

**JUNE 20, 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
JUNE 20, 2017**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:04 CONSENT AGENDA*

- A. June 6, 2017 Meeting Minutes and Synopsis.
- B. June 2, 2017 Auditor's Warrants.
- C. June 6, 2017 Commissioner's Special Warrants.
- D. June 9, 2017 Auditor's Warrants.
- E. June 12, 2017 Auditor's Warrants.
- F. Approve Memorandum of Agreement with Teamsters Clerical for expansion of sick leave usage.
- G. Approve Memorandum of Agreement with Teamsters Highway for expansion of sick leave usage.
- H. Approve Memorandum of Agreement with LELS Licensed Sergeants for expansion of sick leave usage.
- I. Approve Memorandum of Agreement with LELS Non-Licensed Sergeants for expansion of sick leave usage.
- J. Approve Memorandum of Agreement with MNPEA Deputy Unit for expansion of sick leave usage.
- K. Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit for expansion of sick leave usage.
- L. Approve Memorandum of Agreement with Teamsters Clerical for health insurance opt out provision.
- M. Approve Memorandum of Agreement with Teamsters Highway for health insurance opt out provision.
- N. Approve Memorandum of Agreement with LELS Licensed Sergeants for health insurance opt out provision.
- O. Approve Memorandum of Agreement with LELS Non-Licensed Sergeants for health insurance opt out provision.
- P. Approve Memorandum of Agreement with MNPEA Deputy Unit for health insurance opt out provision.
- Q. Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit for health insurance opt out provision.
- R. Approve gambling permit for VFW Post 906 Hutchinson, 247 1st Ave SE in Hutchinson to conduct pull-tabs on August 12, 2017 at Gopher Campfie located at 24718 County Road 7, Hutchinson, Minnesota. The application is acknowledged with no waiting period.
- S. Approve renewal of Abatement Facility License for the Waste Management Demolition Landfill to operate as a demolition disposal facility from July 1, 2017 to June 30, 2018.
- T. Approve renewal of Abatement Facility License for Spruce Ridge Resource Management Facility to operate as a recycling, MSW, and demolition disposal facility from July 1, 2017 to June 30, 2018.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 9:05 CONTEGRITY – Construction Manager Sam Lauer

A. Construction Update.

6 9:10 ROAD AND BRIDGE – Engineer John Brunkhorst

- A. Consider award of SAP 43-603-030 & SAP 43-603-031, reconstruction projects on County State Aid Highway 3 between CSAH 1 and Carver County to Northern Lines Contracting (Bloomington, MN) with a low bid of \$4,931,132.83.*

Additional bids include: Mathiowetz Construction (Sleepy Eye, MN) \$5,210,811.22, Shafer Contracting Co. Inc. Shafer, MN) \$5,270,027.39, Duininck, Inc. (Prinsburg, MN) \$5,462,468.94, S.M. Hentges & Son, Inc. (Jordan, MN) \$5,966,502.90, Central Specialties Inc. (Alexandria, MN) \$6,101,376.76 and Chard Tiling & Excavating, Inc. (Belle Plain, MN) \$6,104,920.98.

Highway Department recommends award to Northern Lines Contracting.

- B. Consider approval of an Agreement with the State of Minnesota through the DNR for the installation, maintenance and use of a new well located near the County Annex building in Glencoe, MN.*

The well is used to obtain geologic and hydrologic information.

There is no cost to the County for this agreement. The DNR will also seal the existing well adjacent to this location.

Hwy Dept. recommends approval of this agreement for mutual benefit of both parties. The well location will not impact any potential future building plans on this site.

7 9:20 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A. Consider approval of an agreement between McLeod County and McLeod County Soil & Water Conservation District (SWCD), pursuant to authority granted to them by Minnesota Statutes, Section § 471.59, Subdivision 1-11 which authorizes the joint and cooperative exercise of powers common to contracting parties.*

The general purpose of this agreement is to provide for an organization through which the parties may jointly and cooperatively carry out and exercising the powers common to each of the parties in a way that best utilizes the public funds, resources and technical expertise that the parties have to offer to one another.

8 9:30 MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST (MCIT) - Risk Management Consultant Bob Goede

- A. 2017 Member Report.

9 9:45 BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna

- A. Consider approval to purchase two 2017 Dodge Caravans from Dodge of Burnsville (Burnsville, MN) with total cost for each vehicle and delivery not to exceed \$21,282.00, plus tax and license fees (state contract pricing) with funding coming from the Central Services 2017 budget.*

The vehicles will be placed into the employee motor pool (one tagged for Information Technologies, one tagged for Social Services). Current vehicles will be retired.

- B. Consider approval to sell a 2005 Dodge Durango and 2004 Chevy Venture at Fahey Auction (Glencoe, MN) upon the arrival of the above requested vehicles due to age and unreliability.*

10 9:50 SOLID WASTE – Building Maintenance Supervisor Scott Grivna

- A. Consider approval of recommendation from Solid Waste Advisory Committee to enter into a two year agreement with GreenForest Recycling Systems, LLC, (Brainerd, MN) to provide operational oversight and staffing for the McLeod County Material Recovery Facility at a cost of \$56 per ton of shipped commodities.*

11 9:55 CONSTITUENTS – Tim Litzau and Rick/Diane Roskammer

- A. Concerns related to approval of the Conditional Use Permit JP-17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business.

12 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since June 6, 2017.
- A. Consider approval of June 13, 2017 Personnel Committee Recommendations.*
- B. Consider authorizing the Department of Corrections to access Supervision Fees to pay for completion of PSI Reports and ease the workload while short staffed.*
- C. Consider adoption of Resolution 17-CB-20 Environmental Services/Planning and Zoning Department Consolidation.*
- D. Consider approval of revision to the McLeod/Sibley/ Trailblazer Joint Powers Agreement in section 2.19 that allows a Representative to be "an appointed board member or employee of the Board." The original Joint Powers Agreement was previously approved on February 21, 2017 but stipulated that Representative must be elected Commissioner or Council Member.*
- E. Consider adoption of Resolution 17-CB-21 Election of Jurisdiction for the Minnesota Buffer Law.*
- F. Consider appointing a contact for ongoing Buffer implementation within McLeod County.*
- G. Approve Resolution 17-CB-22 Participation in the Minnesota Council on Local Results and Innovation's comprehensive performance measurement program.*
- H. Consider approval of McLeod County Board Guidelines.*
- I. Consider approval of a contract with 217 Productions, Inc. for hosting on January 12, 2018 a murder mystery for McLeod County Employee Recognition at an expense of \$1,250 with funding coming from vending machine sales and Employee Enrichment and Development funds.*

J. Consider approval of the July 5, 2017 workshop agenda.*

13

CLOSED MEETING

A. Discuss settlement offer for Shopko in Hutchinson.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting July 5, 2017 at 9:00 a.m. at the Glencoe City Center.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES – June 6, 2017**

CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Joe Nagel at the Glencoe City Center. Commissioners Pohlmeier, Shimanski, Krueger and Wright were present. Commissioner 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

CONSIDERATION OF AGENDA ITEMS

- A) Add under Auditor-Treasurer Item D: Consider approval of repair work on County Ditch #29 drainage system and award to Rickert Excavating at a cost of \$32,000.
- B) Remove under Consent Item EE: Approve Conditional Use Permit 17-11 requested by Jim Fahey of Fahey Equities, LLC for the cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure.
- C) Add under Road and Bridge Item C: Morningside update.
- D) Add under Auditor-Treasurer to Item A and Item B: Include Al Kerber as an alternate ditch inspector.
- E) Correction under Administration Item H: the cost for the Lynda.com program should be \$10,800.

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

CONSENT AGENDA

- A) May 16, 2017 Meeting Minutes and Synopsis.
- B) May 12, 2017 Auditor's Warrants.
- C) May 19, 2017 Auditor's Warrants.
- D) May 22, 2017 Auditor's Warrants.
- E) May 26, 2017 Auditor's Warrants.
- F) Approve Confession of Judgment for Nicholas and Gina Rogosienki on Property ID 18.050.0170 in the City of Plato.
- G) Approve Confession of Judgment for Dora Mae Aanderud on Property ID 23.227.0040 in the City of Hutchinson.

- H) Approve Judicial Ditch #9 Change Order #1 in the amount of \$6,637.50 for Erosion Control Blanket and Riprap Class 3 (Quarried).
- I) Approve Judicial Ditch #9 Change Order #2 in the amount of \$3,300 to remedy bank failures and washouts by adding four (4) spill pipe outlets to collect the overland water flow before ditch bank erosion occurs.
- J) Approve Tentative Agreement for Teamsters Clerical Unit for 2017 – 2019.
- K) Approve Memorandum of Agreement with Teamsters Clerical for a pilot trial program to allow employees to work a flexible schedule.
- L) Approve Memorandum of Agreement with Teamsters Clerical for 2017 wage placement.
- M) Approve Tentative Agreement for MNPEA Deputy Unit for 2017 – 2019.
- N) Approve Memorandum of Agreement with MNPEA Deputy Unit for court cancellation.
- O) Approve Memorandum of Agreement with MNPEA Deputy Unit for drive time for training.
- P) Approve Tentative Agreement for MNPEA Communications/Corrections Unit for 2017 – 2019.
- Q) Approve Tentative Agreement for LELS Licensed Sergeants Unit for 2017 – 2019.
- R) Approve Tentative Agreement for LELS Non-Licensed Sergeants Unit for 2017 – 2019.
- S) Approve purchase of replacement copier for Social Services due to power surge damage to the point it would not be cost effective to try and repair. This will be covered by MCIT less the \$1,000 deductible.
- T) Adopt Resolution 17-CB-18 to authorize the submission of the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application for Fiscal Year 2017-2018.
- U) Approve McLeod County Public Health 2017 Southwest Initiative Foundation Grant Agreement that provides \$2,500 in funding to improve dental access for children in McLeod County through Children's Dental Services.
- V) Approve renewal of a Clinical Learning Experience Memorandum of Agreement between McLeod County Public Health and the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota State University Mankato and McLeod County Public Health.
- W) Approve Certificate of Amendment to Highway Right of Way plat 65. This amendment changes the Right of Way width from 80' to 60' for a portion of parcels 1 and 20. There is no cost associated with this amendment. This plat is related to SAP 43-603-031, County State Aid Highway 3 reconstruction north of Plato.
- X) Approve Conditional Use Permit JP17-C2 requested by Mr. Jamie Scharfencamp for an accessory building larger than 2,400 square feet on a property less than 10 acres in size within the Agricultural District located at 17258 Vale Avenue, Hutchinson, MN 55350, in Section 10 of Lynn Township.

- Y) Approve Conditional Use Permit JP-C4 requested by Brandon Vik to operate hay sales and miscellaneous sales relating to used farm machinery and personal property on recently purchased 1.47 acre lot, formerly used by Hotovec Auction Services, located in Section 31 of Hutchinson Township.

The Hutchinson Joint Planning Board unanimously recommended approval, with conditions on May 17, 2017. The conditions are as follows:

1. No parking on State Highway 15
 2. Driveway needs to remain clear and shall not be blocked.
 3. There shall be no parking on the driveway during auction times.
 4. Proper snow removal contained to site.
 5. Removal of all sold and unsold items by 12pm Fridays of each week to ensure an aesthetically pleasing appearance to the property.
 6. Portable signage shall be placed on the edge of the road surface, with MnDOT approval, informing the traveling public of the sales event due to increases in traffic volume on days of business.
- Z) Approve 1-Lot Preliminary Plat to be known as "Maurer Heights" requested by Scott & Lorie Maurer. The existing Acre lot is adjacent to the existing platted "Cotter Addition". This plat will create a building eligibility to an existing lot and requires access from Underwood Avenue. This property is located in Section of Lynn Township. The Hutchinson Joint Planning Board unanimously recommended approval on May 17, 2017.
- AA) Approve Conditional Use Permit 17-06 requested by Matt and Mandy Dammann for the placement of a second dwelling for the purpose of family care on an existing farmstead property owned by Delmer Schmidt.. There is an existing dwelling. A manufactured home is proposed to be moved on-site. This property is located at 8646 130th Street, Glencoe, in Section 35 of Rich Valley Township. Rich Valley Township unanimously recommended approval on May 10, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 subject to the removal of the second farm dwelling within six months after it is no longer needed. If the permanent home would be removed, it would need to be removed within one year.
- BB) Approve Conditional Use Permit 17-07 requested by Dustin & Erica Bentz for the replacement of an existing dwelling with a new structure, a manufactured home, for the purpose of continued family care on an existing building site. The access will continue to be a shared driveway. This property is located at 1769 182nd Street, Lester Prairie, 8.50 acre tract in Section 1 of Bergen Township.

Bergen Township unanimously recommended approval on April 12, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 subject to the following conditions:

1. Applicant shall remove the manufactured home within six months after it is no longer needed.
 2. Applicant shall stay out the zoned floodplain area.
 3. Applicant shall remove existing dwelling prior to construction of replacement dwelling.
- CC) Approve Conditional Use Permit 17-09 requested by Jeremy Pierson to construct an accessory structure to be greater than 2,400 square feet on a parcel less than 10 acres in size within the Agricultural District to be used for personal storage. The new structure will replace an existing shed. This property is located at 12677 Highway 7, Hutchinson MN, on a 4.41 acre tract in Section 6 of Rich Valley Township. The Board of Rich Valley Township unanimously recommended approval at their May 10, 2017 meeting. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.
- DD) Approve Conditional Use Permit 17-10 requested by Daniel Steele to construct an addition onto an accessory structure to become 1,600 square feet in size. Along with other existing accessory structures the combined square footage exceeds the 2,000 square feet of floor area on a platted lot in the "R-1" Residential District. This property is located at Unicorn Court, Hutchinson, Heller's Addition Lot-004 in Section 3, Acoma Township. The Board of Acoma Township unanimously recommended approval on May 11, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.
- EE) Approve Bob Wiehr of BW Gateway Holdings Inc. (Yamaha Motorsports) request to rezone an existing 3.60 acre tract from "A" Agricultural District to Industrial District in order to construct storage for inventory of boats, recreations vehicles and other equipment. This property is located at 14594 Hwy 7 E, Hutchinson, in Section 35 of Hutchinson Township. Hutchinson Township unanimously recommended approval on April 13, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

Road and Bridge Fund	\$79,200.00
Special Revenue Fund	\$200,481.92

Shimanski/Pohlmeier motion carried unanimously to approve payment of bills totaling \$279,681.92 from the aforementioned funds.

ROAD AND BRIDGE – Engineer John Brunkhorst

- A) John Brunkhorst requested approval of MnDOT Master Partnership Contract number 1028347 and corresponding Resolution 17-RB02-19 which allows MnDOT and the County to formally do work for each other.

This is a renewal of previous agreements and will expire 6/30/2022.

Shimanski/Krueger motion carried unanimously to approve MnDOT Master Partnership Contract number 1028347 and corresponding Resolution 17-RB02-19 which allows MnDOT and the County to formally do work for each other.

- B) John Brunkhorst requested approval of a Joint Powers Agreement with Carver County for work associated with SAP 43-603-030, County State Aid Highway 3 reconstruction north of Plato.

This agreement formally allows McLeod County to do work on Carver County State Aid Highway 34 and be reimbursed from Carver County.

Krueger/Pohlmeier motion carried unanimously to approve a Joint Powers Agreement with Carver County for work associated with SAP 43-603-030, County State Aid Highway 3 reconstruction north of Plato.

- C) John Brunkhorst gave an update to the board on the Morningside project. McLeod County received a \$2.35M grant from the Local Road Improvement Program (LRIP) to put towards finishing Morningside Avenue in Glencoe from 11th Street E to 16th Street, also known as County Road 15.

The total cost of the project is estimated to be \$4.7M to \$5M which would include extending the road on the east of Coborn's and to create a new crossing over the railroad tracks.

The next step is for the county to get together with city of Glencoe and railroad officials. Anticipation is the project would not get under way until 2019 with no timeline to spend the grant,

SHERIFFS DEPARTMENT – Emergency Services Director Kevin Mathews

- A) Kevin Mathews requested approval to continue the Integrated Emergency Management Training course that will be starting June 29, 2017 and continuing until the spring of 2018.

Most of the training will be held in McLeod County and concluding in spring 2018 with a two day course at Camp Ripley. Training will include county employees that will be working in the county Emergency Operations Center

(EOC) during disasters. Training sessions will be scheduled about every 60 days.

Nagel/Shimanski motion carried unanimously to continue the Integrated Emergency Management Training course that will be starting June 29, 2017 and continuing until the spring of 2018.

INFORMATION TECHNOLOGY – Director Vince Traver

- A) Vince Traver requested approval to purchase network equipment specified on the quote from CDW Government. Quote #HXVS170 on state contract for \$26,708.50 with funding coming from the jail remodel fund.

This network equipment is for the Jail and entry way remodel for network drops to allow computers, printers, and other items to receive communication on the McLeod County Network.

Wright/Krueger motion carried unanimously to approve the purchase of network equipment specified on the quote from CDW Government. Quote #HXVS170 on state contract for \$26,708.50 with funding coming from the jail remodel fund.

MCLEOD FOR TOMORROW – Board President Christy Christensen, Treasurer Carol Stark and Board Member Chris Sonju

- A) Christy Christensen requested approval of McLeod for Tomorrow non-profit plan. The board shared some background information on McLeod for Tomorrow including:
- Program was formed in 2008
 - Has always been funded by McLeod County
 - Program runs in conjunction with the U of M Extension Services
 - By-laws were drawn up in March of 2014 and became 501(c) 3 certified in August of 2014
 - Currently have a part-time Program coordinator

In order to achieve their goals and try to forecast less reliance on the County, they request the part time Program Coordinator position no longer be employed by McLeod County. This person would be a contracted position directly with McLeod for Tomorrow and would have 1099 income rather than a pay check. The plan also includes: County to fund the portion that is owed to the U of M Extension Services for the months of September through December 2017, County to transfer the remaining portion of 2017 employee pay to us and we would in turn use it to fund our new Program Coordinator position estimated to be \$5,383, funding request for 2018 budgeting purposes would be \$7,000 for the leadership training to the U of M (this would finish

the January - May 2017 /2018 program and also pay for September-December for the 2018/2019 program) and request \$10,800 for our Program Coordinator contracted position.

Wright/Nagel motion carried unanimously to approve the McLeod for Tomorrow non-profit plan.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A) Cindy Schultz Ford requested approval of re-determination of benefits and damages on County Ditch No. 15A and appointment of Ditch Viewers.

The drainage authority determined that the original benefits or damages do not reflect reasonable present day land values according to Minnesota Statute Chapter 103E, Section 103E.351. To begin the process to update the determination of benefits and damages for affected properties on County Ditch No. 15A in Commissioner Krueger's District No. 2, according to Minnesota Statute Chapter 103E, Section 103E.351. In addition, three viewers must be appointed. Suggested viewers include: Ron Ringquist of Redwood Falls, John Dotolo of Scandia, Brad Wick of Hutchinson, all who have worked as Ditch Viewers in McLeod County, Steven Wick of Hutchinson and John Cunningham of Dassel, who has worked as a Ditch Viewer in Meeker County with Al Kerber as an alternate . Viewers cannot be part of the ditch system nor have an interest in the system. The County Board of Commissioners as the Drainage Authority must approve the redetermination of benefits on County Ditch No. 15A in accordance with Minnesota Statute 103E.351.

Krueger/Pohlmeier motion carried unanimously to approve re-determination of benefits and damages on County Ditch No. 15A and appoint Ron Ringquist, John Dotolo, Brad Wick as ditch inspectors and Al Kerber as an alternate.

- B) Cindy Schultz Ford requested approval of re-determination of benefits and damages on County Ditch No. 29 and appointment of Ditch Viewers.

The drainage authority determined that the original benefits or damages do not reflect reasonable present day land values according to Minnesota Statute Chapter 103E, Section 103E.351. To begin the process to update the determination of benefits and damages for affected properties on County Ditch No. 29 in Commissioner Shimanski's District No. 1 and Commissioner Krueger's District No. 2, according to Minnesota Statute Chapter 103E, Section 103E.351. In addition, three viewers must be appointed. Suggested viewers include: Ron Ringquist of Redwood Falls, John Dotolo of Scandia, Brad Wick of Hutchinson, all who have worked as Ditch Viewers in McLeod

County, Steven Wick of Hutchinson and John Cunningham of Dassel, who has worked as a Ditch Viewer in Meeker County. Viewers cannot be part of the ditch system nor have an interest in the system. The County Board of Commissioners as the Drainage Authority must approve the redetermination of benefits on County Ditch No. 29 in accordance with Minnesota Statute 103E.351.

Krueger/Shimanski motion carried unanimously to approve re-determination of benefits and damages on County Ditch No. 29 and appoint Ron Ringquist, John Dotolo, Brad Wick as ditch inspectors and Al Kerber as an alternate.

- C) Cindy Schultz Ford requested approval of 2017 Drainage Ditch Spraying Central Applicators Inc. (Foley, MN) to continue brush spraying at a rate of \$50.00 per hour per application unit, plus chemicals.

Shimanski/Wright motion carried unanimously to approve 2017 Drainage Ditch Spraying Central Applicators Inc. (Foley, MN) to continue brush spraying at a rate of \$50.00 per hour per application unit, plus chemicals.

- D) Consider approval of repair work on County Ditch #29 drainage system for full tree removal and award to Rickert Excavating (Brownton, MN) at a cost of \$32,000.

Additional quote included: Hjerpe Contracting, Inc. (Hutchinson, MN) \$35,200.

Krueger/Shimanski motion carried unanimously to approve repair work on County Ditch #29 drainage system for full tree removal and award to Rickert Excavating (Brownton, MN) at a cost of \$32,000.

- E) Consider approval to appoint Al Kerber as an alternate ditch viewer on Joint Ditch #8.

Krueger/Shimanski motion carried unanimously to appoint Al Kerber as an alternate ditch viewer on Joint Ditch #8.

PLANNING AND ZONING – Administrator Larry Gasow

- A) Consider approval to rezone approximately 13.75 acres of the former Hotovec Auction property from Agricultural to Fringe Commercial requested by Butch Hausladen and Jeremy Crosby. This property has been used as an agricultural and household sales service center for over the past half century. The current barn would be removed and a new storage building would be added to the front half of the property for cold storage. The east half of would

be sold and utilized for a separate business. A new deed would be created to reflect the separate parcels (businesses) if approved. This property is located at 20404 Highway 15, Hutchinson, Section 30, Hutchinson Township and includes parcels 08.030.1800, 08.051.0250 and 08.030.0700.

The Hutchinson Joint Planning Board unanimously recommended approval on May 17, 2017 with the condition that the driveway needs to remain clear and shall not be blocked.

Nagel/Shimanski motion carried unanimously to approve rezoning approximately 13.75 acres of the former Hotovec Auction property from Agricultural to Fringe Commercial requested by Butch Hausladen and Jeremy Crosby.

- B) Consider approval of Conditional Use Permit JP17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business to be known as "LandsKapings" in a building larger than 2,000 square feet and to employee more than 1 non-resident employee within the Agricultural District located in Section 30 of Hutchinson Township.*

The Hutchinson Joint Planning Board unanimously recommended approval, with conditions on May 17, 2017. The conditions are as follows:

1. The hours of operation shall be Monday - Friday from 5am to 7pm and 6am to 2pm on Saturdays. No driving of company vehicles into office until 6am.
2. No open burning of brush brought in from job sites.
3. An access permit is required from MnDOT to install a gravel driveway from Hwy 15 to east behind arborvitaes to the site of bunkers and proposed new structure.

Wright/Nagel motion carried unanimously to approve Conditional Use Permit JP17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business to be known as "LandsKapings" in a building larger than 2,000 square feet and to employee more than 1 non-resident employee within the Agricultural District located in Section 30 of Hutchinson Township.

Wright/Nagel motion carried unanimously to direct the Zoning Office do an on-site visit on August 1st to ensure Mr. Kaping is operating in compliance to the original Conditional Use Permit.

Nagel/Krueger motion carried unanimously to direct the Zoning Office do an on-site Conditional Use Permit planning inspection visit on August 1st.

- C) Larry Gasow requested approval of request from May 16th board meeting for Conditional Use Permit 17-08 requested by Northern Lines Contracting on

property owned by Huepenbecker Land Holdings LLC, Jared Huepenbecker, for gravel mining and excavation to include crushing, recycling and stockpiling of concrete and bituminous material. The access is proposed off of State Highway 212 and sharing of the driveway, owned by Jared Huepenbecker. A silt fence will be installed around the perimeter to identify the border of the floodway. The restoration will be for wildlife purposes. This property is located in a 31 acre tract within the N ½ SE ¼ Section 16 and the N ½ SW ¼ Section 15 of Helen Township.

The County Board of Commissioners tabled this request at their May 16, 2017 meeting until MnDOT had the opportunity to provide comment regarding State Highway 212 access. On May 23, 2017 Ms. Geralynn Vick, MnDOT District 8 Permits Supervisor, provided comment stating special conditions will not be required from MnDOT.

The Board of Helen Township recommended approval at their April 13, 2017 regular meeting. The Planning Advisory Committee recommended approval, with the following conditions, at their May 10, 2017 special meeting:

1. The hours of operation shall be 7:00 A.M. to 8:00 P.M. on Monday through Friday. Saturday hours shall be 7:00 A.M. to 12:00 P.M. or until 3:00 P.M. on an extreme need only. Applicant shall notify the Zoning Office when operating outside these hours.
2. Applicant shall contact and meet with the area Minnesota Department of Transportation regarding the traffic study as submitted to the zoning office prior to the May 16, 2017 County Board meeting.
3. Calcium chloride shall be applied on the haul route and driveway.
4. Applicant shall set markers to identify the floodway zone area.
5. Stockpiling shall be done at the Northwest corner of the pit area; there shall be no stockpiling or fill place within the floodplain or shoreland areas.
6. No wetland or floodplain impacts shall take place without prior approval from any agency with jurisdiction.
7. Applicant shall apply for a DNR Dewatering permit and abide by its conditions.
8. Applicant shall repair or replace any damaged drainage tile.
9. Tile that runs under State Highway 212 shall be cared for to ensure surface water drainage from neighboring properties and the platted area of Buffalo Highlands.
10. Applicant shall follow all DNR and FEMA setbacks and standards.
11. Properly placed "Trucks Hauling" signs shall be posted along State Highway 212 when trucks are hauling.
12. All processing machinery shall be stored outside Flood Fringe area. (Zone A, 100-year)
13. Wetland impacts shall be approved by Local Wetland Administrator or Local Government Unit.

14. All local, State, Federal and other agencies permits shall be obtained and maintained.
15. Applicant shall notify the Zoning Office for an inspection of the planned restoration of a 4:1 grade for wildlife purposes.
16. Maximum of 30 round trip in and out of the pit a day.

Krueger/Wright motion carried unanimously to approve Conditional Use Permit 17-08 requested by Northern Lines Contracting on property owned by Huepenbecker Land Holdings LLC, Jared Huepenbecker, for gravel mining and excavation to include crushing, recycling and stockpiling of concrete and bituminous material with additional condition #16 listed above.

- D) Larry Gasow requested approval of Conditional Use Permit 17-11 requested by Jim Fahey of Fahey Equities, LLC for the cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure. This proposal will exceed placement of more than 1,000 cubic yards of fill in the Flood Fringe area of Buffalo Creek to elevate and level their existing parcel being used for exterior storage of items from the Auction/Sales Business, located within a 3.13 acres tract within the NW ¼ SE ¼ Section 18 of Helen Township.

The Board of Helen Township recommended approval on May 11, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 with the following conditions:

1. Subject to approval based on recommendations by the DNR Area Hydrologist and Buffalo Creek Watershed Board.
2. To stabilize shoreline erosion, applicant shall install riprap or silt fencing.
3. Grading shall not have an adverse effect on neighboring properties.
4. Applicant shall comply with all necessary local and State permits.

This item was removed from the consent agenda due to the fact that Commissioner Krueger had some concerns that work was started prior to approval of the permit. Mr. Gasow confirmed Mr. Fahey did not have any stockpiling above the threshold and was in full compliance.

Krueger/Pohlmeier motion carried unanimously to approve Conditional Use Permit requested by Jim Fahey of Fahey Equities, LLC for the cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure.

SOCIAL SERVICES – Director Gary Sprynczynatyk

- A) Gary Sprynczynatyk requested approval of contract with Aveyron Homes to conduct “finger printing” as required.

New requirements need fingerprinting to be conducted for Foster Parents and Child Care Providers.

Shimanski/Pohlmeier motion carried unanimously to approve contract with Aveyron Homes to conduct “finger printing” as required.

COUNTY ADMINISTRATION

A) Pat Melvin requested approval of May 9, 2017 Personnel Committee Recommendations.

1. Consider approval of moving part-time seasonal position to regular part-time in Sheriff's Department to assist with Emergency Management responsibilities.

Recommendation: Hold for further discussion.

2. Discussion on Deputy Administrator hiring process.

Recommendation: Consider utilizing David Drowns and Associates for assessment tools to be used in the final stages of the Deputy Administrator hiring process.

Nagel/Pohlmeier motion carried unanimously to utilize David Drowns and Associates for assessment tools to be used in the final stages of the Deputy Administrator hiring process at a cost of \$200 per individual.

B) Pat Melvin requested approval of May 12, 2017 Budget Committee Recommendations.

1. Update on 2017-2019 negotiations.

Recommendation: Hold for further discussion.

2. 2018 budget process and consideration of a 2 year budget.

Recommendation: Ask departments to provide a two year budget for 2018-2019 and emphasize the need to plan for capital expenditures.

3. Capital Equipment and Capital Improvement Accounts update.

C) Pat Melvin requested approval to hire a full-time Technical Specialist I vacancy in the Sheriff's Department (grade 130) due to promotion.

Nagel/Pohlmeier motion carried unanimously to approve hiring a full-time Technical Specialist I vacancy in the Sheriff's Department (grade 130) due to promotion.

- D) Pat Melvin requested approval of the McLeod, Sibley, and Trailblazer Self-Insurance Pool Joint Powers Agreement with amendment to Section 2.19 Representative: from each Member's designated individual to serve and act on behalf of the Member on the Board. The Representative shall be an elected Commissioner or Council Member or employee of the Member. "Representative" also includes the alternate Representative as described in section 3.02 to each Member's designated individual to serve and act on behalf of the Member on the Board. The Representative shall be an appointed board member or employee of the Member. "Representative" also includes the alternate Representative as described in section 3.02.

Krueger/Wright motion carried to table until further clarification of amended Section 2.19 as listed above.

Roll Call: Wright – Yes, Pohlmeier – Yes, Nagel – Yes, Shimanski – No, Krueger – Yes.

- E) Joe Nagel requested to table the designation of a McLeod County representative to the McLeod/Sibley/Trailblazer Joint Powers Board.

Nagel/Pohlmeier motion carried unanimously to table until clarification of Item D above.

- F) Pat Melvin requested approval of budget targets for county departments and outside agencies. It was suggested that county departments and outside agencies use the past three years average to set operating budget target.

Krueger/Pohlmeier motion carried unanimously to direct county departments and outside agencies to use the past three years average to set operating budget target.

- G) Pat Melvin requested approval of the budget timeline as presented.

Wright/Krueger motion carried unanimously to approve the budget timeline as presented.

- H) Pat Melvin requested approval to purchase 300 training certificates for County employees through Lynda.com and Minnesota Counties Computer Consortium at a cost of \$10,800.

Wright/Krueger motion carried unanimously to approve the purchase of 300 training certificates for County employees through Lynda.com and Minnesota Counties Computer Consortium at a cost not to exceed \$10,800.

- D) Joe Nagel requested approval to set fee schedule Public Hearing on 7/18 at 9:30 a.m.

Wright/Shimanski motion carried unanimously to set fee schedule Public Hearing on 7/18 at 9:30 a.m.

- J) Doug Krueger led discussion regarding McLeod County committee structures, i.e. chair, vice chair, etc. It was determined that each committee should have structure and allow the committee to decide the details.

Krueger/Pohlmeier motion carried unanimously to recess at 11:04 a.m. until 6:00 9.m. June 12, 2017 at the Glencoe City Center.

ATTEST:

Joe Nagel, Board Chair

Patrick Melvin, County Administrator

McLEOD COUNTY
BOARD OF COMMISSIONERS
SYNOPSIS – June 6, 2017

1. Commissioners Nagel, Wright, Shimanski, Krueger and Pohlmeier were present.
2. Krueger/Pohlmeier motion carried unanimously to approve the agenda as revised.
3. Wright/Krueger motion carried unanimously to approve the consent agenda including May 16, 2017 Meeting Minutes and Synopsis; May 12, 2017 Auditor's Warrants; May 19, 2017 Auditor's Warrants; May 22, 2017 Auditor's Warrants; May 26, 2017 Auditor's Warrants; Approve Confession of Judgment for Nicholas and Gina Rogosinski on Property ID 18.050.0170 in the City of Plato; Approve Confession of Judgment for Dora Mae Aanderud on Property ID 23.227.0040 in the City of Hutchinson; Approve Judicial Ditch #9 Change Order #1 in the amount of \$6,637.50 for Erosion Control Blanket and Riprap Class 3 (Quarried); Approve Judicial Ditch #9 Change Order #2 in the amount of \$3,300 to remedy bank failures and washouts by adding four (4) spill pipe outlets to collect the overland water flow before ditch bank erosion occurs; Approve Tentative Agreement for Teamsters Clerical Unit for 2017 – 2019; Approve Memorandum of Agreement with Teamsters Clerical for a pilot trial program to allow employees to work a flexible schedule; Approve Memorandum of Agreement with Teamsters Clerical for 2017 wage placement; Approve Tentative Agreement for MNPEA Deputy Unit for 2017 – 2019; Approve Memorandum of Agreement with MNPEA Deputy Unit for court cancellation; Approve Memorandum of Agreement with MNPEA Deputy Unit for drive time for training; Approve Tentative Agreement for MNPEA Communications/Corrections Unit for 2017 – 2019; Approve Tentative Agreement for LELS Licensed Sergeants Unit for 2017 – 2019; Approve Tentative Agreement for LELS Non-Licensed Sergeants Unit for 2017 – 2019; Approve purchase of replacement copier for Social Services due to power surge damage to the point it would not be cost effective to try and repair. This will be covered by MCIT less the \$1,000 deductible; Adopt Resolution 17-CB-18 to authorize the submission of the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application for Fiscal Year 2017-2018; Approve McLeod County Public Health 2017 Southwest Initiative Foundation Grant Agreement that provides \$2,500 in funding to improve dental access for children in McLeod County through Children's Dental Services; Approve renewal of a Clinical Learning Experience Memorandum of Agreement between McLeod County Public Health and the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota State University Mankato and McLeod County Public Health; Approve Certificate of Amendment to Highway Right of Way plat 65. This amendment changes the Right of Way width from 80' to 60' for a portion of parcels 1 and 20; Approve Conditional Use Permit JP17-C2

requested by Mr. Jamie Scharfencamp for an accessory building larger than 2,400 square feet on a property less than 10 acres in size within the Agricultural District located at 17258 Vale Avenue, Hutchinson, MN 55350, in Section 10 of Lynn Township; Approve Conditional Use Permit JP-C4 requested by Brandon Vik to operate hay sales and miscellaneous sales relating to used farm machinery and personal property on recently purchased 1.47 acre lot, formerly used by Hotovec Auction Services, located in Section 31 of Hutchinson Township; Approve 1-Lot Preliminary Plat to be known as "Maurer Heights" requested by Scott & Lorie Maurer; Approve Conditional Use Permit 17-06 requested by Matt and Mandy Dammann for the placement of a second dwelling for the purpose of family care on an existing farmstead property owned by Delmer Schmidt; Approve Conditional Use Permit 17-07 requested by Dustin & Erica Bentz for the replacement of an existing dwelling with a new structure, a manufactured home, for the purpose of continued family care on an existing building site; Approve Conditional Use Permit 17-09 requested by Jeremy Pierson to construct an accessory structure to be greater than 2,400 square feet on a parcel less than 10 acres in size within the Agricultural District to be used for personal storage; Approve Conditional Use Permit 17-10 requested by Daniel Steele to construct an addition onto an accessory structure to become 1,600 square feet in size; Approve Bob Wiehr of BW Gateway Holdings Inc. (Yamaha Motorsports) request to rezone an existing 3.60 acre tract from "A" Agricultural District to Industrial District in order to construct storage for inventory of boats, recreations vehicles and other equipment.

4. Shimanski/Pohlmeier motion carried unanimously to approve payment of bills totaling \$279,681.92 from the aforementioned funds.
5. Shimanski/Krueger motion carried unanimously to approve MnDOT Master Partnership Contract number 1028347 and corresponding Resolution 17-RB02-19 which allows MnDOT and the County to formally do work for each other.
6. Krueger/Pohlmeier motion carried unanimously to approve a Joint Powers Agreement with Carver County for work associated with SAP 43-603-030, County State Aid Highway 3 reconstruction north of Plato.
7. Nagel/Shimanski motion carried unanimously to continue the Integrated Emergency Management Training course that will be starting June 29, 2017 and continuing until the spring of 2018.
8. Wright/Krueger motion carried unanimously to approve the purchase of network equipment specified on the quote from CDW Government. Quote #HXVS170 on state contract for \$26,708.50 with funding coming from the jail remodel fund.
9. Wright/Nagel motion carried unanimously to approve the McLeod for Tomorrow non-profit plan.
10. Krueger/Pohlmeier motion carried unanimously to approve re-determination of benefits and damages on County Ditch No. 15A and appoint Ron Ringquist, John Dotolo, Brad Wick as ditch inspectors and Al Kerber as an alternate.

11. Krueger/Shimanski motion carried unanimously to approve re-determination of benefits and damages on County Ditch No. 29 and appoint Ron Ringquist, John Dotolo, Brad Wick as ditch inspectors and Al Kerber as an alternate.
12. Shimanski/Wright motion carried unanimously to approve 2017 Drainage Ditch Spraying Central Applicators Inc. (Foley, MN) to continue brush spraying at a rate of \$50.00 per hour per application unit, plus chemicals.
13. Krueger/Shimanski motion carried unanimously to approve repair work on County Ditch #29 drainage system for full tree removal and award to Rickert Excavating (Brownton, MN) at a cost of \$32,000.
14. Krueger/Shimanski motion carried unanimously to appoint Al Kerber as an alternate ditch viewer on Joint Ditch #8.
15. Nagel/Shimanski motion carried unanimously to approve rezoning approximately 13.75 acres of the former Hotovec Auction property from Agricultural to Fringe Commercial requested by Butch Hausladen and Jeremy Crosby.
16. Wright/Nagel motion carried unanimously to approve Conditional Use Permit JP17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business to be known as "LandsKapings" in a building larger than 2,000 square feet and to employ more than 1 non-resident employee within the Agricultural District located in Section 30 of Hutchinson Township.
17. Wright/Nagel motion carried unanimously to direct the Zoning Office do an on-site visit on August 1st to ensure Mr. Kaping is operating in compliance to the original Conditional Use Permit.
18. Nagel/Krueger motion carried unanimously to direct the Zoning Office do an on-site Conditional Use Permit planning inspection visit on August 1st.
19. Krueger/Wright motion carried unanimously to approve Conditional Use Permit 17-08 requested by Northern Lines Contracting on property owned by Huepenbecker Land Holdings LLC, Jared Huepenbecker, for gravel mining and excavation to include crushing, recycling and stockpiling of concrete and bituminous material with additional condition #16 listed above.
20. Krueger/Pohlmeier motion carried unanimously to approve Conditional Use Permit requested by Jim Fahey of Fahey Equities, LLC for the cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure.
21. Shimanski/Pohlmeier motion carried unanimously to approve contract with Aveyron Homes to conduct "finger printing" as required.
22. Nagel/Pohlmeier motion carried unanimously to utilize David Drowns and Associates for assessment tools to be used in the final stages of the Deputy Administrator hiring process at a cost of \$200 per individual.
23. Nagel/Pohlmeier motion carried unanimously to approve hiring a full-time Technical Specialist I vacancy in the Sheriff's Department (grade 130) due to promotion.

24. Krueger/Wright motion carried to table until further clarification of amended Section 2.19 as listed above. Roll Call: Wright – Yes, Pohlmeier – Yes, Nagel – Yes, Shimanski – No, Krueger – Yes.
25. Nagel/Pohlmeier motion carried unanimously to table until clarification of Item above.
26. Krueger/Pohlmeier motion carried unanimously to direct county departments and outside agencies to use the past three years average to set operating budget target.
27. Wright/Krueger motion carried unanimously to approve the budget timeline as presented.
28. Wright/Krueger motion carried unanimously to approve the purchase of 300 training certificates for County employees through Lynda.com and Minnesota Counties Computer Consortium at a cost not to exceed \$10,800.
29. Wright/Shimanski motion carried unanimously to set fee schedule Public Hearing on 7/18 at 9:30 a.m.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 11:04 a.m. until June 12, 2017.

Attest:

Joe Nagel, Board Chair

Patrick Melvin, County Administrator

POOL
6/2/17 10:58AM

***** 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
6/2/17 10:58AM
1 GENERAL REVENUE FUND

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	<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>
0	DEPT			...			
	3944	KLEIN/SHELBY					
56		01-000-000-0000-2052		1,164.00	REIMB APRIL & MAY COBRA		COBRA HEALTH INSURANCE PAYABLE
	3944	KLEIN/SHELBY		1,164.00	1 Transactions		
0	DEPT Total:			1,164.00	...	1 Vendors	1 Transactions
3	DEPT				COUNTY WIDE		
	5281	TASC					
95		01-003-000-0000-6350		436.05	HSA PLAN ADMINISTRATION	IN1038025	OTHER SERVICES & CHARGES
					07/01/2017 07/31/2017	0	
96		01-003-000-0000-6350		405.41	FSA ADMINISTRATION	IN1038025	OTHER SERVICES & CHARGES
					07/01/2017 07/31/2017	0	
97		01-003-000-0000-6350		79.00	FSA CLAIM CARD FEES	IN1038025	OTHER SERVICES & CHARGES
					07/01/2017 07/31/2017	0	
	5281	TASC		920.46	3 Transactions		
3	DEPT Total:			920.46	COUNTY WIDE	1 Vendors	3 Transactions
31	DEPT				COUNTY ADMINISTRATOR'S		
	1886	BMO					
121		01-031-000-0000-6245		203.00	MCLEOD COUNTY FAIR	1627	DUES AND REGISTRATION FEES
	1886	BMO		203.00	1 Transactions		
31	DEPT Total:			203.00	COUNTY ADMINISTRATOR'S	1 Vendors	1 Transactions
41	DEPT				COUNTY AUDITOR-TREASURER'S		
	14	ASSOCIATION OF MINNESOTA COUNTIE'					
3		01-041-000-0000-6245		270.00	REG FEE-C KURTZWEG	05302017	DUES AND REGISTRATION FEES
	14	ASSOCIATION OF MINNESOTA COUNTIE'		270.00	1 Transactions		
	2846	MINNESOTA COUNTY RECORDERS ASSO					
230		01-041-000-0000-6245		25.00	REG FEE-C POPELKA		DUES AND REGISTRATION FEES
					06/13/2017 06/13/2017	0	
	2846	MINNESOTA COUNTY RECORDERS ASSO		25.00	1 Transactions		

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



POOL
6/2/17 10:58AM
1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

	<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>
41	DEPT Total:				295.00	COUNTY AUDITOR-TREASURER'S	2 Vendors	2 Transactions
76	DEPT					CENTRAL SERVICES-COUNTY WIDE		
	1886	BMO						
184		01-076-000-0000-6205			206.15	USPS	9909	POSTAGE AND POSTAL BOX RENTAL
	1886	BMO			206.15	1 Transactions		
	1857	METRO SALES INC						
67		01-076-000-0000-6321			24.05	COPIER MAINT MP3054-COURT SVC	INV802801	MAINTENANCE AGREEMENTS
68		01-076-000-0000-6321			186.02	COPIER MAINT MPC4504-JAIL	INV802803	MAINTENANCE AGREEMENTS
69		01-076-000-0000-6321			364.81	COPIER MAINT MMPC6004-A/T	INV802803	MAINTENANCE AGREEMENTS
	1857	METRO SALES INC			574.88	3 Transactions		
76	DEPT Total:				781.03	CENTRAL SERVICES-COUNTY WIDE	2 Vendors	4 Transactions
91	DEPT					COUNTY ATTORNEY'S		
	1886	BMO						
122		01-091-000-0000-6359			322.00	MCLEOD COUNTY COURT ADMIN	1643	MISCELLANEOUS CHARGES
	1886	BMO			322.00	1 Transactions		
	6009	INNOVATIVE OFFICE SOLUTIONS LLC						
54		01-091-000-0000-6402			201.37	OFFICE SUPPLIES	IN1619693	OFFICE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTIONS LLC			201.37	1 Transactions		
	45679	METRO LEGAL SERVICES INC						
65		01-091-000-0000-6350			70.00	SVC OF DOC	3009153	OTHER SERVICES & CHARGES
	45679	METRO LEGAL SERVICES INC			70.00	1 Transactions		
	60963	SEVEN COUNTY PROCESS SERVERS LLC						
89		01-091-000-0000-6350			110.00	SVC OF DOC	20170798	OTHER SERVICES & CHARGES
	60963	SEVEN COUNTY PROCESS SERVERS LLC			110.00	1 Transactions		
91	DEPT Total:				703.37	COUNTY ATTORNEY'S	4 Vendors	4 Transactions
103	DEPT					COUNTY ASSESSOR'S		
	1886	BMO						
212		01-103-000-0000-6245			380.00	MAAO	9891	DUES AND REGISTRATION FEES
213		01-103-000-0000-6402			125.40	AMAZON	9891	OFFICE SUPPLIES

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



POOL
6/2/17 10:58AM
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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
211	01-103-000-0000-6450		22.86	BEEN VERIFIED	9891	SUBSCRIPTIONS
	1886 BMO		528.26	3 Transactions		
103	DEPT Total:		528.26	COUNTY ASSESSOR'S	1 Vendors	3 Transactions
107	DEPT			COUNTY PLANNING AND ZONING		
4917	CITY OF GLENCOE					
22	01-107-000-0000-6350		81.38	ROOM RES PAC		OTHER SERVICES & CHARGES
				05/24/2017 05/24/2017	0	
	4917 CITY OF GLENCOE		81.38	1 Transactions		
	1930 HERALD JOURNAL PUBLISHING INC					
41	01-107-000-0000-6241		64.44	PAC PUBLIC HEARING		PRINTING AND PUBLISHING
	1930 HERALD JOURNAL PUBLISHING INC		64.44	1 Transactions		
107	DEPT Total:		145.82	COUNTY PLANNING AND ZONING	2 Vendors	2 Transactions
111	DEPT			COURTHOUSE BUILDING		
869	HILLYARD HUTCHINSON					
44	01-111-000-0000-6415		469.26	CLEANING SUPPLIES	602544277	CLEANING SUPPLIES
43	01-111-000-0000-6415		281.62	CLEANING SUPPLIES	602544278	CLEANING SUPPLIES
	869 HILLYARD HUTCHINSON		750.88	2 Transactions		
	4427 NEUBARTH LAWN CARE & LANDSCAPING					
75	01-111-000-0000-6303		400.00	REMOVE TREE STUMP	12090	REPAIR AND MAINTENANCE SERVICES
	4427 NEUBARTH LAWN CARE & LANDSCAPING		400.00	1 Transactions		
111	DEPT Total:		1,150.88	COURTHOUSE BUILDING	2 Vendors	3 Transactions
112	DEPT			NORTH COMPLEX BUILDING		
4718	UHL COMPANY					
100	01-112-000-0000-6303		4,143.91	R&R HANDICAPPED DOOR-NC	51428	REPAIR AND MAINTENANCE SERVICES
	4718 UHL COMPANY		4,143.91	1 Transactions		
112	DEPT Total:		4,143.91	NORTH COMPLEX BUILDING	1 Vendors	1 Transactions
117	DEPT			FAIRGROUNDS		
	1886 BMO					

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



POOL

6/2/17 10:58AM

1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

	<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>
112		01-117-000-0000-6303			17.34	MAYTAG LAUNDRY	1700	REPAIR AND MAINTENANCE SERVICES
113		01-117-000-0000-6425			50.90	MENARDS	1700	REPAIR AND MAINTENANCE SUPPLIES
	1886	BMO			68.24	2 Transactions		
	1803	FASTENAL COMPANY						
34		01-117-000-0000-6425			172.40	SAFETY CONES	115995	REPAIR AND MAINTENANCE SUPPLIES
	1803	FASTENAL COMPANY			172.40	1 Transactions		
117	DEPT Total:				240.64	FAIRGROUNDS	2 Vendors	3 Transactions
121	DEPT					VETERAN SERVICES		
	1930	HERALD JOURNAL PUBLISHING INC						
42		01-121-000-0000-6450			42.00	SUBSCRIPTION RENEWAL		SUBSCRIPTIONS
	1930	HERALD JOURNAL PUBLISHING INC			42.00	1 Transactions		
121	DEPT Total:				42.00	VETERAN SERVICES	1 Vendors	1 Transactions
201	DEPT					COUNTY SHERIFF'S OFFICE		
	1886	BMO						
141		01-201-000-0000-6402			157.60	AMAZON	1585	OFFICE SUPPLIES
142		01-201-000-0000-6612			298.00	LASER LABS	1585	CAPITAL - \$100-\$5,000 (INVENTORY)
140		01-201-201-0000-6336			519.15	CRAGUN'S RESORT	1585	MEALS, LODGING, PARKING & MISCELLAN
131		01-201-201-0000-6360			501.41	CRAGUN'S RESORT	1585	TRAINING - ADMINISTRATION
132		01-201-202-0000-6336			12.89	CRAGUN'S RESORT	1585	MEALS, LODGING, PARKING & MISCELLAN
133		01-201-202-0000-6336			11.81	CRAGUN'S RESORT	1585	MEALS, LODGING, PARKING & MISCELLAN
136		01-201-202-0000-6336			9.12	OLIVE GARDEN	1585	MEALS, LODGING, PARKING & MISCELLAN
137		01-201-202-0000-6336			13.94	OLIVE GARDEN	1585	MEALS, LODGING, PARKING & MISCELLAN
134		01-201-202-0000-6360			189.59	CRAGUN'S RESORT	1585	TRAINING - COMMUNICATIONS/RECORD
135		01-201-202-0000-6360			189.59	CRAGUN'S RESORT	1585	TRAINING - COMMUNICATIONS/RECORD
130		01-201-206-0000-6360			75.00	BCA	1585	TRAINING - PATROL
143		01-201-000-0000-6346			740.00	IN SITE HEAT	2218	RENTALS
	1886	BMO			2,718.10	12 Transactions		
	1160	MCLEOD COUNTY AUDITOR TREASURER						
225		01-201-000-0000-6610			21.75	#166 TITLE FEE		CAPITAL - OVER \$5,000 (FIXED ASSETS)
226		01-201-000-0000-6610			21.75	#167 TITLE FEE		CAPITAL - OVER \$5,000 (FIXED ASSETS)
227		01-201-000-0000-6610			21.75	#168 TITLE FEE		CAPITAL - OVER \$5,000 (FIXED ASSETS)
228		01-201-000-0000-6610			21.75	#169 TITLE FEE		CAPITAL - OVER \$5,000 (FIXED ASSETS)

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



POOL

6/2/17 10:58AM

1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1160	MCLEOD COUNTY AUDITOR TREASURER		87.00	4 Transactions	
77	8564 OFFICE DEPOT INC				
	01-201-000-0000-6402	75.80	OFFICE SUPPLIES	924322896001	OFFICE SUPPLIES
	8564 OFFICE DEPOT INC	75.80	1 Transactions		
201	DEPT Total:	2,880.90	COUNTY SHERIFF'S OFFICE	3 Vendors	17 Transactions
251	DEPT		COUNTY JAIL		
	1886 BMO				
123	01-251-000-0000-6360	220.56	KAHLER APACHE HOTEL	1528	TRAINING
124	01-251-000-0000-6360	220.56	KAHLER APACHE HOTEL	1528	TRAINING
127	01-251-000-0000-6415	38.98	AMAZON	1528	CLEANING SUPPLIES
125	01-251-000-0000-6425	36.38	RUNNINGS	1528	REPAIR AND MAINTENANCE SUPPLIES
126	01-251-000-0000-6425	43.12	MILLS FLEET FARM	1528	REPAIR AND MAINTENANCE SUPPLIES
128	01-251-000-0000-6460	43.08	AMAZON	1528	JAIL SUPPLIES
129	01-251-000-0000-6460	21.84	AMAZON	1528	JAIL SUPPLIES
139	01-251-000-0000-6402	110.58	AMAZON	1585	OFFICE SUPPLIES
	1886 BMO	735.10	8 Transactions		
	2412 GLENCOE REGIONAL HEALTH SERVICES				
37	01-251-000-0000-6268	20.69	SHOULDER-A PICHON	48000315	MEDICAL AID TO PRISONERS
	2412 GLENCOE REGIONAL HEALTH SERVICES	20.69	1 Transactions		
	869 HILLYARD HUTCHINSON				
45	01-251-000-0000-6415	37.50	MOP HEADS	602542169	CLEANING SUPPLIES
	869 HILLYARD HUTCHINSON	37.50	1 Transactions		
	2140 PHOENIX SUPPLY				
78	01-251-000-0000-6461	60.96	LOTION	11957	INMATE SUPPLIES
	2140 PHOENIX SUPPLY	60.96	1 Transactions		
	1457 PRO AUTO & TRANSMISSION REPAIR INC				
79	01-251-000-0000-6327	11.95	#149 OIL CHANGE	3064116	GENERAL AUTO MAINTENANCE
	1457 PRO AUTO & TRANSMISSION REPAIR INC	11.95	1 Transactions		
	432 SAMS TIRE SERVICE				
81	01-251-000-0000-6327	167.48	#149 TRANS COOLER LINES	130896	GENERAL AUTO MAINTENANCE

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



POOL
6/2/17 10:58AM
1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
432	SAMS TIRE SERVICE		1 Transactions		
251	DEPT Total:	1,033.68	COUNTY JAIL	6 Vendors	13 Transactions
281	DEPT		EMERGENCY MANAGEMENT		
1886	BMO				
138	01-281-000-0000-6360	119.56	THE INN ON LAKE SUPERIOR	1585	TRAINING
1886	BMO	119.56	1 Transactions		
281	DEPT Total:	119.56	EMERGENCY MANAGEMENT	1 Vendors	1 Transactions
485	DEPT		COUNTY PUBLIC HEALTH NURSING		
1468	AUDIOLOGY SYSTEMS INC				
4	01-485-000-0000-6303	65.00	CAL CHECK MA-27 S/N 11779	A192382	REPAIR AND MAINTENANCE SERVICES
5	01-485-000-0000-6303	65.00	CAL CHECK MA-27 S/N 937	A192382	REPAIR AND MAINTENANCE SERVICES
6	01-485-000-0000-6303	65.00	CAL CHECK MA-27 S/N 16564	A192382	REPAIR AND MAINTENANCE SERVICES
1468	AUDIOLOGY SYSTEMS INC	195.00	3 Transactions		
1886	BMO				
152	01-485-000-0000-6245	390.00	EVENTBRIGHT	7441	DUES AND REGISTRATION FEES
150	01-485-000-0000-6336	625.56	MARRIOTT MPLS	7441	MEALS, LODGING, PARKING & MISCELLAN
151	01-485-000-0000-6402	36.44	AMAZON	7441	OFFICE SUPPLIES
157	01-485-000-0000-6245	385.00	HUTCH HEALTH	9556	DUES AND REGISTRATION FEES
158	01-485-000-0000-6245	70.00	NORMANDALE COLLEGE	9556	DUES AND REGISTRATION FEES
153	01-485-000-0000-6350	150.00	CASEY'S	9556	OTHER SERVICES & CHARGES
154	01-485-000-0000-6350	70.00	PAYPAL	9556	OTHER SERVICES & CHARGES
155	01-485-000-0000-6350	129.50	HENNEPIN CNTY DISTRICT CRT	9556	OTHER SERVICES & CHARGES
159	01-485-000-0000-6402	23.06	SHOPKO	9556	OFFICE SUPPLIES
156	01-485-000-0000-6810	423.63	BJ SHOLESale	9556	REFUNDS AND REIMBURSEMENTS
1886	BMO	2,303.19	10 Transactions		
6090	BUSINESSWARE SOLUTIONS				
17	01-485-000-0000-6403	11.00	MONTHLY COST PER PRINT	272868	PRINTED PAPER SUPPLIES
6090	BUSINESSWARE SOLUTIONS	11.00	1 Transactions		
6009	INNOVATIVE OFFICE SOLUTIONS LLC				
55	01-485-000-0000-6402	17.70	SUPPLIES (ADMIN)	IN1621041	OFFICE SUPPLIES

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



POOL
6/2/17 10:58AM
1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 8

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	6009	INNOVATIVE OFFICE SOLUTIONS LLC		17.70	1 Transactions		
94	1509	STEPPING STONE THERAPEUTIC INC					
		01-485-000-0000-6350		548.76	REFLECTIVE PRACTICE	0116INV1163	OTHER SERVICES & CHARGES
					05/22/2017 05/22/2017	0	
	1509	STEPPING STONE THERAPEUTIC INC		548.76	1 Transactions		
485	DEPT Total:			3,075.65	COUNTY PUBLIC HEALTH NURSING	5 Vendors	16 Transactions
520	DEPT				COUNTY PARK'S		
	2777	ACE HARDWARE					
1		01-520-000-0000-6425		20.34	SUPPLIES	7855-298558	REPAIR AND MAINTENANCE SUPPLIES
2		01-520-000-0000-6425		109.98	SUPPLIES	7855-298672	REPAIR AND MAINTENANCE SUPPLIES
	2777	ACE HARDWARE		130.32	2 Transactions		
	1886	BMO					
114		01-520-000-0000-6423		101.75	SIMONSON LUMBER	1684	LANDSCAPING MATERIALS
	1886	BMO		101.75	1 Transactions		
	5906	CENTURYLINK					
21		01-520-000-0000-6203		89.03	525 CARETAKER OFFICE PHONE	313540758	COMMUNICATIONS
20		01-520-000-0000-6203		65.88	525 SHOP	314102204	COMMUNICATIONS
	5906	CENTURYLINK		154.91	2 Transactions		
	3370	FRANKE/BRUCE					
35		01-520-000-0000-6350		120.00	OPEN AND CLOSE GATE		OTHER SERVICES & CHARGES
					05/01/2017 05/31/2017	0	
	3370	FRANKE/BRUCE		120.00	1 Transactions		
	136	HUTCHINSON CO-OP					
47		01-520-000-0000-6455		26.00	FUEL	704606	MOTOR FUELS AND LUBRICATION
48		01-520-000-0000-6455		15.00	FUEL	705026	MOTOR FUELS AND LUBRICATION
49		01-520-000-0000-6455		56.00	FUEL	706554	MOTOR FUELS AND LUBRICATION
53		01-520-000-0000-6455		64.69	FUEL	768613	MOTOR FUELS AND LUBRICATION
52		01-520-000-0000-6455		45.01	FUEL	769671	MOTOR FUELS AND LUBRICATION
50		01-520-000-0000-6455		25.00	FUEL	771577	MOTOR FUELS AND LUBRICATION
51		01-520-000-0000-6455		16.50	FUEL	772794	MOTOR FUELS AND LUBRICATION
	136	HUTCHINSON CO-OP		248.20	7 Transactions		

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



POOL

6/2/17 10:58AM

1 GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 9

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
57	5555 L & P SUPPLY COMPANY INC				
	01-520-000-0000-6425	222.12	BLADES FOR TRI DECK	172521	REPAIR AND MAINTENANCE SUPPLIES
	5555 L & P SUPPLY COMPANY INC	222.12	1 Transactions		
	2825 MENARDS HUTCHINSON				
61	01-520-000-0000-6425	40.56	SUPPLIES INV#11204	ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
62	01-520-000-0000-6425	56.24	SUPPLIES INV#11403	ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
63	01-520-000-0000-6425	32.08	SUPPLIES INV#11681	ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
64	01-520-000-0000-6425	14.97	SUPPLIES INV#12008	ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
	2825 MENARDS HUTCHINSON	143.85	4 Transactions		
520	DEPT Total:	1,121.15	COUNTY PARK'S	7 Vendors	18 Transactions
603	DEPT		COUNTY EXTENSION		
	1886 BMO				
115	01-603-000-0000-6351	6.93	WALMART	1668	AFTER SCHOOL PROGRAM
116	01-603-000-0000-6351	45.56	WALMART	1668	AFTER SCHOOL PROGRAM
117	01-603-000-0000-6351	7.96	WALMART	1668	AFTER SCHOOL PROGRAM
118	01-603-000-0000-6351	26.00	DOLLAR TREE	1668	AFTER SCHOOL PROGRAM
119	01-603-000-0000-6351	28.60	WALMART	1668	AFTER SCHOOL PROGRAM
120	01-603-000-0000-6351	472.83	SKY-ZONE	1668	AFTER SCHOOL PROGRAM
	1886 BMO	587.88	6 Transactions		
603	DEPT Total:	587.88	COUNTY EXTENSION	1 Vendors	6 Transactions
615	DEPT		ISTS COMMITTEE		
	1886 BMO				
160	01-615-000-0000-6350	450.55	UNIVERSITY OF MN BOOKSTORE	0963	OTHER SERVICES & CHARGES
	1886 BMO	450.55	1 Transactions		
615	DEPT Total:	450.55	ISTS COMMITTEE	1 Vendors	1 Transactions
1	Fund Total:	19,587.74	GENERAL REVENUE FUND		100 Transactions

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



POOL
6/2/17 10:58AM
3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 10

	<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>
105	DEPT				COUNTY SURVEYING & GIS		
	1939	FRONTIER PRECISION INC					
36		03-105-000-0000-6245		50.00	COURSE REGISTRATION-JC		Dues And Registration Fees
					06/06/2017	06/06/2017	0
	1939	FRONTIER PRECISION INC		50.00	1 Transactions		
105	DEPT Total:			50.00	COUNTY SURVEYING & GIS	1 Vendors	1 Transactions
320	DEPT				HIGHWAY CONSTRUCTION		
	1886	BMO					
165		03-320-000-0000-6531		820.00	ALPINE PRODUCTS INC	9937	SEALCOATING
	1886	BMO		820.00	1 Transactions		
	1947	MINNESOTA DEPARTMENT OF TRANSPC					
73		03-320-000-0000-6265		196.66	ANNUAL ENG TESTING	P00008022	PROFESSIONAL SERVICES
	1947	MINNESOTA DEPARTMENT OF TRANSPC		196.66	1 Transactions		
320	DEPT Total:			1,016.66	HIGHWAY CONSTRUCTION	2 Vendors	2 Transactions
330	DEPT				HIGHWAY ADMINISTRATION		
	1886	BMO					
162		03-330-000-0000-6205		4.13	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
163		03-330-000-0000-6205		57.34	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
166		03-330-000-0000-6205		7.50	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
167		03-330-000-0000-6205		3.22	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
168		03-330-000-0000-6205		7.20	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
164		03-330-000-0000-6336		358.27	ARROWWOOD RESORT	9937	MEALS, LODGING, PARKING & MISCELLAN
169		03-330-000-0000-6336		100.00	ARROWWOOD RESORT	9937	MEALS, LODGING, PARKING & MISCELLAN
	1886	BMO		537.66	7 Transactions		
	1857	METRO SALES INC					
66		03-330-000-0000-6321		82.13	COPIER MAINT MPC5503-HWY	INV802802	MAINTENANCE AGREEMENTS
	1857	METRO SALES INC		82.13	1 Transactions		
330	DEPT Total:			619.79	HIGHWAY ADMINISTRATION	2 Vendors	8 Transactions
340	DEPT				HIGHWAY EQUIPMENT MAINTENANCE		
	1505	AUTO VALUE					

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



POOL
6/2/17 10:58AM
3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 11

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10	03-340-000-0000-6425		PARTS-071	44071580	REPAIR AND MAINTENANCE SUPPLIES
8	03-340-000-0000-6590		MECH SHOP SUPPLIES	44071636	TOOLS & SHOP MATERIALS
9	03-340-000-0000-6590		MECH SHOP SUPPLIES	44071714	TOOLS & SHOP MATERIALS
11	03-340-000-0000-6425		PARTS-034	44071903	REPAIR AND MAINTENANCE SUPPLIES
12	03-340-000-0000-6425		PARTS-1202	44071927	REPAIR AND MAINTENANCE SUPPLIES
13	03-340-000-0000-6425		PARTS-067	44072565	REPAIR AND MAINTENANCE SUPPLIES
14	03-340-000-0000-6425		PARTS-069	44072639	REPAIR AND MAINTENANCE SUPPLIES
1505	AUTO VALUE				
		258.35		7 Transactions	
1886	BMO				
170	03-340-000-0000-6425		MIDWEST DIESEL	9945	REPAIR AND MAINTENANCE SUPPLIES
171	03-340-000-0000-6425		ALUMITANK	9945	REPAIR AND MAINTENANCE SUPPLIES
172	03-340-000-0000-6425		MIDWEST DIESEL	9945	REPAIR AND MAINTENANCE SUPPLIES
173	03-340-000-0000-6590		MCMaster-CARR	9945	TOOLS & SHOP MATERIALS
1886	BMO				
		844.15		4 Transactions	
8197	CENTRAL HYDRAULICS INC				
18	03-340-000-0000-6425		PARTS	14041	REPAIR AND MAINTENANCE SUPPLIES
19	03-340-000-0000-6425		PARTS	42783	REPAIR AND MAINTENANCE SUPPLIES
8197	CENTRAL HYDRAULICS INC				
		186.44		2 Transactions	
830	MIDSTATES EQUIPMENT & SUPPLY INC				
70	03-340-000-0000-6425		PARTS	217412	REPAIR AND MAINTENANCE SUPPLIES
830	MIDSTATES EQUIPMENT & SUPPLY INC				
		125.60		1 Transactions	
1746	NUSS TRUCK & EQUIPMENT				
76	03-340-000-0000-6425		PARTS	2168898P	REPAIR AND MAINTENANCE SUPPLIES
1746	NUSS TRUCK & EQUIPMENT				
		33.48		1 Transactions	
340	DEPT Total:				
		1,448.02	HIGHWAY EQUIPMENT MAINTENANCE	5 Vendors	15 Transactions
3	Fund Total:				
		3,134.47	ROAD & BRIDGE FUND		26 Transactions

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



POOL
6/2/17 10:58AM
5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 12

	<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>
391	DEPT				SOLID WASTE TIP FEE		
	1886	BMO					
185		05-391-000-0000-6245		125.00	U OF M	2810	DUES AND REGISTRATION FEES
	1886	BMO		125.00	1 Transactions		
	869	HILLYARD HUTCHINSON					
46		05-391-000-0000-6415		33.20	STAINLESS STEEL WIPES	602546085	CLEANING SUPPLIES
	869	HILLYARD HUTCHINSON		33.20	1 Transactions		
391	DEPT Total:			158.20	SOLID WASTE TIP FEE	2 Vendors	2 Transactions
393	DEPT				MATERIALS RECOVERY FACILITY		
	1886	BMO					
187		05-393-000-0000-6145		59.95	ARAMARK	2810	UNIFORM ALLOWANCE
186		05-393-000-0000-6410		8.98	THE EMSSTORE.COM	2810	BUILDING AND SAFETY SUPPLIES
	1886	BMO		68.93	2 Transactions		
393	DEPT Total:			68.93	MATERIALS RECOVERY FACILITY	1 Vendors	2 Transactions
397	DEPT				HOUSEHOLD HAZARDOUS WASTE		
	1886	BMO					
188		05-397-000-0000-6145		170.95	ARAMARK	2810	UNIFORM ALLOWANCE
	1886	BMO		170.95	1 Transactions		
397	DEPT Total:			170.95	HOUSEHOLD HAZARDOUS WASTE	1 Vendors	1 Transactions
5	Fund Total:			398.08	SOLID WASTE FUND		5 Transactions

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



POOL
6/2/17 10:58AM
11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 13

	<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>
420	DEPT					INCOME MAINTENANCE		
	1886	BMO						
174		11-420-640-0010-6336			352.24	EMBASSY SUITES	9531	MEALS, LODGING & PARKING EXPENSE
	1886	BMO			352.24	1 Transactions		
420	DEPT Total:				352.24	INCOME MAINTENANCE	1 Vendors	1 Transactions
430	DEPT					INDIVIDUAL AND FAMILY SOCIAL SERVI		
	1886	BMO						
195		11-430-709-0000-6033			91.20	JC PENNEY'S	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
192		11-430-709-0200-6098			650.00	ECONOMY INN	0940	Other Social Services
189		11-430-741-4030-6071			20.74	CARIBOU COFFEE	0940	Client Outreach - CSP
190		11-430-741-4030-6071			10.00	MINN INST OF ART	0940	Client Outreach - CSP
191		11-430-741-4030-6071			51.75	WALMART	0940	Client Outreach - CSP
193		11-430-741-4030-6071			134.38	WALMART	0940	Client Outreach - CSP
194		11-430-741-4030-6071			59.11	WALMART	0940	Client Outreach - CSP
196		11-430-741-4030-6071			50.81	CENTURY 9 THEATRES	0940	Client Outreach - CSP
197		11-430-741-4030-6071			2.48	AMAZON	0940	Client Outreach - CSP
198		11-430-741-4030-6071			2.51	AMAZON	0940	Client Outreach - CSP
199		11-430-741-4030-6071			7.34	AMAZON	0940	Client Outreach - CSP
176		11-430-710-1160-6040			50.00	SA	3758	Social Service Transportation
177		11-430-710-1160-6040			50.00	CASEY'S	3758	Social Service Transportation
179		11-430-710-1160-6040			150.00	SA	3758	Social Service Transportation
180		11-430-710-1160-6040			65.00	SA	3758	Social Service Transportation
175		11-430-710-1190-6056			75.00	MN DEPT OF HEALTH	3758	Court Ordered Children/Custody Studies
183		11-430-710-1450-6027			100.00	WALMART	3758	Social & Recreational
178		11-430-710-1670-6057			69.35	WALMART	3758	Parent Support Outreach Program
181		11-430-710-1980-6062			64.26	BACHMAN'S	3758	Foster Care Licensing & Resource Develop
182		11-430-710-1980-6062			874.90	ZELLA'S	3758	Foster Care Licensing & Resource Develop
	1886	BMO			2,578.83	20 Transactions		
	5281	TASC						
98		11-430-709-0006-6350			209.86	TRUE UP-S KLEIN	IN1039696	OTHER SERVICES & CHARGES
	5281	TASC			209.86	1 Transactions		
430	DEPT Total:				2,788.69	INDIVIDUAL AND FAMILY SOCIAL SER	2 Vendors	21 Transactions
11	Fund Total:				3,140.93	HUMAN SERVICE FUND		22 Transactions

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



POOL
6/2/17 10:58AM
25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 14

	Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	Accr	Amount Service Dates	Paid On Bhf #	On Behalf of Name
224	DEPT		NEW CANINE ACCOUNT		
	1886 BMO				
148	25-224-000-0000-6245		50.00 PAYPAL-USPCA	1601	DUES AND REGISTRATION FEES
144	25-224-000-0000-6350		260.96 RAY ALLEN	1601	Other Services & Charges
145	25-224-000-0000-6350		24.00- RAY ALLEN	1601	Other Services & Charges
149	25-224-000-0000-6360		110.00 PAYPAL-USPCA	1601	Training
146	25-224-000-0000-6612		395.53 MENARDS	1601	Capital - \$100-\$5,000 (Inventory)
147	25-224-000-0000-6612		9.07 GLENCOE FLEET SUPPLY	1601	Capital - \$100-\$5,000 (Inventory)
	1886 BMO		801.56	6 Transactions	
224	DEPT Total:		801.56	NEW CANINE ACCOUNT 1 Vendors	6 Transactions
254	DEPT		ANNAMARIE TUDHOPE DONATION		
	3361 NAC MECHANICAL & ELECTRICAL SERVI				
74	25-254-000-0000-6610		24,462.50 CONTRACT PAYMENT	APPL 7	Capital - Over \$5,000 (Fixed Assets)
	3361 NAC MECHANICAL & ELECTRICAL SERVI		24,462.50	1 Transactions	
254	DEPT Total:		24,462.50	ANNAMARIE TUDHOPE DONATION 1 Vendors	1 Transactions
694	DEPT		AQUATIC INVASIVE SPECIES		
	1886 BMO				
161	25-694-000-0000-6243		178.00 MCLEOD COUNTY FAIR	0963	PUBLIC EDUCATION
	1886 BMO		178.00	1 Transactions	
694	DEPT Total:		178.00	AQUATIC INVASIVE SPECIES 1 Vendors	1 Transactions
807	DEPT		DESIGNATED FOR CAPITAL ASSETS		
	3261 AUGUSTA ELECTRIC INC				
7	25-807-000-0000-6610		14,669.90 CONTRACT PAYMENT	APPLICATION012	Capital - Over \$5,000 (Fixed Assets)
	3261 AUGUSTA ELECTRIC INC		14,669.90	1 Transactions	
	3413 BARTLEY SALES COMPANY INC				
15	25-807-000-0000-6610		5,229.75 CONTRACT PAYMENT	APPLICATION002	Capital - Over \$5,000 (Fixed Assets)
	3413 BARTLEY SALES COMPANY INC		5,229.75	1 Transactions	
	1174 BRAUN INTERTEC CORPORATION				
16	25-807-000-0000-6610		2,538.00 PROFESSIONAL SERVICES	B091249	Capital - Over \$5,000 (Fixed Assets)

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



POOL
6/2/17 10:58AM
25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 15

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1174	BRAUN INTERTEC CORPORATION			1 Transactions	
3271	CONTEGRITY GROUP				
30	25-807-000-0000-6610	7,218.83	CONSTRUCTION MANAGEMENT FEE	2017074	Capital - Over \$5,000 (Fixed Assets)
23	25-807-000-0000-6610	12,100.00	ON SITE SUPERVISION FEE	2017075	Capital - Over \$5,000 (Fixed Assets)
24	25-807-000-0000-6610	1,800.00	REIMBURSABLES	2017075	Capital - Over \$5,000 (Fixed Assets)
25	25-807-000-0000-6610	450.00	TEMPORARY JOB OFFICE/TRAILER	2017075	Capital - Over \$5,000 (Fixed Assets)
26	25-807-000-0000-6610	180.00	FAN RENTAL	2017075	Capital - Over \$5,000 (Fixed Assets)
27	25-807-000-0000-6610	31.01	S LAUER	2017075	Capital - Over \$5,000 (Fixed Assets)
28	25-807-000-0000-6610	133.23	TEMP PHONE	2017075	Capital - Over \$5,000 (Fixed Assets)
29	25-807-000-0000-6610	162.75	BLUEPRINTING	2017075	Capital - Over \$5,000 (Fixed Assets)
3271	CONTEGRITY GROUP	22,075.82		8 Transactions	
1326	CULLIGAN WATER CONDITIONING				
31	25-807-000-0000-6610	52.40	WATER RENTAL	173-10758225-1	Capital - Over \$5,000 (Fixed Assets)
1326	CULLIGAN WATER CONDITIONING	52.40		1 Transactions	
3258	DULAS EXCAVATING INC				
33	25-807-000-0000-6610	8,951.37	CONTRACT PAYMENT	11	Capital - Over \$5,000 (Fixed Assets)
3258	DULAS EXCAVATING INC	8,951.37		1 Transactions	
3761	HEATER RENTAL SERVICES				
39	25-807-000-0000-6610	150.00	HEATER RENTAL	9168E	Capital - Over \$5,000 (Fixed Assets)
38	25-807-000-0000-6610	630.00	HEATER RENTAL	9726A	Capital - Over \$5,000 (Fixed Assets)
40	25-807-000-0000-6610	427.50	HEATER RENTAL	9726B	Capital - Over \$5,000 (Fixed Assets)
3761	HEATER RENTAL SERVICES	1,207.50		3 Transactions	
253	LIGHT & POWER COMMISSION				
58	25-807-000-0000-6610	311.05	ELECTRIC	06-811700-00	Capital - Over \$5,000 (Fixed Assets)
			03/31/2017 05/01/2017	0	
253	LIGHT & POWER COMMISSION	311.05		1 Transactions	
4117	MINI BIFF INC				
71	25-807-000-0000-6610	171.02	PORTA-JOHN RENTAL/SERVICE	A-86026	Capital - Over \$5,000 (Fixed Assets)
4117	MINI BIFF INC	171.02		1 Transactions	
3358	R & H DRYWALL INC				
80	25-807-000-0000-6610	22,797.55	CONTRACT PAYMENT	APPL 3	Capital - Over \$5,000 (Fixed Assets)

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



POOL
6/2/17 10:58AM
25 SPECIAL REVENUE FUND

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
3358	R & H DRYWALL INC				
		22,797.55	1 Transactions		
2693	TECHNICAL SOLUTIONS OF MADISON LA				
99	25-807-000-0000-6610	3,952.00	CONTRACT PAYMENT	APPL 1	Capital - Over \$5,000 (Fixed Assets)
2693	TECHNICAL SOLUTIONS OF MADISON LA	3,952.00	1 Transactions		
6157	VOS CONSTRUCTION INC				
101	25-807-000-0000-6610	19,109.54	CONTRACT PAYMENT	APPLICATION003	Capital - Over \$5,000 (Fixed Assets)
6157	VOS CONSTRUCTION INC	19,109.54	1 Transactions		
3296	YAMRY CONSTRUCTION				
102	25-807-000-0000-6610	5,652.50	CONTRACT PAYMENT	APPL 5	Capital - Over \$5,000 (Fixed Assets)
3296	YAMRY CONSTRUCTION	5,652.50	1 Transactions		
807	DEPT Total:	106,718.40	DESIGNATED FOR CAPITAL ASSETS	13 Vendors	22 Transactions
25	Fund Total:	132,160.46	SPECIAL REVENUE FUND		30 Transactions

POOL
6/2/17 10:58AM
74 FORFEITED TAX FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 17

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
987	DEPT		FORFEITED TAX SALE		
452	ANOKA COUNTY SHERIFF				
200	74-987-000-0000-6350		70.00	SERVING TAX FORFEITURE PAPERS	20.067.0150 Other Services & Charges
202	74-987-000-0000-6350		70.00	SERVING TAX FORFEITURE PAPERS	20.067.0170 Other Services & Charges
201	74-987-000-0000-6350		70.00	SERVING TAX FORFEITURE PAPERS	20.667.0160 Other Services & Charges
452	ANOKA COUNTY SHERIFF		210.00	3 Transactions	
12030	CARVER COUNTY SHERIFFS OFFICE				
207	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	18.050.0170 Other Services & Charges
208	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	19.066.0010 Other Services & Charges
204	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	21.110.0240 Other Services & Charges
205	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	21.110.0240 Other Services & Charges
206	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	21.110.0240 Other Services & Charges
203	74-987-000-0000-6350		79.00	SERVING TAX FORFEITURE PAPERS	23.428.0590 Other Services & Charges
12030	CARVER COUNTY SHERIFFS OFFICE		474.00	6 Transactions	
3628	HENNEPIN COUNTY SHERIFFS OFFICE				
107	74-987-000-0000-6350		80.00	SERVING TAX FORFEITURE PAPERS	Other Services & Charges
3628	HENNEPIN COUNTY SHERIFFS OFFICE		80.00	1 Transactions	
304	MCLEOD COUNTY RECORDER				
108	74-987-000-0000-6350		46.00	RECORDING FEE	23.447.0090 Other Services & Charges
109	74-987-000-0000-6350		1.65	DEED TAX	23.447.0090 Other Services & Charges
304	MCLEOD COUNTY RECORDER		47.65	2 Transactions	
2065	RAMSEY COUNTY SHERIFF'S OFFICE				
209	74-987-000-0000-6350		70.00	SERVING TAX FORFEITURE PAPERS	23.139.0020 Other Services & Charges
2065	RAMSEY COUNTY SHERIFF'S OFFICE		70.00	1 Transactions	
3627	WRIGHT COUNTY SHERIFF				
210	74-987-000-0000-6350		51.00	SERVING TAX FORFEITURE PAPERS	14.003.1350 Other Services & Charges
3627	WRIGHT COUNTY SHERIFF		51.00	1 Transactions	
987	DEPT Total:		932.65	FORFEITED TAX SALE	6 Vendors 14 Transactions
74	Fund Total:		932.65	FORFEITED TAX FUND	14 Transactions

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



POOL
6/2/17 10:58AM
82 COMMUNITY HEALTH SER

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
848	DEPT		WIC PEER GRANT		
	1886 BMO				
221	82-848-000-0000-6203		134.15	T-MOBILE	0955 COMMUNICATIONS
	1886 BMO		134.15	1 Transactions	
	3433 DOHERTY STAFFING SOLUTIONS				
32	82-848-000-0000-6265		890.92	STAFFING SVC WIC PEER BF GRANT	122531 PROFESSIONAL SERVICES
	3433 DOHERTY STAFFING SOLUTIONS		890.92	1 Transactions	
	314 SIBLEY COUNTY TREASURER				
90	82-848-000-0000-6861		581.18	1ST QTR 2017 WIC PEER	WIC PEER COUNSELING
	314 SIBLEY COUNTY TREASURER		581.18	1 Transactions	
848	DEPT Total:		1,606.25	WIC PEER GRANT	3 Vendors 3 Transactions
852	DEPT			PROJECT HARMONY GRANT	
	314 SIBLEY COUNTY TREASURER				
91	82-852-000-0000-6850		1,284.98	1ST QTR 2017 PROJECT HARMONY	Collections For Other Agencies
	314 SIBLEY COUNTY TREASURER		1,284.98	1 Transactions	
852	DEPT Total:		1,284.98	PROJECT HARMONY GRANT	1 Vendors 1 Transactions
853	DEPT			LOCAL PUBLIC HEALTH GRANT	
	1886 BMO				
216	82-853-000-0000-6336		26.80	TGI FRIDAYS	0955 MEALS,LODGING,PARKING & MISC
217	82-853-000-0000-6336		12.63	PANERA BREAD	0955 MEALS,LODGING,PARKING & MISC
218	82-853-000-0000-6336		308.78	MARRIOTT	0955 MEALS,LODGING,PARKING & MISC
219	82-853-000-0000-6336		308.78	MARRIOTT	0955 MEALS,LODGING,PARKING & MISC
214	82-853-000-0000-6360		149.00	FRED PRYOR SEMINARS	0955 TRAINING
	1886 BMO		805.99	5 Transactions	
	222 MEEKER COUNTY TREASURER				
105	82-853-000-0000-6855		11,515.60	1ST QTR LPH 2017	CHS
60	82-853-000-0000-6860		483.25	1ST QTR FAP 2017	FOLLOW ALONG PROGRAM
	222 MEEKER COUNTY TREASURER		11,998.85	2 Transactions	
	314 SIBLEY COUNTY TREASURER				
106	82-853-000-0000-6855		8,668.84	1ST QTR LPH 2017	CHS

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



POOL
6/2/17 10:58AM
82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 19

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
92	82-853-000-0000-6860		1ST QTR FAP 2017		FOLLOW ALONG PROGRAM
314	SIBLEY COUNTY TREASURER		2 Transactions		
853	DEPT Total:	21,956.93	LOCAL PUBLIC HEALTH GRANT	3 Vendors	9 Transactions
854	DEPT		WIC		
1886	BMO				
224	82-854-000-0000-6402	13.94	WALMART	0955	OFFICE SUPPLIES
1886	BMO	13.94	1 Transactions		
222	MEEKER COUNTY TREASURER				
59	82-854-000-0000-6856	7,941.06	MARCH WIC 2017		Wic
222	MEEKER COUNTY TREASURER	7,941.06	1 Transactions		
314	SIBLEY COUNTY TREASURER				
93	82-854-000-0000-6856	4,350.91	MARCH WIC 2017		Wic
314	SIBLEY COUNTY TREASURER	4,350.91	1 Transactions		
854	DEPT Total:	12,305.91	WIC	3 Vendors	3 Transactions
856	DEPT		FPSP		
1886	BMO				
220	82-856-000-0000-6203	65.00	CONSTANT CONTACT	0955	Communications
222	82-856-000-0000-6203	500.18	GO TO MEETING	0955	Communications
215	82-856-000-0000-6265	750.00	DROPBOX	0955	Professional Services
1886	BMO	1,315.18	3 Transactions		
856	DEPT Total:	1,315.18	FPSP	1 Vendors	3 Transactions
857	DEPT		HEALTHY HOMES		
222	MEEKER COUNTY TREASURER				
229	82-857-000-0000-6850	3,260.48	1ST QTR 2017 HEALTHY HOMES		Collections For Other Agencies
222	MEEKER COUNTY TREASURER	3,260.48	1 Transactions		
314	SIBLEY COUNTY TREASURER				
231	82-857-000-0000-6850	2,220.60	1ST QTR 2017 HEALTHY HOMES		Collections For Other Agencies
314	SIBLEY COUNTY TREASURER	2,220.60	1 Transactions		

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



POOL
6/2/17 10:58AM
82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 20

	<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>
857	DEPT Total:			5,481.08	HEALTHY HOMES	2 Vendors	2 Transactions
858	DEPT				EARLY HEARING DETECTION & INTERVE		
	222	MEEKER COUNTY TREASURER					
104		82-858-000-0000-6850		600.00	EHDI & BDIS ALLOCATION		Collections For Other Agencies
	222	MEEKER COUNTY TREASURER		600.00		1 Transactions	
	314 SIBLEY COUNTY TREASURER						
103		82-858-000-0000-6850		150.00	BIRTH DEFECTS		Collections For Other Agencies
	314	SIBLEY COUNTY TREASURER		150.00		1 Transactions	
858	DEPT Total:			750.00	EARLY HEARING DETECTION & INTER	2 Vendors	2 Transactions
862	DEPT				SHIP		
	1886	BMO					
	223	82-862-000-0000-6265		45.00	HUTCHINSON NEWSPAPER	0955	Professional Services
	1886	BMO		45.00		1 Transactions	
862	DEPT Total:			45.00	SHIP	1 Vendors	1 Transactions
82	Fund Total:			44,745.33	COMMUNITY HEALTH SERVICE		24 Transactions

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



POOL
6/2/17 10:58AM
86 TRUST & AGENCY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 21

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				
111	86-975-000-0000-6850		1,333.00	DNR		Collections For Other Agencies
				05/23/2017	05/30/2017	
	509	MINNESOTA DNR	1,333.00	1 Transactions		
975	DEPT Total:		1,333.00	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
	509	MINNESOTA DNR				
110	86-976-000-0000-6850		420.00	G & F		Collections For Other Agencies
				05/23/2017	05/30/2017	
	509	MINNESOTA DNR	420.00	1 Transactions		
976	DEPT Total:		420.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		1,753.00	TRUST & AGENCY FUND		2 Transactions

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



POOL
6/2/17 10:58AM
87 TAX & PENALTY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 22

	<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>On Behalf of Name</u>
980	DEPT		TAX COLLECTIONS		
	125 MINNESOTA DEPARTMENT OF REVENUE				
72	87-980-000-0000-6850		926,311.96	50% STATE GENERAL TAX	Collections For Other Agencies
	125 MINNESOTA DEPARTMENT OF REVENUE		926,311.96	1 Transactions	
	5845 SCHOOL DISTRICT OF BLH 2159				
82	87-980-000-0000-6849		36,480.40	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	5845 SCHOOL DISTRICT OF BLH 2159		36,480.40	1 Transactions	
	494 SCHOOL DISTRICT OF GFW 2365				
83	87-980-000-0000-6849		33,483.99	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	494 SCHOOL DISTRICT OF GFW 2365		33,483.99	1 Transactions	
	1576 SCHOOL DISTRICT OF GSL 2859				
84	87-980-000-0000-6849		875,243.81	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	1576 SCHOOL DISTRICT OF GSL 2859		875,243.81	1 Transactions	
	492 SCHOOL DISTRICT OF HLWW 2687				
85	87-980-000-0000-6849		318,101.88	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	492 SCHOOL DISTRICT OF HLWW 2687		318,101.88	1 Transactions	
	488 SCHOOL DISTRICT OF HUTCHINSON 042				
86	87-980-000-0000-6849		1,591,446.36	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	488 SCHOOL DISTRICT OF HUTCHINSON 042		1,591,446.36	1 Transactions	
	489 SCHOOL DISTRICT OF LESTER PRAIRIE C				
87	87-980-000-0000-6849		211,861.44	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	489 SCHOOL DISTRICT OF LESTER PRAIRIE C		211,861.44	1 Transactions	
	493 SCHOOL DISTRICT OF LITCHFIELD 0465				
88	87-980-000-0000-6849		510.77	50% ESTIMATED TAX SETTLEMENT	Collections For School Districts
	493 SCHOOL DISTRICT OF LITCHFIELD 0465		510.77	1 Transactions	
980	DEPT Total:		3,993,440.61	TAX COLLECTIONS	8 Vendors 8 Transactions
87	Fund Total:		3,993,440.61	TAX & PENALTY FUND	8 Transactions
	Final Total:		4,199,293.27	109 Vendors	231 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	19,587.74	GENERAL REVENUE FUND	
	3	3,134.47	ROAD & BRIDGE FUND	
	5	398.08	SOLID WASTE FUND	
	11	3,140.93	HUMAN SERVICE FUND	
	25	132,160.46	SPECIAL REVENUE FUND	
	74	932.65	FORFEITED TAX FUND	
	82	44,745.33	COMMUNITY HEALTH SERVICE	
	86	1,753.00	TRUST & AGENCY FUND	
	87	3,993,440.61	TAX & PENALTY FUND	
	All Funds	4,199,293.27	Total	Approved by,
			
			

POOL
6/2/17 9:35AM

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



Audit List for Board COMMISSIONER'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

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



POOL

6/2/17 9:35AM

1 GENERAL REVENUE FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor Name		<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>
201	DEPT		COUNTY SHERIFF'S OFFICE		
	5400 NELSON AUTO CENTER				
4	01-201-000-0000-6610		SQUAD 17-169	F17807	CAPITAL - OVER \$5,000 (FIXED ASSETS)
1	01-201-000-0000-6610		SQUAD 17-166	FH233	CAPITAL - OVER \$5,000 (FIXED ASSETS)
2	01-201-000-0000-6610		SQUAD 17-167	FH234	CAPITAL - OVER \$5,000 (FIXED ASSETS)
3	01-201-000-0000-6610		SQUAD 17-168	FH235	CAPITAL - OVER \$5,000 (FIXED ASSETS)
	5400 NELSON AUTO CENTER				
		122,357.68		4 Transactions	
201	DEPT Total:	122,357.68	COUNTY SHERIFF'S OFFICE	1 Vendors	4 Transactions
1	Fund Total:	122,357.68	GENERAL REVENUE FUND		4 Transactions
	Final Total:	122,357.68	1 Vendors	4 Transactions	

POOL
6/2/17

9:35AM

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	122,357.68	GENERAL REVENUE FUND	
	All Funds	122,357.68	Total	Approved by,
			
			

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 1

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
2709	A R ENGH HEATING & AIR CONDITIONING	610.00		HATS-REPAIR UNIT-LEAK	03-340-000-0000-6303	170270	N
	Warrant # 51537 Total...	610.00					
2777	ACE HARDWARE	16.84		PARTS	03-340-000-0000-6425	297769	N
	Warrant # 51538 Total...	16.84					
3804	ARLINGTON CHAMBER OF COMMERCE	350.00		SHIP PARTNER EXPENSE	82-862-000-0000-6350		N
	Warrant # 51539 Total...	350.00					
92	ARROW BUILDING CENTER	5.52		2X4 SUPPLIES	03-310-000-0000-6303	4200257	N
	Warrant # 51540 Total...	5.52					
604	B & B TIRE AND AUTO REPAIR LLC	61.54		#159 OC/ROTATE TIRES	01-201-000-0000-6327	11968	N
604		123.46		#150 OC/MT & BAL TIRES	01-201-000-0000-6327	11941	N
	Warrant # 51541 Total...	185.00					
1632	BOUND TREE MEDICAL LLC	232.70		FIRST AID SUPPLIES	01-201-000-0000-6449	82502079	N
	Warrant # 51542 Total...	232.70					
6090	BUSINESSWARE SOLUTIONS	27.57		MONTHLY PRINT	11-420-600-0010-6321	272611	N
6090		91.21		MONTHLY PRINT	11-420-640-0010-6321	272611	N
6090		2.74		MONTHLY PRINT	11-430-700-0010-6321	272611	N
	Warrant # 51543 Total...	121.52					
2748	CDW GOVERNMENT INC	75.00		OFFICE SUPPLIES	01-091-000-0000-6402	HVZ0028	N
	Warrant # 51544 Total...	75.00					
5918	CENTURY LINK	55.78		CIRCUIT CHARGE	01-076-000-0000-6203	66XCDS-S-17135	N
	Warrant # 51545 Total...	55.78					
5906	CENTURYLINK	2,495.27		LOCAL SERVICE	01-076-000-0000-6203	314019358	N
						05/18/2017	06/17/2017
5906		312.47		LOCAL SERVICE	01-076-000-0000-6203	313623769	N
						05/18/2017	06/17/2017
	Warrant # 51546 Total...	2,807.74					
11580	CENTURYLINK	45.09		LONG DISTANCE	01-013-000-0000-6203	320439465	N
						05/21/2017	06/20/2017
11580		623.71		LONG DISTANCE	01-076-000-0000-6203	320439465	N
						05/21/2017	06/20/2017
11580		70.91		LONG DISTANCE	01-201-000-0000-6203	320439465	N
						05/21/2017	06/20/2017

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 2

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>From Date</u>	<u>PO #</u>	<u>Tx</u>	<u>To Date</u>
11580	CENTURYLINK	51.09	LONG DISTANCE		01-485-000-0000-6203		320439465				N
							05/21/2017		06/20/2017		
11580		16.98	LONG DISTANCE		05-391-000-0000-6203		320439465				N
							05/21/2017		06/20/2017		
11580		1.20	LONG DISTANCE		05-393-000-0000-6203		320439465				N
							05/21/2017		06/20/2017		
11580		0.15	LONG DISTANCE		05-397-000-0000-6203		320439465				N
							05/21/2017		06/20/2017		
11580		298.05	LONG DISTANCE		11-420-600-0010-6203		320439465				N
							05/21/2017		06/20/2017		
11580		127.74	LONG DISTANCE		11-430-700-0010-6203		320439465				N
							05/21/2017		06/20/2017		
Warrant #	51547	Total...	1,234.92								
1402	CITY OF SHAKOPEE	4,200.00	SMDTF 2017 DUES		01-201-000-0000-6265		8269				N
Warrant #	51548	Total...	4,200.00								
3287	COLE/DARCY	18.77	MISC FOOD ITEMS		01-603-000-0000-6351		67153561593913				N
3287		28.00	MISC FOOD ITEMS		01-603-000-0000-6351		07678D/011135				N
Warrant #	51549	Total...	46.77								
3411	COMMISSIONER OF FINANCE	166.50	REIGISTERED LAND		86-935-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		5,313.00	REGISTRARS FEES		86-939-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		2,516.00	BIRTH/DEATH SURCHARGE		86-940-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		1,250.00	BIRTH RECORD SURCHARGE		86-950-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		375.00	CHILDREN SURCHARGE		86-952-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		715.00	MARR LIC SURCHARGE		86-954-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		66.00	MARR LIC SUPRVD VISIT		86-954-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		44.00	MARR LIC/MN ENABLE		86-954-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		325.00	MARR LIC/DISPL HOME REG		86-954-000-0000-6850						N
							05/01/2017		05/31/2017		
3411		90.00	MARR LIC/HEALTHY MARR		86-954-000-0000-6850						N
							05/01/2017		05/31/2017		

POOL
06/09/2017

8:02AM

Warrant Form WFXX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 3

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
							<u>From Date</u>	<u>To Date</u>	
3411	COMMISSIONER OF FINANCE	65.00	MARR LIC/COUPLES ON BRINK			86-954-000-0000-6850			N
							05/01/2017	05/31/2017	
	Warrant # 51550	Total...	10,925.50						
651	COMMISSIONER OF REVENUE	45.00	MAY USE TAX			01-117-000-0000-6303			N
651		16.00	MAY USE TAX			01-117-000-0000-6402			N
651		29.00	MAY USE TAX			01-117-000-0000-6415			N
651		14.00	MAY USE TAX			01-117-000-0000-6425			N
651		30.00	MAY USE TAX			01-520-000-0000-6257			N
651		2.00	MAY USE TAX			01-520-000-0000-6303			N
651		6.00	MAY USE TAX			01-520-000-0000-6423			N
651		4.00	MAY USE TAX			01-520-000-0000-6425			N
651		26.00	MAY USE TAX			05-391-000-0000-6269			N
651		2.00	MAY USE TAX			05-391-000-0000-6402			N
651		2.00	MAY USE TAX			05-391-000-0000-6415			N
651		13.00	MAY USE TAX			05-391-000-0000-6561			N
651		23.00	MAY USE TAX			05-393-000-0000-6241			N
651		188.00	MAY USE TAX			05-393-000-0000-6259			N
651		1,610.00	MAY USE TAX			05-393-000-0000-6269			N
651		2.00	MAY USE TAX			05-393-000-0000-6402			N
651		53.00	MAY USE TAX			05-393-000-0000-6410			N
651		240.00	MAY USE TAX			05-393-000-0000-6560			N
651		25.00	MAY USE TAX			05-397-000-0000-6259			N
651		18.00	MAY USE TAX			05-397-000-0000-6560			N
651		628.00	MAY SALES TAX (9,134)			86-956-000-0000-6850			N
651		40.00	MAY HUTCHINSON TAX (8,000)			86-966-000-0000-6850			N
	Warrant # 51551	Total...	3,016.00						
3956	CONTROL SOLUTIONS	57.00	THERMOMETER CALIBRATION			01-485-000-0000-6303	CS40138		N
3956		57.00	THERMOMETER CALIBRATION			01-485-000-0000-6303	CS40727		N
	Warrant # 51552	Total...	114.00						
8708	CROW RIVER PRESS INC	928.83	PRINT 15,000 INSERTS			25-122-000-0000-6403	31174		N
	Warrant # 51553	Total...	928.83						
1326	CULLIGAN WATER CONDITIONING	9.80	BOTTLED WATER RENTAL			03-340-000-0000-6257	173X01827809		N
	Warrant # 51554	Total...	9.80				06/01/2017	06/30/2017	
4622	D & T VENTURES	661.50	JUNE 17 E-TAX INQUIRY SUPPORT			01-041-000-0000-6350	297946		N

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 4

<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
Warrant #	51555	Total...	661.50					
704	DOBRATZ HANTGE CHAPEL		395.00	TRANSPORT OF DECEASED-LA	01-201-000-0000-6215			N
						05/23/2017	05/23/2017	
Warrant #	51556	Total...	395.00					
5223	EMERGENCY AUTOMOTIVE TECHNOLOGIE		156.29	#166 SPEAKER/BACKET	01-201-000-0000-6610	AW052617-8		N
5223			156.29	#167 SPEAKER/BACKET	01-201-000-0000-6610	AW052617-8		N
5223			156.29	#168 SPEAKER/BACKET	01-201-000-0000-6610	AW052617-8		N
5223			156.29	#169 SPEAKER/BACKET	01-201-000-0000-6610	AW052617-8		N
Warrant #	51557	Total...	625.16					
3755	EYE MED		417.45	VISION PREMIUM	01-000-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			60.80	VISION PREMIUM	03-000-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			5.20	VISION PREMIUM	05-391-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			26.15	VISION PREMIUM	05-393-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			5.20	VISION PREMIUM	05-397-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			48.32	VISION PREMIUM	11-420-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			167.84	VISION PREMIUM	11-430-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			0.92	VISION PREMIUM	82-848-000-0000-2044			N
						06/01/2017	06/30/2017	
3755			9.48	VISION PREMIUM	82-854-000-0000-2044			N
						06/01/2017	06/30/2017	
Warrant #	51558	Total...	741.36					
91	FRANKLIN PRINTING INC		141.75	INVESTIGATION NOTES	01-201-000-0000-6241	170451		N
91			93.98	2ND PAGE LETTERHEAD	01-201-000-0000-6403	170468		N
91			86.21	#10 WINDOW TINTED	11-420-600-0010-6402	170353		N
91			201.17	#10 WINDOW TINTED	11-430-700-0010-6402	170353		N
Warrant #	51559	Total...	523.11					
1473	FUN SPORTS OF HUTCHINSON INC		548.32	#4WP2 REPLACE TIRE	01-201-000-0000-6327	71175		N
1473			31.22	TAX EXEMPT	01-201-000-0000-6327	71175		N
Warrant #	51560	Total...	517.10					

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 5

Vendor #	Vendor Name	Amount	Description	Account Number	Invoice #	PO #	Tx
			OBO# On-Behalf-of-Name		From Date	To Date	
812	GAVIN WINTERS DONLEY & OSTLUND LTD	15.00	COURT APPT BW JV-17-58	01-013-000-0000-6272	20143309-001M		N
812		41.25	COURT APPT DL/CV JV-15-159	01-013-000-0000-6272	20160334-000M		N
812		90.00	COURT APPT AS/TS JV-16-176	01-013-000-0000-6272	20160274-000M		N
812		63.75	COURT APPT AS/BS JV-17-12	01-013-000-0000-6272	2007080-002M		N
812		221.25	COURT APPT AS/JJ/DB JV-16-209	01-013-000-0000-6272	20160298-000M		N
812		30.00	COURT APPT JR/NR JV-17-6	01-013-000-0000-6272	20170009-000M		N
812		255.00	COURT APPT JR/MR JV-16-118	01-013-000-0000-6272	20160207-000M		N
812		71.25	COURT APPT BW/LQ JV-17-146	01-013-000-0000-6272	20170053-000M		N
812		131.25	COURT APPT AP/RJ JV-16-140	01-013-000-0000-6272	20160222-000M		N
812		82.50	COURT APPT KO/MO JV-16-228	01-013-000-0000-6272	20160300-001M		N
812		150.00	COURT APPT NO/BB JV-17-26	01-013-000-0000-6272	20130181-002M		N
812		52.50	COURT APPT BN/DS JV-16-134	01-013-000-0000-6272	20143290-001M		N
812		15.00	COURT APPT TM/EM/MK JV-16-189	01-013-000-0000-6272	20100311-001M		N
812		150.00	COURT APPT RD/GL JV-17-72	01-013-000-0000-6272	20170100-000M		N
812		157.50	COURT APPT MK/MN/LK/JH JV-17-5	01-013-000-0000-6272	20170010-000M		N
812		112.50	COURT APPT PH/JH JV-16-142	01-013-000-0000-6272	20160223-000M		N
812		75.00	COURT APPT MH/JH JV-16-78	01-013-000-0000-6272	20170004-000M		N
812		71.25	COURT APPT CD/JG/SV JV-17-35	01-013-000-0000-6272	20170043-000M		N
812		303.75	COURT APPT AC/JS JV-17-67	01-013-000-0000-6272	20170098-000M		N
812		15.00	COURT APPT KB/RH JV-16-177	01-013-000-0000-6272	20160276-000M		N
812		1,752.71	COURT APPT SW/JW JV-15-134	01-013-000-0000-6272	20120122-000M		N
812		142.50	COURT APPT RT/MJ JV-16-54	01-013-000-0000-6272	20160089-000m		N
812		15.00	COURT APPT HS/RR JV-16-75	01-013-000-0000-6272	20160154-000M		N
812		112.50	COURT APPT ER/SA JV-16-135	01-013-000-0000-6272	20160236-000M		N
812		138.75	COURT APPT MA/NP JV-16-175	01-013-000-0000-6272	20160256-000M		N
812		165.00	COURT APPT KH/TC JV-16-207	01-013-000-0000-6272	20150003-001M		N
812		105.00	COURT APPT JW/MB JV-17-50	01-013-000-0000-6272	20170056-000M		N
812		11.25	COURT APPT CS/SR/JB JV-16-190	01-013-000-0000-6272	20160267-000M		N
812		67.50	CRT APPT B DOERING PR-17-1521	01-013-000-0000-6273	20170086-000M		N
812		191.25	CRT APPT S RADUENZ PR-17-676	01-013-000-0000-6273	20170101-000M		N
812		101.25	CRT APPT N REIMER PR-17-760	01-013-000-0000-6273	20170111-000M		N
812		371.25	CRT APPT A SAULTER PR-17-550	01-013-000-0000-6273	20160298-001M		N
812		255.00	CRT APT R SOMERVILLE PR-17-665	01-013-000-0000-6273	20170102-000M		N
812		33.75	CRT APPT D BAUNE PR-17-437	01-013-000-0000-6273	20140075-000M		N
	Warrant # 51561	Total...	5,566.46				
6906	GLENCOE CO OP ASSN	640.50	SLATS LP	03-340-000-0000-6255	264875		N
6906		22.50	LP GAS	03-340-000-0000-6255	23526		N
6906		64.86	LP GAS-CRAKFILLING	03-340-000-0000-6255	22249		N

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 6

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>	
6906	GLENCOE CO OP ASSN	16.25	LP GAS		03-340-000-0000-6255	22248		N
6906		59.18	DIESEL-SLATS		03-340-000-0000-6567	139717		N
6906		41.10	DIESEL-SLATS		03-340-000-0000-6567	139717		N
6906		257.83	DIESEL-SLATS		03-340-000-0000-6567	139717		N
6906		587.89	DIESEL-SLATS		03-340-000-0000-6567	139717		N
	Warrant # 51562	Total...	1,690.11					
273	GOPHER STATE ONE-CALL	89.10	LOCATES-66		03-310-000-0000-6254	7051112		N
						05/01/2017	05/31/2017	
	Warrant # 51563	Total...	89.10					
3328	GURSTEL CHARGO PA	280.49	GARNISHMENT		03-000-000-0000-2055	683730		N
						05/14/2017	05/27/2017	
	Warrant # 51564	Total...	280.49					
3953	HEISEL/ALICE M	13,980.01	ACQUISITION ONE ROD GRASS		20-680-000-0000-6302	10.033.0500		N
	Warrant # 51565	Total...	13,980.01					
2726	HELENA CHEMICAL CO	136.08	WEED SPRAYING CHEMICAL		03-310-000-0000-6508	134731675		N
	Warrant # 51566	Total...	136.08					
1930	HERALD JOURNAL PUBLISHING INC	48.33	PUBLIC HEARING NOTICE		01-041-000-0000-6241	5312017		N
						05/01/2017	05/01/2017	
1930		102.00	MAINT WORKER III/SUMMER WORKER		03-330-000-0000-6241			N
	Warrant # 51567	Total...	150.33					
869	HILLYARD HUTCHINSON	418.17	CLEANING SUPPLIES		01-116-000-0000-6415	602551653		N
869		41.06	TOILET PAPER		03-310-000-0000-6425	602533401		N
	Warrant # 51568	Total...	459.23					
4158	HP INC	302.00	COMPUTER MONITORS-BS		03-330-000-0000-6612	58518776		N
	Warrant # 51569	Total...	302.00					
136	HUTCHINSON CO-OP	30.87	TIRE REPAIR		01-117-000-0000-6303	758509		N
136		5.56	FINANCE CHARGE		01-117-000-0000-6350	990531		N
136		322.14	GRASS SEED		01-117-000-0000-6423	740152		N
136		21.54	DIESEL		01-117-000-0000-6455	741376		N
136		27.00	DIESEL		01-117-000-0000-6455	749671		N
136		30.64	DIESEL		01-117-000-0000-6455	757042		N
136		51.00	OIL		01-117-000-0000-6455	757646		N
136		20.00	GAS		01-117-000-0000-6455	766218		N

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 7

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>From Date</u>	<u>PO #</u>	<u>Tx</u>
136	HUTCHINSON CO-OP	18.18	DIESEL			01-117-000-0000-6455	773901			N
	Warrant # 51570	Total...	526.93							
137	HUTCHINSON LEADER	56.98	PAC PUBL			01-107-000-0000-6241	300846			N
137		120.00	24 MONTH SUBSCRIPTION			01-603-000-0000-6450	1001432			N
137		1,050.00	INSERT 15,000 FLIERS			25-122-000-0000-6240	748810			N
	Warrant # 51571	Total...	1,226.98							
6009	INNOVATIVE OFFICE SOLUTIONS LLC	52.17	HEADSET A NELSON			11-430-700-0010-6402	IN1616262			N
	Warrant # 51572	Total...	52.17							
3584	JONNY ROCKS BODY SHOP	1,345.23	#153 SQUAD REPAIR			01-201-000-0000-6327	878			N
	Warrant # 51573	Total...	1,345.23							
1129	KDUZ AM KARP FM RADIO	53.00	HELP WANTED AD			01-031-000-0000-6241	33529-1			N
	Warrant # 51574	Total...	53.00							
3885	KEVIN POST AGENCY	95.30	1 MONTH INSURANCE			01-485-000-0000-6350				N
	Warrant # 51575	Total...	95.30							
3950	LONCORICH/FRANKLIN E	4,972.17	ACQUISITION ONE ROD GRASS			20-680-000-0000-6302	10.032.0450			N
	Warrant # 51576	Total...	4,972.17							
3951	LONCORICH/STEVEN	4,972.15	ACQUISITION ONE ROD GRASS			20-680-000-0000-6302	10.032.0450			N
	Warrant # 51577	Total...	4,972.15							
1241	MADISON NATIONAL LIFE INSURANCE CO	1,505.25	STD PREMIUM			01-000-000-0000-2041				N
							06/01/2017		06/30/2017	
1241		1,295.51	LTD PREMIUM			01-000-000-0000-2050				N
							06/01/2017		06/30/2017	
1241		82.39	STD PREMIUM			03-000-000-0000-2041				N
							06/01/2017		06/30/2017	
1241		185.98	LTD PREMIUM			03-000-000-0000-2050				N
							06/01/2017		06/30/2017	
1241		23.20	STD PREMIUM			05-391-000-0000-2041				N
							06/01/2017		06/30/2017	
1241		25.52	LTD PREMIUM			05-391-000-0000-2050				N
							06/01/2017		06/30/2017	
1241		39.00	STD PREMIUM			05-393-000-0000-2041				N
							06/01/2017		06/30/2017	
1241		14.84	LTD PREMIUM			05-393-000-0000-2050				N
							06/01/2017		06/30/2017	

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 8

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
							<u>From Date</u>	<u>To Date</u>	
1241	MADISON NATIONAL LIFE INSURANCE CO	39.50	STD PREMIUM			05-397-000-0000-2041			N
							06/01/2017	06/30/2017	
1241		9.90	LTD PREMIUM			05-397-000-0000-2050			N
							06/01/2017	06/30/2017	
1241		269.28	STD PREMIUM			11-420-000-0000-2041			N
							06/01/2017	06/30/2017	
1241		167.77	LTD PREMIUM			11-420-000-0000-2050			N
							06/01/2017	06/30/2017	
1241		1,286.15	STD PREMIUM			11-430-000-0000-2041			N
							06/01/2017	06/30/2017	
1241		428.99	LTD PREMIUM			11-430-000-0000-2050			N
							06/01/2017	06/30/2017	
1241		2.00	LTD PREMIUM			82-848-000-0000-2050			N
							06/01/2017	06/30/2017	
1241		46.40	STD PREMIUM			82-853-000-0000-2041			N
							06/01/2017	06/30/2017	
1241		30.80	LTD PREMIUM			82-853-000-0000-2050			N
							06/01/2017	06/30/2017	
1241		43.46	STD PREMIUM			82-854-000-0000-2041			N
							06/01/2017	06/30/2017	
1241		20.96	LTD PREMIUM			82-854-000-0000-2050			N
							06/01/2017	06/30/2017	
Warrant #	51578	Total...	5,516.90						
1160	MCLEOD COUNTY AUDITOR TREASURER	21.00	#147 LICENSE PLATE FEE			01-201-000-0000-6327			N
	Warrant #	51579	Total...	21.00					
658	MCLEOD PUBLISHING INC	91.00	PROPERTY TAX REMINDER			01-041-000-0000-6241			N
							05/03/2017	05/10/2017	
658		36.56	LGL PUBL (PAC)			01-107-000-0000-6241			N
658		21.13	PETITION AD			20-664-000-0000-6302			N
							04/26/2017	04/26/2017	
658		21.13	PETITION AD			20-664-000-0000-6302			N
							05/03/2017	05/03/2017	
658		21.13	PETITION AD			20-664-000-0000-6302			N
							05/10/2017	05/10/2017	
Warrant #	51580	Total...	190.95						
3754	MCLEOD SIBLEY HEALTH INSURANCE	44,612.04	MEDICAL PREMIUM			01-000-000-0000-2045			N
							06/01/2017	06/30/2017	
3754		3,492.00	MEDICAL PREMIUM			01-000-000-0000-2052			N

POOL
06/09/2017

8:02AM
Warrant Form WFXX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 9

<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>From Date</u>	<u>PO #</u>	<u>Tx</u>	<u>To Date</u>
3754			28,457.00	MEDICAL PREMIUM			03-000-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			6,501.00	MEDICAL PREMIUM			05-391-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			3,834.55	MEDICAL PREMIUM			05-393-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			909.00	MEDICAL PREMIUM			05-397-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			23,322.37	MEDICAL PREMIUM			11-420-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			78,448.63	MEDICAL PREMIUM			11-430-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			43.95	MEDICAL PREMIUM			25-612-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			175.77	MEDICAL PREMIUM			25-613-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			1,630.05	MEDICAL PREMIUM			25-886-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			163.61	MEDICAL PREMIUM			82-848-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			2,411.00	MEDICAL PREMIUM			82-853-000-0000-2045		06/01/2017			06/30/2017
											N	
3754			1,598.03	MEDICAL PREMIUM			82-854-000-0000-2045		06/01/2017			06/30/2017
											N	
	Warrant #	51581	Total...	195,599.00					06/01/2017			06/30/2017
222	MEEKER COUNTY TREASURER		4,941.56	1ST QTR MCH 2017			82-853-000-0000-6859					N
	Warrant #	51582	Total...	4,941.56								
45679	METRO LEGAL SERVICES INC		100.00	SVC OF DOC			01-091-000-0000-6350	3011491				N
45679			70.00	SVC OF DOC			01-091-000-0000-6350	3011512				N
45679			70.00	SVC OF DOC			01-091-000-0000-6350	3011514				N
	Warrant #	51583	Total...	240.00								
1857	METRO SALES INC		541.47	COPIER MAINT MPC4503-ATTORNEY			01-076-000-0000-6321	INV802827				N
1857			243.40	COPIER MAINT MPC3503-ZONING			01-076-000-0000-6321	INV805949				N
1857			301.11	RICOH MP7502SP CS HALLWAY			11-420-600-0010-6321	INV802807				N
1857			293.18	RICOH MP7502SP CS HALLWAY			11-420-640-0010-6321	INV802807				N
1857			198.10	RICOH MP7502SP CS HALLWAY			11-430-700-0010-6321	INV802807				N

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 10

<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
	<u>Warrant #</u>			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
	Warrant #	51584	Total...	1,577.26				
3028	MINNESOTA CHILD SUPPORT PAYMENT CM		257.96	CHILD SUPPORT	01-000-000-0000-2056	001447664801		N
						05/14/2017	05/27/2017	
3028			317.48	CHILD SUPPORT	01-000-000-0000-2056	001124208702		N
						05/14/2017	05/27/2017	
3028			130.13	CHILD SUPPORT	01-000-000-0000-2056	001499730601		N
						05/14/2017	05/27/2017	
3028			117.67	CHILD SUPPORT	01-000-000-0000-2056	001436294701		N
						05/14/2017	05/27/2017	
3028			329.48	CHILD SUPPORT	01-000-000-0000-2056	001530953002		N
						05/14/2017	05/27/2017	
3028			29.07	CHILD SUPPORT	01-000-000-0000-2056	001113891901		N
						05/14/2017	05/27/2017	
3028			268.57	CHILD SUPPORT	05-397-000-0000-2056	001492611501		N
						05/14/2017	05/27/2017	
3028			276.88	CHILD SUPPORT	11-430-000-0000-2056	001486828601		N
						05/14/2017	05/27/2017	
	Warrant #	51585	Total...	1,727.24				
9820	MINNESOTA COUNTIES COMPUTER COOPE		772.50	PAYROLL & ESS 2ND QTR 2017	01-065-000-0000-6350	2Y1702006		N
	Warrant #	51586	Total...	772.50				
1004	MINNESOTA DEPARTMENT OF REVENUE		40,422.20	MAY MTG REG	86-833-000-0000-6850			N
1004			36,379.98	JUNE ACCELERATED	86-833-000-0000-6850			N
1004			44,830.49	MAY DEED TAX	86-834-000-0000-6850			N
1004			40,347.44	JUNE ACCELERATED	86-834-000-0000-6850			N
	Warrant #	51587	Total...	161,980.11				
509	MINNESOTA DNR		941.50	DNR	86-975-000-0000-6850			N
						05/31/2017	06/05/2017	
509			79.00	G & F	86-976-000-0000-6850			N
						05/31/2017	06/05/2017	
	Warrant #	51588	Total...	1,020.50				
1360	MINNESOTA MUTUAL		2,266.46	LIFE PREMIUM	01-000-000-0000-2049			N
						06/01/2017	06/30/2017	
1360			15.00	LIFE PREMIUM	01-000-000-0000-2053			N
						06/01/2017	06/30/2017	
1360			288.22	LIFE PREMIUM	03-000-000-0000-2049			N
						06/01/2017	06/30/2017	
1360			82.88	LIFE PREMIUM	05-391-000-0000-2049			N

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 11

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>From Date</u>	<u>PO #</u>	<u>Tx</u>	<u>To Date</u>
1360		51.14	LIFE PREMIUM			05-393-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		16.65	LIFE PREMIUM			05-397-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		348.31	LIFE PREMIUM			11-420-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		1,067.75	LIFE PREMIUM			11-430-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		0.24	LIFE PREMIUM			25-612-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		1.00	LIFE PREMIUM			25-613-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		5.02	LIFE PREMIUM			25-886-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		0.97	LIFE PREMIUM			82-848-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		40.19	LIFE PREMIUM			82-853-000-0000-2049		06/01/2017			06/30/2017
										N	
1360		13.61	LIFE PREMIUM			82-854-000-0000-2049		06/01/2017			06/30/2017
										N	
	Warrant #	51589	Total...		4,197.44			06/01/2017			06/30/2017
1336	MINNESOTA STATE BAR ASSOCIATION	197.50	DUES-M JUNGE			01-091-000-0000-6245	ID#2826				N
1336		169.50	DUES-A OLSON			01-091-000-0000-6245	ID#44951				N
1336		144.50	DUES-D PROVENCHER			01-091-000-0000-6245	ID #50817				N
	Warrant #	51590	Total...		511.50						
2878	MINNESOTA STATE BOARD OF ASSESSORS	55.00	LICENSE RENEWAL-S MCCOY			01-103-000-0000-6245					N
2878		55.00	LICENSE RENEWAL-S NEMEC			01-103-000-0000-6245					N
2878		55.00	LICENSE RENEWAL-J SELL			01-103-000-0000-6245					N
2878		105.00	LICENSE RENEWAL-SUE SCHULZ			01-103-000-0000-6245					N
2878		80.00	LICENSE RENEWAL-B CHMEILEWSKI			01-103-000-0000-6245					N
	Warrant #	51591	Total...		350.00						
46478	MINNESOTA SUPERVISORS CONFERENCE	60.00	REG 2017 SUPERVISORS CONF-AM			01-485-000-0000-6245					N
	Warrant #	51592	Total...		60.00						
5253	NORTH CENTRAL INTERNATIONAL	133.70	PARTS			03-340-000-0000-6425	167498				N
	Warrant #	51593	Total...		133.70						

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 12

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
243	NORTHERN SAFETY CO INC	77.27	SAFETY SUPPLIES	03-310-000-0000-6568	90423438301		N
	Warrant # 51594	Total... 77.27					
3770	NOW MIRCO INC	2,726.00	ENGINEERING LAPTOP	03-330-000-0000-6612	490497		N
	Warrant # 51595	Total... 2,726.00					
5771	NU-TELECOM	1,550.60	EXT PRI SW B1	01-076-000-0000-6203	82016402		N
					06/01/2017	06/30/2017	
5771		79.90	PHONE FOR JUNE	01-117-000-0000-6203	82016616		N
					06/01/2017	06/30/2017	
5771		143.68	111-2290 SPEC ACC VOICE	01-201-000-0000-6203	82039274		N
					06/01/2017	06/30/2017	
5771		52.72	PIEPENBURG 587-2082	01-520-000-0000-6203	82016402		N
					06/01/2017	06/30/2017	
5771		113.39	CABLE	25-252-000-0000-6460	82038079		N
					06/01/2017	06/30/2017	
5771		588.30	587-0405 E-911	25-285-000-0000-6203	82039649		N
					06/01/2017	06/30/2017	
	Warrant # 51596	Total... 2,528.59					
8564	OFFICE DEPOT INC	52.89	OFFICE SUPPLIES	01-091-000-0000-6402	929280925001		N
8564		57.84	SUPPLIES (ADMIN)	01-485-000-0000-6402	829658008001		N
8564		12.99	SUPPLIES (COMM CARE)	01-485-000-0000-6402	929661953001		N
8564		59.28	OFFICE SUPPLIES	03-330-000-0000-6402	929422263001		N
	Warrant # 51597	Total... 183.00					
2734	PACT FOR FAMILIES COLLABORATIVE	315.00	REG BOUNDARIES & ETHICS	01-485-000-0000-6245	602		N
	Warrant # 51598	Total... 315.00					
743	PLUNKETTS PEST CONTROL INC	470.60	GENERAL PEST CONTROL	01-117-000-0000-6303	5687891		T
	Warrant # 51599	Total... 470.60					
6263	PRECISE MRM LLC	22.31	APRIL DATA FOR GPS UNITS	03-330-000-0000-6321	10200-1012853		N
	Warrant # 51600	Total... 22.31					
1457	PRO AUTO & TRANSMISSION REPAIR INC	37.70	#161 OC/ROTATE TIES	01-201-000-0000-6327	3064217		N
	Warrant # 51601	Total... 37.70					
2052	ROLFZEN/LUAINE	263.50	SEWING POSSE PATCHES	25-225-000-0000-6350			N
	Warrant # 51602	Total... 263.50					
7118	RUNNINGS SUPPLY INC	32.16	BOOSTER CABLES	01-117-000-0000-6425	4338080		N

POOL
06/09/2017

8:02AM
Warrant Form WFX
Auditor's Warrants

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

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 13

Vendor #	Vendor Name	Amount	Description	Account Number	Invoice #	PO #	Tx
			OBO#	On-Behalf-of-Name	From Date	To Date	
7118	RUNNINGS SUPPLY INC	12.87	TRIMMER LINE	01-117-000-0000-6425	4338571		N
	Warrant # 51603	Total... 45.03					
3960	SAM LARRY LLC	664.92	2015 INTEREST 43-CV-15-484	01-041-000-0000-6810	22.137.0132		N
3960		278.63	2016 INTEREST 43-CV-15-1631	01-041-000-0000-6810	22.137.0132		N
3960		10,062.00	2015 TAX COURT 43-CV-15-484	87-980-000-0000-6810	22.137.0132		N
3960		10,420.00	2016 TAX COURT 43-CV-15-1631	87-980-000-0000-6810	22.137.0132		N
	Warrant # 51604	Total... 21,425.55					
432	SAMS TIRE SERVICE	1,108.00	TIRES	03-340-000-0000-6563	131289		N
	Warrant # 51605	Total... 1,108.00					
60963	SEVEN COUNTY PROCESS SERVERS LLC	15.00	SVC OF DOC	01-091-000-0000-6350	20170849		N
60963		55.00	SVC OF DOC	01-091-000-0000-6350	20170850		N
	Warrant # 51606	Total... 70.00					
9825	SHORT ELLIOTT HENDRICKSON INC	1,435.90	ENGINEERING WORK CD #22	20-635-000-0000-6302	330176		N
9825		184.20	ENGINEERING WORK CD #22	20-635-000-0000-6302	331759		N
9825		2,075.83	ENGINEERING WORK JD #9	20-669-000-0000-6302	331760		N
	Warrant # 51607	Total... 3,695.93					
79	SIBLEY COUNTY SHERIFF	50.00	SVC OF DOC	01-091-000-0000-6350	1488		N
79		50.00	SVC OF DOC	01-091-000-0000-6350	1491		N
	Warrant # 51608	Total... 100.00					
314	SIBLEY COUNTY TREASURER	3,260.57	1ST QTR MCH 2017	82-853-000-0000-6859			N
	Warrant # 51609	Total... 3,260.57					
1420	ST PAULS LUTHERAN SCHOOL	214.65	SHIP PARTNER EXPENSE-SCHOOLS	82-862-000-0000-6350			N
	Warrant # 51610	Total... 214.65					
3954	STOCKMEN'S GREENHOUSE & LANDSCAPIN	289.50	SHIP PARTNER EXPENSE	82-862-000-0000-6350			N
	Warrant # 51611	Total... 289.50					
2342	TRANSUNION RISK & ALTERNATIVE	25.00	DATA PERSON SEARCH	01-201-000-0000-6265	545393		N
	Warrant # 51612	Total... 25.00					
3093	TRUSTMARK VOLUNTARY BENEFIT SOLUTI	1,425.76	JUNE BILLING	01-000-000-0000-2049			N
	Warrant # 51613	Total... 1,425.76					
3955	UECKER/REGINALD	12,575.32	ACQUISTION ONE ROD GRASS	20-680-000-0000-6302	100310100/0200		N

POOL
06/09/2017

8:02AM

Warrant Form WFX
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 14

<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
Warrant #	51614	Total...	12,575.32					
3945	VANDEN LANGENBERG/RACHEL		50.00	SINGING-MEMORIAL SERVICES	25-228-000-0000-6350	100		N
						05/02/2017	05/02/2017	
Warrant #	51615	Total...	50.00					
3952	WENDLANDT/BRENT		7,424.79	ACQUISITION ONE ROD GRASS	20-680-000-0000-6302	10.034.0550		N
Warrant #	51616	Total...	7,424.79					
1083	WEX BANK		787.38	UNLEADED FUEL	03-340-000-0000-6455	49973800		N
						05/01/2017	05/31/2017	
1083			12.50	MISC-PREV PER REBATE	03-340-000-0000-6455	49973800		N
1083			528.54	DIESEL FUEL	03-340-000-0000-6567	49973800		N
						05/01/2017	05/31/2017	
Warrant #	51617	Total...	1,303.42					
2625	WISCH/ROBERT		1,137.13	ACQUISITION ONE ROD GRASS	20-680-000-0000-6302	12.035.0600		N
Warrant #	51618	Total...	1,137.13					
252	WM MUELLER & SONS INC		235.42	PATCHING MATERIAL	03-310-000-0000-6506	223346		N
252			79.00	PATCHING MATERIAL	03-310-000-0000-6506	223346		N
252			158.00	PATCHING MATERIAL	03-310-000-0000-6506	223346		N
252			79.00	PATCHING MATERIAL	03-310-000-0000-6506	223346		N
252			124.03	PATCHING MATERIAL	03-310-000-0000-6506	223878		N
252			39.50	PATCHING MATERIAL	03-310-000-0000-6506	223878		N
252			42.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			14.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			28.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			14.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			21.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			7.00	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			136.50	TACK MATERIAL	03-310-000-0000-6506	17-132		N
252			748.13	PATCHING MATERIAL	03-310-000-0000-6506	224119		N
Warrant #	51619	Total...	1,725.58					
Warrant Form	WFX	Total...	505,636.75	297 Transactions				

POOL
06/09/2017

8:02AM

Warrant Form WFXX-ACH
Auditor's Warrants

McLeod County IFS



WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017

Page 15

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>	<u>Tx</u>
							<u>From Date</u>	<u>To Date</u>	
134	CITY OF HUTCHINSON	298.14	VAN FUEL			01-121-000-0000-6455	0000042168		N
							05/01/2017	05/31/2017	
134		391.76	FUEL			01-201-000-0000-6455	0000042166		N
							05/01/2017	05/31/2017	
134		38.22	DODGE FUEL			05-393-000-0000-6350	000042167		N
							05/01/2017	05/31/2017	
134		4.32	MAY LODGING TAX			86-965-000-0000-6850			N
	Warrant # 208	Total...	732.44						
	Warrant Form WFXX-ACH	Total...	732.44		4 Transactions				
	Final Total...	506,369.19			301 Transactions				

POOL
06/09/2017

8:02AM

Warrant Form WFXX-ACH
Auditor's Warrants

McLeod County IFS

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 16

<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>
83		505,636.75	WFXX	51537	51619	06/09/2017	06/09/2017		
1		732.44	WFXX-ACH	208	208	06/09/2017	06/09/2017	0	1 732.44
		506,369.19	TOTAL						

POOL
06/09/2017

8:02AM

Warrant Form WFX-ACH
Auditor's Warrants

McLeod County IFS

WARRANT REGISTER
Auditor Warrants

Approved 06/09/2017
Pay Date 06/09/2017



Page 17

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>
1	83,044.77	GENERAL REVENUE FUND	689.90	82,354.87
3	39,512.95	ROAD & BRIDGE FUND	-	39,512.95
5	14,110.85	SOLID WASTE FUND	38.22	14,072.63
11	107,511.54	HUMAN SERVICE FUND	-	107,511.54
20	48,820.89	COUNTY DITCH FUND	-	48,820.89
25	4,850.05	SPECIAL REVENUE FUND	-	4,850.05
82	13,437.71	COMMUNITY HEALTH SERVI	-	13,437.71
86	174,598.43	TRUST & AGENCY FUND	4.32	174,594.11
87	20,482.00	TAX & PENALTY FUND	-	20,482.00
	506,369.19	TOTAL	732.44	505,636.75
			TOTAL ACH	TOTAL NON-ACH

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6/12/17 12:23PM

***** 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
6/12/17 12:23PM
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>
41	DEPT				COUNTY AUDITOR-TREASURER'S		
	3966	PINES OF HUTCHINSON					
3		01-041-000-0000-6810		611.48	INTEREST 43-CV-14-643	23.489.0010	REFUNDS AND REIMBURSEMENTS
5		01-041-000-0000-6810		359.18	INTEREST 43-CV-15-600	23.489.0010	REFUNDS AND REIMBURSEMENTS
7		01-041-000-0000-6810		155.07	INTEREST 43-CV-16-613	23.489.0010	REFUNDS AND REIMBURSEMENTS
	3966	PINES OF HUTCHINSON		1,125.73	3 Transactions		
	3962	SECOND CENTURY HOUSING					
15		01-041-000-0000-6810		921.84	INTEREST 43-CV-14-642	23.489.0020	REFUNDS AND REIMBURSEMENTS
17		01-041-000-0000-6810		472.21	INTEREST 43-CV-15-601	23.489.0020	REFUNDS AND REIMBURSEMENTS
19		01-041-000-0000-6810		152.02	INTEREST 43-CV-16-612	23.489.0020	REFUNDS AND REIMBURSEMENTS
	3962	SECOND CENTURY HOUSING		1,546.07	3 Transactions		
41	DEPT Total:			2,671.80	COUNTY AUDITOR-TREASURER'S	2 Vendors	6 Transactions
1	Fund Total:			2,671.80	GENERAL REVENUE FUND		6 Transactions

POOL
 6/12/17 12:23PM
 3 ROAD & BRIDGE FUND

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
330	DEPT				HIGHWAY ADMINISTRATION		
	503	BUFFALO CREEK WATERSHED DISTRICT					
30		03-330-000-0000-6352		887.06	MARSH PROJECT ASSESSMENT		DITCH LEVIES
	503	BUFFALO CREEK WATERSHED DISTRICT		887.06	1 Transactions		
330	DEPT Total:			887.06	HIGHWAY ADMINISTRATION	1 Vendors	1 Transactions
3	Fund Total:			887.06	ROAD & BRIDGE FUND		1 Transactions

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



POOL
6/12/17 12:23PM
20 COUNTY DITCH FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 4

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
633	DEPT				COUNTY DITCH #20 REDETERMINED		
	3964	CARLSON BROTHERS OF DARWIN LLLP					
1		20-633-000-0000-6302		5,775.00	2016 CROP DAMAGES		Construction And Repairs
	3964	CARLSON BROTHERS OF DARWIN LLLP		5,775.00	1 Transactions		
	78	PFM FINANCIAL ADVISORS LLC					
8		20-633-000-0000-6720		4,227.68	FINANCIAL ADVISORY SERVICES	500071	Interest
	78	PFM FINANCIAL ADVISORS LLC		4,227.68	1 Transactions		
633	DEPT Total:			10,002.68	COUNTY DITCH #20 REDETERMINED	2 Vendors	2 Transactions
635	DEPT				COUNTY DITCH #22 REDETERMINED		
	1160	MCLEOD COUNTY AUDITOR TREASURER					
31		20-635-000-0000-6302		43,248.98	DITCH OUTLET FEE TO CD#20	01.820.0001	Construction And Repairs
	1160	MCLEOD COUNTY AUDITOR TREASURER		43,248.98	1 Transactions		
	78	PFM FINANCIAL ADVISORS LLC					
9		20-635-000-0000-6720		1,409.23	FINANCIAL ADVISORY SERVICES	500071	Interest
	78	PFM FINANCIAL ADVISORS LLC		1,409.23	1 Transactions		
635	DEPT Total:			44,658.21	COUNTY DITCH #22 REDETERMINED	2 Vendors	2 Transactions
637	DEPT				COUNTY DITCH #26		
	78	PFM FINANCIAL ADVISORS LLC					
10		20-637-000-0000-6720		331.51	FINANCIAL ADVISORY SERVICES	500071	INTEREST
	78	PFM FINANCIAL ADVISORS LLC		331.51	1 Transactions		
637	DEPT Total:			331.51	COUNTY DITCH #26	1 Vendors	1 Transactions
638	DEPT				COUNTY DITCH #27		
	78	PFM FINANCIAL ADVISORS LLC					
11		20-638-000-0000-6720		931.91	FINANCIAL ADVISORY SERVICES	500071	Interest
	78	PFM FINANCIAL ADVISORS LLC		931.91	1 Transactions		
638	DEPT Total:			931.91	COUNTY DITCH #27	1 Vendors	1 Transactions
643	DEPT				COUNTY DITCH #33		

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



POOL
6/12/17 12:23PM
20 COUNTY DITCH 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
12	78 PFM FINANCIAL ADVISORS LLC					
	20-643-000-0000-6720		7,386.29	FINANCIAL ADVISORY SERVICES	500071	Interest
	78 PFM FINANCIAL ADVISORS LLC		7,386.29	1 Transactions		
643	DEPT Total:		7,386.29	COUNTY DITCH #33	1 Vendors	1 Transactions
695	DEPT			BUFFALO CREEK MARSH PROJECT		
13	78 PFM FINANCIAL ADVISORS LLC					
	20-695-000-0000-6720		9,913.18	FINANCIAL ADVISORY SERVICES	500071	INTEREST
	78 PFM FINANCIAL ADVISORS LLC		9,913.18	1 Transactions		
695	DEPT Total:		9,913.18	BUFFALO CREEK MARSH PROJECT	1 Vendors	1 Transactions
20	Fund Total:		73,223.78	COUNTY DITCH FUND		8 Transactions

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



POOL
6/12/17 12:23PM
25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 6

	<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>
807	DEPT				DESIGNATED FOR CAPITAL ASSETS		
	9825	SHORT ELLIOTT HENDRICKSON INC					
32		25-807-000-0000-6610		890.00	JAIL ADDITIONAL STAKING	326970	Capital - Over \$5,000 (Fixed Assets)
	9825	SHORT ELLIOTT HENDRICKSON INC		890.00	1 Transactions		
807	DEPT Total:			890.00	DESIGNATED FOR CAPITAL ASSETS	1 Vendors	1 Transactions
25	Fund Total:			890.00	SPECIAL REVENUE FUND		1 Transactions

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



POOL

6/12/17 12:23PM

87 TAX & PENALTY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 7

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
980	DEPT		TAX COLLECTIONS		
3966	PINES OF HUTCHINSON				
2	87-980-000-0000-6810	5,682.00	14 TAX COURT 43-CV-14-643	23.489.0010	REFUNDS AND REIMBURSEMENTS
4	87-980-000-0000-6810	5,546.00	15 TAX COURT 43-CV-15-600	23.489.0010	REFUNDS AND REIMBURSEMENTS
6	87-980-000-0000-6810	5,896.00	16 TAX COURT 43-CV-16-613	23.489.0010	REFUNDS AND REIMBURSEMENTS
3966	PINES OF HUTCHINSON	17,124.00	3 Transactions		
3962	SECOND CENTURY HOUSING				
14	87-980-000-0000-6810	8,566.00	14 TAX COURT 43-CV-14-642	23.489.0020	REFUNDS AND REIMBURSEMENTS
16	87-980-000-0000-6810	5,434.00	15 TAX COURT 43-CV-15-601	23.489.0020	REFUNDS AND REIMBURSEMENTS
18	87-980-000-0000-6810	5,780.00	16 TAX COURT 43-CV-16-612	23.489.0020	REFUNDS AND REIMBURSEMENTS
3962	SECOND CENTURY HOUSING	19,780.00	3 Transactions		
980	DEPT Total:	36,904.00	TAX COLLECTIONS	2 Vendors	6 Transactions
982	DEPT		MISCELLANEOUS TAX COLLECTIONS		
32	CITY OF BROWNTON				
20	87-982-000-0000-6850	1,660.68	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
32	CITY OF BROWNTON	1,660.68	1 Transactions		
4917	CITY OF GLENCOE				
21	87-982-000-0000-6850	3,764.01	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
4917	CITY OF GLENCOE	3,764.01	1 Transactions		
134	CITY OF HUTCHINSON				
22	87-982-000-0000-6850	13,211.14	2017 HHRA SETTLEMENT		Collections For Other Agencies
134	CITY OF HUTCHINSON	13,211.14	1 Transactions		
10359	CITY OF LESTER PRAIRIE				
23	87-982-000-0000-6850	802.10	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
10359	CITY OF LESTER PRAIRIE	802.10	1 Transactions		
315	CITY OF SILVER LAKE				
24	87-982-000-0000-6850	522.43	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
315	CITY OF SILVER LAKE	522.43	1 Transactions		
324	CITY OF STEWART				
25	87-982-000-0000-6850	870.94	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies

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



POOL
6/12/17 12:23PM
87 TAX & PENALTY FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 8

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
324	CITY OF STEWART			1 Transactions	
5845	SCHOOL DISTRICT OF BLH 2159				
27	87-982-000-0000-6850	16.13	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
5845	SCHOOL DISTRICT OF BLH 2159	16.13	1 Transactions		
1576	SCHOOL DISTRICT OF GSL 2859				
28	87-982-000-0000-6850	1,007.11	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
1576	SCHOOL DISTRICT OF GSL 2859	1,007.11	1 Transactions		
488	SCHOOL DISTRICT OF HUTCHINSON 042				
29	87-982-000-0000-6850	4,723.86	2017 HHRA SETTLEMENT		Collections For Other Agencies
488	SCHOOL DISTRICT OF HUTCHINSON 042	4,723.86	1 Transactions		
489	SCHOOL DISTRICT OF LESTER PRAIRIE (
26	87-982-000-0000-6850	104.31	2017 1ST HALF HRA SETTLEMENT		Collections For Other Agencies
489	SCHOOL DISTRICT OF LESTER PRAIRIE (104.31	1 Transactions		
982	DEPT Total:	26,682.71	MISCELLANEOUS TAX COLLECTIONS	10 Vendors	10 Transactions
87	Fund Total:	63,586.71	TAX & PENALTY FUND		16 Transactions
	Final Total:	141,259.35	24 Vendors	32 Transactions	

POOL
6/12/17

12:23PM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 9

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	2,671.80	GENERAL REVENUE FUND	
	3	887.06	ROAD & BRIDGE FUND	
	20	73,223.78	COUNTY DITCH FUND	
	25	890.00	SPECIAL REVENUE FUND	
	87	63,586.71	TAX & PENALTY FUND	
	All Funds	141,259.35	Total	Approved by,
			
			

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Teamsters, (hereafter "Union") representing employees in the Clerical unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

1. To the extent Minnesota Statute § 181.9413, as amended, provides benefits in excess of the current collective bargaining agreement, an employees may use accrued sick leave benefits in a manner consistent with the statute effective August 1, 2013.
2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Teamsters Clerical

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Teamsters, (hereafter "Union") representing employees in the Highway unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

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2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Teamsters Highway

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Law Enforcement Labor Services, Inc, (hereafter "Union") representing employees in the Local 320 Licensed Sergeants unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

1. To the extent Minnesota Statute § 181.9413, as amended, provides benefits in excess of the current collective bargaining agreement, an employees may use accrued sick leave benefits in a manner consistent with the statute effective August 1, 2013.
2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Local 320 Licensed Sergeants

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Law Enforcement Labor Services, Inc, (hereafter "Union") representing employees in the Local 329 Non- Licensed Sergeants unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

1. To the extent Minnesota Statute § 181.9413, as amended, provides benefits in excess of the current collective bargaining agreement, an employees may use accrued sick leave benefits in a manner consistent with the statute effective August 1, 2013.
2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Local 329 Non- Licensed Sergeants

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Minnesota Public Employees Association (hereafter "Union") representing employees in the Deputy unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

1. To the extent Minnesota Statute § 181.9413, as amended, provides benefits in excess of the current collective bargaining agreement, an employees may use accrued sick leave benefits in a manner consistent with the statute effective August 1, 2013.
2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Minnesota Public Employees Association Deputy Unit

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Minnesota Public Employees Association (hereafter "Union") representing employees in the Communications/Corrections unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, Minnesota Statute § 181.9413 was amended in 2013 to allow for the use of the employee's accrued sick leave benefits for absence due to illness or injury to the employee's adult children, spouse, siblings, parents, grandparents and stepparents effective August 1, 2013.

WHEREAS, pursuant to the statutory amendment, an employee's use of existing sick leave benefits for absence due to illness of or injury to the employee's adult child, spouse, sibling, parent, grandparent or stepparent is limited to 160 hours in a 12 month period.

NOW, THEREFORE, the County and the Union agree as follows:

1. To the extent Minnesota Statute § 181.9413, as amended, provides benefits in excess of the current collective bargaining agreement, an employees may use accrued sick leave benefits in a manner consistent with the statute effective August 1, 2013.
2. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
3. In the event Minn. Stat. § 181.9413 is subsequently amended to limit the use of sick leave or the family members for whom sick leave may be used, this Memorandum of Agreement shall be void and of no effect.
4. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Minnesota Public Employees Association
Communications/Corrections Unit

COUNTY OF MCLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Teamsters (hereafter "Union") representing employees in the Clerical unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

NOW, THEREFORE, the County and the Union agree as follows:

1. Eligible employees regularly scheduled to work 30 hours or more per week may opt out of medical health insurance coverage by contacting the employer-designated plan administrator, submitting a complete McLeod County Opt-Out Form, and providing proof of other medical health insurance coverage from another provider.
2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
6. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Teamsters Clerical

COUNTY OF McLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter “County”) and Teamsters (hereafter “Union”) representing employees in the Highway unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

NOW, THEREFORE, the County and the Union agree as follows:

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2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
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IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Teamsters Highway

COUNTY OF McLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter “County”) and Law Enforcement Labor Services, Inc (hereafter “Union”) representing employees in the Local 320 Licensed Sergeants unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

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1. Eligible employees regularly scheduled to work 30 hours or more per week may opt out of medical health insurance coverage by contacting the employer-designated plan administrator, submitting a complete McLeod County Opt-Out Form, and providing proof of other medical health insurance coverage from another provider.
2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
6. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Local 320 Licensed Sergeants

COUNTY OF McLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Law Enforcement Labor Services, Inc (hereafter "Union") representing employees in the Local 329 Non-Licensed Sergeants unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

NOW, THEREFORE, the County and the Union agree as follows:

1. Eligible employees regularly scheduled to work 30 hours or more per week may opt out of medical health insurance coverage by contacting the employer-designated plan administrator, submitting a complete McLeod County Opt-Out Form, and providing proof of other medical health insurance coverage from another provider.
2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
6. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Local 329 Non- Licensed Sergeants

COUNTY OF McLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter “County”) and Minnesota Public Employees Association (hereafter “Union”) representing employees in the Deputies unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

NOW, THEREFORE, the County and the Union agree as follows:

1. Eligible employees regularly scheduled to work 30 hours or more per week may opt out of medical health insurance coverage by contacting the employer-designated plan administrator, submitting a complete McLeod County Opt-Out Form, and providing proof of other medical health insurance coverage from another provider.
2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
6. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Minnesota Public Employees Association Deputies

COUNTY OF McLEOD

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the County of McLeod (hereafter "County") and Minnesota Public Employees Association (hereafter "Union") representing employees in the Communications/Corrections unit.

WHEREAS, the County and the Union are parties to a collective bargaining agreement; and

WHEREAS, the McLeod County Board of Commissioners approved Resolution 13-CB-38 allowing non-union employees regularly scheduled to work 30 hours per week to opt-out of health insurance coverage provided by the Sibley/McLeod Joint Health Insurance Plan; and

WHEREAS, employees who opt-out of health insurance coverage must provide proof of insurance coverage from another provider.

NOW, THEREFORE, the County and the Union agree as follows:

1. Eligible employees regularly scheduled to work 30 hours or more per week may opt out of medical health insurance coverage by contacting the employer-designated plan administrator, submitting a complete McLeod County Opt-Out Form, and providing proof of other medical health insurance coverage from another provider.
2. Employees may exercise the opt-out option during the annually designated open enrollment period for the upcoming plan year or during the plan year when the Plan Administrator is provided with the required above-named documents on a timely basis.
3. In 2014, employees opting out will be eligible to receive the difference between the employer single contribution and the premium cost of the bronze single health insurance plan.
4. Employees exercising the opt-out may enroll during the designated open enrollment period or at other times during the plan year as described in the current Medical Plan Document Eligibility and Enrollment.
5. This Memorandum of Agreement shall not constitute a precedent with regard to any subsequent negotiations or matters between the parties.
6. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 20th day of June, 2017.

Minnesota Public Employees Association
Communications/Corrections unit

COUNTY OF McLEOD

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: VFW Post 906 Hutchinson License Number: _____

Address: 247 1st Ave SE City: Hutchinson, MN Zip: 55350

Chief Executive Officer (CEO) Name: Martin J Barnes Daytime Phone: 320-583-4630

Gambling Manager Name: Michael Evans Daytime Phone: 320-587-7276

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 08 / 12 / 17 to 08 / 12 / 17

Check the type of games that will be conducted:

☐

Raffle

☒

Pull-Tabs

☐

Bingo

☐

Tipboards

☐

Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Gopher Campfire

Street address and

City (or township): 24718 County Rd 7 Hutchinson Township Zip: 55350 County: McLeod

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

☐

Yes If yes, a lease is not required.

☒

No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ 0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____

Date: 6/14/17

Print Lessor's Name: Craig Schmeling - Treasurer

CONTINUE TO PAGE 2

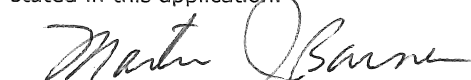
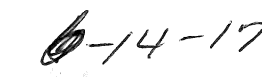
Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: <u>McLeod</u>
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; text-align: center;"> Local unit of government must sign. </div>	TOWNSHIP NAME: <u>Hutchinson</u> Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.


Signature of CEO (must be CEO's signature; designee may not sign)

Date
Mail or fax to:

Minnesota Gambling Control Board
Suite 300 South
1711 West County Road B
Roseville, MN 55113
Fax: 651-639-4032

No attachments required.

Questions? Contact a Licensing Specialist at 651-539-1900.

This publication will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

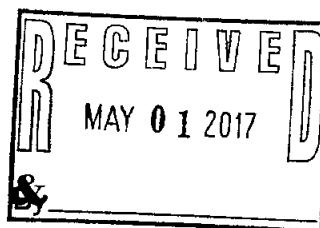
Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



McLeod County
Solid Waste Management &
Abatement Facility License



RENEWAL APPLICATION
July 1, 2017 – June 30, 2018

Business Name	Spruce Ridge Resource Management Facility
Business Address	12755 137 th St (Glencoe MN) 55336
Contact Person	Blair Nelson
E-Mail Address	bnelso11@wm.com
Phone Numbers	Business: 320-300-6005 Cell: 320-510-5438
Fax Number	320-864-5503

1. Type of Facility: (Check all that Apply)
☒ MSW Land Disposal Facility
☒ Demolition Land Disposal Facility
☐ Composting & Co-Composting Facility
☒ Recycling Facility
☐ Transfer Station Facility
2. Fees: A facility license fee of \$500 per function (as indicated in section 1 above) must be submitted with this application. Checks must be made payable to "McLeod County Auditor-Treasurer".
3. State Required Submittals: All submittals to the state as part of state permitting procedures shall also be submitted to the McLeod County Solid Waste Officer/Director.
4. Consent of Governing Body: Written proof that the municipal or township governing body, in which the operations are located, has considered the establishment of the operation with respect to zoning and other applicable regulations and their position, recommendation or other position of said

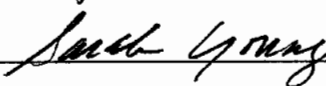
governing body to the proposed activity shall be submitted as part of the initial licensing process.

5. Insurance Requirements: Certificates of insurance issued by the insurers, duly licensed in the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability shall be furnished to the county as part of the application and continuation of coverage shall be furnished prior to the expiration of such insurance. In addition, evidence of worker's compensation coverage shall be provided as part of the application.
6. Financial Assurance: If financial assurance is required by the state for your facility, issuance or renewal of any license shall be contingent upon the owner of the operation, the operator or both, providing financial assurance for the closure, post-closure maintenance and monitoring of the site or facility. Use of this financial assurance shall be limited to the site or facility for which it was provided. Documentation submitted with the application for approval by the County Board shall include funding procedures, a description of the funding method, the value of the funding and an inflation adjusted cost estimate which assess that the closure and post-closure activities at the site or facility take place. The amount of the financial assurance shall be equal to or exceed the total estimated post-closure costs specified in the approved post-closure plan. A copy of the information submitted to the state for financial assurance will satisfy this requirement.

Signature of Applicant: 

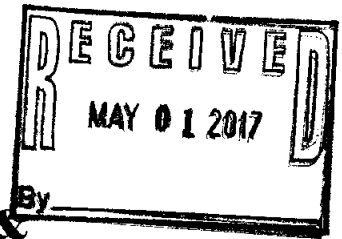
Dated this 11 day of April, 2017
Day Month Year

For County Use Only

Date Application Received	<u>May 1, 2017</u>
Solid Waste Officer Signature	<u></u>
Date Approved	<u>May 1, 2017</u>
Date Presented to County Board	<u>June 20, 2017</u>
County Board Chairperson Signature	
Date Approved by County Board	<u>June 20, 2017</u>



McLeod County
Solid Waste Management &
Abatement Facility License



RENEWAL APPLICATION
July 1, 2017 – June 30, 2018

Business Name	Waste Management Demolition landfill
Business Address	20849 York Rd. Hutchinson MN 55350
Contact Person	Blair Nelson
E-Mail Address	bnelson11@wm.com
Phone Numbers	Business: 320-864-5503 Cell: 320-510-5438
Fax Number	320-864-5505

- Type of Facility: (Check all that Apply)
☐ MSW Land Disposal Facility
☒ Demolition Land Disposal Facility
☐ Composting & Co-Composting Facility
☐ Recycling Facility
☐ Transfer Station Facility
- Fees: A facility license fee of \$500 per function (as indicated in section 1 above) must be submitted with this application. Checks must be made payable to "McLeod County Auditor-Treasurer".
- State Required Submittals: All submittals to the state as part of state permitting procedures shall also be submitted to the McLeod County Solid Waste Officer/Director.
- Consent of Governing Body: Written proof that the municipal or township governing body, in which the operations are located, has considered the establishment of the operation with respect to zoning and other applicable regulations and their position, recommendation or other position of said

governing body to the proposed activity shall be submitted as part of the initial licensing process.

5. Insurance Requirements: Certificates of insurance issued by the insurers, duly licensed in the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability shall be furnished to the county as part of the application and continuation of coverage shall be furnished prior to the expiration of such insurance. In addition, evidence of worker's compensation coverage shall be provided as part of the application.
6. Financial Assurance: If financial assurance is required by the state for your facility, issuance or renewal of any license shall be contingent upon the owner of the operation, the operator or both, providing financial assurance for the closure, post-closure maintenance and monitoring of the site or facility. Use of this financial assurance shall be limited to the site or facility for which it was provided. Documentation submitted with the application for approval by the County Board shall include funding procedures, a description of the funding method, the value of the funding and an inflation adjusted cost estimate which assess that the closure and post-closure activities at the site or facility take place. The amount of the financial assurance shall be equal to or exceed the total estimated post-closure costs specified in the approved post-closure plan. A copy of the information submitted to the state for financial assurance will satisfy this requirement.

Signature of Applicant: DMH

Dated this 11 day of April, 2017
Day Month Year

For County Use Only

Date Application Received	<u>May 1, 2017</u>
Solid Waste Officer Signature	<u>Shah Young</u>
Date Approved	<u>May 1, 2017</u>
Date Presented to County Board	<u>June 20, 2017</u>
County Board Chairperson Signature	
Date Approved by County Board	<u>June 20, 2017</u>

**STATE OF MINNESOTA
COUNTY OF McLEOD**

Project Number: **SAP 043-603-030 & SAP 043-603-031**
Class of Work: **CSAH 3 GRADING**
Letting Date: **JUNE 13, 2017**

CONTRACT

This Contract is between the County of McLeod in the state of Minnesota, (hereinafter "County"), and **Northern Lines Contracting, Inc., 9705 Upton Circle South, Bloomington, MN 55431** hereinafter ("Contractor").

The Contractor, in consideration of the payment of the contract price of \$ **4,931,132.83**, shall furnish all materials (except such as are specified to be furnished by the County, if any), all necessary tools and equipment, and do and perform all the necessary work and labor for the full completion of Project No. **SAP 043-603-030 & SAP 043-603-031** on **CSAH 3**.

The above work shall be in accordance with this Contract which includes the advertisement for bids, proposal, contract form, contract bonds, standard specifications, supplemental specifications, special provisions, including all Addenda, plans, notice to proceed, work orders, and supplemental agreements, which are made a part of this contract as though fully set forth herein.

The Contractor shall perform the work in a proper and skillful manner. The work and all materials and labor shall be in conformity with the contract documents, including but not limited to the plans, standard specifications, supplemental specifications, and special provisions, and shall be subject to inspection and approval of the County or its authorized representatives.

Time is of the essence for prompt completion of the work. If the Contractor fails to complete the work within the Contract Time herein specified, the County shall have the right to assess liquidated damages as specified in the contract documents.

The County designates the County Engineer or his/her successors as the Engineer for this Contract.

COUNTY OF McLEOD

NAME OF CONTRACTOR

Date: _____

Date: _____

By: _____
County Board Chair

By: _____
(Officer)

By: _____
County Administrator

By: _____
(Officer)

Approved as to form and execution this _____ day of _____, _____.

County Attorney

AGREEMENT FOR INSTALLATION, MAINTENANCE AND USE OF A TEST HOLE OR
WATER LEVEL OBSERVATION WELL ON PRIVATE OR PUBLIC LAND

THIS AGREEMENT is entered into this ____ day of ____ 2017, by and between McLeod County, hereinafter referred to as the "Grantor", and by the State of Minnesota, acting by and through the Commissioner of Natural Resources, hereinafter referred to as the "State".

WHEREAS, the State desires to expand and update the observation well network throughout the state for the purpose of obtaining geologic and hydrologic information; and

WHEREAS, the Grantor is the owner of property described below, on which the State has determined it would be beneficial to gather geological and hydrologic information; and

WHEREAS, the Commissioner of Natural Resources has the authority to conduct surveys, investigations, and studies of waters of the state in order to implement the Commissioner's duties under Minnesota Statutes, § 103G.121,

NOW THEREFORE, it is agreed between the parties hereto:

1. The following terms shall have the following definitions for the purpose of this Agreement:

- a. Well: A water level observation well.
- b. Property: That portion of the property located in the City of Glencoe, McLeod County, State of Minnesota owned by McLeod County and legally described as follows:

SE ¼, SE ¼, NE ¼ Sec 11, T115N, R28W

Well will be located in open area north of McLeod County office building and east of McLeod County Shop building. The well will be approximately: 20 feet east of Well #210308 (to be sealed following the installation of this well), 65 feet north of the McLeod County office building, 50 feet east-northeast of the northeast corner of the McLeod county Shop building, and 150 feet west of Hennepin Ave N.

- 2. The Grantor, for and in consideration of the faithful performance by the State of all covenants and conditions herein contained, hereby authorizes the State to drill or auger a test hole on the Property at the location depicted on the attached map, which is attached hereto as Exhibit A, to obtain geologic and hydrologic information to determine whether the hydrologic conditions of the Property are, in the opinion of State, favorable for the establishment of a Well.
- 3. If, in the opinion of State, hydrologic conditions on the Property are favorable, State is hereby authorized to establish, operate and maintain a Well for the life of the Well at the location on the Property depicted on the attached Exhibit A. State is provided with a nonexclusive right of ingress and egress over the Property for the purpose of establishing the test hole and Well, and monitoring the same. State agrees to use existing access roads whenever possible.
- 4. The test hole and/or Well will extend into the earth to depths which will enable the State to obtain geologic and hydrologic information. The Well shall be drilled and operated in accordance with Minnesota Statutes Cha. 103I and shall be used solely for measuring the water level on a regular basis.
- 5. The Well shall consist of a 4" diameter steel casing covered by 8" protective top extending approximately 3 feet above the land surface.
- 6. The Well shall meet or exceed all regulations for such wells, and the Well shall be constructed in accordance with industry standards for such wells and in a safe and workmanlike manner.

7. Excavation and/or installation of the test hole and/or Well shall begin within one (1) year after the effective date of this Agreement. If the test hole and/or Well are not installed on the Property within one (1) year of the effective date of this Agreement, this Agreement shall automatically terminate. All tools and equipment used for the excavation and/or installation of the test hole and/or Well shall be removed from the Property within thirty (30) days from the completion of work.
8. The Well installation and sampling shall be performed by the State in a manner which minimizes interference with the Grantor and the public's use of the Property. If the State's activities related to the excavation, installation, or continued use of the Well disturb any portion of the Property, the State will restore the Property to as close to its original condition as is reasonably possible under the circumstances.
9. Within six (6) months from the termination of this Agreement, State shall seal the test hole and/or Well in accordance with the provisions of Minn. Stat. Cha. 103I and all rules adopted by the Commissioner of Health. The State shall be responsible for all costs and activities related to sealing the Well. Upon completion, State shall provide the Grantor with a copy of the Well and Boring Sealing Record which shall be filed with the Minnesota Department of Health. Upon sealing of the test hole and/or Well, the State shall restore the Property as close as possible to the same state and condition existing prior to the excavation, and/or installation of the test hole and/or Well.
10. The State shall indemnify, defend, and hold Grantor and its elected officials, officers, departments, affiliates, agents, employees, successors and assigns harmless from and against any and all claims, suits, damages, losses, expenses, costs and liabilities, including interest, penalties, expert witness fees and reasonable attorney's fees (collectively "Losses") to the extent authorized by law, up to the maximum tort liability limits for the Grantor pursuant to Minnesota Statutes, Section 466.04, arising out of or in any way related to the construction, operation, use, or sealing of the test hole and/or the wells, and inspection of or entry onto the Property by the State, its representatives, employees, and contractors, including but not limited to claims for personal injury, death, or property damage.
11. State recognizes that a hazardous condition, whether obvious or latent, disclosed or undisclosed, may exist on the Property, and the State assumes the risk of and waives all claims with respect to such conditions while conducting its activities pursuant to the terms of this Agreement on the Property.
12. State shall ensure that its contractors have procured comprehensive general liability insurance in an amount of at least one million dollars (\$1,000,000.00) naming the State and the grantor as additional insureds prior to commencing any work on the Property. State shall provide a copy of the certificate of insurance naming the State and the Grantor as additional insureds to Grantor prior to commencing work on the test hole and/or Well.
13. Results of the water level observations shall be made available to the Grantor.
14. This Agreement shall become effective when all signatures required have been obtained and shall continue in full force and effect until terminated. Either party may terminate this Agreement by providing thirty (30) days' written notice to the other party.
15. The State and its contractors shall comply with all applicable local, state and federal laws and regulations now in existence or hereafter enacted, including all laws governing health, safety and environmental protection.
16. This Agreement shall run with the land and bind all of Grantor's successors, heirs and assigns.
17. To the best of Grantor's knowledge the vicinity of the proposed water level observation well is free from contamination.
18. Contamination which occurs after the construction of the Well and is introduced into the aquifer because of the existence of the Well shall be the responsibility of the State.
19. State acknowledges and agrees that no failure or delay by Grantor in exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise of any right, power or privilege under this Agreement.

20. This Agreement constitutes the entire agreement between the parties, and supersedes any and all prior agreements between the parties relating to the subject matter of the Agreement.

Grantor:

By: _____ Title: _____

By: _____ Title: _____

State:

By: _____ Title: _____

This instrument was drafted by:

Minnesota Department of Natural Resources
Division of Ecological and Waters Resources
500 Lafayette Road
St. Paul MN 55155-4032

Exhibit A



JOINT POWERS AGREEMENT

MCLEOD COUNTY AND MCLEOD COUNTY SOIL & WATER CONSERVATION SWCD

THIS AGREEMENT is made and entered into between County of McLeod, a political subdivision of the State of Minnesota, hereinafter referred to as “the County” and McLeod County Soil & Water Conservation SWCD, a governmental subdivision of the State of Minnesota, hereinafter referred to as “the SWCD” operating in accordance with Minnesota Statutes, Chapter § 103C. Pursuant to authority granted to them by Minnesota Statutes, Section § 471.59, Subdivision 1-11 which authorizes the joint and cooperative exercise of powers common to contracting parties hereinafter referred to as “Parties”.

In consideration of the mutual promises and Agreements contained herein, and subject to the provisions of Minnesota Statutes, Section § 471.59, the Parties agree to the following:

ARTICLE 1 ENABLING AUTHORITY

Minnesota Statutes, Section § 471.59 Subdivision 1-11 authorizes two or more governmental units to jointly exercise any power common to the contracting parties.

ARTICLE 2 PURPOSE

The general purpose of this agreement is to provide for an organization through which the Parties may jointly and cooperatively carry out and exercise the powers common to each of the Parties in a way that best utilizes the public funds, resources and technical expertise that the Parties have to offer to one another.

ARTICLE 3 PROVISION OF MUTUAL AID

COMPLIANCE WITH LAWS/STANDARDS

The County and the SWCD agree to abide by all Federal, State or local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Agreement is responsible.

EMPLOYEE STATUS

The SWCD, its employees or agents, in implementing the terms of this Agreement are not employees of the County. The County, its employees or agents, in implementing the terms of this Agreement are not employees of the SWCD.

COUNTY INSURANCE COVERAGE TO THE SWCD

The County agrees to provide certain insurance coverage to the SWCD, in accordance with the terms in Appendix 1, which is attached and incorporated herein.

RECORDS RETENTION

The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets or exceeds the County's records retention policy and is consistent with applicable law. Drainage proceedings and records shall be maintained by the County Auditor-Treasurer's Office according to Minnesota Statutes, Section § 103E.101 Subdivision 3.

SUBCONTRACTING

The County and the SWCD understand and agree that one or more of the scope of services set forth in the Appendixes to this Agreement may be performed through another agent or subcontractor and that the subcontracting Party is responsible for the performance of its subcontractors, unless otherwise agreed. The County and the SWCD agree that neither will enter into any subcontract for the performance of the services contemplated under this Agreement without prior written consent from the other Party and subject to such conditions and provisions as are deemed necessary. It is the responsibility of each Party to ensure its subcontractor(s) has adequate and appropriate insurance coverage.

ARTICLE 4 SCOPE OF SERVICES

To better clarify if the County or the SWCD is the provider or recipient of services from the other, services provided by the County to the SWCD will be designated as Appendix 1, 2, 3, 4, 5, 6 and 7 and services provided by the SWCD to the County will be designated as Appendix A and B. If there is a conflict in the terms of this Agreement and any of Appendixes attached to this Agreement, the terms of this Agreement shall govern.

THE COUNTY SERVICES TO THE SWCD

In accordance with Minnesota Statutes, Section § 471.59, other applicable law, and the terms of this Agreement, the County will provide the SWCD with the services described in Appendix 1 through Appendix 7, which are attached hereto and incorporated herein:

- Appendix 1 Scope of Services
 County Provision of Insurance Coverage to the SWCD
- Appendix 2 Scope of Services
 County Provision of County Facility Use, Maintenance and Utilities to the SWCD
- Appendix 3 Scope of Services
 County Provision of Telephone, Network Technology and Data Services to the SWCD

- Appendix 4 Scope of Services
County Provision of Human Resource Services to the SWCD
- Appendix 5 Scope of Services
County Provision of Purchasing Services to the SWCD
- Appendix 6 Scope of Services
County Provision of Engineering & Technical Services to the SWCD
- Appendix 7 Scope of Services
County Provision of Financial Services to the SWCD

The County and the SWCD have a common interest in reducing overhead costs of the SWCD for the implementation of soil and water conservation programs in McLeod County, and at this time there are certain services that are available to County departments that can be offered to the SWCD. The Parties agree and understand that the availability of such services is subject to County department needs in the future. Services provided will be in accordance with the terms set out in Appendix 1 through Appendix 7.

THE SWCD SERVICES TO THE COUNTY

In accordance with Minnesota Statutes, Section § 471.59, other applicable law, the terms of this Agreement and, if applicable, grant requirements, the SWCD will provide to the County services described in Appendix A through Appendix B, which are attached hereto and incorporated herein:

- Appendix A Scope of Services
SWCD Provision of Drainage Inspector
- Appendix B Scope of Services
SWCD Provision of Wetland Conservation Act (WCA) Services to the County

The County and the SWCD have a common interest in the implementation of the above-referenced programs, which are anticipated to be ongoing programs where the SWCD will be providing services to the County. Services provided shall be in accordance with the scope of services set out in Appendix A through Appendix B. Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the SWCD's profession currently practicing under similar conditions.

ARTICLE 5 PAYMENT FOR SERVICES

The services and payment for services provided by the Parties to each other are set forth in the Appendixes attached and incorporated into this Agreement.

ARTICLE 6

REPRESENTATION BY THE MCLEOD COUNTY ATTORNEY'S OFFICE

The County Attorney has statutory obligations to represent the County and the County Board, pursuant to Minnesota Statutes, Chapter 388, as well as, legal obligations imposed by various provisions of state statutes. One such obligation is for the McLeod County Attorney to be the attorney for the SWCD, and that the SWCD Board may call upon the County Attorney for necessary legal counsel, advice and services (Minnesota Statutes, Section 103C.321, Subdivision 4). In the event there is a conflict of interest determined by the County Attorney in representing the interests of both the County and the SWCD, the County Attorney will so inform the Authorized Representative of the Parties. In the event the County Attorney determines a conflict exists, the conflict of interest procedures of the McLeod County Attorney will be followed. The Parties agree that there is no conflict of interest for the County Attorney's Office to represent both the County and the SWCD in preparation and execution of this Agreement. Requests for legal services made by the SWCD Board will be handled on the same priority basis as that of the County.

ARTICLE 7

AUTHORIZED REPRESENTATIVES AND LIAISONS

AUTHORIZED REPRESENTATIVES

The following named persons are designated the Authorized Representatives of the Parties for purposes of this Agreement. These persons have authority to bind the Party they represent and to consent to modifications and subcontracts, except that the authorized representative shall have only the authority specifically or generally granted by their respective governing boards. Notice required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement, or in a modification of this Agreement:

To The County:	Patrick Melvin or successor, County Administrator County Administrator's Office 830 11 th Street East, Suite 110 Glencoe, MN 55336 Telephone: 320-864-1324 Email Address: Pat.Melvin@co.mcleod.mn.us
To The SWCD:	Ryan Freitag or successor, Program Director McLeod County Soil and Water Conservation SWCD 1103 Gruenhagen Drive Glencoe, MN 55336 Telephone: 320-864-5176 Email Address: Ryan.Freitag@mn.nacdnet.net

In addition, notification to the County and the SWCD regarding termination of this Agreement by the other Party shall be provided to the office of the McLeod County Administrator.

LIAISONS

To assist the Parties in the day-to-day performance of this Agreement and to implement services, ensure compliance and provide ongoing consultation, a liaison for each Party is designated in the respective Appendixes to this Agreement.

ARTICLE 8 MODIFICATIONS

Any alterations, variations, modifications or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, approved by the Parties respective Boards and signed by Authorized Representatives of the County and the SWCD, with the exception that a change in the funding amount for a given scope of services (Appendix attached hereto) shall automatically be changed to the amount approved by the County Board for the applicable calendar year through the annual budget process. In such case, the scope of services shall be that set forth in the SWCD'S Annual Report to the County for such Appendix.

ARTICLE 9 SEVERABILITY

The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts that are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either Party.

ARTICLE 10 MERGER AND MODIFICATION

A. It is understood and agreed that the entire Agreement between the Parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

B. Any alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the Participating Parties hereto.

C. It is understood and agreed that the entire Agreement between the Parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

D. Any alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the Participating Parties hereto.

ARTICLE 11 OTHER JOINT ACTIVITIES

It is the intent of the Parties that the Agreement does not apply to activities not covered under this Agreement, such as cooperative programming between the County and the SWCD for planning, development and implementation of various environmental programs and specific soil and water conservation related projects.

ARTICLE 12 ANNUAL FUNDING AND ANNUAL REPORT

Minnesota Statutes, Section §103C.331, Subdivision 16, provides the statutory basis upon which the SWCD'S annual budget is determined:

The SWCD Board shall annually present a budget consisting of an itemized statement of SWCD expenses for the ensuing calendar year to the boards of County Commissioners of the counties in which the SWCD is located. The County Boards may levy an annual tax on all taxable real property in the SWCD for the amount that the boards determine is necessary to meet the requirements of the SWCD. The amount levied shall be collected and distributed to the SWCD as prescribed by Chapter 276. The amount may be spent by the SWCD Board for a SWCD purpose authorized by law.

At the time this Agreement is executed, the County Board does not levy an annual tax to cover the SWCD annual expenses, but rather the Parties agree that the County Board and the SWCD Board will annually determine the amount of funding that is necessary to meet the requirements of the SWCD through the County's annual budget process. The SWCD agrees to participate in the County's annual budget process, similar to County departments, and will report at least annually to the County Board of Commissioners of the Whole to summarize the prior year's activities and the SWCD's proposed activities for the upcoming year. Nothing in this Agreement commits the County to a specific funding level for the SWCD activities through the use of the County's general funds and the County may, at its sole discretion, levy an annual tax as authorized by Minnesota Statutes, Section § 103C.331, Subdivision 16, in which case the procedures provided in Minnesota Statutes, Section § 103C.331, Subdivision 16, will govern the annual budget process for the SWCD.

ARTICLE 13 RECORDS – AVAILABILITY AND ACCESS

To the extent required by Minnesota Statutes, Section 16C.05, Subdivision 5 (as may be amended), the Parties agree that any Party, the State Auditor, the Legislative Auditor or any of their duly authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Parties and involve transactions relating to this Agreement. Such materials shall be maintained and such access and rights shall be in force and effect during the period of the Agreement and for seven (7) years after its termination or cancellation.

ARTICLE 14 DATA PRIVACY

Each Party, its employees, agents, owners, partners, and subcontractors agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality and as any of the same may be amended.

ARTICLE 15 TERM OF AGREEMENT

This Agreement will commence as of July 1, 2017 following approval of the Participating Party and the signature of the official with authority to bind the Party. This Agreement shall be in effect until such time as the Agreement is terminated pursuant to ARTICLE 16 herein. This Agreement will only apply to the Parties whose County Boards have lawfully executed the document.

ARTICLE 16 DEFAULT AND WITHDRAWAL

A. A default in this Agreement may occur when a Party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement. Unless the Party's default is excused by the other Participating Parties, the non-defaulting Parties may by majority, vote to remove the defaulting Party by providing written notice of termination of the Agreement as to the defaulting Party only. Any such removal or termination of this Agreement shall become effective upon the sending of such notice and will not cancel any obligations incurred by any Party prior to such termination.

B. Any Party may withdraw from this Agreement with or without cause by providing thirty (30) days' prior written notice to the other Party herein.

C. The terms of ARTICLE 4, 5, 6, 7, 10, 11, 12, 13, 14, 15, 16 and 17 shall survive the expiration, termination or withdrawal from this Agreement.

D. Only the governing bodies of the Participating Parties have authority to act pursuant to this provision of the Agreement.

ARTICLE 17 LIAISON COMMITTEE

That there shall be established a land management liaison committee consisting of two members of the County Board of Commissioners and two members of the Soil and Water Conservation District Board of Supervisors. The County Auditor-Treasurer shall serve as an ex officio member. Said committee shall meet at least two times annually and at such additional times as needed. One meeting shall occur prior to July 1 of each year for the purpose of reviewing the effectiveness of this agreement and making a recommendation to the respective

Boards as to the desirability of continuing the agreement. The committee shall meet again prior to final enactment of the respective budgets of the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date(s) indicated below.

By _____
Joe Nagel, Chair
McLeod County Board of Commissioners

Date of Signature: _____

By _____
Jeremy Bolland, Chair
McLeod County Soil and Water Conservation
SWCD Board of Supervisors

Date of Signature: _____

By _____
Patrick Melvin, Administrator
McLeod County Administration

Date of Signature: _____

APPENDIX 1
SCOPE OF SERVICES
COUNTY PROVISION OF INSURANCE COVERAGE TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICES

The County will provide certain insurance coverage to the SWCD and the County agrees to include the SWCD under the County's insurance coverage as set forth below. Such insurance coverage by the County enables the SWCD to use financial resources, which it would otherwise pay such insurance coverage, directly for soil and water conservation programming within McLeod County.

SCOPE OF SERVICES

A. County and SWCD Obligations

The County agrees to provide the following insurance coverage to the SWCD:

1. **General Liability Insurance** The County is self-insured for purposes of tort liability, and the County agrees to include the SWCD employees and the SWCD Board of Supervisors among those covered by the McLeod County Employee Indemnification Plan, subject to the following conditions.

a. *Notification of Claims* The SWCD agrees to comply with the requirements of the County Employee Indemnification Plan, including but not limited to, informing the McLeod County Attorney and the McLeod County Administrator of all claims and lawsuits brought against the SWCD Board of Supervisors or the SWCD employees and immediately tendering the defense of such actions to the County.

b. *Worker Safety Training and Educational Programs* The SWCD agrees its employees will participate in worker safety training and educational programs offered by the County consistent with County policies for attendance by County employees.

c. *Safety Equipment and Safety Gear* The SWCD agrees to provide its employees with appropriate safety equipment and safety gear and the training, if any, to use such equipment and gear. When permitted by law and the terms of County contracts and programs, the County will inform the SWCD of the availability of safety equipment and safety gear at prices available to the County, in which case the SWCD may purchase the same following County purchasing policy.

d. *Notice* The SWCD at any time may give the County written notice that it no longer requests inclusion in the McLeod County Employee Indemnification Plan. The County will give the SWCD reasonable notice to find other general liability insurance in the event the

County determines it can no longer provide coverage under the McLeod County Employee Indemnification Plan.

Notwithstanding the coverage provided herein, both Parties understand that the County is providing this coverage voluntarily and may not be required to provide the same to the SWCD under Minnesota Statutes, Section § 103C.331, Subdivision 18, and may discontinue to provide such coverage to the SWCD under the McLeod County Employee Indemnification Plan at some future time.

2. Motor Vehicles, Equipment and Building Contents Insurance Policies The County as authorized by Minnesota Statutes, Section § 103C.331, Subdivision 18, agrees to include the SWCD as an additional insured under the County's insurance coverage for motor vehicles, equipment and building contents so long as the County purchases insurance for County motor vehicles, equipment and building contents and based upon the following conditions:

a. *SWCD Identification of Motor Vehicles, Equipment and Building Contents* The SWCD shall cooperate with the County to identify the motor vehicles, equipment and building contents that are to be covered under insurance policies purchased by the County. Upon reasonable notice, the SWCD shall allow the McLeod County Administrator or his/her designee to inspect the SWCD's motor vehicles and business premises.

b. *County Notice to the SWCD of Changes to Policies* The County agrees to give the SWCD reasonable notice prior to the effective date of policy cancellation, non-renewal, or material adverse change in coverage terms.

c. *SWCD Withdrawal of Request* The SWCD at any time may give the County written notice of a specific date by which the SWCD no longer requests to be included as an additional insured under the County's insurance coverage for motor vehicles, equipment and building contents. The SWCD understands upon receipt of such written request, the County will notify the insurance company of the same.

3. Workers Compensation The County shall also provide workers compensation insurance as required by law. The SWCD agrees to pay costs for Workers Compensation at the same rate as all other County departments. Currently there are no specific charges for County departments, with the exception of grant funded County departments.

LIMITATIONS ON INSURANCE AND INDEMNIFICATION COVERAGE

The SWCD agrees that the County is not responsible for any losses, claims or liabilities incurred by the SWCD that are outside the coverage of the McLeod County Employee Indemnification Plan, or the coverage provided by insurance policies under which the SWCD is named as an additional insured or when County indemnifications of the SWCD losses and liabilities is inconsistent with law. It is the responsibility of the SWCD to review the insurance policies purchased by the County and the scope of the McLeod County Employee Indemnification Plan to determine whether the SWCD should purchase additional insurance for its potential losses and liabilities that are not covered by the County's insurance or the McLeod County Employee Indemnification Plan.

PAYMENT TERMS

The Parties agree that the County will provide the insurance coverage provided herein at no charge to the SWCD.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Patrick Melvin or successor, County Administrator
County Administrator's Office
830 11th Street East, Suite 110
Glencoe, MN 55336
Telephone: 320-864-1324
Email Address: Pat.Melvin@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX 2
SCOPE OF SERVICES
COUNTY PROVISION OF COUNTY FACILITY USE, MAINTENANCE AND
UTILITIES TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICES

The County has, or will have, office space and equipment necessary to provide all administrative, personnel, financial management and other operational functions necessary to carry out the duties, programs and projects of the SWCD. This enables the SWCD to use financial resources, which would otherwise pay for the SWCD's office space, directly for soil and water conservation programming within McLeod County.

SCOPE OF SERVICES

A. County Obligations

The County agrees to provide the SWCD with County facility office space, maintenance services and utilities. The County facility use includes office space, storage space and equipment storage space. The County agrees to maintain the County facility space used by the SWCD consistent with the standards of maintenance for other County buildings. The County shall retain ownership of all such equipment, supplies and furniture acquired for the purpose of complying with this Appendix.

B. SWCD Obligations

The SWCD agrees to follow all McLeod County procedures and policies that must be followed by County departments with regard to use of County facility space, including but not limited to, abiding by the County's established security rules, procedures and practices. The Parties agree that all building contents purchased by the SWCD that are stored or placed on County property remain the sole property of the SWCD.

NOTICE

The County agrees to give the SWCD twelve (12) months written notice of the date on which the County can no longer provide the SWCD use of County facility space and upon such date the SWCD agrees to vacate such County facility space. In turn, the SWCD agrees to give the County twelve (12) months written notice of its intent to vacate such County facility office space. The Parties will give each other six (6) months written notice of any substantial changes to the provision of facility space, maintenance and utilities.

PAYMENT TERMS

The Parties agree that the County will provide facility use and maintenance services to the SWCD at no charge to the SWCD until such time written notice is provided by either Party in accordance with this Agreement. In the event the County, at its sole discretion, decides to charge the SWCD rent for continued County facility use, the County will give the SWCD reasonable notice and, if appropriate, negotiate rental terms for continued occupancy. In such case, the scope of services provided herein shall automatically terminate upon execution of a lease agreement between the Parties.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Patrick Melvin or successor, County Administrator
County Administrator's Office
830 11th Street East, Suite 110
Glencoe, MN 55336
Telephone: 320-864-1324
Email Address: Pat.Melvin@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX 3
SCOPE OF SERVICES
COUNTY PROVISION OF TELEPHONE, NETWORK, TECHNOLOGY AND
DATA SERVICES TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICES

The County will provide to the SWCD telephone service on the County's VoIP system and access to the County's data network at the County facility, which enables more efficient cooperation between staff, and which enables the SWCD to use its current funding directly for soil and water conservation programming within McLeod County and reduces administrative costs of the SWCD.

SCOPE OF SERVICES

A. County Obligations

1. **Access to County's Data Network** The County agrees to provide the SWCD with access to the County's data network by supporting McLeod County domain accounts, email addresses, file storage space, controlled internet access and networked printers, through the County's data lines located in the McLeod County Courthouse, 830 11th Street East, Suite 111, Glencoe, MN 55336. The County's IT Department reserves the right to set security standards for equipment and or applications. Sharing of the County's technology support services for the SWCD use by the SWCD employees will be favorably considered by the County based on the skills of SWCD employees. The County reserves the right to increase or decrease the level of data services provided based on the economies and the total number of County staff supported. The County has sole discretion in determining the level of County data services to the SWCD.

2. **Access to County Help Desk Services** The County also agrees to provide the SWCD with the same Help Desk services provided to County departments. This group of County staff is dedicated to resolving issues requested through the helpdesk software and answering emergency issues by the helpdesk phone.

3. **Description of Available County Telephone Network Services** While the SWCD has its office at a County facility, the County will support desk phone on the County's VoIP system. Phone numbers will be provided from the block of numbers allocated to McLeod County. McLeod County reserves the right to increase or decrease the level of phone services provided based on the economies and the total number of employees supported. The Parties agree that the County will provide telephone network services to the SWCD at no charge to the SWCD.

B. SWCD Obligations

1. Technology equipment and or applications will be funded by the SWCD budget, but purchased through the County's IT Department to follow preset standards.
2. Physical telephone purchases and VoIP licensing will be funded by the SWCD budget.
3. SWCD employees will be responsible to reimburse the County for personal long distance calls made from the County telephones per reports printed monthly.
4. The SWCD agrees to follow all McLeod County procedures and policies as that followed by County departments with regard to its use of County data maintenance services that are provided by the Help Desk, and the County's server and data lines, including but not limited to, abiding by the County's established security rules, procedures and practices.

NOTICE

The County agrees to give the SWCD reasonable notice of the date on which the County can no longer provide the SWCD telephone, network, technology and data services to allow the SWCD sufficient time to arrange for its own telephone, network, technology and data services. In turn, the SWCD agrees to give the County reasonable notice of its intent to no longer use County telephone, network, data and technology services. The Parties will give each other 90 days written notice of any substantial changes to the provision of telephone, network, data and technology services under this Appendix.

PAYMENT TERMS

The County agrees to provide the SWCD the above network and telephone services at no charge, except as provided above and as follows:

1. The SWCD agrees to pay costs for the County's VoIP system at the same rate as all other County departments. Currently there are no specific monthly charges for County departments, with the exception of grant funded County departments.
2. Currently there are no specific monthly charges for connection to the County's network systems and the County, at its sole discretion, may charge a monthly fee in the future upon ninety (90) day notice to the SWCD.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Help Desk: 320-864-4357
helpdesk@co.mcleod.mn.us

Questions of the SWCD staff related to the SWCD's telephone connection to the County telephone system and the SWCD's computer connection to the County's data network shall be directed to the McLeod County Help Desk who, if needed, contacts the appropriate staff at the McLeod County Information Technology Department.

Notice as required under this Appendix shall be directed to:

Vince Traver or successor, Director
McLeod County Information Technology
830 11th Street East, Suite 111
Glencoe, MN 55336
Telephone: 320-864-1204
Email Address: Vincent.Traver@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX 4
SCOPE OF SERVICES
COUNTY PROVISION OF HUMAN RESOURCE SERVICES TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICES

The County has technical expertise in providing human resource services through its County Administrator's Office and agrees to provide technical assistance and services to the SWCD as set forth below.

SCOPE OF SERVICES

A. Status of SWCD Employees

Any and all persons who are hired by the SWCD, including those hired by using the assistance of the County Human Resource, are and shall remain employees of the SWCD. Nothing contained in this Agreement shall be construed to create the relationship of employer and employee between the County and the SWCD employees.

B. County Obligations

The County agrees to provide human resources services to the SWCD areas as follows:

1. **Employee Recruitment and Selection Assistance** The County agrees to assist in the employee recruitment and selection process of the SWCD job vacancies when such assistance is requested by the SWCD and approved by the Human Resource Director. Upon request, the County will give the SWCD an estimated date within which such services can be provided. If the timeline is too long for the SWCD purposes, the SWCD will inform the County that it is withdrawing its request for such assistance.

2. **County Professional Development and Employee Training Programs** The SWCD employees may participate in the County professional development and employee training programs that are offered or provided to the County employees, and it is the intent of the Parties that the SWCD employees shall attend employee training programs that have the purpose of reducing potential liability of the County.

3. **Employee Grievance Assistance** The County agrees to provide assistance to the SWCD in reviewing grievances filed by the SWCD employees and to provide the SWCD dispute resolution mechanisms, as time permits, upon the request of the SWCD and approval of the Human Resource Director.

4. **Employee Benefits Plan** The County shall provide for group health, life, dental and other insurance and personnel benefits for the SWCD employees according to McLeod County Personnel Policy.

Eligibility Requirements To be eligible for participation in the insurance programs, the legal entity must have a joint powers agreement in place with McLeod County.

The legal entity must also:

a. Indicate its commitment to the program by August 1st of the current year or whenever reasonably possible for members entering on other than the first day of a plan year.

b. Definitions for purpose of these Policies and Procedures will follow McLeod County's Personnel Policies and Procedures as they relate to the eligibility for an employee to participate in the insurance programs.

c. Any Legal entity entering this joint powers agreement must honor the McLeod County Group Insurance Policies regarding enrollment in the insurance benefits as stated in the Personnel Policy established by McLeod County and relevant Board actions or resolutions addressing the provision of insurance and other employee benefits.

d. The legal entity entering the joint powers agreement must provide McLeod County the benefit election materials for their legal entity in its entirety so that qualified employees can be enrolled in accordance with the benefit carrier's enrollment requirements. McLeod County has the sole authority to determine the specific benefit offerings that are to be presented and offered to staff of the other agency entering into this agreement.

e. It is the responsibility of McLeod County to use the enrollment information provided by the legal entity to enroll the qualified employees in said benefits in accordance with all applicable policies and procedures set in place by McLeod County.

f. Any legal filings related to the Affordable Care Act or other applicable regulations are the responsibility of the Legal Entity and not that of McLeod County.

5. Employee Payroll Deductions The County shall assume the responsibility for and shall pay all payroll deductions including, but not limited to, Social Security, Medicare, PERA, and other similar deductions, along with all income tax withholding requirements.

6. Employee Performance Evaluation System Design, Training and Software Upon request by the SWCD, the County agrees to provide the SWCD employees and supervisors with assistance in developing performance objectives for all applicable positions and enabling the SWCD employee use of all County customized and licensed performance management software. In such case the SWCD employees will participate in applicable training and auditing processes to ensure that performance is accounted and reviewed, resulting in effective expenditure of public funds.

7. Compensation Management Upon request by the SWCD, the County agrees to assist in the administration of the SWCD total compensation management when the Human Resources Director approves such assistance. In such case, the County will make available compensation structure, policy, job evaluation, merit matrixes and indirect compensation plans

and consult with the SWCD regarding applicability to the SWCD compensation resources and strategic compensation goals.

8. **Supervisor's Per Diem** The County shall assume the responsibility for payment of per diem to the SWCD Board of Supervisors on a bi-weekly payroll rotation. The compensation will follow Minnesota Statutes, Section 103C.315, Subdivision 4.

C. SWCD Obligations

1. Since the County may incur liability by including the SWCD Board of Supervisors and the SWCD employees under the McLeod County Employee Indemnification Plan, or by including the SWCD as an additional insured under insurance policies purchased by the County, the SWCD Board of Supervisors has adopted the County's policy and procedures manual, as it may be amended from time to time.

2. The SWCD Board of Supervisors and the SWCD employees may agree to follow the policies and procedures in the McLeod County Personnel Policy that relate to the process of hiring, terminating and reviewing the performance of employees, including determinations made by the McLeod County Human Resources. With the exception of the mileage rate, the SWCD will follow the IRS mileage reimbursement rate and meal reimbursement will be the full cost of the meal including tip.

3. The SWCD Board of Supervisors and the SWCD employees agree to follow the policies and procedures for processing a bi-weekly payroll rotation.

NOTICE

The County agrees to give the SWCD reasonable notice of the date on which the County can no longer provide the SWCD human resources services to allow the SWCD sufficient time to arrange for its own human resources services. In turn, the SWCD agrees to give the County reasonable notice of its intent to no longer use County human resources services. The Parties will give each other ninety (90) days written notice of any substantial changes to the provision of human resources services under this Appendix.

PAYMENT TERMS

The Parties agree that the County will provide human resource services through its County Administrator's Office as provided above to the SWCD at no charge to the SWCD except the SWCD agrees: (1) to reimburse the County for any direct costs incurred for services provided by the McLeod County Administrator's Office of the type that are typically billed back to McLeod County departments; and (2) agrees to reimburse the County for the publication costs for employee recruitment when the publication is solely for the purpose of hiring the SWCD employees of the type that are typically billed back to McLeod County departments.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their

designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Patrick Melvin or successor, County Administrator
County Administrator's Office
830 11th Street East, Suite 110
Glencoe, MN 55336
Telephone: 320-864-1324
Email Address: Pat.Melvin@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX 5
SCOPE OF SERVICES
COUNTY PURCHASING SERVICES TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICE

For the County to assist the SWCD in purchasing certain items at the cost available to the County when permitted by County contracts or programs.

SCOPE OF SERVICES

A. County and SWCD Obligations

When permitted by law and the terms of existence of County contracts or programs, the County Purchasing Department will inform the SWCD of the existence of County contracts or programs under which the SWCD can purchase field gear, computers, computer software and motor vehicles at prices available to the County.

LIMITATIONS ON SWCD ACCESS TO COUNTY PURCHASING SERVICES

Notwithstanding Section A above, the SWCD agrees and understands that the provision of purchasing services to the SWCD is at the sole discretion of the County, and may not be provided if, in the County's sole discretion, it is not able to do so.

PAYMENT TERMS

The County agrees to provide the SWCD the services provided in this Appendix at no charge to the SWCD.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Scott Grivna or successor, Purchasing Agent
County Administrator's Office
830 11th Street East, Suite 110
Glencoe, MN 55336
Telephone: 320-864-1326
Email Address: Scott.Grivna@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdn.net

DRAFT

**APPENDIX 6
SCOPE OF SERVICES
COUNTY PROVISION OF ENGINEERING & TECHNICAL SERVICES
TO THE SWCD**

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICE

For the County to assist and/or provide the SWCD with design and construction related engineering and technical services.

SCOPE OF SERVICES

A. County Obligations

The County will provide project design and construction engineering services to the SWCD; including, but not limited to: surveying, design, construction plans and construction inspection. The County will assist with and/or prepare Request For Proposals (RFP), Quotes and Formal Bids. The County may provide other technical assistance and services to the SWCD as mutually agreed upon between Liaisons.

B. SWCD Obligations

The SWCD will reimburse the County for engineering and technical services within thirty (30) days of invoice or on terms mutually agreed upon between Liaisons.

LIMITATION ON SWCD ACCESS TO COUNTY PROVIDED ENGINEERING AND TECHNICAL SERVICES

Notwithstanding Section A above, the SWCD agrees and understands that the provisions for engineering and technical services to the SWCD is at the sole discretion of the County and may not be provided if, in the County's sole discretion, it is not able to do so.

PAYMENT TERMS

The County agrees to provide the SWCD the services provided in this Appendix based on terms mutually agreed upon between Liaisons.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

John Brunkhorst or successor, County Engineer
McLeod County Highway Department
1400 Adams Street SE
Hutchinson, MN 55350
Telephone: 320-484-4321
Email Address: John.Brunckhorst@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX 7
SCOPE OF SERVICES
COUNTY PROVISION OF FINANCIAL SERVICE TO THE SWCD

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICE

The County will provide financial services to the SWCD. This enables the SWCD to use its current funding directly for soil and water conservation programming within McLeod County and reduces administrative costs of the SWCD.

SCOPE OF SERVICES

A. County Obligations

1. The County shall serve as fiscal agent for the SWCD, maintain the SWCD funds in segregated accounts and produce financial summaries for the SWCD review and state compliance purposes.
2. The financial statements of the County are audited annually by independent external auditors who test the internal controls of the County.
3. The County retains its discretion to determine the level of funding it shall provide to the SWCD, or not, pursuant to Minnesota Statutes, Section §103C.331, Subdivision 16.

B. SWCD Obligations

1. Budget

a. *Control of Project Funds* The SWCD shall encumber project funds and approve expenditures in accordance with the approved annual plan for conservation projects and practices including, by example, the receipt and disbursement of State grant funds, the receipt, disbursement and collection of loan funds and any other funds specifically and directly related to a conservation practice. All funds received by or designated to the SWCD shall be promptly remitted to the County to be used to pay SWCD project or program costs and obligations of the SWCD.

b. *Operating Budget* The SWCD shall review and develop with staff and recommend to the County Board an annual operating and program-related budget.

2. **Financial Policies and Procedures** The SWCD agrees to follow all McLeod County financial policies and procedures that must be followed by County departments with regard to accounts payable and receivable, budget, capital assets, purchases and credit cards, including but not limited to, abiding by the County's established security rules, procedures and practices.

3. **Control of Project Funds** The SWCD shall retain the management and control over all funds for conservation projects and practices including, by example, the receipt and disbursement of grant funds, the receipt, disbursement and collection of loan funds and any

other funds specifically and directly related to a conservation practice. The paragraph is intended to provide that all such "pass through" funds shall be segregated in a separate account maintained by the County and said funds shall not be commingled with County funds or the administrative funds provided for herein.

4. Administrative Funding The SWCD shall transfer to the County that portion of any project or program funding received that is specified or allocated for administrative purpose. That any amounts previously levied by the County and paid to the SWCD, or any other funds received from any other governmental agency, public authority or private individual allocated for and determined to be for administrative purposes, shall be paid over and delivered to the County. The County shall retain full authority over the disbursements of said funds along with other funds received by the County.

5. Interest on Funds The SWCD shall not receive any interest allocation on any portion of the funds held by the County.

LIMITATION ON SWCD ACCESS TO COUNTY FINANCIAL SERVICES

Notwithstanding Section A above, the SWCD agrees and understands that the provisions for financial services to the SWCD is at the sole discretion of the County and may not be provided if, in the County's sole discretion, it is not able to do so.

PAYMENT TERMS

The County agrees to provide the SWCD the services provided in this Appendix at no charge to the SWCD.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Cindy Schultz Ford or successor, County Auditor-Treasurer
McLeod County Auditor-Treasurer's Office
2391 Hennepin Avenue North
Glencoe, MN 55336
Telephone: 320-864-1210
Email Address: Cindy.Schultz@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

**APPENDIX A
SCOPE OF SERVICES
COUNTY PROVISION OF DRAINAGE INSPECTOR**

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the SWCD by the County as of July 1, 2017 are subject to the terms provided herein.

PURPOSE OF SERVICE

For the SWCD to assist and/or provide the County services for a Drainage Inspector in accordance with Minnesota Statutes, Chapter 103E.

SCOPE OF SERVICES

A. County's Obligation

The County shall provide administrative service to the SWCD including, but not limited to; petitions, bonds, appeals, determination and redetermination of drainage benefits, notification to landowners, newspaper publications, drainage proceedings, construction records, schedule and attend public hearings and informal meetings, maintain property owner's report, drainage system accounting (e.g., drainage assessments, enforcement of assessments, drainage lien statement, payment for damages, payments to contractors and other drainage related expenditures), and provide support as needed.

B. SWCD's Obligation

1. The SWCD staff shall attend public hearings, informal meetings, pre-construction conferences or workshops when drainage will be discussed.
2. Provide guidance and solutions to the Drainage Authority and landowners on drainage issues and projects related to open ditch or tile, or both, to drain property, including laterals, improvements, and improvements of outlets, established and constructed by a drainage authority.
3. Present annually a report on drainage projects and activities previous, unresolved and potential to the McLeod County Drainage Authority
4. Provide assistance to landowners, and other resource professionals to promote and install best management practices for drainage projects to protect natural resources.
5. Coordinate direct communication to the landowners, McLeod County Drainage Authority, Joint Drainage Authority, McLeod County Auditor-Treasurer's Office, McLeod County Highway Department, Buffalo Creek Watershed, High Island Watershed, Appointed Engineer, Minnesota Department of Natural Resources, Minnesota Board of Water and Soil Resources, Minnesota Pollution Control Agency, Minnesota Department of Agriculture, United State Fish and Wildlife, United States Army Corps of Engineers and other agencies on drainage projects.
6. Seek quotes from contractors for drainage repairs and maintenance, schedule contractors, inspect and oversee project details for accuracy of repair. Projects over \$100,000 require bids. The SWCD shall follow the County's Purchasing Policy.
7. Coordinate and/or perform tree spraying and weed control multi-year plans on

drainage systems and buffers strips.

8. Maintain detailed records of pertinent project activities, including, but not limited to, the contractor's daily operations, quantities of material received or used, survey and inspection notes, material test results, elevations and/or locations of project installations.

9. Work with the County GIS Director when acquiring the permanent grass strips under section Minnesota Statute, Section § 103E.021 to create maps showing permanent grass strips and maintain an inventory of all permanent grass strips acquired by drainage authorities as stated in Minnesota Statute, Section § 103E.53.

10. Enforcement of buffer strips and compliance work under Minnesota Statute, Section 103E.021, Subdivision 4, and 103E.705.

11. Complete the annual reporting requirements on the ditch buffer strips according to Minnesota Statute, Section § 103E.067.

12. Perform various types of inspections for compliance with Minnesota Statute, Chapter 103E, including requirement of open drainage ditches shall be inspected at a minimum of every five years.

13. Work with the McLeod County Highway Department to prepare plans, proposals and maps using GIS of future construction or repair projects.

14. Ensure projects meet all Federal, State and local design and construction standards, guidelines and permits.

PAYMENT TERMS

The SWCD agrees to provide the County services provided in this Appendix based on terms mutually agreed upon between Liaisons. Payments to the SWCD segregated accounts shall be made on a quarterly basis, or upon receipt of specific grant funds or drainage account, through presentation of invoice from the SWCD to the County Auditor-Treasurer Office. Payment shall be made following established County policies.

LIAISONS

To assist the Parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective Party. The Parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Cindy Schultz Ford or successor, County Auditor-Treasurer
McLeod County Auditor-Treasurer's Office
2391 Hennepin Avenue North
Glencoe, MN 55336
Telephone: 320-864-1210
Email Address: Cindy.Schultz@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net

APPENDIX B
SCOPE OF SERVICES
SWCD PROVISION OF WETLAND CONSERVATION ACT (WCA)
SERVICES TO THE COUNTY

TERM

Notwithstanding the signatures of the Parties to the Agreement to which this Appendix is attached and incorporated, services provided to the County by the SWCD as of July 1, 2017 are subject to the terms provided herein.

WETLAND CONSERVATION ACT

Wetland protection and replacement is required under the Wetland Conservation Act (WCA) at Minnesota Statutes, Sections §§ 103G.222 through 103G.2375. Cities, counties, watershed management organizations, soil and water conservation SWCDs and townships as local government units (LGUs) are required to implement the act locally. In addition, various capital improvement and transportation projects of the County are subject to the requirements of the WCA.

PURPOSE OF SERVICES

Both the County and the SWCD have statutory responsibilities for implementation of the WCA and an interest in assisting cities and townships within McLeod County to comply with the requirements of the WCA. The purpose of this Appendix is for the County and SWCD to set out the obligations of each to meet WCA requirements within McLeod County.

SCOPE OF SERVICES AND PAYMENT TERMS

A. County Obligation.

1. The County agrees to:
 - a. Continue to seek funding for WCA activities through the state grant process, which includes submitting grant applications, including identification or contribution of matching funds or in-kind match required for grant, to the state and accepting grant funding from the state for WCA purposes.
 - b. If available and time permits, seek additional grant funding for WCA activities through other state, federal or other sources.

B. SWCD Obligations

1. The SWCD agrees to provide the following services with regard to wetland management and conservation implementation in McLeod County:
 - a. Upon the written request of McLeod County, a city, a township or a resident, wetland assistance services as required under the WCA and Minnesota Rules, Chapter 8420, including but not limited to:

i. Services for wetland activities associated with applications and wetland projects regulated under the Minnesota Wetland Conservation Act (WCA) that are forwarded to the SWCD.

ii. Determination by the SWCD, if requested, whether the area in question is a wetland in accordance with the WCA.

iii. If the SWCD determines the area is a wetland, and if requested, the SWCD will ascertain the type and approximate size, but not the official delineation of the wetland.

iv. Based upon the exemptions listed under current WCA Rule, and if requested, recommend certification of a wetland as exempt or non-exempt from the WCA to the appropriate public authority.

2. Wetland management and coordination services to County Departments, upon written request, for McLeod County wetland programs through the following:

a. Serve as primary liaison between citizens, LGU's, County and other officials dealing with the WCA and other McLeod County wetland protection programs.

b. Provide oversight and local coordination of the state wetland-banking program by providing localized information to McLeod County.

c. Inform County staff of activities of other agencies, new rules and procedures, and wetland activities within McLeod County.

d. Provide wetland determinations and delineations for the County through the McLeod County for routine County projects, or as otherwise agreed by the SWCD and the County Authorized Representatives, located within the County when appropriate.

e. Review replacement and mitigation plans as requested by County Departments on projects impacting wetlands regulated under the WCA.

NOTICE

The SWCD agrees to give the County reasonable notice of the date on which the SWCD can no longer provide the County with services under this Appendix to allow the County sufficient time to arrange for such services. In turn, the County agrees to give the SWCD reasonable notice of its intent to no longer use SWCD services under this Appendix. The Parties will give each other ninety (90) days written notice of any substantial changes to the provision services under this Appendix.

PAYMENT TERMS

The County will provide funding, which includes grant funds received by the County, for SWCD services under this Appendix as part of the County's general funding to the SWCD for a given calendar year. The County will make reasonable efforts to submit grant application(s) for WCA

funding during the term of this Agreement that is available through the state or other funding sources for a given funding period. When approved, grant funds distributed to the County will be passed along to the SWCD through the annual budget process for use in accordance with the terms of the grant application. If insufficient or reduced grant funding is provided by the State in a given year or the SWCD informs the County that the amount allocated for the services is inadequate to cover the costs to provide such services, and the County requests continued services from the SWCD under this Appendix, the Parties agree to bring this matter back to their respective Boards for consideration.

LIAISONS

To assist the parties in the day-to-day performance of this Appendix and to develop service, ensure compliance and provide ongoing consultation, the individuals listed below, or their designee, are the liaisons for their respective party. The parties shall keep each other continually informed, in writing, of any change in the designated liaison.

Liaison for County:

Larry Gasow or successor, Zoning Administrator
McLeod County Planning and Zoning Office
830 11th Street East, Suite 113
Glencoe, MN 55336
Telephone: 320-864-1291
Email Address: Larry.Gasow@co.mcleod.mn.us

Liaison for SWCD:

Ryan Freitag or successor, Program Director
McLeod County Soil and Water Conservation SWCD
1103 Gruenhagen Drive
Glencoe, MN 55336
Telephone: 320-864-5176
Email Address: Ryan.Freitag@mn.nacdnet.net



Minnesota Counties
Intergovernmental Trust

2017
MCIT Report to
McLeod County

MCIT's success can be attributed to its members' loyalty. MCIT has earned that loyalty by being willing to evolve to better address the changing needs and expectations of the counties.

OF THE COUNTIES, FOR THE COUNTIES

MCIT Mission: Providing Minnesota counties and associated members cost-effective coverage with comprehensive and quality risk management services.

Minnesota Counties Intergovernmental Trust is a joint powers entity made up of counties and associated public entities that pool resources to provide property, casualty and workers' compensation coverage to members, along with risk management and loss control services.

The MCIT Board of Directors is elected by member counties. The board sets the strategic direction, oversees finances, provides resources to achieve the goals and ensures the efficient and effective operations of the Trust.

Important Developments

In late 2014, the MCIT Board voted to conclude MCIT's 25 year partnership with its principle service provider, Meadowbrook Insurance Group (MIG). By 2018, underwriting and property/casualty claims administration will be the responsibility of MCIT. When this transition is complete, MCIT staff will perform all functions necessary to the program. As a result of this change, the MCIT staff will grow from 37 to nearly 50 to assume the duties previously performed by MIG.

To prepare for assuming these new functions and to update several existing software systems, MCIT is undertaking a massive software conversion. All MCIT claims, underwriting, financial, member services, risk management and loss control data will be consolidated into one fully integrated system by the end of 2017. The new system will enhance MCIT's ability to access data and respond to member inquiries, and is expected to increase efficiency and reduce operational costs. Conversion is occurring in phases during 2017 and is not expected to affect members.

POOLING BENEFITS MCIT MEMBERS

- Specialized coverage and services to meet members' needs
- Leadership's decision making is transparent
- Member representatives make up the board of directors and are responsive to member needs
- Reduced regulatory constraints
- No profit motive
- Tax exempt
- No commissions
- Investment income is shared with members as appropriate
- More aggressive defense strategies

MCIT MONITORS RISKS AND TAILORS COVERAGE

MCIT watches legislation, court rulings, operational changes, as well as the economic landscape and evolving role of county government.

When appropriate MCIT has modified coverage to address members' changing exposures. Recognizing the increasing exposure to counties of conducting business electronically, effective Jan. 1, 2017, MCIT replaced its data compromise expense endorsement with a comprehensive data compromise and computer attack coverage solution issued and administered by Hartford Steam Boiler (HSB).

Coverage provides an annual aggregate limit of \$50,000 for each of the following coverage sections (some sublimits apply):

1. First-party data compromise response expense coverage (expense for notification, credit monitoring, legal review, outside computer experts)
2. Third-party data compromise defense and liability coverage (defense and associated liability costs arising from an individual affected by a data breach)
3. First-party computer attack coverage (hack or unauthorized access, virus or malware attack, cyber extortion or ransomware claims.)
4. Third-party network security coverage (defense and associated liability costs arising from a claim brought by a third party who alleges the members' systems security failed that resulted in damage to them)

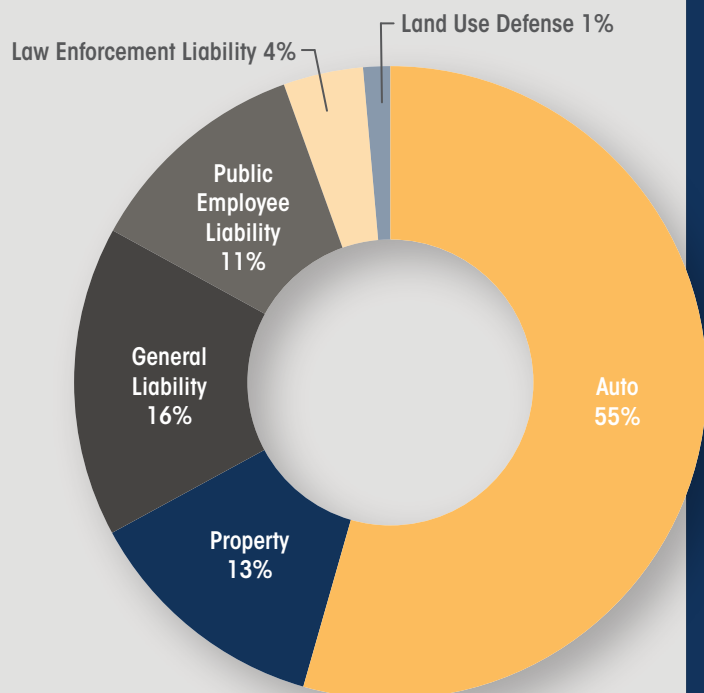
The HSB program also offers a team of experts who are available to members in the event of a covered claim.

PROPERTY AND CASUALTY CLAIMS

2012-2016

MCIT PROPERTY/CASUALTY CLAIM FREQUENCY

5 YEAR TOTAL



AUTO: This includes both physical damage and liability claims. The most frequently reported claims include high frequency but low severity claims such as broken windshields and hail damage. More expensive physical damage losses are often due to hitting animals or other vehicles. Generally less expensive liability claims include backing into another's vehicle. More costly liability claims involve a third party when the driver or passenger in another vehicle is injured or killed.

PROPERTY/INLAND MARINE: Typically these are large weather-related claims, such as damage from tornadoes, wind, lightning, fire and hail.

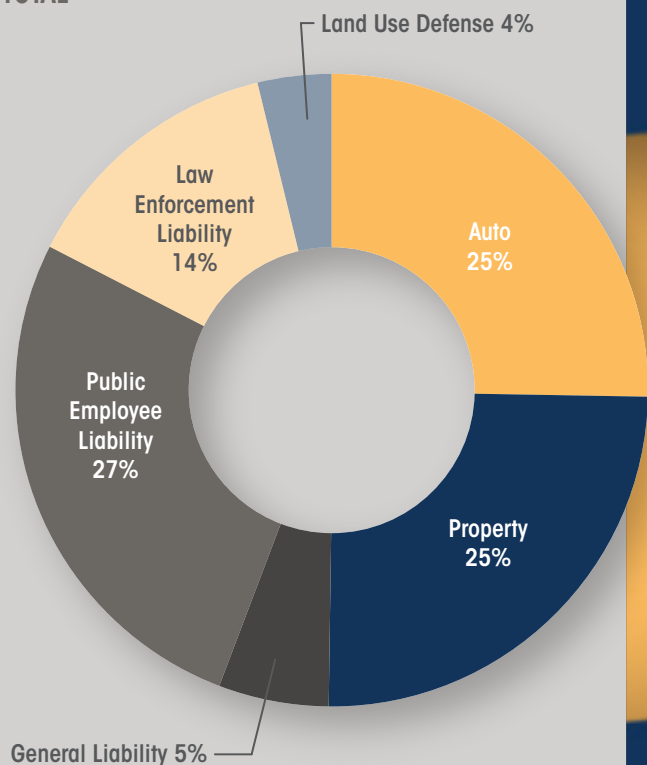
GENERAL LIABILITY: Many of these are slip, trip and fall accidents, and the cost is usually small for each. However, many small claims can add up to a large total dollar amount.

PUBLIC EMPLOYEE LIABILITY, LAW ENFORCEMENT LIABILITY AND LAND USE DEFENSE: These categories include claims related to employment (e.g., wrongful termination, discrimination, harassment), violations of the Driver's Privacy Protection Act, excessive force, inmate deaths and suicides, and land use decisions. They are typically the most expensive claims because they fall under federal laws and are not subject to state tort caps and often allow recovery of plaintiff's attorney fees.

2012-2016

MCIT PROPERTY/CASUALTY CLAIM SEVERITY

5 YEAR TOTAL

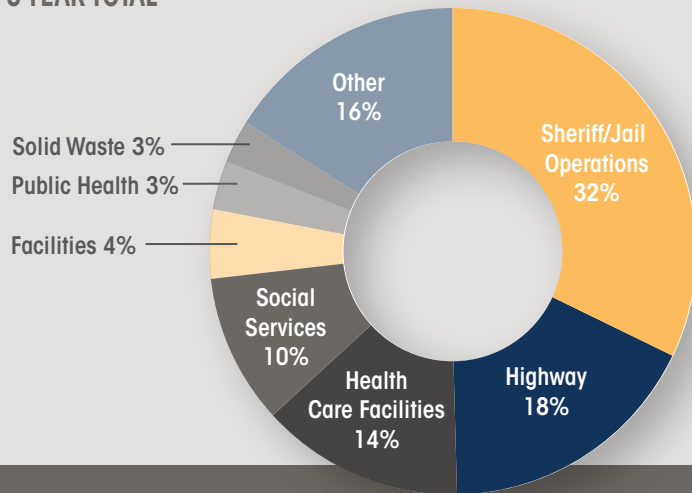


COUNTIES SHOULD BE PROUD OF THE ROLE THEY PLAYED IN FORMING MCIT IN 1979 AND THEIR CONTINUED COMMITMENT TO A PROGRAM THAT YEAR AFTER YEAR DEMONSTRATES ITS VALUE TO COUNTY OPERATIONS AND THE TAXPAYERS OF THE COUNTY.

WORKERS' COMPENSATION CLAIMS

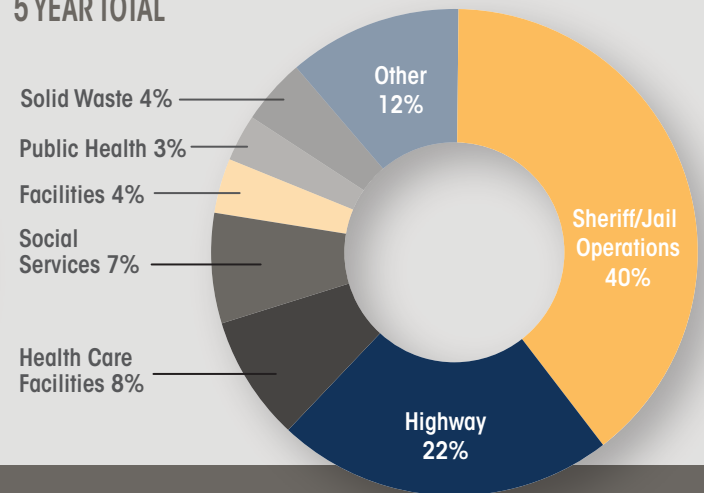
2012-2016

MCIT WORKERS' COMPENSATION CLAIM FREQUENCY 5 YEAR TOTAL



2012-2016

MCIT WORKERS' COMPENSATION CLAIM SEVERITY 5 YEAR TOTAL



- Slip and falls remain prevalent, particularly on water, ice and snow, both on and off member property. Totaled, this injury type accounts for the highest cost.
- The body part most frequently reported as being injured is the low back closely followed by knees.
- Law enforcement has the highest frequency of reported claims of county departments. It also was the loss leader relative to the severity (cost) of claims. Highway departments followed in second position.
- Although the sixth most frequently reported type of claim, training injuries are the second most expensive and are almost exclusively for law enforcement.
- An increased emphasis on return to work programs is having a positive effect on the cost of claims.

EFFECTS OF WORKERS' COMPENSATION CLAIMS

The frequency and severity of work-related injuries and illnesses is used to develop each member's experience modification (mod) factor. This unique factor then becomes part of the formula to determine a member's annual workers' compensation contribution. Other factors affecting the member's contribution include amount of payroll in each employee class code and the rate for each class code. With all factors remaining the same, a mod of 1.0 does not change contribution and reflects expected claim development. A factor greater than 1.0 can increase the contribution, whereas a factor less than 1.0 can decrease contribution.

MCLEOD COUNTY WORKERS' COMPENSATION ANALYSIS

YEAR	BASE	MOD	YOUR COST	COST DIFFERENCE
2017	\$192,866	1.006	\$194,023	\$1,157
2016	\$194,336	0.798	\$155,080	-\$39,256
2015	\$184,884	0.833	\$154,008	-\$30,876
2014	\$178,936	0.786	\$140,644	-\$38,292
2013	\$177,850	1.071	\$190,477	\$12,627

EXPERIENCE CREATES FINANCIALLY SOUND PROGRAM

Since its creation in 1979, MCIT has grown from a fledgling organization into one of the nation's premier risk pools. The lessons learned about disciplined underwriting, aggressive claims handling, consistent and

prudent reserving strategies, and conservative investment practices have made MCIT a financially strong and fully funded member-run organization. This ensures that MCIT has the ability to pay operational expenses

and claims (both reported and incurred but not yet reported), purchase reinsurance, consider service enhancements to address member needs, and return fund balance when appropriate.

AGGREGATE CONTRIBUTION RATES DECREASE FOR 2017

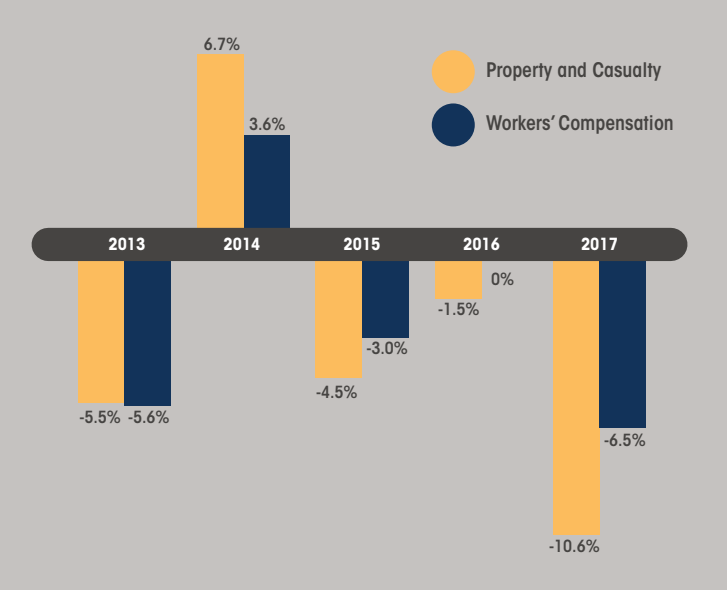
When calculating rates, MCIT's actuary must ensure that contributions are adequate to pay losses (claims) according to expected frequency and severity. The aggregate rate change for 2017 property/casualty coverage represents a 10.6 percent decrease and for workers' compensation a 6.5 percent decline.

Two major factors influenced the decision to reduce property/casualty aggregate rates for 2017. Over the past five years, auto physical damage, general liability and law enforcement liability have remained fairly stable or trended down. Even the public employees liability line of coverage has remained fairly stable, particularly when Driver's Privacy Protection Act (DPPA) violation claims are removed.

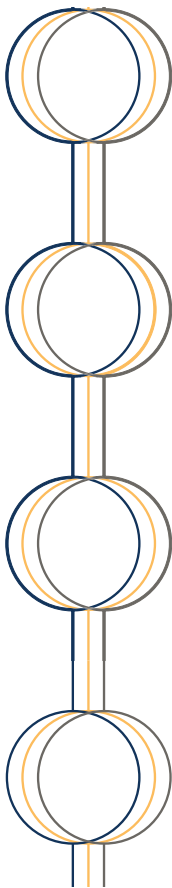
Several efforts resulted in reducing costs for workers' compensation claims in the past few years, leading to the reduction in aggregate rates for 2017. Some of the significant factors are improved return to work efforts, closure of many files, and recovery efforts using subrogation and restitution.

In years when MCIT's aggregate rates decline, an individual member's contribution may not have a corresponding decrease

MCIT ANNUAL AGGREGATE RATE CHANGES



because of increases in the member's exposure base, such as growth in payroll, number of covered vehicles, the annual budget or workers' compensation experience modification factor.



REINSURANCE RATES FAVORABLE FOR 2017

Reinsurance serves as a financial safety net against catastrophic losses that MCIT would otherwise be solely obligated to pay. MCIT retains a portion of the risk, essentially a deductible for catastrophic losses.

Each year, MCIT seeks bids for its property and casualty reinsurance. 2017 casualty reinsurance is placed with Munich Re and property reinsurance is through Hartford Fire. Pursuant to state law, reinsurance for workers' compensation must be obtained through the Workers' Compensation Reinsurance Association.

This year, MCIT has a small increase in casualty reinsurance—4.2 percent—due to the expectation that defense costs for remaining DPPA claims will be significant, as well as the growth in claims related to jail operations. The cost of property reinsurance decreased 14.4 percent for 2017 influenced by no major catastrophic losses in previous years.

DIVIDEND DISCUSSION

Dividends are based on a retrospective review of a member's claim history and the performance of MCIT's investments. Investment returns fuel dividends. MCIT only issues a dividend when it is actuarially sound and fiscally prudent. Dividends are not guaranteed. Since 1991, the MCIT Board of Directors has annually returned varying amounts of fund balance to its members for a total of more than \$313 million.

Total Dividends: Combined MCIT Membership and McLeod County

	MCIT Total Dividend	McLeod County Total Dividend
2012	\$29,900,000	\$348,827
2013	\$19,000,000	\$237,356
2014	\$13,000,000	\$160,574
2015	\$11,400,000	\$132,716
2016	\$12,213,000	\$141,909

MORE THAN COVERAGE: MCIT RESOURCES HELP COUNTIES MANAGE RISKS, REDUCE LOSSES

MCIT provides several services to assist members in reducing losses and mitigating risks. Most are provided as part of membership.

CONSULTATION SERVICES

Loss Control: All members have an assigned loss control consultant who can assist them with written safety programs; hazard identification, such as workplace safety surveys and reports; ergonomic assessments; interpretation of OSHA standards; and employee injury data analysis. Consultants also can participate in safety committee meetings, conduct employee safety training and provide loss prevention education resources.

A fifth loss control consultant position was added in 2016. The consultant primarily concentrates on assisting members in reducing law enforcement work-related injuries and illnesses.

Recent initiatives include:

- Loss prevention best practices guides focusing on public works, solid waste management, and parks and recreation operations.
- Discussion items and resource books related to workers' compensation and employees who work off site.
- Step Wisely slip, trip and fall awareness and prevention materials.
- "Training Safety Officer Program: Guide to Reducing Injuries from Training Activities."

Risk Management: Each member has an assigned risk management consultant who can respond to coverage, liability and risk management concerns. They review contracts and joint powers agreements from a risk management perspective. They assist members in identifying potential risks and offer advice about how members could manage them.

Recent initiatives include:

- "2017 MCIT Coverage Review" webinar.
- Discussions with county staff about the 10 essentials of risk management.
- Webinar "I Was Supposed to Save What? The What, When and How of Litigation Holds."
- In-person training and discussion with new member primary contacts for MCIT.

Call MCIT at 1.866.547.6516 to be connected to your assigned loss control and risk management consultants.

PATROL

(Peace Officer Accredited Training Online)

Better trained deputies lead to better decisions and better results for citizens, law enforcement agencies and county government. PATROL is Web-based training specific to Minnesota laws and safety standards. Courses provide classroom components of annual requirements and address hot topics in law enforcement, such as responding to mental health issues in the field, persuasion and de-escalation, and legislative and case law updates.

MCIT members pay a discounted yearly subscription of \$90 per person, which is just \$2.50 per course. PATROL is a joint effort of MCIT, the Minnesota Sheriffs' Association, Minnesota Chiefs of Police Association and League of Minnesota Cities Insurance Trust. Contact Kristen LeRoy with PATROL at 651.281.1268 or patrol@lmc.org for details.

2017 MCIT Member Participation*

- | | | |
|---------------------|---------------------|--------------------|
| • Beltrami County | • Jackson County | • Renville County |
| • Benton County | • Kanabec County | • Scott County |
| • Big Stone County | • Kittson County | • Sherburne County |
| • Brown County | • Lake County | • Sibley County |
| • Carlton County | • Lincoln County | • Stearns County |
| • Carver County | • Lyon County | • Steele County |
| • Cass County | • Marshall County | • Stevens County |
| • Chisago County | • Martin County | • Todd County |
| • Clearwater County | • Mille Lacs County | • Traverse County |
| • Cook County | • Morrison County | • Wabasha County |
| • Crow Wing County | • Nobles County | • Waseca County |
| • Dodge County | • Norman County | • Wilkin County |
| • Fillmore County | • Pine County | • Wright County |
| • Goodhue County | • Polk County | |
| • Hubbard County | • Redwood County | |
| • Isanti County | | |

*As of March 13, 2017

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program offers access to professional counselors for MCIT officials, department heads, member employees and their dependents who seek advice about personal issues or work-related concerns that may affect their ability to do their jobs. The program is voluntary, confidential and delivered in a clinical setting or by phone. The service is provided as part of membership.

Programwide in 2016:

- 90 percent of users reported that as a direct result of EAP services, they were able to do better at work.
- 16 people reported that the EAP gave them an alternative to filing a grievance or lawsuit.

Introduced as a risk management tool to help reduce employment-related claims, history shows this is accomplished when member utilization is 4 percent. Members

can access services by calling 1.800.550.MCIT (6248).

No-cost, On-site Training Program Coming in 2017

Once again, MCIT has partnered with its Employee Assistance Program provider, Sand Creek, to develop training for county members to be delivered on-site throughout 2017. This program is in response to member requests for more training related to ideas presented in the 2014-2016 Resilience Training program. Like the previous program, "Resilience II" includes a module for all employees and one for supervisors. Both modules focus on providing practical strategies for building resilience, the ability to bounce back from adversity.

To schedule this training, members should contact Sand Creek at 1.800.550.6248 or info@sandcreekeap.com.

MCLEOD COUNTY'S EAP PARTICIPATION LEVELS

• 2015: 7.69 percent • 2016: 4.79 percent

BALANCING LEADERSHIP AND RISK WHILE SERVING THE PUBLIC: NEXT STEPS IN COUNTY GOVERNMENT FOR NEW COMMISSIONERS

Sept. 6, MCIT Building, St. Paul

By September, new commissioners will have eight months of service under their belts and will have encountered issues and circumstances that may have left them with even more questions than they had when they first took office. Co-sponsored with the Association of Minnesota Counties, this seminar is specifically developed for elected officials to enhance their knowledge and skills to serve the public while complying with laws and managing various risks. The seminar uses scenarios and work groups, giving participants the opportunity to practice applying techniques to the real world of county government. More information about this event will be provided later in the year at MCIT.org.

DEFENSIVE DRIVING TRAINING

Auto-related claims continue to be the most frequently reported loss. Training drivers to be safe does more than protect a member's fleet from physical damage; it also helps prevent injuries to employees and citizens. Training is available online or on site. Contact MCIT at 1.866.547.6516 or info@mcit.org for details.

2015-2016 MCIT Member Participation

- | | | | |
|---------------------|----------------------|---------------------|---------------------|
| • Aitkin County | • Douglas County | • Le Sueur County | • Sherburne County |
| • Big Stone County | • Fillmore County | • McLeod County | • Sibley County |
| • Blue Earth County | • Goodhue County | • Nicollet County | • Swift County |
| • Carlton County | • Houston County | • Norman County | • Wabasha County |
| • Cass County | • Isanti County | • Otter Tail County | • Wadena County |
| • Chisago County | • Itasca County | • Redwood County | • Washington County |
| • Clay County | • Jackson County | • Rice County | • Winona County |
| • Cook County | • Koochiching County | • Scott County | • Wright County |

ADDITIONAL RESOURCES

- Statewide training seminars
- Member-specific training sessions presented on-site
- MCIT website: MCIT.org
- MCIT Bulletin newsletter
- Video library: Borrow at no cost
- Webinars
- Minnesota Safety Council membership

HOW MEMBERS REDUCE COSTS

Each member's efforts to manage risks and control losses help contribute to poolwide rate stability. Dedication to risk management at all levels within a member organization is key to containing costs. Commissioners are encouraged to:

- Support initiatives to improve safety, including the safety committee, and return to work programs.
- Participate in risk management training.
- Recommend training and education for all employees.
- Learn how coverage may apply before making final decisions.
- Have a risk management review of contracts before signing or approving them.
- Promote safety at all levels.



County of McLeod, Minnesota
Material Recovery Facility Operations Service Contract

DATE AND PARTIES

1. THIS CONTRACT, made this 20th day of June, 2017, by and between the County of McLeod , herein called the "COUNTY", and GreenForest Recycling Systems, LLC , located at 15861 Stonebridge Trail, Brainerd, MN 56401, herein called the "CONTRACTOR".

AGREEMENT

2. NOW, THEREFORE, it is mutually agreed that, in consideration of the payments to be made to said CONTRACTOR, subject to the conditions, hereinafter set forth, the COUNTY shall pay for the Operational Management, Processing, and Marketing from said CONTRACTOR, at the agreed price(s) submitted, and the CONTRACTOR shall perform said services all in accordance with the specifications stated in this contract.

TERM OF CONTRACT

3. The term of the contract is from August 1, 2017 to July 31, 2019. The COUNTY reserves the right to extend this contract for up to two (2) additional two (2) year terms. COUNTY shall give notice to the CONTRACTOR of COUNTY'S intent to discontinue or continue the contract at least one hundred eighty (180) days prior to the end of the term of this contract. COUNTY'S failure to do so will continue the contract for the additional days needed to meet the 180 day notice requirement, or until both parties mutually agree to terminate the contract. CONTRACTOR shall give notice to the COUNTY of CONTRACTOR'S intent to discontinue or continue the contract at least one hundred eighty (180) days prior to the end of the term of this contract. CONTRACTOR'S failure to do so will continue the contract for the additional days needed to meet the 180 day notice requirement, or until both parties mutually agree to terminate the contract. Failure of either party to give said notice can be waived by mutual consent.

CONTRACT DOCUMENTS

4. It is understood and agreed that the Scope of Services (Attachment A), the CONTRACTOR/COUNTY Reimbursement Rates (Attachment B), Processing Fee Exemptions (Attachment C), any addenda issued by the COUNTY, and this signed agreement shall collectively constitute the Agreement between the COUNTY and CONTRACTOR, and shall be referred to as the Contract Documents and the work should be done in accordance therewith.

CONTRACT AMOUNT:

5. CONTRACTOR will be paid, and invoiced, for services at the rates detailed in Attachment B.

INCREASE

6. No increases to the above said contract will be allowed to the contractor during the term of this contract unless provided for in the Scope of Services or by mutually agreed upon amendment, and/or extension.

MARKET VALUE PROVISION

7. If the commodity values decrease to the point where the cost to process exceeds the commodity values for Out of County and Commercial material, the COUNTY can exercise its right to invoice each account for the difference.

REVIEW

8. After the first year, of said contract, the County and Contractor will review the County's financial and service agreement goals as outlined in the agreement.

SERVICE AGREEMENT GOALS

9. The COUNTY is entering into this agreement to:
 - a. Reduce expenses documented for the Material Recovery Facility
 - b. Increase the number of tons processed
 - c. Decrease the tons landfilled

PAYMENT

10. Payment terms of this contract are Net 30.

GUARANTEE

11. The CONTRACTOR further agrees to guarantee all work, materials, and parts supplied under this contract against inferiority as to specifications, such guarantee to be unconditional. Failure or neglect of the COUNTY or its designated representative to require compliance with any term or condition of this contract or the specifications shall not be deemed a waiver of such term or condition.

INSURANCE

12. The following insurance must be maintained for the duration of this contract. A Certificate of Insurance for each policy must be on file with the McLeod COUNTY Purchasing Department within 10 days of execution of this contract and prior to commencement of any work under this contract. Each certificate must include a 10-day notice of cancellation, non-renewal, or material change to all named and additional insureds.
13. The COUNTY reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against CONTRACTOR. All insurance policies shall be open to inspection by the COUNTY, and copies of policies shall be submitted to the COUNTY upon written request. All subcontractors shall provide evidence of similar coverage.
 - a. General Liability Insurance
 - \$500,000 for claims for wrongful death and each claimant for other claims,;
 - \$1,500,000 each occurrence.
 - No less than \$2,000,000 Aggregate coverage.
 - Policy shall include at least premises, operations, completed operations, independent contractors and subcontractors, and contractual liability and environmental liability.

- McLeod County must be named additional insured.
- b. Business Automobile Liability Insurance
 - \$500,000 for claims for wrongful death and each claimant for other claims,;
 - \$1,500,000 each occurrence.
 - No less than \$2,000,000 Aggregate coverage.
 - Must cover owned, non-owned, and hired vehicles.
- c. Workers' Compensation

Per statutory requirements. Certificate of Compliance must be executed and filed with McLeod County.
- d. Professional Liability Insurance

Provider shall maintain at its sole expense a valid policy of insurance covering professional liability, arising from the acts or omissions of Provider, its agent and employees in the amount of not less than \$500,000 per claim and \$1,000,000 annual aggregate.
- e. Bonds

The Contractor agrees to furnish an annual Performance Bond in the amount of \$650,000 and Labor & Material Payment Bond in the amount of \$650,000 in favor of the County to protect the County against any breach of the Original Agreement. The surety company providing the bonds must be registered to do business in the State of Minnesota and be satisfactory to the County. Each bond shall be for the annual estimated contract amount of \$650,000.

The bonds may be continued for subsequent annual periods at the sole option of the surety. However, neither (A) the surety's decision not to provide a bond for subsequent annual periods not (B) the failure or inability of the Contractor to file a replacement bond or other security, shall not in itself constitute a loss to the County recoverable under this bond or any replacement bond or other security for subsequent annual periods.
- f. INDEMNIFICATION CLAUSE

Except as may be caused by the sole negligence of the COUNTY or its employees, CONTRACTOR shall indemnify and save harmless McLeod County, its employees, and its agents from all claims, actions, demands, and judgements of any kind arising in whole or in part from any act or omission of CONTRACTOR, its subcontractors, and their agents, servants, or employees, incidental to the performance of the contract and from all expenses in connection with such claims, actions, demands, and judgements, and shall assume, without expense to the COUNTY, the defense of any such claims, actions, demands, and judgements, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the COUNTY or its representatives caused or contributed thereto.

CONTRACTOR agrees, that in order to protect itself and the COUNTY under the indemnity provisions set forth above, it will at all times during the term of this Contract keep in force policies of insurances indicated in paragraph entitled "INSURANCE".

This provision is not intended to create any cause of action in favor of any third party against the CONTRACTOR of the COUNTY or to enlarge in any way the CONTRACTOR'S liability, but it is intended solely to provide for indemnification of the COUNTY from liability

for damages or injuries to third persons or property arising from the CONTRACTOR'S or the CONTRACTOR'S agents performance hereunder.

TAXES

14. CONTRACTOR shall pay any applicable state and local sales taxes and be responsible for the payment of any and all payroll taxes and contributions for unemployment compensation insurance and Social Security which are measured by the wages, salaries or other remunerations paid to employees of the CONTRACTOR and shall submit evidence of the same to COUNTY when requested.

UNAVOIDABLE CIRCUMSTANCE

15. The CONTRACTOR shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to fires, acts of God, legal acts of the public authorities, or delays of defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

RIGHT TO TERMINATE

16. COUNTY reserves the right to terminate this contract immediately, at any time during the contract period for failure of CONTRACTOR to perform as specified in the Scope of Services (Attachment A), or to the reasonable satisfaction of the COUNTY, upon notification to CONTRACTOR. CONTRACTOR reserves the right to terminate this Agreement at any time, with or without cause, upon one hundred eighty (180) days' written notice delivered by mail or in person to the COUNTY.

ASSIGNMENT

17. CONTRACTOR shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the Director of Solid Waste and subject to such conditions and provisions as the COUNTY may deem necessary. The CONTRACTOR shall be responsible for the performance of all subcontractors.

COMPLIANCE WITH LAWS

18. CONTRACTOR shall abide by all Federal, State, and local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to the Contract or to the facility, programs, and staff for which CONTRACTOR is responsible.

RECORDS AUDITING AND RETENTION

19. CONTRACTOR'S bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription and audit by the COUNTY and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05.Subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. CONTRACTOR agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period.

WAIVER

20. Any waiver by either party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

MODIFICATIONS/AMENDMENT

21. Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing, and signed by authorized representatives of both the COUNTY and the Contractor.

SEVERABILITY

22. The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

FINAL AGREEMENT

23. This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

EXECUTION

24. IN WITNESS THEREOF the County of McLeod has caused this Contract to be signed by its duly authorized officers and CONTRACTOR has hereunto set its hand.

GreenForest Recycling Systems

BY: _____
Jeff Grunenwald

DATE: _____

County of McLeod

BY: _____
Joseph Nagel
McLeod County Board Chair

DATE: _____

BY: _____
Patrick Melvin
McLeod County Administrator

DATE: _____

BY: _____
Cynthia Ford Schultz
McLeod County Auditor

DATE: _____

APPROVED AS TO FORM & EXECUTION:

BY: _____
Michael Junge
McLeod County Attorney

DATE: _____

Attachments: Scope of Services (Attachment A)
Reimbursement Rates (Attachment B)
Processing Fee Exemptions (Attachment C)

Attachment A: Scope of Services

I. Scope of Services

The Contractor shall operate the County's Material Recovery Facility (MRF) by processing accepted recyclable material from the County's contracted vendor (s) serving the McLeod County municipal curbside and rural recycling collection programs, commercial customers served through the County's contracted transportation vendor(s), and non-contracted customers utilizing the McLeod County Material Recovery Facility as a recycling processor.

A. Recyclable Material Processing

1. The county owns a Material Recovery Facility (MRF) in Hutchinson, Minnesota. The Contractor shall use the MRF to process and market recyclables under the County program.
2. The Contractor must adhere to all plans and permits and the provisions therein. The County may inspect any and all areas of the MRF at any time to ensure Permit and Plan compliance, or for any other reason.
3. Only activities associated with the execution of this Agreement shall be allowed on the premises without prior written authorization from the County.
 - i. The Contractor shall not allow storage of non-County owned containers or equipment on the premises other than equipment and containers authorized under the terms of this agreement.
 - ii. The Contractor shall not allow repair or maintenance activities of non-county owned containers or equipment on the premises other than equipment provided under the terms of this contract.
 - iii. The Contractor must obtain prior written approval from the County for any other activities not specified under the terms of this Agreement.
4. The County shall provide the Contractor with Operation and Maintenance Manuals outlining operational and maintenance procedures and requirements for the MRF, MRF equipment, and Facility grounds as they pertain to this agreement. The Contractor shall operate the MRF equipment in accordance with the operational manuals and any amendments. The County shall review and if necessary or desired, amend the operational manuals and procedures annually, providing the Contractor with an updated manual as needed. The terms of operational manuals and any amendments shall be incorporated by reference as part of the Agreement between the County and the Contractor for the MRF processing activities
5. The Contractor will have use of three MRF offices located on the 2nd floor of the MRF, and a designated scale dispatcher space in the 1st floor office area.
 - i. Employees of the Contractor will have limited access to the Facility due to the County's responsibility to maintain other department activities, security, and privacy.
 - ii. The Contractor will provide the County a copy of the Contractor's personnel policy.

Attachment A: Scope of Services

- iii. The County will provide the Contractor a copy of the County's personnel policy.
6. The Contractor shall maintain phone and computer lines at the MRF. All appliances and office equipment such as refrigerators, microwave ovens, phones, computers, printers, copiers, etc. will be provided by the Contractor, energy star compliant, and adhere to County policy.
7. The Contractor will designate a ~~contact~~ person at the MRF who will be available during all hours of operation.
8. The Contractor will maintain the MRF and Facility premises in a neat and sanitary manner, complying with all state, federal, and local regulations . The Contractor will collect and properly dispose of all litter resulting from the operation of the MRF. Disposal fees will be shared equally between County and Contractor.
9. The County shall provide and pay for electricity and natural gas to operate the MRF. The Contractor must utilize these utilities in an efficient manner. The contractor will be responsible for the fuel and gas needed to operate rolling stock equipment.
10. The County shall provide snow plowing services for the Facility.
11. The County will provide the following equipment for MRF operations:
 - i. Front End Loader (1)
 - ii. Bobcat (1)
 - iii. Forklifts (2)
 - iv. Forklift Grapple (1)
 - v. Sweeper Attachment (1)
 - vi. JLG Aero-Lift (1)
 - vii. Toyota Electronic Pallet Truck (1)
 - viii. Recycling Baskets (35)
 - ix. Diesel Fuel Storage Tank (1)
 - x. Worksaver 2 Bale Handler Attachment (1)
 - xi. Auto Scrubber floor Cleaner (1)
 - xii. Craftsman Pressure Washer (1)
 - xiii. Hobart Strictmate Welder (1)
 - xiv. Mattress Recycling Stands (4)
 - xv. Side Dump Trailer (1)
 - xvi. ZeroWaste EPS Densifier (1)
12. The county will contract out preventative maintenance of all equipment. Any and all repairs will be equally shared by both contractor and county, and scheduled by the County.
13. The Contractor must provide a safety plan and all necessary training for its personnel and contracted personnel.

Attachment A: Scope of Services

14. The Contractor will provide all personnel protective equipment necessary for operations and routine facility maintenance.
15. The County will provide the fixed processing equipment to sort co-mingled recyclables and bale sorted recyclables. Maintenance and repair of this equipment, as specified in the equipment's Operations & Maintenance Manual is the responsibility of the County. The Contractor will be responsible for any damage to the fixed equipment resulting from the Contractor's failure to maintain the equipment, reasonable wear and tear excepted. Non-routine maintenance will be carried out upon approval of expenses, and need, by the County and coordinated by the County.
16. Contractor will accept and process/bale the following items collected through the County's recycling program:
 - i. Commingled residential and commercial fiber items including newspaper, magazines, catalogs, books, junk mail, office paper, folders, bags, boxboard, and kraft bags.
 - ii. Commingled residential and commercial recyclables including glass (clear, brown, green, blue), aluminum, ferrous & non-ferrous scrap metal, bi-metal cans, tin-coated steel cans, HDPE plastics, PET plastics, UHMD scrap, poly seed bags, agricultural stretch film plastic, LDPE plastics, Polystyrene, Aseptic containers, rigid plastics, 3-7 plastics, e-waste (ABS/PVC)plastic, poly seed bags, green pallet strapping, and film plastics.
 - iii. Sorted material included in items A.16.i and A.16.ii.
 - iv. Additional materials as mutually agreed by the County and the Contractor, and reviewed in the form of a program plan showing profit/loss potential.
17. The Contractor will accept recyclable material at the MRF in a courteous and efficient manner.
18. Weights of all material accepted, processed, and shipped at the MRF must be reported monthly including material type and customer, location of origin, and destination.
19. Based on commodity market specifications, the Contractor will sort, process, and prepare for market the items listed in Section A.17 of this attachment. The Contractor may modify, add, or eliminate the specifications for marketable materials during the term of the Agreement or any extension. The Contractor shall provide the County 30 days written notice, prior to such changes in the marketable materials specifications. These specifications are based on vendor expectations for quality.
20. The Contractor will transfer glass, sorted from the single-sort equipment, to a local processor, as identified by the County, and back haul residue to Spruce Ridge Resource Management Facility, until a more environmentally and financially feasible method is available and outlined for the County's review.

Attachment A: Scope of Services

21. The County will provide a 30 yard roll-off for the collection of residual materials. The costs associated with the contracted servicing of this roll-off will be shared equally between the County and Contractor. Invoicing and documentation will be provided to the Contractor monthly.
22. The County will cover costs associated with illegal dump materials, such as appliances, tires, electronics, mattresses, HHW, universal wastes, demolition debris, and hard goods deposited in the public recycling collection area located on site in the northwest corner of the Facility. The County will perform daily inspections and make note of illegally dumped items deposited on the grounds. The county will track costs and lost revenues associated with illegal dumping and littering at all county collection sites. In the event that County offices are closed, the Contractor will designate an employee to document and provide photos for illegally dumped items, to be provided to the County on the next County business day.
23. Landfilling of recyclable materials is prohibited and/or accepting materials as recyclable, to then landfill is prohibited and is cause for immediate termination of this Agreement.
24. Contractor may process acceptable recyclable material from new sources. The County's tip fee will be charged, and all new accounts must be shared with the County in the event that the County exercises its right to utilize the Market Value Provision as stated in the Service Contract.
25. Contractor shall make the MRF available for operations between the hours of 7am and 4pm, Monday through Friday. The Contractor is not required to provide processing services on Saturdays, Sundays, or the following Holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day. Any modification of this schedule must be approved by the County in writing prior to implementation.
26. County will provide and oversee the contracted transportation and collection of Commercial accounts established prior to the start of this Agreement. The material collected will be documented, weighed, entered into scale software provided by the Contractor, and then provided to the County for retention, auditing, reimbursement tracking, and notification purposes through the use of a Straight Bill of Lading Form provided by the County. The weight of the material received must be documented as net weight only. If unacceptable and/or non-recyclable material is received from the County's established contracted Commercial accounts, the Contractor must document with photos and provide to the County.
27. The County will provide all Straight Bill of Lading Forms to the Contractor for use. The Contractor must provide legible copies of all Straight Bill of Lading and Bill of Lading forms completed, to the County each day.

Attachment A: Scope of Services

28. The Contractor will be responsible for hazardous waste remediation and disposal regarding hazardous materials and releases from processing operations.

B. Marketing of Recyclable Materials

1. The Contractor shall secure competitive end-market values for all processed recyclable materials marketed from the County's MRF. A monthly report from the Contractor identifying all end-market values, historical comparisons, Fee on Buyer pricing deductions, end-markets utilized, and commodity shipping summary will be due within two weeks of the months end.
2. The County will receive all revenue from the sale of recycled materials. All end markets shall write check payments to McLeod County Auditor-Treasurer and mail directly to McLeod County Solid Waste at 1065 5th Avenue SE, Hutchinson, MN 55350.
3. The Contractor will ensure the timely and cost efficient transport of processed recycled materials to markets acceptable to the County.
4. All transport for processed recycled material will be on an FOB (fee on buyer) arrangement; unless the Contractor can secure a local competitive rate increasing the financial return on the load.
5. In the event that transported processed recycled materials are rejected by the proposed end market, all costs associated with the transportation, further processing, and disposal of the materials are the sole responsibility of the Contractor. In the event that lower than anticipated market prices are received for a material because of inadequate processing or contamination by the Contractor, the Contractor shall reimburse the County for the difference between anticipated and actual market value.

C. Reporting and Education

1. In addition to the County having access to the Contractors data management software, the Contractor is required to submit the following reports within 24 hours of incident/discovery.
 - a. Equipment inventory/damage reports: To complete based on final equipment list
 - b. Safety:
 - c. Maintenance
 - d. Building Integrity
 - e. Illegal Drop
 - f. Unacceptable Commercial material
2. The County will be responsible for recycling education for commercial and residential customers within the county, and with licensed haulers utilizing the County Material Recovery Facility., at a cost not to exceed the annual budget. For all other accounts, education costs will be the responsibility of the Contractor and the material generator.

Attachment A: Scope of Services

3. The Contractor will comply with all data requests regarding the County's reporting requirements, requests for information, and confirmation of information managed through the Contractor's scale software.

Attachment B: Reimbursement Rates

- I. Reimbursement to Contractor
 - a. The County will reimburse the Contractor at a rate of \$58.00 per ton for all material shipped to end markets.
 - b. Contractor will market commodities, on behalf of the County, to decrease rate per ton cost to \$56.00 per ton for all material shipped to end markets.
- II. Payment to County
 - a. The Contractor will be invoiced for the use of equipment, as outlined in Attachment A section A.11, at a cost of \$2,280.90 per month.
 - b. The Contractor will be billed 50% of the Recycling Residue expenses on a monthly basis.
 - c. The Contractor will be billed 50% for repair costs associated with equipment repairs outside the County's contracted preventative maintenance schedules.
- III. County Fee Schedule Compliance
 - a. Contractor must comply with fees included on the County's Fee Schedule
- IV. Cross docking Fees
 - a. The County will not pay the processing fee to the Contractor for baled material received, consolidated, staged, stored, or shipped for material routed through the County's Material Recovery Facility.
 - b. The County will not receive commodity revenue for this material.
 - c. These accounts will be identified in Attachment C.
 - d. The County will charge the Contractor a cross docking fee of \$5.00 per ton to cover the cost of rolling stock equipment, and overhead door use to manage this material.
- V. Baling Fees
 - a. The Contractor has accounts, estimating a total of 250 tons per month, which will be routed to the McLeod County Material Recovery Facility.
 - b. These accounts will be identified in Attachment C.
 - c. The County will not pay the processing fee to the Contractor, nor will the county receive commodity revenue for this material.
 - d. The County will charge the Contractor a \$15.00 per ton baling fee for the use of rolling stock, overhead doors, and the baler to manage this material.
 - e. If this material is already baled, the cross docking fees will apply.

Attachment C: Processing Fee Exemptions

- I. The following accounts are pre-established Contractor accounts.
 - a. LS
 - b. GC
 - c. FSF
 - d. ECPC
 - e. WCT

Personnel Committee Recommendations
Tuesday, June 13, 2017

AGENDA

- A. Discuss Social Worker vacancy in Social Services – TriStar
Act Grade 22.

Recommendation: Take no action- this is a new position and the Board has a new position hiring freeze until all Union contracts are finalized.

- B. Continue or finalize discussion on moving current employee into the
Tech II position.

Recommendation: Following review by the County's Evaluation Committee approve the proposed Tech II position at a grade 140 with a salary range of \$18.15 to \$27.20.

- C. Consider replacing Office Manager position in Public Health. Current individual has submitted resignation notice effective at the end of July.

Recommendation: Approve replacing the Office Manager position at a grade 150 with a salary range of \$20.00 to \$29.95. This will be an internal and external job posting. If the position is filled internally allow department to backfill.

D. Consider replacing a case manager public health nurse that has resigned.

Recommendation: Approve replacing public health nurse position with a public health nurse at a grade 170 with a range of \$23.65 to \$35.45 or, if a Public Health nurse is not available, a Registered Nurse at a grade 160 with a range of \$21.80 to \$32.70.

E. Discussion about the role of the Personnel Committee

Recommendation: Continue to bring department personnel requests to this Committee until such time as HR has been staffed and the role of this Committee can be evaluated further.



County of McLeod

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

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COMMISSIONER JOE NAGEL

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COUNTY ADMINISTRATOR

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RESOLUTION 17-CB-20**ENVIRONMENTAL SERVICES/PLANNING & ZONING
DEPARTMENT CONSOLIDATION**

WHEREAS, Roger Berggren has submitted his retirement notice as McLeod County Environmental Services Director effective February, 2017; and

WHEREAS, the McLeod County Board of Commissioners has determined that combining the offices of Environmental Services and Planning & Zoning would provide for enhanced efficiencies if they were consolidated into a single elective office; and

WHEREAS, Minnesota Statute, Chapter 375A, provides that the McLeod County Board of Commissioners may, by resolution, provide for such consolidation; and

WHEREAS, the McLeod County Board of Commissioners wishes to consolidate the offices of Environmental Services and Planning & Zoning by adopting this resolution;

NOW, THEREFORE, BE IT RESOLVED, that the offices of Environmental Services and Planning & Zoning shall be consolidated effective July 1, 2017, and the title of the consolidated office will be "Environmental Services and Planning & Zoning" with the office remaining appointed; and

BE IT FURTHER RESOLVED, that Larry Gasow, the duly appointed Planning and Zoning Director of McLeod County, is duly appointed to the office of Environmental Services and Planning & Zoning effective July 1, 2017.

BE IT FURTHER RESOLVED, that the McLeod County Administrator is directed to have this resolution published once each week for two consecutive weeks in the official publication of McLeod County.

Adopted this 20th day of June, 2017.

Joseph Nagel, Chairman

Patrick T. Melvin, County Administrator

**McLeod, Sibley, Trailblazer Joint Self-Insurance Pool
JOINT POWERS AGREEMENT**

Effective January 1, 2016

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TABLE OF CONTENTS

Introduction	1
ARTICLE I. ESTABLISHMENT AND PURPOSE OF THE JOINT SELF-INSURANCE POOL	2
ARTICLE II. DEFINITIONS	2
ARTICLE III. MEMBERSHIP, AUTHORITY, AND DUTIES OF THE BOARD	4
ARTICLE IV. MEETINGS OF THE BOARD	6
ARTICLE V. OFFICERS	6
ARTICLE VI. SERVICE COMPANY AND FINANCIAL ADMINISTRATOR	6
ARTICLE VII. TRUSTS	7
ARTICLE VIII. PLAN(S) OF BENEFITS	9
ARTICLE IX. STOP LOSS INSURANCE	9
ARTICLE X. MATTERS REQUIRING APPROVAL	10
ARTICLE XI. OBLIGATIONS OF MEMBERS	11
ARTICLE XII. LIABILITY OF MEMBERS	11
ARTICLE XIII. LIABILITY OF REPRESENTATIVES	11
ARTICLE XIV. STANDARDS OF FINANCIAL INTEGRITY AND LOSS EXPERIENCE	12
ARTICLE XV. CONTRACTUAL OBLIGATION	12
ARTICLE XVI. EXPULSION OF A MEMBER	13
ARTICLE XVII. VOLUNTARY WITHDRAWAL FROM THE JOINT POWERS ENTERPRISE	14
ARTICLE XVIII. DURATION AND DISSOLUTION	15
ARTICLE XIX. MISCELLANEOUS	16
ARTICLE XX. NEW MEMBERS	17
Appendix A - Members	19
Appendix B - Plans	20

INTRODUCTION

This Agreement, made by and among the County of McLeod the County of Sibley and Trailblazer Joint Powers Board (collectively referred to as "Members") is effective as of January 1, 2016.

WHEREAS, Section 471.59 of the Minnesota Statutes provides that two or more "governmental units" may, by agreement, jointly or cooperatively exercise any power common to them; and

WHEREAS, the Members are "governmental units" for purposes of Section 471.59 of the Minnesota Statutes; and

WHEREAS, Section 471.617 of the Minnesota Statutes provides that certain governmental entities who together employ more than 100 employees may jointly self-insure employee health benefits; and

WHEREAS, the County of McLeod employs more than 100 employees and, as a result, together the Members employ more than 100 employees; and

WHEREAS, the Members have jointly established in full force and effect certain self-insurance arrangements to provide certain employee health benefits, including medical benefits, and those arrangements constitute a self-insurance pool under Minnesota law, Including Section 471.617 of the Minnesota Statutes and Chapter 2785 of the Minnesota Rules; and

WHEREAS, the Members may, in the future, wish to jointly provide other employee benefits, permitted under applicable law, to their employees; and

WHEREAS, Section 471.6175 of the Minnesota Statutes authorizes a "political subdivision or other public entity" to establish a trust to pay postemployment benefits to their employees; and

WHEREAS, the Members authorize the Board to act as a joint board for the purpose of exercising certain powers as set forth in this Agreement.

Now, therefore, each Member in exchange for the mutual covenants, promises and obligations contained herein, promises and agrees as follows:

**ARTICLE I.
ESTABLISHMENT AND PURPOSE OF THE
JOINT SELF-INSURANCE POOL**

- 1.01** The Members effectively established a joint enterprise (the "Joint Powers Enterprise"), including a joint self-insurance pool known as the McLeod, Sibley, Trailblazer Joint Self-Insurance Pool (the "Pool"). The Joint Powers Enterprise and the Pool have operated since approximately 1981 as further described in Section 19.08.
- 1.02** The purpose of the Joint Powers Enterprise is to cooperatively maintain and administer the Plan(s).
- 1.03** The purpose of the Pool is to provide for the reciprocal assumption of risk among the Members with respect to the provision of health benefits to each Member's eligible current and former employees and their qualified dependents, as determined under the applicable Plan(s).
- 1.04** This document is intended to constitute a joint powers agreement, as required by subdivision 1 of Section 471.59 of the Minnesota Statutes.
- 1.05** This document, combined with the Bylaws, is intended to satisfy the requirements of Section 471.617 of the Minnesota Statutes and Section 2785.0400 of the Minnesota Rules.
- 1.06** It is the Members' intent to comply with applicable legal requirements pertaining to joint self-insurance pools, joint powers arrangements, and with all other applicable state and federal laws.
- 1.07** Unless specifically designated otherwise, references to any state or federal statute or regulations, including Minnesota Rules, shall include any amendments thereto.

**ARTICLE II.
DEFINITIONS**

In addition to the terms defined elsewhere in the Agreement, each of the following terms shall have the meaning set forth below:

- 2.01 AGREEMENT** – This Joint Powers Agreement, as may be amended from time to time.
- 2.02 BENEFICIARY** – A person designated by a Participant, or by the terms of a Plan, who is or may become entitled to a benefit under that Plan.
- 2.03 BOARD (BOARD OF TRUSTEES)** – The Board (also known as the Board of Trustees) is the governing body of the Joint Powers Enterprise and the Pool, established pursuant to Article III of the Agreement. The Board acts as a joint board authorized to exercise certain powers of the Members, as permitted by Section 471.59, subd. 2, of the Minnesota Statutes and as set forth in this Agreement.
- 2.04 BYLAWS** – A separate document, adopted by the Members, describing the purpose, governance, and administration of Joint Powers Enterprise.
- 2.05 CHAIRPERSON** – Representative who serves as the Chairperson of the Board having been elected by the Board.
- 2.06 COMMISSIONER OR COUNCIL MEMBER**– An elected official **that may serve on** a Member Board.

Comment [KK1]: Changed from "that is serving"

- 2.07 FINANCIAL ADMINISTRATOR** – The person(s) or entity(ies) appointed pursuant to Section 3.03(b) who shall perform those duties set forth in Article VI.
- 2.08 FISCAL YEAR** – The twelve (12) month period, commencing on each January 1, on which the Joint Powers Enterprise's books and records are maintained.
- 2.09 INCLUDING** – Including, but not limited to.
- 2.10 INVESTMENT POLICY** – The policy established by the Board in compliance with the provisions of Section 2785.1500 of the Minnesota Rules and Section 118A.04 of the Minnesota Statutes governing investment of the assets of the Trust.
- 2.11 JOINT POWERS ENTERPRISE** – The enterprise jointly created by the Members and reflected in this Agreement.
- 2.12 MEMBERS** – Unless one or more of them have ceased to be Member pursuant to Article XVI or Article XVII, McLeod County, Sibley County, Trailblazer Joint Powers Board and any other governmental entity, permitted by law, who subsequently becomes a Member under Article XX.
- 2.13 MINNESOTA RULES** – The administrative rules adopted by an agency of the State of Minnesota, including Chapter 2785 of the Minnesota Rules.
- 2.14 OPEB TRUST** - A trust established and funded pursuant to Article VII for the purpose of accumulating funds to pay "other postemployment benefits" (as that term is defined in Statement No. 45 of the Governmental Accounting Standards Board (GASB)). Such an OPEB Trust is separate from, and not part of, the Pool and Trust.
- 2.15 PARTICIPANT** – Any employee or former employee of a Member, or eligible Beneficiary, who is or may become eligible to receive a benefit of any type from a Plan.
- 2.16 PLAN(S)** – One or more benefit plans (1) jointly sponsored and maintained by the Members, pursuant to the provisions of this Agreement, (2) authorized by Minnesota law and able to be provided jointly by Minnesota governmental entities, and (3) that provide benefits for a Member's employees, former employees, including retirees, and persons covered through them (e.g., dependents) in accordance with the terms and conditions of such benefit plan(s), including eligibility. The Plans are identified in Appendix B. A Plan may be part of the Pool.
- 2.17 POOL** – The joint self-insurance pool created by the Members under Minnesota law, known as the McLeod, Sibley, Trailblazer Joint Insurance Pool, through which certain Plans are funded and operated. The Pool is a collective group of Members in a given Plan. Absent an agreement expressly to the contrary, a separate Pool shall exist for each such Plan and a separate contract shall exist between the Service Company and the Pool for the rendering of services or benefits for which such Pool is formed.
- 2.18 QUORUM** – A quorum is the required percentage of possible Representatives necessary for the Board to hold a meeting and conduct business, including Pool business. A Quorum is present when a majority (more than fifty (50%) percent) of the Representatives are physically present at a duly called meeting.
- 2.19 REPRESENTATIVE** – Each Member's designated individual to serve and act on behalf of the Member on the Board. The Representative shall be an elected Board Member or employee of the Member. "Representative" also includes the alternate Representative as described in section 3.02.

Comment [KK2]: Added

Deleted:

Deleted: Commissioner or Council

- 2.20 RESERVES** – Amount established through an excess of contributions over expenses and established to pay run-off claims and/or reduce the volatility of claim fluctuations.
- 2.21 SERVICE COMPANY** – The person(s) or entity(ies) appointed pursuant to Section 3.03(b) who shall: (1) be the principal manager of the Pool, (2) supervise and control the day to day operations of the Pool, (3) carry out the purpose of the Pool as directed by this Agreement and as may be directed from time to time by the Board, and (4) perform those duties set forth in Article VI.
- 2.22 TRUST** – A trust established and funded pursuant to Article VII for the purposes of: (1) paying the administrative expenses of, and the benefits provided under, the Plan(s); (2) purchasing stop loss insurance; and (3) paying any other expenditures authorized by the terms of this Agreement.

**ARTICLE III.
MEMBERSHIP, AUTHORITY, AND DUTIES OF THE BOARD**

- 3.01** The Joint Powers Enterprise shall be managed by the Board pursuant to the terms of this Agreement. The Board shall consist of one Representative from each Member.
- 3.02** Each Member shall appoint an alternate to serve with full rights and responsibilities of the Representative if the Representative is unable to serve.
- 3.03** In conformance with Section 2785.0500 of the Minnesota Rules, each Member agrees that because (1) the number of seats on the Board equals three (3) and (2) each Member is entitled to one Representative on the Board, the Members, both individually and collectively, have effectively elected the Board. A Representative's term on the Board shall be established by the Member appointing the Representative. The Member shall notify the Board immediately upon designation of a Representative.
- 3.04** The Board shall have the authority and duty to accomplish the purposes set forth in Article I above and, in furtherance of such authority and duty, shall:
- (a) Maximize the value of the Members' and Pool's benefit dollars;
 - (b) Select, enter into a contract with, and/ or hire one or more service providers, including Service Companies, Financial Administrators, agents, independent contractors, attorneys, auditors, and such other persons as may be necessary to administer and accomplish the purpose(s) of the Joint Powers Enterprise; provided, however, that the Board shall not have the authority to enter into any collective bargaining agreement on behalf of the Members with employees of the Members;
 - (c) Approve the compensation for all such service providers;
 - (d) Appoint committees;
 - (e) Carry out education and other programs relating to health, accident and other claims management and reductions;
 - (f) Direct the collection and payment of funds to be used for the administration of, and the provision of benefits under, the Plan(s);
 - (g) Invest funds in accordance with the Investment Policy;

- (h) Select one or more depositories for the funds of the Joint Powers Enterprise in compliance with the provisions of Section 2785.1500 of the Minnesota Rules;
- (i) Cause to be purchased stop loss coverage, in compliance with applicable law, including Section 471.617 of the Minnesota Statutes and Section 2785.1300 of the Minnesota Rules, and other types of insurance reviewed and selected by the Board;
- (j) Review and approve the annual budget of the Joint Powers Enterprise and periodic reports of the financial affairs of the Joint Powers Enterprise;
- (k) Approve and submit to each Member annually an audited report of the financial affairs of the Pool, made by a certified public accountant within one hundred eighty (180) days from the end of each Fiscal Year in accordance with generally accepted auditing principles;
- (l) Ensure the Pool complies with the reporting requirements contained in Section 2785.1600 of the Minnesota Rules;
- (m) Change, amend or modify the Plan(s);
- (n) Cause to be purchased fidelity bonds required by law or otherwise determined to be appropriate by the Board;
- (o) Establish and recommend monthly and supplementary contributions to the Trust;
- (p) Perform any responsibilities assigned to it under the Plan(s);
- (q) In accordance with the provisions of Article XVI, recommend to the Members the expulsion of any individual Member from the Pool for failure to perform its obligations under this Agreement; and
- (r) Carry out such other activities as are necessarily implied or required to carry out the purposes of the Joint Powers Enterprise specified in Article I or the specific activities enumerated in this Article III.

3.05 As appropriate, for the purpose of conducting day to day business of the Board, the Board may designate one or more designees to act on its behalf. Such designees may include one of the Members, a Representative, or an outside third party service vendor. Such designation shall be made by the Board in writing, including the parameters of the designation, and action taken by a designee must be on behalf of the Board, reflecting Board decisions and authority.

3.06 The Board may, but is not required to, appoint one or more advisory committees. The purpose of any such committee may include, without limitation, the receipt and processing of information relating to group employee benefits, and the future direction of such benefits as well as other programs and services. The Board shall consider, but is not required to adopt, advisory committee recommendations and proposals.

3.07 The Board, with due consideration given to recommendations submitted by any advisory committee that may be established, shall, unless otherwise expressly agreed, retain final authority in all matters relative to this Agreement.

3.08 No one serving on the Board shall receive any compensation or other payment for such services.

**ARTICLE IV.
MEETINGS OF THE BOARD**

- 4.01** Regular meetings of the Board shall be held as often as necessary to carry out the purposes of the Joint Power Enterprise, but no less than four (4) meetings shall be held in each Fiscal Year.
- 4.02** Special meetings of the Board may be called by its Chairperson or by any two (2) Representatives.
- 4.03** Written notice of regular or special meetings of the Board shall be given to each Representative at least five (5), but no more than ten (10), business days prior to such meeting. An agenda specifying the subject of any special meeting shall accompany such notice. Business conducted at special meetings shall be limited to those items specified in the agenda.
- 4.04** The time, date and location of regular meetings of the Board shall be determined by the Board. The four (4) required regular meetings will be scheduled at the beginning of each Fiscal Year. Additional meetings may be set as needed.
- 4.05** Summary minutes of meetings shall be accomplished pursuant to a policy established by the Board in accordance with applicable law.
- 4.06** Each Member shall be entitled to one (1) vote on the Board through its Representative. No proxy votes or absentee votes shall be permitted. Voting shall be conducted in accordance with the rules of procedure established pursuant to Section 4.09 and the requirements of applicable law.
- 4.07** The Board may establish policies governing its own conduct and procedure, consistent with the Agreement.
- 4.08** Summary minutes of all regular, special and emergency meetings of the Board shall be sent to the Representative of each Member.
- 4.09** All meetings of the Board shall be conducted in the manner required by applicable law, including Chapter 13D of the Minnesota Statutes. The Chairperson shall cause to be published any schedule or notice of meetings of the Board as required by law.

**ARTICLE V.
OFFICERS**

- 5.01** Officers of the Joint Powers Enterprise shall consist of a Chairperson, Treasurer and Secretary. Each officer's responsibilities shall be described in the Bylaws. The Board shall elect officers for the coming Fiscal Year at the last regular meeting scheduled during the current Fiscal Year. The Secretary and Treasurer will be elected on even years and serve for two (2) consecutive years. The Board may from time to time establish other offices and may elect a Representative to serve in any of such offices. With the exception of the Chairperson, the Board may fill any vacancies which may occur in such offices for the remainder of the term. The Chairperson is elected as described in Section 2.05.

**ARTICLE VI.
SERVICE COMPANY AND FINANCIAL ADMINISTRATOR**

- 6.01** The Board shall contract with one or more Service Companies and one or more Financial Administrators as required by Section 2785.0800 of the Minnesota Rules.
- 6.02** The Board shall select each Service Company and Financial Administrator in the manner specified in the Bylaws, which shall be consistent with Section 471.6161, subd. 2, of the Minnesota Statutes.
- 6.03** The Board shall review the performance of each Service Company and Financial Administrator on an annual basis and shall make a request for proposal for such positions no less infrequently than every five (5) years. The Board shall review the performance of other service providers at least annually and conduct a market search for such providers on an as needed basis.
- 6.04** The compensation of the Service Company and the Financial Administrator shall be negotiated and approved by the Board and shall be payable pursuant to the contract between the Board and the Service Company or Financial Administrator.
- 6.05** Subject to the oversight of the Board, each Service Company shall be the principle operating manager of the Plan(s) and the Pool and shall supervise and control day-to-day operations of the Plan and the Pool and carry out the purposes of the Plans and the Pool as directed by the Board. The services to be provided by the Service Company shall be determined by the Board and reflected in a service agreement between the parties and shall include, at a minimum, the services identified in Section 2785.0800 of the Minnesota Rules.
- 6.06** The Service Company shall have expertise in, and be appropriately licensed to provide services for, the coverages provided through the Pool.
- 6.07** Subject to the oversight of the Board, pursuant to with Section 2785.0800 of the Minnesota Rules, the Financial Administrator shall invest the Trust's assets in accordance with the Investment Policy and provide other financial and/or accounting services as determined by the Board and reflected in a service agreement between the parties.
- 6.08** The Financial Administrator shall have expertise in, and be appropriately licensed to provide services to the Pool and the Joint Powers Enterprise.

ARTICLE VII. TRUSTS

- 7.01** There shall be established a Trust (under Section 115 of the Internal Revenue Code) for the purpose of holding the assets of the Plan(s) and the Pool in accordance with Section 2785.1500 of the Minnesota Rules. Such Trust may also be used for the purpose of holding the assets of a Plan not part of the Pool. The Trusts shall be divided into sub-accounts, one for each Plan funded through the Trust. Additional subdivisions of the sub-accounts may be established and maintained at the discretion of the Board.
- 7.02** An OPEB Trust may also be established for the purpose of funding postemployment benefits under the Plan(s). For this purpose "establish" Includes assuming responsibility for any trust that may already exist.
- 7.03** Other than as a result of a proper payment or reimbursement from the OPEB Trust to the Trust, the assets of the Trust and an OPEB Trust shall not be combined. The assets of the Trust shall be used to pay benefits provided under the Plan(s) and the administrative expenses of the Plan(s) and the Pool in accordance with applicable law.

7.04 Contributions to the Trust shall be determined and administered in accordance with the following:

- (a) The Board shall determine the amount necessary to establish Reserves for the given Fiscal Year for each Plan that is part of the Pool. This Reserves calculation is conducted with respect to each Fiscal Year.
- (b) Prior to the beginning of each Fiscal Year and considering the recommendations of the Service Company or other service provider, the Board, in accordance with Article X, shall approve (1) an expense budget for each Plan for the coming Fiscal Year, and (2) the monthly premium rates for each Plan.
- (c) A Member's contribution shall be determined based upon the established premium rates and the number of Participants enrolled in each Plan through such Member.
- (d) Members shall make monthly contributions to the Trust. Member contributions shall be allocated to the appropriate sub-account within the Trust.
- (e) Reserves are carried forward each Fiscal Year. Reserves remain unallocated and shall be available to pay benefits and administrative expenses of the applicable Plan funding through the Trust, Including the Pool, as a whole. Notwithstanding the foregoing, if allowed by Section 2785.1100 of the Minnesota Rules, the Board may declare a dividend from the Reserves as described in the Bylaws.
- (f) With respect to Articles XVI and XVII, a Member participating in the Pool shall have a calculated share of Reserves accumulated during the Member's participation in the particular Plan funded through the Trust, Including the Pool. Any new Member joining a Plan Pool must complete five (5) years of participation in the Plan before such Member is entitled to a calculated share of Reserves resulting from that Member's participation in the Plan funded through the Trust, Including the Pool.
- (g) A Member's calculated share of Reserves shall be based upon the ratio of cumulative premium payments paid into the Trust with respect to the Plan by a Member to the cumulative premium payments paid into the Trust with respect to the Plan by all Members over the applicable time frame. For example, if a Member is withdrawing effective December 31, 2016, and its cumulative premium payments while a Member account for forty-five percent (45%) of the cumulative premium payments of all Members for that same time frame, that Member's calculated share is forty-five percent (45%) of the Reserves.
- (h) Sufficient information to determine allocations of the Banked Reserves to each Member shall be maintained as part of the Trust's, Including the Pool's, financial records.
- (i) If, during any Fiscal Year, the Board determines that the funds available in any sub-account of the Trust may be insufficient to meet a Plan's current or anticipated future claims or administrative expenses, the Board may require a supplementary contribution from the Members. The total supplementary contribution shall be allocated among the Members on a pro-rata basis as determined by the Board.

7.05 The Board is responsible for the operation and administration of the OPEB responsibilities of the Plan(s), Including having the unfunded liability calculated, determining the manner in which such

unfunded OPEB liability shall be handled, and determining each Member's responsibility for such unfunded liability.

- 7.06** Each Member is jointly and severally liable for all liabilities and expenses of the Pool, including liabilities and expenses incurred during runoff of the Pool prior to final dissolution.
- 7.07** The Board shall monitor the Pool's annualized premium volume. To the extent such premium volume drops below the requirements established in Section 2785.1100 of the Minnesota Rules, the Board shall take such steps to restore an adequate premium value as required by such regulation.

ARTICLE VIII. PLAN(S) OF BENEFITS

- 8.01** The current Plan(s) at any time are identified in Appendix B.
- 8.02** The Board may, from time to time, amend or terminate a Plan, or adopt new or additional Plan(s).
- 8.03** Any employee or collective bargaining notification regarding the Plan(s) shall be the responsibility of the Member.
- 8.04** In accordance with Section 471.617 of the Minnesota Statutes, a Plan may be self-insured. A self-insurance Pool made available by the Board shall be a pool established and operated by the Board, or by the Board and one or more other joint powers governing boards governed by Section 471.59 of the Minnesota Statutes and Chapter 2785 of the Minnesota Rules.
- 8.05** Any Plan amendment, when approved by the Board, shall result in a re-determination, made on an actuarial basis, of the contributions due to the Trust. The Board shall determine the amount of the increased or reduced payment required in light of the amendment.
- 8.06** A Member's participation in the Plan(s), Including adding and dropping participation in a Plan and the required level of participation (if any), shall be governed by the Bylaws.
- 8.07** Except as otherwise provided with respect to the run-out claims of expelled or withdrawing Members, the Members agree to aggregate claim experience and use a common premium for each Plan.

ARTICLE IX. STOP LOSS INSURANCE

- 9.01** The Board will cause to be purchased stop loss insurance as required by applicable law, Including Section 2785.1300 of the Minnesota Rules and Section 471.617 of the Minnesota Statutes.
- 9.02** Membership in the Joint Powers Enterprise shall not preclude any Member from purchasing any insurance coverage above those amounts purchased by the Joint Powers Enterprise. The Joint Powers Enterprise shall, when requested, provide any information needed by the Member to obtain quotes for any such insurance coverage.

ARTICLE X.
MATTERS REQUIRING APPROVAL

10.01 The Members shall act on matters requiring approval of the Members by resolution of their governing bodies. The following matters require approval of seventy-five percent (75%), rounded up if a fraction, of all Members:

- (a) Amendments to this Agreement;
- (b) Approval of any proposed new Member(s);
- (c) Merger of the Pool with another Pool;
- (d) Termination of the Pool; and
- (e) Items referred by the Board in accordance with this Agreement.

10.02 The Board shall act on matters requiring approval of the Board by vote of the Representatives. A Quorum shall be required to hold a Board meeting. Except as otherwise provided in this Section 10.02 and 10.03, the Board may act by majority (more than fifty (50%) percent) vote of the Representatives present at a Board meeting. Notwithstanding the foregoing, the following matters require approval of a majority (more than fifty (50%) percent) of all Representatives (regardless of the number present at the Board meeting):

- (a) Selection of the Service Company, Financial Administrator, and other service providers, (accountants, attorneys, etc.);
- (b) Selection of stop loss coverage and carrier(s);
- (c) Approval of annual budget of the Joint Powers Enterprise, Including the Pool;
- (d) Approval of any Plan amendments; and
- (e) Approval of the reduction or addition any Plan(s).

10.03 Where specific provisions of this Agreement require a unanimous vote by the Board, but a unanimous vote cannot be obtained, the Board may refer the matter to the Members for determination under Section 10.01 of this Agreement.

**ARTICLE XI.
OBLIGATIONS OF MEMBERS**

11.01 The governmental entities have entered into this arrangement to provide, on a joint basis, the benefits described in the Plan(s). In order for the purposes of the joint powers arrangement to be realized, each Member needs to be actively engaged in the management and decision making of the Board with respect to the joint powers entity. The obligations of each Member include the following:

- (a) To appropriate or budget for and, where necessary, to levy for, and pay promptly all monthly and supplementary or other contributions to the Trust within thirty (30) days from notice and in such amounts as are established within the scope of this Agreement;
- (b) To promptly select a Representative to serve on the Board;
- (c) To fully cooperate with the Service Company, the Financial Administrator, the Joint Powers Enterprise's attorneys and auditors and any agent, employee, officer or independent contractor of the Joint Powers Enterprise in any matter relating to the purpose and powers of the Joint Powers Enterprise, including furnishing all reasonably necessary Participant data directly to the Board or its designee;
- (d) To review all proposed changes to a Plan prior to the Board's final vote on such changes;
- (e) To promptly notify all of the Member's Plan Participants of the withdrawal or expulsion of such Member from the Joint Powers Enterprise;
- (f) To promptly act on all matters requiring approval of the Member's governing body and to not withhold such approval unreasonably or arbitrarily; and
- (g) To take such other actions as may be required by the Bylaws.

11.02 The joint powers entity is not capable or otherwise authorized to act on behalf of a Member with respect to each Members' collective bargaining obligations. Each Member shall be solely responsible for the collective bargaining of benefits to the full extent required by applicable law, and for providing any notices regarding collectively bargained benefits, including the obligation to notify certain union officials regarding the adoption of a self-insured health benefit plan set forth in Section 471.617, subd. 4, of the Minnesota Statutes.

11.03 At the discretion of the Board, non-performance of Member obligations, whether in whole or in part, may be the basis for a recommendation to expel pursuant to Article XVI.

**ARTICLE XII.
LIABILITY OF MEMBERS**

12.01 Unless specifically provided in Section 7.06, a Member is not liable for the acts or omissions of another Member.

**ARTICLE XIII.
LIABILITY OF REPRESENTATIVES**

13.01 The Representatives shall discharge their duties solely in the interest of the Plan participants entitled to benefits under any Plan, and:

- (a) For the exclusive purpose of:
 - 1) providing benefits to Participants entitled to benefits under the Plan(s); and
 - 2) defraying reasonable expense of administering the Plan(s) and Trust, Including the Pool.
- (b) With the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.
- (c) In accordance with the documents and instruments governing the Plan(s) and Trust, Including the Pool, insofar as such documents and instruments are consistent with the law.

13.02 To the fullest extent permitted by applicable law, the Representatives shall not be liable for any mistake in judgment or other action made, taken or omitted by them in good faith; nor for any action made, taken or omitted by any agent, employee or independent contractor selected with reasonable care, nor for loss incurred through investment of Joint Powers Enterprise funds, or failure to invest. No Representative shall be liable for any action taken or omitted by any other Representative. No Representative shall be required to give a bond or other security to guarantee the faithful performance of his/her duties hereunder except as required by this Agreement or by law. The assets of the Trust shall be used to defend and hold harmless any Representative for actions taken by the Board if performed by the Representative within the scope of his authority. The Joint Powers Enterprise shall purchase insurance providing fiduciary liability coverage for Representatives.

ARTICLE XIV. STANDARDS OF FINANCIAL INTEGRITY AND LOSS EXPERIENCE

14.01 The Board shall establish standards of financial integrity and loss experience applicable to participation in the Joint Powers Enterprise (Including the Pool), which shall be described in the Bylaws.

ARTICLE XV. CONTRACTUAL OBLIGATION

15.01 The obligations and responsibilities of the Members set forth in this Agreement, including the obligation to take no action inconsistent with this Agreement, as originally written or validly amended, shall remain a continuing obligation and responsibility of each Member. This Agreement may be enforced in law or equity either by the Joint Powers Enterprise itself or by any Member. The consideration for the duties imposed upon the Members by this Agreement is based upon the mutual promises and agreements of the Members set forth herein and the advantages gained by the Members through reduced administrative costs for the processing of employee benefits. Except to the extent of the limited financial contributions to the Joint Powers Enterprise each Member has agreed to make, no Member agrees by this Agreement to be responsible for any claims of any kind against any other Member. The Members intend in the creation of the Joint Powers Enterprise to establish an organization for joint administration of employee benefits within the scope set forth in this Agreement only and do not intend to create between the Members any relationship of partnership, surety, indemnification or liability for the debts of or claims against another.

**ARTICLE XVI.
EXPULSION OF A MEMBER**

- 16.01** The Board shall, on at least an annual basis, compare the status and experience of each Member with the Joint Powers Enterprise's criteria for expulsion as described in the Bylaws.
- 16.02** Following reasonable efforts to informally resolve a situation, a Member may be expelled from the Joint Powers Enterprise for failing to perform or fulfill the responsibilities assigned to Members under the Agreement or for any other action or failure to act determined by the Board to be detrimental to the interests of the Joint Powers Enterprise, including the Member's failure to satisfy the standards of financial integrity and loss experience described in Article XIII.
- 16.03** The expulsion of a Member must be approved by a unanimous vote of all Members, excluding the Member whose expulsion is being voted upon, as evidenced by resolution of the governing body of each Member. Following reasonable attempts by the Board to resolve the situation, the expulsion proceedings set out below shall be followed.
- 16.04** No Member may be expelled except after written notice from the Board of the reason for the expulsion and after a reasonable opportunity of not less than fifteen (15) days to cure. Within such fifteen (15) day period, the Member may request a hearing before the Board prior to any decision being made as to whether to recommend expulsion. The Board shall set the date for such hearing, which shall not be less than fifteen (15) days after expiration of the time period for correction. The Board may appoint a hearing officer to conduct such hearing and make recommendations to the Board based upon findings of the fact; provided, however, if the hearing is conducted by a hearing officer, the Member may request a further hearing before the full Board. Such request shall be in writing and addressed to the Chairperson. The Board or hearing officer may recommend a decision at the close of the hearing or within fifteen (15) days thereafter. The expulsion of a Member, following the notice and hearing as set forth in this Section, shall be final when approved as specified in Section 16.01 and shall become effective thirty (30) days following such approval, unless a different effective date is agreed to by the Board and the expelled Member. At such a hearing, the appealing Member may not vote or be the hearing officer.
- 16.05** After expulsion, the former Member shall continue to be fully liable for (a) any payment due to the Trust with respect to the period prior to the date of expulsion, (b) any other unfulfilled obligation arising at any time attributable to the period prior to the date of expulsion, and (c) any other unfulfilled obligation as if it was still a Member of the Joint Powers Enterprise.
- 16.06** The Joint Powers Enterprise shall have no obligation with respect to expenses incurred under a Plan by a Participant or Beneficiary covered through an expelled Member after the effective date of such expulsion. No claim under a Plan by a Participant or Beneficiary covered through an expelled Member for an expense that was incurred before the effective date of expulsion shall be paid if not presented to the Plan, or its designated agent, within one hundred twenty (120) days after the effective date of expulsion (i.e., any such claim will not be paid by the Plan). Except as provided below, the obligation of the Joint Powers Enterprise to administer claims for expenses incurred under a Plan by a Participant or Beneficiary covered through an expelled Member prior to the effective date of expulsion ("run-out claims") shall continue for such claims as may have been filed or which are filed within one hundred twenty (120) days after the effective date of the expulsion of the Member. Payment and administration of any claims for expenses incurred prior to the effective date of a Member's expulsion that are submitted for payment after such one hundred twenty (120) day period shall be the sole responsibility of the expelled Member.

- 16.07** The expelled Member shall deposit in each sub-account within the Trust three (3) months of the current premium (the "withdrawal fee"). Such payment shall be made on or before the effective date of the expulsion. If the expelled Member fails to make such payment in a timely manner, the Joint Powers Enterprise's obligation to administer and pay run-out claims shall be extinguished and the expelled Member shall be solely liable and responsible for paying and administering such claims. Notwithstanding anything herein to the contrary, the withdrawal fee shall be used solely to pay run-out claims and any administrative expenses incurred with respect to paying such claims. If the expelled Member's withdrawal fee with respect to a Plan is exhausted before all run-off claims are paid under the Plan, the expelled Member shall deposit in the appropriate sub-account within the Trust a sufficient amount to fund all subsequent run-out claims prior to the payment of any such claims. No later than the latter of (1) Board approval of the Fiscal Year audit, or (2) sixty (60) days after payment of the last run-out claim of expelled Member, any remaining portion of the withdrawal fee shall be repaid to the expelled Member.
- 16.08** Following the close of the Fiscal Year including the effective date of the Member's expulsion, allocation of the accumulated Reserves shall be made as provided in Section 7.04(f) and (g).
- (a) If the expelled Member's calculated share of accumulated Reserves for a Plan is positive, the expelled Member shall be paid such amount in three (3) equal annual installments beginning with the first Fiscal Year in which the allocation of net surplus or deficit is made.
 - (b) If the expelled Member's calculated share of accumulated Reserves for a Plan is negative, the expelled Member shall be liable to the Joint Powers Enterprise for such amount. This amount must be paid to the Joint Powers Enterprise within ninety (90) days of demand by the Joint Powers Enterprise.

ARTICLE XVII. VOLUNTARY WITHDRAWAL FROM THE JOINT POWERS ENTERPRISE

- 17.01** After the initial five (5) year commitment, measured from the Member's initial participation in the Pool, a Member may withdraw effective as of the close of any Fiscal Year upon one hundred twenty (120) days advance written notice to the Joint Powers Enterprise or by such other lesser advance notice of not less than thirty (30) days deemed reasonable by the Board in its sole discretion. Upon the Board's receipt of a notice of withdrawal, the withdrawal of such Member is irrevocable unless such revocation is allowed at the sole discretion of the Board. Upon a Member's submission of a notice of withdrawal, such Member forfeits all of its voting rights in its own right and as a Representative on the Board, unless allowed to vote on any particular matter at the sole discretion of the Board. The rights and duties of the Joint Powers Enterprise with respect to a withdrawing Member in the Joint Powers Enterprise shall be as set forth below.
- 17.02** After voluntary withdrawal, the former Member shall continue to be fully liable for (a) any contribution due to the Trust, including the Pool, with respect to the period prior to the date of withdrawal, (b) any other unfulfilled obligation arising at any time attributable to the period prior to the date of withdrawal, and (c) any other unfulfilled obligation as if it was still a Member of the Joint Powers Enterprise.
- 17.03** The Joint Powers Enterprise shall have no obligation with respect to claims incurred under a Plan by a Participant or Beneficiary covered through a withdrawing Member after the effective date of such withdrawal. No claim under a Plan by a Participant or Beneficiary covered through a withdrawing Member that was incurred before the effective date of voluntary withdrawal shall be paid if not presented to the Plan, or its designated agent, within one hundred twenty (120) days

after the effective date of the voluntary withdrawal (i.e., any such claim will not be paid by the Plan). Except as provided below, the obligation of the Joint Powers Enterprise to administer claims incurred under the Plan by a Participant or Beneficiary covered through a withdrawing Member prior to the effective date of withdrawal ("run-out claims") shall continue for such claims as may have been filed or which are filed within one hundred twenty (120) days after the effective date of the voluntary withdrawal of the Member. Payment and administration of any claims for expenses incurred prior to the effective date of a Member's voluntary withdrawal that are submitted for payment after such one hundred twenty (120) day period shall be the sole responsibility of the withdrawing Member.

- 17.04** The withdrawing Member shall deposit in each sub-account within the Trust three (3) months of the current premium (the "withdrawal fee"). Such payment shall be made on or before the effective date of the withdrawal. If the withdrawing Member fails to make such payment in a timely manner, the Joint Powers Enterprise's obligation to administer and pay run-out claims shall be extinguished and the withdrawing Member shall be solely liable and responsible for paying and administering such claims. Notwithstanding anything herein to the contrary, the withdrawal fee shall be used solely to pay run-out claims and any administrative expenses incurred with respect to paying such claims. If the withdrawing Member's withdrawal fee with respect to a Plan is exhausted before all run-off claims are paid under the Plan, the withdrawing Member shall deposit in the appropriate sub-account within the Trust a sufficient amount to fund all subsequent run-out claims prior to the payment of any such claims. No later than the latter of (1) Board approval of the Fiscal Year audit, or (2) sixty (60) days after payment of the last run-out claim of withdrawing Member, any portion of the withdrawal fee remaining shall be repaid to the withdrawing Member.
- 17.05** Following the close of the Fiscal Year including the effective date of the Member's withdrawal, allocation of the accumulated Reserves shall be made as provided in Section 7.04(f) and (g).
- (a) If the withdrawing Member's calculated share of accumulated Reserves for a Plan is positive and the Member has been a participant in the Pool for five or more years, the withdrawing Member shall be paid such amount in not more than three (3) equal annual installments beginning with the first Fiscal Year beginning in the Fiscal Year in which the allocation of net surplus or deficit is made as determined by unanimous vote of Board.
 - (b) If the withdrawing Member's calculated share of accumulated Reserves for a Plan is negative, the withdrawing Member shall be liable to the Joint Powers Enterprise for such amount. This amount must be paid to the Joint Powers Enterprise within ninety (90) days of demand by the Joint Powers Enterprise.

ARTICLE XVIII. DURATION AND DISSOLUTION

- 18.01** Pursuant to Section 471.59, subd. 4, of the Minnesota Statutes, but subject to the provisions herein relating to Member withdrawal, this Agreement shall be ongoing.
- 18.02** To the extent not prohibited by applicable law, the Plan(s) and/or Trust, including the Pool, may merge with any other plan, trust, or pool established under Minnesota law upon a vote of Members described in Article X.
- 18.03** Coverage under the Plan(s) shall cease to be provided through the Pool upon the occurrence of any one of the following events:

- (a) Revocation of the Pool's authority to self-insure by the Minnesota Commissioner of Commerce; or
- (b) A vote of Members described in Article X made in accordance with Section 2785.0700 of the Minnesota Rules.

No Member may withdraw or be expelled from the Pool after revocation of the Pool's authority to self-insure or after the Pool notifies the Minnesota Commissioner of Commerce of its intent to cease providing coverage under the Plans.

18.04 Upon ceasing to provide coverage through the Plans in accordance with Section 18.03, the Trust, Including the Pool, shall continue to exist as a runoff pool as required under Section 2785.0700 of the Minnesota Rules.

18.05 Following ceasing to provide coverage through the Plans in accordance with Section 18.03, the Trust, Including the Pool, may dissolve upon authorization of the Minnesota Commissioner of Commerce in accordance with Section 2785.0700 of the Minnesota Rules. To the extent not precluded by applicable law, upon dissolution of the Trust, Including the Pool, the rights and duties of the Joint Powers Enterprise to each Member and the rights and duties of each Member to the Joint Powers Enterprise shall be the same as those with respect to a withdrawing Member as outlined in Article XVII.

ARTICLE XIX. MISCELLANEOUS

19.01 Notice. Any notice required by this Agreement shall be in writing and shall be deemed to have been given when deposited in a United States Post Office, registered or certified mail, postage prepaid, return receipt requested and addressed as follows:

- (a) If to the Joint Powers Enterprise: at the business address of the then current Chairperson of the Board.
- (b) If to a Member: to the address set forth on Appendix A or to such other address as any party to this Agreement may from time to time specify in writing to the other parties and to the Joint Powers Enterprise.
- (c) Notice required by this Agreement may be made electronically as to the extent permitted by the Bylaws.

Any notice required by this Agreement may be waived by the party(ies) to whom such notice is required to be provided hereunder.

19.02 Section Headings. The section headings inserted in this Agreement are for convenience only and are not intended to and shall be construed to limit, enlarge or affect the scope or intent of this Agreement or the meaning of any provision hereof.

19.03 Validity and Savings Clause. In the event any provision of this Agreement shall be declared by a final judgment of a Court of competent jurisdiction to be unlawful or unconstitutional or invalid as applied to any Member, the lawfulness, constitutionality or validity of the remainder of this Agreement shall not be deemed affected thereby.

- 19.04 Counterparts.** This Agreement and any amendments thereto may be executed in any number of counterparts which taken together constitute a single instrument.
- 19.05 Amendment.** The Members may, in accordance with Section 10.01, amend this Agreement and such amendment shall be evidenced by a writing executed by the Members.
- 19.06 Minnesota Law.** This Agreement shall governed by, and the Joint Powers Enterprise (Including the Plan(s), Pool, and Trusts) shall be operated in accordance with, Minnesota law, Including Chapters 13, 13D, and 471 of the Minnesota Statutes.
- 19.07 Other Applicable Law.** The Plan(s), Pool, and Trusts shall be operated in accordance with applicable federal law, Including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Consolidation Omnibus Budget Reconciliation Act of 1985 ("COBRA"), as it applies through the Public Health Services Act ("PHSA").
- 19.08 Pre-2010.** The County of McLeod, and the County of Sibley, original Members of this Agreement, have maintained a self-insured health plan (known as the "Group Health Fund") for many years, relating back to approximately 1981. The Trailblazer Joint Powers Board began participating in the Group Health Fund in February 2000. Changes have been made over the years, Including what governmental entities participated, the number of benefit menu options, the content of the menu of benefits, etc. However, the Group Health Fund has stayed substantially the same. It is the intent of this Agreement to appropriately reflect the existence of the Group Health Fund for purposes of compliance with applicable law, Including Section 417.61 of the Minnesota Statutes and Chapter 2785 of the Minnesota Rules.
- 19.09 Entire Agreement** - All the agreements, covenants, representations, and warranties among the Members expressed or implied, oral or written, concerning the subject matter of this Agreement are contained in this Agreement. All prior and contemporaneous conversations, negotiations, agreements, representations, covenants and warranties, concerning the subject matter of this Agreement, are merged into this Agreement. Union contracts, negotiations, etc. are expressly outside the matter of this Agreement, are not merged into this Agreement, and remain the sole responsibility of each Member, not the Joint Powers Enterprise.

ARTICLE XX. NEW MEMBERS

- 20.01** The Joint Powers Enterprise may consider applications from potential additional members under the following conditions and any additional conditions contained in the Bylaws:
- (a) A formal application for consideration must be submitted by the potential member.
 - (b) An application fee may be required after an introductory meeting reviewing the program. This fee is non-refundable and is for the purpose of obtaining stop loss quotes, attending meetings, preparing individualized financial projections, and other administrative matters associate with the consideration of the prospective member's application.
 - (c) An additional fee may be required should the prospective member actually become a Member. This fee is for the cost of enrolling and entering the Member's Participants and Beneficiaries into each Service Company's "system", benefit booklets, identification cards, introductory meetings and any necessary amendments.

- (d) The new Member must agree to an initial five (5) year commitment, subject to the continuation of the Trust, Including the Pool.

20.02 Addition of a new Member must be made by a vote of the Members as described in Section 10.01.

20.03 Approved new Members normally enter the program on January 1 (i.e., the beginning of the Fiscal Year). The Board may allow entry at other times and may impose restrictions, limitations, etc. with respect to such entry.

IN WITNESS WHEREOF, the Members have caused this Agreement to be executed by their duly authorized officers and their undersigned representatives as of the date above written.

MCLEOD COUNTY

By: _____
Board Chair

Date

By: _____
County Attorney

SIBLEY COUNTY

By: _____
Board Chair

Date

By: _____
County Attorney

TRAILBLAZER JOINT POWERS BOARD

By: _____
Board Chair

Date

By: _____
Legal Counsel

APPENDIX A Members

Initial Members

McLeod County
Sibley County

Members as of February 1, 2000

McLeod County
Sibley County
Trailblazer Joint Powers Board

Members as of January 1, 2016

McLeod County
Sibley County
Trailblazer Joint Powers Board

APPENDIX B Plans

Medical Plan – see attached copy of the Plan Document and Summary Description



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-21

Affirming McLeod County's jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48

WHEREAS, during the 2015 First Special Session, the 89th Legislature adopted Chapter 4, creating the water quality buffer initiative; and

WHEREAS, Chapter 4 authorizes a county to assume jurisdiction over the compliance provisions of the water quality buffer initiative; and

WHEREAS, improved water quality is a statewide goal, but is best administered by local policymakers, whose familiarity with their home communities will ensure a cooperative and efficient implementation of the initiative; now, therefore,

BE IT RESOLVED, McLeod County affirms its jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48; and

BE IT FURTHER RESOLVED, county staff will draft a rule, ordinance, or official controls, to be approved by the McLeod Board of County Commissioners, to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48.

Adopted this 20th day of June, 2017.

Joseph Nagel, Chairman

Patrick T. Melvin, County Administrator

**Estimated Riparian Aid to Counties - Chapter 1, 2017 First Special Session &
Chapter 93, 2017 Regular Session**

Counties must pass a resolution assuming enforcement responsibilities to be eligible for this aid

COUNTY NAME	2017 Riparian Aid	2018 Riparian Aid
TOTAL	\$8,000,000	\$10,000,000
AITKIN	\$40,000	\$50,000
ANOKA	\$40,000	\$50,000
BECKER	\$106,673	\$133,341
BELTRAMI	\$63,643	\$79,554
BENTON	\$58,625	\$73,281
BIG STONE	\$91,809	\$114,762
BLUE EARTH	\$124,797	\$155,996
BROWN	\$113,829	\$142,287
CARLTON	\$40,000	\$50,000
CARVER	\$48,711	\$60,889
CASS	\$43,774	\$54,718
CHIPPEWA	\$108,221	\$135,276
CHISAGO	\$40,000	\$50,000
CLAY	\$160,000	\$200,000
CLEARWATER	\$77,098	\$96,373
COOK	\$40,000	\$50,000
COTTONWOOD	\$123,438	\$154,298
CROW WING	\$40,000	\$50,000
DAKOTA	\$57,427	\$71,784
DODGE	\$79,644	\$99,555
DOUGLAS	\$79,465	\$99,332
FARIBAULT	\$133,970	\$167,462
FILLMORE	\$139,219	\$174,023
FREEBORN	\$131,985	\$164,981
GOODHUE	\$117,801	\$147,251
GRANT	\$97,747	\$122,183
HENNEPIN	\$40,000	\$50,000
HOUSTON	\$51,573	\$64,467
HUBBARD	\$40,000	\$50,000
ISANTI	\$40,000	\$50,000
ITASCA	\$40,000	\$50,000
JACKSON	\$132,515	\$165,644
KANABEC	\$40,000	\$50,000
KANDIYOHI	\$125,005	\$156,256
KITTSOON	\$154,543	\$193,178
KOOCHICHING	\$40,000	\$50,000
LAC QUI PARLE	\$140,752	\$175,940
LAKE	\$40,000	\$50,000
LAKE OF THE WOODS	\$40,000	\$50,000
LE SUEUR	\$70,428	\$88,035
LINCOLN	\$102,075	\$127,593
LYON	\$128,861	\$161,077
MCLEOD	\$80,046	\$100,058

COUNTY NAME	2017 Riparian Aid	2018 Riparian Aid
MAHNOMEN	\$74,455	\$93,068
MARSHALL	\$160,000	\$200,000
MARTIN	\$137,719	\$172,148
MEEKER	\$97,847	\$122,309
MILLE LACS	\$40,000	\$50,000
MORRISON	\$137,179	\$171,473
MOWER	\$131,811	\$164,764
MURRAY	\$136,033	\$170,041
NICOLLET	\$79,164	\$98,955
NOBLES	\$139,143	\$173,929
NORMAN	\$160,000	\$200,000
OLMSTED	\$93,798	\$117,247
OTTER TAIL	\$160,000	\$200,000
PENNINGTON	\$100,616	\$125,770
PINE	\$48,207	\$60,259
PIPESTONE	\$90,863	\$113,578
POLK	\$160,000	\$200,000
POPE	\$116,495	\$145,619
RAMSEY	\$40,000	\$50,000
RED LAKE	\$83,145	\$103,931
REDWOOD	\$160,000	\$200,000
RENVILLE	\$160,000	\$200,000
RICE	\$70,997	\$88,747
ROCK	\$94,362	\$117,952
ROSEAU	\$160,000	\$200,000
ST LOUIS	\$40,000	\$50,000
SCOTT	\$40,000	\$50,000
SHERBURNE	\$40,000	\$50,000
SIBLEY	\$100,138	\$125,173
STEARNS	\$160,000	\$200,000
STEELE	\$74,313	\$92,891
STEVENS	\$105,919	\$132,399
SWIFT	\$141,114	\$176,392
TODD	\$112,051	\$140,064
TRAVERSE	\$112,656	\$140,820
WABASHA	\$66,912	\$83,640
WADENA	\$40,000	\$50,000
WASECA	\$76,479	\$95,599
WASHINGTON	\$40,000	\$50,000
WATONWAN	\$81,451	\$101,814
WILKIN	\$144,535	\$180,669
WINONA	\$68,593	\$85,742
WRIGHT	\$76,891	\$96,114
YELLOW MEDICINE	\$143,438	\$179,297

Estimates by Property Tax Research, May 30, 2017



Buffer Law

Frequently Asked Questions

September 18, 2015

I. ESTABLISHMENT AND MAINTENANCE OF BUFFERS

1. **Q:** *Can a landowner till the buffer area to establish or re-establish alfalfa or other perennial vegetative cover?*

A: Yes, temporary tillage for alfalfa establishment is an exempt activity.

2. **Q:** *How will landowners know where to measure the buffer width? Will it be the same for ditches, creeks, rivers, lakes and wetlands?*

A: The buffer width for all water bodies covered under the law is measured from the top of the bank or from the normal water level if there is not a defined bank. The SWCD can assist with or validate buffer width measurements if requested.

3. **Q:** *To meet the buffer requirement, do landowners have to plant native grasses? Is reed canary grass acceptable?*

A: No, planting of native species is not required, but native species are generally preferred for their root structure, habitat benefits and drought tolerance. In addition, most voluntary conservation programs, such as CRP, have some native grass planting requirements. Existing reed canary grass stands currently meet the perennial vegetation standard. However, new plantings are recommended to avoid using non-native, invasive species. BWSR will be developing guidance on establishing buffers, including which plants should be used.

4. **Q:** *Does this law allow for haying or grazing of the buffer?*

A: Yes, haying and grazing practices that maintain perennial vegetative cover are allowable uses.

5. **Q:** *Does the new buffer law address cattle entering the water or require exclusionary fencing?*

A: No, other voluntary practices such as fencing and watering systems can address that concern. Use of the buffer to graze livestock cannot result in the elimination of perennial vegetation on the buffer.

6. **Q:** *Is fertilizer application or pesticide spraying allowed on the buffer area?*

A: Existing requirements and best management practices for application of fertilizer and pesticides are unchanged by the new buffer strip requirement.

7. **Q:** *Is excavated sediment or spoil from a ditch allowed to be placed on the buffer area to dry?*

A: Yes, temporary placement for drying is allowed with permission from the landowner, if the project is authorized by a governmental entity, and perennial vegetation is re-established. Reshaping and seeding of required buffers is allowed, and measures to minimize soil loss during reseeding are recommended.

II. USE OF ALTERNATE PRACTICES

1. **Q:** *What constitutes an “alternative practice” and what will be used to determine if an alternate practice(s) is sufficient?*
A: Additional definition and guidance on “alternative practices” has yet to be developed. However, these practices will be based on the NRCS Field Office Technical Guide (<http://bwsr.state.mn.us/buffers/assets/alternative-practice-options.pdf>). The SWCD will validate alternative practices if requested.
2. **Q:** *Can landowners implement alternate practices without local government approval?*
A: An alternate practice validation is provided by the SWCD if requested but is not required. A landowner that implements an alternate practice is recommended to maintain design, contract or other records for the installed alternate practice.
3. **Q:** *For buffer requirements on Public Waters, how will the “50-ft average width” be determined?*
A: The 50-ft average, 30-ft minimum width provision is meant to be a practical way to accommodate meanders in streams and other landscape characteristics to ensure that buffers provide water quality benefits. The average of 50 feet of buffer with a 30 foot minimum must be achieved within a parcel to meet the requirement. Additional details and guidance on this provision and alternative practices that may be used in place of a buffer have yet to be developed.
4. **Q:** *If a landowner installed a water quality practice via a USDA design, will that be considered an acceptable or sufficient alternate practice?*
A: Potentially. An alternate practice validation can be requested from the SWCD prior to or after a project or practice is in place. An alternate practice validation can last as long as the project or practice is functioning adequately as compared to the as-designed specification. If a landowner disagrees with a SWCD decision it can be appealed administratively to BWSR.

III. FUNDING FOR BUFFER IMPLEMENTATION

1. **Q:** *Are the buffer implementation funds for local government implementation only available for the buffers required by the new legislation or are they for any riparian buffer projects?*
A: The priority/focus will be meeting the new law’s requirements and in financially supporting the work of local government.
2. **Q:** *When will the local implementation funding be available?*
A: The initial allocation of funds was authorized by the BWSR Board on August 27, 2015 and are available beginning in September 2015.
3. **Q:** *Will there be funds available to help drainage systems cash flow the buffer payments?*
A: There are loan funds available via the MPCA's Clean Water Partnership Loan Program and the MDA's Ag BMP Loan Program.

4. **Q:** *What is the expected outcome for the local implementation funds?*

A: The funds will be focused on baseline inventories, public drainage proceedings to establish buffers, mapping assistance, technical assistance to landowners and potentially some supplemental financial assistance to landowners.

5. **Q:** *Is the supplemental new funding for SWCDs (\$11M/yr) related to the new buffer and soil loss policy provisions?*

A: Not directly, the additional funding is to add capacity for all SWCD responsibilities, of which the new buffers initiative is one.

IV. OTHER BUFFER LAW PROVISIONS

1. **Q:** *When do the excessive soil loss provisions take effect and how will they be carried out?*

A: The revised excessive soil loss provisions took effect July 1, 2015. A complaint-based approach will be used as a start to this effort. BWSR will be preparing a program plan over the next several months and adopting policy and guidance for local governments to follow. Full implementation is expected to commence in mid-2016.

2. **Q:** *When do the SWCDs have to identify and submit other watercourses (nonpublic waters and nonpublic ditches) for inclusion into local water management plans? How are local water plans expected to manage these other identified watercourses?*

A: The SWCD's need to identify these other watercourses by July 2017, and they should be added to the county, watershed district or 1-Watershed-1-Plan at the earliest practical opportunity via an amendment or update. Future state funding opportunities may be tied to the expected amendments. Additional guidance is in development.

V. COMPLIANCE AND ENFORCEMENT

1. **Q:** *What is the procedure for filing a complaint about a missing buffer or alternate practice or for excessive soil erosion?*

A: Neither are yet developed. Note that the initial buffer requirements do not take effect until November 1, 2017.

2. **Q:** *To be compliant with the deadlines established by law, does the buffer need to be growing by the deadline or be seeded by the deadline?*

A: If the buffer area is seeded by the deadline it will be deemed compliant (November 1, 2017 for public waters, and November 1, 2018 for public drainage systems).

3. **Q:** *Are producers that have received a MN Ag Water Quality Certification subject to the new buffer or alternate practice requirements?*

A: Yes, but the certification means they have already fully met the buffer or alternate practice requirement.

4. **Q:** *If the ditch authority does not take action to address acquisition and payment for the one rod buffer, what can a landowner do?*

A: The landowner is responsible for the establishment of buffers on public ditches and private ditches within the benefitted area on their land. If a drainage authority does not take action to acquire the one-rod buffer, landowners may file a petition requesting the one-rod buffer strip be acquired under Minn. Stat. Chapter 103E.

5. **Q:** *Who has the authority to issue the Administrative Penalty Order (APO) for buffer non-compliance?*

A: Counties, watershed districts and BWSR. If a county or watershed district does not accept or elect to use the delegated APO authority, BWSR will.

Minnesota's Buffer Law and a County's Role and Responsibilities

A publication of the Association of Minnesota Counties.

In 2015, the state enacted buffer legislation, regulating land use adjacent to specific public waters and public drainage system ditches. The legislation's intent was to protect public waters from erosion and runoff pollution, and to stabilize soils, shores, and banks.

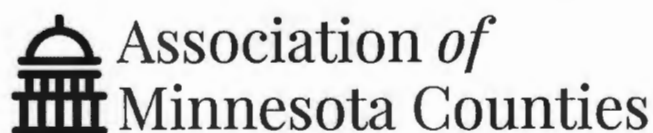
Buffer Law Basics

Landowners whose property is adjacent to public waters must maintain a continuous perennial vegetation buffer with a **50-foot average width and 30-foot minimum width** along public waters by **November 1, 2017**. Public waters may include lakes, wetlands, and watercourses as defined in [state law](#) and identified on the [buffer protection map](#).

Landowners whose property is adjacent to a public drainage system ditches must maintain a continuous perennial vegetation buffer with a **16.5-foot minimum width** along the drainage system ditch by **November 1, 2018**. Buffers may not be necessary along all drainage system ditches, but are required around the ditches identified on the [buffer protection map](#).

Landowner Assistance

Properties that require buffers are identified on a map managed by the Minnesota Department of Nature Resources. An up-to-date map can be found on the [DNR's Buffer Mapping Project website](#). Landowners can receive [technical and financial assistance](#) through federal, state, and local programs. In some cases, landowners can avoid establishing buffers by [adopting alternative practices](#).



125 Charles Avenue, St. Paul, MN 55103-2108

Main Line: 651-224-6540, Fax: 651-6540

www.mncounties.org

The County's Role in Buffer Law Compliance

Soil and Water Conservation Districts (SWCD) are required to provide landowners with planning, technical assistance, and tracking compliance. Counties and watershed districts may choose to assume jurisdiction over enforcing compliance with the buffer law. If the county or watershed district forgoes its authority, the Board of Water and Soil Resources is responsible for compliance enforcement. Compliance enforcement includes issuing corrective actions and deadlines to noncompliant land owners and assessing monetary penalties for continued noncompliance. Counties may opt in or out of enforcement responsibilities at any time.

Before deciding whether to assume jurisdiction, counties should consider:

- What is the extent of current buffer compliance in our county? How much enforcement will be needed?
- Do we currently have the staff capacity to enforce compliance or will we need to add new staff?
- Will our residents prefer to work with county staff or the state about compliance issues?
- Will the state funding via Riparian Protection Aid cover the costs our county will incur if we assume jurisdiction of enforcement duties?
- What are our expected the enforcement costs? Will they change over time? Will the state funding continue into the future?
- How will assuming jurisdiction impact our county's current land use plan or planning and zoning ordinances?
- Is it important to our residents and to the enforcement of this law that our county maintains local control over buffer compliance? ■



County of McLeod

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Glencoe, Minnesota 55336
FAX (320) 864-1809

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COUNTY ADMINISTRATOR

PATRICK MELVIN
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RESOLUTION 17-CB-22

DECLARING THAT MCLEOD COUNTY HEREBY ADOPTS THE PERFORMANCE MEASURES DEVELOPED BY THE COUNCIL ON LOCAL RESULTS AND INNOVATION

WHEREAS, McLeod County has adopted and implemented the minimum 10 performance measures developed by the Council on Local Results and Innovation.

WHEREAS, McLeod County has implemented a local performance measurement system as developed by the Council on Local Results and Innovation.

WHEREAS, McLeod County has reported the results of the 10 adopted measures to its residents before the end of the calendar year through publication, direct mailing, posting on the entity's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

NOW, THEREFORE BE IT RESOLVED, that McLeod County hereby declares adoption of the Performance Measures for Counties developed by the Council on Local Results and Innovation.

Adopted this 20th day of June, 2017.

Joe Nagel, Chairperson

Pat Melvin, County Administrator

McLeod County Board Meeting Guide

About the Meetings

McLeod County Board Meetings and Workshops are open to the public and Board Meetings occur on the 1st and 3rd Tuesdays at 9 a.m. in the South Ballroom at the Glencoe City Center located at 1107 11th Street, Glencoe. Residents and staff that are scheduled at the Board are encouraged to arrive earlier than their scheduled time as the Board, if ahead of schedule, may elect to address their issue earlier in the meeting. The Workshops typically occur immediately following the first Board Meeting of the month and the start time is dependent upon the length of the Board Meeting. See the [county calendar](#) for meeting and workshop dates, times and visit the County website at www.mcleod.mn.us for background information. **If you would like to schedule an item for discussion with the County Board or have any questions about meeting attendance, please contact the County Administrator's Office at 320-864-1363.**

The South Ballroom at the Glencoe City Center is handicap accessible, provides convenient parking on the west side of the building, offers assisted-listening devices upon request and typically has audience seating for about 50. The Ballroom has a projector available and Staff will work with guests, when notified in advance, to ensure that the equipment is prepared and ready for use during a presentation.

All regular Board Meetings are live and rebroadcast on HCVN Channel 7 Tuesday at 9 a.m.; Thursday at 9 a.m.; and Sunday at 7 p.m. [Meeting minutes](#) are available online. Minutes are not posted until they are approved at the next Board meeting and can be found on the McLeod County website at www.co.mcleod.mn.us.

During Board meetings, the commissioners receive information from staff, community agencies and residents to assist them in developing policy and making decisions impacting the operation of County government. The [agenda](#) of upcoming meetings may be viewed in advance at www.mcleod.mn.us on Friday before the board meeting.

County Board Agenda

1. **Call to order** – The Board Chair starts the meeting at 9:00 AM.
2. **Pledge of Allegiance** – All are asked to stand and recite the Pledge of Allegiance.
3. **Recognition** – Staff and residents are recognized for significant accomplishments and a photo is taken with the Board.
4. **Consideration of Agenda** – Commissioners can add items or delete from the agenda before final approval.
5. **Consent Agenda** - The Consent Agenda covers reoccurring contracts without significant change, routine administrative subjects and helps keep the meeting more efficient. These items are reviewed by the commissioners and county administrator prior to each meeting. An item may be pulled by any commissioner and placed under the Administration agenda for further discussion or clarification later in the meeting.
6. **Payment of the Bills** – Bills are provided to and reviewed by each Commissioner and Administration in advance of the Board meeting and questions asked of staff before authorizing payment.
7. **Department or Program Items** -County departments and community agencies seek direction and provide reports to the Board. In some cases the Board conducts public hearings allowing residents to provide input on decisions being considered by the Board.
8. **County Administration** - The County Administrator presents general information about county operations to the Board and discusses other relevant management topics including workshop agendas.
9. **Commissioner Reports** - Each commissioner reports on his or her recent activities since the last Board meeting including attendance at meetings and issues discussed.
10. **Open Forum** - The Board Chair invites residents in the audience to share their comments and concerns about subjects not on the Board meeting agenda
11. **Adjournment** – Recessing the official County Board meeting until the second one in the month or closing the meeting if the final meeting of the month.
12. **Workshops** - The McLeod County Board has a designated time after the first Board meeting of the month for conducting a workshop and the agenda is set at the last Board meeting of the previous month to discuss pending projects and programs and to receive updates.

Public Hearings

Public hearings, which are which are scheduled during Board meeting, give residents the opportunity to express their opinions and suggest solutions to the Board on county issues. Notice of the public hearings is published in the official county newspaper, the McLeod County Chronicle, at least 10 days before the public hearing.

Public Hearing procedures are as follows:

- County staff introduces the topic of the public hearing
- Board Chair makes a motion to open the hearing to the public
- Speakers from the public are invited to make comments
- Board Chair closes the public hearing portion of the meeting
- Commissioners discuss the public hearing subject
- Commissioners take action or schedule a public hearing continuation date (the date and time is published in the county's legal newspaper)

The Board reserves the right during board meetings and workshops to manage public comments by asking speakers not to repeat comments and setting a time limit on how long an individual can speak. This is done to make efficient use of meeting time.

Executive Sessions

Executive sessions are meetings that are closed to the public. State law allows such meetings on a limited range of subjects, such as actual or threatened litigation, staff performance evaluations, labor negotiation strategy, etc. A report on any action taken is made at the next regular Board meeting.

Respectful Behavior

McLeod County is committed to respectful behavior. No name-calling or abusive language will be allowed. Disrespectful behavior may result in being asked to leave. Comments from speakers may be curtailed by the Board Chair if the speaker is overly argumentative, redundant, or repetitive.

CONTRACT FOR ENGAGEMENT OF SERVICES

CLIENT: McCloud County (Contact Person: Kate Levinski)
ENTERTAINER: 217 Productions, Inc. (dba Murders4Fun, Contact: Paul Warshauer)
CONTRACT DATE: June 12, 2017
PERFORMANCE: January 12, 2018
TITLE "Murder at the Country Club!"
VENUE: Crow River County Club, 915 Colorado St NW, Hutchinson, MN 55350

1. This is a contract between the "CLIENT" and the "ENTERTAINER" to present an original Murder Mystery theatrical performance at the "VENUE" on the "PERFORMANCE DATE(S)."
2. ENTERTAINER will create a story line, write a script, audition/approve performers, direct the show, rehearse performers (whether amateur, professional or a combination of both), and host (as Emcee) an original murder mystery written for CLIENT entitled, "Murder at the Country Club!", or other title to be mutually agreed upon and referred to hereafter as, "The Show").
3. There will be room for the performers to pass between the tables and an area referred to as "The Stage." The performance will commence from the time the audience arrives, in between the courses of the meal, and conclude after approximately 2.5 hours which includes reception, meal service, and the performance. It is understood that the performers will rehearse before the performance in the Venue.
4. The proposed timetable is as follows for the evening's festivities. This schedule will be coordinated, in advance, with the caterer or food providers/servers providing that the conditions in ¶5 are followed:
 - a. _____ Reception begins
 - b. _____ Guests are seated
 - c. _____ Introduction of "Host/Detective"
 - d. _____ Salads served and cleared
 - e. _____ ACT ONE: Actors perform
 - f. _____ Main course served & cleared
 - g. _____ ACT TWO: Focus groups in aud.
 - h. _____ Desserts served
 - i. _____ ACT THREE: Murder, voting, etc.

Times are approximate.
Fill in as best as possible.
Desserts may be left on tables through the cross examination and voting.
5. ENTERTAINER will work with one person from CLIENT designated as "coordinator" to present this fun dinner theatre production in a manner that is respectful of the performers, wait staff, company protocols, and audience members. This person does not have to be the contact person or the signer of this document. NO FOOD SHALL BE SERVED OR CLEARED WHILE ACTORS ARE PERFORMING. Drinks or beverages may be served if done so quietly.
6. CLIENT agrees to pay ENTERTAINER a minimum of One thousand two hundred fifty dollars (\$1,250.00) for services rendered. Payment specifically includes cost of a guarantee and supply of professional actors, (~~but only casting amateur actors if appropriate~~), script development, telephone conferences with the client, writing the script, rehearsing the performers, directing the show, and hosting. The Client understands that significant work is done prior to the rehearsal and performance and that work has real value.
7. Payment shall be made to ENTERTAINER in two parts: Payment One of Five Hundred dollars (\$500.00) shall be paid as a non-refundable deposit on signing by check only (no credit cards accepted). Payment Two of the Balance due before the performance shall be tendered immediately **before** the performance by a check and the balance in cash of \$250.00. All checks are to be made payable to "217 Productions, Inc." The cash will be paid in mixed denominations. A receipt will be signed by the ENTERTAINER for the cash tendered if requested.
8. The ENTERTAINER and all persons furnished by ENTERTAINER shall comply at their own expense with all applicable laws, ordinances, regulations and codes, including the identification and procurement of required permits, certificates, licenses, and insurance in performance of the Services mentioned under this Agreement. The ENTERTAINER is an EOE, (Equal Opportunity Employer).

9. ENTERTAINER and all individuals furnished by ENTERTAINER (if any) to participate in the performance (the "ENTERTAINER Group") are independent contractors and nothing in this Agreement shall result in the members of the ENTERTAINER Group being deemed to be agents, employees, partners, or joint ventures of the CLIENT. It is further understood by all parties that the ENTERTAINER and members of the ENTERTAINER Group are not members of any union applicable to this contract. All amateurs provided by the CLIENT shall be insured by the CLIENT.
10. ENTERTAINER is not responsible for food or beverage service or any liabilities arising from the preparation or service of said food or beverages. CLIENT hereby holds harmless ENTERTAINER from any and all liabilities arising from claims made against ENTERTAINER in the performance of its theatrical duties.
11. The Client will at all times list the name of Paul Warshauer, as author, and the trade name, "Murders 4 Fun" on fliers, posters, programs, invitations, and advertisements. The ENTERTAINER will provide, on request, some press materials to CLIENT for its use to market the show to the public or for its staff and employees. The website for ENTERTAINER will contain generic information about the show and will indicate that it is (or was) a private function and is (or is not) open to the public. This is done as a service and not for the purpose of sales although contact information for sales may be included if so requested by the CLIENT. Publicity and marketing of the event is the sole responsibility of the CLIENT.
12. CLIENT is solely responsible for the sale and distribution of all tickets, menu choices, seating of audience members, and accounting of all monies. Actors will not be waiters or servers.
13. CLIENT shall provide or pay for (in advance) one parking space for ENTERTAINER near the stage door. Travel expenses: -0- to be paid by the client. 1 room(s) in a hotel, motel, or a Bed & Breakfast will be prepaid by CLIENT for 1 night(s). All incidentals other than those specifically mentioned herein will be paid for by the ENTERTAINER.
14. CLIENT will provide one secure area (or "Green Room") in or near the venue for the performers to change into their costumes and store their street clothes. Coffee, tea, soft drinks, and light refreshments will be provided in the "Green Room" on the day of the performance AT THE BEGINNING OF REHEARSAL. Payment for the aforementioned beverage and light refreshment (meat, cheese, crackers, and/or fruit trays OR foot long Subway® sandwiches for the cast) may be made by the CLIENT'S credit card. The cast and director shall be fed a complete meal with non-alcoholic beverages after the performance in a room that is convenient for both parties. The menu for these food services shall be agreed to in advance.
15. If requested, the ENTERTAINER will submit a suggested cast list and story line to the client at least 7 days prior to performance and in conversations between the parties. The ENTERTAINER will provide -7- professional actors and the CLIENT will fill 0 parts from their available amateur talent. All amateurs (if applicable) who agree to appear MUST attend the mandatory rehearsal on Day of Show from 3:00 - 6:00pm, and prior to the performance. If the Client presents amateur talent, the ENTERTAINER reserves the right to refuse casting of individuals who do not possess the talent or professionalism to perform in front of a live audience. If applicable, the ENTERTAINER may hire professional performers at a rate of \$125.00 per performer in this event that amateurs agree to perform but do not in reality make themselves available to perform.
16. Time is of the essence in this contract. Agreed this June 12, 2017 by the parties:

Paul Warshauer

For: 217 Productions, Inc. (Murders 4 Fun)
BY: Paul Warshauer, Writer/Director
Date: June 12, 2017
PO Box 33, New Ulm, MN 56073
Cell: (312) 550-7868
E-Mail: paulwarshauer@gmail.com

For: McCloud County
BY: Sarah Young, Solid Waste Coordinator
Date:
1065 5th Ave SE, Hutchinson MN 55350
Phone(s): (320) 484-4300
E-mail: sarah.young@co.mcLeod.mn.us

Board Workshop

July 5, 2017

Immediately following Board

AGENDA

- A. Long-range restructuring update
- B. Solid Waste update on MRF RFP
- C. Consideration of a wheelage fee increase from \$10 to \$20

CC: Commissioners
Department Heads
Ryan Freitag