POOL
01/04/2017

8:05AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 01/04/2017
Pay Date 01/04/2017



Page 1

3707	WILKENS INDUSTRIES INC		28,297.50	TRAILER	05-393-000-0000-6610	N
	Warrant #	49566	Total...	28,297.50		
	Warrant Form	WFX	Total...	28,297.50	1 Transactions	
		Final	Total...	28,297.50	1 Transactions	

POOL
01/04/2017

8:05AM

Warrant Form WFXX
Auditor's Warrants

McLeod County IFS

WARRANT REGISTER
Auditor Warrants

Approved 01/04/2017
Pay Date 01/04/2017



Page 2

<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u> <u>COUNT</u>	<u>AMOUNT</u>	<u>CTX</u> <u>COUNT</u>	<u>AMOUNT</u>
1	28,297.50	WFXX	49566	49566	01/04/2017	01/04/2017			
	28,297.50	TOTAL							

POOL
01/04/2017

8:05AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 01/04/2017
Pay Date 01/04/2017



Page 3

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>
5	28,297.50	SOLID WASTE FUND	-	28,297.50
	28,297.50	TOTAL	- TOTAL ACH	28,297.50 TOTAL NON-ACH

POOL
1/5/17 9:36AM

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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2 - Department (Totals by Dept) 2 - Page Break by Dept
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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



POOL

1/5/17 9:36AM

1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
201	DEPT		COUNTY SHERIFF'S OFFICE		
	3710 ZAJICEK/RHONDA				
1	01-201-000-0000-6610		REGULAR HOURS		Capital - Over \$5,000 (Fixed Assets)
2	01-201-000-0000-6610		SEVERENCE PAY		Capital - Over \$5,000 (Fixed Assets)
	3710 ZAJICEK/RHONDA			2 Transactions	
201	DEPT Total:		COUNTY SHERIFF'S OFFICE	1 Vendors	2 Transactions
1	Fund Total:		GENERAL REVENUE FUND		2 Transactions
	Final Total:		1 Vendors	2 Transactions	

POOL
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9:36AM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	5,008.74	GENERAL REVENUE FUND	
	All Funds	5,008.74	Total	Approved by,
			
			

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2 1 - Fund (Page Break by Fund) Page Break By: 1 1 - Page Break by Fund
2 - Department (Totals by Dept) 2 - Page Break by Dept
3 - Vendor Number
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Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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



POOL
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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT				...		
	3028	MINNESOTA CHILD SUPPORT PAYMENT					
29		01-000-000-0000-2056		317.48	CHILD SUPPORT 12/11/2016 12/24/2016	001124208702	Child Support Garnishment Payable
31		01-000-000-0000-2056		117.67	CHILD SUPPORT 12/11/2016 12/24/2016	001436294701	Child Support Garnishment Payable
28		01-000-000-0000-2056		257.96	CHILD SUPPORT 12/11/2016 12/24/2016	001447664801	Child Support Garnishment Payable
30		01-000-000-0000-2056		130.13	CHILD SUPPORT 12/11/2016 12/24/2016	001499730601	Child Support Garnishment Payable
32		01-000-000-0000-2056		111.67	CHILD SUPPORT 12/11/2016 12/24/2016	001527027301	Child Support Garnishment Payable
33		01-000-000-0000-2056		327.64	CHILD SUPPORT 12/11/2016 12/24/2016	001530953002	Child Support Garnishment Payable
	3028	MINNESOTA CHILD SUPPORT PAYMENT		1,262.55	6 Transactions		
0	DEPT Total:			1,262.55	...	1 Vendors	6 Transactions
3	DEPT				COUNTY WIDE		
	5281	TASC					
16		01-003-000-0000-6350		436.05	HSA PLAN ADMINISTRATION 01/01/2017 01/31/2017	IN926102	Other Services & Charges
17		01-003-000-0000-6350		405.41	FSA ADMINISRTATION 01/01/2017 01/31/2017	IN926102	Other Services & Charges
18		01-003-000-0000-6350		75.00	FSA CLAIM CARD FEES 01/01/2017 01/31/2017	IN926102	Other Services & Charges
19		01-003-000-0000-6350		623.00	2017 FSA RENEWAL FEE 01/01/2017 12/31/2017	IN926102	Other Services & Charges
20		01-003-000-0000-6350		436.05	HSA PLAN ADMINISTRATION 02/01/2017 02/28/2017	IN944333	Other Services & Charges
21		01-003-000-0000-6350		405.41	FSA ADMINISTRATION 02/01/2017 02/28/2017	IN944333	Other Services & Charges
22		01-003-000-0000-6350		75.00	FSA CLAIM CARD FEES 02/01/2017 02/28/2017	IN944333	Other Services & Charges
	5281	TASC		2,455.92	7 Transactions		
3	DEPT Total:			2,455.92	COUNTY WIDE	1 Vendors	7 Transactions

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

	Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name
65	DEPT					INFORMATION SYSTEMS		
	2748	CDW GOVERNMENT INC						
3		01-065-000-0000-6321	AP	4	1,140.74	SMARTNET SUPPORT	GJG8453	Maintenance Agreements
2		01-065-000-0000-6610	AP	4	10,865.00	CISCO SWITCH & COMPONENTS	GJG8453	Capital - Over \$5,000 (Fixed Assets)
	2748	CDW GOVERNMENT INC			12,005.74	2 Transactions		
65	DEPT Total:				12,005.74	INFORMATION SYSTEMS	1 Vendors	2 Transactions
117	DEPT					FAIRGROUNDS		
	5771	NU-TELECOM						
12		01-117-000-0000-6203			79.74	PHONE FOR JAN	81924355	Communications
						01/01/2017 01/31/2017		
	5771	NU-TELECOM			79.74	1 Transactions		
117	DEPT Total:				79.74	FAIRGROUNDS	1 Vendors	1 Transactions
143	DEPT					LICENSE BUREAU		
	509	MINNESOTA DNR						
10		01-143-000-0000-6350			1.00	VOID NOT RETURNED		Other Services & Charges
	509	MINNESOTA DNR			1.00	1 Transactions		
143	DEPT Total:				1.00	LICENSE BUREAU	1 Vendors	1 Transactions
201	DEPT					COUNTY SHERIFF'S OFFICE		
	5771	NU-TELECOM						
14		01-201-000-0000-6203			143.68	111-2290 SPEC ACC VOICE	81923965	Communications
						01/01/2017 01/31/2017		
	5771	NU-TELECOM			143.68	1 Transactions		
	1083	WEX BANK						
23		01-201-000-0000-6455	AP	4	5,402.74	FUEL THROUGH 12/31/2016	48153033	Motor Fuels and Lubrication
	1083	WEX BANK			5,402.74	1 Transactions		
201	DEPT Total:				5,546.42	COUNTY SHERIFF'S OFFICE	2 Vendors	2 Transactions
520	DEPT					COUNTY PARK'S		
	5906	CENTURYLINK						
4		01-520-000-0000-6203			66.01	525 SHOP	314102204	Communications

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



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1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

	<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</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>
5		01-520-000-0000-6203		75.41	12/18/2016 01/17/2017	314102204	Communications
	5906	CENTURYLINK		141.42	12/18/2016 01/17/2017		2 Transactions
520	DEPT Total:			141.42	COUNTY PARK'S	1 Vendors	2 Transactions
1	Fund Total:			21,492.79	GENERAL REVENUE FUND		21 Transactions

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



POOL
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3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

	Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT					...		
	3328	GURSTEL CHARGO PA						
27		03-000-000-0000-2055	AP	4	277.00	GARNISHMENT	683730	Garnishments Payable
						12/11/2016 12/24/2016		
	3328	GURSTEL CHARGO PA			277.00	1 Transactions		
0	DEPT Total:				277.00	...	1 Vendors	1 Transactions
340	DEPT					HIGHWAY EQUIPMENT MAINTENANCE		
	32875	HUTCHINSON UTILITIES COMMISSION						
6		03-340-000-0000-6253	AP	4	120.41	ELECTRIC TEMP STORAGE	31021-045101	Electricity
7		03-340-000-0000-6255	AP	4	357.47	GAS TEMP STORAGE	31021-045101	Natural Gas
	32875	HUTCHINSON UTILITIES COMMISSION			477.88	2 Transactions		
	1083	WEX BANK						
24		03-340-000-0000-6455	AP	4	464.62	UNLEADED FUEL-DEC	48153488	Motor Fuels And Lubrication
26		03-340-000-0000-6455	AP	4	19.76-	MISC PREV PER REBATE	48153488	Motor Fuels And Lubrication
25		03-340-000-0000-6567	AP	4	3,576.36	DIESEL FUEL-DEC	48153488	Diesel Fuel & Tax
	1083	WEX BANK			4,021.22	3 Transactions		
340	DEPT Total:				4,499.10	HIGHWAY EQUIPMENT MAINTENANCE	2 Vendors	5 Transactions
3	Fund Total:				4,776.10	ROAD & BRIDGE FUND		6 Transactions

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



POOL
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5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
393	DEPT			MATERIALS RECOVERY FACILITY		
	4170 WASTE MANAGEMENT OF WI MN					
36	05-393-000-0000-6257	AP 4	3,596.96	RECYCLING RESIDUE GARBAGE	6987390-1593-2	Sewer, Water And Garbage Removal
	4170 WASTE MANAGEMENT OF WI MN		3,596.96	1 Transactions		
393	DEPT Total:		3,596.96	MATERIALS RECOVERY FACILITY	1 Vendors	1 Transactions
397	DEPT			HOUSEHOLD HAZARDOUS WASTE		
	3028 MINNESOTA CHILD SUPPORT PAYMENT					
34	05-397-000-0000-2056		265.80	CHILD SUPPORT	001492611501	CHILD SUPPORT GARNISHMENT PAYABLE
				12/11/2016 12/24/2016		
	3028 MINNESOTA CHILD SUPPORT PAYMENT		265.80	1 Transactions		
397	DEPT Total:		265.80	HOUSEHOLD HAZARDOUS WASTE	1 Vendors	1 Transactions
5	Fund Total:		3,862.76	SOLID WASTE FUND		2 Transactions

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



POOL

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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
No.	Account/Formula	Accr	Amount	Service Dates		Paid On Bhf #	On Behalf of Name
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL SERVI			
	3028	MINNESOTA CHILD SUPPORT PAYMENT					
35	11-430-000-0000-2056		276.88	CHILD SUPPORT		001486828601	Child Support Garnishment Payable
				12/11/2016	12/24/2016		
	3028	MINNESOTA CHILD SUPPORT PAYMENT	276.88	1 Transactions			
430	DEPT Total:		276.88	INDIVIDUAL AND FAMILY SOCIAL SER		1 Vendors	1 Transactions
11	Fund Total:		276.88	HUMAN SERVICE FUND			1 Transactions

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



POOL
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25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 8

	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
255	DEPT				COUNTY COURT SERVICES		
	3706	SOMMERS/JACQUELINE					
15		25-255-000-0000-6350		120.00	ADULT RESTITUTION		Other Services & Charges
	3706	SOMMERS/JACQUELINE		120.00	1 Transactions		
255	DEPT Total:			120.00	COUNTY COURT SERVICES	1 Vendors	1 Transactions
285	DEPT				E-911 SYSTEM MAINTENANCE - GRANT		
	5771	NU-TELECOM					
13		25-285-000-0000-6203		588.30	587-0405 E-911	81924350	Communications - Telephone Equipment
					01/01/2017	01/31/2017	
	5771	NU-TELECOM		588.30	1 Transactions		
285	DEPT Total:			588.30	E-911 SYSTEM MAINTENANCE - GRAN	1 Vendors	1 Transactions
25	Fund Total:			708.30	SPECIAL REVENUE FUND		2 Transactions

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



POOL

1/6/17 12:42PM

82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 9

Vendor Name		Rpt		Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name
862	DEPT				SHIP		
	5576 BACHMAN/MARY						
1	82-862-000-0000-6121	AP	4	980.00	SHIP GRANT TIME		Personnel Wages
	5576 BACHMAN/MARY			980.00	1 Transactions		
862	DEPT Total:			980.00	SHIP	1 Vendors	1 Transactions
82	Fund Total:			980.00	COMMUNITY HEALTH SERVICE		1 Transactions

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



POOL
1/6/17 12:42PM
86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 10

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT		DNR CLEARING ACCOUNT		
509	MINNESOTA DNR				
9	86-975-000-0000-6850	DTG 6	2,166.00	DNR	Collections For Other Agencies
			12/28/2016 12/31/2016		
11	86-975-000-0000-6850		432.50	DNR	Collections For Other Agencies
			01/03/2017 01/03/2017		
509	MINNESOTA DNR		2,598.50	2 Transactions	
975	DEPT Total:		2,598.50	DNR CLEARING ACCOUNT	1 Vendors 2 Transactions
976	DEPT		GAME & FISH CLEARING ACCOUNT		
509	MINNESOTA DNR				
8	86-976-000-0000-6850	DTG 6	76.00	G & F	Collections For Other Agencies
			12/28/2016 12/31/2016		
509	MINNESOTA DNR		76.00	1 Transactions	
976	DEPT Total:		76.00	GAME & FISH CLEARING ACCOUNT	1 Vendors 1 Transactions
86	Fund Total:		2,674.50	TRUST & AGENCY FUND	3 Transactions
	Final Total:		34,771.33	19 Vendors	36 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	21,492.79	GENERAL REVENUE FUND	
	3	4,776.10	ROAD & BRIDGE FUND	
	5	3,862.76	SOLID WASTE FUND	
	11	276.88	HUMAN SERVICE FUND	
	25	708.30	SPECIAL REVENUE FUND	
	82	980.00	COMMUNITY HEALTH SERVICE	
	86	2,674.50	TRUST & AGENCY FUND	
	All Funds	34,771.33	Total	Approved by,
			
			



MCLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE

Hutchinson, MN 55350

Project SP 043-604-014 - Reclaim & Bituminous Paving CSAH 4

Contract Final Pay Request No. 5

Contractor: Wm. Mueller & Sons, Inc.
831 Park Ave P.O. Box 247
Hamburg, MN 55339

Contract No. 0048
Vendor No. 0011
For Period: 10/28/2016 - 12/15/2016
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$1,611,263.21
Contract Changes	\$80,099.69
Revised Contract	\$1,691,362.90

Funds Encumbered

Original	\$1,611,263.21
Additional	N/A
Total	\$1,611,263.21

	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SP 043-604-014	\$976.86	\$1,553,800.65	\$0.00	\$1,552,823.79	\$976.86	\$1,553,800.65
Percent Retained: 0%						
Contract 0048	\$976.86	\$1,553,800.65	\$0.00	\$1,552,823.79	\$976.86	\$1,553,800.65
Percent Retained: 0%						
Amount Paid This Contract Final Pay Request					\$976.86	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By

County/City/Project Engineer

12/15/16
Date

Approved By Wm. Mueller & Sons, Inc.

Contractor

Date

MCLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE

Hutchinson, MN 55350

Project No. SP 043-604-014

Contract Final Pay Request No. 5

Contract Payment Summary

From Date	To Date	Work Certified Per Period	Amount Retained Per Period	Amount Paid Per Period	Amount Paid To Date
05/01/2016	07/11/2016	\$749,410.29	\$37,470.51	\$711,939.78	\$711,939.78
07/12/2016	08/15/2016	\$780,004.42	\$39,000.23	\$741,004.19	\$1,452,943.97
08/16/2016	09/21/2016	\$7,511.25	\$375.56	\$7,135.69	\$1,460,079.66
09/22/2016	10/27/2016	\$15,897.83	(\$76,846.30)	\$92,744.13	\$1,552,823.79
10/28/2016	12/15/2016	\$976.86	\$0.00	\$976.86	\$1,553,800.65
Totals:		\$1,553,800.65	\$0.00	\$1,553,800.65	

SP 043-604-014 Payment Summary

No.	From Date	To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	05/01/2016	07/11/2016	\$749,410.29	\$37,470.51	\$711,939.78
2	07/12/2016	08/15/2016	\$780,004.42	\$39,000.23	\$741,004.19
3	08/16/2016	09/21/2016	\$7,511.25	\$375.56	\$7,135.69
4	09/22/2016	10/27/2016	\$15,897.83	(\$76,846.30)	\$92,744.13
5	10/28/2016	12/15/2016	\$976.86	\$0.00	\$976.86
Totals:			\$1,553,800.65	\$0.00	\$1,553,800.65

MCLEOD COUNTY HIGHWAY DEPARTMENT
1400 Adams Street SE
Hutchinson, MN 55350
Project No. SP 043-604-014
Contract Final Pay Request No. 5

McLeod County Highway Department
Certificate of Final Contract Acceptance

Low S.P. No.: SP 043-604-014

Final Voucher No.: 5

Contract No.: 0048

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of Minnesota as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 12/15/16 Signature *Phillip Schly* County/City/Project Engineer *Phillip Schly*

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$1,553,800.65 and agrees to the amount of \$976.86 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor Wm. Mueller & Sons, Inc.

By *Brad Droege*

And *Timothy Mueller* And _____

State of Minnesota, McLeod County Highway Department

On This 16 Day Dec 2016, Before me appeared *Brad Droege* To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as *President* free to act and deed

Brad Droege And *Timothy Mueller* (Corporate Acknowledgment)
to me personally known, who, being each by me duly sworn

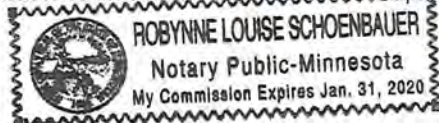
each did say that they are respectively the *President* and *Sec./Treas.* of the

William Mueller & Sons Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

President and said *Sec./Treas.* and _____
acknowledged said instrument to be the free act and deed of said Corporation.

Notarial

Seal

My Commission as Notary Public in *Crow* County

Expires *1-31-20* Signature *Robynne Schoenbauer*

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher. This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

MCLEOD COUNTY HIGHWAY DEPARTMENT
1400 Adams Street SE
Hutchinson, MN 55350
Project No. SP 043-604-014
Contract Final Pay Request No. 5

**McLeod County Highway Department
Certificate of Final Acceptance
County Board Acknowledgment**

Contract Number: 0048
Contractor: 0011 - Wm. Mueller & Sons, Inc.
Date Certified: 12/15/2016
Payment Number: 5

Whereas; Contract No. 0048 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the McLeod County Highway Department and authorize final payment as specified herein.

McLeod County Highway Department
State of Minnesota

I, _____, County _____ within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20____

At _____, Minnesota

Signed By _____
County _____

(SEAL)



MCLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE

Hutchinson, MN 55350

Project SP 043-604-014 - Reclaim & Bituminous Paving CSAH 4

Final Pay Request No. 5

Contractor: Wm. Mueller & Sons, Inc.
831 Park Ave P.O. Box 247
Hamburg, MN 55339

Contract No. 0048
Vendor No. 0011
For Period: 10/28/2016 - 12/15/2016
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$1,611,263.21
Contract Changes	\$80,099.69
Revised Contract	\$1,691,362.90

Work Certified To Date

Base Bid Items	\$1,502,975.28
Backsheet	\$976.86
Change Order	\$15,897.83
Supplemental Agreement	\$33,950.68
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$1,553,800.65

Funds Encumbered

Original	\$1,611,263.21
Additional	N/A
Total	\$1,611,263.21

	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SP 043-604-014	\$976.86	\$1,553,800.65	\$0.00	\$1,552,823.79	\$976.86	\$1,553,800.65
Percent Retained: 0%						
Amount Paid This Final Pay Request					\$976.86	

MCLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE
Hutchinson, MN 55350
Project No. SP 043-604-014
Final Pay Request No. 5

SP 043-604-014 Payment Summary

No.	From Date	To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	05/01/2016	07/11/2016	\$749,410.29	\$37,470.51	\$711,939.78
2	07/12/2016	08/15/2016	\$780,004.42	\$39,000.23	\$741,004.19
3	08/16/2016	09/21/2016	\$7,511.25	\$375.56	\$7,135.69
4	09/22/2016	10/27/2016	\$15,897.83	(\$76,846.30)	\$92,744.13
5	10/28/2016	12/15/2016	\$976.86	\$0.00	\$976.86
Totals:			\$1,553,800.65	\$0.00	\$1,553,800.65

SP 043-604-014 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
001	1,553,800.65	0.00	1,552,823.79	976.86	1,553,800.65
Totals:	\$1,553,800.65	\$0.00	\$1,552,823.79	\$976.86	\$1,553,800.65

SP 043-604-014 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Request	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
0048	Local (County)	195.37	338,272.58	322,252.64	310,760.13
0048-1	Regular (CSAH)	0.00	0.00	0.00	0.00
0048-3	Federal	781.49	1,353,090.32	1,289,010.57	1,243,040.52
Totals:		\$976.86	\$1,691,362.90	\$1,611,263.21	\$1,553,800.65

MCLEOD COUNTY HIGHWAY DEPARTMENT
 1400 Adams Street SE
 Hutchinson, MN 55350
 Project No. SP 043-604-014
 Final Pay Request No. 5

SP 043-604-014 Project Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
BASE									
1	2021.501	MOBILIZATION	LUMP SUM	\$18,000.00	1	0	\$0.00	1	\$18,000.00
18	2112.619	SHOULDER PREPARATION	RDST	\$37.35	442	0	\$0.00	442	\$16,508.70
2	2118.501	AGGREGATE SURFACING CLASS 5	TON	\$12.45	4510	0	\$0.00	3718	\$46,289.10
3	2215.501	FULL DEPTH RECLAMATION (P)	SY	\$0.73	69148	0	\$0.00	69148	\$50,478.04
17	2215.601	INCORPORATION OF LIQUID STABILIZING MATERIAL (P)	SY	\$0.58	69148	0	\$0.00	69148	\$40,105.84
4	2232.501	MILL BITUMINOUS SURFACE (VAR. DEPTH)	SQ YD	\$0.40	71263	0	\$0.00	66111	\$26,444.40
5	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLONS	\$2.40	7787	0	\$0.00	7994	\$19,185.60
6	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	\$47.98	17026	0	\$0.00	14580.55	\$699,574.79
7	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	\$46.45	11636	0	\$0.00	12186.18	\$566,048.06
8	2540.602	MAIL BOX SUPPORT	EACH	\$92.50	38	0	\$0.00	39	\$3,607.50
9	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$32.50	38	0	\$0.00	18	\$585.00
10	2563.601	TRAFFIC CONTROL	LUMP SUM	\$6,800.00	1	0	\$0.00	1	\$6,800.00
12	2563.602	RAISED PAVEMENT MARKER TEMPORARY	EACH	\$2.00	455	0	\$0.00	392	\$784.00
11	2574.525	COMMON TOPSOIL BORROW (LV)	CU YD	\$26.00	205	0	\$0.00	40.5	\$1,053.00
13	2582.502	6" SOLID LINE WHITE - PAINT	LIN FT	\$0.07	90400	0	\$0.00	89110	\$6,237.70
14	2582.502	4" SOLID LINE YELLOW-PAINT	LIN FT	\$0.05	12145	0	\$0.00	11515	\$575.75
15	2582.502	4" DOUBLE SOLID LINE YELLOW-PAINT	LIN FT	\$0.10	2780	0	\$0.00	2777	\$277.70
16	2582.502	4" BROKEN LINE YELLOW-PAINT	LIN FT	\$0.05	8484	0	\$0.00	8402	\$420.10
Totals For Section BASE:							\$0.00		\$1,502,975.28
Backsheet 1 - Fuel Escalation Adjustment for June, July, August									
24	1910.001	Fuel Escalation	Lump Sum	\$976.86	1	1	\$976.86	1	\$976.86
Totals For Backsheet 1 - Fuel Escalation Adjustment for June, July, August:							\$976.86		\$976.86
Change Order 1									
22	2360.501	Bituminous Core Density Incentive/Disincentive	Lump Sum	\$28,677.28	1	0	\$0.00	1	\$28,677.28
23	2399.501	Bituminous Ride Incentive/Disincentive	LS	(\$12,779.45)	1	0	\$0.00	1	(\$12,779.45)
Totals For Change Order 1:							\$0.00		\$15,897.83
Supplemental Agreement 1 - Subgrade Corrections									
19	2105.507	SUBGRADE EXCAVATION	C Y	\$15.10	1550	0	\$0.00	829.23	\$12,521.37
20	2105.604	GEOTEXTILE FABRIC TYPE V	S Y	\$1.60	3100	0	\$0.00	1656.08	\$2,649.73
21	2211.501	AGGREGATE BASE CLASS 5	TON	\$12.45	2800	0	\$0.00	1508.4	\$18,779.58
Totals For Supplemental Agreement 1 - Subgrade Corrections:							\$0.00		\$33,950.68
Project Totals:							\$976.86		\$1,553,800.65

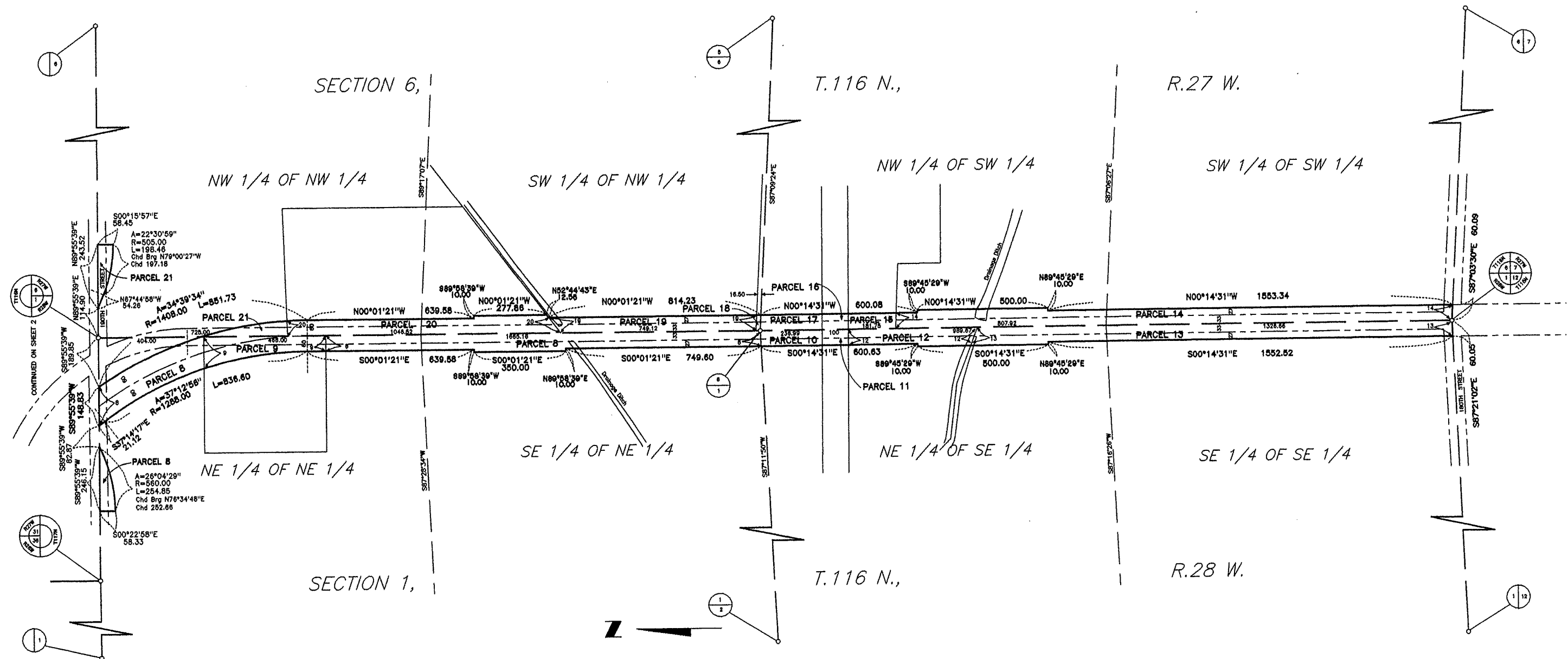
MCLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE
Hutchinson, MN 55350
Project No. SP 043-604-014
Final Pay Request No. 5

SP 043-604-014 Contract Changes					
No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
SA1	Supplemental Agreement	7/13/2016	WHEREAS: This Contract provides for, among other things, Milling, Reclaiming, and Bituminous Paving; and WHEREAS: After the existing pavement and underlying aggregates were reclaimed the reclaimed base began to show significant deflection and pumping was evident in the underlying soils; and WHEREAS: The Engineer has determined that various locations within the project area require subgrade correction prior to paving operations. WHEREAS: The Engineer has further determined that this constitutes Extra Work. NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AND UNDERSTOOD THAT: 1. The Contractor will excavate approximately 18" of existing reclaimed and subgrade material at various locations determined by the Engineer. The material will be removed, hauled, and disposed of by the contractor. 2. The Contractor will install Geotextile Fabric Type V at the bottom of the subgrade excavation to establish a separation layer. 3. The Contractor will place approximately 18" of Agg. Base Class 5 on top of the fabric. The Agg. Base Class 5 compaction shall be obtained by Ordinary Compaction. 4. Payment for this work will be at the negotiated unit price shown in the Estimate of Cost. 5. Contract time to be modified with three (3) additional working days. 6. If the Contractor incurs unknown and unanticipated additional work that affects costs or impacts the critical path, the Contractor reserves the right to request an additional adjustment to the contract amount or contract time in accordance with MnDOT 1402.	\$63,225.00	\$33,950.68
CO1	Change Order	9/23/2016	Ride & Core Incentive/Disincentives	\$15,897.83	\$15,897.83
BK1	Backsheet	12/14/2016	Fuel Escalation Adjustment for June, July, August	\$976.86	\$976.86
Contract Change Totals:				\$80,099.69	\$50,825.37

MCLEOD COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 66

COUNTY STATE AID HIGHWAY NO. 15



RIGHT OF WAY IN SECTION 1, T.116 N., R.28 W., AND SECTION 6, T.116 N., R.27 W.					
PARCEL	OWNER	LOCATION	TOTAL R/W ACRES	NEW R/W ACRES	R/W INTEREST
8	Robert Allan Vasko, Fee	NE 1/4 Sec 1	3.849	2.295	Easement
9	Randy L. Brune and Charlotte M. Brune, Fee	NE 1/4 Sec 1	0.834	0.479	Easement
10	Udo M. Lhotka, Lynn A. Peterson and Daniel A. Lhotka, each a 1/3 Interest Donald A. Lhotka and Marion G. Lhotka, Life Estate	SE 1/4 Sec 1	0.324	0.145	Easement
11	McLeod County Regional Rail Authority	SE 1/4 Sec 1	0.138	0.082	Easement
12	Randall E. Vasko and Michele M. Vasko, Fee	SE 1/4 Sec 1	0.716	0.345	Easement
13	Robert A. Vasko, Fee	SE 1/4 Sec 1	2.891	1.187	Easement
14	Jonathan Ivan Posusta and Deborah Michele Posusta, Fee	SW 1/4 Sec 6	3.056	1.418	Easement
15	Leon V. Krone and Kathy Krone, Fee	SW 1/4 Sec 6	0.282	0.114	Easement
16	McLeod County Regional Rail Authority	SW 1/4 Sec 6	0.138	0.082	Easement
17	The Trust Agreement of Warren and Mary Anderson, Fee	SW 1/4 Sec 6	0.325	0.145	Easement
18	The Trust Agreement of Warren and Mary Anderson, Fee	SW 1/4 Sec 6	0.023	0.010	Easement
19	Kevin J. Selchow, Fee	NW 1/4 Sec 6	1.088	0.488	Easement
20	David Neumann and Eileen Neumann, Fee	NW 1/4 Sec 6	1.476	0.691	Easement
21	Kelly Lee Roy Johnson and Veronica Johnson	NW 1/4 Sec 6	0.487	0.135	Easement

0 100 200 400
Scale In feet

The orientation of the bearings shown on this plot are based on the McLeod County Coordinate System NAD83, 1996 Adjustment.

CONVENTIONAL SYMBOLS

R/W Boundary _____

Section and quarter line _____

Sixteenth line _____

Property line _____

Existing road R/W line _____

Parcel number pointing to individual parcel limits _____

Iron monument at section and quarter section corner _____

The McLeod County Board of Commissioners is hereby designating the definite location of County State Aid Highway No. 15 in Section 1, Township 116 North, Range 28 West, Section 6, Township 116 North, Range 27 West and Section 36, Township 117 North, Range 28 West, all in McLeod County, Minnesota. The portion of said highway as shown on this plat prepared jointly by the County Highway Department and the County Surveyor of McLeod County, Minnesota, is hereby certified as the Official Plot pursuant to Minnesota Statutes Chapter 160.085.

Chair, McLeod County Board of Commissioners. Date _____

I hereby certify that the highway location and right of way is correctly designated on this plat,

Minnesota License No. _____ Date _____
McLeod County Highway Engineer

I hereby certify that this plat was prepared by me or under my direct supervision and is a correct representation of said plat; that all distances are horizontal ground distances in feet; that the difference between bearings represent plane angles in degrees, minutes and seconds; and that the right of way boundary lines are correctly designated on this plat.

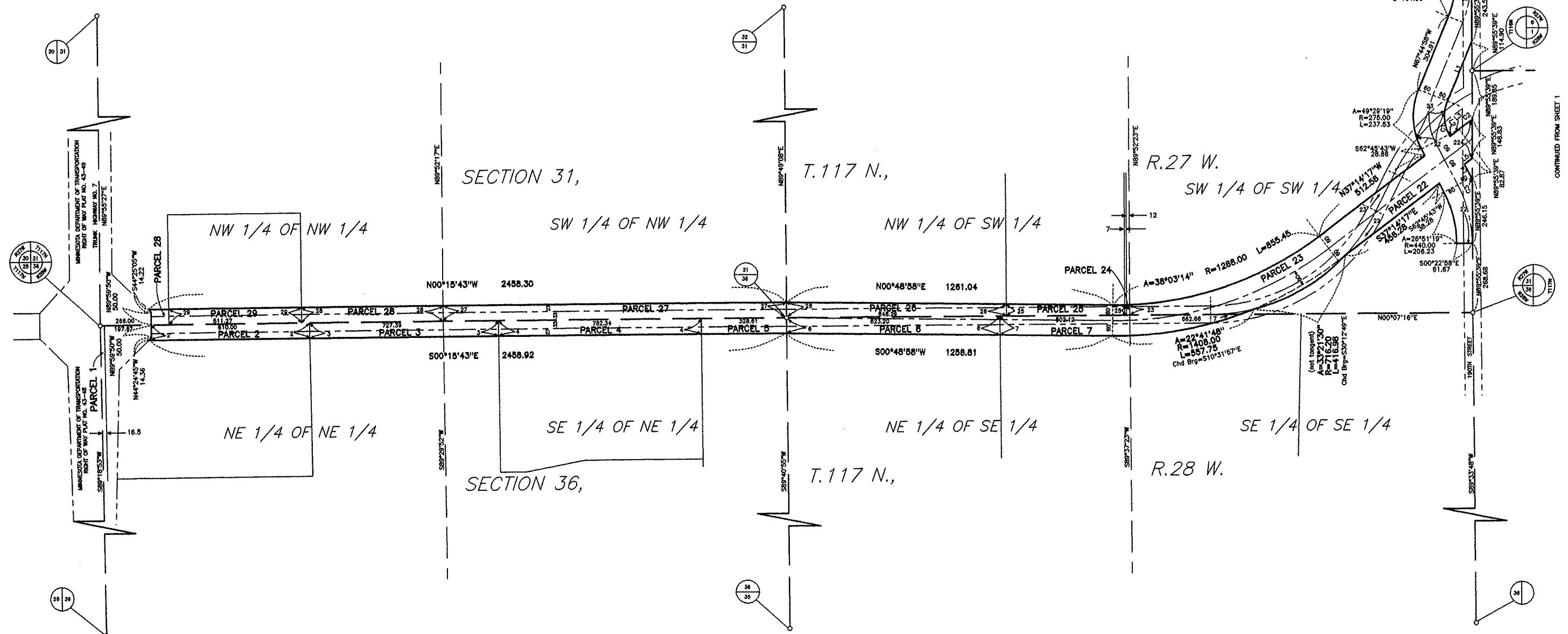
Jerry R. Baur Minnesota License No. 24329, Date *January 07, 2017*
McLeod County Surveyor

Document No. _____ Cabinet _____ Envelope _____

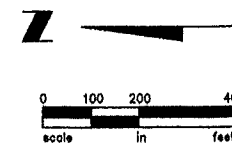
I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ M. and was duly recorded in the county records.

_____, County Recorder, McLeod County, Minnesota.

MCLEOD COUNTY HIGHWAY RIGHT OF PLAT NO. 66
COUNTY STATE AID HIGHWAY NO. 15



RIGHT OF WAY IN SECTION 31, T.117 N., R.27 W. AND SECTION 36, T.117 N., R.28 W.					
PARCEL	OWNER	LOCATION	TOTAL R/W ACRES	NEW R/W ACRES	R/W INTEREST
1	Mark R. Mickolichuk and Patrice J. Mickolichuk, Fee	NE 1/4 Sec 36	0.000	0.000	Easement
2	McLeod County, Fee	NE 1/4 Sec 36	0.842	0.380	Easement
3	Donald W. Mielke, Fee	NE 1/4 Sec 36	1.002	0.451	Easement
4	Ronald L. Blazinski, Fee	NE 1/4 Sec 36	1.078	0.485	Easement
5	John B. Schultz, Fee	SE 1/4 Sec 36	0.453	0.204	Easement
6	John B. Schultz, Fee	SE 1/4 Sec 36	1.282	0.638	Easement
7	John B. Schultz, Fee John B. Schultz, Fee and Edward J. Schultz, Life Estate	SE 1/4 Sec 36	1.398	0.733	Easement
22	Dale S. Klautermeyer and Cynthia L. Klautermeyer, Fee	SW 1/4 Sec 31	2.141	1.434	Easement
23	Laurie Mickolichuk and Ron Vorlicek, Fee	SW 1/4 Sec 31	3.884	2.643	Easement
24	Good Hunting, LLC, Fee	SW 1/4 Sec 31	0.011	0.002	Easement
25	Ivan A. Aleben and Dorothy L. Aleben, Fee	SW 1/4 Sec 31	0.452	0.100	Easement
26	Good Hunting, LLC, Fee	SW 1/4 Sec 31	1.034	0.391	Easement
27	Ronald G. Vorlicek and Laurie A. Mickolichuk, Fee	NW 1/4 Sec 31	1.822	0.820	Easement
28	Laurie A. Mickolichuk, Fee	NW 1/4 Sec 31	0.847	0.381	Easement
29	Lisa A. Voss, Fee	NW 1/4 Sec 31	0.704	0.317	Easement



The orientation of the bearings shown on this plot are based on the McLeod County Coordinate System NAD83, 1998 Adjustment.

CONVENTIONAL SYMBOLS	
R/W Boundary	_____
Section and quarter line	_____
Sixteenth line	_____
Property line	_____
Existing road R/W line	_____
Parcel number pointing to individual parcel limits	_____
Iron monument of section and quarter section corner	○

LINE TABLE		
LINE	LENGTH	BEARING
L1	250.64	N67°44'58"W
L2	7.70	S62°45'43"E
L3	44.32	S37°14'17"E
L4	59.44	N62°45'43"E
L5	38.37	S37°14'17"E

CURVE TABLE			
CURVE	LENGTH	RADIUS	CENTRAL ANGLE
C1	133.88	165.00	A=49°29'19"
C2	62.82	1408.00	A=2°33'22"
C3	7.63	560.00	A=0°46'50"



Fleet Department

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338

218-998-8865 • 800-477-3013 • melissa.fleet@ymail.com • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER F McLeod K8A

Sold To: McLeod County MN
Attn: Tim Langenfeld
Address: 801 10th St E
Glencoe MN 55336
tim.langenfeld@co.mcleod.mn.us

Date: 01/03/2017
Phone: 320.864.3134
FAX:
Salesperson: Melissa Larson
Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
McLeod K8A	2017	Ford Police Interceptor	4dr Police Utility	New	0
		Color:	Black/Black cloth/vinyl		

Price of Vehicle Contract 83065 2017 price \$26,312.95

Includes std. rearview camera display in 4 inch screen in instrument panel

Options & Extras \$4,541.00

Add for Dept. options per specs \$3,656.00

Dealer installed options (no Ford warranty; contact Nelson with questions before \$885.00

Delivery \$0.00

Subtotal \$30,853.95

Trade - In

Total Cash Price each: \$30,853.95

QUANTITY OF 3 Total: \$92,561.85

Terms: Net 30 days; add daily interest at 1.5%/month if we receive payment later

Your Purchase Order # Project # MN Contract 83065

Thanks for your business!

Ship To / Lessee / End User: McLeod County MN
Tim Langenfeld
Sheriff's Office
801 10th St E
Glencoe MN 55336

Phone: 320.864.3134
FAX:

Signed _____ and Initialed _____

Printed Name _____ and Date _____

Customer: **McLeod County MN****Nelson Auto Center**Attn: (Name, Title) **Tim Langenfeld**

Fleet Department

Dept: **Sheriff's Office**

PO Box 338

Address: **801 10th St E**

Fergus Falls, MN 56538-0338

Glencoe MN 55336

Melissa Larson

Phone: **320.864.3134**Phone: **218-998-8865**

Fax:

Fax: **218-998-8813**email **tim.langenfeld@co.mcleod.mn.us**

mlarson@nelsonfleet.com

MN Contract 83065

Ford Police Interceptor (FPI) Utility All wheel Drive

1 Ford Police Interceptor Utility Vehicle All Wheel Drive	2017	1	K8A	\$26,312.95	\$26,312.95
Please designate your color choice					
Kodiak Brown					
License Plate bracket - front (Std. for MN)			153	\$0.00	
Auxiliary rear Air conditioning/Heat (NOT available with cargo storage vault #63V)			17A	\$579.00	
Cloth rear seat, instead of standard vinyl rear seat			88F FW	\$58.00	
Power passenger seat			87P	\$309.00	
			87R	\$0.00	
Rear view camera display in mirror, vs. in std. 4" diagonal screen on dash					
cannot be modified once vehicle is built; must specify at time of order					
SYNC Voice Activated Communication System, includes aux. input jack for phone/IPOD	1		53M	\$280.00	\$280.00
LH spotlight w/LED bulb Unity 2 degree pencil beam			51R	\$375.00	
LH spotlight w/Whelen LED bulb, Whelen 8 degree beam			51T	\$399.00	
Dual spotlights w/halogen bulbs			51Z	\$334.00	
Dual spotlights w/LED bulbs, Unity 2 degree pencil beam			51S	\$588.00	
Dual spotlights w/Whelen LED bulbs, Whelen 8 degree beam			51V	\$635.00	
Radio Noise Suppression bonding straps; vehicle forms larger ground plane for 2 way radio			60R	\$95.00	
keyed alike (like Crown Vic) 1284X			59B	\$49.00	
keyed alike (like Crown Vic) 1294X			59C	\$49.00	
keyed alike (like Crown Vic) 0135X			59D	\$49.00	
keyed alike (like Crown Vic) 1435X			59E	\$49.00	
keyed alike (like Crown Vic) 0576X			59F	\$49.00	
keyed alike (like Crown Vic) 0151X			59G	\$49.00	
keyed alike (new code 2013 on) 1111X			59J	\$49.00	
Remote keyless entry keyfob (w/o keypad; N/A w/keyed alike; req'd w/Perimeter alarm)	1		59S	\$248.00	\$248.00
Global Unlock: unlock liftgate w/door panel switch vs. overhead	1		18D	\$0.00	\$0.00
Lock plunger for rear doors, hidden, with rear door handles operable			52H	\$132.00	
Lock plunger for rear doors, hidden, with rear door handles inoperable			52P	\$153.00	
Perimeter anti theft alarm (activated by hood, door, decklid) [req. #59S keyless entry]			593	\$114.00	
Reverse sensing			76R	\$261.00	
Row 2 glass Light Solar tint, instead of std. deep tint			92R	\$81.00	
Row 2 & cargo glass Light Solar tint, instead of std. deep tint			92G	\$114.00	
Pre wiring for grille lamp, siren & speaker (required w/#18X siren or #21L front aux lights)	1		60A	\$49.00	\$49.00
100 Watt siren/speaker includes bracket & pigtail (requires #60A pre-wire)			18X	\$285.00	
Dome light, rear, in cargo area Red/White	1		17T	\$49.00	\$49.00
Daytime running lamps (N/A w #43D courtesy lamps disabled; use #43L instead)			942	\$42.00	
Automatic Headlamps (use w/#43L Stealth mode to allow driver to shut off auto headlamps)			86L	\$109.00	
Stealth mode switch, to temp. cancel automatic headlamps or daytime running lamps req. #942			43L	\$19.00	
Auxiliary Red/Blue LEDs "C" shaped in front bumper fascia (requires #60A)			21L	\$524.00	
Forward pocket warning Red/Blue LEDs - Warn/Park/Turn (requires #60A)			21W	\$607.00	
Windshield interior Red/Blue/White LED "Visor" Lights Sound Off Signal (req. #85R, N/A w/ #85U)			96W	\$1,059.00	
Rear Spoiler Red/Blue AmberTraffic Warning Lights NEW for 2017 (requires #85R, N/A w/ #85U)			98T	\$1,330.00	
Wheel covers 18" full face			65L	\$58.00	
Aluminum Wheels, 18" painted			64E	\$451.00	
Police Interior Upgrade (cloth rear seat, carpet front/rear w/4 mats, civilian console)			65U	\$371.00	
Delete Police Interceptor Badge (unmarked/non-police); deletes Interceptor letters on hood			16D	\$0.00	
Roof Rack side rails, black			68Z	\$148.00	
Lockable gas cap for Easy Fuel capless fuel filler			19L	\$19.00	
BLIS Blind spot monitoring, cross traffic alert; Heated Mirrors (req. #53M SYNC)			55B	\$517.00	
LED Marker lights in left & right sideview mirrors (requires #60A)			63B	\$276.00	
Side marker lights in rear quarter glass			63L	\$546.00	
Four switches on steering wheel (w/o SYNC, #53M)			61R	\$148.00	
Four switches on steering wheel (w/SYNC, #53M)			61S	\$148.00	
My Speed Fleet Managemnet			43S	\$58.00	
Speed Limited Calibration w/EcoBoost V6 131 mph top speed - standard with EcoBoost					
EcoBoost 3.5 L V6 engine 131 mph top speed (NON E85)	1		99T	\$3,130.00	\$3,130.00
Police engine secure idle feature: can remove key and leave engine running NEW for 2017			47A	\$248.00	
Garnet Red Clearcoat for MN State Patrol			58M00	\$964.00	
Bright Red for Fire Dept. vehicle			W4650	\$911.00	
Dark Forest Green OR Emerald Green OR Tan special paint colors				\$812.00	
Two tone with white vinyl on 4 doors and roof behind crease			91A	\$797.00	
Two tone with white vinyl on 2 doors and roof behind crease			91C	\$665.00	
Two tone with white vinyl on roof only, behind crease			91H	\$468.00	
Two tone with white vinyl on 2 front doors only			91J	\$290.00	
White Vinyl Word "POLICE" wrap on both sides for 2 tone effect, non-reflective			91D	\$755.00	
Black Vinyl Word "POLICE" wrap, reflective			91E	\$755.00	
White Vinyl Word "POLICE" wrap, reflective			91F	\$755.00	
White Vinyl Word "SHERIFF" wrap, non-reflective			91G	\$755.00	
Scuff Guards clear film on front of rear door and top of rear bumper fascia			55D	\$66.00	
Additional owners manual			OMANUAL	\$80.00	
Service/Driveability/Emissions/Electrical Manuals (late avail.)			SMANUAL	\$498.00	
Parts Manuals (late avail.)			PMANUAL	\$495.00	
Technical Service Bulletins (annual subscription)			TSB	\$1,395.00	
Extended Warranty, Ford Extended Service Plan \$1500 to \$5500; will quote			ESP		
Page 1 subtotal					\$30,068.95

Customer: **McLeod County MN****Nelson Auto Center**

Attn: (Name, Title) **Tim Langenfeld**
 Dept: **Sheriff's Office**
 Address: **801 10th St E**
Glencoe MN 55336
 Phone: **320.864.3134**
 Fax:
 email **tim.langenfeld@co.mcleod.mn.us**
MN Contract 83065

Fleet Department
 PO Box 338
Fergus Falls, MN 56538-0338
 Phone: **Melissa Larson**
218-998-8865
 Fax: **218-998-8813**
mlarson@nelsonfleet.com
Ford Police Interceptor (FPI) Utility All wheel Drive

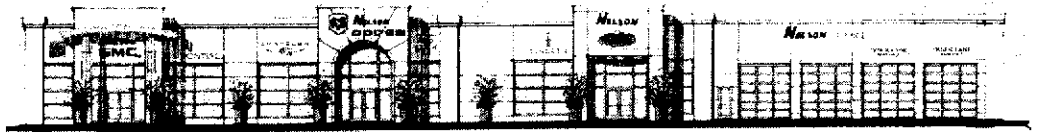
Page 1 subtotal

\$30,068.95

Additional Factory options:

rear console plate, "U" shaped channel on rear floor hump for wiring	recommended	85R	\$33.00	
Cargo storage vault, lockable, on left side of rear cargo area (NOT available with rear AC #17A)		63V	\$232.00	
Underbody Deflector plate ("Beaver Guard")	recommended	76D	\$318.00	
Rear locks operable, but rear door handles inoperable (no change in base price)		-68G, +68L	\$0.00	
Courtesy lamps disabled when door open (Dark car) N/A w DRLs #942	recommended	1 43D	\$19.00	\$19.00
Ultimate wiring package w/o LEDs or connectors; main lighting harness		67U	\$524.00	
Police Wire Connector Kit Front; pigtailed used w/Ultimate wiring harness		47C	\$100.00	
Police Wire Connector Kit Rear; pigtailed used w/Ultimate wiring harness		21P	\$123.00	
Pre-Drilled holes only for LEDs in headlamp housings	recommended	86P	\$119.00	
Pre-Drilled holes only for LEDs in taillamp housings		86T	\$58.00	
Two front integrated LED lights in headlamps		66A	\$809.00	
Two rear integrated white LED lights in tail lamps (see options for red/blue)		66B	\$404.00	
Four flashing LEDs: 2 in back window & 2 liftgate bottom	recommended	66C	\$433.00	
Pkg. #24 Whelen PCC8R controller, relay center, wiring, rear plate		67G	\$1,272.00	
Ready for the Road; Whelen Cencom controller, relay center, wiring		67H	\$3,244.00	
Ballistic door panels Level III, driver door only		90D	\$1,506.00	
Ballistic door panels Level III, both front doors		90E	\$3,012.00	
Ballistic door panels Level IV+, driver door only		90F	\$2,294.00	
Ballistic door panels Level IV+, both front doors		90G	\$4,588.00	
Credit to omit the following items included in MN specs:				
Delete driver side halogen spotlight #51Y		- 51Y	(\$204.00)	
Delete engine block heater #41H		- 41H	(\$86.00)	
Delete carpet floor covering #16C; std. full rubber floor instead	1	- 16C	(\$119.00)	(\$119.00)
Delete Heated outside mirrors #549		- 549	(\$58.00)	
Delete Rear window switches inoperative #18W (allows them to work like a normal vehicle)		- 18W	(\$24.00)	
Delete rear door locks & handles inoperable #68G (allows them to work like a normal vehicle)		- 68G	(\$33.00)	
Dealer installed items (no Ford warranty; contact Nelson with questions before diagnosis/repair)				
Dealer reprogramming per item (daytime running lamps, dark car feature, etc.)		RPRGRM	\$85.00	
Dealer re-key 4 locks (ignition, 2 doors, liftgate) to specific key code	1	REKEY	\$340.00	\$340.00
Dealer Silence key in ignition chime (may drain battery if left 7 days)		NOCHIME	\$135.00	
Dealer installed keypad keyless entry (must have #595 remote entry)		KPAD	\$195.00	
Dealer installed keyless entry, remote start, 1 fob w/o feedback		KLES	\$398.00	
Dealer installed remote start and keyless entry, 1 fob w/feedback		RSTRT	\$499.00	
Dealer installed power lock button in rear, accessible with liftgate open		RLOCK	\$192.00	
Dealer installed 2" receiver hitch w/4 wire flat plug-in (add \$100 for 7 blade RV plug)	1	HITCH4	\$545.00	\$545.00
Dealer installed running boards, black		RBDOS	\$710.00	
Roof Rack cross bars, dealer installed		RACKCB	\$277.00	
Ford molded mudflaps dealer installed		FLAPS	\$198.00	
Rubber slush mats, front pair		SMATS	\$117.00	
Dealer installed vinyl wrap on 4 doors for two tone		WRAP4	\$400.00	
Dealer installed vinyl wrap on 4 upper door frames around windows		WRAPF	\$190.00	
Dealer installed vinyl wrap on 4 doors & roof for two tone		WRAP4R	\$895.00	
Dealer installed vinyl wrap on 2 doors & roof for two tone		WRAP2R	\$550.00	
Dealer installed vinyl wrap on hood and roof for two tone		WRAPTOP	\$525.00	
Dealer installed vinyl word wrap, White or Black, POLICE or SHERIFF		WORD	\$695.00	
Dealer installed Reflective vinyl word wrap, White or Black, POLICE or SHERIFF		REFWORD	\$695.00	
Dealer installed reusable Ballistic door panel Level III, driver door only		AADP1	\$1,329.00	
Dealer installed Ballistic door panels Level III, both front doors		AADP2	\$2,598.00	
Dealer installed Surveillance Mode Module (requires 76R reverse sensing)		SURVEIL	\$696.00	
Push Bumper, Setina PB 400VS, installed		PB400	\$679.00	
Push Bumper, Setina PB 450L2VS w/2 red/blue lights, installed		PB452	\$1,037.00	
Push Bumper, Setina PB 450L4VS w/4 red/blue lights, installed		PB454	\$1,198.00	
Fender Protector, Setina PBB-VS		PB8	\$545.00	
Rear Window barriers Setina steel		WBVSS	\$382.00	
Rear Window barriers Setina Polycarbonate		WBVSP	\$388.00	
Setina 10-VS sliding partition w/o recessed gun panel w/lower extensions		CAGE	\$990.00	
Setina 110-VSRP sliding partition w/recessed gun panel w/lower extensions		CAGER	\$1,099.00	
Setina 10XL partition uncoated, w/recessed panel and seat extensions		CAGEXL	\$1,076.00	
Setina 12-PolyC rear cargo partition, polycarbonate scratch resistant		RCAGE	\$808.00	
Setina 12 EXP rear vinyl coated expanded metal partition		RCGEM	\$773.00	
Setina single vertical gun mount Universal lock, handcuff key, unwired		1GUN	\$436.00	
Setina dual vertical gun mount/lock shotgun/AR-15, handcuff keys, unwired		2GUN	\$536.00	
Toggle switch to disable brake lights and backup lights		CANCEL	\$397.00	
Whelen visor lights, interior lightbar Red/Blue/White LEDs		VISOR	\$978.00	
Red/Blue LEDs in taillamps only		TAILRB	\$397.00	
Red/Blue LEDs in taillamps & grille (not available with EcoBoost V6)		GRILTAL	\$883.00	
Red/Blue LEDs in taillamps & Headlights (requires 86P pre-drilled holes \$110.00)		4CRNRRB	\$883.00	
Headlamp flasher system, flashes 2016 halogen High Beams		HFLASH	\$397.00	
Alarm system: Horn/lights upon door/hatch violation, w/2 remotes		ALARM	\$310.00	
Extra key (w/o microchip, simple "dumb" key) each		KEY	\$12.00	
Extra remote entry keyfob (limit of 4 total per vehicle on dealer installed) each		REMOTE	\$147.00	
Transit Improvement Vehicle Excise Tax on any delivery within any Transit Tax county, including at our dealership; only marked emergency vehicles are exempt		TIVET	\$20.00	
Option to pick up car in Fergus Falls, MN				(\$45.00)
Total				\$30,853.95

Total pages 1 and 2



Fleet Department

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338

218-998-8865 • 800-477-3013 • melissa.fleet@ymail.com • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER F McLeod Co WDEE75

Sold To: McLeod County MN

Attn: Tim Langenfield

Address: 801 10th St E

Glencoe MN 55336

tim.langenfeld@co.mcleod.mn.us

Date: 01/03/2017

Phone: 320.864.3134

FAX:

Salesperson: Melissa Larson

Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
McLeod Co WDEE75	2017	Dodge	Durango SSV AWD SSV SUV	New	0
			Color: TBD/Black Cloth		

Price of Vehicle MN Contract 89303 \$26,283.83

Options & Extras \$3,512.00

Add for Dept. options per specs \$3,512.00
Dealer installed options:

Subtotal \$29,795.83

Trade - In

Total Cash Price \$29,795.83

Your Purchase Order #

Project # MN Contract 89303

Thanks for your business!

Ship To / Lessee / End User: McLeod County MN
Tim Langenfield
Sheriff's Office
801 10th St E
Glencoe MN 55336

Phone: 320.864.3134

FAX:

Signed _____ and initialed _____

Printed Name _____ and Date _____

McLeod Co WDEE75.123

Customer: McLeod County MN

Nelson Auto Center

Attn: (Name, Title) Tim Langenfield

Dept: Sheriff's Office

Address: 801 10th St E

Glencoe MN 55336

Phone: 320.864.3134

Fax:

email tim.langenfeld@co.mcleod.mn.us

MN Contract 89303

Fleet Department

PO Box 338

Fergus Falls, MN 56538-0338

Melissa Larson

Phone: 218-998-8865

Fax: 218-998-8813

mlarson@nelsonfleet.com

1	2017 Dodge Durango AWD Special Service w/Flex Fuel 3.6 L V6	1	WDEE75	\$26,283.83	\$26,283.83
	5.7 L Hemi V8	1	EZH 24X	\$2,666.00	\$2,666.00
	Trailer tow group w/receiver hitch, 7/4 pin wiring harness	1	AHX	\$619.00	\$619.00
	Parkview rear backup camera		XAC	\$975.00	
	Single Disc remote CD player		RH1	\$401.00	
	XM satellite radio		RSD	\$174.00	
	Skid Plate Group	1	ADL	\$263.00	\$263.00
	Credit to omit the following items included in MN specs:				
	omit engine block heater		- NHK	(\$85.00)	
	omit daytime running lights (DRLs)	1	- LM1	(\$36.00)	(\$36.00)
	omit full size matching spare tire & wheel		- TBB	(\$134.00)	
	Dealer installed AutoStart remote start 1 fob w/feedback (subject to confirmation)		RSTRT	\$597.00	
	Dealer installed MOPAR remote start, NO feedback, reduced range		MSTRT	\$632.00	
	Rubber slush mats, front pair		SMATS	\$117.00	
	Dealer installed				
	Service manual on DVD		S MANUAL	\$487.00	
	Chrysler Service Contract (extended warranty) (various, \$1500 to \$5500; will quote)				
	Dealer installed vinyl wrap on 2 doors & roof for two tone		WRAP2R	\$495.00	
	Dealer installed vinyl wrap on 4 doors for two tone		WRAP4	\$395.00	
	Dealer installed LH spotlamp, post mounted w/LED bulb		LSPOTLEC	\$726.00	
	Push Bumper, Setina PB 400, installed		PB400	\$574.00	
	Push Bumper, Setina PB 450LVS2 w/red/blue lights, installed		PB450	\$829.00	
	Setina 110-VSRP partition w/recessed gun panel w/lower extensions		CAGER	\$998.00	
	Setina 10-VS partition w/o recessed gun panel w/lower extensions		CAGE	\$918.00	
	Setina 12-VS rear cargo partition		RCAGE	\$740.00	
	reduction for customer pick up vehicle at dealer			(\$45.00)	
	Transit Improvement Vehicle Excise Tax on any delivery within Anoka, Dakota, Hennepin, Ramsey or Washington Counties			\$20.00	
	Total				\$29,795.83

Pay Equity Implementation Report

1/10/2017

Part A: Jurisdiction Identification

Jurisdiction: McLeod County
830 11th St E
McLeod County

Jurisdiction Type: CTY - County

Contact: Mary Jo Wieseler

Phone: 320-864-1320

E-Mail: maryjo.wieseler@co.mcleod.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Description:

Consultant's System -
Bob O'Connors

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

No difference exist

3. An official notice has been posted at:

McLeod County Courthouse - Glencoe
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

McLeod County Board of Commissioners
(governing body)

Joe Nagel

(chief elected official)

Board Chair

(title)

Part C: Total Payroll

\$15,126,946.00

is the annual payroll for the calendar year just ended December 31.

- ☒ Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted:

Pat Melvin _____

County Administrator

Compliance Report

Jurisdiction: McLeod County
830 - 11th Street E.
Suite 110
Glencoe MN 55336

Report Year: 2017
Case: 1 - 2017 DATA (Shared (Jur and MMB))

Contact: Mary Jo Wieseler

Phone: (320) 864-1320

E-Mail: maryjo.wieseler@co.mcleod.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	34	58	6	98
# Employees	68	178	23	269
Avg. Max Monthly Pay per employee	4,887.93	4,712.57		4,719.96

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 100.00 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	17	29
b. # Below Predicted Pay	17	29
c. TOTAL	34	58
d. % Below Predicted Pay (b divided by c = d)	50.00	50.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 244	Value of T = -1.035
-------------------------------	---------------------

- a. Avg. diff. in pay from predicted pay for male jobs = \$15
b. Avg. diff. in pay from predicted pay for female jobs = \$33

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 0.00
B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

- A. % of male classes receiving ESP 0.00 *
B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

Personnel Committee

Tuesday, January 10, 2017

AGENDA

A. Discuss full-time Technical Specialist I vacancy in Assessor's Department

No recommendation. While the Committee agrees with the need for an office support position in the Assessor's Office, we would like a review the duties of the position and other duties that may be beneficial to be shifted to this position to hire at the correct classification.

B. Discuss Office Support positions in Public Health

Recommendation: While the vacancy due to a promotion is for an Office Support Aide (grade 9), based on a review of the duties that have been performed that have evolved over time by the previous incumbants to be in line with a Secretary II, the recommendation is to hire a Secretary II (grade 12).

C. Discuss Office Manager position in Sheriff Office.

No recommendation: While there is agreement of the importance of this position, further discussion should take place to determine if responsibilities need to be reallocated to other staff or other departments.

D. Discuss Social Worker vacancy in Social Services.

Recommenndation: Hire full-time Social Worker (grade 22) due to resignation.

*Please note that the Committee Chairperson has responsibility to invite staff
not copied on this Agenda and expected to attend the meeting.*

CC: All Commissioners
All Department Heads
Mary Jo Wieseler
Pat Melvin

MCHP Community Outreach Director 2016-2017 Goals:

The following are a list of goals that the MCHP Outreach Director will work to achieve over the next year with the requested \$12,945.00 in funding by McLeod County.

Our Mission:

The MCHP Community Outreach Director will strive to foster collaboration among communities within McLeod County dedicated to history, preservation, and sharing resources to create a lasting impact on the history of McLeod County.

Historical Preservation Goals:

1. Assist with Fort Skedaddle sign project and dedication.
2. Research and write preservation grants and/or restoration grants for the Henry Hill stone-\$2,000.00
3. Write and obtain a historic graffiti research grant for the Hutchinson Depot-\$10,000.00
4. Research and write a grant to begin the graffiti preservation in the Hutchinson Depot-\$10,000.00
5. Research historical events and sights around McLeod County where historic signage could be added or updated.
6. Research and write a grant for a multiple McLeod County Community signage project-\$10,000.00
7. Write an emergency disaster plan for all historical groups in McLeod County to utilize-\$5,000.00
8. Write a grant to purchase an emergency disaster kit to be used as a shared resource among historical groups in McLeod County-\$2,000.00


Public Service Goals

1. Hold a series of public educational programs on preserving historical artifacts in each community in McLeod County.
2. Meet with and learn needs of Township and City Council Members to learn about historic project needs and research grant opportunities and services to aid them.
3. Research and write a grant to create historical interpretation for the Henry Hill stone -\$2,000.00
4. Help the Brownston Historical organization obtain their 501c3 status-\$500.00
5. Research and write a grant to professionally inventory the collections of Historic Hutchinson and the Glencoe Preservation Society-\$10,000.00

Total possible project funds to be raised: \$51,500.00



McLeod County Historical SOCIETY & MUSEUM



PRESERVING THE PAST, INSPIRING THE FUTURE.

380 School Road NW
Hutchinson, MN 55350

Visit our Website: www.mcleodhistory.org
phone: **320-587 2109** e-mail: info@mcleodhistory.org

December 28th, 2016

McLeod County Auditor Office
Attn: Cindy Schultz
2389 Hennepin Ave. North
Glencoe, MN 55336

Ms. Shultz:

The McLeod County Historical Society is requesting our 2017 budget allotment of \$50,500.00 approved by the County Commissioners for this fiscal year.

If you have any questions, please feel free to contact me at the phone or e-mail address listed above.

Thank you,



Lori Pickell-Stangel
MCHS Executive Director

Preserving the Past, Inspiring the Future!

MCLEOD COUNTY ACCOUNTS PAYABLE POLICY

PURPOSE

According to the interpretation and understanding of state law described as the “public purpose doctrine”, public funds may be spent only if the purpose is a public one for which tax money (and all funds) may be used, there is authority to make the expenditure, and the use is genuine.

There is not a precise definition of what constitutes a “public purpose”. However, the courts have interpreted it to mean “such an activity as will serve as a benefit to the community as a body and, at the same time, is directly related to the functions of government.”

COUNTY EXPENDITURES

County officers and employees often ask the State Auditor’s Office whether certain expenditures are allowed by law. In order to assist you in addressing such questions, this article will present some of the basic standards to consider when you are faced with an expenditure request.

First, consider the nature of a county’s authority to expend funds. As a public entity, a county must have statutory or charter authority to make expenditure. Such authority may be either expressly enumerated in a statute or in the county’s charter, or “implied as necessary in aid of those powers which have been expressly conferred.” *Mangold Midwest Co. v. Village of Richfield*, 143 N.W.2d 813, 820 (Minn. 1966). This is a county’s main limitation in spending money. Counties can always ask for more authority from the legislature.

Second, make sure each expenditure is for a public purpose. The public purpose requirement originates in the Minnesota Constitution, which states that “taxes.....shall be levied and collected for public purposes.” The Minnesota Supreme Court has explained that “public purpose” generally means “such an activity as will serve as a benefit to the community as a body and which, at the same time, is directly related to the functions of government” *Visina v. Freeman*, 89 N.W.2d 635 (1958). It has also stated that public funds may be used by a public entity if the purpose is a public one for which tax money may be used, there is authority to make the expenditure, and the use is genuine. *Tousley v. Leach*, 180 Minn. 293, 230 N.W. 788 (1930). Generally, the main point is that a county’s expenditure must ultimately benefit the county’s citizens as a whole, although various citizens may benefit more or less directly.

Many of the specific questions we receive involve requests for donations by individuals, non-profit entities, charities, etc. Such donations are not permitted unless they are based on express statutory authority. The assumption is that a gift of public funds to an individual or private entity necessarily serves a private, rather than a public purpose. Attorney General opinions have stated that public entities have no authority to donate funds, even to groups like 4-H clubs, the Red Cross and the Boy Scouts. If a group is going to perform a function that the county has authority to perform, the county should set out the arrangement in a properly executed contract.

Counties, unlike private employers, must remember that public funds cannot be given away to public employees or officials as gifts. Public funds should not be used to purchase plants, flowers, birthday cakes, etc. for officers, employees or others. Likewise, unless express authority provides otherwise, employee social functions may not be paid for with public funds. Of course employees can informally pool their own money to purchase such things for each other. The Attorney General has stated that municipal corporations may not imply authority to appropriate public revenue for celebrations, entertainments, etc., or fund a Christmas party for employees. However, counties are expressly authorized to establish and expend funds for preventive health and employee recognition services. Minn. Stat. § 15.46 (2002).

The State Auditor's Office hopes that the information in this article helps you as you make decisions regarding county expenditures. If you have questions, feel free to contact the State Auditor's Legal Division at (651) 296-2551.

PAYMENT OF COUNTY CLAIMS AND OBLIGATIONS

1.1 PAYMENTS TO VENDORS SHALL BE MADE ACCORDING TO M.S. 471.425 CONTRACT OR SPECIAL AUTHORIZATION

In accordance with *M.S. 471.425*, § 2, a municipality must pay each vendor obligation according to the terms of the contract or, if no contract terms apply, within the Standard Payment period unless the municipality in good faith disputes the obligation. Standard Payment period is defined as within 35 days of the date goods or services is received.

1.2 ORIGINAL INVOICES REQUIRED BY LAW

Payment can be made from a monthly statement as long as all packing slips and/or original invoices are reconciled and are attached to the statement which includes the vendor's name and address. To also be accepted are e-mailed or faxed invoices. Vendors who offer discounts for early payment shall be paid within the discount terms whenever possible. Payments for utilities (including telephone and cellphones), may be paid within the vendors terms to avoid service fees and billing complications.

1.3 REQUIRED AUTHORIZATION BEFORE A CLAIM CAN BE SUBMITTED FOR PAYMENT

Department Heads or Designee is authorized to approve claims up to \$3,000 *Federal Regulation § 200.67 Appendix I*. Claims of \$3,000.01 to \$25,000.00 Department Heads or Designee along with the County Auditor-Treasurer's initials or signature are required. Claims over \$25,000.01 including operating expenditures, professional services, capital projects, capital assets and contractor claims must be presented to the County Board before payment. In addition, all non-budgeted items exceeding \$3,000.00 must be presented in person to the County Board before payment. When a capital expense is approved by the County Board but an exact amount or vendor is not known, the original invoice must also be approved by the County Board when received prior to payment. See Resolution 17-CB-02 approved 01/17/2017 in *Appendix II*.

1.4 PAYMENT OF REGULAR OPERATING EXPENSES

Claims and original invoices are due to Accounts Payable Staff in the Auditor-Treasurer's Department every Tuesday by 1:00 p.m. and checks are available every Friday by 2:00 p.m. ACH payments are automatically placed in the vendor account on Friday. Reports of payments issued each week, by department and fund are sent will be email to the County Board of Commissioners on Thursday prior to processing the checks on Friday. At the next County Board meeting, according to *M.S. 375.18* a list of all claims paid shall be presented to the board for informational purposes only at the next regularly scheduled meeting after payment of the claim.

Exception: Social Service payments to client related vendors are processed once a month by Social Service's Staff.

1.5 ELECTED OR APPOINTED DEPARMENT HEADS OR THEIR DESIGNEES SHALL VALIDATE PERTINENT CLAIMS AGAINST THE COUNTY

- A. At a minimum, validation shall include:
- i. Reviewing payment documents for accuracy.
 - ii. Confirming quantities and prices are consistent with order. Inconsistencies shall be resolved.
 - iii. Ensuring sufficient documentation exists to identify the claim.
 - iv. Provide description of purchase if not clearly presented by claimant.
 - v. Providing correct General Ledger Account Coding.
 - vi. Providing an original Authorized initials or signatures (on file in Auditor-Treasurer's Office)

1.6 DECLARATION

According to *M.S. 471.38, Subd. 1* the claimant must sign a declaration to the effect that such account, claim, or demand is just and correct and that no part of it has been paid. The endorsement on the back of the check has the same declaration requirement.

McLeod County's declaration on the claim form reads;

The undersigned, being duly sworn, deposes and says that the above bill is correct, the amount thereof is justly due, and no part thereof has been allowed or paid, and that the services therein mentioned have been actually rendered, and the items mentioned have been actually furnished.

McLeod County's declaration on the back of the check reads;

The undersigned payee in endorsing this warrant check declares that the same is received in payment of a just and correct claim against the county and that no part of it has here-to-fore been paid.

1.7 AUTHORIZED CLAIM FORM

See example claim forms with declaration in *Appendix III*

1.8 ELECTRONICALLY TRANSFER OF FUNDS

Auditor-Treasurer's Office shall be authorized to electronically transfer funds to satisfy claims against the County, when the option is available, and when economically beneficial or required.

- A. Adequate security procedures must be maintained for approval processes.
- B. A monthly reconciliation shall be conducted on electronic transfers.
- C. Settlement arrangements for vendors desiring to use electronic payment methodology shall be authorized by and coordinated with the Auditor-Treasurer's Office. Automatic debit transactions are not permitted by vendors.
- D. Funds may not be released without the appropriately approved documentation prior to settlement.

1.9 PROCESSING CHECKS

- A. With appropriate separation of duties;
 - i. The Chair of the Board and the Auditor-Treasurer shall electronically sign county checks.
 - ii. The Auditor-Treasurer staff shall print authorized checks and process them through an electronic check signing system under its control
 - iii. The Auditor-Treasurer staff shall mail checks in a timely manner.
 - iv. Payment and Remittance Advice will be mailed by the Auditor-Treasurer staff.
 - v. Departments may request to have checks held and returned following established procedures.
 - vi. Auditor-Treasurer staff shall conduct monthly check reconciliation.

1.10 PUBLICATION OF PAID CLAIMS

Publication of payee's name and amount for checks over \$300 is required. *M.S. 375.12, Subd. 2* allows for a statement showing the total number of other claims that did not exceed \$300 and their total dollar amount for publication.

1.11 MINNESOTA SALES AND USE TAX

Starting on January 1, 2014 the County is exempt from sales tax on certain purchases. The exemption applies to purchases of goods and services that are "inputs" – used to provide local government services. However, a local government must pay tax on purchases used to provide service that are generally provided by a private business, such as County Parks, Fairgrounds and Solid Waste. The county must file an ST3, Certificate of Exemption form with each vendor. Some of the items that will continue to be taxable are certain motor vehicles, purchase of lodging, prepared food and beverages. The exemption of sales tax doesn't apply to employees and government officials asking for reimbursement. In order to be exempt from sales tax the items must be purchased or billed directly to the McLeod County. There are no refunds available from the Department of Revenue for paying sales tax to a third party for an item purchased on its behalf. A monthly sales tax return must be filed with the Department of Revenue even if the dollar amount is zero.

In order for McLeod County to receive the sales tax exemption on purchases for construction materials the construction materials must be billed and paid for directly by

the local government. Purchases made by contractors and subcontractors on behalf of the local government are not eligible for the exemption unless there is a valid purchasing agent agreement in place.

For an out-of-state vendor, a ST3, Certificate of Exemption form needs to be completed. But the local government may still be legally required to pay that state's sale tax.

1.12 ARCHIVAL POLICY

Because of a limited amount of storage space, original claims with invoices, receipts, and other attachments are kept until the next annual audit is completed. Documents are then imaged and filed electronically, and the paper copy is destroyed.

1.13 2004 FEDERAL CHECK 21 POLICY

Some cancelled checks may be returned to the county or retained by the banks. The County keeps cancelled checks for 10 years, according to the State Record Retention Schedule. The Check 21 Policy removed the requirement that banks return cancelled checks, and are required to return only electronic images of the checks.

1.14 INITIALS OF SIGNATURES OF STAFF AUTHORIZED TO APPROVE CLAIMS FOR PAYMENT

A record of all signatures and initials of staff authorized to approve claims for payment must be filed with Accounts Payable in the Auditor-Treasurer's Office. This must be kept current for staff changes, additions, etc. This information is reviewed periodically during the annual audit. A form for this purpose is available from Accounts Payable. See example in *Appendix IV*.

1.15 W-9 FORMS REQUIRED

A W-9 form is required to be completed by each new vendor and filed with Accounts Payable in the Auditor-Treasurer's Office. If a 1099 must be filed (annual payments of \$600 or more) the Tax ID number or Social Security Number is required. See example W-9 form in *Appendix V*.

1.16 REPLACEMENT OF LOST, STOLEN OR DESTROYED CHECKS

If a request is received for replacement of a lost, stolen or destroyed check, the payee or vendor must complete and sign the "Affidavit of Lost, Stolen, or Destroyed Check" form. The signature must be notarized. If the check may have been stolen, a stop payment is put on as soon as possible. Otherwise, there is a 10-day required waiting period. The bank is contacted for verification that the original check has not been cashed and then a stop payment is put on. A replacement check is then issued. See example Affidavit of Lost, Stolen or Destroyed Check in *Appendix VI*.

1.17 UNCLAIMED WARRANTS

Auditor-Treasurer's Staff initiate the process by contacting the payees for vendors with outstanding checks that have not been cashed within a minimum of 6 months from the date of issuance. The same form is required to be completed, signed and notarized before a replacement check will be issued. If no response is received after 30-days a second

letter is sent by certified mail to the last known address. If no reply is received, information is added to the list of unclaimed property, and reported to the State according to *M.S. 345.41*.

1.18 INTERNAL CONTROLS FOR ACCOUNTS PAYABLE

The Auditor-Treasurer and/or Accountant in the Auditor-Treasurer's Office shall conduct regular and frequent accounts payable audits.

DRAFT

PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

§200.67 Micro-purchase.

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed the micro-purchase threshold. Micro-purchase procedures comprise a subset of a non-Federal entity's small purchase procedures. The non-Federal entity uses such procedures in order to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost. The micro-purchase threshold is set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions). It is \$3,000 except as otherwise discussed in Subpart 2.1 of that regulation, but this threshold is periodically adjusted for inflation.



County of McLeod

830 11th Street East
Glencoe, Minnesota 55336
FAX (320) 864-1809

APPENDIX II

COMMISSIONER RON SHIMANSKI

1st District
Phone (320) 327-0112
23808 Jet Avenue
Silver Lake, MN 55381
Ron.Shimanski@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

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Glencoe, MN 55336
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COMMISSIONER PAUL WRIGHT

3rd District
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COMMISSIONER RICH POHLMEIER

4th District
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Rich.Pohlmeier@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

PATRICK MELVIN
Phone (320) 864-1363
830 11th Street East, Suite 110
Glencoe, MN 55336
Pat.Melvin@co.mcleod.mn.us

RESOLUTION 17-CB-02

Delegation of Authority to Pay Certain Claims

WHEREAS, Minnesota Statutes Chapter 375.18, Subd. 1b, allows a County Board to delegate its authority to a “county administrative official” for purposes of paying certain claims made against the County; and

WHEREAS, Minnesota Statutes Chapter 471.425 Subd. 2 Prompt Payment of Local Government Bills provides counties must pay each vendor obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period of 35 days of the date of receipt; and

WHEREAS, McLeod County has a policy that payment of claims up to \$3,000.00 can be approved by the Department Head or Designee, claims over \$3,000.01 but less than \$25,000.00 Department Head or Designee along with the County Auditor-Treasurer initials or signature, claims over \$25,000.01 including operating expenditures, professional services, capital projects, capital assets and contractor claims must be presented to the County Board before payment; and

WHEREAS, all non-budgeted items exceeding \$3,000.00 must be presented in person to the County Board before payment.

THEREFORE, this transfer of authority should see efficiencies, expedite the payment process, may result in applying early-payment discounts, and inadvertent overpayments.

THEREFORE BE IT RESOLVED, the McLeod County Board of Commissioners hereby delegates its authority under M.S.375.18, Subd. 1, to the McLeod County Auditor-Treasurer, according to established policy.

THEREFORE BE IT FURTHER RESOLVED, payments batches will be prepared and issued weekly for all departments that have sufficient staff to change to this schedule.

THEREFORE BE IT FURTHER RESOLVED, that reports of all payments; including vendor name, amount paid, description of expenditure, county department and budget line item, will be forwarded to County Board Members with the next meeting Agenda Packets.

Dated: January 17, 2017

Joe Nagel, Board Chair

Patrick Melvin, Administrator

Please
Staple
Here

MCLEOD COUNTY Request for Payment Claim Voucher



Vendor Information	
Vendor Number _____	<input type="checkbox"/>
Name: _____	
Attention/Other _____	
Address: _____	
City, State, Zip Code _____	

Voucher Number

Audit Initials: _____

Account Number	Amount	Description (30 Characters)	Invoice Number (13 Spaces)	Report Code	Accrual Code
0.00		Total Amount of Check			

All requests must have supporting documentation such as invoices & receipts.

Mailing Instructions	
<input type="checkbox"/> Mail Direct	<input type="checkbox"/> With Attachments
<input type="checkbox"/> Return to : Name _____ Department _____	
<input type="checkbox"/> Hold For Vendor Pick-Up	

The undersigned, being duly sworn, deposes and says that the above bill is correct, the amount thereof is justly due, and no part thereof has been allowed or paid, and that the services therein mentioned have been actually rendered, and the items mentioned have been actually furnished.

Prepared By: _____ Approved By: _____

Date: _____ Date: _____

PERSONNEL AUTHORIZED TO APPROVE DEPARTMENT CLAIMS FOR PAYMENT

[illegible]

APPENDIX V

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific instructions on page	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
or								
Employer identification number								
				-				

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



APPENDIX VI

McLeod County Auditor-Treasurer

Cindy Schultz Ford

2391 Hennepin Ave. N.
Glencoe, MN 55336
(320) 864-1210 office (320) 864-3268 fax
E-mail: cindy.schultz@co.mcleod.mn.us

AFFIDAVIT OF LOST, STOLEN OR DESTROYED CHECK

Instructions:

This form must be completed by the individual(s) or authorized vendor representative to which the check was issued. Be sure to sign and date this form in front of a Notary.

Check Not Received

Check Lost, Stolen or Destroyed After Received

Payee _____

Address _____

City _____ State _____ Zip Code _____

Payee named in a certain check number _____ drawn by McLeod County, Glencoe, Minnesota, issued by McLeod County Auditor-Treasurer on _____ for the amount of _____.

I agree to return any missing check(s) that I may receive. If my missing check is cashed, I declare that any endorsement on it is a forgery.

Signature _____ Date _____

Subscribed and sworn to me before this:

Notary Stamp

_____ day of _____, _____.

By: _____
Notary Public Signature

Auditor-Treasurer's Office Use Only

Loss Report Date:		
Check Issued to:		
Mailing Address:		
City, State, Zip Code		
New Issued Check #		Date
County Signature	Title	Date



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THEREFORE BE IT FURTHER RESOLVED, payments batches will be prepared and issued weekly for all departments that have sufficient staff to change to this schedule.

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Dated: January 17, 2017

Joe Nagel, Board Chair

Patrick Melvin, Administrator



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COUNTY ADMINISTRATOR

PATRICK MELVIN
Phone (320) 864-1363
830 11th Street East, Suite 110
Glencoe, MN 55336
Pat.Melvin@co.mcleod.mn.us

RESOLUTION 17-CB-04

WHEREAS, Minnesota Statue 118A.02 Subd 1 states that the governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions. The governing body may authorize the treasurer or chief financial officer to:

- 1) designate depositories of the funds;
- 2) make investments of funds under sections 118A.01 to 118A.06 or other applicable law; or
- 3) both designate depositories and make investments as provided in Minnesota Statute 118A.

NOW, THEREFORE, BE IT RESOLVED, effective January 1, 2017, that the Board of Commissioners in and for McLeod County, Minnesota do hereby authorize the McLeod County Auditor-Treasurer to designate depositories, and

BE IT FURTHER RESOLVED, that the McLeod County Auditor-Treasurer shall designate depositories on an annual basis per the Investment Policy and shall further supply the Board of Commissioners with a list of those financial institutions designated as depositories at the time of designation.

Dated this 17th day of January, 2017.

Joe Nagel, Board Chair

Pat Melvin, County Administrator



McLeod County Auditor-Treasurer

Cindy Schultz Ford

2391 Hennepin Ave. N.

Glencoe, MN 55336

(320) 864-1210 office

(320) 864-3268 fax

E-mail: cindy.schultz@co.mcleod.mn.us

DESIGNATION OF DEPOSITORIES

By the authority vested in me by the McLeod County Board of Commissioners Resolution 17-CB-04 on January 17, 2017, I do hereby designate the following financial institutions as depositories of McLeod County, for a period of one year, beginning January 1, 2017 through January 2, 2018.

- Citizens Bank & Trust Co. – Hutchinson, MN
- First Community Bank Lester Prairie – Lester Prairie, MN
- First Community Bank Silver Lake – Silver Lake, MN
- First Minnesota Bank – Glencoe, MN
- Home State Bank – Hutchinson, MN
- Mid Country Bank – Hutchinson, MN
- Security Bank & Trust Co. – Glencoe, MN
- Wells Fargo Bank – Hutchinson, MN
- Wells Fargo Advisors LLC – Minneapolis, MN
- MAGIC FUND (Minnesota Association of Governments Investing for Counties)

Cindy Schultz Ford
McLeod County Auditor-Treasurer



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-Mail)
1-800-627-3529 (Relay Service)

December 27, 2016

The Honorable Cindy Schultz Ford, County Auditor-Treasurer
McLeod County
2385 Hennepin Avenue North
Glencoe, Minnesota 55336

Members of the Board of Commissioners
County Administrator
Human Services Director
McLeod County

We are pleased to confirm our understanding of the services we are to provide pursuant to Minnesota Laws for McLeod County for the year ended December 31, 2016. We will audit the group financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of McLeod County as of and for the year ended December 31, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement McLeod County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB) who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to McLeod County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- Management's discussion and analysis
- Budgetary presentations for the general and major special revenue funds and related notes
- GASB-required supplementary other post-employment benefits and pension information and related notes

We have also been engaged to report on supplementary information other than RSI that accompanies McLeod County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:



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- Combining and individual fund statements
- Budgetary presentations for other funds
- Schedule of intergovernmental revenue
- Schedule of expenditures of federal awards and related notes

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (a) the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance and (b) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance; and the legal provisions of the *Minnesota Legal Compliance Audit Guides*, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions and to report in conformity with the provisions of the *Minnesota Legal Compliance Audit Guides*. We will issue written reports upon completion of our single audit. Our reports will be addressed to the governing body of McLeod County. We intend to place reliance on the audit performed by component auditors of the McLeod County Housing and Redevelopment Authority and plan to make reference to the component auditors in our report on your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the single audit compliance opinion are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements, notes, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. In order to meet your responsibilities for the financial statements, notes, and schedule of expenditures of federal awards, you agree to have information completed and available for audit by the dates identified in a schedule of completion document provided to auditors. If you are unable to prepare the information needed for the financial statements, notes, or schedule of expenditures of federal awards, or if the completion schedule varies significantly, we will, based on our staffing availability, provide the additional nonaudit services necessary to assist in the preparation of your draft financial statements, notes, and schedule of expenditures of federal awards in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on management's chart of accounts and other information determined and approved by management. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. Any such services will be performed in accordance with applicable professional standards. The County understands this will result in additional costs and agrees to pay for these services.

You will be required to acknowledge in the written management representation letter our assistance, if any, with preparation of the financial statements, notes, and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes and any other nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for (a) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (a) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (b) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (c) additional information that we may request for the purpose of the audit, and (d) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written management representation letter that the effects of any uncorrected misstatements aggregated

by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings, if applicable, should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written management representation letter that (a) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (b) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written management representation letter that (a) you are responsible for presentation of the supplementary information in accordance with GAAP; (b) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing us with report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those financial audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the auditor's report, you understand that you must obtain our prior consent to reproduce or use our report in bond offering official statements or other documents.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (a) errors, (b) fraudulent financial reporting, (c) misappropriation of assets, or (d) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of McLeod County's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of McLeod County's major programs. The purpose of these procedures will be to express an opinion on McLeod County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Audit Administration and Other

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. Additional copies of the reporting package may be required. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide your governing body, management, related organization representatives, and, if applicable, nonfederal grantor entities with copies of our reports. Management is responsible for all other distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of the Office of the State Auditor. We may be requested to make certain audit documentation and appropriate individuals available to a cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. If requested, access to such audit documentation will be provided under our supervision. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained, pursuant to our record retention plan, for a period of ten years after the date the auditor's report is issued. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact those contesting the audit finding for guidance prior to destroying the audit documentation. We will be available throughout the year to answer questions, provide assistance, or assist you in implementing any of our recommendations.

Our fees are based on standard hourly rates plus travel and any out-of-pocket expenses. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Progress billings will be mailed to you every four weeks. The condition of your records and the assistance you are able to provide us affects both the timeliness and cost of the audit.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract when requested by you. Our 2015 peer review report can be found on our website at www.auditor.state.mn.us.

We appreciate the opportunity to be of service to McLeod County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please contact me at (651) 282-2748 or Stephanie Erickson, who will be in charge of this audit, at (651) 297-7106. If you agree with the terms of our engagement as described in this letter, please sign where provided below and return it to us.

Sincerely,

A handwritten signature in black ink that reads "Dianne Syverson". The signature is written in a cursive, flowing style.

Dianne Syverson, CPA, Audit Manager

Approved: This letter correctly sets forth the understanding of McLeod County.

Chair, Board of Commissioners

Date

County Administrator

Date

County Auditor-Treasurer

Date

Human Services Director

Date

**Commissioner 2017 Appointments to Joint Ditch Drainage Systems
County Board Agenda
January 17, 2017**

JD #1 CMc	(2 Commissioners) Ron Shimanski, Commissioner District 1 Doug Krueger, Commissioner District 2
JD #1 RMcM	(1 Commissioner) Paul Wright, Commissioner District 3
JD #3A SCMc Redetermined	(1 Commissioner) Doug Krueger, Commissioner District 2
JD #4 CWMc	(1 Commissioner) Ron Shimanski, Commissioner District 1
JD #4 McR	(3 Commissioners) Paul Wright, Commissioner District 3 Doug Krueger, Commissioner District 2 Rich Pohlmeier, Commissioner District 4
JD #5 CMc	(2 Commissioners) Doug Krueger, Commissioner District 2 Ron Shimanski, Commissioner District 1
JD #5 SMc	(1 Commissioner) Paul Wright, Commissioner District 3
JD #8 McS	(3 Commissioners) Doug Krueger, Commissioner District 2 Paul Wright, Commissioner District 3 Rich Pohlmeier, Commissioner District 4
JD #11 McW Redetermined	(3 Commissioners) Ron Shimanski, Commissioner District 1 Doug Krueger, Commissioner District 2 Joe Nagel, Commissioner District 5
JD #11 SMc	(1 Commissioner) Paul Wright, Commissioner District 3
JD #11 SRMc	(1 Commissioner) Paul Wright, Commissioner District 3
JD #13 MMc	(2 Commissioners) Joe Nagel, Commissioner District 5 Ron Shimanski, Commissioner District 1

JD #14 WMcM (1 Commissioner)
Joe Nagel, Commissioner District 5
Alternate: Doug Krueger, Commissioner District 2

JD #15 McM (3 Commissioners)
Ron Shimanski, Commissioner District 1
Rich Pohlmeier, Commissioner District 4
Joe Nagel, Commissioner District 5

JD #15McS (3 Commissioners)
Paul Wright, Commissioner District 3
Doug Krueger, Commissioner District 2
Rich Pohlmeier, Commissioner District 4

JD #15 WMMc (1 Commissioner)
Joe Nagel, Commissioner District 5

JD #17 McS (3 Commissioners)
Paul Wright, Commissioner District 3
Doug Krueger, Commissioner District 2
Joe Nagel, Commissioner District 5

JD #18 SMc (2 Commissioners)
Paul Wright, Commissioner District 3
Doug Krueger, Commissioner District 2

JD #19 SMc (2 Commissioners)
Paul Wright, Commissioner District 3
Rich Pohlmeier, Commissioner District 4

JD #24 SMcR (2 Commissioners)
Paul Wright, Commissioner District 3
Rich Pohlmeier, Commissioner District 4

JD #28 McC (4 Commissioners)
Doug Krueger, Commissioner District 2
Ron Shimanski, Commissioner District 1
Paul Wright, Commissioner District 3
Joe Nagel, Commissioner District 5

JD #32 SMc (1 Commissioner)
Paul Wright, Commissioner District 3

C = Carver County
M = Meeker County
Mc = McLeod County
R = Renville County
S = Sibley County



McLeod County Auditor-Treasurer

Cindy Schultz Ford

2391 Hennepin Ave. N.
Glencoe, MN 55336
(320) 864-1210 office (320) 864-3268 fax
E-mail: cindy.schultz@co.mcleod.mn.us

STATE OF MINNESOTA

BOARD OF COMMISSIONERS

COUNTY OF MCLEOD

MCLEOD COUNTY DITCH AUTHORITY

In the matter of
Judicial Ditch No. 9
Repair Project

**NOTICE OF HEARING
ON REPAIR REPORT
PURSUANT TO 103E.715**

WHEREAS, on the 15th Day of December, 2015, the Ditch Authority approved a repair project on Judicial Ditch No. 9, and

WHEREAS, Chuck Vermeersch of SEH, Inc. was appointed on December 15, 2015 as the Engineer in said proceedings and ordered to examine said drainage system and make a repair report and file his report thereon with the office of the County Auditor-Treasurer of McLeod County, and

WHEREAS, the Engineer's Report on Repair of Judicial Ditch No. 9 was received by the Auditor-Treasurer's office on December 1, 2016.

NOW, THEREFORE, TAKE NOTICE, that the hearing on said repair report will be held before the Drainage Authority on **Tuesday, January 17, 2017 at 10:15 a.m.** in the **Glencoe City Center, South Ballroom, 1107 11th Street East, Glencoe, Minnesota.** Items to be discussed and considered include:

1. Receive the Repair Report.
2. Determine Findings.
3. Consider Ordering the Repair.
4. Other items of business as deemed necessary.

All interested persons are invited to attend and be heard in this matter. If you have any questions, please contact the McLeod County Auditor-Treasurer's Office at 320-864-1210 or cindy.schultz@co.mcleod.mn.us.

Dated: January 4, 2017

A handwritten signature in black ink that reads "Cindy Schultz Ford".

Cindy Schultz Ford, McLeod County Auditor-Treasurer

Posted: January 4, 2017

Mailed: January 4, 2017

{M.S. 103E. 715, subd 3}

NOTE THE LOCATION: GLENCOE CITY CENTER

P:\KO\W\MCL137010\5-final-dgn\51-drawings\10-Civil\cod\dwg\plans\10-MCL137010 TL.dwg 11/1/2018 2:07 PM spompin





1 TITLE SHEET
2-3 DETAIL
4-7 PLAN VIEW
8 DRAIN TILE LOCATIONS
9-17 PROFILE
18-24 CROSS SECTIONS

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MMUTCD, INCLUDING "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS", - CURRENT EDITION.

NOTE:
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D.
THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE
GUIDELINES OF C/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE
COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.

DRAWN BY: <u>AJC:DRB</u>			I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  Date: <u>11/1/2018</u> Charles Yermawech, PE Lic. No. <u>43482</u>			 PHONE: 800.838.8666 1380 HWY. 15 S. SUITE 200, PO BOX 308 HUTCHINSON, MN 55350-0308 www.sehinc.com			JD 9, MCLEOD COUNTY, MN			TITLE			FILE NO. 137010			1 24		
DESIGNER: <u>CJV</u>																				
CHECKED BY: <u>CJV</u>																				
DESIGN TEAM			NO. BY DATE			REVISIONS														



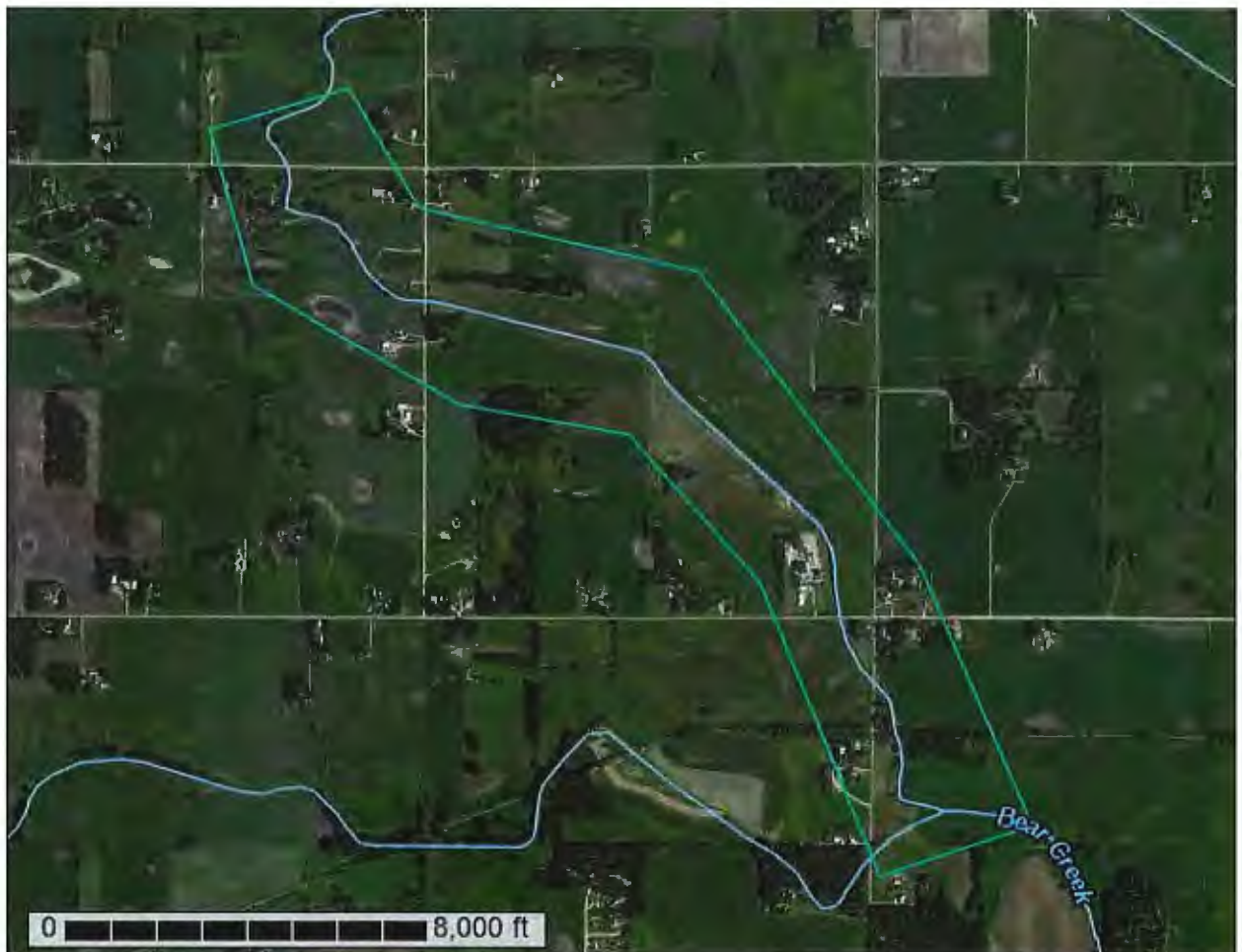
United States
Department of
Agriculture

NRCS

Natural
Resources
Conservation
Service

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for **McLeod County, Minnesota**



July 19, 2016

**PROJECT COST ESTIMATE
ENGINEER'S REPORT
MCLEOD COUNTY JUDICIAL DITCH NO. 9
November 1, 2016**

<u>Item No.</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Remove Trees and Brush from Ditch, One Rod Buffer, and as needed for Sediment Removal, Sta. 0+47 to 134+29	1	L.S.	\$18,000.00	\$18,000.00
2	Chemically Treat Stumps	1	L.S.	\$4,000.00	\$4,000.00
3	Remove Sediment from Ditch	13,382	L.F.	\$2.25	\$30,109.50
4	Spoil Pile Leveling	1	L.S.	\$8,000.00	\$8,000.00
5	Turf Restoration on Side Slopes	1	L.S.	\$3,000.00	\$3,000.00
6	4" to 8" Tile Outlet Replacement	5	Each	\$500.00	\$2,500.00
7	10" to 15" Tile Outlet Replacement	5	Each	\$800.00	\$4,000.00
8	Grass Buffer	6	Acre	\$2,500.00	\$15,000.00
9	Bury Rock Piles	1	Each	\$1,500.00	\$1,500.00
10	Side Slope Repair	14	Each	\$600.00	\$8,400.00
TOTAL ESTIMATED CONSTRUCTION COSTS					\$94,509.50

PROJECT RELATED EXPENSES

Administrative and Legal	\$2,500.00
Topographic Surveying	\$8,500.00
Report and Attend Public Hearing	\$7,800.00
Plans, Specifications, Permit(s) Submittal and Bidding	\$10,200.00
Construction Administration	\$4,900.00
Construction Staking	\$3,600.00
Construction Observation	\$6,800.00
Crop Damages (estimated 15 acres at \$800 per acre)	\$12,000.00
TOTAL ESTIMATED PROJECT RELATED EXPENSES	\$56,300.00

TOTAL ESTIMATED PROJECT COST	\$150,809.50
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County of McLeod

830 11th Street East
Glencoe, Minnesota 55336
FAX (320) 864-1809

COMMISSIONER RON SHIMANSKI

1st District
Phone (320) 327-0112
23808 Jet Avenue
Silver Lake, MN 55381
Ron.Shimanski@co.mcleod.mn.us

COMMISSIONER DOUG KRUEGER

2nd District
Phone (320) 864-5944
9525 County Road 2
Glencoe, MN 55336
Doug.Krueger@co.mcleod.mn.us

COMMISSIONER PAUL WRIGHT

3rd District
Phone (320) 587-7332
15215 County Road 7
Hutchinson, MN 55350
Paul.Wright@co.mcleod.mn.us

COMMISSIONER RICH POHLMEIER

4th District
Phone (320) 587-6084
207 1st Ave S
Brownton, MN 55312
Rich.Pohlmeier@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

PATRICK MELVIN
Phone (320) 864-1363
830 11th Street East, Suite 110
Glencoe, MN 55336
Pat.Melvin@co.mcleod.mn.us

RESOLUTION 17-CB-03 POLICY AND PROCEDURES IN MCLEOD COUNTY FOR ADMINISTRATION OF THE WETLAND CONSERVATION ACT

WHEREAS, McLeod County has assumed its responsibilities under the Minnesota Wetland Conservation Act (Minnesota Rules Chapter 8420).

WHEREAS, McLeod County has followed and will continue to follow the procedures and rules outlined in Minnesota Rules Chapter 8420.

NOW THEREFORE BE IT RESOLVED, that effective February 1, 2017 the Soil and Water Conservation District Program Director be appointed as the Local Government Unit (LGU) for administering the Minnesota Wetland Conservation Act in McLeod County.

BE IT FURTHER RESOLVED, that the McLeod County Technical Advisory Committee act in an advisory capacity on wetland issues to the Soil and Water Conservation District Program Director and the McLeod County Board of Commissioners.

BE IT FURTHER RESOLVED, that the McLeod County Board of Commissioners will review and decide on wetland issues when so requested by the Soil and Water Conservation District Program Director.

BE IT FURTHER RESOLVED, that the McLeod County Board of Commissioners shall be the Local Appeals Board for an LGU decision, provided that the appeal is made in writing to the Soil and Water Conservation District Program Director within 15 days after the date on which the decision is mailed to the applicant.

BE IT FURTHER RESOLVED, that an applicant can appeal directly to the Board of Water and Soil Resources (BWSR) after an LGU decision or after an appeal to the McLeod County Board of Commissioners, provided the appeal is made in writing and within 15 days after the date on which the decision is made.

Adopted this 17th day of January 2017.

Joe Nagel, Chairperson

Pat Melvin, County Administrator

**Additional Committee Appointments
County Board Agenda
January 17, 2017**

Ditch Inspector	Ryan Freitag, Program Director Soil and Water Conservation District – replace Roger Berggren
Ditch Committee	Ryan Freitag, Program Director Soil and Water Conservation District – replace Roger Berggren
Employee Enrichment	Sherrie Buckentin to fill vacancy for non-union supervisor
SSTS	Emily Gable - replace Roger Berggren
Env. Services Advisory Brd.	Emily Gable - replace Roger Berggren
Feedlot Subcommittee	Emily Gable - replace Roger Berggren
Wetlands Tech Eval Panel	Emily Gable - replace Roger Berggren

McLeod County bids for 2017 Official Newspaper		
	Hutchinson Leader	McLeod Publishing
Line length in Picas	10.25	10.6
Line per inch	9	9
Length of LCA in Points	90	102
Cost per column inch	\$5.28	\$3.25
2 nd Publication Insertion Rate	\$0.06	\$0.15

Board Workshop

January 27, 2017

HHS Large Conf. Room

AGENDA

- A. Discussion about 2017 Assessor fees
- B. Discussion about various Parks Committees
- C. Discussion regarding request from Sheriff's Department to increase construction costs by approximately \$46,000 to create additional office spaces for staff and address other issues that have arisen.
- D. Discussion on location of county board meetings beyond 12/2017

CC: Commissioners
Department Heads