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

McLEOD COUNTY BOARD OF COMMISSIONERS PROPOSED MEETING AGENDA OCTOBER 17, 2017

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:04 CONSENT AGENDA*

- A. September 26, 2017 Meeting Minutes and Synopsis.
- B. October 3, 2017 Meeting Minutes and Synopsis.
- C. September 29, 2017 Auditor's Warrants.
- D. October 2, 2017 Auditor's Warrants.
- E. October 6, 2017 Auditor's Warrants.
- F. Approve annual preventative maintenance agreement for the HVAC systems at the SLATS Highway Shop with AREngh Heating and Air Conditioning (Cokato, MN) for an annual fee of \$1,074.13.
- G. Approve annual preventative maintenance agreement for the HVAC systems at the HATS Highway Shop with AREngh Heating and Air Conditioning (Cokato, MN) for an annual fee of \$2,209.81.
- H. Approve Highway Department 2016 Annual Report.
- I. Renew Agreement to Provide MFIP/DWP (Minnesota Family Investment Program/Diversionary Work Program) Services between McLeod County and Central Minnesota Jobs & Training Services, Inc.
- J. Approve 2018 Host County Contract agreement between McLeod County Social Services and McLeod Treatment Programs, Inc. (MTP).
- K. Approve contract with the City of Stewart for police services for 2018 and 2019 for a total of \$230,600.69.
- L. Approve Conditional Use Permit 17-19 for Joe Wuetherich and Kimberly Gehrke to operate a new dairy feedlot on an existing site with existing structures for milking and holding young stock to be registered or permitted on a tract less than 40 acres under ownership located within the Agricultural District. The property is described as 6.54 acres of Section 3 in Penn Township. Penn Township recommended approval on September 11, 2017. The Feedlot Committee recommended approval on September 6, 2017. The Planning Advisory Commission met September 27, 2017 and recommended approval with the following conditions:
 - A Manure Easement shall be written and signed by the Feedlot Owner and Farmer. A copy shall be provided to the Zoning Office. If Feedlot owner changes farmers, a new signed agreement shall be provided to the Zoning Office without an amended Conditional Use Permit.
 - 2. Feedlot Owner shall not exceed 200 Animal Units.
 - 3. Dairy cattle only.
 - 4. A Feedlot Permit is required.

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 approval of agreement for professional services from Ayres Associates Inc. (Madison, WI) for 4" orthoimagery services at a total cost of \$53,532.60.*

Other prices received: Surdex Corporation (Chesterfield, MO) \$59,200; Sanborn Inc. (Colorado Springs, CO) \$71,324.37; Continental Mapping Consultants, Inc. (Sun Prairie, WI) \$81,587.15 and Mapping Resources Group, Inc (Flagler, FL) \$105,493.

The cities of Glencoe and Hutchinson have committed \$5,685 and \$14,328 respectively toward this project. Other cities may join in. The Recorders Office Compliance Fund has authorized \$34,000 to cover the remaining amount plus unforeseen miscellaneous expenses.

The orthoimagery (high accuracy aerial photos) is heavily used by numerous County Departments, Cities, SWCD, State, the general public, and others. The last time the imagery was updated was 2014.

7 9:15 HUMAN RESOURCES – Deputy Administrator Sheila Murphy

A. Consider approval of October 10, 2017 Personnel Committee Recommendations.*

8 9:20 AUDITOR-TREASURER - Auditor-Treasurer Cindy Schultz Ford

- A. Consider adoption of Resolution 17-CB-32 authorizing the Sale of Tax Forfeited Land to the City of Winsted in accordance with M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight.*
- B. Consider adoption of Resolution 17-CB-33 authorizing the Sale of Tax Forfeited Land to the City of Winsted in accordance with M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight.
- C. Consider adoption of Resolution 17-CB-34 authorizing the Sale of Tax Forfeited Land to the City of Glencoe in accordance with M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight.*

9 9:25 BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna

A. Consider approval to renew snow removal contract with Neubarth Landscaping (Glencoe, MN) for 2017-2019. *

With the addition of the Solid Waste facility in Hutchinson, Neubarth was the only proposal submitted. The vendor who provided snow removal last year for Solid Waste is no longer providing that service.

10 9:30 PUBLIC HEARING – Buffer Ordinance

A. Consider approval of the McLeod County Buffer Ordinance.*

11 9:45 SOCIAL SERVICES – Director Gary Sprynczynatyk

A. Consider approval of Service Agreement between McLeod County Social Services and Avera McKennan to provide mental health order and mental health civil commitment beds and services as defined by Minnesota Statutes 253B.*

12 9:50 MCLEOD COUNTY HISTORICAL SOCIETY – Executive Director Lori Pickell-Stangel, MCHP Director Bayley Schluter and Accountant Juli Baumetz

A. Annual summary of services provided and request for 2018 funding.*

13 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since October 3, 2017.
- A. Consider approval to replace Chris Hutton on the Feedlot Committee.*
- B. Consider approval of November 7th workshop agenda.*
- C. Update on early retirement incentive program.

OTHER

Open Forum
Press Relations

RECESS

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

McLEOD COUNTY BOARD OF COMMISSIONERS PROPOSED MEETING MINUTES – September 26, 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, Wright and Krueger were present. County Administrator Patrick Melvin, Administrative Assistant Donna Rickeman and County Auditor-Treasurer Cindy Schultz Ford were also present.

PLEDGE OF ALLEGIANCE

CONSIDERATION OF AGENDA ITEMS

Krueger/Pohlmeier motion carried unanimously to approve the agenda.

CONSENT AGENDA

- A) Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit who will receive a \$.10) per hour increase for hours worked in exchange for deletion of the current language of Section 23.4 providing free meals.
- B) Approve agreement between McLeod County Public Health and Heidi Tydlacka, RN, PHN, to retain the services of a competent and qualified Women, Infants, and Children (WIC) Public Health Nurse on a temporary full-time schedule basis to assist McLeod County Public Health in providing WIC and Public Health services between October 2, 2017 and December 31, 2017. On September 19, 2017, The McLeod County Board approved hiring a temporary full-time contracted Public Health Nurse through the end of 2017 in order to cover duties and WIC clinic hours as a result of the resignation of a full-time McLeod County dietitian, until the Meeker-McLeod-Sibley Community Health Board can determine ongoing needs for the WIC Program. Funds to cover this position are included in the 2017 Public Health budget and will be at a lower cost than a regular full-time employee due to not having to provide health insurance and fringe benefits.

Shimanski/Pohlmeier motion carried unanimously to approve the consent agenda.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

A) Cindy Schultz Ford requested approval to set the 2018 proposed property tax levy. Options presented were 5% increase at \$20,719,927, 7% increase at \$21,114,592 or 10% increase at \$21,706,590.

Reasons for increase include:

- Almost 1.2 million in new personnel costs resulting from a market study to attract and retain qualified and competent employees. The previous market study was conducted and implemented in the early 1990's and the County has been experiencing turnover and has had difficulty hiring top applicants and retaining employees after they are trained in McLeod.
- Rising health care costs. McLeod County has been a participant with Sibley County in a self-insured health insurance plan, which in the past two years has experienced high claims costs, resulting in a 2018 insurance increase of 35%.
- Rising program costs for Social Services totaling \$455,035, primarily due to additional Child Protection/Child Welfare costs and expenses arising from parental use and abuse of drugs and alcohol. This includes increases in foster care costs of \$209,500, state hospital costs for mentally ill of \$94,000, random drug test fees for clients and their children of \$20,000, rule 5 residential treatment costs of \$30,000, detoxification services of \$7,665, extended employment of \$17,000 and consolidate chemical dependent treatment fund of \$25,000. This includes a loss in MNCHOICES assessment revenue due to a state cost shift of 16% in CY2018 of \$51,870. The County also experiences additional Child Protection/Child Welfare costs and expenses arising from parental use and abuse of drugs and alcohol.
- Current use of McLeod County reserves including \$1.9 million to update facility security at the Courthouse. \$3.1 million was spent as intended from the dedicated jail endowment fund.
- Annual utility and building maintenance expenses of approximately \$630,000 to maintain four McLeod County facilities located in Glencoe.

County Board is required to set the preliminary levy on or before September 30, 2017.

2018 Property Tax Levy **Certification Date:** September 26, 2017 I hereby certify the 2018 Budget and Levy as approved by the County Board of Commissioners'. County Board Chair County Administrator 2017 Total **Total Certified Levy** Fund Revenues Expenses Reserves **Levy Funds** 01 Revenue 17,309,572 17,534,030 (224,458)11,584,929 05 Library 202,104 202.104 202,104 17,511,676 17,736,134 (224,458) \$ 11,787,033 02 Road & Bridge 12,387,397 12,777,446 (390,049) \$ 3,262,097 03 Social Services 11,913,170 11,913,170 \$ 4,838,534 Trailblazer Transit 205,650 205,650 205,650 12,118,820 12,118,820 5,044,184 \$ 12 Special Revenue 1,439,911 1,263,229 \$ 176,682 \$ 322,568 **Debt Service** 416,438 19,877 436,315 10 Capital Improvement Plan 436,315 \$ 10,295 \$ Capital Equipment Notes 262,395 \$ 252,100 \$ 262,395 Solid Waste Bonds \$ 594,891 571,513 23,378 \$ 1,293,601 1,240,051 53,550 \$ 698,710 \$ Non-Levy Funds **Solid Waste** \$ 3.760.981 4,325,164 (564,183)**Capital Projects** 644,300 (644,300)0 **Grand Totals** 48.512.386 | \$ 50.105.144 (1.592.758) \$ 21.114.592

Shimanski/Krueger motion carried to approve setting the 2018 proposed property tax levy at \$21,114,592. The 2018 proposed levy equals a 7% increase from 2017.

CLOSED SESSION

Pohlmeier/Krueger motion carried unanimously to close the meeting at 9:22 a.m. to discuss Jungclaus property located at 520 Chandler Avenue in Glencoe.

Shimanski/Pohlmeier motion carried unanimously to open the meeting at $10:13$
a.m.

Krueger/Pohlmeier motion carried unanimously to recess at 10:14 a.m. until 9:00 a.m. October 3, 2017 at the Glencoe City Center.

ATTEST:	
Joe Nagel, Board Chair	Patrick Melvin, County Administrator

McLEOD COUNTY BOARD OF COMMISSIONERS SYNOPSIS – September 26, 2017

- 1. Commissioners Nagel, Wright, Krueger, Shimanski and Pohlmeier were present.
- 2. Krueger/Pohlmeier motion carried unanimously to approve the agenda.
- 3. Shimanski/Pohlmeier motion carried unanimously to approve the consent agenda including Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit who will receive a \$.10) per hour increase for hours worked in exchange for deletion of the current language of Section 23.4 providing free meals; Approve agreement between McLeod County Public Health and Heidi Tydlacka, RN, PHN, to retain the services of a competent and qualified Women, Infants, and Children (WIC) Public Health Nurse on a temporary full-time schedule basis to assist McLeod County Public Health in providing WIC and Public Health services between October 2, 2017 and December 31, 2017.
- 4. Shimanski/Krueger motion carried to approve setting the 2018 proposed property tax levy at \$21,114,592. The 2018 proposed levy equals a 7% increase from 2017.
- 5. Pohlmeier/Krueger motion carried unanimously to close the meeting at 9:22 a.m. to discuss Jungclaus property located at 520 Chandler Avenue in Glencoe.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 10:14 a.m. until October 3, 2017.

Attest:	
Joe Nagel, Board Chair	Patrick Melvin, County Administrator

McLEOD COUNTY BOARD OF COMMISSIONERS PROPOSED MEETING MINUTES – October 3, 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, Wright and Krueger were present. County Administrator Patrick Melvin, Administrative Assistant Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz Ford were also present.

PLEDGE OF ALLEGIANCE

CONSIDERATION OF AGENDA ITEMS

Pohlmeier/Nagel motion carried unanimously to approve the agenda.

CONSENT AGENDA

- A) September 19, 2017 Meeting Minutes and Synopsis.
- B) September 15, 2017 Auditor's Warrants.
- C) September 19, 2017 Auditor's Warrants.
- D) September 22, 2017 Auditor's Warrants.
- E) Approve Memorandum of Agreement with MNPEA Deputy Unit to relinquish Columbus Day holiday in exchange for the day after Thanksgiving.
- F) Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit to relinquish Columbus Day holiday in exchange for the day after Thanksgiving.
- G) Approve Memorandum of Agreement with LELS Non-licensed Sergeants to relinquish Columbus Day holiday in exchange for the day after Thanksgiving.
- H) Approve Memorandum of Agreement with LELS Licensed Sergeants to relinquish Columbus Day holiday in exchange for the day after Thanksgiving.
- I) Adopt Resolution 17-CB-30 which allows a budget revision to the 2017 expenditure budget for various county departments concerning the Keystone Market Study 2017 wage increases for county staff.
- J) Approve request from Dan & Jeanne Van Overbeke and Dale & Shala Schuft for a 6-Lot Sketch Plan to split Lots 2, 3 & 4 of Block 1 in Wood View Acres with the purpose of generating 3 additional buildable lots. Wood View Acres Final Plat was approved in 1984. The property location is described as the NW ¼ NW ¼ in Section 25 of Acoma Township. The Board of Hutchinson Joint Planning unanimously recommended approval at their September 20, 2017 regular meeting.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue Fund	\$43,524.00
Solid Waste Fund	\$40,074.31
Special Revenue Fund	\$120,848.98

Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$204,447.29 from the aforementioned funds.

INFORMATION TECHNOLOGY – Director Vince Traver

A) Vince Traver requested approval to accept the quote from SHI International Corp #14069330 to purchase a WebSphere license and the first year of support at a cost of \$6720 with funding coming from the Auditor's budget as well as the Social Services budget.

After the 1st year the maintenance support will come from the IT budget. The current IFS application resides on the I Series mainframe computer. The IFS application will be moving to a windows environment and McLeod County needs to purchase the WebSphere application to allow people to connect to the data using a web interface.

Nagel/Pohlmeier motion carried unanimously to approve quote from SHI International Corp #14069330 to purchase a WebSphere license and the first year of support at a cost of \$6720 with funding coming from the Auditor's budget as well as the Social Services budget.

EXTENSION- 4-H Program Coordinator Darcy Coles

A) McLeod County 4-H Federation Officers Emily Ward, Becca Olson and Montana Sanchez accompanied Darcy Cole in expressing appreciation to McLeod County for their support.

The group presented the 2016-17 annual report. There are currently 295 youths participating in the county 4-H program along with 94 adult volunteers.

During the 2017 McLeod County Fair, 2,793 General and Livestock Exhibits were showcased. Representation from McLeod County 4-H at the Minnesota State Fair consisted of 98 4-H members. Out of those 98 members, McLeod

County received 32 purple ribbons, 1 Livestock Interview Winner and 1 Dairy Showcase Participants.

McLeod County 4-H also hosted a number of summer programs including, Minnesota ZooMobile with Hutchinson Library, Mad Science with the Hutchinson Library, paint party at the Paint Factory, Mystery Day Camps and Acres of Adventures Day Camps.

Krueger/Shimanski motion carried unanimously to open public hearing.

FINAL PUBLIC HEARING – County Ditch #22

A) Brent Kavitz, Project Engineer from SEH Inc. requested approval of Change Order #1 to extend project completion date from September 15, 2016 to June 30, 2017.

Krueger/Shimanski motion carried unanimously to approve Change Order #1 to extend project completion date from September 15, 2016 to June 30, 2017.

B) Brent Kavitz, Project Engineer from SEH Inc. requested approval of Change Order #2 which includes actual quantities used at a total increase of \$6,910.

Wright/Nagel motion carried unanimously to approve Change Order #2 which includes actual quantities used at a total increase of \$6,910.

C) Brent Kavitz, Project Engineer from SEH Inc. requested approval of report for completed contract at a final cost of \$86,099.50.

Pohlmeier/Shimanski motion carried unanimously to approve report for completed contract at a final cost of \$86,099.50.

D) Cindy Schultz Ford requested authorization for final payment of \$4,304.98 to Hutton, Inc. as the contractor.

Nagel/Krueger motion carried unanimously to authorize final payment of \$4,304.98 to Hutton, Inc. as the contractor.

Wright/Shimanski motion carried unanimously to close public hearing.

Wright/Shimanski motion carried unanimously to open public hearing.

CONTINUANCE OF PUBLIC HEARING - Drainage Ditch Levies

A) Cindy Schultz presented recommendations to the County Board for setting the 2018 ditch assessment amounts. Some modifications were made with Commissioners input during the meeting. McLeod County Board of Commissioners hereby orders the County Auditor-Treasurer to place an assessment on the following drainage systems for the said amount of years beginning for taxes payable in 2018 pursuant to Minnesota Statutes.

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OO O DATE U DE DE DE DE DE DE	684	JD #32 SMc	\$1,000	1

Wright/Shimanski motion carried unanimously to approve of the County Auditor-Treasurer recommendations to place an assessment on the aforementioned drainage systems.

Wright/Nagel motion carried unanimously to implement a 1% interest rate on the ditch levy assessments.

Shimanski/Pohlmeier motion carried unanimously to close public hearing.

AUDITOR-TREASURER – SWCD District Manager Ryan Freitag/ Auditor-Treasurer Cindy Schultz Ford

A) Ryan Freitag requested approval of quote for CD #18 Lateral #5 from Steile Construction, Inc. (Silver Lake, MN) to replace tile from 200th Street to CD #18 at an estimated cost of \$9,222.50.

Additional quotes received: Hjerpe Contracting Inc. (Hutchinson, MN) \$12,550 and Morris Excavating, Inc. (Cokato, MN) \$13,417.80.

Krueger/Wright motion carried unanimously to approve quote for CD #18 Lateral #5 from Steile Construction, Inc. (Silver Lake, MN) to replace tile from 200th Street to CD #18 at a cost not to exceed \$10,000.

B) Ryan Freitag requested approval of quote for CD #36 from A & T Septic and Excavating (Olivia, MN) to scope segments of concrete and plastic tile for obstructions at an estimated cost of \$2,250.

Additional quote received: Ewert Brothers Inc. (Hutchinson, MN) \$2,710.

Shimanski/Krueger motion carried unanimously to approve quote for CD #36 from A & T Septic and Excavating (Olivia, MN) to scope segments of concrete and plastic tile for obstructions at a cost not to exceed \$2,500.

C) Ryan Freitag requested approval of beaver trapping on CD #5 at \$50 each at a cost of \$1,100.

Shimanski/Krueger motion carried unanimously to approve beaver trapping on CD #5 at \$50 each at a cost of \$1,100.

D) Cindy Schultz Ford requested approval to set basic sale price on properties listed below:

#180 LIST OF TAX-FORFEITED LAND FOR PUBLIC SALE								
Municipality Legal Description	Parcel Identification Number	Address	Appraised Value	Assessments After Forfeiture	Sale Price	Basic Sale Price	Assessments Before Forfeiture	
CITY OF BROWNTON Shillings Addition to Lake Addie W 94.24' of Lot B	16.058.0010 Land	Bare Land	\$ 3,000.00	\$ -	\$ 850.00	\$ 850.00	\$ 6,231.51	
CITY OF BROWNTON Sturdivants Addition Lot 10	16.062.0060 House	223 5th St N Brownton	\$ 49,200.00	\$ 4,308.35	\$ 691.65	\$ 5,000.00	\$ 8,699.62	
CITY OF HUTCHINSON South Half, Hutchinson Lot 8, Block 6	23.050.0380 House	25 Jefferson St SE Hutchinson	\$ 44,600.00	\$ 815.17	\$ 184.83	\$ 1,000.00	\$ 8,124.06	
CITY OF HUTCHINSON North Half, Hutchinson S 198' OF Lot 6, Block 11	23.056.0990 Land	465 Water St NW Hutchinson	\$ 26,900.00	\$ 616.95	\$2,083.05	\$ 2,700.00	\$ 17,481.10	
CITY OF HUTCHINSON North Half, Hutchinson N 66' of Lot 7, Block 11	23.056.1030 Land	455 Water St NW Hutchinson	\$ 13,600.00	\$ 676.14	\$ 223.86	\$ 900.00	\$ 7,124.93	
CITY OF STEWART Town of Stewart Lots 5 & 8, Block 24	20.050.1640 House	230 Prior St Stewart	\$ 33,600.00	\$ 2,867.00	\$ 33.00	\$ 2,900.00	\$ 14,307.67	
CITY OF STEWART D A Stewart's 1st W 79' of S 150' of Block 3	20.055.0100 House	351 Main St Stewart	\$ 49,700.00	\$ 2,596.22	\$2,403.78	\$ 5,000.00	\$ 7,383.61	
CITY OF WINSTED Westgate Lot 10, Block 2	21.110.0240 Land	404 Westgate Dr Winsted	\$ 22,300.00	\$ -	\$5,000.00	\$ 5,000.00	\$ 4,793.18	

Shimanski/Krueger motion carried unanimously to set basic sale price on properties listed above.

SHERIFFS OFFICE -Sheriff Scott Rehmann

A) Scott Rehmann requested approval of the 2017 McLeod County Sheriff's Posse Recognition Event at a cost estimated to be \$500 with funding coming from the 2017 Posse budget.

Shimanski/Pohlmeier motion carried unanimously to approve the 2017 McLeod County Sheriff's Posse Recognition Event at a cost estimated to be \$500 with funding coming from the 2017 Posse budget.

SOLID WASTE - Interim Director Sarah Young

A) Sarah Young requested adoption of Resolution 17-CB-31 in support of an agreement between the Minnesota Pollution Control Agency and McLeod County to appoint McLeod County as a sponsoring organization for the operation of a Household Hazardous Waste Facility.

This will establish the McLeod County Household Hazardous Waste Facility as a Regional Household Hazardous Waste Facility within the State of Minnesota.

Wright/Krueger motion carried unanimously to adopt Resolution 17-CB-31 in support of an agreement between the Minnesota Pollution Control Agency and McLeod County to appoint McLeod County as a sponsoring organization for the operation of a Household Hazardous Waste Facility.

PLANNING AND ZONING – Administrator Larry Gasow

A) Larry Gasow requested approval of Conditional Use Permit JP17-C7 for Steve Wadsworth to establish a feedlot permit to exceed 50 animal units while limited to a maximum of 394 animal units for Yak production on a 10.50 acre tract within the Hutchinson Joint Planning Area. The primary feedlot will be for a pasture area with occasional use of partially housed barns. Property description is 10.50 AC of the N 579' of the W 790' in the SE ¼ of Section 19 in Hutchinson Township.

The McLeod County Feedlot Committee unanimously recommended approval with the following recommendations:

- 1. To reduce the setback from a dwelling to the open lot from 1,320' to 250' with no new buildings less than 660' from any existing dwellings.
- 2. The Variance is contingent on the purchase of the 150 acres first.
- 3. The maximum feedlot numbers shall be based on 1 A.U.s per $\frac{1}{2}$
- 4. No more than 394 animal units with the species of Yak only.

The Hutchinson Joint Planning Board unanimously recommended approval on September 20, 2017 with the following conditions:

- 1. To require the setback for new livestock structures from a neighboring dwellings to be no less than 660' to include non-vegetative pastured feedlot lot site.
- 2. Applicant shall meet all criteria and standards for a McLeod County Feedlot Permit prior to this CUP becoming null and void after one year of non-use.
- 3. Feedlot AU numbers shall not exceed 1 AU per ½ acre of pasture grazing area.
- 4. An approved pasture/grazing plan shall be submitted as recommended by either the SWCD or NRCS Office.
- 5. The site shall not exceed more than 394 animal units with the species of Yak only.

Krueger/Wright motion carried unanimously to approve Conditional Use Permit JP17-C7 for Steve Wadsworth to establish a feedlot permit to exceed 50 animal units while limited to a maximum of 394 animal units for Yak production on a 10.50 acre tract within the Hutchinson Joint Planning Area.

COUNTY ADMINISTRATION

A) Pat Melvin requested approval to hire a full-time and a part-time (67 shifts) Communications Officers (Grade 140) due to vacancies.

Shimanski/Pohlmeier motion carried unanimously to hire a full-time and a parttime (67 shifts) Communications Officers (Grade 140) due to vacancies.

B) Joe Nagel requested approval to request \$200,000 loan to Trailblazer be paid back by the end of 2017.

Nagel/Pohlmeier motion carried unanimously to request \$200,000 loan to Trailblazer be paid back by the end of 2017.

C) Pat Melvin led discussion on implementation of a new position hiring freeze unless the position has been identified through the restructuring report. It was determined positions are heavily scrutinized and a hiring freeze was not needed at this time.

Pohlmeier/Shimanski motion carried unanimously to recess at 10:45 a.m. until 9:00 a.m. October 17, 2017 at the Glencoe City Center.

ATTEST:	
Joe Nagel, Board Chair	Patrick Melvin, County Administrator

McLEOD COUNTY BOARD OF COMMISSIONERS SYNOPSIS – October 3, 2017

- 1. Commissioners Nagel, Wright, Krueger, Shimanski and Pohlmeier were present.
- 2. Pohlmeier/Shimanski motion carried unanimously to approve the agenda.
- 3. Shimanski/Krueger motion carried unanimously to approve the consent agenda including September 19, 2017 Meeting Minutes and Synopsis; September 15, 2017 Auditor's Warrants; September 19, 2017 Auditor's Warrants; September 22, 2017 Auditor's Warrants; Approve Memorandum of Agreement with MNPEA Deputy Unit to relinquish Columbus Day holiday in exchange for the day after Thanksgiving; Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit to relinquish Columbus Day holiday in exchange for the day after Thanksgiving; Approve Memorandum of Agreement with LELS Non-licensed Sergeants to relinquish Columbus Day holiday in exchange for the day after Thanksgiving; Approve Memorandum of Agreement with LELS Licensed Sergeants to relinquish Columbus Day holiday in exchange for the day after Thanksgiving; Adopt Resolution 17-CB-30 which allows a budget revision to the 2017 expenditure budget for various county departments concerning the Keystone Market Study 2017 wage increases for county staff; Approve request from Dan & Jeanne Van Overbeke and Dale & Shala Schuft for a 6-Lot Sketch Plan to split Lots 2, 3 & 4 of Block 1 in Wood View Acres with the purpose of generating 3 additional buildable lots.
- 4. Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$204,447.29 from the aforementioned funds.
- 5. Nagel/Pohlmeier motion carried unanimously to approve quote from SHI International Corp #14069330 to purchase a WebSphere license and the first year of support at a cost of \$6720 with funding coming from the Auditor's budget as well as the Social Services budget.
- 6. Krueger/Shimanski motion carried unanimously to open public hearing.
- 7. Krueger/Shimanski motion carried unanimously to approve Change Order #1 to extend project completion date from September 15, 2016 to June 30, 2017.
- 8. Wright/Nagel motion carried unanimously to approve Change Order #2 which includes actual quantities used at a total increase of \$6,910.
- 9. Pohlmeier/Shimanski motion carried unanimously to approve report for completed contract at a final cost of \$86,099.50.
- 10. Nagel/Krueger motion carried unanimously to authorize final payment of \$4,304.98 to Hutton, Inc. as the contractor.
- 11. Wright/Shimanski motion carried unanimously to close public hearing.
- 12. Wright/Shimanski motion carried unanimously to open public hearing.
- 13. Wright/Shimanski motion carried unanimously to approve of the County Auditor-Treasurer recommendations to place an assessment on the aforementioned drainage systems.

- 14. Wright/Nagel motion carried unanimously to implement a 1% interest rate on the ditch levy assessments.
- 15. Shimanski/Pohlmeier motion carried unanimously to close public hearing.
- 16. Krueger/Wright motion carried unanimously to approve quote for CD #18 Lateral #5 from Steile Construction, Inc. (Silver Lake, MN) to replace tile from 200th Street to CD #18 at a cost not to exceed \$10,000.
- 17. Shimanski/Krueger motion carried unanimously to approve quote for CD #36 from A & T Septic and Excavating (Olivia, MN) to scope segments of concrete and plastic tile for obstructions at a cost not to exceed \$2,500.
- 18. Shimanski/Krueger motion carried unanimously to approve beaver trapping on CD #5 at \$50 each at a cost of \$1,100.
- 19. Shimanski/Krueger motion carried unanimously to set basic sale price on properties listed above.
- 20. Shimanski/Pohlmeier motion carried unanimously to approve the 2017 McLeod County Sheriff's Posse Recognition Event at a cost estimated to be \$500 with funding coming from the 2017 Posse budget.
- 21. Wright/Krueger motion carried unanimously to adopt Resolution 17-CB-31 in support of an agreement between the Minnesota Pollution Control Agency and McLeod County to appoint McLeod County as a sponsoring organization for the operation of a Household Hazardous Waste Facility.
- 22. Krueger/Wright motion carried unanimously to approve Conditional Use Permit JP17-C7 for Steve Wadsworth to establish a feedlot permit to exceed 50 animal units while limited to a maximum of 394 animal units for Yak production on a 10.50 acre tract within the Hutchinson Joint Planning Area.
- 23. Shimanski/Pohlmeier motion carried unanimously to hire a full-time and a part-time (67 shifts) Communications Officers (Grade 140) due to vacancies.
- 24. Nagel/Pohlmeier motion carried unanimously to request \$200,000 loan to Trailblazer be paid back by the end of 2017.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 10:45 a.m. until October 17, 2017.

Attest:		
Joe Nagel, B	oard Chair	Patrick Melvin, County Administrator

POOL 9/29/17

11:08AM

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

Page Break By:



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 - Page Break by Fund

2 - Page Break by Dept

Page 1

Print List in Order By: 2 1 - Fund (Page Break by Fund)

2 - Department (Totals by Dept)

3 - Vendor Number

4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name

on Audit List?: N

Type of Audit List: D D - Detailed Audit List

S - Condensed Audit List

Save Report Options?: N

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

		r <u>Name</u> Account/Formula	<u>Rpt</u> <u>Accr</u>	Amount	Warrant Descriptic		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT 4187	COAST PROFESSIONAL INC						
2	18	01-000-000-0000-2055		285.98	GARNISHMENT 09/03/2017	09/16/2017	683730 0	GARNISHMENTS PAYABLE
	4187	COAST PROFESSIONAL INC		285.98		1 Transactio	ns	
	3028	MINNESOTA CHILD SUPPORT	PAYMENT					
1	29	01-000-000-0000-2056		317.48	CHILD SUPPORT 09/03/2017	09/16/2017	001124208702 0	CHILD SUPPORT GARNISHMENT PAYABLE
1	31	01-000-000-0000-2056		117.67	CHILD SUPPORT 09/03/2017	09/16/2017	001436294701 0	CHILD SUPPORT GARNISHMENT PAYABLE
1	28	01-000-000-0000-2056		257.96	CHILD SUPPORT 09/03/2017	09/16/2017	001447664801 0	CHILD SUPPORT GARNISHMENT PAYABLE
1	30	01-000-000-0000-2056		130.13	CHILD SUPPORT 09/03/2017	09/16/2017	001499730601 0	CHILD SUPPORT GARNISHMENT PAYABLE
1	32	01-000-000-0000-2056		329.48	CHILD SUPPORT 09/03/2017	09/16/2017	001530953002 0	CHILD SUPPORT GARNISHMENT PAYABLE
	3028	MINNESOTA CHILD SUPPORT	PAYMENT	1,152.72	09/03/2017	5 Transactio		
0	DEPT :	Total:		1,438.70			2 Vendors	6 Transactions
3	DEPT 5281	TASC			COUNTY WIDE			
1	57	01-003-000-0000-6350		436.05	HSA PL;AN ADMINISTR. 11/01/2017	AION 11/30/2017	IN1105119 0	OTHER SERVICES & CHARGES
1	58	01-003-000-0000-6350		405.41	FSA ADMINISTRATION 11/01/2017	11/30/2017	IN1105119 0	OTHER SERVICES & CHARGES
1	59	01-003-000-0000-6350		81.00	FSA CLAIM CARD FEES 11/01/2017	11/30/2017	IN1105119 0	OTHER SERVICES & CHARGES
	5281	TASC		922.46	11/01/2017	3 Transactio		
3	DEPT :	Total:		922.46	COUNTY WIDE		1 Vendors	3 Transactions
13	DEPT	MELCHERT HUBERT SJODIN P	I I D		COURT ADMINISTRATO	DR'S		
4		01-013-000-0000-6272	LLT	993.75	COURT APPT HM/AJ/JE	R IV_16_201	134224	COURT APPT ATTY-DEP/NEG/TER
	12 13	01-013-000-0000-6272			COURT APPT HIM/AJ/JE		134224	COURT APPT ATTY-DEP/NEG/TER COURT APPT ATTY-DEP/NEG/TER
	111	01-013-000-0000-6272		292.50 22.50	COURT APPT MIS/13 JV		134226	COURT APPT ATTY-DEP/NEG/TER COURT APPT ATTY-OTHER

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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	or <u>Name</u>	<u>Rpt</u>	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula Acc	<u>cr</u> <u>Amount</u>	<u>Service Dates</u>	Paid On Bhf #	On Behalf of Name
114	01-013-000-0000-6272	90.00	COURT APPT JO/SB JV-14-255	134231	COURT APPT ATTY-DEP/NEG/TER
110	01-013-000-0000-6273	45.00	COURT APPT DB PR-16-1905	134233	COURT APPT ATTY-OTHER
115	01-013-000-0000-6272	60.00	COURT APPT KB/RH JV-16-177	134237	COURT APPT ATTY-DEP/NEG/TER
109	01-013-000-0000-6273	75.00	COURT APPT GS FA-14-1088	134239	COURT APPT ATTY-OTHER
116	01-013-000-0000-6272	405.00	COURT APPT AH/CV/JP JV-17-63	134243	COURT APPT ATTY-DEP/NEG/TER
117	01-013-000-0000-6272	735.00	COURT APPT AC/JS JV-17-67	134245	COURT APPT ATTY-DEP/NEG/TER
108	01-013-000-0000-6273	225.00	COURT APPT DP FA-13-373	134420	COURT APPT ATTY-OTHER
3146	MELCHERT HUBERT SJODIN PLLP	2,943.75	10 Transactio	ns	
6440	MELCHERT HUBERT SJODIN PLLP				
105	01-013-000-0000-6272	622.50	COURT APPT JR/MR JV-16-118	133912	COURT APPT ATTY-DEP/NEG/TER
104	01-013-000-0000-6272	435.00	CRT APPT NJ/EF/AC/JF JV-16-84	133915	COURT APPT ATTY-DEP/NEG/TER
103	01-013-000-0000-6272	225.00	COURT APPT TM/EM/MK JV-16-189	134023	COURT APPT ATTY-DEP/NEG/TER
102	01-013-000-0000-6272	30.00	COURT APPT EW/JW/SJ JV-17-66	134034	COURT APPT ATTY-DEP/NEG/TER
101	01-013-000-0000-6272	45.00	COURT APPT SG/ES JV-17-122	134035	COURT APPT ATTY-DEP/NEG/TER
100	01-013-000-0000-6272	600.00	COURT APPT MH/JH JV-17-172	134111	COURT APPT ATTY-DEP/NEG/TER
106	01-013-000-0000-6272	210.00	COURT APPT KO/MO JV-16-228	134118	COURT APPT ATTY-DEP/NEG/TER
107	01-013-000-0000-6272	412.50	COURT APPT PH JV-17-113	134123	COURT APPT ATTY-DEP/NEG/TER
6440	MELCHERT HUBERT SJODIN PLLP	2,580.00	8 Transactio	ns	
13 DEPT	Total:	5,523.75	COURT ADMINISTRATOR'S	2 Vendors	18 Transactions
41 DEPT			COUNTY AUDITOR-TREASURER'S		
935	AMERICAN SOLUTIONS FOR BUSINE	ESS			
9	01-041-000-0000-6402	200.04	BLUE LASER CHECKS (2,000)	INV03203937	OFFICE SUPPLIES
935	AMERICAN SOLUTIONS FOR BUSINE	ESS 200.04	1 Transactio	ns	
235	MINNESOTA ASSOCIATION OF COU	JNTY.			
125	01-041-000-0000-6245	50.00	REGISTRATION FEE-C KURTZWEG		DUES AND REGISTRATION FEES
			10/26/2017 10/27/2017	0	
126	01-041-000-0000-6245	50.00	REGISTRATION FEE-C FORD		DUES AND REGISTRATION FEES
			10/26/2017 10/27/2017	0	
127	01-041-000-0000-6245	50.00	REGISTRATION FEE-J BETSINGER		DUES AND REGISTRATION FEES
		23.00	10/26/2017 10/27/2017	0	
235	MINNESOTA ASSOCIATION OF COU	JNTY 150.00	3 Transactio		
41 DEPT	Total:	350.04	COUNTY AUDITOR-TREASURER'S	2 Vendors	4 Transactions

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GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

POOL

65		r <u>Name</u> <u>Account/Formula</u>	Rpt Accr	<u>Amount</u>	Warrant Description Service Dates INFORMATION SYSTEMS	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
18		CDW GOVERNMENT INC 01-065-000-0000-6321 CDW GOVERNMENT INC		14,547.22 14,547.22	ANNUAL CISCO SWITCH SUPPORT 1 Trans		MAINTENANCE AGREEMENTS
39		COMPAR INC 01-065-000-0000-6404 COMPAR INC		82.00 82.00	LENOVO MEMORY 1 Trans	IN18218-1 sactions	COMPUTER SUPPLIES
65	DEPT	Total:		14,629.22	INFORMATION SYSTEMS	2 Vendors	2 Transactions
76	DEPT 5906	CENTURYLINK			CENTRAL SERVICES-COUNTY WID	E	
22		01-076-000-0000-6203 CENTURYLINK		307.47 307.47	LOCAL SVC	313623769	COMMUNICATIONS
				307.47	i ildis	actions	
93	1210	MCKESSON MEDICAL SURGICA 01-076-000-0000-6402	L	10.41	QTIPS/ALCOHOL	9139791	OFFICE SUPPLIES
93	1210	MCKESSON MEDICAL SURGICA	L	13.41 13.41	1 Trans		OTTICE 3011 EIE3
	1160	MCLEOD COUNTY AUDITOR T	REASURER				
181		01-076-000-0000-6610		1,461.28	TITLE/PLATES/TAX/REG #171		CAPITAL - OVER \$5,000 (FIXED ASSETS)
182		01-076-000-0000-6610	DE A CLIDEE	1,461.28	TITLE/PLATES/TAX/REG #172		CAPITAL - OVER \$5,000 (FIXED ASSETS)
	1160	MCLEOD COUNTY AUDITOR T	KEASUKER	2,922.56	2 Trans	sactions	
		METRO SALES INC					
119 120		01-076-000-0000-6321 01-076-000-0000-6321		160.64	COPIER MAINT MPC4504-JAIL COPIER MAINT MPC6004-AT	INV889135 INV889135	MAINTENANCE AGREEMENTS MAINTENANCE AGREEMENTS
118		01-076-000-0000-6321		1,196.17 22.88	COPIER MAINT RICOH 3054-CS	INV889818	MAINTENANCE AGREEMENTS
		METRO SALES INC		1,379.69	3 Trans		
76	DEPT '	Total:		4,623.13	CENTRAL SERVICES-COUNTY WI	DE 4 Vendors	7 Transactions
85	DEPT	DC COLUTIONS INC			ELECTIONS		
50		DS SOLUTIONS INC 01-085-000-0000-6350 DS SOLUTIONS INC		500.00 500.00	ELECTION JUDGE LEARNING MGM 1 Trans		OTHER SERVICES & CHARGES

INTEGRATED FINANCIAL SYSTEMS

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9/29/17	11:08AM	Audit List for Poard	AUDITOR'S VOUCHERS ENTRIES
GENERAL R	EVENUE FUND	Addit List for Board	AUDITOR 3 VOUCHERS ENTRIES

POOL

	n <u>Name</u>	<u>Rpt</u>		Warrant Description		Invoice #	Account/Formula Description
<u>No.</u> 85 DEPT	Account/Formula	<u>Accr</u>	<u>Amount</u> 500.00	Service ELECTIONS	<u>Dates</u>	Paid On Bhf # 1 Vendors	On Behalf of Name 1 Transactions
00 5211	r otal.		500.00	ELLOTIONS		Venders	Transactions
91 DEPT				COUNTY ATTORNEY'S			
5892 51	DELUXE FOR BUSINESS 01-091-000-0000-6402		81.85	OFFICE SUPPLIES		0069554327	OFFICE SUPPLIES
	DELUXE FOR BUSINESS		81.85		1 Transaction		
91 DEPT	Total:		81.85	COUNTY ATTORNEY'S	;	1 Vendors	1 Transactions
103 DEPT				COUNTY ASSESSOR'S			
8564 184	OFFICE DEPOT INC 01-103-000-0000-6402		8.75	OFFICE SUPPLIES		961149299001	OFFICE SUPPLIES
	OFFICE DEPOT INC		8.75		1 Transaction	าร	
103 DEPT	Total:		8.75	COUNTY ASSESSOR'S		1 Vendors	1 Transactions
111 DEPT	CENTERPOINT ENERGY, INC.			COURTHOUSE BUILDIN	G		
19	01-111-000-0000-6255		189.17	GAS BILL CH		5969231-9	NATURAL GAS
539	CENTERPOINT ENERGY, INC.		189.17	07/31/2017	08/31/2017 1 Transaction	0 ns	
111 DEPT	Total:		189.17	COURTHOUSE BUILDIN	NG	1 Vendors	1 Transactions
117 DEPT	DRESSEL PLUMBING SERVICE	A NID DEDA I		FAIRGROUNDS			
52	01-117-000-0000-6303	AND REPAI	115.44	REPAIR SINK DRIAN IN	DINER	573749	REPAIR AND MAINTENANCE SERVICES
4085	DRESSEL PLUMBING SERVICE	AND REPAI	115.44		1 Transaction	าร	
776	MCLEOD COUNTY AG ASSOCI	ATION					
96 776	01-117-000-0000-6425 MCLEOD COUNTY AG ASSOCI.	A TION	82.75 82.75	FAN/BULBS	1 Transaction	4406481	REPAIR AND MAINTENANCE SUPPLIES
770	WIGEEOD COUNT I AG ASSOCI.	TION	02.70		1 114115461101	15	
4117 122	MINI BIFF INC 01-117-000-0000-6303		73.27	RENT & SERVICE		A-90378	REPAIR AND MAINTENANCE SERVICES
				08/21/2017	09/17/2017	0	
4117	MINI BIFF INC		73.27		1 Transaction	าร	

INTEGRATED FINANCIAL SYSTEMS

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POOL

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V		r <u>Name</u> <u>Rp</u> Account/Formula Accr	o <u>t</u> Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
117	DEPT -	Total:	271.46	FAIRGROUNDS	3 Vendors	3 Transactions
201	DEPT			COUNTY SHERIFF'S OFFICE		
73	6009	INNOVATIVE OFFICE SOLUTIONS LLC 01-201-000-0000-6402	100 41	OFFICE SUPPLIES	IN1759277	OFFICE SUPPLIES
73	6009	INNOVATIVE OFFICE SOLUTIONS LLC	109.61 109.61		Transactions	OFFICE SUFFEILS
	4127	KIESLER'S POLICE SUPPLY INC			005000	
82	4127	01-201-000-0000-6612 KIESLER'S POLICE SUPPLY INC	855.00 855.00	LIGHTS FOR SHOTGUNS	835288 Fransactions	CAPITAL - \$100-\$5,000 (INVENTORY)
	4127	RESER'S FOLICE SUFFET INC	655.00	1 1	Talisactions	
	253	LIGHT & POWER COMMISSION				
87		01-201-000-0000-6253	178.72	ELECTRIC BAXTER AVE	01-802120-03	ELECTRICITY
	252	LIGHT & POWER COMMISSION	178.72		1/2017 0 Transactions	
	233	LIGHT & FOWER COMMISSION	178.72	1 1	Tansactions	
	3907	MEDICS TRAINGING INC				
99		01-201-201-0000-6360	62.50	EMT REFRESHER 3 OF 6-S REF		TRAINING - ADMINISTRATION
	2007	MEDICO TO A INICINIC INIC	(0.50		6/2017 0	
	3907	MEDICS TRAINGING INC	62.50	1 1	ransactions	
	900	STREICHERS INC				
156		01-201-206-0000-6402	229.25	KEY RING MK-8	I1280713	PATROL OFFICE SUPPLIES
	900	STREICHERS INC	229.25	1 T	ransactions	
201	DEPT ⁻	Total:	1,435.08	COUNTY SHERIFF'S OFFICE	5 Vendors	5 Transactions
			1,100.00			
251	DEPT			COUNTY JAIL		
	2412	GLENCOE REGIONAL HEALTH SERVICES				
58	0.440	01-251-000-0000-6268	19.92	CHEST RADS-C WELKER	70664593	MEDICAL AID TO PRISONERS
	2412	GLENCOE REGIONAL HEALTH SERVICES	19.92	1 1	ransactions	
	6009	INNOVATIVE OFFICE SOLUTIONS LLC				
74		01-251-000-0000-6402	10.92	5x8 PADS	IN1753806	OFFICE SUPPLIES
75		01-251-000-0000-6461	10.27	#10 ENVELOPES	IN1753806	INMATE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTIONS LLC	21.19	2 T	ransactions	
	1210	MCKESSON MEDICAL SURGICAL				

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No. 94 95 1210	Name Rpt Account/Formula Accr 01-251-000-0000-6460 01-251-000-0000-6460 MCKESSON MEDICAL SURGICAL PRO AUTO & TRANSMISSION REPAIR INC 01-251-000-0000-6327	Amount 102.44 204.88 307.32	Warrant Description Service Dates EXAM GLOVES EXAM GLOVES 2 Transacti #131 OIL CHANGE	Invoice # Paid On Bhf # 10371781 10788500 ons	Account/Formula Description On Behalf of Name JAIL SUPPLIES JAIL SUPPLIES GENERAL AUTO MAINTENANCE
1457	PRO AUTO & TRANSMISSION REPAIR IN(11.95	1 Transacti	ons	
251 DEPT	Total:	360.38	COUNTY JAIL	4 Vendors	6 Transactions
281 DEPT 4645	B & B SPORTS INC		EMERGENCY MANAGEMENT		
12	01-281-000-0000-6612 B & B SPORTS INC	3,783.16 3,783.16	TRAILER-EMERGENCY MANAGEMENT 1 Transacti		CAPITAL - \$100-\$5,000 (INVENTORY)
15	BREEZY POINT RESORT 01-281-000-0000-6336 BREEZY POINT RESORT	602.00 602.00	ASSN OF EM. MANK MATHEWS 1 Transacti	273327 ons	MEALS, LODGING, PARKING & MISCELLAN
139	OFFICE DEPOT INC 01-281-000-0000-6402 OFFICE DEPOT INC	61.95 61.95	CLEAR FILE TOTES 1 Transacti	960636669001 ons	OFFICE SUPPLIES
281 DEPT	Fotal:	4,447.11	EMERGENCY MANAGEMENT	3 Vendors	3 Transactions
59	GLENCOE REGIONAL HEALTH SERVICES 01-485-000-0000-6368 GLENCOE REGIONAL HEALTH SERVICES	34.00 34.00	COUNTY PUBLIC HEALTH NURSING LAB FEES-FPG 08/22/2017 08/22/2017 1 Transacti	75222607 0 ons	MEDICAL AND BLOOD TESTS
61	GOLDEN TONGUE CONSULTANTS INC 01-485-000-0000-6265	120.00	INTERPRETER SERVICES 09/22/2017 09/22/2017	108279 0	PROFESSIONAL SERVICES
	INNOVATIVE OFFICE SOLUTIONS LLC 01-485-000-0000-6402	120.00 164.68	1 Transacti SUPPLIES (ADMIN)	ons IN1755109	OFFICE SUPPLIES

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POOL 9/29/17 11:08AM GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

,			<u>pt</u>	Warrant Descriptio		Invoice #	Account/Formula Description
	<u>No.</u>	Account/Formula Accr	<u>Amount</u>	<u>Service I</u>	<u>Dates</u>	Paid On Bhf #	On Behalf of Name
	6009	INNOVATIVE OFFICE SOLUTIONS LLC	164.68		1 Transactions	5	
	27/2	KUNIZE (DA) (ID					
0.4	3/63	KUNZE/DAVID 01-485-490-0000-6047	150.40	CHORE SERVICE		ID#824989.01	CHORE SERVICES
86		01-483-490-0000-0047	150.40	07/26/2017	08/31/2017	0	CHORE SERVICES
	3763	KUNZE/DAVID	150.40	0772072017	1 Transactions	-	
485	DEPT	Total:	469.08	COUNTY PUBLIC HEAL	TH NURSING	4 Vendors	4 Transactions
520	DEPT			COUNTY PARK'S			
	3370	FRANKE/BRUCE					
56		01-520-000-0000-6350	120.00	OPEN AND CLOSE GATE			OTHER SERVICES & CHARGES
	2270	EDANIKE (BDI ICE	100.00	09/01/2017	09/30/2017	0	
	3370	FRANKE/BRUCE	120.00		1 Transactions	5	
	2163	KOHLS SWEEPING SERVICE					
85	2.00	01-520-000-0000-6423	329.18	GRAVEL		6453	LANDSCAPING MATERIALS
	2163	KOHLS SWEEPING SERVICE	329.18		1 Transactions	S	
520	DEPT	Total:	449.18	COUNTY PARK'S		2 Vendors	2 Transactions
603	DEPT			COUNTY EXTENSION			
	6009	INNOVATIVE OFFICE SOLUTIONS LLC					
77		01-603-000-0000-6402	16.48	PAPER		IN1758286	OFFICE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTIONS LLC	16.48		1 Transactions	5	
603	DEPT	Total·	16.48	COUNTY EXTENSION		1 Vendors	1 Transactions
003	DLI I	rotar.	10.48	COUNTIENTENSION		i Veridora	i iransactions
1	Fund ⁻	Fotal	25.745.24	GENERAL REVENUE FU	MD		68 Transactions
1	rund	i Utal.	35,715.84	GENERAL REVENUE FU	טווי		08 11311530110115

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM BROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
O DEPT					
3328 GURSTEL LAW FIRM, P.C.					
62 03-000-000-0000-2055		300.32	GARNISHMENT	683730	GARNISHMENTS PAYABLE
			09/03/2017 09/16/2017	0	
3328 GURSTEL LAW FIRM, P.C.		300.32	1 Transac	tions	
0 DEPT Total:		300.32		1 Vendors	1 Transactions
3 Fund Total:		300.32	ROAD & BRIDGE FUND		1 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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	Vendor	<u>Name</u>	<u>Rpt</u>		Warrant Description	<u>on</u>	Invoice #	Account/Formula Description
	<u>No.</u>	Account/Formula	<u>Accr</u>	<u>Amount</u>	<u>Service</u>	<u>Dates</u>	Paid On Bhf #	On Behalf of Name
391	DEPT				SOLID WASTE TIP FEE			
	134	CITY OF HUTCHINSON						
35		05-391-000-0000-6257		636.60	WATER SEWER		308506502	SEWER, WATER AND GARGABE REMOVAL
					08/01/2017	08/31/2017	0	
	134	CITY OF HUTCHINSON		636.60		1 Transaction	าร	
	6112	ELECTRO WATCHMAN INC						
54		05-391-000-0000-6269		102.60	MONTHLY MONITORIN	G FEE	294753	CONTRACTS
					10/01/2017	12/31/2017	0	
	6112	ELECTRO WATCHMAN INC		102.60		1 Transaction	าร	
	32875	HUTCHINSON UTILITIES COM	1MISSION					
68		05-391-000-0000-6253		1,068.71	ELECTRIC		00410076	ELECTRICITY
					08/01/2017	09/01/2017	0	
71		05-391-000-0000-6255		14.33	GAS		00410076	NATURAL GAS
					08/01/2017	09/01/2017	0	
	32875	HUTCHINSON UTILITIES COM	IMISSION	1,083.04		2 Transaction	าร	
	4170	WASTE MANAGEMENT OF WI	MN					
16		05-391-000-0000-6257		55.54	ILLEGAL DUMP		0015023-1702-5	SEWER, WATER AND GARGABE REMOVAL
	4170	WASTE MANAGEMENT OF WI	MN	55.54		1 Transaction	าร	
		WEST CENTRAL SANITATION	LINC		4.001.44 TIMB		40000050	DEGVOLING
16:	3	05-391-000-0000-6259		1,040.25	ACOMA TWP	00/04/0047	10992253	RECYCLING
		05 201 000 0000 /250			08/01/2017	08/31/2017	0	DECYCLING
16	4	05-391-000-0000-6259		358.96	BERGEN OCC	00/01/0017	10992253	RECYCLING
471	_	OF 301 000 0000 4350		4.077.00	08/01/2017	08/31/2017	0 10992253	DECYCLING
16	0	05-391-000-0000-6259		1,076.88	BERGEN RECYCLING 08/01/2017	08/31/2017	0	RECYCLING
1/	,	05-391-000-0000-6259		250.07	HASSAN VALLEY RECY		10992253	RECYCLING
16	0	03-391-000-0000-0239		358.96	08/01/2017	08/31/2017	0	RECICEING
16	7	05-391-000-0000-6259		350.04	LYNN RECYCLING	00/31/2017	10992253	RECYCLING
10	/	03-371-000-0000-0237		358.96	08/01/2017	08/31/2017	0	RECTGEING
168	0	05-391-000-0000-6259		179.48	LYNN OCC	00/31/2017	10992253	RECYCLING
100	3	03 371 000 0000 0237		179.40	08/01/2017	08/31/2017	0	REGIGENTS
169	2	05-391-000-0000-6259		538.44	STEWART RECYCLING	00/31/2017	10992253	RECYCLING
10	,	2. 2 333 3333 323,		550.44	08/01/2017	08/31/2017	0	30
170)	05-391-000-0000-6259		358.96	STEWART OCC	55/51/251/	10992253	RECYCLING
171	-	2300 020,		330.70	08/01/2017	08/31/2017	0	
					33, 3., 23		-	

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INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V	'endoı	r <u>Name</u> <u>R</u> p	<u>t</u>	Warrant Description		Invoice #	Account/Formula Description
	<u>No.</u>	Account/Formula Accr	<u>Amount</u>	Service D	<u>ates</u>	Paid On Bhf #	On Behalf of Name
171		05-391-000-0000-6259	358.96	HALE OCC		10992253	RECYCLING
				08/01/2017	08/31/2017	0	
172		05-391-000-0000-6259	717.92	HALE RECYCLING		10992253	RECYCLING
				08/01/2017	08/31/2017	0	
173		05-391-000-0000-6259	4,664.52	GLENCOE RECYCLING		10992253	RECYCLING
					08/31/2017	0	
174		05-391-000-0000-6259	897.40	BROWNTON RECYCLING		10992253	RECYCLING
					08/31/2017	0	
175		05-391-000-0000-6259	358.96	BROWNTON OCC		10992253	RECYCLING
					08/31/2017	0	
176		05-391-000-0000-6259	358.96	HELEN RECYCLING		10992253	RECYCLING
					08/31/2017	0	
177		05-391-000-0000-6259	179.48	HELEN OCC		10992253	RECYCLING
					08/31/2017	0	
178		05-391-000-0000-6259	179.48	LAKE MARION RECYCLIN		10992253	RECYCLING
					08/31/2017	0	
179		05-391-000-0000-6259	92.70	FAIRGROUNDS RECYCLIN		10992253	RECYCLING
					08/31/2017	0	
	4147	WEST CENTRAL SANITATION INC	12,079.27		17 Transaction	NS .	
001	DEDT -	Takal				- >	22 Tarana di la c
391	DEPT 7	i otai:	13.957.05	SOLID WASTE TIP FEE		5 Vendors	22 Transactions
391	DEPT	rotai:	13,957.05	SOLID WASTE TIP FEE		5 Vendors	22 Transactions
		Total:	13,957.05		ACILITY	5 Vendors	22 Transactions
	DEPT	ADULT TRAINING AND HABILITATION II	13,957.05	SOLID WASTE TIP FEE MATERIALS RECOVERY F.	ACILITY	5 Vendors	22 Transactions
393	DEPT		·		ACILITY	5 Vendors	72 Transactions FIBER RECOVERY
393	DEPT	ADULT TRAINING AND HABILITATION II	141.14	MATERIALS RECOVERY F	ACILITY		
393 1 3	DEPT	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412	141.14 243.03	MATERIALS RECOVERY F	ACILITY	151838	FIBER RECOVERY
393	DEPT	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412	141.14 243.03 144.20	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS	ACILITY	151838 151865	FIBER RECOVERY FIBER RECOVERY
393 1 3 2	DEPT	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412	141.14 243.03	MATERIALS RECOVERY FOR PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE	ACILITY 06/30/2017	151838 151865 151894	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY
393 1 3 2	DEPT 340	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412	141.14 243.03 144.20	MATERIALS RECOVERY FOR PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE		151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY
393 1 3 2	DEPT 340	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269	141.14 243.03 144.20 63.00	MATERIALS RECOVERY FOR PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE	06/30/2017	151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY
393 1 3 2	DEPT 340	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269	141.14 243.03 144.20 63.00	MATERIALS RECOVERY FOR PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE	06/30/2017	151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY
393 1 3 2	DEPT 340	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II	141.14 243.03 144.20 63.00	MATERIALS RECOVERY FOR PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE	06/30/2017	151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY
393 1 3 2 4	DEPT 340 340 935	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II AMERICAN SOLUTIONS FOR BUSINESS	141.14 243.03 144.20 63.00 591.37	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE 06/26/2017	06/30/2017	151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY CONTACTS
393 1 3 2 4	DEPT 340 340 935 935	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II AMERICAN SOLUTIONS FOR BUSINESS 05-393-000-0000-6561 AMERICAN SOLUTIONS FOR BUSINESS	141.14 243.03 144.20 63.00 591.37	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE 06/26/2017	06/30/2017 4 Transaction	151838 151865 151894 151964 0	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY CONTACTS
393 1 3 2 4	DEPT 340 340 935 935	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II AMERICAN SOLUTIONS FOR BUSINESS 05-393-000-0000-6561 AMERICAN SOLUTIONS FOR BUSINESS CENTRAL HYDRAULICS INC	141.14 243.03 144.20 63.00 591.37	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE 06/26/2017 CHECKS 36001-37000	06/30/2017 4 Transaction	151838 151865 151894 151964 0 ns	FIBER RECOVERY FIBER RECOVERY CONTACTS REPAIR AND MAINTENANCE-OTHER
393 1 3 2 4	DEPT 340 340 935 935	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II AMERICAN SOLUTIONS FOR BUSINESS 05-393-000-0000-6561 AMERICAN SOLUTIONS FOR BUSINESS CENTRAL HYDRAULICS INC 05-393-000-0000-6560	141.14 243.03 144.20 63.00 591.37 195.34 195.34	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE 06/26/2017 CHECKS 36001-37000 REPLACEMENT PARTS	06/30/2017 4 Transaction	151838 151865 151894 151964 0 oss INC03193267	FIBER RECOVERY FIBER RECOVERY FIBER RECOVERY CONTACTS REPAIR AND MAINTENANCE-OTHER REPAIR AND MAINTENANCE-EQUIPMENT
393 1 3 2 4	DEPT 340 340 935 935	ADULT TRAINING AND HABILITATION II 05-393-000-0000-6412 05-393-000-0000-6412 05-393-000-0000-6269 ADULT TRAINING AND HABILITATION II AMERICAN SOLUTIONS FOR BUSINESS 05-393-000-0000-6561 AMERICAN SOLUTIONS FOR BUSINESS CENTRAL HYDRAULICS INC	141.14 243.03 144.20 63.00 591.37	MATERIALS RECOVERY F. PLASTIC COMPONENTS PLASTIC COMPONENTS PLASTIC COMPONENTS SORT LINE 06/26/2017 CHECKS 36001-37000	06/30/2017 4 Transaction	151838 151865 151894 151964 0 ns	FIBER RECOVERY FIBER RECOVERY CONTACTS REPAIR AND MAINTENANCE-OTHER

POOL 9/29/17 11:08AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



,	Vendo	r Name	Rpt		Warrant Descript	ion	Invoice #	Account/Formula Description
	No.	Account/Formula Acc	r Amou	ınt	•	e Dates	Paid On Bhf #	On Behalf of Name
		CENTRAL HYDRAULICS INC	2,962			 2 Transaction		
	5068	CITI CARGO & STORAGE						
33		05-393-000-0000-6269	435	.77-	CREDIT		RC 19501	CONTACTS
34		05-393-000-0000-6269	483	.19-	CREDIT		RC 19502	CONTACTS
26		05-393-000-0000-6269	17	.70	TAX		RI 189435	CONTACTS
28		05-393-000-0000-6269	240	.00	TRAILER RENTAL		RI 189435	CONTACTS
25		05-393-000-0000-6269	8	.56	TAX		SI 190275	CONTACTS
31		05-393-000-0000-6269	116	.00	TRAILER REPAIR 9011	0	SI 190275	CONTACTS
24		05-393-000-0000-6269	35	.00	TRAILER RENTAL		SI 191332	CONTACTS
27		05-393-000-0000-6269	217	.57	TAX		SI 191332	CONTACTS
29		05-393-000-0000-6269	1	.08	MISC MILEAGE TRAIL	ER 90110	SI 191332	CONTACTS
30		05-393-000-0000-6269	2,850	.00	TRAILER RENTAL		SI 191332	CONTACTS
32		05-393-000-0000-6269	64	.00	MILEAGE		SI 191332	CONTACTS
	5068	CITI CARGO & STORAGE	2,630	.95		11 Transaction	ns	
	134	CITY OF HUTCHINSON						
36		05-393-000-0000-6257	39	.52	WATER SEWER		308506510	SEWER, WATER AND GARBAGE REMOVAL
					08/01/2017	08/31/2017	0	
	134	CITY OF HUTCHINSON	39	.52		1 Transaction	ns	
	2391	CLARY BUSINESS MACHINE LLC						
37		05-393-000-0000-6350	43	.50	SHREDDER OIL		37270	OTHER SERVICES & CHARGES
	2391	CLARY BUSINESS MACHINE LLC	43	.50		1 Transaction	ns	
	3216	FARM RITE EQUIPMENT INC						
55		05-393-000-0000-6560	902	.78	EQUIP REPAIR		W09334	REPAIR AND MAINTENANCE-EQUIPMENT
	3216	FARM RITE EQUIPMENT INC	902	.78		1 Transaction	ns	
	6227	HOLY TRINITY CHURCH						
63		05-393-000-0000-6412	214	.65	PAPER DRIVE ONP		3000029	FIBER RECOVERY
64		05-393-000-0000-6412	177	.39	PAPER DRIVE OCC		3000029	FIBER RECOVERY
65		05-393-000-0000-6412	326	.43	PAPER DRIVE OCC		3000029	FIBER RECOVERY
	6227	HOLY TRINITY CHURCH	718	.47		3 Transaction	ns	
	32875	HUTCHINSON UTILITIES COMMISSIO	N					
67		05-393-000-0000-6253	3,039	.90	ELECTRIC		00410076	ELECTRICITY
					08/01/2017	09/01/2017	0	
70		05-393-000-0000-6255	40	.76	GAS		00410076	NATURAL GAS

INTEGRATED FINANCIAL SYSTEMS

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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١		r <u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	Warrant Description Service I		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	32875	HUTCHINSON UTILITIES CC	OMMISSION	3,080.66	08/01/2017	09/01/2017 2 Transaction	0 as	
	4107	K & S ELECTRIC						
79		05-393-000-0000-6561		1,167.18	ELECTRICAL SVC TRAFF	IC & FLOOR	12937/13695	REPAIR AND MAINTENANCE-OTHER
81		05-393-000-0000-6561		840.00	ELECTRICAL SVC REPAIR	R BELL BID	13688	REPAIR AND MAINTENANCE-OTHER
	4107	K & S ELECTRIC		2,007.18		2 Transaction	ns	
	6223	KNIGHTS OF COLUMBUS						
83		05-393-000-0000-6412		2,223.90	PAPER DRIVE OCC		3000032	FIBER RECOVERY
84		05-393-000-0000-6412		333.35	PAPER DRIVE ONP		3000032	FIBER RECOVERY
	6223	KNIGHTS OF COLUMBUS		2,557.25		2 Transaction	ıs	
	6270	LITTFIN LUMBER CO						
91		05-393-000-0000-5585		32.21-	COLLECTION FEE		3000027	CURBSIDE RECYCLING FEE
89		05-393-000-0000-6412		117.18	OCC		3000027	FIBER RECOVERY
90		05-393-000-0000-6412		296.80	ALUMINUM		3000027	FIBER RECOVERY
	6270	LITTFIN LUMBER CO		381.77		3 Transaction	is	
	2826	S & S TRUCK & TRAILER RE	PAIR					
147		05-393-000-0000-6560		2,325.62	BALER REPAIR		1331	REPAIR AND MAINTENANCE-EQUIPMENT
	2826	S & S TRUCK & TRAILER RE	PAIR	2,325.62		1 Transaction	is	
	331	ST JOHNS LUTHERAN CHUF	RCH					
153		05-393-000-0000-6412		465.47	PAPER DRIVE ONP		3000033	FIBER RECOVERY
	331	ST JOHNS LUTHERAN CHUF	RCH	465.47		1 Transaction	ıs	
	6224	ST MARKS						
154		05-393-000-0000-6412		389.22	PAPER DRIVE OCC		3000028	FIBER RECOVERY
155		05-393-000-0000-6412		274.95	PAPER DRIVE ONP		3000028	FIBER RECOVERY
	6224	ST MARKS		664.17		2 Transaction	ıs	
	4170	WASTE MANAGEMENT OF V	VI MN					
162		05-393-000-0000-6257		626.76	GLASS FIND DISPOSAL		0015023-1702-5	SEWER, WATER AND GARBAGE REMOVAL
	4170	WASTE MANAGEMENT OF V	VI MN	626.76		1 Transaction	IS	
393	DEPT ⁻	Total:		20,192.90	MATERIALS RECOVERY	FACILITY	16 Vendors	38 Transactions

397 DEPT

HOUSEHOLD HAZARDOUS WASTE

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POOL 9/29/17 11:08AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



١	No.	Name Rpt Account/Formula Accr	<u>Amount</u>	Warrant Description Service		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
69	32875	HUTCHINSON UTILITIES COMMISSION 05-397-000-0000-6253	641.23	ELECTRIC 08/01/2017	09/01/2017	00410076 0	ELECTRICITY
72		05-397-000-0000-6255	8.59	GAS		00410076	NATURAL GAS
	32875	HUTCHINSON UTILITIES COMMISSION	649.82	08/01/2017	09/01/2017 2 Transaction	0 ns	
	32073	TIOTOTINISON OTIETTES COMMISSION	049.02		2 Halisaction	115	
	4107	K & S ELECTRIC					
80		05-397-000-0000-6561	978.12	ELECTRICAL SVC REPA		14488/13101	REPAIR AND MAINTENANCE-OTHER
	4107	K & S ELECTRIC	978.12		1 Transaction	ns	
	3205	LUMINAIRE ENVIRONMENTAL& TECH IN					
92		05-397-000-0000-6259	559.92	FLB DISPOSAL		4544	RECYCLING
	3205	LUMINAIRE ENVIRONMENTAL& TECH IN	559.92		1 Transaction	ns	
		MINNESOTA CHILD SUPPORT PAYMENT		0			
133	}	05-397-000-0000-2056	268.57	CHILD SUPPORT	00/1//2017	001492611501 0	CHILD SUPPORT GARNISHMENT PAYABLE
	3028	MINNESOTA CHILD SUPPORT PAYMENT	268.57	09/03/2017	09/16/2017 1 Transaction	-	
	3020	WINNESS TX OF THE SOFT ON TOWN TWENT	200.57		Transaction	113	
	2826	S & S TRUCK & TRAILER REPAIR					
148	3	05-397-000-0000-6560	655.30	MOBILE REPAIR		1347	REPAIR AND MAINTENANCE-EQUIPMENT
	2826	S & S TRUCK & TRAILER REPAIR	655.30		1 Transaction	ns	
397	DEPT ⁻	Fotal:	3,111.73	HOUSEHOLD HAZARD	OUS WASTE	5 Vendors	6 Transactions
5	Fund T	otal:	37,261.68	SOLID WASTE FUND			66 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	r <u>Name</u> <u>Account/Formula</u>	Rpt Accr Amount		•	Account/Formula Description On Behalf of Name
1857 183 121	METRO SALES INC 11-420-600-0010-6612 11-420-600-0010-6321 METRO SALES INC	12,334.00 146.53 12,480.53	RICOH MP 6503SP	P INV885989 INV885999 2 Transactions	CAPTITAL - \$100-\$5,000 (INVENTORY) MAINTNENACE AGREEMENTS
140	OFFICE DEPOT INC 11-420-600-0010-6402 OFFICE DEPOT INC	239.92 239.92		960244775001 1 Transactions	OFFICE SUPPLIES
12138 146 12138	REDUCED RATE LONG DISTAI 11-420-600-0010-6203 REDUCED RATE LONG DISTAI	8.70		208643144 149913 1 Transactions	COMMUNICATIONS/POSTAGE
149	SHI INTERNATIONAL CORP 11-420-640-0010-6402 SHI INTERNATIONAL CORP	244.00 244.00		B07055120 1 Transactions	OFFICE SUPPLIES
420 DEPT	Total:	12,973.15	INCOME MAINTENANCE	4 Vendors	5 Transactions
430 DEPT 2928	MCLEOD FOR TOMORROW		INDIVIDUAL AND FAMIL	/ SOCIAL SERVI	
97 98 2928	11-430-709-0000-6245 11-430-709-0010-6245 MCLEOD FOR TOMORROW	375.00 375.00 750.00	LEADERSHIP TRAINING-I		REGISTRATION EXPENSE - CHILDRENS UN Registration Expense - Adult Unit
3028 134 3028	MINNESOTA CHILD SUPPORT 11-430-000-0000-2056 MINNESOTA CHILD SUPPORT	230.73	09/03/2017	001486828601 09/16/2017 0 1 Transactions	CHILD SUPPORT GARNISHMENT PAYABLE
8564 140	OFFICE DEPOT INC 11-430-700-0010-6402 OFFICE DEPOT INC	559.83 559.83	PAPER	960244775001 1 Transactions	OFFICE SUPPLIES
12138	REDUCED RATE LONG DISTAI	NOT LLC			

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

'	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
	2589 SHI INTERNATIONAL CORP					
150	11-430-700-0010-6402		366.00	WINPRO 10-KB/PK	B07055120	OFFICE SUPPLIES
	2589 SHI INTERNATIONAL CORP	I INTERNATIONAL CORP 366.00		1 Transactions		
430	DEPT Total:		1,926.85	INDIVIDUAL AND FAMILY SOCIAL SER	2 5 Vendors	6 Transactions
11	Fund Total:		14,900.00	HUMAN SERVICE FUND		11 Transactions

INTEGRATED FINANCIAL SYSTEMS

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

PC	OL	
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25	SPECIAL	REVENUE FUND

	Vendor <u>No.</u>	Name Account/Formula	<u>Rpt</u> <u>Accr</u>	Amount	Warrant Descriptio Service I		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
694	DEPT				AQUATIC INVASIVE SPE	CIES		
	2742	ALLOVER MEDIA LLC						
6		25-694-000-0000-6241		1,050.00	ADVERTISING		127315	PRINTING AND PUBLISHING
	2742	ALLOVER MEDIA LLC		1,050.00	09/15/2017	10/14/2017 1 Transaction	0 ns	
694	DEPT T	otal:		1,050.00	AQUATIC INVASIVE SP	ECIES	1 Vendors	1 Transactions
807	DEPT				DESIGNATED FOR CAPI	TAL ASSETS		
	4154	AJ SPANJERS COMPANY INC						
5		25-807-000-0000-6610		15,200.00	CONTRACT PAYMENT		2	Capital - Over \$5,000 (Fixed Assets)
	4154	AJ SPANJERS COMPANY INC		15,200.00		1 Transaction	าร	
	0.470							
_	34/3	ALL STATE COMMUNICATION			TESTING FIBER OPTIC C	ADLE	247040	Conital Over \$5,000 (Fixed Assets)
7	3/173	25-807-000-0000-6610 ALL STATE COMMUNICATION		1,380.00 1,380.00	TESTING FIBER OPTIC C	ABLE 1 Transaction	267840	Capital - Over \$5,000 (Fixed Assets)
	3473	ALE STATE COMMUNICATION		1,380.00		1 Transaction	13	
	3261	AUGUSTA ELECTRIC INC						
11		25-807-000-0000-6610		11,001.00	CONTRACT PAYMENT		16	Capital - Over \$5,000 (Fixed Assets)
	3261	AUGUSTA ELECTRIC INC		11,001.00		1 Transaction	าร	
	4474		ION					
4.4		BRAUN INTERTEC CORPORAT	ION	(22.00	DDOEESSIONIAL SEDVICE	·c	P104202	Capital Over \$5,000 (Fixed Assets)
14		25-807-000-0000-6610 BRAUN INTERTEC CORPORAT	ION	632.00 632.00	PROFESSIONAL SERVICE	ు 1 Transaction	B104203	Capital - Over \$5,000 (Fixed Assets)
	1174	BRAGIN INTERTEC CORT CRAT	1011	032.00		1 Transaction	13	
	3298	CAPITAL CITY GLASS INC						
17	,	25-807-000-0000-6610		15,630.56	CONTRACT PAYMENT		APPLICATION006	Capital - Over \$5,000 (Fixed Assets)
	3298	CAPITAL CITY GLASS INC		15,630.56		1 Transaction	าร	
	E00/	CENTUDY INV						
23		CENTURYLINK 25-807-000-0000-6610		133.10	LOCAL SVC		454660690	Capital - Over \$5,000 (Fixed Assets)
23		CENTURYLINK		133.10	LOCAL SVC	1 Transaction		Capital - Over \$5,000 (Fixed Assets)
	0,00	SELVI SICI ELIVIC		133.10		1 Transaction	13	
	3674	COM TEC SECURITY LLC						
38	3	25-807-000-0000-6610		9,700.45	CONTRACT PAYMENT		1129801	Capital - Over \$5,000 (Fixed Assets)
	3674	COM TEC SECURITY LLC		9,700.45		1 Transaction	าร	
	0071	00117500171/000175						
		CONTEGRITY GROUP 25-807-000-0000-6610		4 4 4 0 4 0	CONSTRUCTION MANAGEMENT FEE 2017151		Capital - Over \$5,000 (Fixed Assets)	
47		23-007-000-0010		1,168.18 Copyright 201				Capital - Ovel \$5,000 (Fixed Assets)
				Copyright 20	10-2016 Integrated F	manciai syst	C1112	

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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V		<u>Name</u>	<u>Rpt</u>	_	Warrant Description		Invoice #	Account/Formula Description
	<u>No.</u>	Account/Formula	<u>Accr</u>	<u>Amount</u>	<u>Service</u>		Paid On Bhf #	On Behalf of Name
40		25-807-000-0000-6610	•	12,100.00	ON SITE SUPERVISION F		2017152	Capital - Over \$5,000 (Fixed Assets)
41		25-807-000-0000-6610		3,630.00	SITE SUPERVISION FEE F	PRORATED	2017152	Capital - Over \$5,000 (Fixed Assets)
42		25-807-000-0000-6610		1,800.00	REIMBURSABLES		2017152	Capital - Over \$5,000 (Fixed Assets)
43		25-807-000-0000-6610		540.00	REIMBURSABLES PRORA	ATED	2017152	Capital - Over \$5,000 (Fixed Assets)
44		25-807-000-0000-6610		450.00	TEMP JOB OFFICE		2017152	Capital - Over \$5,000 (Fixed Assets)
45		25-807-000-0000-6610		135.00	TEMP JOB OFFICE PROR	ATED	2017152	Capital - Over \$5,000 (Fixed Assets)
46		25-807-000-0000-6610		180.00	FAN RENTAL		2017152	Capital - Over \$5,000 (Fixed Assets)
	3271	CONTEGRITY GROUP	2	20,003.18		8 Transaction	IS	
	1326	CULLIGAN WATER CONDITION	IING					
49		25-807-000-0000-6610		34.10	WATER RENTAL		173-10758225-1	Capital - Over \$5,000 (Fixed Assets)
					09/01/2017	09/30/2017	0	
	1326	CULLIGAN WATER CONDITION	IING	34.10		1 Transaction	ıs	
	4041	FRANSEN DECORATING INC						
57		25-807-000-0000-6610		17,851.08	CONTRACT PAYMENT		APPL 4	Capital - Over \$5,000 (Fixed Assets)
07	4041	FRANSEN DECORATING INC		17,851.08		1 Transaction		, , , , , , , , , , , , , , , , , , , ,
	3619	GLEWWE DOORS INC						
60		25-807-000-0000-6610		365.75	CONTRACT PAYMENT		APPLICATION 8	Capital - Over \$5,000 (Fixed Assets)
	3619	GLEWWE DOORS INC		365.75		1 Transaction	IS	
	253	LIGHT & POWER COMMISSION						
88		25-807-000-0000-6610		134.34	ELECTIRC		06-811700-00	Capital - Over \$5,000 (Fixed Assets)
					08/01/2017	09/01/2017	0	
	253	LIGHT & POWER COMMISSION		134.34		1 Transaction	IS	
	4117	MINIL DIFF INC						
400		MINI BIFF INC 25-807-000-0000-6610		474.00	PORTA JOHN RENTAL/S	SED//ICE	A-89333	Capital - Over \$5,000 (Fixed Assets)
123		23-807-000-0000-8810		171.02	07/22/2017	08/18/2017	A-09333	Capital - Over \$5,000 (Fixed Assets)
	4117	MINI BIFF INC		171.02	0772272017	1 Transaction		
	3841	MULTIPLE CONCEPTS INTERIO	R					
137		25-807-000-0000-6610		3,345.14	CONTRACT PAYMENT		APPLICATION 5	Capital - Over \$5,000 (Fixed Assets)
	3841	MULTIPLE CONCEPTS INTERIO	R	3,345.14		1 Transaction	ıs	
	4097	NORTHERN WOODWORK INC						
138		25-807-000-0000-6610		2,526.91	CONTRACT PAYMENT		3	Capital - Over \$5,000 (Fixed Assets)
130		25 55. 555 5555 55.5		Z,JZU.71	SS.TITO OF TAXABLE		Č	540, 40,000 (1,000 / 1,000)

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Ve	endor	<u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
	4097	NORTHERN WOODWORK INC		2,526.91	1 Transa	ctions	
	4208	PEOPLEREADY					
141		25-807-000-0000-6610		899.61	CLEANING SERVICES	22621170	Capital - Over \$5,000 (Fixed Assets)
142		25-807-000-0000-6610		711.21	CLEANING SERVICES	22622388	Capital - Over \$5,000 (Fixed Assets)
143		25-807-000-0000-6610		141.30	CLEANING SERVICES	22646568	Capital - Over \$5,000 (Fixed Assets)
144		25-807-000-0000-6610		131.88	CLEANING SERVICES	22663388	Capital - Over \$5,000 (Fixed Assets)
	4208	PEOPLEREADY		1,884.00	4 Transa	ctions	
	2693	TECHNICAL SOLUTIONS OF MA	ADISON LA				
160		25-807-000-0000-6610		11,400.00	CONTRACT PAYMENT	APPL 4	Capital - Over \$5,000 (Fixed Assets)
	2693	TECHNICAL SOLUTIONS OF MA	ADISON LA	11,400.00	1 Transa	ctions	
	3296	YAMRY CONSTRUCTION					
180		25-807-000-0000-6610		9,614.00	CONTRACT PAYMENT	8	Capital - Over \$5,000 (Fixed Assets)
	3296	YAMRY CONSTRUCTION		9,614.00	1 Transa	ctions	
807 [DEPT T	Fotal:		121,006.63	DESIGNATED FOR CAPITAL ASSET	S 18 Vendors	28 Transactions
25 F	und T	otal:		122,056.63	SPECIAL REVENUE FUND		29 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 9/29/17 11:08AM 82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

,		Name Account/Formula	<u>Rpt</u> Accr	Amount	Warrant Description Service Da	_	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
862	DEPT		<u></u>		SHIP	<u></u>		
0	4200	AMERICAN LUNG ASSN OF MN 82-862-000-0000-6265		0.057.40	SHIP COMMUNITY TOBACO	20 800		Professional Services
8	4200	AMERICAN LUNG ASSN OF MN		8,856.40 8,856.40		1 Transactions		Professional services
	5576	BACHMAN/MARY						
13	5576	82-862-000-0000-6121 BACHMAN/MARY		980.00 980.00	SHIP GRANT TIME	1 Transactions		Personnel Wages
	4204	BULL PUBLISHING						
16	4204	82-862-000-0000-6350 BULL PUBLISHING		354.16 354.16	SHIP PARTNER EXPENSE	1 Transactions		Other Services & Charges
	3061	COMMUNITY EDUCATION-SIBL	LEY EAST					
151		82-862-000-0000-6350 COMMUNITY EDUCATION-SIBI	LEY EAST	1,000.00 1,000.00	SHIP PARTNER EXPENSE	1 Transactions		Other Services & Charges
	3695	ELBOWS ALLOWED DISTINCT C	CATERING					
53	3605	82-862-000-0000-6350 ELBOWS ALLOWED DISTINCT C	ATEDING	325.26 325.26	SHIP PARTNER EXPENSE	1 Transactions		Other Services & Charges
				323.20		Transactions		
66	826	HUTCHINSON DOWNTOWN AS 82-862-000-0000-6350	SN	500.00	SHIP PARTNER EXPENSE			Other Services & Charges
	826	HUTCHINSON DOWNTOWN AS	SN	500.00		1 Transactions		
70	1993	JOANNE MOZE LLC 82-862-000-0000-6265		0.40, 4.4	SHIP EVALUATION SERVICE	F.C.		Professional Services
78	1993	JOANNE MOZE LLC		848.44 848.44		1 Transactions		Professional services
	4209	MILLER/JULIE						
124		82-862-000-0000-6350 MILLER/JULIE		159.72 159.72	SHIP PARTNER EXPENSE	1 Transactions		Other Services & Charges
	4210	SOTO/YURIANA						
152	2	82-862-000-0000-6350		105.28	SHIP PARTNER EXPENSE	1 Transastians		Other Services & Charges
		SOTO/YURIANA		105.28		1 Transactions		
862	DEPT T	otal:		13,129.26	SHIP		9 Vendors	9 Transactions

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

POOL 9/29/17 11:08AM 82 COMMUNITY HEALTH SER

	Vendor <u>Name</u>	Rpt		Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
82	Fund Total:		13,129.26	COMMUNITY HEALTH SERVICE		9 Transactions

POOL 9/29/17

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86 TRUST & AGENCY FUND

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vend	lor <u>Name</u>	<u>Rpt</u>		Warrant Description	<u> </u>	Invoice #	Account/Formula Description
<u>Nc</u>	o. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Da	<u>ites</u>	Paid On Bhf #	On Behalf of Name
975 DEP	Г			DNR CLEARING ACCOUNT	-		
50	9 MINNESOTA DNR						
136	86-975-000-0000-6850		87.50	DNR			Collections For Other Agencies
				09/19/2017	9/25/2017	0	
50	9 MINNESOTA DNR		87.50		1 Transactions		
975 DEP	T Total:		87.50	DNR CLEARING ACCOUNT	Т	1 Vendors	1 Transactions
976 DEP	Г			GAME & FISH CLEARING A	CCOUNT		
50	99 MINNESOTA DNR						
135	86-976-000-0000-6850		142.25	G & F			Collections For Other Agencies
				09/19/2017 09	9/25/2017	0	
50	9 MINNESOTA DNR		142.25		1 Transactions		
976 DEP	T Total:		142.25	GAME & FISH CLEARING	ACCOUNT	1 Vendors	1 Transactions
86 Fund	d Total:		229.75	TRUST & AGENCY FUND			2 Transactions
Fina	I Total:		223,593.48	105 Vendors	18	86 Transactions	

POOL 9/29/17

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page	23

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>		
	1	35,715.84	GENERAL REVEN	IUE FUND	
	3	300.32	ROAD & BRIDGE	FUND	
	5	37,261.68	SOLID WASTE FU	IND	
	11	14,900.00	HUMAN SERVICE	FUND	
	25	122,056.63	SPECIAL REVENUE FUND		
	82	13,129.26	COMMUNITY HE	ALTH SERVICE	
	86	229.75	TRUST & AGENC	Y FUND	
	All Funds	223,593.48	Total	Approved by,	

POOL 10/2/17 ****** McLeod County IFS *******

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2 1 - Fund (Pa

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1 - Fund (Page Break by Fund)2 - Department (Totals by Dept)

Page Break By:

1 - Page Break by Fund2 - Page Break by Dept

3 - Vendor Number

4 - Vendor Name

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Type of Audit List: D D - Detailed Audit List

S - Condensed Audit List

Save Report Options?:

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INTEGRATED FINANCIAL SYSTEMS

POOL 10/2/17 11:14AM 20 COUNTY DITCH FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

		Name Account/Formula	<u>Rpt</u> <u>Accr</u>	Amount	Warrant Description Service Da	ates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
629	DEPT	MCLEOD COUNTY AUDITOR			COUNTY DITCH #16 REDE	ETERMINED		
4		20-629-000-0000-6302 MCLEOD COUNTY AUDITOR		1,371.48 1,371.48	OUTLET FEE TO CD#40	1 Transaction	04.012.1900 as	Construction And Repairs
629	DEPT T	otal:		1,371.48	COUNTY DITCH #16 RED	DETERMINED	1 Vendors	1 Transactions
634	DEPT 1140	MCLEOD COUNTY AUDITOR	TDEACHDEC		COUNTY DITCH #21			
3 5		20-634-000-0000-6302 20-634-000-0000-6302 MCLEOD COUNTY AUDITOR		1,259.95 207.46 1,467.41	OUTLET FEE TO CD#16 OUTLET FEE TO CD#40	2 Transaction	04.012.1900 04.012.1900 os	Construction And Repairs Construction And Repairs
634	DEPT T	otal:		1,467.41	COUNTY DITCH #21		1 Vendors	2 Transactions
669	DEPT 1160	MCLEOD COUNTY AUDITOR	TDEASHDEE		JUDICIAL DITCH #9 MCLE	OD		
2 6		20-669-000-0000-6302 20-669-000-0000-6302 MCLEOD COUNTY AUDITOR		1,424.95 969.09 2,394.04	OUTLET FEE TO CD#16 OUTLET FEE TO CD#40	2 Transaction	04.012.1900 04.012.1900 us	Construction And Repairs Construction And Repairs
669	DEPT T	otal:		2,394.04	JUDICIAL DITCH #9 MCL	EOD	1 Vendors	2 Transactions
676	DEPT	MCLEOD COUNTY AUDITOR	TDEASHDEE		JOINT DITCH #15 MCM			
1		20-676-000-0000-6302 MCLEOD COUNTY AUDITOR		111.00 111.00	OUTLET FEE TO JD#24 SM	ICR 1 Transaction	04.012.1900 as	Construction And Repairs
676	DEPT T	otal:		111.00	JOINT DITCH #15 MCM		1 Vendors	1 Transactions
20	Fund T	otal:		5,343.93	COUNTY DITCH FUND			6 Transactions
	Final T	otal:		5,343.93	4 Vendors	•	6 Transactions	

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

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>		
	20	5,343.93	COUNTY DITCH FUND		
	All Funds	5,343.93	Total	Approved by,	

POOL 10/6/17 ****** McLeod County IFS *******

Page Break By:



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 - Page Break by Fund

2 - Page Break by Dept

Page 1

Print List in Order By: 2 1 - Fund (Page Break by Fund)

2 - Department (Totals by Dept)

3 - Vendor Number

4 - Vendor Name

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on Audit List?: N

Type of Audit List: D D - Detailed Audit List

S - Condensed Audit List

Save Report Options?: N

INTEGRATED FINANCIAL SYSTEMS

10/6/17 9:26AM 1 GENERAL REVENUE FUND

POOL

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

5		Name Account/Formula Acc	Rpt cr Amount	Warrant Description Service D	<u>ates</u>	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
15	14	ASSOCIATION OF MINNESOTA COU 01-005-000-0000-6245 ASSOCIATION OF MINNESOTA COU	175.00	POLICY MEETINGS-DK	1 Transaction	314514 s	DUES AND REGISTRATION FEES
125	5	MCLEOD PUBLISHING INC 01-005-000-0000-6241 MCLEOD PUBLISHING INC	108.87 108.87	MEETING MINUTES	1 Transaction	ıs	PRINTING AND PUBLISHING
5	DEPT ⁻	Fotal:	283.87	BOARD OF COUNTY CO	MMISSIONERS	2 Vendors	2 Transactions
13	DEPT	CENTURY INIC		COURT ADMINISTRATOR	R'S		
53	11580	CENTURYLINK 01-013-000-0000-6203	45.66	LONG DISTANCE 09/21/2017	10/20/2017	320439462 0	COMMUNICATIONS
	11580	CENTURYLINK	45.66	07/21/2017	1 Transaction		
13	DEPT ⁻	Fotal:	45.66	COURT ADMINISTRATO	PR'S	1 Vendors	1 Transactions
31	DEPT	вмо		COUNTY ADMINISTRATO	DR'S		
253	3	01-031-000-0000-6336 BMO	458.66 458.66	RUTTGERS BAY LODGE	1 Transaction	1627 s	MEALS, LODGING, PARKING & MISCELLAN
124	1	MCLEOD PUBLISHING INC 01-031-000-0000-6241 MCLEOD PUBLISHING INC	24.38 24.38	HELP WANTED	1 Transaction	ıs	PRINTING AND PUBLISHING
198	3	US HEALTH WORKS MEDICAL GROU 01-031-000-0000-6350 US HEALTH WORKS MEDICAL GROU	228.00	PE PHYS E GUTKNECHT	1 Transaction	0074488-MN s	OTHER SERVICES & CHARGES
31	DEPT ⁻	Fotal:	711.04	COUNTY ADMINISTRAT	OR'S	3 Vendors	3 Transactions
41	DEPT	EDANIZI IN PRINTING INC		COUNTY AUDITOR-TREA	ASURER'S		
67 69	91	FRANKLIN PRINTING INC 01-041-000-0000-6402 01-041-000-0000-6402	45.50 187.50	NOTARY STAMP-SHERRI PAIR DATE STAMP 010-2016 Integrated Fi		170763 170764	OFFICE SUPPLIES OFFICE SUPPLIES
			Copyright 20	710-2010 integrated Fi	nanciai syste	51115	

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM I GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V		Name Rpt Account/Formula Accr	Amount	Warrant Description Service D		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
68		01-041-000-0000-6402	37.45	CREDIT ACCOUNT STAM		170765	OFFICE SUPPLIES
00	91	FRANKLIN PRINTING INC	270.45		3 Transaction		
	9820	MINNESOTA COUNTIES COMPUTER COO					
135		01-041-000-0000-6245	150.00	LEGAL DESCRIPTION TRA	AINING	2Y1709054	DUES AND REGISTRATION FEES
	9820	MINNESOTA COUNTIES COMPUTER COO	150.00		1 Transaction	าร	
	8564	OFFICE DEPOT INC					
147		01-041-000-0000-6402	55.98	EXP POCKET FOLDERS		964565654001	OFFICE SUPPLIES
148		01-041-000-0000-6402	2.97	RUBBERBANDS		964565654001	OFFICE SUPPLIES
149		01-041-000-0000-6402	10.17	ADDING PAPER		964565654001	OFFICE SUPPLIES
150		01-041-000-0000-6402	157.08	TONER 90A		964565654001	OFFICE SUPPLIES
151		01-041-000-0000-6402	36.79	WIRELESS MOUSE		964565654001	OFFICE SUPPLIES
155		01-041-000-0000-6402	47.96	RIBBON ML100		964565894001	OFFICE SUPPLIES
157		01-041-000-0000-6402	29.42	DYMO LABELS		964565895001	OFFICE SUPPLIES
	8564	OFFICE DEPOT INC	340.37		7 Transaction	าร	
	DEDT			00111171/41151705 755		21/	
41	DEPT 1	i otai:	760.82	COUNTY AUDITOR-TRE	ASURER'S	3 Vendors	11 Transactions
65	DEPT			INFORMATION SYSTEMS			
00		ALLSTREAM		INI ONIMATION 3131 EIVIS			
5	4101	01-065-000-0000-6321	9,097.00	SUPPORT & MAINTENANC	`F	120388927	MAINTENANCE AGREEMENTS
5		01 003 000 0000 0021	9,097.00		11/29/2018	0	WIN THAT ELVI THOSE PROTECTIONS
	4181	ALLSTREAM	9,097.00	1173072017	1 Transaction	-	
	1101	, LESTINE, WI	7,077.00		Transaction	13	
	1886	BMO					
287		01-065-000-0000-6402	49.50	AMAZON		1692	OFFICE SUPPLIES
288		01-065-000-0000-6402	59.99	AMAZON		1692	OFFICE SUPPLIES
289		01-065-000-0000-6402	20.54-	AMAZON		1692	OFFICE SUPPLIES
290		01-065-000-0000-6402	35.74-	AMAZON		1692	OFFICE SUPPLIES
	1886	BMO	53.21		4 Transaction	าร	
	984	MN OFFICE OF ENTERPRISE TECHNOLOG					
139		01-065-000-0000-6321	1,700.00	MNET COLLAB & HATS		DV17080460	MAINTENANCE AGREEMENTS
				08/01/2017	08/31/2017	0	
	984	MN OFFICE OF ENTERPRISE TECHNOLOG	1,700.00		1 Transaction	าร	

INTEGRATED FINANCIAL SYSTEMS

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

POOL 10/6/17 9:26AM I GENERAL REVENUE FUND

No.		Rpt Accr Amo	<u>ount</u>	Warrant Description Service	Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
65 DEPT	rotal:	10,85	0.21	INFORMATION SYSTE	IVIS	3 Vendors	6 Transactions
76 DEPT 1886	BMO		(CENTRAL SERVICES-C	OUNTY WIDE		
252	01-076-000-0000-6338	2	25.08 I	MENARDS		1650	MOTOR POOL EXPENSES
251	01-076-000-0000-6350	63	39.00	SAGE SOFTWARE		1650	OTHER SERVICES & CHARGES
206	01-076-000-0000-6205	21	2.80	USPS		9909	POSTAGE AND POSTAL BOX RENTAL
1886	BMO	87	6.88		3 Transaction	ns	
5918	CENTURY LINK						
48	01-076-000-0000-6203		, , , , ,	CIRCUIT CHARGE		66XCD6-S-17258	COMMUNICATIONS
5918	CENTURY LINK	5	55.78		1 Transaction	1S	
F004	CENTURYLINK						
49	01-076-000-0000-6203	2.45	53.69	LOCAL SVC		314019358	COMMUNICATIONS
49	01-070-000-0000-0203	2,40	03.09	09/18/2017	10/17/2017	0	COMMONICATIONS
5906	CENTURYLINK	2.45	53.69	077 107 2017	1 Transaction		
		_,				-	
11580	CENTURYLINK						
52	01-076-000-0000-6203	69	98.65 I	LONG DISTANCE		320439462	COMMUNICATIONS
				09/21/2017	10/20/2017	0	
11580	CENTURYLINK	69	8.65		1 Transaction	ns	
1857	METRO SALES INC						
132	01-076-000-0000-6321			COPIER MAINT MPC35		INV898410	MAINTENANCE AGREEMENTS
1857	METRO SALES INC	13	34.90		1 Transaction	1S	
10000	NEODOCT HOA INIO						
	NEOPOST USA INC				CEDTED	1002045	OTLIED SERVICES & CHARCES
141	01-076-000-0000-6350 NEOPOST USA INC		30.00 ⁵ 30.00	SERVICE FOR DS-35 IN	1 Transaction	1002845	OTHER SERVICES & CHARGES
49020	NEOFOST OSA INC	43	50.00		i italisactioi	12	
5771	NU-TELECOM						
142	01-076-000-0000-6203	1 55	51.96	EXT/PRI/SW B1		82062512	COMMUNICATIONS
		1,00	,	10/01/2017	10/31/2017	0	
5771	NU-TELECOM	1,55	51.96		1 Transaction	ıs	
1457	PRO AUTO & TRANSMISSION RE	EPAIR INC					
166	01-076-000-0000-6338	1	1.95	Lof 2013 Ford Escap	E	3065810	MOTOR POOL EXPENSES

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM I GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No.	Rpt Account/Formula Accr PRO AUTO & TRANSMISSION REPAIR INC	<u>Amount</u> 11.95	Warrant Description Service D		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
76 DEPT	Total:	6,213.81	CENTRAL SERVICES-CO	UNTY WIDE	8 Vendors	10 Transactions
85 DEPT 2589	SHI INTERNATIONAL CORP		ELECTIONS			
184	01-085-000-0000-6612 SHI INTERNATIONAL CORP	915.00 915.00	LAPTOP ELECTIONS	1 Transaction	B07137607 s	CAPITAL - \$100-\$5,000 (INVENTORY)
85 DEPT	Total:	915.00	ELECTIONS		1 Vendors	1 Transactions
91 DEPT 1886	вмо		COUNTY ATTORNEY'S			
209	01-091-000-0000-6336 BMO	416.08 416.08	TRAPPER'S LANDING	1 Transaction	1643	MEALS, LODGING, PARKING & MISCELLAN
1000	Billo	410.00		Transaction		
6009	INNOVATIVE OFFICE SOLUTIONS LLC					
325	01-091-000-0000-6402	22.50	OFFICE SUPPLIES		IN1766168	OFFICE SUPPLIES
326	01-091-000-0000-6402	34.73	OFFICE SUPPLIES		IN1767345	OFFICE SUPPLIES
6009	INNOVATIVE OFFICE SOLUTIONS LLC	57.23		2 Transaction	IS	
9544	OFFICE DEPOT INC					
158	01-091-000-0000-6402	11.99	OFFICE SUPPLIES		962537135001	OFFICE SUPPLIES
159	01-091-000-0000-6402	38.88	OFFICE SUPPLIES		962537354001	OFFICE SUPPLIES
	OFFICE DEPOT INC	50.87	002 00 2.20	2 Transaction		3.7.62 93.7.2123
60963	SEVEN COUNTY PROCESS SERVERS LLC					
183	01-091-000-0000-6350	55.00	SVC OF DOC		20171531	OTHER SERVICES & CHARGES
60963	SEVEN COUNTY PROCESS SERVERS LLC	55.00		1 Transaction	S	
79	SIBLEY COUNTY SHERIFF					
190	01-091-000-0000-6350	50.00	SVC OF DOC		1578	OTHER SERVICES & CHARGES
	SIBLEY COUNTY SHERIFF	50.00		1 Transaction		
91 DEPT	Total:	629.18	COUNTY ATTORNEY'S		5 Vendors	7 Transactions
101 DEPT 1886	ВМО		COUNTY RECORDER'S			

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No. 207 208 1886 9820	Name Rg Account/Formula Accr 01-101-000-0000-6402 01-101-000-0000-6402 BMO MINNESOTA COUNTIES COMPUTER COO 01-101-000-0000-6245	<u>Amount</u> 8.97 10.32 19.29	Warrant Description Service Dates COBORNS COBORNS 2 Transacti	Invoice # Paid On Bhf # 9909 9909 ons	Account/Formula Description On Behalf of Name OFFICE SUPPLIES OFFICE SUPPLIES DUES AND REGISTRATION FEES
	MINNESOTA COUNTIES COMPUTER COO		1 Transacti	ons	
101 DEPT	BMO	319.29	COUNTY RECORDER'S COUNTY ASSESSOR'S	2 Vendors	3 Transactions
286 285 284	01-103-000-0000-6336 01-103-000-0000-6402 01-103-000-0000-6450 BMO	608.10 179.94 22.86 810.90	RADISON AMAZON BEEN VERIFIED 3 Transacti	9891 9891 9891 ons	MEALS, LODGING, PARKING & MISCELLAN OFFICE SUPPLIES SUBSCRIPTIONS
120	KIRBY KENNEDY & ASSOCIATES 01-103-000-0000-6350 KIRBY KENNEDY & ASSOCIATES	509.00 509.00	COURT REPORTED TAX COURT 1 Transacti	30516 ons	OTHER SERVICES & CHARGES
103 DEPT	Fotal:	1,319.90	COUNTY ASSESSOR'S	2 Vendors	4 Transactions
107 DEPT 137	HUTCHINSON LEADER		COUNTY PLANNING AND ZONING		
333 137	01-107-000-0000-6241 HUTCHINSON LEADER	64.97 64.97	LGL PUBL (PAC) 1 Transacti	ons	PRINTING AND PUBLISHING
334	MCLEOD PUBLISHING INC 01-107-000-0000-6241 MCLEOD PUBLISHING INC	28.44 28.44	LGL PUBL (PAC) 1 Transacti	ons	PRINTING AND PUBLISHING
107 DEPT	Fotal:	93.41	COUNTY PLANNING AND ZONING	2 Vendors	2 Transactions
111 DEPT 1595	SCHWICKERTS TECTA AMERICA		COURTHOUSE BUILDING		
182	01-111-000-0000-6303	461.00	DRAIN REPAIR-SHERIFFS	\$500002220	REPAIR AND MAINTENANCE SERVICES

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM GENERAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No.	Name Rpt Account/Formula Accr SCHWICKERTS TECTA AMERICA	<u>Amount</u> 461.00	Warrant Description Service Dates 1 Transaction	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
111 DEPT	Fotal:	461.00	COURTHOUSE BUILDING	1 Vendors	1 Transactions
116 DEPT 3375	FOSTER MECHANICAL		HEALTH AND HUMAN SERVICES BUILD	DII	
66 3375	01-116-000-0000-6303 FOSTER MECHANICAL	1,157.94 1,157.94	R&R WATER HEATER -HHS 1 Transaction	10212 ons	REPAIR AND MAINTENANCE SERVICES
74	HILLYARD HUTCHINSON 01-116-000-0000-6425 HILLYARD HUTCHINSON	20.70 20.70	LEVEL SUPPORT/WINDSOR VACUUM 1 Transaction	602705878 ons	REPAIR AND MAINTENANCE SUPPLIES
116 DEPT	Fotal:	1,178.64	HEALTH AND HUMAN SERVICES BUIL	LI 2 Vendors	2 Transactions
117 DEPT 1886	вмо		FAIRGROUNDS		
214	01-117-000-0000-6402	99.99	PAYPAL	1700	OFFICE SUPPLIES
216	01-117-000-0000-6402	50.19	AMAZON	1700	OFFICE SUPPLIES
210	01-117-000-0000-6415	121.99	AMAZON	1700	CLEANING SUPPLIES
215	01-117-000-0000-6415	38.12	KIEFER	1700	CLEANING SUPPLIES
211	01-117-000-0000-6425	34.99	MENARDS	1700	REPAIR AND MAINTENANCE SUPPLIES
217	01-117-000-0000-6425	15.76	MENARDS	1700	REPAIR AND MAINTENANCE SUPPLIES
212	01-117-000-0000-6612	750.55	SEARS	1700	CAPITAL - \$100-\$5,000 (INVENTORY)
213	01-117-000-0000-6612	5.67	PAYPAL	1700	CAPITAL - \$100-\$5,000 (INVENTORY)
1886	ВМО	1,117.26	8 Transaction	ons	
869	HILLYARD HUTCHINSON				
75	01-117-000-0000-6303	409.74	TISSUE PAPER/PAPER TOWELS	602707490	REPAIR AND MAINTENANCE SERVICES
869	HILLYARD HUTCHINSON	409.74	1 Transactio	ons	
2042	HJERPE CONTRACTING INC				
324	01-117-000-0000-6303	1,327.75	REPAIR SINK HOLE IN FIELD	6582	REPAIR AND MAINTENANCE SERVICES
	HJERPE CONTRACTING INC	1,327.75	1 Transaction	ons	
6009 102	INNOVATIVE OFFICE SOLUTIONS LLC 01-117-000-0000-6402	30.68	HANGERS/POST-ITS/TABS/FILE	IN1767967	OFFICE SUPPLIES

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	Name Endocring Accr NNOVATIVE OFFICE SOLUTIONS LLC	<u>Amount</u> 30.68	Warrant Description Service Dates 1 Transaction	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
144	NU-TELECOM 01-117-000-0000-6203 NU-TELECOM	80.24 80.24	PHONE 10/01/2017 10/31/2017 1 Transactio	82132171 0 ons	COMMUNICATIONS
160	PLUNKETTS PEST CONTROL INC 01-117-000-0000-6303 PLUNKETTS PEST CONTROL INC	166.40 166.40	GENERAL PEST CONTROL 1 Transaction	5772582 ons	REPAIR AND MAINTENANCE SERVICES
174 175 176 177 178	RUNNINGS SUPPLY INC 01-117-000-0000-6425 01-117-000-0000-6425 01-117-000-0000-6425 01-117-000-0000-6425 01-117-000-0000-6425 RUNNINGS SUPPLY INC	72.27 34.34 36.50 4.61 74.21 221.93	BLEACH/SIMPLE GREEN GORILLA TAPE GAS CONNECTOR UNION BLEACH/SIMPE GREEN/DEGREASER 5 Transaction	4417834 4419343 4420198 4420240 4431563	REPAIR AND MAINTENANCE SUPPLIES
117 DEPT	Fotal:	3,354.00	FAIRGROUNDS	7 Vendors	18 Transactions
61	CITY OF HUTCHINSON 01-121-000-0000-6455 CITY OF HUTCHINSON	328.05 328.05	VETERAN SERVICES VAN FUEL 09/01/2017 09/30/2017 1 Transaction	4323 0 ons	MOTOR FUELS AND LUBRICATION
199	VIKING SIGN & GRAPHICS INC 01-121-000-0000-6327 VIKING SIGN & GRAPHICS INC	95.00 95.00	REPAIR LETTERING FORD FLEX 1 Transaction	H17-346 ons	GENERAL AUTO MAINTENANCE
121 DEPT	Fotal:	423.05	VETERAN SERVICES	2 Vendors	2 Transactions
143 DEPT 8564 154 152 153	OFFICE DEPOT INC 01-143-000-0000-6402 01-143-000-0000-6402 01-143-000-0000-6402	16.92- 36.79 122.48	LICENSE BUREAU CREDIT TO INVOICE 956949317001 WIRELESS MOUSE TONER 05A	960887020001 964565654001 964565654001	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V 156	<u>No.</u>	Name Account/Formula 01-143-000-0000-6402 OFFICE DEPOT INC	<u>Rpt</u> <u>Accr Amour</u> 26.5 168.9	58	Warrant Description Service Dates WIPES 4 Tr	Invoice # Paid On Bhf # 964565894001 ransactions	Account/Formula Description On Behalf of Name OFFICE SUPPLIES
143	DEPT ⁻	Fotal:	168.9	93	LICENSE BUREAU	1 Vendors	4 Transactions
201	DEPT	ALLSTREAM			COUNTY SHERIFF'S OFFICE		
6	4101	01-201-000-0000-6402	619.5	50	3 PHONES	120388833	OFFICE SUPPLIES
O	4181	ALLSTREAM	619.5			ransactions	002 002.20
	684	APPLIED CONCEPTS INC					
12		01-201-206-0000-6402	129.9	95	INSTANT ON REMOTE 1220	314514	PATROL OFFICE SUPPLIES
	684	APPLIED CONCEPTS INC	129.9	95	1 Tr	ransactions	
	135	ATCO INTERNATIONAL					
16		01-201-000-0000-6402	157.5		QUICKIES	10494290	OFFICE SUPPLIES
	135	ATCO INTERNATIONAL	157.5	50	1 Tr	ransactions	
	604	B & B TIRE AND AUTO REPAIR LL	C				
2.4	004	01-201-000-0000-6327		E0	#150 O/C & WIPERS	12598	GENERAL AUTO MAINTENANCE
24 25		01-201-000-0000-0327	116.5 40.9		#166 O/C & WII EKS	12642	GENERAL AUTO MAINTENANCE
25 26		01-201-000-0000-6327	867.5		#150 HVAC/AIRFILTER/BRAKE		GENERAL AUTO MAINTENANCE
20	604	B & B TIRE AND AUTO REPAIR LL				ransactions	GENERALE NOTO WANTERWAYOU
			1,020.1	• •	9		
	1886	ВМО					
255		01-201-000-0000-6402	39.9	98	AMAZON	1585	OFFICE SUPPLIES
256		01-201-000-0000-6402	203.2	22	AMAZON	1585	OFFICE SUPPLIES
258		01-201-000-0000-6402	28.4	47	AMAZON	1585	OFFICE SUPPLIES
264		01-201-000-0000-6402	257.9	95	AMAZON	1585	OFFICE SUPPLIES
265		01-201-000-0000-6402	128.3	35	CDW	1585	OFFICE SUPPLIES
254		01-201-000-0000-6612	146.5	57	AMAZON	1585	CAPITAL - \$100-\$5,000 (INVENTORY)
260		01-201-201-0000-6360	25.0		BCA	1585	TRAINING - ADMINISTRATION
261		01-201-202-0000-6336	257.0		SHERATON HOTELS	1585	MEALS, LODGING, PARKING & MISCELLAN
262		01-201-202-0000-6336	257.0		SHERATON HOTELS	1585	MEALS, LODGING, PARKING & MISCELLAN
259		01-201-206-0000-6360	75.0		BCA	1585	TRAINING - PATROL
	1886	ВМО	1,418.5	54	10 Tr	ransactions	
	2748	CDW GOVERNMENT INC					
42	_, .0	01-201-000-0000-6612	3,995.0	00	TOUGHBOOK MCSO	JTM0553A	CAPITAL - \$100-\$5,000 (INVENTORY)
					0-2016 Integrated Financ	ial Systems	,
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No. 46 43 45 44 47	01-201-000-0000-6612 01-201-000-0000-6612 01-201-000-0000-6612 01-201-000-0000-6612 01-201-000-0000-6612	Rpt ccr Amount 3,995.00 3,995.00 3,995.00 3,995.00 3,995.00	Warrant Description Service Dates TOUGHBOOK WPPD TOUGHBOOK MCSO TOUGHBOOK BPD TOUGHBOOK LPPD TOUGHBOOK WPPD	Invoice # Paid On Bhf # JTM0553B JTM0553C JTM0553D JTM0553E JTM0553F	Account/Formula Description On Behalf of Name CAPITAL - \$100-\$5,000 (INVENTORY)
11580 54	CDW GOVERNMENT INC CENTURYLINK 01-201-000-0000-6203 CENTURYLINK	23,970.00 62.56 62.56	6 Transact LONG DISTANCE 09/21/2017 10/20/2017 1 Transact	320439462 0	COMMUNICATIONS
103 104	INNOVATIVE OFFICE SOLUTIONS L 01-201-000-0000-6402 01-201-000-0000-6402 INNOVATIVE OFFICE SOLUTIONS L	361.06 129.87	OFFICE SUPPLIES OFFICE SUPPLIES 2 Transact	IN1760539 IN1766205 ions	OFFICE SUPPLIES OFFICE SUPPLIES
113	INVER HILLS COMMUNITY COLLEG 01-201-206-0000-6360 INVER HILLS COMMUNITY COLLEG	175.00	1ST RESPONDER TRAINING-CR 1 Transact	S12347 ions	TRAINING - PATROL
114	JAY MALONE MOTORS 01-201-000-0000-6327 JAY MALONE MOTORS	124.24 124.24	#165 REWIRE NEAR EXHAUST 1 Transact	23583 ions	GENERAL AUTO MAINTENANCE
140	MINNESOTA SHERIFFS ASSN 01-201-202-0000-6360 MINNESOTA SHERIFFS ASSN	200.00 200.00	LEGISLATIVE UPDATE-C MEAD 1 Transact	149530 ions	TRAINING - COMMUNICATIONS/RECORD
146	NU-TELECOM 01-201-000-0000-6203 NU-TELECOM	143.68 143.68	111-2290 SPEC ACC VOICE 10/01/2017 10/31/2017 1 Transact	82131797 0 ions	COMMUNICATIONS
167 168	PRO AUTO & TRANSMISSION REPA 01-201-000-0000-6327 01-201-000-0000-6327 PRO AUTO & TRANSMISSION REPA	92.63 58.47	#152 O/C AND AIR FILTER #158 O/C AND ROTATE TIRES 2 Transact	3065734 3065782 ions	GENERAL AUTO MAINTENANCE GENERAL AUTO MAINTENANCE

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>N</u>	idor <u>Name</u> Jo. <u>Account/Formula</u> 589 SHI INTERNATIONAL CORP 01-201-000-0000-6612	Rpt Accr	<u>Amount</u>	Warrant Description Service Dates DESKTOP COMPUTER 3	Invoice # Paid On Bhf # B07023321	Account/Formula Description On Behalf of Name CAPITAL - \$100-\$5,000 (INVENTORY)
	589 SHI INTERNATIONAL CORP		1,731.00	1 Transac		(IIII)
004 DEL	DT T-4-1			OOLINEY OUEDIESIO OESIOS	4414	00 T
201 DEI	PT Total:		30,399.11	COUNTY SHERIFF'S OFFICE	14 Vendors	32 Transactions
251 DEF	PT			COUNTY JAIL		
41	181 ALLSTREAM					
7	01-251-000-0000-6402		206.50	PHONE NURSES	120388833	OFFICE SUPPLIES
41	181 ALLSTREAM		206.50	1 Transac	ctions	
18	386 BMO					
271	01-251-000-0000-6360		103.08-	CRAGUNS LODGE AND GOLF	1528	TRAINING
276	01-251-000-0000-6402		21.44	MENARDS	1528	OFFICE SUPPLIES
268	01-251-000-0000-6415		29.27	AMAZON	1528	CLEANING SUPPLIES
269	01-251-000-0000-6415		13.35	AMAZON	1528	CLEANING SUPPLIES
277	01-251-000-0000-6415		32.24	AMAZON	1528	CLEANING SUPPLIES
270	01-251-000-0000-6460		71.95	BEST OF SIGNS	1528	JAIL SUPPLIES
272	01-251-000-0000-6461		39.52	AMAZON	1528	INMATE SUPPLIES
273	01-251-000-0000-6461		89.95	AMAZON	1528	INMATE SUPPLIES
274	01-251-000-0000-6461		11.99	AMAZON	1528	INMATE SUPPLIES
275	01-251-000-0000-6461		34.89	AMAZON	1528	INMATE SUPPLIES
278	01-251-000-0000-6461		8.59	DOLLAR TREE	1528	INMATE SUPPLIES
279	01-251-000-0000-6461		34.01	WALMART	1528	INMATE SUPPLIES
280	01-251-000-0000-6360		111.50	CRAGUNS LEGACY	1536	TRAINING
281	01-251-000-0000-6360		27.50	CRAGUNS LEGACY	1536	TRAINING
263	01-251-000-0000-6336		257.00	SHERATON HOTELS	1585	MEALS, LODGING, PARKING & MISCELLAN
266	01-251-000-0000-6415		13.46	WALMART	2218	CLEANING SUPPLIES
18	BB6 BMO		693.58	16 Transac	ctions	
35	510 BOB BARKER COMPANY INC					
31	01-251-000-0000-6461		95.22	BOXERS	WEB000500055	INMATE SUPPLIES
32	01-251-000-0000-6461		169.58	T SHIRTS	WEB000501132	INMATE SUPPLIES
33	01-251-000-0000-6461		82.71	DIAL HYPOALLERGENIC SOPA	WEB000501205	INMATE SUPPLIES
	BOB BARKER COMPANY INC		347.51	3 Transac	ctions	
6.1	410 IMPERIAL FASTENER CO INC					
100	01-251-000-0000-6350		280.00	2 SHOWER TRACKS & CURTAINS	172287	OTHER SERVICES & CHARGES

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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<u>Nc</u>	or Name Rpt Account/Formula Accr IMPERIAL FASTENER CO INC	<u>Amount</u> 280.00	Warrant Description Service Dates 1 Transaction	Invoice # Paid On Bhf # ns	Account/Formula Description On Behalf of Name
105	9 INNOVATIVE OFFICE SOLUTIONS LLC 01-251-000-0000-6402 9 INNOVATIVE OFFICE SOLUTIONS LLC	59.10 59.10	INK AND PAPER CLIPS 1 Transactio	IN1762494 ns	OFFICE SUPPLIES
126	2 MEEKER COUNTY SHERIFFS OFFICE 01-251-000-0000-6224	22,990.00	418 DAYS @ \$55 08/01/2017 08/31/2017	0	PRISONER BOARDING
90	2 MEEKER COUNTY SHERIFFS OFFICE	22,990.00	1 Transactio	ns	
185	9 SHI INTERNATIONAL CORP 01-251-000-0000-6612 9 SHI INTERNATIONAL CORP	577.00 577.00	DESKTOP BOOKING #2 1 Transactio	B07018354 ns	CAPITAL - \$100-\$5,000 (INVENTORY)
251 DEP	⊤Total:	25,153.69	COUNTY JAIL	7 Vendors	24 Transactions
330	- 4 OFFICE DEPOT INC 01-255-000-0000-6402 4 OFFICE DEPOT INC	76.76 76.76	COUNTY COURT SERVICES OFFICE SUPPLIES 1 Transactio	9648886040010	OFFICE SUPPLIES
		70.70			
255 DEP	Total:	76.76	COUNTY COURT SERVICES	1 Vendors	1 Transactions
281 DEPT 258	9 SHI INTERNATIONAL CORP		EMERGENCY MANAGEMENT		
186	01-281-000-0000-6612	915.00	LAPTOP	B07018938	CAPITAL - \$100-\$5,000 (INVENTORY)
258	9 SHI INTERNATIONAL CORP	915.00	1 Transactio	ns	
281 DEP	Total:	915.00	EMERGENCY MANAGEMENT	1 Vendors	1 Transactions
485 DEP			COUNTY PUBLIC HEALTH NURSING		
239	01-485-000-0000-6245	35.00	HUTCH HEALTH	0730	DUES AND REGISTRATION FEES
241	01-485-000-0000-6245	84.00	INSTITUTE FOR NATURAL RESOURCE	0730	DUES AND REGISTRATION FEES
234	01-485-000-0000-6245	110.00	MT OLIVET ROLLING ACRES	0730	DUES AND REGISTRATION FEES
236	01-485-000-0000-6245	100.00	MN GATHERING/U OF M	0730	DUES AND REGISTRATION FEES
237	01-485-000-0000-6245	95.00	U OF M	0730	DUES AND REGISTRATION FEES
			10 001/		

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No. Account/Formula Accr Amount Service Dates Paid On Bhf # On Behalf of Name 242 01-485-000-0000-6350 23.00 MN ZOO 0730 OTHER SERVICES & CHA 238 01-485-000-0000-6350 243.88 WALMART 0730 OTHER SERVICES & CHA 243 01-485-000-0000-6402 105.09 MOORE MEDICAL 0730 OFFICE SUPPLIES 231 01-485-000-0000-6451 13.97 AMAZON 0730 BOOKS 232 01-485-000-0000-6451 13.98 AMAZON 0730 BOOKS 233 01-485-000-0000-6810 10.47- BUILD.COM 0730 REFUNDS AND REIMBUR	
238 01-485-000-0000-6350 243.88 WALMART 0730 OTHER SERVICES & CHA 243 01-485-000-0000-6402 105.09 MOORE MEDICAL 0730 OFFICE SUPPLIES 231 01-485-000-0000-6451 13.97 AMAZON 0730 BOOKS 232 01-485-000-0000-6451 13.98 AMAZON 0730 BOOKS	
243 01-485-000-0000-6402 105.09 MOORE MEDICAL 0730 OFFICE SUPPLIES 231 01-485-000-0000-6451 13.97 AMAZON 0730 BOOKS 232 01-485-000-0000-6451 13.98 AMAZON 0730 BOOKS	RGES
231 01-485-000-0000-6451 13.97 AMAZON 0730 BOOKS 232 01-485-000-0000-6451 13.98 AMAZON 0730 BOOKS	
232 01-485-000-0000-6451 13.98 AMAZON 0730 BOOKS	
233 01-485-000-0000-6810 10.47- BUILD.COM 0730 REFUNDS AND REIMBUR	
235 01-485-000-0000-6810 92.82- VARIDESK 0730 REFUNDS AND REIMBUR	SEMENTS
1886 BMO 720.63 12 Transactions	
6090 BUSINESSWARE SOLUTIONS	
37 01-485-000-0000-6403 16.09 MONTHLY COST PER PRINT 278436 PRINTED PAPER SUPPLIE	S
6090 BUSINESSWARE SOLUTIONS 16.09 1 Transactions	
11580 CENTURYLINK	
55 01-485-000-0000-6203 59.14 LONG DISTANCE 320439462 COMMUNICATIONS	
09/21/2017 10/20/2017 0	
11580 CENTURYLINK 59.14 1 Transactions	
52052 GOLDEN TONGUE CONSULTANTS INC	
70 01-485-000-0000-6265 27.00 INTERPRETER SERVICES 108298 PROFESSIONAL SERVICES 09/25/2017 0	
09/25/2017 09/25/2017 0 52052 GOLDEN TONGUE CONSULTANTS INC 27.00 1 Transactions	
5920 HENRY SCHEIN INC	
71 01-485-000-0000-6402 246.85 VARNISH (HEALTHY TEETH) 45782644 OFFICE SUPPLIES	
5920 HENRY SCHEIN INC 246.85 1 Transactions	
6009 INNOVATIVE OFFICE SOLUTIONS LLC	
106 01-485-000-0000-6402 33.68 SUPPLIES (ADMIN) IN1762763 OFFICE SUPPLIES	
6009 INNOVATIVE OFFICE SOLUTIONS LLC 33.68 1 Transactions	
861 STUART NELSON BUILDERS INC	
193 01-485-490-0000-6047 500.00 ENVIRONMENTAL ADAPTATION 3640 CHORE SERVICES	
861 STUART NELSON BUILDERS INC 500.00 1 Transactions	
485 DEPT Total: 1,603.39 COUNTY PUBLIC HEALTH NURSING 7 Vendors 18 Transaction	S
501 DEPT CULTURE & RECREATION	
6000 COMMON CUP MINISTRIES	

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V 62	<u>No.</u>	Name Account/Formula 01-501-000-0000-6898 COMMON CUP MINISTRIES	<u>Rpt</u> <u>Accr</u>	Amount 5,000.00 5,000.00	Warrant Descripti Service 2017 CONTRIBUTION		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name ALLOCATION-COMMON CUP
501	DEPT 1	otal:		5,000.00	CULTURE & RECREAT	TION	1 Vendors	1 Transactions
520	DEPT	AFFORDABLE PUMPING SERVIC	_		COUNTY PARK'S			
4	2/33	01-520-000-0000-6257	L	170.00	PUMP HOLDING TANK	525	37548	SEWER, WATER AND GARBAGE
4	2733	AFFORDABLE PUMPING SERVIC	F	170.00 170.00	TOWN HOLDING TANK	1 Transactio		SEWER, WATER AND GARDAGE
	2700	7.1.1 GRD/RDLE 1 GIVII ING SERVIC	_	170.00		1 Transactio	113	
	1886	ВМО						
218		01-520-000-0000-6203		58.94	NORTHLAND CONNEC	т	1684	COMMUNICATIONS
219		01-520-000-0000-6350		28.75	USPS		1684	OTHER SERVICES & CHARGES
	1886	ВМО		87.69		2 Transactio	ns	
	5906	CENTURYLINK						
51		01-520-000-0000-6203		85.61	525 CARETAKER OFFI	CE PHONE	313540758	COMMUNICATIONS
					09/18/2017	10/17/2017	0	
50		01-520-000-0000-6203		65.76	525 SHOP		314102204	COMMUNICATIONS
					09/18/2017	10/17/2017	0	
	5906	CENTURYLINK		151.37		2 Transactio	ns	
	136	HUTCHINSON CO-OP			EUE		70/704	MOTOR FUELS AND LURRICATION
79		01-520-000-0000-6455		27.02	FUEL		796731	MOTOR FUELS AND LUBRICATION
80		01-520-000-0000-6455		28.00	FUEL		799793	MOTOR FUELS AND LUBRICATION
77		01-520-000-0000-6455		27.26	FUEL		851466	MOTOR FUELS AND LUBRICATION
81		01-520-000-0000-6455		45.06	FUEL FUEL		852387 855576	MOTOR FUELS AND LUBRICATION MOTOR FUELS AND LUBRICATION
78		01-520-000-0000-6455 01-520-000-0000-6455		40.00	FUEL		856074	MOTOR FUELS AND LUBRICATION
82	126	HUTCHINSON CO-OP		31.00 198.34	FUEL	6 Transactio		MOTOR FUELS AND LUBRICATION
	130	HUTCHINSON CO-OF		198.34		O HAHSACHO	112	
	2825	MENARDS HUTCHINSON						
128	2020	01-520-000-0000-6425		15.01	SUPPLIES INV#19922		ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
129		01-520-000-0000-6425		39.28	SUPPLIES INV#20201		ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
130		01-520-000-0000-6425		46.05	SUPPLIES INV#20383		ACCT#31550303	REPAIR AND MAINTENANCE SUPPLIES
130	2825	MENARDS HUTCHINSON		100.34		3 Transactio		
	5771	NU-TELECOM						
143		01-520-000-0000-6203		53.54	PIEPENBURG 587-208	2	82062512	COMMUNICATIONS
			Cc	nyriaht 201	IO-2016 Integrated	Financial Syst	ems	

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>No.</u>		<u>Rpt</u> <u>Accr</u> <u>Amount</u>		/31/2017 0	Account/Formula Description On Behalf of Name
5771	NU-TELECOM	53.54	1	Transactions	
520 DEPT	Total:	761.28	COUNTY PARK'S	6 Vendors	15 Transactions
603 DEPT			COUNTY EXTENSION		
	5 BMO		DOLL AD TREE	1//0	AFTER COLLOOL PROCEDAM
220	01-603-000-0000-6351	8.37	DOLLAR TREE DOLLAR TREE	1668 1668	AFTER SCHOOL PROGRAM AFTER SCHOOL PROGRAM
221	01-603-000-0000-6351 01-603-000-0000-6351	16.11	WALMART	1668	AFTER SCHOOL PROGRAM
222 223	01-603-000-0000-6351	3.92	AMAZON	1668	AFTER SCHOOL PROGRAM
	5 BMO	44.35 72.75		Transactions	ALTER SCHOOL PROGRAM
1000	DIVIO	72.73	4	Transactions	
1129	KDUZ AM KARP FM RADIO				
117	01-603-000-0000-6203	174.00	FARM SAFETY RADIO ADS	35510-1	COMMUNICATIONS
	KDUZ AM KARP FM RADIO	174.00	1	Transactions	
5900	REGENTS OF THE UNIVERSITY OF	MINNE			
171	01-603-000-0000-6110	206.40	SUMMER INTERN SALARY	0300018956	SALARIES AND WAGES - PART TIME
169	01-603-000-0000-6265	17,607.75	4-H COLE	300018781	PROFESSIONAL SERVICES
170	01-603-000-0000-6265	16,970.25	AFE JOHNSON	300018781	PROFESSIONAL SERVICES
5900	REGENTS OF THE UNIVERSITY OF	MINNE 34,784.40	3	Transactions	
603 DEPT	Total:	35,031.15	COUNTY EXTENSION	3 Vendors	8 Transactions
604 DEPT			AGRICULTURAL INSPECTIO	N	
136	HUTCHINSON CO-OP				
83	01-604-000-0000-6423	121.33	WEED KILLER	856285	LANDSCAPING MATERIALS
136	HUTCHINSON CO-OP	121.33	1	Transactions	
604 DEPT	Total:	121.33	AGRICULTURAL INSPECTION	ON 1 Vendors	1 Transactions
609 DEPT			ENVIRONMENTAL SERVICES		
	MN DEPTARTMENT OF HEALTH		LINVIROIVIVILINI AL SERVICES	•	
136	01-609-000-0000-6350	210.00	LANDFILL LAB TESTS	35545	OTHER SERVICES & CHARGES
	MN DEPTARTMENT OF HEALTH	210.00		Transactions	S ER SERVISES & SIMMOLS
7211	DEL ITALIALINI OI HEALINI	210.00	ı	Transactions	

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 16

	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	<u>Invoice #</u>	Account/Formula Description	
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name	
609	DEPT Total:		210.00	ENVIRONMENTAL SERVICES	1 Vendors	1 Transactions	
1	Fund Total:		126.999.52	GENERAL REVENUE FUND		179 Transactions	

POOL 10/6/17

9:26AM

GENERAL REVENUE FUND

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM B ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

		r <u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
105	DEPT				COUNTY SURVEYING & GIS		
	1886	ВМО					
24		03-105-000-0000-6402		463.80	HP INC	9937	Office Supplies
	1886	ВМО		463.80	1 Transactio	ns	
	5211	HOUSTON ENGINEERING INC					
76		03-105-000-0000-6265		134.75	PROFESSIONAL SERVICES	36222	Professional Services
70		HOUSTON ENGINEERING INC		134.75	1 Transactio		
105	DEPT 7	Total:		598.55	COUNTY SURVEYING & GIS	2 Vendors	2 Transactions
310	DEPT				HIGHWAY MAINTENANCE		
	1886	BMO					
24		03-310-000-0000-6245		250.00	MN FALL MAINTENACE EXPO	9937	DUES AND REGISTRATION FEES
24		03-310-000-0000-6568		82.60	AMAZON	9937	SAFETY CODE REGULATIONS
	1886	BMO		332.60	2 Transactio	ns	
	6051	M R SIGN COMPANY INC					
12		03-310-000-0000-6503		92.57	STREET SIGNS BERGEN TOWNSHIP	197578	TRAFFIC SIGNS & POST
		M R SIGN COMPANY INC		92.57	1 Transactio	ns	
	5014	WUETHERICH DRAINAGE INC					
33	1	03-310-000-0000-6514		6,185.00	CR 8 CULVERT REPLACEMENT	958	CULVERT REPAIR/REPLACEMENTS
32		03-310-000-0000-6514		9,135.00	CULVERT REPLCEMENT	959	CULVERT REPAIR/REPLACEMENTS
32		03-310-000-0000-6514		13,035.00	CULVERT REPLCEMENT	960	CULVERT REPAIR/REPLACEMENTS
32		03-310-000-0000-6514		1,500.00	RIP RAP & CULVERT REPLACEMENT 4 Transactio	961	CULVERT REPAIR/REPLACEMENTS
	5014	WUETHERICH DRAINAGE INC		29,855.00	4 Hansactio	112	
310	DEPT ⁻	Total:		30,280.17	HIGHWAY MAINTENANCE	3 Vendors	7 Transactions
0.0				30,200.17		0 70.100.0	, Transastrone
320	DEPT				HIGHWAY CONSTRUCTION		
520	1886	BMO			THE TWAT CONSTRUCTION		
24		03-320-000-0000-6501		129.92	MN BOOKSTORE	9937	ENGINEERING & SURVEYING SUPPLIES
		ВМО		129.92	1 Transactio	ns	
	2115	HERNESS CONSTRUCION CO L	LC				
72		03-320-000-0000-6643		1,265.00	MAIL BOX SUPPORT REPLACEMENTS	2158	COUNTY ROAD CONSTRUCTION

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 3 ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No.	nr Name Rpt Account/Formula Accr HERNESS CONSTRUCION CO LLC	<u>Amount</u> 1,265.00	Warrant Description Service Dates 1 Transaction	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
180	RUNNINGS SUPPLY INC 03-320-000-0000-6501 RUNNINGS SUPPLY INC	19.99 19.99	ENGINEERING SUPPLIES 1 Transaction	4425714 ons	ENGINEERING & SURVEYING SUPPLIES
320 DEPT	Total:	1,414.91	HIGHWAY CONSTRUCTION	3 Vendors	3 Transactions
330 DEPT 1886	вмо		HIGHWAY ADMINISTRATION		
244	03-330-000-0000-6205	7.92	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
246	03-330-000-0000-6205	1.40	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
250	03-330-000-0000-6205	4.69	USPS	9937	POSTAGE AND POSTAL BOX RENTAL
1886	BMO	14.01	3 Transactio	ons	
1857	METRO SALES INC				
131	03-330-000-0000-6321	91.86	COPIER MAINT MPC5503-HIGHWAY	INV898409	MAINTENANCE AGREEMENTS
1857	METRO SALES INC	91.86	1 Transactio	ons	
6263	PRECISE MRM LLC				
165	03-330-000-0000-6321	59.57	DATA FOR GPS UNITS	IN200-1014186	MAINTENANCE AGREEMENTS
			08/01/2017 08/31/2017	0	
6263	PRECISE MRM LLC	59.57	1 Transaction	ons	
330 DEPT	Total	165.44	HIGHWAY ADMINISTRATION	3 Vendors	5 Transactions
330 DEI 1	Total.	105.44	HIGHWAT ADMINISTRATION	3 Vendors	3 Hallsactions
240 DEDT			LUCLUMAN FOLUBRAFALT MAINTENANCE		
340 DEPT	ALLSTREAM		HIGHWAY EQUIPMENT MAINTENANCE		
	03-340-000-0000-6359	001.50	PHONE FOR NEW MECH HATS	120388834	MISCELLANEOUS CHARGES
8	ALLSTREAM	206.50 206.50	1 Transactio		WISCELLANEOUS CHARGES
4101	ALLSTREAM	200.50	I ITALISACTIO	0112	
1505	AUTO VALUE				
18	03-340-000-0000-6425	46.99	PARTS	44077707	REPAIR AND MAINTENANCE SUPPLIES
19	03-340-000-0000-6425	117.34	PARTS	44077751	REPAIR AND MAINTENANCE SUPPLIES
17	03-340-000-0000-6590	20.83	MECH SHOP SUPPLIES	44078289	TOOLS & SHOP MATERIALS
20	03-340-000-0000-6425	85.77	PARTS	44078331	REPAIR AND MAINTENANCE SUPPLIES
21	03-340-000-0000-6425	62.60	PARTS	44078499	REPAIR AND MAINTENANCE SUPPLIES
22	03-340-000-0000-6425	6.90	PARTS	44078634	REPAIR AND MAINTENANCE SUPPLIES
~~	11 1.1 130 0000 0.20	0.70			

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM B ROAD & BRIDGE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Ve	endor	<u>Name</u>	<u>Rpt</u>		Warrant Description	<u>l</u>	Invoice #	Account/Formula Description
	No.	Account/Formula	<u>Accr</u>	<u>Amount</u>	Service D	<u>ates</u>	Paid On Bhf #	On Behalf of Name
23		03-340-000-0000-6425		30.57	PARTS		44078662	REPAIR AND MAINTENANCE SUPPLIES
	1505	AUTO VALUE		371.00		7 Transaction	S	
	4762	LITZAU EXCAVATING INC						
122		03-340-000-0000-6303		300.00	JETTING SEWER LINE		18963	REPAIR AND MAINTENANC SERVICES
•	4762	LITZAU EXCAVATING INC		300.00		1 Transaction	S	
	7118	RUNNINGS SUPPLY INC						
179		03-340-000-0000-6590		94.99	SIGN SHOP SUPPLIES		4429790	TOOLS & SHOP MATERIALS
	7118	RUNNINGS SUPPLY INC		94.99		1 Transaction	S	
	2589	SHI INTERNATIONAL CORP						
189		03-340-000-0000-6612		577.00	THINKCENTRE PC		B07089037	CAPITAL - \$100-\$5,000 (INVENTORY)
;	2589	SHI INTERNATIONAL CORP		577.00		1 Transaction	S	
	495	ZIEGLER INC						
202		03-340-000-0000-6425		306.81	PARTS		PC001912281	REPAIR AND MAINTENANCE SUPPLIES
203		03-340-000-0000-6425		63.28	PARTS		PC001913107	REPAIR AND MAINTENANCE SUPPLIES
	495	ZIEGLER INC		370.09		2 Transaction	S	
340 D	DEPT 1	Total:		1,919.58	HIGHWAY EQUIPMENT N	MAINTENANCE	6 Vendors	13 Transactions
3 F	und T	otal:		34,378.65	ROAD & BRIDGE FUND			30 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	Vendor	<u>Name</u>	<u>Rpt</u>		Warrant Description		Invoice #	Account/Formula Description
	No.	Account/Formula	Accr Ar	<u>mount</u>	Service D	<u>ates</u>	Paid On Bhf #	On Behalf of Name
391	DEPT				SOLID WASTE TIP FEE			
		CENTURYLINK			SOLID WASTE THE TEE			
56		05-391-000-0000-6203		7.07	LONG DISTANCE		320439462	COMMUNICATIONS
					09/21/2017	10/20/2017	0	
	11580	CENTURYLINK		7.07		1 Transaction	S	
	869	HILLYARD HUTCHINSON						
73		05-391-000-0000-6415		222.27	WORXWELL TOWELS		602713301	CLEANING SUPPLIES
	869	HILLYARD HUTCHINSON		222.27		1 Transaction	S	
	743	PLUNKETTS PEST CONTROL INC	0					
16	1	05-391-000-0000-6269		378.67	PEST CONTROL JULY		5725626	CONTRACTS
16	2	05-391-000-0000-6269		378.67	PEST CONTROL AUGUST		5749215	CONTRACTS
16	4	05-391-000-0000-6269		378.67	PEST CONTROL SEPT		5775224	CONTRACTS
16	3	05-391-000-0000-6269		60.00	RODENT & FLY CONTROL	WAREHOUSE	5778713	CONTRACTS
	743	PLUNKETTS PEST CONTROL INC	1,	,196.01		4 Transaction	S	
391	DEPT 7	Fotal:	1,	,425.35	SOLID WASTE TIP FEE		3 Vendors	6 Transactions
393	DEPT				MATERIALS RECOVERY F.	ACILITY		
	2777	ACE HARDWARE						
2		05-393-000-0000-6410		89.31	SUPPLIES CARSEAT TOOL	.S	302842	BUILDING AND SAFETY SUPPLIES
	2777	ACE HARDWARE		89.31		1 Transaction	S	
	340	ADULT TRAINING AND HABILIT	ΓΔΤΙΩΝ ΙΙ					
3	340	05-393-000-0000-6412		166.95	CAR SEATS		152065	FIBER RECOVERY
3	340	ADULT TRAINING AND HABILIT		166.95	Or III SEPTIS	1 Transaction		TIBER RESOVERT
				.00.70			-	
	5753	AMERICAN DOOR WORKS						
32	2	05-393-000-0000-6561	2	.415.48	DOOR REPAIR DOCK #5		183124-IN	REPAIR AND MAINTENANCE-OTHER
32		05-393-000-0000-6561	5	,494.35	DOOR REPAIR		183131-IN	REPAIR AND MAINTENANCE-OTHER
	5753	AMERICAN DOOR WORKS	7,	,909.83		2 Transaction	S	
	593	BENNETT MATERIAL HANDLING	G					
27		05-393-000-0000-6560		462.11	FORKLIFT REPAIRS		01S4515620	REPAIR AND MAINTENANCE-EQUIPMENT
29		05-393-000-0000-6560		724.91	FORKLIFT REPAIRS HOSE		01S4515760	REPAIR AND MAINTENANCE-EQUIPMENT
28		05-393-000-0000-6560		468.64	FORKLIFT REPAIRS		01S4520340	REPAIR AND MAINTENANCE-EQUIPMENT
30		05-393-000-0000-6560		558.17	FORKLIFT REPAIRS BATT	ERY	01S4547040	REPAIR AND MAINTENANCE-EQUIPMENT

POOL 10/6/17 9:26AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



No.	r <u>Name</u> <u>Rpt</u> <u>Account/Formula</u> <u>Accr</u> BENNETT MATERIAL HANDLING	<u>Amount</u> 2,213.83	Warrant Description Service I		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
57	CENTURYLINK 05-393-000-0000-6203 CENTURYLINK	10.51	LONG DISTANCE 09/21/2017	10/20/2017 1 Transaction	320439462 0	COMMUNICATIONS
	HUTCHINSON CO-OP	. 0.0				
97	05-393-000-0000-6350	48.05	DODGE GAS		766725	OTHER SERVICES & CHARGES
88	05-393-000-0000-6350	10.00	DENSIFIER MACHINE ICE		797769	OTHER SERVICES & CHARGES
84	05-393-000-0000-6350	10.00	DENSIFER MACHINE ICE		801305	OTHER SERVICES & CHARGES
90	05-393-000-0000-6560	603.58	55 GAL OIL		822991	REPAIR AND MAINTENANCE-EQUIPMENT
92	05-393-000-0000-6560	23.62	LP GAS		824161	REPAIR AND MAINTENANCE-EQUIPMENT
93	05-393-000-0000-6560	21.79	LP GAS		827741	REPAIR AND MAINTENANCE-EQUIPMENT
91	05-393-000-0000-6560	590.56	55 GAL OIL		839973	REPAIR AND MAINTENANCE-EQUIPMENT
98	05-393-000-0000-6350	125.00	RAMP RENTAL		840922	OTHER SERVICES & CHARGES
136	HUTCHINSON CO-OP	1,432.60		8 Transaction	ns	
1865	KARP FM RADIO					
115	05-393-000-0000-6243	105.75	AG RECYCLING		33502-1	PUBLIC EDUCATION
	KARP FM RADIO	105.75	71011201021110	1 Transaction		. 65216 256 67 1.1611
4272	KENNEDY SCALES INC					
118	05-393-000-0000-6269	567.85	YEARLY CALIBRATION 8	RINSPECTION	127124	CONTACTS
4272	KENNEDY SCALES INC	567.85		1 Transaction	1S	
6218	KNIGHTS OF COLUMBUS					
121	05-393-000-0000-6412	256.46	PAPER DRIVE ONP		3000030	FIBER RECOVERY
6218	KNIGHTS OF COLUMBUS	256.46		1 Transaction	ıs	
1038	REINER ENTERPRISES INC					
172	05-393-000-0000-6269	1,275.00	RECYCLABLES PICKUP		2773	CONTACTS
173	05-393-000-0000-6269	1,593.75	RECYCLABLES PICKUP	_	2781	CONTACTS
1038	REINER ENTERPRISES INC	2,868.75		2 Transaction	1S	
2826	S & S TRUCK & TRAILER REPAIR					
181	05-393-000-0000-6560	808.52	BALER REPAIR		1300	REPAIR AND MAINTENANCE-EQUIPMENT
	S & S TRUCK & TRAILER REPAIR	808.52		1 Transaction		
0		230.02				

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 5 SOLID WASTE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>No.</u>	r Name Rpt Account/Formula Accr ST JOHNS LUTHERAN SCHOOL	<u>Amount</u>	Warrant Description Service D	-	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
191	05-393-000-0000-6412	200.69	PAPER DRIVE ONP		3000031	FIBER RECOVERY
192	05-393-000-0000-6412	317.70	PAPER DRIVE OCC		3000031	FIBER RECOVERY
6219	ST JOHNS LUTHERAN SCHOOL	518.39		2 Transaction	S	
3677	SUMMIT GRAIN CONSTRUCTION					
194	05-393-000-0000-6560	1,468.48	EQUIP INSPECTION & MA		17-R7685	REPAIR AND MAINTENANCE-EQUIPMENT
3677	SUMMIT GRAIN CONSTRUCTION	1,468.48		1 Transaction	S	
495	ZIEGLER INC					
204	05-393-000-0000-6560	1,760.06	PARTS CATERPILLAR		SW140157751	REPAIR AND MAINTENANCE-EQUIPMENT
205	05-393-000-0000-6560	1,128.52	PARTS CATERPILLAR		SW140158473	REPAIR AND MAINTENANCE-EQUIPMENT
495	ZIEGLER INC	2,888.58		2 Transaction	S	
393 DEPT ⁻	Total:	21,305.81	MATERIALS RECOVERY	FACILITY	14 Vendors	28 Transactions
397 DEPT			HOUSEHOLD HAZARDOL	JS WASTE		
2777	ACE HARDWARE					
1	05-397-000-0000-6402	30.94	SUPPLIES SURGE PROTEC	TOR	303011	OFFICE SUPPLIES
2777	ACE HARDWARE	30.94		1 Transaction	S	
100/	DMO.					
	BMO 05-397-000-0000-6402	0.40.40	JET.COM		1544	OFFICE SUPPLIES
282	05-397-000-0000-6402	369.69	JET.COM		1544	OFFICE SUPPLIES OFFICE SUPPLIES
283 1886	BMO	370.87 740.56	JL I .COIVI	2 Transaction		OFFICE SUFFEILS
1000	DIVIC	740.30		2 1141134011011	3	
11580	CENTURYLINK					
58	05-397-000-0000-6203	3.85	LONG DISTANCE		320439462	COMMUNICATIONS
			09/21/2017	10/20/2017	0	
11580	CENTURYLINK	3.85		1 Transaction	S	
24:-	FOO TEOM					
	ECO TECH		E MACTE DECVOLING CO	LID WACTE		DECYCLING
63	05-397-000-0000-6259	684.57	E-WASTE RECYCLING SO 09/14/2017	09/22/2017	0	RECYCLING
3168	ECO TECH	684.57	09/14/2017	1 Transaction		
3100	200 (201)	004.07		, mansaction		
136	HUTCHINSON CO-OP					
94	05-397-000-0000-6560	40.58	LP GAS		832206	REPAIR AND MAINTENANCE-EQUIPMENT
96	05-397-000-0000-6350	14.71	TIRE REPAIR		836350	OTHER SERVICES & CHARGES
	C	Copyright 20	10-2016 Integrated Fi	nancial Syste	ems	

POOL 10/6/17 9:26AM SOLID WASTE FUND



INTEGRATED FINANCIAL SYSTEMS

Ve	endo	r <u>Name</u>	<u>Rpt</u>		Warrant Description		Invoice #	Account/Formula Description
	No.	Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates		Paid On Bhf #	On Behalf of Name
95		05-397-000-0000-6560		40.58	LP GAS		839851	REPAIR AND MAINTENANCE-EQUIPMENT
85		05-397-000-0000-6350		21.79	LP GAS		845571	OTHER SERVICES & CHARGES
86		05-397-000-0000-6350		21.79	LP GAS		847645	OTHER SERVICES & CHARGES
87		05-397-000-0000-6350		21.79	LP GAS		851380	OTHER SERVICES & CHARGES
89		05-397-000-0000-6350		21.79	LP GAS		855074	OTHER SERVICES & CHARGES
	136	HUTCHINSON CO-OP		183.03	7 Tra	ansaction	S	
	1865	KARP FM RADIO						
116	1000	05-397-000-0000-6243		105.75	PEST DISPOSAL		33502-1	PUBLIC EDUCATION
	1865	KARP FM RADIO		105.75		ansaction		reserve Establishment
	.000			100.70		a		
	4272	KENNEDY SCALES INC						
119		05-397-000-0000-6269		243.36	YEARLY CALIBRATION &INSPEC	CTION	127124	CONTRACTS
	4272	KENNEDY SCALES INC		243.36	1 Tra	ansaction	S	
	5326	ULINE						
196		05-397-000-0000-6402		45.30	OPERATING SUPPLIES		90708980	OFFICE SUPPLIES
195		05-397-000-0000-6410		277.20	BUILDING SAFETY		90708980	BUILDING AND SAFETY SUPPLIES
197		05-397-000-0000-6410		359.30	PPE		90708980	BUILDING AND SAFETY SUPPLIES
	5326	ULINE		681.80	3 Tra	ansaction	S	
397 [DEPT ⁻	Total:		2,673.86	HOUSEHOLD HAZARDOUS WA	ASTE	8 Vendors	17 Transactions
5 F	Fund 1	otal:		25,405.02	SOLID WASTE FUND			51 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2	2
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No. Account/Formula Accr Amount Service Dates Paid On Bhf # On Behalf of Name	<u>on</u>
4181 ALLSTREAM 9 11-420-600-0010-6402 202.10 MAC AGREEMENT-A TARALSON 120388733 OFFICE SUPPLIES 10 11-420-640-0010-6402 404.20 MAC AGREEMENT-MH/SW 120388733 OFFICE SUPPLIES 4181 ALLSTREAM 606.30 2 Transactions 14 ASSOCIATION OF MINNESOTA COUNTIE: 13 11-420-600-0002-6245 52.50 POLICY MEETINGS-GS 314514 REGISTRATION EXPENSE - DIRECTOR 14 ASSOCIATION OF MINNESOTA COUNTIE: 52.50 1 Transactions 1886 BMO 224 11-420-600-0002-6336 136.47 GRAND VIEW LODGE 9531 MEALS LODGING & PARKING - DIRECTOR 226 11-420-600-0002-6336 36.26 COURTYARD MARRIOTT 9531 MEALS LODGING & PARKING - DIRECTOR 230 11-420-600-0010-6612 486.00 THE HUMAN SOLUTION 9531 CAPTITAL - \$100-\$5,000 (INVENTOR 229 11-420-640-0010-6359 120.00 MIN SECRETARY OF STATE 9531 MISCELLANEOUS CHARGES 1886 BMO 778.73 4 Transactions 7833 BREEZY POINT RESORT 34 11-420-600-0003-6336 136.80 SUPERVISORS CONF-G KIRSCH 296875 MEALS LODGING & PARKING-FISCAL SCREETING STATE PARKING STATE PARKING STATE PARKING STA	
9 11-420-600-0010-6402 202.10 MAC AGREEMENT-A TARALSON 120388733 OFFICE SUPPLIES 10 11-420-640-0010-6402 404.20 MAC AGREEMENT-MH/SW 120388733 OFFICE SUPPLIES 4181 ALLSTREAM 606.30 2 Transactions 14 ASSOCIATION OF MINNESOTA COUNTIE: 13 11-420-600-0002-6245 52.50 POLICY MEETINGS-GS 314514 REGISTRATION EXPENSE - DIRECTOR 14 ASSOCIATION OF MINNESOTA COUNTIE: 52.50 T Transactions 1886 BMO 224 11-420-600-0002-6336 136.47 GRAND VIEW LODGE 9531 MEALS LODGING & PARKING - DIRECTOR 226 11-420-600-0002-6336 36.26 COURTYARD MARRIOTT 9531 MEALS LODGING & PARKING - DIRECTOR 230 11-420-600-0010-6612 486.00 THE HUMAN SOLUTION 9531 CAPTITAL - \$100-\$5,000 (INVENTOR 229 11-420-640-0010-6359 120.00 MN SECRETARY OF STATE 9531 MISCELLANEOUS CHARGES 1886 BMO 778.73 4 Transactions 7833 BREEZY POINT RESORT 34 11-420-600-0003-6336 136.80 SUPERVISORS CONF-G KIRSCH 296875 MEALS LODGING & PARKING-FISCAL S	
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38 11-420-600-0010-6321 25.17 MONTHLY PRINT 278178 MAINTNENACE AGREEMENTS	
39 11-420-640-0010-6321 82.27 MONTHLY PRINT 278178 MAINTENANCE AGREEMENTS	
6090 BUSINESSWARE SOLUTIONS 107.44 2 Transactions	
11EOO CENTUDVI INIZ	
11580 CENTURYLINK 59 11-420-600-0010-6203 103.68 LONG DISTANCE 320439462 COMMUNICATIONS/POSTAGE	
59 11-420-600-0010-6203 103.68 LONG DISTANCE 320439462 COMMUNICATIONS/POSTAGE 09/21/2017 10/20/2017 0	
11580 CENTURYLINK 103.68 1 Transactions	
100.00 Transactions	
6009 INNOVATIVE OFFICE SOLUTIONS LLC	
107 11-420-600-0010-6402 14.41 TONER IN1762508 OFFICE SUPPLIES	
108 11-420-600-0010-6402 3.24 STAMP P LADE IN1762508 OFFICE SUPPLIES	
109 11-420-600-0010-6402 52.17 HEADSET A TARALDSON IN1764330 OFFICE SUPPLIES	
110 11-420-640-0010-6402 104.34 HEADSET MH/SW IN1764330 OFFICE SUPPLIES	
112 11-420-600-0010-6402 13.69 PAD AND NOTE IN1764612 OFFICE SUPPLIES	
6009 INNOVATIVE OFFICE SOLUTIONS LLC 187.85 5 Transactions	

INTEGRATED FINANCIAL SYSTEMS

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POOL

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133	<u>No.</u> 1857	Account/Formula Accr METRO SALES INC 11-420-600-0010-6321	ot Amount 63.39	Warrant Description Service Dates RICOH MP6503SP COPIER	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name MAINTNENACE AGREEMENTS
		METRO SALES INC	63.39	1 Tran	nsactions	
420	DEPT 1	「otal:	2,036.69	INCOME MAINTENANCE	8 Vendors	17 Transactions
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL		
	4181	ALLSTREAM				
11		11-430-700-0010-6402	808.38	MAC AGREEMENT-KB/KB/PK/TV	120388733	OFFICE SUPPLIES
4181		ALLSTREAM	808.38	1 Transactions		
	4.4	ACCOUNTION OF MININESOTA COUNTY				
	14	ASSOCIATION OF MINNESOTA COUNTIE		DOLLOV MEETINGS OS	214514	
14	1.4	11-430-700-0002-6245	122.50	POLICY MEETINGS-GS	314514	REGISTRATION EXPENSE - DIRECTOR
	14	ASSOCIATION OF MINNESOTA COUNTIE	122.50	1 Transactions		
	1886	BMO				
305		11-430-709-0000-6033	70.67	TARGET	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
308		11-430-709-0000-6033	38.24	CASHWISE FOODS	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
311		11-430-709-0000-6033	29.74	SHOPKO	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
312		11-430-709-0000-6033	596.10	HOLT MOTORS	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
313		11-430-709-0000-6033	49.76	TARGET	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
316		11-430-709-0000-6033	24.00-	UHAUL ACE HARDWARE	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
320		11-430-709-0000-6033	100.25	FSI CENTERPOINT ENERGY	0940	MENTAL HLTH PILOT PROJECT-DISCRETI
306		11-430-741-4030-6071	448.16	CRAFTS DIRECT	0940	Client Outreach - CSP
307		11-430-741-4030-6071	33.49	WALMART	0940	Client Outreach - CSP
309		11-430-741-4030-6071	75.73	CASHWISE FOODS	0940	Client Outreach - CSP
310		11-430-741-4030-6071	79.99	APPLEBEES	0940	Client Outreach - CSP
314		11-430-741-4030-6071	67.58	TARGET	0940	Client Outreach - CSP
315		11-430-741-4030-6071	183.72	MAIN STREET SPORTS BAR	0940	Client Outreach - CSP
317		11-430-741-4030-6071	32.96	AMAZON	0940	Client Outreach - CSP
318		11-430-741-4030-6071	69.79	AMERICAN LODGING & SUITES	0940	Client Outreach - CSP
319		11-430-741-4030-6071	69.79	AMERICAN LODGING & SUITES	0940	Client Outreach - CSP
321		11-430-741-4030-6071	245.29	PIZZA RANCH	0940	Client Outreach - CSP
292		11-430-709-0000-6245	150.00	CORNERHOUSE	3758	REGISTRATION EXPENSE - CHILDRENS UN
291		11-430-710-1160-6040	25.00	CASEYS	3758	Social Service Transportation
297		11-430-710-1160-6040	50.00	CASEYS	3758	Social Service Transportation
293		11-430-710-1190-6056	25.00	MN DEPT OF HEALTH	3758	Court Ordered Children/Custody Studies
294		11-430-710-1640-6057	40.00	APPLEBEES	3758	Concrete Services For Family Assessments
296		11-430-710-1640-6057	741.70	MENARDS	3758	Concrete Services For Family Assessments

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INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 11 HUMAN SERVICE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Pag	le	2	ĺ

Vendor		r <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
295)	11-430-720-2980-6062		3.76	WALMART	3758	Day Care Licensing & Resource Developme
298	3	11-430-720-2980-6062		147.16	FUN EXPRESS	3758	Day Care Licensing & Resource Developme
225	5	11-430-700-0002-6336		318.40	GRAND VIEW LODGE	9531	MEALS, LODGING & PARKING - DIRECTOF
227	•	11-430-700-0002-6336		84.60	COURTYARD MARRIOTT	9531	MEALS, LODGING & PARKING - DIRECTOF
228	3	11-430-709-0008-6336		406.78	INTERCONTINENTAL	9531	Meals Lodging Parking & Misc - MH Unit
1886		BMO 4,159.66		28 Transactions			
	7833	BREEZY POINT RESORT					
36		11-430-709-0008-6336		456.00	SUPERVISORS CONF-L LUNDGREN	274708	Meals Lodging Parking & Misc - MH Unit
35		11-430-700-0003-6336		319.20	SUPERVISORS CONF-G KIRSCH	296875	MEALS LODGING & PARKING-FISCAL SUP
	7833	BREEZY POINT RESORT		775.20	2 Transactions		
	6090	BUSINESSWARE SOLUTIONS					
40		11-430-700-0010-6321		2.09	MONTHLY PRINT	278178	MAINTENANCE AGREEMENTS
	6090	BUSINESSWARE SOLUTIONS		2.09	1 Transactions		
	11580	CENTURYLINK					
60		11-430-700-0010-6203		241.91	LONG DISTANCE	320439462	COMMUNICATIONS/POSTAGE
	11580	CENTURYLINK		241.91	09/21/2017 10/20/2017 1 Transactio	0 ons	
	6009	INNOVATIVE OFFICE SOLUTIONS	S LLC				
107	•	11-430-700-0010-6402		33.63	TONER	IN1762508	OFFICE SUPPLIES
111		11-430-700-0010-6402		208.68	HEADSET KB/KB/PK/TV	IN1764330	OFFICE SUPPLIES
112	<u>)</u>	11-430-700-0010-6402		31.93	PAD AND NOTE	IN1764612	OFFICE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTION:	S LLC	274.24	3 Transactio	ons	
430	430 DEPT Total:			6,383.98	INDIVIDUAL AND FAMILY SOCIAL SEI	R 7 Vendors	37 Transactions
11 Fund Total:				8,420.67	HUMAN SERVICE FUND		54 Transactions

INTEGRATED FINANCIAL SYSTEMS

10/6/17 9:26AM 20 COUNTY DITCH FUND Audit List for Board AUDITOR'S VOUCHERS ENTRIES

POOL

	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
635	DEPT			COUNTY DITCH #22 REDETERMINED		
	3555 HUTTON INC					
99	20-635-000-0000-6302		4,304.98	PAYMENT #5-FINAL		Construction And Repairs
	3555 HUTTON INC		4,304.98	1 Transaction	ns	
635	DEPT Total:		4,304.98	COUNTY DITCH #22 REDETERMINED	1 Vendors	1 Transactions
20	Fund Total:		4,304.98	COUNTY DITCH FUND		1 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 21 SWCD FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Descript	<u>ion</u>	Invoice #	Account/Formula Description
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service	<u>e Dates</u>	Paid On Bhf #	On Behalf of Name
696	DEPT			SWCD			
	5967 GLENCOE FLEET SUPPLY	INC					
33	2 21-696-000-0000-6402		121.12	SUPPLIES			OFFICE SUPPLIES
	5967 GLENCOE FLEET SUPPLY	INC	121.12		1 Transactions	5	
696	DEPT Total:		121.12	SWCD		1 Vendors	1 Transactions
21	Fund Total:		121.12	SWCD FUND			1 Transactions

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 25 SPECIAL REVENUE FUND

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

No. 205 DEPT 1886 257	25-205-000-0000-6350	Rpt Accr	<u>Amount</u>	Warrant Description Service E CARRY CONCEAL PERMIT AMAZON	D <u>ates</u> T	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name Other Services & Charges
1886	ВМО		150.62		1 Transaction	IS .	
101	INFORMATION SYSTEMS CORP 25-205-000-0000-6612 INFORMATION SYSTEMS CORP		949.00 949.00	SCANNER	1 Transaction	24584 as	Captial - \$100-\$5,000 (Inventory)
188	SHI INTERNATIONAL CORP 25-205-000-0000-6612 SHI INTERNATIONAL CORP		577.00 577.00	DESKTOP COMPUTER	1 Transaction	B07023321 as	Captial - \$100-\$5,000 (Inventory)
205 DEPT 1	otal:		1,676.62	CARRY CONCEAL PERM	IT	3 Vendors	3 Transactions
224 DEPT 1886	ВМО			NEW CANINE ACCOUNT			
267 1886	25-224-000-0000-6350		212.68	GALLS	1 Transaction	1601	Other Services & Charges
1880	BIVIO		212.68		1 Hansaction	12	
224 DEPT 1	otal:		212.68	NEW CANINE ACCOUNT	-	1 Vendors	1 Transactions
285 DEPT 5771	NU-TELECOM			E-911 SYSTEM MAINTEN	ANCE - GRANT		
145	25-285-000-0000-6203		588.30	587-0405 E-911 10/01/2017	10/31/2017	82132167 0	Communications - Telephone Equipment
5771	NU-TELECOM		588.30	10/01/2017	1 Transaction		
285 DEPT 1	otal:		588.30	E-911 SYSTEM MAINTE	NANCE - GRAN	1 Vendors	1 Transactions
807 DEPT 1116	WOLD ARCHITECTS & ENGINEE	ERS INC		DESIGNATED FOR CAPIT	AL ASSETS		
200	25-807-000-0000-6610		9,919.76	ENTRY/JAIL ADD & REM		54233	Capital - Over \$5,000 (Fixed Assets)
201	25-807-000-0000-6610 WOLD ARCHITECTS & ENGINEE	EDS INIC	4,725.91	ENTRY/JAIL ADD & REM		54686	Capital - Over \$5,000 (Fixed Assets)
1116	WOLD AKCHITECTS & ENGINEE	LKS IIVU	14,645.67		2 Transaction	15	

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
807	DEPT Total:		14,645.67	DESIGNATED FOR CAPITAL ASSETS	1 Vendors	2 Transactions
25	Fund Total:		17,123.27	SPECIAL REVENUE FUND		7 Transactions

POOL 10/6/17

9:26AM

25 SPECIAL REVENUE FUND

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

V		r <u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	Warrant Description Service D	_	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
848	DEPT				WIC PEER GRANT			
	1886	ВМО						
301		82-848-000-0000-6203		146.90	T-MOBILE		0955	COMMUNICATIONS
	1886	BMO		146.90		1 Transaction	ns	
848	DEPT ⁻	Гotal:		146.90	WIC PEER GRANT		1 Vendors	1 Transactions
853	DEPT	DMO			LOCAL PUBLIC HEALTH (GRANT		
240		BMO 82-853-000-0000-6402		31.90	FRANKLIN PRINTING		0730	OFFICE SUPPLIES
299		82-853-000-0000-6360		72.10	E-HEALTH LEARNING		0955	TRAINING
2//		ВМО		104.00		2 Transaction		
853	DEPT ⁻	Гotal:		104.00	LOCAL PUBLIC HEALTH	GRANT	1 Vendors	2 Transactions
856	DEPT				FPSP			
	1886	ВМО						
302		82-856-000-0000-6353		52.61	MSSB		0955	Meeting Expense
304	1007	82-856-000-0000-6402		26.67	TARGET	0 T	0955	Office Supplies
	1886	ВМО		79.28		2 Transaction	1S	
	41	CASH WISE PHARMACY						
41		82-856-000-0000-6439		49.05	PRESCRIPTION MMS CHS			Prescriptions
	41	CASH WISE PHARMACY		49.05		1 Transaction	ns	•
	2299	ECONO FOODS PHARMACY						
64		82-856-000-0000-6439		129.68	MMS CHS PRESCRIPTION		RX#6291019	Prescriptions
	2299	ECONO FOODS PHARMACY		129.68		1 Transaction	ns	
	4006	FAMILY REXALL DRUG						
65	4000	82-856-000-0000-6439		21.55	PRESCRIPTION MMS CHS		RX 6167459	Prescriptions
03	4006	FAMILY REXALL DRUG		21.55	TREGOTH TOTAL MINIO OT IS	1 Transaction		
	6206	MEEKER MEMORIAL HOSPITAL	_					
127		82-856-000-0000-6260		40.00	STD TESTING MMS CHS		ACCT#23202	Std Testing
	6206	MEEKER MEMORIAL HOSPITAL	-	40.00		1 Transaction	ns	

INTEGRATED FINANCIAL SYSTEMS

POOL 10/6/17 9:26AM 82 COMMUNITY HEALTH SER

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor <u>Name</u>	<u>Rpt</u>	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	<u>Accr</u> <u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name
856 DEPT Total:	319.56	FPSP	5 Vendors	6 Transactions
862 DEPT 1886 BMO		SHIP		
300 82-862-000-0000-6353	65.00	CONSTANT CONTACT	0955	Meeting Expense
1886 BMO	65.00	1 Transaction	ons	
862 DEPT Total:	65.00	SHIP	1 Vendors	1 Transactions
866 DEPT		EMERGENCY PREPAREDNESS TO BIOTE	R	
1886 BMO 303 82-866-000-0000-6336 1886 BMO	602.00 602.00	BREEZY POINT 1 Transaction	0955 ons	MEALS, LODGING, PARKING & MISCELLAN
866 DEPT Total:	602.00	EMERGENCY PREPAREDNESS TO BIO	Π 1 Vendors	1 Transactions
82 Fund Total:	1,237.46	COMMUNITY HEALTH SERVICE		11 Transactions

POOL 10/6/17

9:26AM

86 TRUST & AGENCY FUND

INTEGRATED FINANCIAL SYSTEMS

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor <u>Name</u> <u>No.</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
975 DEPT 509 MINNESOTA DNR			DNR CLEARING ACCOUNT		
138 86-975-000-0000-6850		439.00	DNR 09/26/2017 10/02/2017	0	Collections For Other Agencies
509 MINNESOTA DNR		439.00	1 Transaction	ns	
975 DEPT Total:		439.00	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976 DEPT 509 MINNESOTA DNR			GAME & FISH CLEARING ACCOUNT		
137 86-976-000-0000-6850		64.50	G & F 09/26/2017 10/02/2017	0	Collections For Other Agencies
509 MINNESOTA DNR		64.50	1 Transaction		
976 DEPT Total:		64.50	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86 Fund Total:		503.50	TRUST & AGENCY FUND		2 Transactions
Final Total:	2	218,494.19	163 Vendors	336 Transactions	

POOL 10/6/17

9:26AM

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



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>		
	1	126,999.52	GENERAL REVEN	IUE FUND	
	3	34,378.65	ROAD & BRIDGE	FUND	
	5	25,405.02	SOLID WASTE FU	JND	
	11	8,420.67	HUMAN SERVICE	FUND	
	20	4,304.98	COUNTY DITCH	FUND	
	21	121.12	SWCD FUND		
	25	17,123.27	SPECIAL REVENU	JE FUND	
	82	1,237.46	COMMUNITY HE	ALTH SERVICE	
	86	503.50	TRUST & AGENC	Y FUND	
A	All Funds	218,494.19	Total	Approved by,	



HVAC/R SERVICE AGREEMENT

This Master Service Provider Agreement is between <u>A R Engh Heating and Air Conditioning</u> and <u>McLeod</u>

<u>County Highway Department- Building near Silver Lake</u>

PREVENTATIVE MAINTENANCE

- A R Engh Heating & Air Conditioning shall perform proper maintenance tasks based on the accompanying schedule for the equipment at the above mentioned locations.
- All scheduled labor shall be performed during the hours of 7 A.M. and 5 P. M. Monday through Friday, with personnel directly employed/ supervised by A R Engh Heating & Air Conditioning. Services outside of this time frame are to be specifically scheduled with the customer for each instance.
- All items identified as deficient or defective will be documented on a field written "Extra Work
 Required" form and presented for materials needed and pricing if to be provided by A R Engh Heating &
 Air Conditioning to the facilities manager.

EMERGENCY SERVICE

• Labor for additional service calls to diagnose or repair the Heating, Ventilating, and Air Conditioning equipment listed in this contract is not included in the price of this contract. Additional labor will be billed at the following rates:

\$90.00 Standard Time \$120.00 Over Time \$180.00 Holiday Time

• Equipment used by A R Engh Heating & Air Conditioning during the repair and serving of your equipment may be considered a material and be listed on the Extra Work Required form. This may include but not limited to welding materials and gasses, recovery machines and evacuation devices and the consumables associated with same, or temporary cooling units owned or leased by A R Engh Heating & Air Conditioning.

LIMITATIONS

- This agreement presumes that your listed equipment is in satisfactory working condition. Any equipment found to be in need of repair on the initial inspection would be reported on the field written "Extra Work Required" form and presented with any applicable repair pricing to the facilities manager for approval.
- A R Engh Heating and Air Conditioning shall not be liable for any loss, delay, injury, or damage that may be caused by circumstances beyond its control including but not limited to acts of God, fire, theft, explosion, vandalism, floods, or delays in transportation.
- A R Engh Heating and Air Conditioning shall not be liable for loss of business, products, or consequential damages other than property damage or injury to person directly a result from its actions.



- Replacement or repair of boiler tubes, sections, refractory, chimney or breaching, water coils, steam coils, heat exchangers, air lines, fan housings, ductwork, electrical power wiring, water or steam or condensate piping, air or water balancing, structural parts or non-moving parts of the listed A/C or refrigeration equipment and systems are not within the scope of this agreement.
- This agreement does not include parts or materials other than those necessary to perform the required preventative maintenance listed herein. Any repairs that may be required beyond those provided in this agreement will be completed and billed on a time and materials basis.
- AREngh Heating & Air Conditioning requests a pre-approved amount of \$_____ not to exceed, to purchase part(s) and labor necessary to repair equipment critical for the operation at your facility. Upon request AREngh Heating & Air Conditioning, can provide a written estimate for parts exceeding the pre-approved amount shown above.
- Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or
 default in performing hereunder if such delay or default is caused by condition beyond its control
 including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of
 any export or other necessary license), ware, insurrections and/or any other cause beyond the reasonable
 control of the party whose performance is affected



Terms of Agreement

A R Engh Heating and Air Conditioning agrees to provide all maintenance labor and materials on the equipment listed on the attachment of this proposal. This agreement shall begin on 10/18/2017 and remain in effect for one year and will be negotiated thereafter on a year to year basis until cancelled.

This agreement provides for the following Preventative Maintenance:

- o Heating
- o Cooling
- o Exhaust Fans
- o Boiler
- o Filter's w/change out
- o Belts w/ change out
- o Co2 system
- o LP water Heater
- o Make Up Air

Either party can cancel this agreement with a ninety-day written notice received and confirmed. Upon cancellation of this agreement, any outstanding monies must be provided prior to any pricing changes.

Performance Schedule:

- 1. Spring
- 2. Fall

YEARLY TOTAL: \$ 1,074.13

Billing Schedule Options:

☐ Annually: \$1,074.13
☐ Bi-Annual: \$537.06
☐ Quarterly: \$268.53
☐ Monthly: \$89.51



*Billing schedules not equal to performance, will require full payment for services rendered in the event of early cancellation.

Customer retains A R Engh Heating and Air Conditioning only for the purposes and to the extent set forth in this agreement. A R Engh Heating & Air Conditioning's relationship to McLeod County Highway (shall during the term of this agreement) be that of an independent contractor. No partnership, joint venture or other arrangement is intended or should be inferred from this agreement.

If A R Engh Heating & Air Conditioning brings legal action to enforce this agreement and is successful, it will be entitled to recover reasonable attorney fees and the cost of litigation in addition to any judgment for damages.

This agreement contains the entire understanding between **A R Engh Heating & Air Conditioning** and **McLeod County Highway**, Any amendments must be in writing and signed by both parties.

CONTRACTOR: A R Engh Heating & Air Conditioning CUSTOMER:

Signature:	Signature:
Title:	Title:
Date:	Date:



Tasks and Schedule

NOTE: The following tasks will be checked, according to the maintenance schedule required. When a task is to be performed in the Spring, the letter "S" will be marked in the "Other" section and the letter "F" for the Fall.

	Travel Time	Quarterly_	Bi-Annual x	Other	
	Set up and break down time	Quarterly_	Bi-Annual 😾	Other	
	Check in with site manager	Quarterly_	Bi-Annual 👡	Other	
	Fill out preventive maintenance sheet	Quarterly_	Bi-Annualx	Other	
	Record the inside Temp.	Quarterly_	Bi-Annual 🔀	Other	
	DX: Inspect & Access unit	Quarterly_	Bi-Annual	Other	
	DX: Calibrate TSTAT and check proper settings	Quarterly_	Bi-Annual	Other	
	DX: Preform visual inspection leak	Quarterly_	Bi-Annual	Other	
	ELECTRICAL COMPARTN	/IENT			
	DX: Inspect and tighten electrical connections	Quarterly_	Bi-Annual_x	Other	
	DX: Inspect all wiring and secure	Quarterly_	Bi-Annual 🗶	Other	
	DX: Inspect contactors for pitting and wear	Quarterly_	Bi-Annual 🗴	Other	
	CONDENSER				
	DX: condensing unit- Check and record CFM AMPS	Quarterly	Bi-Annual	Other	
	DX: Check CFM/Blade-Vib./Cracks & oil motor	Quarterly	Bi-Annual	Other	
	DX: Brush clean the condenser coils	Quarterly	Bi-Annual	Other	
	DX: Chemically clean the condenser coils	Quarterly_	Bi-Annual_	Other	
_	COMPRESSOR				_
	DX: Check and record the compressor amps	Quarterly_	Bi-Annual	Other	
	DX: Check and record the refrigerant pressures	Quarterly	Bi-Annual	Other	
	DX: Test and adjust unloaders	Quarterly	Bi-Annual	Other	
	DX: Check and adjust crank-case heater amp	Quarterly	Bi-Annual	Other	
	DX: Check safety's and relays	Quarterly	Bi-Annual	Other	
	DX: Record Superheat	Quarterly	Bi-Annual_	Other	
	DX: Record oil level; ¼ ½ ¾	Quarterly_	Bi-Annual	Other	
	DX: MEGA OHM: R[], R[], R[]	Quarterly_	Bi-Annual	Other	
_	FILTERS				
	DX: Change Filters & Date Standard	Quarterly	Bi-Annual	Other	
	DX: Change Filters & Date pleated	Quarterly	Bi-Annual X	Other	
	DX: Change supplied filters and Date	Quarterly	Bi-Annual	Other	
	DX: Change cartridge filters	Quarterly_	Bi-Annual	Other	
_	EVARORATOR				_
	DX: Adjust Pulley, inspect & Align/belts, oil mtr & bearing	Quarterly_	Bi-Annual	Other	
	DX: Check and record evaporator motor amps	Quarterly	Bi-Annual	Other	
	DX: Inspect blower wheels	Quarterly_	Bi-Annual	Other	
	DX: Inspect blower wheels DX: Change belts (AC only)	Quarterly_	_ Bi-Annual	Other	
	DA. Change belts (AC only)	Quarterly	_ DI-Attitual	Other	

DX: Measure belt deflection in inches	Quarterly	Bi-Annual	Other
DX: Record TD across evaporator coil	Quarterly	Bi-Annual	Other
DX: Brush clean evaporator coils	Quarterly_	Bi-Annual	Other
DX: Wash evaporator coils (H2o)	Quarterly	Bi-Annual	Other
DX: Apply self- rinse evaporator coil cleaner	Quarterly	Bi-Annual	Other
DX: Chemically clean evaporator coil	Quarterly	Bi-Annual	Other
DX: Check operations of condensate pump	Quarterly_	Bi-Annual	Other
DRAINS			
DX: Clean drain pans and drain lines	Quarterly	Bi-Annual	Other
DX: Install Pan Tab/ Strips	Quarterly_	Bi-Annual	Other
HEATERS			4.
DX: Test and record flame condition	Quarterly_	Bi-Annual	Other
DX: Test limits of high heat shutoff	Quarterly	Bi-Annual	Other
DX: Test heat and check safety's	Quarterly	Bi-Annual	Other
DX: Check gas PSI or Electric AMPS & record	Quarterly	Bi-Annual	Other
DX: Clean pilot	Quarterly	Bi-Annual	Other
DX: Clean burners and check the air-flow	Quarterly	Bi-Annual	Other
DX: Change fuel oil filter if necessary	Quarterly	Bi-Annual	Other
DX: Inspect heat exchanger or Elements	Quarterly	Bi-Annual	Other
DX: Clean heat exchanger or Elements	Quarterly	Bi-Annual	Other
DUCT SECTION			
DX: Inspect and clean smoke detector tubes	Quarterly	Bi-Annual	Other
DX: Vacuum return section	Quarterly	Bi-Annual	Other
ECONOMIZERS			
DX: Clean economizer screens and outside filters	Quarterly	Bi-Annual	Other
DX: Set economizer @ 15%, lube & test	Quarterly	Bi-Annual	Other
EXHAUST FANS			
EX FANS: Inspect and access unit for maintenance	Quarterly_	Bi-Annual 🗶	Other
EX FANS: Check wiring and electrical connection	Quarterly	Bi-Annual y	The last of the second
EX FANS: Inspect all wiring and secure	Quarterly_	Bi-Annual 🔀	
EX FANS: Inspect contactors for pitting	Quarterly	Bi-Annual X	The second secon
EX FANS: Change exhaust fan belts	Quarterly	Bi-Annual	Other 5
EX FANS: Adjust pulley, align belt, & oil motor/bearing	Quarterly	Bi-Annual	Other 5
EX FANS: Check for vibration	Quarterly	Bi-Annual 🔀	Other
EX FANS: record motor AMPS	Quarterly	Bi-Annual 🟏	
EX FANS: Empty grease trays	Quarterly	Bi-Annual	Other
UNIT HEATERS	7		
UH: Inspect and access the unit	Quarterly_	Bi-Annual	Other F
UH: Calibrate TSTAT and check operation	Quarterly	Bi-Annual	Other -
UH: Inspect and tighten the electrical connections	Quarterly_	Bi-Annual	Other F
UH: Inspect all wiring and secure	Quarterly_	Bi-Annual	Other F
UH: Inspect the contactor for pitting	Quarterly_	Bi-Annual_	Other <u>F</u>
UH: Gas leak inspection	Quarterly_	Bi-Annual	Other F
UH: Check the motor AMPS	Quarterly_	Bi-Annual_	Other <u>F</u>
UH: Record the gas PSI or Electrical AMPS	Quarterly_	Bi-Annual_	Other F
UH: Clean Pilot	Quarterly_	Bi-Annual	Other <u>F</u>
		TOTAL TOWN TO THE REAL PROPERTY.	
UH: Clean burner and check air-flow	Quarterly	Bi-Annual	Other

UH: Claan heat exchanger or elements UH: Change belts CHILLER: UH: Change belts CHILLER: CHILLER: Inspect and access for maintenance CHILLER: Calibrate T-Stat and check settings CHILLER: Inspect and tighten the electrical connections CHILLER: Inspect all wiring and secure CHILLER: Inspect all wiring and secure CHILLER: Inspect contactors for pitting and wear CHILLER: Inspect all wiring and secure CHILLER: Check and record compressor Amps CHILLER: Check and record compressor Amps CHILLER: Record sub-cooling CHILLER: Verify safety and limit switch operations CHILLER: Verify safety and limit switch operations CHILLER: Check and record crankcase heater amps CHILLER: Check and record refrigerant pressures CHILLER: Record outperbase entering & leaving H20 temp. CHILLER: Record evaporator entering & leaving H20 temp. CHILLER: Record evaporator entering & leaving H20 temp. CHILLER: Record oil level ½ ½ ½ CHILLER: Replace love-joy coupling insert CHILLER: Evaporator water sample and send out CHILLER: Evaporator water sample and send out CHILLER: Evaporator water sample and send out CHILLER: Brush clean the condensing coil CHILLER: Brush clean the condenser tubes CHILLER: Check glycol for proper % in the system CHILLER: Check glycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CHILLER: Check plycol for proper % in the system CH	UH: Inspect heat exchanger or elements	Quarterly	Bi-Annual	Other F
UH: Change belts CHILLER: Inspect and access for maintenance CHILLER: Calibrate T-Stat and check settings Quarterly Bi-Annual Other CHILLER: Inspect and tighten the electrical connections CHILLER: Inspect all wiring and secure CHILLER: Inspect all wiring and secure CHILLER: Inspect all wiring and secure CHILLER: Inspect contactors for pitting and wear CHILLER: Inspect contactors for pitting and wear CHILLER: Check and record compressor Amps Quarterly Bi-Annual Other CHILLER: Test and adjust unloaders CHILLER: Test and adjust unloaders CHILLER: Record sub-cooling Quarterly Bi-Annual Other CHILLER: Record super-heat CHILLER: Check and record crankcase heater amps CHILLER: Check and record crankcase heater amps CHILLER: Check and record crankcase heater amps CHILLER: Check and record refrigerant pressures Quarterly Bi-Annual Other CHILLER: Record super-heat CHILLER: Record condensate entering & leaving H2o temp. CHILLER: Record evaporator entering & leaving H2o temp. CHILLER: Bi-Annual Other CHILLER: Record oll level % % % Quarterly Bi-Annual Other CHILLER: Replace love-joy coupling insert CHILLER: Sample and send out Quarterly Bi-Annual Other CHILLER: Replace love-joy coupling insert Quarterly Bi-Annual Other CHILLER: Brush clean the condensing coil Quarterly Bi-Annual Other CHILLER: Brush clean the condensing coil Quarterly Bi-Annual Other CHILLER: Chemically clean the condensing coil Quarterly Bi-Annual Other CHILLER: Chemically clean the condensing coil Quarterly Bi-Annual Other CHILLER: Brush clean the evaporator tube Quarterly Bi-Annual Other CHILLER: Chemically clean the condenser tubes Quarterly Bi-Annual Other CHILLER: Chemically clean the condenser tubes Quarterly Bi-Annual Other CHILLER: Chemically clean the condenser tubes	그 아이는 아이는 아이를 하는 것이 되었다. 그는 아이는 아이는 아이는 아이는 아이를 하는 것이 없다면 하는데 그렇게 되었다. 그 아이를 하는데			
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Tower: Power wash Quarterly Bi-Annual Other	4종 가입하다 그리고, 무슨 그녀야 하다 모습니다. 그리고 있는 그렇지 않아 있다면 하다.			
	Tower: Power wash			
				- W. W.

Tower: Check water quality and report	Quarterly	Bi-Annual	Other
Tower: Power wash fill	Quarterly	Bi-Annual_	Other
Tower: Inspect and tighten the electrical connections	Quarterly	Bi-Annual	Other
Tower: Inspect all wiring and secure	Quarterly	Bi-Annual	Other
Tower: Inspect all contactors for pitting & wear	Quarterly	Bi-Annual	Other
Tower: Change belts	Quarterly	Bi-Annual	Other
Tower: Descale and clean	Quarterly_	Bi-Annual	Other
BOILERS			
Boiler: Inspect and access for maintenance	Quarterly_	_ Bi-Annual_	_ Other F
Boiler: Inspect and tighten the electrical connections	Quarterly	Bi-Annual_	Other F
Boiler: Inspect all wiring and secure	Quarterly	Bi-Annual_	Other F
Boiler: Inspect contactor for wear	Quarterly	Bi-Annual	Other F
Boiler: Check and verify burner operations	Quarterly	Bi-Annual	Other F
Boiler: Visually inspect	Quarterly	Bi-Annual	Other F
Boiler: Verify ignition system operation	Quarterly	Bi-Annual	Other F
Boiler: Verify safety lockout operation	Quarterly_	Bi-Annual_	Other F
Boiler: Check operation and Lubricate Circulator	Quarterly	Bi-Annual	Other F
Boiler: Check and verify fuel operation	Quarterly	Bi-Annual_	Other F
Boiler: Verify water steam temps. And pressure	Quarterly	Bi-Annual_	Other -
Boiler: Check pressure safety limit switch	Quarterly	Bi-Annual	Other F
Boiler: Check heat exchanger and flue passage	Quarterly	Bi-Annual_	Other F
Boiler: Check zone valve operation	Quarterly	Bi-Annual	Other F
Boiler: Check steam condensate pumps/trap	Quarterly	Bi-Annual_	Other -
Boiler: Calibrate TSTAT & check operations	Quarterly	_ Bi-Annual	_ Other_F
DUMADO			
Pump: Inspect and access for maintenance	Quarterly	Bi-Annual	Other
Pump: Inspect contactors for pitting and wear	Quarterly	Bi-Annual_	Other_
Pump: Lubricate all chilled water distribution	Quarterly	Bi-Annual_	Other_
Pump: Check seals & piping for leaks	Quarterly	Bi-Annual	Other_
Pump: Inspect and tighten electrical connections	Quarterly	Bi-Annual	Other_
Pump: Inspect all wiring & secure	Quarterly	Bi-Annual	Other
Pump: Check and record pressures	Quarterly	Bi-Annual	Other
Pump: Check and record motor amps	Quarterly	Bi-Annual	Other_
Pump: Replace love-joy inserts as needed	Quarterly	Bi-Annual	Other
VAV	quarterry_	_ bi Ailiidai	_otrici
VAV: Inspect and access unit for maintenance	Quarterly	Bi-Annual	Other
VAV: Inspect and tighten the electrical connections	Quarterly	Bi-Annual	Other
VAV: Inspect all wiring and secure	Quarterly	Bi-Annual	Other
VAV: Inspect contactors for pitting and wear	Quarterly	Bi-Annual	Other
VAV: Change filters (standard)	Quarterly	Bi-Annual	Other
VAV: Change filters (pleated)	Quarterly	Bi-Annual	Other
VAV: Change filters (customer supplied)	Quarterly	Bi-Annual	Other
VAV: Change inters (customer supplied) VAV: Check drive linkage & lubricate if necessary	Quarterly	Bi-Annual	Other
VAV: Calibrate TSTATS and check operation	Quarterly	_ Bi-Annual	Other
VAV: Check heat and safeties	Quarterly	Bi-Annual	Other
VAV: Test limits of high heat shutoff	Quarterly	Bi-Annual	Other_
THE TEST INTHES OF HIGH FIELD SHOULD	- Court Courty_		

FAN COILS			
Fan Coil: Inspect and access for maintenance	Quarterly_	Bi-Annual	Other
Fan Coil: Inspect and tighten the electrical connections	Quarterly_	Bi-Annual	_Other_
Fan Coil: Inspect all wiring and secure	Quarterly_	Bi-Annual	Other_
Fan Coil: Inspect contactor for pitting & wear	Quarterly_	Bi-Annual	Other
Fan Coil: Change Belt	Quarterly_	Bi-Annual_	Other
Fan Coil: Inspect wheels and shaft	Quarterly_	Bi-Annual_	Other
Fan Coil: Inspect damper actuator & linkage	Quarterly_	Bi-Annual_	_ Other_
Fan Coil: Lubricate moving parts and motors	Quarterly_	Bi-Annual	Other_
Fan Coil: Clean AHU drain line & pan	Quarterly_	_ Bi-Annual_	Other
Fan Coil: Install pan tabs/ strips	Quarterly_	Bi-Annual	Other_
Fan Coil: Check and record evaporator motor amps	Quarterly_	Bi-Annual_	Other
Fan Coil: Record TD across evaporator coil	Quarterly_	Bi-Annual	Other_
Fan Coil: Brush clean evaporator coils	Quarterly_	Bi-Annual	Other_
Fan Coil: Wash evaporator coils (H2o)	Quarterly_	Bi-Annual	_Other_
Fan Coil: Apply self -rinse coil cleaner	Quarterly_	Bi-Annual	Other
Fan Coil: Chemically clean evaporator coils	Quarterly_	Bi-Annual	Other_
Fan Coil: Check operation of condensate pump	Quarterly_	Bi-Annual	_ Other_
Fan Coil; Change filter & date AHU (STD)	Quarterly_	Bi-Annual_	Other
Fan Coil: Replace filters & date AHU (supplied)	Quarterly_	Bi-Annual_	_ Other_
Fan Coil: Check operation of three -way valve	Quarterly_	Bi-Annual	_ Other_
LIEBERTS			_
Liebert: Inspect and access unit for maintenance	Quarterly	Bi-Annual	Other
Liebert: Calibrate TSTATS and check operation	Quarterly_	Bi-Annual_	Other
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Liebert: Inspect and access unit for maintenance	Quarterly Bi-Annual Other	_
Liebert: Calibrate TSTATS and check operation	Quarterly Bi-Annual Other	
Liebert: Preform visual leak inspections	Quarterly Bi-Annual Other	
Liebert: Inspect and tighten electrical connections	Quarterly Bi-Annual Other	
Liebert: Inspect all wiring and secure	Quarterly Bi-Annual Other	
Liebert: Inspect all contactors for wear	Quarterly Bi-Annual Other	
Liebert: Check and record CFM amps	Quarterly Bi-Annual Other	
Liebert: Adjust pulley, align belts, oil motor & bearing	QuarterlyBi-AnnualOther	
Liebert: Brush clean the condenser coils	Quarterly Bi-Annual Other	
Liebert: Chemically clean the condenser coils	QuarterlyBi-Annual Other	_
Liebert: Check and record compressor amps	Quarterly Bi-Annual Other	
Liebert: Check and record refrigerant pressures	Quarterly Bi-Annual Other	4
Liebert: Test and adjust unloaders	Quarterly Bi-Annual Other	_
Liebert: Check and record cc heater amps	Quarterly Bi-Annual Other	
Liebert: Record sub-cooling	Quarterly Bi-Annual Other	
Liebert: Record super-heat	Quarterly Bi-Annual Other	
Liebert: Record oil level ¼ ½ ¾	Quarterly Bi-Annual Other	-
Liebert: MEG OHM; R[]R[]R[]	Quarterly Bi-Annual Other	_
Liebert: Change filters & date (pleated)	Quarterly Bi-Annual Other	2
Liebert: Change filters & date (customer supplied)	Quarterly Bi-Annual Other	5
Liebert: Check and record evaporator motor amps	Quarterly Bi-Annual Other	
Liebert: Inspect blower wheels	Quarterly Bi-Annual Other	
Liebert: Change belts Liebert	Quarterly Bi-Annual Other	
Liebert: Record TD across evaporator coil	Quarterly Bi-Annual Other	
Liebert: Brush clean evaporator coils	Quarterly Bi-Annual Other	

Liebert: Wash evaporator coils (H2O) Liebert: Apply self -rinse evaporator claner Liebert: Check operations on the condensate pump Liebert: Clean drain pans and drain lines Liebert: Install pan tabs/strips Liebert: Test and record flame condition Liebert: Test heat and check safeties Liebert: Check electrical amps and record Liebert: Clean heat elements Liebert: Clean smoke detector tubes Liebert: Clean smoke detector tubes Liebert: Vacuum return section Liebert: Vacuum supply and return grilles (no lift) Liebert: Vacuum supply and return grilles (no lift) Liebert: Clean humidifier pan MAKEUP AIR MUA: Inspect and check belts MUA: Inspect and check lects MUA: Inspect and check lects MUA: Change filters and date (standard) MUA: Change filters and date (standard) MUA: Change filters and date (customer supplied) MUA: Change belts MUA: Change belts MUA: Change belts MUA: Change belts MUA: Change there electrical connections MUA: Inspect and tighten electrical connections Air Curtain: Inspect and tighten electrical connections Air Curtain: Inspect was fire and secure Air Curtain: Inspect was fire and condected
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REACH IN'S
Reach in: Inspect and access for maintenance Quarterly Bi-Annual Other
Reach in: Check inside temperature Quarterly Bi-Annual Other
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Reach in: Install pre-filter	Quarterly	Bi-Annual	Other
Reach in: Brush the evaporator coil	Quarterly	Bi-Annual	Other
Reach in: Chemically clean the evaporator coils	Quarterly	Bi-Annual	Other
Reach in: calibrate TSTAT's & check operation	Quarterly	Bi-Annual	Other
Reach in: Check time clocks and safeties	Quarterly	Bi-Annual	Other
Reach in: Check condensate drain heater	Quarterly	Bi-Annual	Other
Reach in: Clean condenser with Nitrogen	Quarterly_	Bi-Annual	Other
Reach in: Check PSI L H	Quarterly	Bi-Annual	Other
Reach in: Check & record compressor amps	Quarterly	Bi-Annual_	Other
Reach in: Check & record condenser motor amps	Quarterly	Bi-Annual	Other
Reach in: Check & record evaporator motor amps	Quarterly	Bi-Annual	Other
Reach in: Inspect door gaskets and heaters	Quarterly_	Bi-Annual	Other
Reach in: Brush condenser coils	Quarterly	Bi-Annual	Other
WALK IN'S			
Walk in: Inspect and access for maintenance	Quarterly	Bi-Annual_	Other_
Walk in: Inspect overall condition	Quarterly	Bi-Annual	Other
Walk in: Check inside temperature	Quarterly	Bi-Annual	Other
Walk in: Inspect condensing unit	Quarterly	Bi-Annual	Other
Walk in: Check and record superheat	Quarterly	Bi-Annual	Other
Walk in: Check and record sub-cooling	Quarterly	Bi-Annual	Other
Walk in: Brush clean condenser coil	Quarterly	Bi-Annual_	Other_
Walk in: Brush clean evaporator coil	Quarterly_	Bi-Annual	Other_
Walk in: Chemically clean evaporator coils	Quarterly_	Bi-Annual_	Other_
Walk in: Clean drain pans and drain lines	Quarterly_	_Bi-Annual_	_Other
Walk in: Calibrate TSTATS and check operation	Quarterly_	Bi-Annual_	_ Other
Walk in: Check time clocks and safeties	Quarterly_	Bi-Annual_	Other_
Walk in: Check condensate drain heater	Quarterly	_Bi-Annual_	_Other
Walk in: Install pre-filter	Quarterly	Bi-Annual_	Other_
Walk in: Check PSI L H	Quarterly	_Bi-Annual	_Other
Walk in: Check and record compressor amps	Quarterly	Bi-Annual	_Other
Walk in: Check and record condenser motor amps	Quarterly	Bi-Annual_	_ Other
Walk in: Check and record evaporator motor amps	Quarterly	_Bi-Annual	_Other
Walk in: Inspect door gaskets and heaters	Quarterly	_ Bi-Annual	_ Other
ICE MACHINES	3		
Ice Machine: Inspect and access for maintenance	Quarterly	_ Bi-Annual	_Other
Ice Machine: Descale the evaporator coil	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Clean and sanitize	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Check proper operation	Quarterly	_ Bi-Annual	Other_
Ice Machine: Check and record superheat	Quarterly	_ Bi-Annual	_Other
Ice Machine: Check and record sub-cooling	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Chemically clean condensing coil	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Inspect Overall Condition	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Check and Clean Drain Line	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Adjust Water Fill and Check Safeties	Quarterly	_ Bi-Annual	_ Other
Ice Machine: Inspect Water Filtration System	Quarterly	_ Bi-Annual	_Other
Ice Machine: Descale Water System	Quarterly	Bi-Annual	Other

RACK SYSTEMS

Rack: Inspect and Access for Maintenance	Quarterly_	Bi-Annual	Other	
Rack: Calibrate TSTAT and Check Operations	Quarterly_	Bi-Annual	Other	
Rack: Inspect & Tighten Electrical Connections	Quarterly_	Bi-Annual	Other	
Rack: Inspect All Wiring and Secure	Quarterly_	Bi-Annual	Other	
Rack: Inspect Contactors for Wear	Quarterly_	Bi-Annual	_ Other	
Rack: Change Belt	Quarterly_	Bi-Annual	_ Other	
Rack: Clean Drain Pans and Drain Lines	Quarterly_	Bi-Annual	_ Other	
Rack: Add Pan Tablets/Strips	Quarterly_	Bi-Annual	_ Other	
Rack: Check and Calibrate Controls	Quarterly_	Bi-Annual	_ Other	
Rack: Brush Clean Condenser Coil	Quarterly_	Bi-Annual	_ Other	
Rack: Chemically Clean Condenser Coils	Quarterly_	Bi-Annual	_ Other	
Rack: Check Defrost Heaters	Quarterly_	Bi-Annual	Other	
Rack: Check Oil Level	Quarterly_	Bi-Annual	Other	
Rack: Visual Leak Inspection	Quarterly_	Bi-Annual	_ Other	
Rack: Record Compressor Amps	Quarterly_	Bi-Annual	_ Other	
ENVIRONMENTAL CHA	MBERS			_
Env. Cham: Inspect and Access for Maintenance	Quarterly	Bi-Annual	Other	
Env. Cham: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual_	Other	
Env. Cham: Inspect & Tighten Electrical Connections	Quarterly	Bi-Annual	Other	
Env. Cham: Inspect All Wiring and Secure	Quarterly_	Bi-Annual	Other	
Env. Cham: Inspect Contactor for Wear	Quarterly	Bi-Annual	Other	
Env. Cham: Perform Visual Leak Inspection	Quarterly	Bi-Annual	Other	
Env. Cham: Check and Record Compressor Amps	Quarterly	Bi-Annual	Other	
Env. Cham: Check and Record Refr. Pres. Static & op.	Quarterly	Bi-Annual	Other	
Env. Quarterly Bi-Annual Other	Quarterly	Bi-Annual	Other	
Env. Cham: Record Oil Level; 1/4 1/4 1/4	Quarterly	Bi-Annual	Other	
Env. Cham: Check Op.High/Low Stage Cascade System	Quarterly_	Bi-Annual_	Other	
Env. Cham: Check Operation Solenoid & Control Valve	Quarterly	Bi-Annual	Other	
Env. Cham: Check Low Stage Refrigerant Charge	Quarterly_	Bi-Annual	Other	
WINDOW UNITS				_
WU: Inspect and Access for Maintenance	Quarterly	Bi-Annual	Other	
WU: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual	Other	
WU: Inspect and Tighten Electrical Connections	Quarterly	Bi-Annual	Other	
WU: Inspect All Wiring and Secure	Quarterly	Bi-Annual	Other	
WU: Inspect Contactor for Wear	Quarterly	Bi-Annual	Other	
WU: Change Belt	Quarterly	Bi-Annual	Other	
WU: Brush Clean Condenser Coil	Quarterly_	Bi-Annual	Other	
WU: Chemically Clean Condenser Coils	Quarterly_	Bi-Annual	Other	
WU: Brush Clean Evaporator Coils	Quarterly_	Bi-Annual	Other	
WU: Wash Evaporator Coils	Quarterly	Bi-Annual	Other	
WU: Apply Self Rinse Coil Cleaner	Quarterly	Bi-Annual	Other	
WU: Chemically Clean Evaporator Coils	Quarterly	Bi-Annual	Other	
The state of the s				

HEAT WHEEL	S			
HW: Inspect and Access for Maintenance	Quarterly	Bi-Annual	Other	
HW: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual	Other	
HW: Inspect and Tighten Electrical Connections	Quarterly	Bi-Annual	Other	
HW: Inspect Wiring and Secure	Quarterly	Bi-Annual	Other	
HW: Inspect Contactor for Wear	Quarterly	Bi-Annual	Other	
HW: Change Filters and Date (Pleated)	Quarterly	Bi-Annual_	Other	
HW: Change Filters and Date (Customer Supplies)	Quarterly	Bi-Annual	Other	
HW: Change Belt	Quarterly_	Bi-Annual_	Other	
HUMIDIFIER	S			_
Humidifier: Inspect and Access for Maintenance	Quarterly	Bi-Annual	Other	
Humidifier: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual	Other	
Humidifier: Inspect and Tighten Electrical Connections		Bi-Annual	Other	
Humidifier: Inspect All Wiring and Secure	Quarterly	Bi-Annual	Other	
Humidifier: Inspect Contactors for Wear	Quarterly	Bi-Annual	Other	
Humidifier: Change Filter and Date (Pleated)	Quarterly	Bi-Annual	Other	
Humidifier: Change Filter and Date (Customer Supplier		Bi-Annual	Other	
Humidifier: Test Operation	Quarterly	Bi-Annual	Other	
Humidifier: Change Belt	Quarterly	Bi-Annual	Other	
Humidifier: Replace Humidifier Drum	Quarterly_	Bi-Annual	Other	
AIR COMPRESSOR	/ DRIER			
AIR DRIER: Inspect and Access for Maintenance	Quarterly	Bi-Annual_	Other	
AIR DRIER: Calibrate TSTAT and Check Operations	Quarterly_	Bi-Annual_	Other	
AIR DRIER: Inspect Electrical Connections	Quarterly_	Bi-Annual	Other	
AIR DRIER: Inspect All Wiring and Secure	Quarterly_	Bi-Annual_	Other	
AIR DRIER: Inspect Contactors for Wear	Quarterly_	Bi-Annual	_Other	
AIR DRIER: Change Belt	Quarterly_	Bi-Annual	Other	
AIR DRIER: Change Oil	Quarterly_	Bi-Annual_	Other	
AIR DRIER: Drain Air Tank	Quarterly_	Bi-Annual_	Other	
AIR DRIER: Brush Condenser Coil	Quarterly_	Bi-Annual	Other	
AIR DRIER: Chemically Clean Condenser Coil	Quarterly_	Bi-Annual	Other	
AIR DRIER: Check Auto Drain Operation	Quarterly_	Bi-Annual	Other	
AIR DRIER: Change Filter and Date (Pleated)	Quarterly_	Bi-Annual	Other	
AIR DRIER: Change Filter and Date (Customer Supplied	l) Quarterly_	Bi-Annual	_ Other	
DUCTLESS				
Ductless: Inspect and access for maintenance	Quarterly_	Bi-Annual	Other	
Ductless: Calibrate TSTAT & check operations	Quarterly	Bi-Annual	Other	
Ductless: Inspect & tighten the electrical connections	Quarterly_	Bi-Annual	Other	
Ductless: Inspect all wiring & secure	Quarterly_	Bi-Annual	Other	
Ductless: Inspect contactor for wear	Quarterly_	Bi-Annual_	Other	
Ductless: Brush clean the condensing coils	Quarterly_	Bi-Annual	Other	
Ductless: Clean or replace filter	Quarterly_	Bi-Annual	Other	
Ductless: Brush clean condensing coils	Quarterly_	Bi-Annual_	Other	
Ductless: Brush clean evaporator coils	Quarterly_	Bi-Annual_	Other	

Ductless: Wash the evaporator coils	Quarterly_	Bi-Annual	Other
Ductless: Chemically clean evaporator coils	Quarterly_	Bi-Annual	Other
Ductless: Check and record refrigerant pressure	Quarterly_	Bi-Annual	Other
Ductless: Check and record the compressor Amps	Quarterly_	Bi-Annual	Other
Ductless: Check and adjust crankcase heater amp	Quarterly_	Bi-Annual	Other
Residential Furnace			
RF: Inspect and access for maintenance	Quarterly_	Bi-Annual	Other
RF: Check and tighten electrical connections	Quarterly_	Bi-Annual	Other F
RF: Check motors and lubricate as needed	Quarterly_	Bi-Annual	Other F
RF: Check burner and air mixture baffles	Quarterly_	Bi-Annual	Other_
RF: Preform Co and Co2 test	Quarterly_	Bi-Annual	Other_
RF: Check and record gas pressures	Quarterly_	Bi-Annual	Other 📘
RF: Check and clean the combustion blower	Quarterly_	Bi-Annual	Other_
RF: Check and record the proper function of all safeties	Quarterly_	Bi-Annual	Other F
RF: Inspect heat exchanger	Quarterly_	Bi-Annual	Other_
RF: Clean squirrel cage and motor	Quarterly_	Bi-Annual	Other_F
RF: Inspect igniters and clean the flame sensors	Quarterly_	Bi-Annual	Other F
RF: Check and record the proper delta T on the furnace	Quarterly_	Bi-Annual	Other_
RF: Test and record total static pressure of system	Quarterly_	Bi-Annual	Other F
RF: Check and record the electrical Amps	Quarterly_	Bi-Annual	Other
RF: Change filters & Date (standard)	Quarterly_	Bi-Annual	Other
RF: Change filters & Date (pleated)	Quarterly_	Bi-Annual <u></u> 🄀	Other
RF: Change filters & Date (customer supplied)	Quarterly_	Bi-Annual	Other
RF: Check and clean the area around the unit	Quarterly_	Bi-Annual 🔀	Other
Residential Air conditioner or Air S			3 000
RAC/HP: Inspect and access for maintenance	Quarterly_	Bi-Annual	Other_5
RAC/HP: Check and record compressor Amps	Quarterly_	Bi-Annual	Other_
RAC/HP: Check and record refrigerant pressures	Quarterly_	Bi-Annual	Other_
RAC/HP: Check and record the evaporator motor Amps	Quarterly_	Bi-Annual	Other
RAC/HP: Check safeties and relays	Quarterly_	Bi-Annual	Other_
RAC/HP: Brush clean the condenser coil	Quarterly_	Bi-Annual	Other_
RAC/HP: Chemically clean the condenser coil	Quarterly_	Bi-Annual	Other
RAC/HP: Wash the condenser coil with H2o	Quarterly_	Bi-Annual	Other _
RAC/HP: Clean the evaporator drain pan & lines	Quarterly_	Bi-Annual	Other
RAC/HP: Check thermostats and programs	Quarterly_	Bi-Annual	Other
RAC/HP: Check & record the TD across evaporator coil	Quarterly_	Bi-Annual	Other_
RAC/HP: Check the operation of the condensate pump	Quarterly_	Bi-Annual	Other_
RAC/HP: Check the line set and insulation wrap	Quarterly_	Bi-Annual	Other_
RAC/HP: Check and clean the area around the unit	Quarterly_	Bi-Annual	Other
Geothermal Heat Pum	The second second	200.000	400
GHP: Inspect and access for maintenance	Quarterly_	Bi-Annual	Other
GHP: Check and record the refrigerant charge	Quarterly_	Bi-Annual	Other
GHP: Check thermostatic expansion valve for bulb secure	Quarterly_	Bi-Annual	Other
GHP: Check and tighten the electrical connections	Quarterly_	Bi-Annual	Other
GHP: Check thermostat for proper operation	Quarterly_	Bi-Annual	Other
GHP: Check & record amp draw on pumps & compressor	Quarterly_	Bi-Annual	Other
GHP: Inspect contactors	Quarterly_	Bi-Annual	Other

GHP: Check & record the Delta "T"	Quarterly_	Bi-Annual	Other_
GHP: Calculate the heat of extraction/rejection	Quarterly_	Bi-Annual	Other_
GHP: Inspect and clean the evaporator coil	Quarterly_	Bi-Annual	Other_
GHP: Check loop field pressure and adjust if needed	Quarterly_	Bi-Annual	Other_
GHP: Check and clean the area around the unit	Quarterly_	Bi-Annual	Other_
Water-heater			
WH: Inspect and access for maintenance	Quarterly_	Bi-Annual 🗶	Other_
WH: Check and inspect electrical connections	Quarterly_	Bi-Annual 🗶	Other_
WH: Check the pressure relief valve	Quarterly_	Bi-Annual 🗶	Other_
WH: Back flush (Tank-less)	Quarterly_	Bi-Annual	Other_
WH: Clean the air filter on intake line (Tank-less)	Quarterly_	Bi-Annual	Other_
WH: Clean the strainer (Tank-less)	Quarterly_	Bi-Annual	Other_
WH: Clean the inlet water filter (Tank-less)	Quarterly_	Bi-Annual	Other_
WH: Check pilot	Quarterly_	Bi-Annual 🗴	Other_
WH: Visual check for water leaks	Quarterly_	_ Bi-Annual 🗶	Other_
WH: Check and clean burners	Quarterly_	Bi-Annual 🔀	Other_
WH: Check thermostat	Quarterly_	Bi-Annual X	Other_
WH: Check Aqua stat	Quarterly_	Bi-Annual 💃	Other_
WH: Check exhaust pipe	Quarterly_	Bi-Annual 🔀	Other_
WH: Check for gas leaks	Quarterly_	Bi-Annual 🏏	Other_
WH: Check pumps	Quarterly_	Bi-Annual 😕	Other_
WH: Clean up area around the unit	Quarterly_	Bi-Annual-	Other_



Quality Work Done Right the First Time

Heating & Cooling Plumbing Sewer & Drain Cleaning Geothermal Service Plans

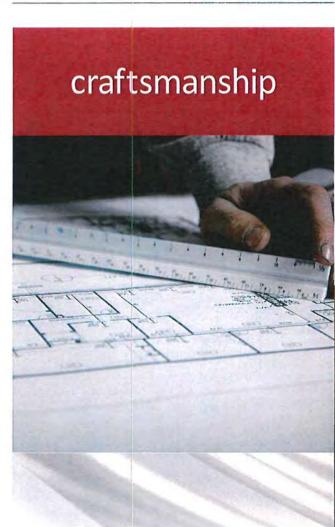










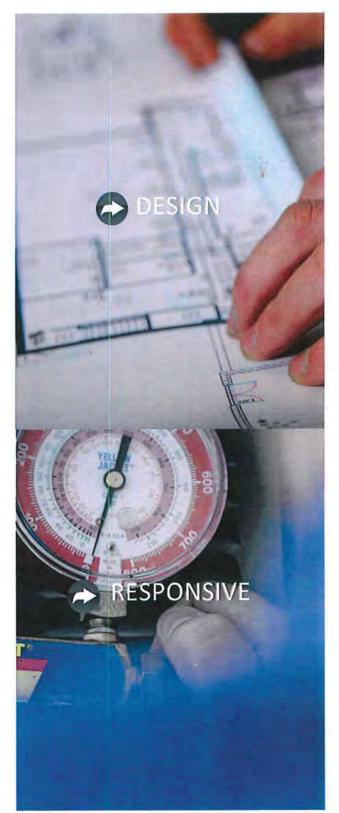


Residential & Commercial Services



A single, proven resource for every heating, cooling and plumbing need.

From installation, repair and emergency service to preventive maintenance, A R Engh delivers the complete residential and commercial solution in one place. There's only one name to remember for unmatched quality, expertise, courtesy and speed: A R Engh.



Heating & Cooling

One size never fits all with heating and cooling systems. That is why A R Engh takes the time to fully understand the unique requirements of each customer's home or work facility before making any recommendations. We offer the full range of solutions for both remodeling and new construction projects, including:

- HVAC systems
- Duct work
- Boilers
- Heat pumps
- Air purification
- Humidifiers
- · Walk-in/reach-in coolers and freezers
- Ice machines



Refrigeration: A R Engh services and installs walk-in coolers, walk-in freezers, ice machines, and reach-in coolers.

Heating & Cooling Products: HVAC design, air ducts, boilers, plenum heaters, heat pumps, air purifiers and humidifiers.

Plumbing

A R Engh plumbers and certified technicians have earned a reputation for providing the highest-quality service in central Minnesota. Simply stated, they are the best at what they do. You can depend on our highly trained, skilled and experienced staff to manage all of your residential or commercial plumbing needs, including:

- · Kitchen and bathroom remodels
- Backflow prevention
- Water heaters
- Water conditioning



Products and Services: Kitchen and bath remodel, bathroom fixture installation, clogged drain repair, garbage disposals, backflow prevention, backflow repairs and installation, gas piping, gas connections and appliance hook ups.





Sewer & Drain

When it comes to drain and sewer system issues, prevention is key. Our skilled technicians can handle any drain or sewer problem quickly. They also recommend proactive measures to minimize your risks, reduce your worry and save you money in the long run. A R Engh's offerings for homes and businesses covers:

- Drain and sewer backups
- Drain and sewer inspection and cleaning
- Video camera inspections
- Sewage ejectors
- Sump pumps



Products and Services: Sewer cleaning, drain cleaning, video camera inspections and sump pumps.

Geothermal

Geothermal is one of the most economical, reliable and clean climate-control technologies available today. Geothermal systems tap into a renewable energy source that already exists underneath your property, providing flameless heating that costs up to 80% less than conventional systems. Our extensive geothermal expertise includes:

- System selection and design consultation
- · System repair
- · Heat pump repair



Products: Geothermal heating, cooling systems and geothermal heat pumps.

Service Plans

Just like a car, your heating, cooling and plumbing systems require ongoing maintenance to attain peak performance and address potential issues early, before they become expensive. Our service plans allow you to plan and budget in advance, through proactive maintenance that greatly reduces the chance of an unexpected repair expense. Choose from a complete menu of plans to optimize the performance and cost-efficiency of your A R Engh investments. If nothing in our standard offering matches your needs, we will gladly custom-design a service plan for you.



Service Plans: Plumbing, heating and cooling, sewer and drain and geothermal heating.



Keeping central Minnesota comfortable for more than 10 years.

Heating & Cooling
Plumbing
Sewer & Drain Cleaning
Geothermal
Service Plans

320.286.2020

Whether you need assistance with heating, cooling, plumbing or all three, this type of work requires urgent expert attention. A R Engh has built a thriving business focused on delivering just that. By partnering with us, you'll have access to the skills, experience and professionalism it takes to get the job done on time, on budget, and to the most exacting standards. Guaranteed.

We look forward to earning your business.



A R Engh Heating & Air Conditioning 150 Olsen Blvd NE Cokato, Minnesota 55321 www.arengh.com



Quality

For us, "good enough" is never enough. Not even close. We are perfectionists who take absolute pride in our work and we install only the most trusted and reliable products. When A R Engh visits your home or business, you can be certain that the job is getting done right the first time, to the highest levels of quality and craftsmanship.



Responsiveness

This is the kind of work that cannot wait. That is why our entire team strives to be instantly reachable and completely responsive at all times. Call during business hours and you'll get clear answers from a live voice. Call after hours and talk to our on-call technician. We do what we say we are going to do and arrive when we say we are going to arrive.



Expertise

Over the last decade, we have seen and done it all. We are intimately familiar with the best practices for almost any heating, cooling or plumbing situation imaginable. Every licensed, bonded and insured A R Engh technician also receives ongoing training to ensure our customers take full advantage of the latest industry tools and technologies.



Service Plans

A R Engh provides custom service and maintenance plans for all our plumbing, heating and cooling, sewer and drain, and geothermal products to save you money, protect your warranty and keep your system running efficiently.



HVAC/R SERVICE AGREEMENT

This Master Service Provider Agreement is between <u>A R Engh Heating and Air Conditioning</u> and <u>McLeod</u>

<u>County-HATS</u>, <u>Hutchinson</u>

PREVENTATIVE MAINTENANCE

- A R Engh Heating & Air Conditioning shall perform proper maintenance tasks based on the accompanying schedule for the equipment at the above mentioned locations.
- All scheduled labor shall be performed during the hours of 7 A.M. and 5 P. M. Monday through Friday, with personnel directly employed/ supervised by A R Engh Heating & Air Conditioning. Services outside of this time frame are to be specifically scheduled with the customer for each instance.
- All items identified as deficient or defective will be documented on a field written "Extra Work Required" form and presented for materials needed and pricing if to be provided by A R Engh Heating & Air Conditioning to the facilities manager.

EMERGENCY SERVICE

• Labor for additional service calls to diagnose or repair the Heating, Ventilating, and Air Conditioning equipment listed in this contract is not included in the price of this contract. Additional labor will be billed at the following rates:

\$90.00 Standard Time \$120.00 Over Time \$180.00 Holiday Time

• Equipment used by A R Engh Heating & Air Conditioning during the repair and serving of your equipment may be considered a material and be listed on the Extra Work Required form. This may include but not limited to welding materials and gasses, recovery machines and evacuation devices and the consumables associated with same, or temporary cooling units owned or leased by A R Engh Heating & Air Conditioning.

LIMITATIONS

- This agreement presumes that your listed equipment is in satisfactory working condition. Any equipment found to be in need of repair on the initial inspection would be reported on the field written "Extra Work Required" form and presented with any applicable repair pricing to the facilities manager for approval.
- A R Engh Heating and Air Conditioning shall not be liable for any loss, delay, injury, or damage that may be caused by circumstances beyond its control including but not limited to acts of God, fire, theft, explosion, vandalism, floods, or delays in transportation.
- A R Engh Heating and Air Conditioning shall not be liable for loss of business, products, or consequential damages other than property damage or injury to person directly a result from its actions.



- Replacement or repair of boiler tubes, sections, refractory, chimney or breaching, water coils, steam coils, heat exchangers, air lines, fan housings, ductwork, electrical power wiring, water or steam or condensate piping, air or water balancing, structural parts or non-moving parts of the listed A/C or refrigeration equipment and systems are not within the scope of this agreement.
- This agreement does not include parts or materials other than those necessary to perform the required preventative maintenance listed herein. Any repairs that may be required beyond those provided in this agreement will be completed and billed on a time and materials basis.
- AREngh Heating & Air Conditioning requests a pre-approved amount of \$_____ not to exceed, to purchase part(s) and labor necessary to repair equipment critical for the operation at your facility. Upon request AREngh Heating & Air Conditioning, can provide a written estimate for parts exceeding the pre-approved amount shown above.
- Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or
 default in performing hereunder if such delay or default is caused by condition beyond its control
 including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of
 any export or other necessary license), ware, insurrections and/or any other cause beyond the reasonable
 control of the party whose performance is affected



Terms of Agreement

A R Engh Heating and Air Conditioning agrees to provide all maintenance labor and materials on the equipment listed on the attachment of this proposal. This agreement shall begin on ____10/18/2017_ and remain in effect for one year and will be negotiated thereafter on a year to year basis.

This agreement provides for the following:

- Heating Preventative Maintenance
- o Cooling Preventative Maintenance
- o VAV's
- o Clean Filters in the fall w/ change out in the spring
- o Belts w/change out
- o Mini Split-System (server room)
- o Control System

Either party can cancel this agreement with a ninety-day written notice received and confirmed. Upon cancellation of this agreement, any outstanding monies must be provided prior to any pricing changes.

Performance Schedule:

- 1. Spring PM
- 2. Fall PM

TOTAL: \$ 1,894.81

Billing Schedule Options:

Annually: \$1,894.81

Bi-Annual: \$947.40

Quarterly: \$473.70

Monthly: \$157.90

A R Engh Heating & Air Conditioning, can provide Spring & Fall preventative maintenance, for the alternate minisplit system located in the "Records Building" for an additional yearly total charge of \$ 315.00, if the above mentioned preventative maintenance contract has been accepted.



*Billing schedules not equal to performance, will require full payment for services rendered in the event of early cancellation.

Customer retains A R Engh Heating and Air Conditioning only for the purposes and to the extent set forth in this agreement. A R Engh Heating & Air Conditioning's relationship to McLeod County-HATS, Hutchinson (shall during the term of this agreement) be that of an independent contractor. No partnership, joint venture or other arrangement is intended or should be inferred from this agreement.

If A R Engh Heating & Air Conditioning brings legal action to enforce this agreement and is successful, it will be entitled to recover reasonable attorney fees and the cost of litigation in addition to any judgment for damages.

This agreement contains the entire understanding between **A R Engh Heating & Air Conditioning** and **McLeod County-HATS, Hutchinson,** Any amendments must be in writing and signed by both parties.

<u>CONTRACTOR:</u> A R Engh Heating & Air Conditioning	<u>CUSTOMER:</u>
Signature:	Signature:
Title:	Title:
Date:	Date:



Dear Hutchinson Area Transportation Services,

The following is a maintenance checklist for the Controls Management System

- > Inspect and access the unit for maintenance
- > Review with the customer for any operational problems
- > System analysis and review
- Check the wiring and electrical connections
- > Check and clean dirt or debris
- > Check the sequence of operation & verify
- > VAV front end analysis
- Control loop tuning if applicable
- Check all imputed schedules, times, dates
- > Check the modem for proper operation
- > Check and clean the area around the control system

Thank you,

Brian Streich

AREngh Heating & Air Conditioning

150 Olsen Ave Blvd. NE

Cokato, MN. 55321

bstreich@arengh.com

office-320-286-2020

cell- 612-518-2753



Tasks and Schedule

NOTE: The following tasks will be checked, according to the maintenance schedule required. When a task is to be performed in the Spring, the letter "S" will be marked in the "Other" section and the letter "F" for the Fall.

	Travel Time	Quarterly Bi-Annual Other
	Set up and break down time	Quarterly Bi-Annual X Other
	Check in with site manager	Quarterly Bi-Annual_x_ Other
	Fill out preventive maintenance sheet	Quarterly Bi-Annual Other
	Record the inside Temp.	Quarterly Bi-Annual_x_ Other
	ELECTRICAL COMPARTN	/IENT
	DX: Inspect & Access unit	Quarterly Bi-Annual Other
	DX: Calibrate TSTAT and check proper settings	Quarterly Bi-Annual_K_ Other
	DX: Preform visual inspection leak	QuarterlyBi-AnnualOther
	DX: Inspect and tighten electrical connections	Quarterly Bi-Annual_x_ Other
	DX: Inspect all wiring and secure	Quarterly Bi-Annual X Other
	DX: Inspect contactors for pitting and wear	Quarterly Bi-Annual 😕 Other
	CONDENSER	
	DX: condensing unit- Check and record CFM AMPS	Quarterly Bi-Annual_X Other
	DX: Check CFM/Blade-Vib./Cracks & oil motor	Quarterly Bi-Annual X Other
	DX: Brush clean the condenser coils	Quarterly Bi-Annual Other 5
	DX: Chemically clean the condenser coils	Quarterly Bi-Annual Other 5
	COMPRESSOR	
	DX: Check and record the compressor amps	Quarterly Bi-Annual Other \$\frac{\lambda}{2}\$
	DX: Check and record the refrigerant pressures	Quarterly Bi-Annual Other 5
	DX: Test and adjust unloaders	Quarterly Bi-Annual Other_5
	DX: Check and adjust crank-case heater amp	Quarterly Bi-Annual Other_\$
	DX: Check safety's and relays	Quarterly Bi-Annual Other_S
	DX: Record Superheat	Quarterly Bi-Annual Other
	DX: Record oil level; ¼ ¼ ¾	Quarterly Bi-Annual Other
	DX: MEGA OHM: R[], R[], R[]	Quarterly Bi-Annual Other\$
	FILTERS	
	DX: Change Filters & Date Standard	Quarterly Bi-Annual_w_ Other
	DX: Change Filters & Date pleated	Quarterly Bi-Annual Other
	DX: Change supplied filters and Date	Quarterly Bi-Annual Other
	DX: Change cartridge filters	Quarterly Bi-Annual Other
_	EVAPORATOR	
	DX: Adjust Pulley, inspect & Align/belts, oil mtr & bearing	Quarterly Bi-Annual Other_5
	DX: Check and record evaporator motor amps	Quarterly Bi-Annual Other 5
	DX: Inspect blower wheels	Quarterly Bi-Annual Other 5

DX: Change belts (AC only)	Quarterly_	Bi-Annual Other 5
DX: Measure belt deflection in inches	Quarterly	Bi-Annual Other 5
DX: Record TD across evaporator coil	Quarterly	Bi-Annual Other 5
DX: Brush clean evaporator coils	Quarterly	Bi-Annual Other 5
DX: Wash evaporator coils (H2o)	Quarterly	Bi-Annual Other
DX: Apply self- rinse evaporator coil cleaner	Quarterly	Bi-Annual Other 5
DX: Chemically clean evaporator coil	Quarterly	Bi-Annual Other 5
DX: Check operations of condensate pump	Quarterly_	Bi-Annual Other 5
DRAINS		
DX: Clean drain pans and drain lines	Quarterly	Bi-Annual ★ Other
DX: Install Pan Tab/ Strips	Quarterly	Bi-Annual 😠 Other
HEATERS		
DX: Test and record flame condition	Quarterly	Bi-Annual Other
DX: Test limits of high heat shutoff	Quarterly	Bi-Annual Other
DX: Test heat and check safety's	Quarterly	Bi-Annual Other
DX: Check gas PSI or Electric AMPS & record	Quarterly	Bi-Annual Other
DX: Clean pilot	Quarterly	Bi-Annual Other F
DX: Clean burners and check the air-flow	Quarterly	Bi-Annual Other
DX: Change fuel oil filter if necessary	Quarterly	Bi-Annual Other
DX: Inspect heat exchanger or Elements	Quarterly	Bi-Annual Other
DX: Clean heat exchanger or Elements	Quarterly	Bi-Annual Other
DUCT SECTION		
DX: Inspect and clean smoke detector tubes	Quarterly	Bi-Annual Y Other
DX: Vacuum return section	Quarterly	Bi-Annual 😕 Other
ECONOMIZERS		
DX: Clean economizer screens and outside filters	Quarterly	Bi-Annual ⊁ Other
DX: Set economizer @ 15%, lube & test	Quarterly	Bi-Annual Other F
EXHAUST FANS	Quarterly_	
EX FANS: Inspect and access unit for maintenance	Quarterly	Bi-Annual Other
EX FANS: Check wiring and electrical connection	Quarterly	Bi-Annual Other
EX FANS: Inspect all wiring and secure	Quarterly	Bi-AnnualOther
EX FANS: Inspect contactors for pitting	Quarterly	Bi-Annual Other
EX FANS: Change exhaust fan belts	Quarterly	Bi-Annual Other
EX FANS: Adjust pulley, align belt, & oil motor/bearing	Quarterly	Bi-Annual Other
EX FANS: Check for vibration	Quarterly	Bi-Annual Other
EX FANS: record motor AMPS	Quarterly	Bi-Annual Other
EX FANS: Empty grease trays	Quarterly	Bi-Annual Other
UNIT HEATERS	Quarterry_	_ Di Aimau Other
UH: Inspect and access the unit	Quarterly	Bi-Annual Other
UH: Calibrate TSTAT and check operation	Quarterly	Bi-AnnualOther
UH: Inspect and tighten the electrical connections	Quarterly	Bi-Annual Other
UH: Inspect and tighten the electrical connections UH: Inspect all wiring and secure	Quarterly	Bi-Annual Other
UH: Inspect the contactor for pitting	Quarterly	_ Bi-Annual Other
UH: Gas leak inspection	Quarterly	Bi-Annual Other
UH: Check the motor AMPS	Quarterly	_ Bi-Annual Other
UH: Record the gas PSI or Electrical AMPS	Quarterly	Bi-AnnualOther
UH: Clean Pilot	Quarterly	Bi-AnnualOther
UH: Clean burner and check air-flow		_ Bi-Annual Other
UH: Clean burner and check air-flow	Quarterly	_ Bi-Annual Other

	and a contract to the contract of	A	Di Assessal	Other
	UH: Change fuel oil filter if applicable	Quarterly_	_ Bi-Annual	_ Other
	UH: Inspect heat exchanger or elements	Quarterly	Bi-Annual	_ Other
	UH: Clean heat exchanger or elements	Quarterly_	Bi-Annual	_ Other
	UH: Change belts	Quarterly	_ Bi-Annual	_ Other
_	Vanistino William V			
	INFRARED-CORAYVA		Di Appual	Othor
	IFR: Inspect and access for maintenance	Quarterly_	Bi-Annual	_ Other
	IFR: Inspect all wiring and secure	Quarterly_	Bi-Annual	_ Other
	IFR: Inspect the contactors for pitting	Quarterly_	_ Bi-Annual_	_ Other
	IFR: Check venting and inspect for carbon buildup	Quarterly_	Bi-Annual	_ Other
	IFR: Check pump (CORAYVAC only) for proper operation	Quarterly_	_ Bi-Annual_	_ Other
	IFR: Clean the filter or change the filter (CORAYVAC only)	Quarterly_	Bi-Annual	_ Other
	IFR: Inspect the condensate drain	Quarterly_	_ Bi-Annual_	_ Other
	IFR: Inspect the electrode for proper spark gap (3mm)	Quarterly_	_ Bi-Annual_	_ Other
	IFR: Inspect the burner head and clear of any obstructions		_ Bi-Annual	_ Other
	IFR: Check the reflectors for the proper overlap	Quarterly_	Bi-Annual	_ Other
	IFR: Inspect all tubes for bending-sagging and cracks	Quarterly_	Bi-Annual	_ Other
	IFR: Record the gas PSI	Quarterly_	Bi-Annual	_ Other
	IFR: Check gas line and connections for leaks	Quarterly_	Bi-Annual	_ Other
	IFR: Check thermostat for proper settings and operation	Quarterly_	Bi-Annual	_ Other
	IFR: Check the pressure switch for proper operation	Quarterly	Bi-Annual	_ Other
	CHILLERS			
	CHILLER: Inspect and access for maintenance	Quarterly	Bi-Annual	_ Other
	CHILLER: Calibrate T-Stat and check settings	Quarterly	Bi-Annual	Other
	CHILLER: Inspect and tighten the electrical connections	Quarterly	Bi-Annual	Other
	CHILLER: Inspect all wiring and secure	Quarterly	Bi-Annual	_Other
	CHILLER: Inspect contactors for pitting and wear	Quarterly	_ Bi-Annual	_ Other
	CHILLER: Check and record compressor Amps	Quarterly	Bi-Annual	Other
	CHILLER: Test and adjust unloaders	Quarterly	Bi-Annual	Other
	CHILLER: Record sub-cooling	Quarterly_	Bi-Annual	Other
	CHILLER: Record super-heat	Quarterly	Bi-Annual	_ Other
	CHILLER: Check and record crankcase heater amps	Quarterly	Bi-Annual	_ Other
	CHILLER: Verify safety and limit switch operations	Quarterly	Bi-Annual	_ Other
	CHILLER: Check and record refrigerant pressures	Quarterly	Bi-Annual	_ Other
	CHILLER: Record condensate entering & leaving H2o temp.	Quarterly	Bi-Annual	Other
	CHILLER: Record evaporator entering & leaving H2o temp.	Quarterly	Bi-Annual_	Other
	CHILLER: Record approach	Quarterly	Bi-Annual_	Other
	CHILLER: Record oil level ¼ ½ ¾	Quarterly	Bi-Annual_	Other
	CHILLER: oil sample and send out	Quarterly	Bi-Annual_	Other
	CHILLER: MEG OHM compressor and record	Quarterly_	Bi-Annual_	Other
	CHILLER: Evaporator water sample and send out	Quarterly_	Bi-Annual_	Other
	CHILLER: Replace love-joy coupling insert	Quarterly_	Bi-Annual_	Other
	CHILLER: Chemically clean the condensing coil	Quarterly	Bi-Annual_	Other
	CHILLER: Brush clean the evaporator tube	Quarterly_	Bi-Annual_	Other
	CHILLER: Brush clean the condenser tubes	Quarterly_	Bi-Annual	Other
	CHILLER: Lubricate motors and linkages	Quarterly_	Bi-Annual	Other
	and the second s			

CHILLER: Preform visual leak inspection	QuarterlyBi-AnnualOther
CHILLER: Clean inlet strainers	Quarterly Bi-Annual Other
CHILLER: Check glycol for proper % in the system	Quarterly Bi-Annual Other
CHILLER: Check operations on barrel heater	Quarterly Bi-Annual Other
CHILLEN. CHECK Operations on parter heater	QuarterlyBI-ArmualOther
TOWERS	
Tower: Inspect and access for maintenance	Quarterly Bi-Annual Other
Tower: Calibrate TSTAT and check operations	Quarterly Bi-Annual Other
Tower: Record entering and leaving H2o temps.	QuarterlyBi-AnnualOther
Tower: Record entering and leaving air temps.	Quarterly Bi-Annual Other
Tower: Inspect starter and wiring	Quarterly Bi-Annual Other
Tower: Inspect fan motor blade, pulleys & adjust	Quarterly Bi-Annual Other
Tower: Record motor amps	Quarterly Bi-Annual Other
Tower: Inspect float level & tower for leaks	Quarterly Bi-Annual Other
Tower: Lubricate all moving parts	Quarterly Bi-Annual Other
Tower: Drain and shut down for winter operation	QuarterlyBi-AnnualOther
Tower: Verify sump heater operation	QuarterlyBi-AnnualOther
Tower: Inspect and flush & rinse basin	QuarterlyBi-AnnualOther
Tower: Power wash	Quarterly Bi-Annual Other
Tower: Remove and clean strainers	Quarterly Bi-Annual Other
Tower: Check water quality and report	Quarterly Bi-Annual Other
Tower: Power wash fill	Quarterly Bi-Annual Other
Tower: Inspect and tighten the electrical connections	Quarterly Bi-Annual Other
Tower: Inspect all wiring and secure	Quarterly Bi-Annual Other
Tower: Inspect all contactors for pitting & wear	QuarterlyBi-AnnualOther
Tower: Change belts	Quarterly Bi-Annual Other
Tower: Descale and clean	Quarterly Bi-Annual Other
BOILERS	
Boiler: Inspect and access for maintenance	Quarterly Bi-Annual Other
Boiler: Inspect and tighten the electrical connections	Quarterly Bi-Annual Other
Boiler: Inspect all wiring and secure	Quarterly Bi-Annual Other
Boiler: Inspect contactor for wear	Quarterly Bi-Annual Other
Boiler: Check and verify burner operations	Quarterly Bi-Annual Other
Boiler: Visually inspect	Quarterly Bi-Annual Other
Boiler: Verify ignition system operation	Quarterly Bi-Annual Other
Boiler: Verify safety lockout operation	Quarterly Bi-Annual Other
Boiler: Check operation and Lubricate Circulator	Quarterly Bi-Annual Other
Boiler: Check and verify fuel operation	Quarterly Bi-Annual Other
Boiler: Verify water steam temps. And pressure	Quarterly Bi-Annual Other
Boiler: Check pressure safety limit switch	Quarterly Bi-Annual Other
Boiler: Check heat exchanger and flue passage	Quarterly Bi-Annual Other
Boiler: Check zone valve operation	Quarterly Bi-Annual Other
Boiler: Check steam condensate pumps/trap	Quarterly Bi-Annual Other
Boiler: Calibrate TSTAT & check operations	Quarterly Bi-Annual Other
PUMPS	
Pump: Inspect and access for maintenance	QuarterlyBi-AnnualOther
Pump: Inspect contactors for pitting and wear	Quarterly Bi-Annual Other
. with makes solitantolo for birring and wear	

	Pump: Lubricate all chilled water distribution	Quarterly_	Bi-Annual	Other	
	Pump: Check seals & piping for leaks	Quarterly	Bi-Annual	Other	
	Pump: Inspect and tighten electrical connections	Quarterly	Bi-Annual	Other	
	Pump: Inspect all wiring & secure	Quarterly	Bi-Annual	Other	
	Pump: Check and record pressures	Quarterly	Bi-Annual	Other	
	Pump: Check and record motor amps	Quarterly	Bi-Annual	Other	
	Pump: Replace love-joy inserts as needed	Quarterly	Bi-Annual	Other	
	VAV				
	VAV: Inspect and access unit for maintenance	Quarterly	Bi-Annual 😾	Other	
	VAV: Inspect and tighten the electrical connections	Quarterly	Bi-Annual 👱		
	VAV: Inspect all wiring and secure	Quarterly	Bi-Annual X	Other	
	VAV: Inspect contactors for pitting and wear	Quarterly	Bi-Annual 🗴	Other	
	VAV: Change filters (standard)	Quarterly	Bi-Annual	Other	
	VAV: Change filters (pleated)	Quarterly	Bi-Annual	Other	
	VAV: Change filters (customer supplied)	Quarterly	Bi-Annual	Other	
	VAV: Check drive linkage & lubricate if necessary	Quarterly_	Bi-Annual ×	Other	
	VAV: Calibrate TSTATS and check operation	Quarterly_	Bi-Annual >	Other	
	VAV: Check heat and safeties	Quarterly_	Bi-Annual_	Other_F	
	VAV: Test limits of high heat shutoff	Quarterly	Bi-Annual	Other F	
	VAV: Check the electrical amps & record	Quarterly	Bi-Annual 💉	Other	
	FAN COILS				
	Fan Coil: Inspect and access for maintenance	Quarterly	Bi-Annual	Other	
	Fan Coil: Inspect and tighten the electrical connections	Quarterly	Bi-Annual_	Other	
	Fan Coil: Inspect all wiring and secure	Quarterly	Bi-Annual	Other	
	Fan Coil: Inspect contactor for pitting & wear	Quarterly	Bi-Annual	Other	
	Fan Coil: Change Belt	Quarterly	Bi-Annual_	Other	
	Fan Coil: Inspect wheels and shaft	Quarterly	Bi-Annual	Other	
	Fan Coil: Inspect damper actuator & linkage	Quarterly	Bi-Annual_	Other	
	Fan Coil: Lubricate moving parts and motors	Quarterly	Bi-Annual_	Other	
	Fan Coil: Clean AHU drain line & pan	Quarterly_	Bi-Annual_	Other	
	Fan Coil: Install pan tabs/ strips	Quarterly	Bi-Annual	Other	
	Fan Coil: Check and record evaporator motor amps	Quarterly	Bi-Annual	Other	
	Fan Coil: Record TD across evaporator coil	Quarterly	Bi-Annual	Other	
	Fan Coil: Brush clean evaporator coils	Quarterly	Bi-Annual	Other	
	Fan Coil; Wash evaporator coils (H2o)	Quarterly	Bi-Annual	Other	
	Fan Coil: Apply self -rinse coil cleaner	Quarterly	Bi-Annual	Other	
	Fan Coil: Chemically clean evaporator coils	Quarterly	Bi-Annual	Other	
	Fan Coil: Check operation of condensate pump	Quarterly	_Bi-Annual	Other	
	Fan Coil: Change filter & date AHU (STD)	Quarterly	Bi-Annual	Other	
	Fan Coil: Replace filters & date AHU (supplied)	Quarterly	Bi-Annual	Other	
	Fan Coil: Check operation of three -way valve	Quarterly	_ Bi-Annual	Other	
_		_			
	LIEBERTS	Quartarly	Bi-Annual	Other	
	Liebert: Inspect and access unit for maintenance Liebert: Calibrate TSTATS and check operation	Quarterly Quarterly	_ Bi-Annual Bi-Annual	Other	
	Liebert: Preform visual leak inspections	Quarterly	_ Bi-Annual	Other	
	Liebert: Inspect and tighten electrical connections	Quarterly	Bi-Annual	Other	
			Bi-Annual	Other	
	Liebert: Inspect all wiring and secure	Quarterly	DI-AIIIIUal	other	

MUA: Inspect blower wheels	TOO TO THE REAL PROPERTY.	Bi-Annual	Other
MUA: Check and record fan motor amps	Quarterly	Bi-Annual_	Other
MUA: Adjust pulley, align & belts oil motor and bearing	Quarterly	Bi-Annual_	Other
MUA: Change filters and date (customer supplied)	Quarterly	Bi-Annual_	Other
MUA: Change filters and date (pleated)	Quarterly	Bi-Annual_	Other
MUA: Change filters and date (standard)	Quarterly	Bi-Annual	Other
MUA: Inspect contactors for wear	Quarterly	Bi-Annual	Other
MUA: Inspect and check belts MUA: Inspect and check all wiring and secure	Quarterly	Bi-Annual	Other
MUA: Inspect and check belts	Quarterly	Bi-Annual	Other
MUA: Inspect and access for maintenance	Quarterly	Bi-Annual	Other
MAKEUP AIR			
Liebert: Clean humidifier pan	Quarterly_	Bi-Annual	Other
Liebert: Vacuum supply and return grilles (no lift)	Quarterly_	_ Bi-Annual	Other
Liebert: test operation of humidifier	Quarterly	Bi-Annual	Other
Liebert: Vacuum return section	Quarterly_	Bi-Annual	Other
Liebert: Clean meat elements	Quarterly	_ Bi-Annual	Other
Liebert: Clean heat elements	Quarterly	Bi-Annual	Other
Liebert: Inspect heat elements	Quarterly	_ Bi-Annual	Other
Liebert: Test heat and theth safeties Liebert: Check electrical amps and record	Quarterly_	Bi-Annual	Other
Liebert: Test heat and check safeties	Quarterly	Bi-Annual	Other
Liebert: Test and record hame condition Liebert: Record high heat shutoff limit	Quarterly	Bi-Annual	Other
Liebert: Test and record flame condition	Quarterly	Bi-Annual	Other
Liebert: Install pan tabs/strips	Quarterly_	Bi-Annual	Other
Liebert: Clean drain pans and drain lines	Quarterly_	Bi-Annual	Other
Liebert: Check operations on the condensate pump	Quarterly_	Bi-Annual	Other
Liebert: Chemically clean evaporator coils	Quarterly_	Bi-Annual	Other
Liebert: Apply self -rinse evaporator cleaner	Quarterly_	Bi-Annual	Other
Liebert: Wash evaporator coils (H2o)	Quarterly_	Bi-Annual	Other
Liebert: Brush clean evaporator coils	Quarterly_	Bi-Annual	Other
Liebert: Record TD across evaporator coil	Quarterly_	Bi-Annual	Other Other
Liebert: Change belts Liebert	Quarterly_	Bi-Annual	Other
Liebert: Inspect blower wheels	Quarterly	Bi-Annual	Other
Liebert: Check and record evaporator motor amps	Quarterly_	Bi-Annual	Other
Liebert: Change filters & date (customer supplied)	Quarterly	Bi-Annual	Other
Liebert: Change filters & date (pleated)	Quarterly	Bi-Annual	Other
Liebert: MEG OHM; R [] R [] R []	Quarterly_	Bi-Annual	Other
Liebert: Record oil level ¼ ½ ¾	Quarterly_	Bi-Annual	Other
Liebert: Record super-heat	Quarterly_	Bi-Annual	Other
Liebert: Record sub-cooling	Quarterly_	Bi-Annual	Other
Liebert: Check and record cc heater amps	Quarterly_	Bi-Annual	Other
Liebert: Test and adjust unloaders	Quarterly_	Bi-Annual	Other
Liebert: Check and record compressor amps	Quarterly_	Bi-Annual	Other
Liebert: Check and record compressor amps	Quarterly_	Bi-Annual	Other
Liebert: Chemically clean the condenser coils	Quarterly_	Bi-Annual	Other
Liebert: Brush clean the condenser coils	Quarterly_	Bi-Annual	Other
Liebert: Adjust pulley, align belts, oil motor & bearing	Quarterly_	Bi-Annual_	Other
Liebert: Inspect all contactors for wear Liebert: Check and record CFM amps	Quarterly Quarterly	Bi-Annual Bi-Annual	Other Other
CONTRACTOR OF THE SECRET OF TH	Ullaribriti	DI-MIIII I	()) I I I I I I I

MILA: Change holts	Quarterly	Bi-Annual	Other
MUA: Change belts MUA: Clean supply (no lift) vacuum only	Quarterly	Bi-Annual	Other
		Bi-Annual	Other
MUA: Inspect and tighten electrical connections	Quarterly		Other Other
MUA: Inspect screens	Quarterly	_ Bi-Annual	_ other
AIR CURTAINS	200 618	- C. C C. C. 9	-2.0
Air Curtain: Inspect and access for maintenance	Quarterly	_ Bi-Annual	Other
Air Curtain: Inspect and tighten electrical connections	Quarterly	_ Bi-Annual_	Other
Air Curtain: Inspect wiring and secure	Quarterly	_ Bi-Annual_	Other
Air Curtain: Check contactor for pitting & wear	Quarterly	_ Bi-Annual_	Other
Air Curtain: Inspect heat strip	Quarterly	_ Bi-Annual_	Other
Air Curtain: Test heat and check safeties	Quarterly	Bi-Annual	Other
Air Curtain: Check electrical amps and record	Quarterly	_ Bi-Annual_	Other
Air Curtain: Check door switch	Quarterly	_ Bi-Annual_	Other
REACH IN'S			
Reach in: Inspect and access for maintenance	Quarterly	_ Bi-Annual_	_ Other
Reach in: Check inside temperature	Quarterly	Bi-Annual	_ Other
Reach in: Inspect condensing unit	Quarterly	Bi-Annual	_ Other
Reach in: Chemically clean the condensing coil	Quarterly	Bi-Annual_	Other
Reach in: Check and record superheat	Quarterly	Bi-Annual	Other
Reach in: Check and record sub-cooling	Quarterly	Bi-Annual_	Other
Reach in: Install pre-filter	Quarterly	Bi-Annual	Other
Reach in: Brush the evaporator coil	Quarterly	Bi-Annual	Other
Reach in: Chemically clean the evaporator coils	Quarterly	Bi-Annual	Other
Reach in: calibrate TSTAT's & check operation	Quarterly	Bi-Annual	Other
Reach in: Check time clocks and safeties	Quarterly	Bi-Annual	Other
Reach in: Check condensate drain heater	Quarterly	Bi-Annual	Other
Reach in: Clean condenser with Nitrogen	Quarterly	Bi-Annual	Other
Reach in: Check PSI L H	Quarterly	Bi-Annual	Other
Reach in: Check & record compressor amps	Quarterly	Bi-Annual	Other
Reach in: Check & record condenser motor amps	Quarterly	Bi-Annual	Other
Reach in: Check & record evaporator motor amps	Quarterly	Bi-Annual	Other
Reach in: Inspect door gaskets and heaters	Quarterly	Bi-Annual	Other
Reach in: Brush condenser coils	Quarterly	Bi-Annual	Other
WALK IN'S		_ = = = = = = = = = = = = = = = = = = =	
Walk in: Inspect and access for maintenance	Quarterly	Bi-Annual	Other
Walk in: Inspect and access for maintenance	Quarterly	_ Bi-Annual	Other
Walk in: Check inside temperature	Quarterly	_ Bi-Annual	Other
Walk in: Inspect condensing unit	Quarterly	_ Bi-Annual	Other
Walk in: Check and record superheat	Quarterly	Bi-Annual	Other
Walk in: Check and record sub-cooling	Quarterly	_ Bi-Annual	Other
Walk in: Brush clean condenser coil	Quarterly	_ Bi-Annual_	Other
Walk in: Brush clean evaporator coil	Quarterly	_ Bi-Annual	Other
			Other
Walk in: Chemically clean evaporator coils	Quarterly	_ Bi-Annual Bi-Annual	Other
Walk in: Clean drain pans and drain lines	Quarterly	_ , , , , , , , , , , , , , , , , , , ,	The state of the s
Walk in: Calibrate TSTATS and check operation	Quarterly	_ Bi-Annual	_ Other
Walk in: Check time clocks and safeties	Quarterly	_ Bi-Annual	_ Other
Walk in: Check condensate drain heater	Quarterly	_ Bi-Annual	_ Other
Walk in: Install pre-filter	Quarterly	_Bi-Annual	_ Other

	Walk in: Check PSI L H	Quarterly	Bi-Annual	Other	
	Walk in: Check and record compressor amps	Quarterly_	Bi-Annual	Other	
	Walk in: Check and record condenser motor amps	Quarterly	Bi-Annual	Other	
	Walk in: Check and record evaporator motor amps	Quarterly	Bi-Annual_	Other	
	Walk in: Inspect door gaskets and heaters	Quarterly_	Bi-Annual_	Other_	
_	ICE MACHINES	5			
	Ice Machine: Inspect and access for maintenance	Quarterly	Bi-Annual	Other	
	Ice Machine: Descale the evaporator coil	Quarterly	Bi-Annual	Other	
	Ice Machine: Clean and sanitize	Quarterly	Bi-Annual	Other	
	Ice Machine: Check proper operation	Quarterly_	Bi-Annual	Other	
	Ice Machine: Check and record superheat	Quarterly	Bi-Annual	Other	
	Ice Machine: Check and record sub-cooling	Quarterly	Bi-Annual	Other	
	Ice Machine: Chemically clean condensing coil	Quarterly	Bi-Annual	Other	
	Ice Machine: Inspect Overall Condition	Quarterly	Bi-Annual	Other	
	Ice Machine: Check and Clean Drain Line	Quarterly	Bi-Annual	Other	
	Ice Machine: Adjust Water Fill and Check Safeties	Quarterly	Bi-Annual	Other	
	Ice Machine: Inspect Water Filtration System	Quarterly	Bi-Annual	Other	
	Ice Machine: Descale Water System	Quarterly	Bi-Annual	Other	
	RACK SYSTEMS				
	Rack: Inspect and Access for Maintenance	Quarterly	Bi-Annual	Other	
	Rack: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual	Other	
	Rack: Inspect & Tighten Electrical Connections	Quarterly_	Bi-Annual	Other	
	Rack: Inspect All Wiring and Secure	Quarterly_	Bi-Annual	Other	9
	Rack: Inspect Contactors for Wear	Quarterly_	Bi-Annual	Other	
	Rack: Change Belt	Quarterly	Bi-Annual	Other	
	Rack: Clean Drain Pans and Drain Lines	Quarterly	Bi-Annual	Other	
	Rack: Add Pan Tablets/Strips	Quarterly	Bi-Annual	Other	
	Rack: Check and Calibrate Controls	Quarterly	Bi-Annual	Other	
	Rack: Brush Clean Condenser Coil	Quarterly	Bi-Annual	Other	9
	Rack: Chemically Clean Condenser Coils	Quarterly	Bi-Annual	Other	
	Rack: Check Defrost Heaters	Quarterly	Bi-Annual	Other	
	Rack: Check Oil Level	Quarterly	Bi-Annual	Other	
	Rack: Visual Leak Inspection	Quarterly	Bi-Annual	Other	
	Rack: Record Compressor Amps	Quarterly_	Bi-Annual_	Other	
	A TOTAL STATE OF THE STATE OF T				
	ENVIRONMENTAL CHA	AMBERS	1.79 10.49		
	Env. Cham: Inspect and Access for Maintenance	Quarterly	Bi-Annual	_ Other	
	Env. Cham: Calibrate TSTAT and Check Operations	Quarterly	Bi-Annual	_ Other	
	Env. Cham: Inspect & Tighten Electrical Connections	Quarterly	Bi-Annual	_ Other	
	Env. Cham: Inspect All Wiring and Secure	Quarterly	_ Bi-Annual	_ Other	
	Env. Cham: Inspect Contactor for Wear	Quarterly	_ Bi-Annual	_ Other	
	Env. Cham: Perform Visual Leak Inspection	Quarterly	_ Bi-Annual	_ Other	
	Env. Cham: Check and Record Compressor Amps	Quarterly	Bi-Annual	_ Other	
	Env. Cham: Check and Record Refr. Pres. Static & op.	Quarterly	_ Bi-Annual	_ Other	
	Env. Quarterly Bi-Annual Other	Quarterly	_ Bi-Annual	_ Other	





McLEOD COUNTY HIGHWAY DEPARTMENT

1400 Adams Street SE, Hutchinson, MN 55350 (320) 484-4321 • Fax (320) 234-6971

John Brunkhorst, P.E. County Engineer Phil Schmalz, P.E. Assistant County Engineer **Elvis Voigt** Maintenance Superintendent

Christy Christensen GIS Director

July 10, 2017

Honorable Board of County Commissioners McLeod County, Minnesota

Re: 2016 Annual Report

Honorable Commissioners:

I present, herewith, a report of the activities of the McLeod County Highway Department for the year ended December 31, 2016.

The report covers in detail the various accounts within the Road and Bridge Fund pertaining to revenue and expenditures.

As always if you have any questions or concerns on any of the items feel free to give our office a call.

Respectfully submitted,

John T. Brunkhorst, P.E. McLeod County Engineer

Cc: Pat Melvin, County Administrator

Todd Broadwell, MnDOT District State Aid Engineer

+ Bruncher



McLeod County Highway Department Year Ended:12/31/2016

	Regular	Municipal	County
Total Mileage	240.200	14.810	144.870
Construction:			
Allotment	\$2,460,363.00	\$315,317.00	y*
Total Cost	\$1,725,513.56	\$170,526.76	\$206,895.95
Maintenance:			
Allotment	\$1,640,242.00	\$210,212.00	
State Aid Bond Interest	\$0.00		
Maintenance Cost (* Includes costs below)	\$1,824,696.89	\$124,490.93	\$1,122,538.43
Total Maintenance Plus Bond Int.	\$1,824,696.89	\$124,490.93	
* Unallocated Costs:	\$165,942.50	\$11,062.83	\$99,565.50
* Adj. to Equalize Depreciation:	\$103,809.60	\$6,920.64	\$62,285.76

CERTIFICATION STATEMENT

I certify that the above information is true and correct. I also certify that the McLeod County Highway Department has followed the accounting procedures as established in the State Aid Accounting Manual or an alternative method as approved by the Mn/DOT. It is understood that all records, books, documents, and accounting procedures pertaining to this information are subject to audit and examination by the Mn/DOT and the State Auditor's Office. It is also understood that the Mn/DOT reserves the right to withhold future State Aid payments if the county has not complied with the procedures and practices as approved and established.

Certified:		
	County Engineer	Date
Approved:		
	D.S.A.E.	Date

Thursday, June 08, 2017 1:30:32 PM Version: 12.0

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McLeod County Highway Department Summary of County Highway Information For the Year Ended December 31, 2016

Mileage - CSAH Regular	240.2
Maintenance Costs - CSAH Regular	\$ 1,824,696.89
Mileage - CSAH Municipal	14.81
Maintenance Costs - CSAH Municipal	\$ 124,490.93
Mileage - County Roads	144.87
Maintenance Costs - County Roads	\$ 1,122,538.43
Construction - CSAH Regular	\$ 1,725,513.56
Construction - CSAH Municipal	\$ 170,526.76
Construction - County Roads	\$ 206,895.95

McLeod County Highway Department Financial Statement For the Year Ended December 31, 2016

ASSETS			
Cash Balance as of December 31, 2016			
Cash	\$ 7,156,240.32		
Petty Cash	100.00		
		\$ 7,156,340.32	
Unapportioned Taxes Receivable	-		
Delinquent Taxes Receivable	-		
Tax Forfeited Property	-		
		_	
Accounts Receivable			
Due from Private Sector	6,350.81		
Due from Townships	31,831.79		
Due from Municipalities	8,696.19		
Due from Other Governments	(2,576.24)		
Due from Other County Funds	<u>-</u>		
Total Accounts Receivable		44,302.55	
Due from State Aid			
Regular Maintenance	164,024.20		
Regular Construction	-		
Municipal Maintenance	19,384.93		
Municiapl Construction	35,000.00		
Town Bridge	-		
Bridge Bonding	-		
Turnback	-		
Federal Projects	1,242,259.03		
Total from State Aid	, , , = = = =	1,460,668.16	
		, ,	
Alleton oute			
Allotments			
State Aid Regular Maintenance	4 007 000 07		
State Aid Municipal Maintanana	4,097,386.97		
State Aid Municipal Maintenance	464 405 26		
State Aid Municipal Construction	461,405.36		
Town Bridge	160,321.89		
Bridge Bonding Grant LRIP Grant	-		
Total Allotments	-	4,719,114.22	
Total Allottions		4,113,114.22	
Inventory		613,540.13	
TOTAL ASSETS			\$ 13,993,965.38

McLeod County Highway Department Financial Statement For the Year Ended December 31, 2016

LIABILITIES Vendors Payable Contracts Payable		\$ 77,216.59 21,700.00	
Personal Services Salaries Payable Vacation Payable Vested Sick Leave Payable Comp Time Payable Total Personal Services	77,125.08 79,556.18 78,249.33 4,638.38	239,568.97	
Deferred Revenue Regular Maintenance Regular Construction Municipal Maintenance Municipal Contruction Town Bridge Bridge Bonding	4,097,386.97 - 461,405.36 160,321.89		
LRIP Total Deferred Revenue		 4,719,114.22	
TOTAL LIABILITIES			\$ 5,057,599.78
FUND BALANCE Reserve for Petty Cash Reserve for Inventory Reserve for Cash Flow Reserve for Gravel Agreements Fund Balance (Undesignated)		100.00 613,540.13 3,608,612.24 200,000.00 4,514,113.23	
TOTAL FUND BALANCE			\$ 8,936,365.60
TOTAL LIABILITIES AND FUND BALANCE			\$ 13,993,965.38

McLeod County Highway Department Accounts Receivable For the Year Ended December 31, 2016

		Beginning Balance	(Current Year Billings	(Current Year Payments		Ending Balance
Due from Townships		Balarioo		2go		. ayınıcınıc		Dalarioo
Acoma #1	\$	2,632.19	\$	10,396.21	\$	10,750.32	\$	2,278.08
Bergen #2	•	2,611.41	•	4,272.23	,	6,883.64	•	,
Collins #3		· -		50,465.88		48,611.95		1,853.93
Glencoe #4		_		3,063.80		2,996.30		67.50
Hale #5		565.59		1,294.68		1,155.27		705.00
Hassan Valley #6		449.28		4,859.87		3,427.37		1,881.78
Helen #7		-		1,346.27		1,346.27		-
Hutchinson #8		2,568.39		13,608.53		12,192.16		3,984.76
Lynn #9		-		31,739.63		31,739.63		-
Penn #10		-		1,370.70		1,370.70		-
Rich Valley #11		-		750.27		750.27		-
Round Grove #12		-		38,040.11		38,040.11		-
Sumter #13		242.52		1,493.96		1,736.48		-
Winsted #14		<u> </u>		42,673.62		21,612.88		21,060.74
Total Due from Townships	\$	9,069.38	\$	205,375.76	\$	182,613.35	\$	31,831.79
<u>Due from Municipalities</u>	Φ.		Φ.	470.44	•		•	470.44
Arlington	\$	-	\$	472.44	\$	757.40	\$	472.44
Brownton		-		1,083.44		757.12		326.32
Hutchinson		-		21,229.08		21,229.08		- 0 540 75
Lester Prairie		-		10,489.06		7,970.31		2,518.75
Silver Lake		-		1,320.00		1,020.00		300.00
Stewart Winsted		2 070 55		1,532.80		474.06		1,058.74
Total From Municipalities	\$	3,970.55 3,970.55	\$	8,255.33 44,382.15	\$	8,205.94 39,656.51	\$	4,019.94 8,696.19
•	٧	0,010.00	Ψ	44,002.10	Ψ	00,000.01	Ψ	0,000.10
<u>Due from Private Sector</u> Individuals		10 567 54		20 720 04		46 O4E 77		6 250 04
Total Due from Private Sector	\$	13,567.54 13,567.54	\$	39,729.04 39,729.04	\$	46,945.77 46,945.77	\$	6,350.81 6,350.81
Due from Other Governments								
Wright County				(2,576.24)		-		(2,576.24)
Total Due fro Other Governments	\$	-	\$	(2,576.24)	\$	-	\$	(2,576.24)
Due from Other County Funds								
Courthouse/Jail	\$	-	\$	792.00	\$	792.00	\$	-
Fairgrounds		-		265.41		265.41		-
Joint Ditch #9		-		490.00		490.00		-
Social Services		-		4,936.00		4,936.00		-
Solid Waste		-		118.96		118.96		-
Total Due from Other County Funds	\$	-	\$	6,602.37	\$	6,602.37	\$	-
Due from Intragovernmental								
Property Taxes - Current	\$	=	\$	3,166,648.17	\$	3,166,648.17	\$	-
Property Taxes - Delinquent	\$	-	•	16,141.52	· ·	16,141.52	· ·	-
Total Due from Intragovernmental	Þ	-	\$	3,182,789.69	\$	3,182,789.69	\$	-
Due from State Aid	_		_		_		_	
Regular Maintenance	\$	157,320.00	\$	1,640,242.00	\$	1,633,537.80	\$	164,024.20
Regular Construction		1,903,798.74		7,270.71		1,911,069.45		-
Municipal Maintenance		49,981.89		124,490.93		155,087.89		19,384.93
Municipal Construction		35,000.00		164,303.24		164,303.24		35,000.00
Town Bridge		337,824.95		254,863.49		592,688.44		-
Turnback		-		-		-		-
Federal DCP		-		1,252,024.76		9,765.73		1,242,259.03
Federal Special Agreements		-		617,093.43		617,093.43		-
LRIP		-		20,000.00		20,000.00		-
Bridge Bonding	<u>•</u>	- 2 402 02E E0	•	112,946.15	•	112,946.15	•	1 460 660 40
Total Due from State Aid		2,483,925.58	\$	4,193,234.71	\$	5,216,492.13	\$	1,460,668.16
Total Receivables	\$	2,510,533.05	\$	7,669,537.48	\$	8,675,099.82	\$	1,504,970.71

McLeod County Highway Department Town Road Allotment For the Year Ended December 31, 2016

Acoma	\$	26,233.83
Bergen	•	25,158.13
Collins		14,306.16
Glencoe		13,576.60
Hale		23,473.74
Hassan Valley		19,422.40
Helen		19,397.98
Hutchinson		24,271.18
Lynn		14,340.32
Penn		14,958.92
Rich Valley		20,564.50
Round Grove		13,114.82
Sumter		15,711.63
Winsted		23,480.79
Total Town Road Allotment	\$	268,011.00

McLeod County Highway Department Inventory of Supplies and Materials For the Year Ended December 31, 2016

Total Inventory and Supplies			\$	613,540.13
Total Field Materials and Supplies			<u>\$</u>	510,789.39
Signs/Posts/Guardrails		56,635.41		
Misc Road Materials		805.11		
Erosion / Weed Control Materials		1,448.32		
Culverts		31,150.81		
Buckshot / Black Dirt / Misc Aggregate	1	75,760.31		
Aggregate Materials / Stockpiles Etc.		58,008.90		
Ice Control Materials	1	45,905.22		
Bituminous Materials	\$	41,075.31		
Field Materials and Supplies				
Total Parts and Replacements			\$	102,750.74
Cutting Edges, Snowplow & Wing C.E.	<u>\$ 1</u>	02,750.74	•	400 750 74
Parts and Replacements				

McLeod County Highway Department Accounts Payable For the Year Ended December 31, 2016

<u>Payables</u>		Admin.		Road		Road		Shop		GIS		
		330		Const.		Maint. 310		Equip. 340		105		Total Payable
Accounts Payable	\$	2,332.55	\$	28,125.05	\$	18,651.51	\$	27,764.33	\$	343.15	\$	77,216.59
Salaries and Benefits Payable												
Salaries Payable	\$	11,675.60	\$	7,575.44	\$	50,086.39	\$	3,566.35	\$	4,221.30	\$	77,125.08
Vacation Payable		11,723.72		7,007.04		51,302.71		3,598.56		5,924.15		79,556.18
Vested Sick Leave Payable		-		-		45,393.70		16,761.68		16,093.95		78,249.33
Comp Time Payable		20.88		570.60		4,046.90		-		-		4,638.38
Total Salaries and Benefits Payable	\$	23,420.20	\$	15,153.08	\$	150,829.70	\$	23,926.59	\$	26,239.40	\$	239,568.97
	C	SAH Reg.	C	SAH Mun.		Town		D		County		
Octobrida Broad II		Const.		Const.		Bridge		Bonding		Const.		
Contracts Payable	•		_		•		•	= 000 00	•		_	= 000 00
SAP 043-594-001	\$	-	\$	-	\$	-	\$	5,600.00	\$	-	\$	5,600.00
SAP 043-711-005	_		•	16,100.00	•	-	•	-	•	-		16,100.00
Total Contracts Payable	\$	-	\$	16,100.00	\$	-	\$	5,600.00	\$	-	\$	21,700.00

McLeod County Highway Department Accounts Payable Addendum For the Year Ended December 31, 2016

Accounts Payable	Admin.	Road Const.	Road Maint.	Shop Equip.	GIS	Total
Vendor Name	330	320	310	Equip. 340	105	Payable
CITY OF BROWNTON	330	320	310	\$ 1,217.52		\$ 1,217.52
CITY OF HUTCHINSON				5,558.50		5,558.50
HUTCHINSON CO-OP (CENEX)				103.96		103.96
MCLEOD COOPERATIVE POWER			1,073.78			1,073.78
LIGHT & POWER COMMISSION			38.28			38.28
LITTLE FALLS MACHINE INC.				660.29		660.29
GOPHER ONE STATE CALL			21.60			21.60
SAM'S TIRE SERVICE				59.00		59.00
XCEL ENERGY			652.40	288.53		940.93
CENTERPOINT ENERGY				939.37		939.37
SCHIROO				305.00		305.00
WEX BANK FLEET SERVICES				4,021.22		4,021.22
O'REILLY AUTO PARTS				170.67		170.67
MN DEPT OF LABOR & INDUSTRY				10.00		10.00
CULLIGAN WATER CONDITIONING				42.60		42.60
AUTO VALUE GLENCOE				568.00		568.00
NUSS TRUCK GROUP INC.				1,512.15		1,512.15
NORTHERN SAFETY TECHNOLOGY				1,227.22		1,227.22
BENTLEY SYSTEMS INC	375.75					375.75
MN DEPT OF TRANSPORTATION	1,956.80	2,997.66				4,954.46
FORCE AMERICA				56.08		56.08
MENARDS				330.10		330.10
HUTCHINSON UTILITIES COMMISSION				477.88		477.88
WEST CENTRAL SANITATION INC				116.48		116.48
HOLT MOTORS				191.29		191.29
NORTH CENTRAL INTERNATIONAL				144.66		144.66
TOTAL FIRE PROTECTION				213.00		213.00
H & R CONSTRUCTION			9,327.50			9,327.50
WILSON DEVELOPMENT SERVICES		24,047.39				24,047.39
M-R SIGN			748.08		343.15	1,091.23
ELECTRICAL SERVICES INC			6,115.84			6,115.84
PRECISE MRM LLC			211.66			211.66
GLENCOE CO OP ASSN				9,435.02		9,435.02
RUNNINGS SUPPLY				2.69		2.69
PELLINEN LAND SURVEYING		1,080.00				1,080.00
BAUM HYDRAULICS CORPORATION				113.10		113.10
G & K SERVICES			462.37			462.37
						<u> </u>
Total Accounts Payable	\$ 2,332.55	\$ 28,125.05	\$ 18,651.51	\$ 27,764.33	\$ 343.15	\$ 77,216.59

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

Date: 6/12/2017 Time: 14:07:52

Thru 1/1/3000

Acquired Date Range: From 1/1/1900

Equipment Code Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
0990 RENTAL	.00	.00	2,428.02	.00	4,560.25	2,132.23	0.00	.00
Acq Dt. 1/1/1997 Est. Life 0 Status	Active							
SubTotal	.00	.00	2,428.02	.00	4,560.25	2,132.23	.00	.00
M-ADMN								
3874 RICOH COPIER/PRINTER/SCANNER	20,484.21	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 12/19/2008 Est. Life 8 Status	Traded	05/26/2016						
4107 RICOH COPIER/PRINTER/SCANNER	12,895.00	12,895.00	.00	.00	.00	-1,074.56	1,074.56	11,820.44
Acq Dt. 5/31/2016 Est. Life 8 Status	New							
SubTotal	33,379.21	12,895.00	.00	.00	.00	-1,074.56	1,074.56	11,820.44
M-CONS								
6403 TRIMBLE R8 GPS	16,868.08	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 1/1/2011 Est. Life 5 Status	Active							
6404 TRIMBLE R10 GPS INSTRUMENT & PC/ #7377	31,387.05	28,771.45	.00	.00	.00	-3,923.40	3,923.40	24,848.05
Acq Dt. 5/22/2015 Est. Life 8 Status	Active							
SubTotal	48,255.13	28,771.45	.00	.00	.00	-3,923.40	3,923.40	24,848.05
MJ GRD								
3050 2007 CATERPILLAR 12H GRADER #3402	54,612.14	.00	12,832.78	.00	33,735.00	20,902.22	0.00	.00
Acq Dt. 6/30/2007 Est. Life 8 Status	Active							
3051 2010 WALK N ROLL PACKER #6422	35,035.00	.00	2,408.36	.00	2,629.50	221.14	0.00	.00
Acq Dt. 4/1/2010 Est. Life 5 Status	Active							
4070 2006 CATERPILLAR MOTOR GRADER #3233	63,676.35	.00	23,436.67	.00	44,492.50	21,055.83	0.00	.00
Acq Dt. 3/29/2006 Est. Life 8 Status	Active							
5070 2011 CAT 12M MOTOR GRADER #6791	151,075.91	75,537.83	16,985.15	.00	48,392.50	12,522.83	18,884.52	56,653.31
Acq Dt. 1/1/2012 Est. Life 8 Status	Active							
SubTotal	304,399.40	75,537.83	55,662.96	.00	129,249.50	54,702.02	18,884.52	56,653.31

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Acquired Date Range: From 1/1/1900

Date: 6/12/2017

Time: 14:07:52

Thru 1/1/3000

Equipment Code Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ LDR								
0430 2008 CAT 430E BACKHOE #3621	71,760.00	16,964.48	3,210.54	.00	8,310.00	-2,170.98	7,270.44	9,694.04
Acq Dt. 5/20/2008 Est. Life 10 Status	Active							
0450 2006 CAT LOADER (SOLID WASTE)	.00	.00	6,084.75	.00	10,860.00	4,775.25	0.00	.00
Acq Dt. 4/1/2006 Est. Life 0 Status	Active							
0470 2006 BOBCAT SKID LOADER #3240	33,811.63	.00	1,754.91	.00	6,641.25	4,886.34	0.00	.00
Acq Dt. 10/6/2006 Est. Life 5 Status	Active							
0490 1976 CAT LOADER #5021	59,649.00	.00	4,399.08	.00	1,230.00	-3,169.08	0.00	.00
Acq Dt. 2/1/1977 Est. Life 10 Status	Active							
0930 1993 CAT LOADER #5042	142,321.03	.00	25,732.28	.00	3,960.00	-21,772.28	0.00	.00
Acq Dt. 9/16/1993 Est. Life 10 Status	Active							
1301 2013 BOBCAT SKID LOADER #7409	45,267.27	36,213.75	2,843.25	.00	3,705.00	-3,665.01	4,526.76	31,686.99
Acq Dt. 1/1/2014 Est. Life 10 Status	Active							
1302 2013 CAT LOADER 938 #7408	188,164.13	150,531.41	4,632.77	.00	7,830.00	-15,619.13	18,816.36	131,715.05
Acq Dt. 1/1/2014 Est. Life 10 Status	Active							
1407 2014 CAT LOADER 938K #7354	180,980.00	143,275.80	2,855.85	.00	2,655.00	-22,823.37	22,622.52	120,653.28
Acq Dt. 5/5/2014 Est. Life 8 Status	Active							
1504 84" BOBCAT SOIL CONDITIONER TAG# 7382	6,433.00	6,111.34	55.69	.00	20.00	-679.01	643.32	5,468.02
Acq Dt. 7/23/2015 Est. Life 10 Status	Active							
1705 72" BOBCAT BRUSHCUT MOWER #7401	4,707.50	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 3/22/2017 Est. Life 10 Status	New							
SubTotal	733,093.56	353,096.78	51,569.12	.00	45,211.25	-60,237.27	53,879.40	299,217.38
MJ PKP								
0010 2000 CHEVROLET 4X4 PICKUP #5002	14,830.37	.00	2,775.41	.00	639.00	-2,136.41	0.00	.00
	Traded	09/01/2016	_,			_,		
0020 2004 CHEV 3/4 TON 4WD PICKUP #1591		.00	2,175.82	.00	272.25	-1,903.57	0.00	.00
	Active		_,			.,		
0030 2012 FORD F-150 CREW CAB #7418	26,157.88	6,103.72	5,636.17	.00	2,196.00	-8,671.69	5,231.52	872.20
	Active	5,12511	2,202		_,	5,511151	5,232	
0060 2004 CHEV 1/2 T 4X4 SILVERADO #914	20,446.57	.00	4,082.36	.00	4,722.75	640.39	0.00	.00
	Active				, -			

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

Date: 6/12/2017 Time: 14:07:52

Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Equipment Code	Description		Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ PKP	·					<u>'</u>		'		
0070 1996	6 FORD F350 PICKUP #5005		26,202.75	.00	3,193.64	.00	2,549.25	-644.39	0.00	.00
Acq Dt.	6/4/1996 Est. Life 5	Status	Active							
0080 2000	0 CHEVROLET 4X4 PICKUP #5006		22,059.95	.00	4,547.92	.00	3,262.50	-1,285.42	0.00	.00
Acq Dt.	5/18/2000 Est. Life 5	Status	Active							
0090 1997	7 JEEP CHEROKEE #5007		20,245.43	.00	955.78	.00	1,372.50	416.72	0.00	.00
Acq Dt.	6/23/1997 Est. Life 5	Status	Active							
0100 2000	0 GMC SIERRA 4X4 PICK-UP #5008	3	23,962.01	.00	4,157.61	.00	1,703.25	-2,454.36	0.00	.00
Acq Dt.	9/10/1999 Est. Life 5	Status	Active							
0110 2004	4 CHEV CREW CAB 3/4 TON #1603	}	26,165.03	.00	5,113.63	.00	5,438.25	324.62	0.00	.00
Acq Dt.	3/1/2004 Est. Life 5	Status	Active							
0120 2006	6 FORD 1 TON CB PICKUP #2719		44,154.00	.00	154.45	.00	81.00	-73.45	0.00	.00
Acq Dt.	8/8/2005 Est. Life 5	Status	Traded	01/28/2016						
0140 2010	0 FORD F150 CREW 4X4 #6428		25,850.00	.00	6,613.84	.00	8,752.50	2,138.66	0.00	.00
Acq Dt.	6/15/2010 Est. Life 5	Status	Active							
0160 2008	8 FORD F-450 MECH TRUCK #3623	3	57,376.59	.00	1,293.47	.00	40.00	-1,253.47	0.00	.00
Acq Dt.	12/31/2007 Est. Life 8	Status	Active							
0180 2009	9 KUBOTA UTILITY VEHICLE #6406	6	12,050.16	.00	295.66	.00	49.50	-246.16	0.00	.00
Acq Dt.	8/24/2009 Est. Life 5	Status	Active							
0190 199	1 CHEV 3/4 TON CREW CAB #5012)	13,229.00	.00	.00	.00	.00	.00	0.00	.00
Acq Dt.	7/15/1991 Est. Life 5	Status	Sold	06/01/2012						
0210 2010	0 GMC RED PICKUP #6421		18,194.77	.00	1,883.84	.00	2,736.00	852.16	0.00	.00
Acq Dt.	3/1/2010 Est. Life 5	Status	Active							
0220 2010	0 GMC SILVER PICKUP #6420		18,194.77	.00	1,013.68	.00	67.50	-946.18	0.00	.00
Acq Dt.	3/1/2010 Est. Life 5	Status	Active							
1202 2013	3 CHEV 1T CREW PICKUP #7412		30,030.85	11,011.47	20,169.87	.00	6,603.75	-19,572.24	6,006.12	5,005.35
Acq Dt.	11/30/2012 Est. Life 5	Status	Active							
1303 2013	3 FORD F150 CREWCAB PICKUP #7	7407	28,683.51	17,210.07	2,566.66	.00	10,613.75	2,310.37	5,736.72	11,473.35
Acq Dt.	1/1/2014 Est. Life 5	Status	Active							
1405 2014	4 GMC SIERRA WT PICKUP #7358		24,754.87	17,328.43	5,722.59	.00	4,873.50	-5,800.05	4,950.96	12,377.47
Acq Dt.	7/15/2014 Est. Life 5	Status	Active							

MCLEOD COUNTY HIGHWAY COSTING SYSTEM

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Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Date: 6/12/2017

Time: 14:07:52

Equipment Code	Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ PKP									
1406 201	15 CHEV TRAVERSE AWD #7364	26,040.86	18,228.68	1,539.51	.00	1,758.75	-4,988.88	5,208.12	13,020.56
Acq Dt.	7/15/2014 Est. Life 5 Status	S Active							
1506 201	16 FORD F550 4X4 SUPER CAB #7387	61,422.60	60,782.78	4,212.46	.00	5,084.00	-6,806.30	7,677.84	53,104.94
Acq Dt.	12/3/2015 Est. Life 8 Status	S Active							
1603 201	16 FORD F-150 CREW CAB 4X4 #4110 (BLU	JE 28,278.24	28,278.24	6,541.35	.00	5,906.25	-3,934.20	3,299.10	24,979.14
Acq Dt.	6/14/2016 Est. Life 5 Status	s New							
	SubTotal	594,886.31	158,943.39	84,645.72	.00	68,722.25	-54,033.85	38,110.38	120,833.01
MJ TCR									
0670 200	08 JD 5425 TRACTOR WITH 742 #3873	37,410.21	.00	6,534.61	.00	17,806.25	11,271.64	0.00	.00
Acq Dt.	9/17/2008 Est. Life 7 Status	S Active							
0680 200	05 JD 5425 UTILITY TRACTOR #2653	36,156.43	.00	4,563.08	.00	12,515.25	7,952.17	0.00	.00
Acq Dt.	4/25/2005 Est. Life 7 Status	S Active							
0682 201	12 KUHN ROTARY MOWER #7346	6,946.88	.00	484.46	.00	.00	-484.46	0.00	.00
Acq Dt.	6/29/2012 Est. Life 5 Status	s Active							
0690 200	05 6615 JOHN DEERE TRACTOR #2638	51,264.86	.00	5,098.86	.00	13,365.00	8,266.14	0.00	.00
Acq Dt.	5/2/2005 Est. Life 7 Status	s Active							
0691 200	05 DIAMOND MOWER #2637	19,809.00	.00	.00	.00	.00	.00	0.00	.00
Acq Dt.	6/15/2005 Est. Life 5 Status	S Active							
0710 200	07 JOHN DEERE TRACTOR #3354	38,060.06	.00	6,919.48	.00	16,678.75	9,759.27	0.00	.00
Acq Dt.	4/6/2007 Est. Life 7 Status	S Active							
0711 200	07 JOHN DEERE DISK MOWER #3355	7,300.00	.00	1,810.50	.00	.00	-1,810.50	0.00	.00
Acq Dt.	4/11/2007 Est. Life 5 Status	S Active							
0720 201	10 JOHN DEERE 5083E TRACTOR #6427	29,254.05	.00	3,452.68	.00	12,966.25	9,513.57	0.00	.00
Acq Dt.	6/24/2010 Est. Life 5 Status	S Active							
0721 201	10 JOHN DEERE 265 MOWER #6426	8,726.29	.00	466.46	.00	.00	-466.46	0.00	.00
Acq Dt.	6/24/2010 Est. Life 5 Status	S Active							
	06 KUHN MOWER ON 0670 #3234	5,668.00	.00	451.64	.00	.00	-451.64	0.00	.00
Acq Dt.	6/21/2006 Est. Life 5 Status	S Active							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

Date: 6/12/2017 Time: 14:07:52

Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Equipment Code Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ TCR							·	
1501 2015 KUHN MOUNTED DISK MOWER #4		2,805.00	20.70	.00	.00	-680.70	660.00	2,145.00
·	Status Active	0.005.00	00 000 47	00	70 004 50	40.040.00	440.00	0.445.00
SubTotal	249,795.78	2,805.00	29,802.47	.00	73,331.50	42,869.03	660.00	2,145.00
MJ TLR								
0250 2004 QUIP NET TRAILER #2587	4,942.54	.00	646.44	.00	209.00	-437.44	0.00	.00
Acq Dt. 5/26/2004 Est. Life 8	Status Active							
0260 2008 J-CRAFT PUP TRAILER #3618	32,443.81	675.87	1,298.39	.00	1,941.50	-32.76	675.87	.00
Acq Dt. 3/14/2008 Est. Life 8	Status Active							
0270 2003 BELLYDUMP #5332	30,408.77	.00	2,505.70	.00	5,126.00	2,620.30	0.00	.00
Acq Dt. 5/23/2003 Est. Life 8	Status Active							
0280 2009 TOWMASTER 12' TRAILER #6407	8,900.00	.00	.00	.00	31.50	31.50	0.00	.00
Acq Dt. 8/24/2009 Est. Life 5	Status Active							
0290 2011 TOWMASTER 16' TRAILER #6789	9,083.97	1,816.77	522.32	.00	1,182.50	-1,156.59	1,816.77	.00
Acq Dt. 4/1/2011 Est. Life 5	Status Active							
0460 2006 SIDE DMP TRAILER (SOLID WASTE	.00	.00	119.54	.00	473.00	353.46	0.00	.00
	Status Active							
0500 1999 US CARGO TRAILER #7413	1,500.00	.00	211.64	.00	1,347.50	1,135.86	0.00	.00
·	Status Active							
0810 2000 QUIPNET TAG TRAILER 32' #5034	16,906.58	.00	92.02	.00	.00	-92.02	0.00	.00
·	Status Sold	03/22/2016						
0820 1970 BUTLER TANK TRAILER #5035	5,500.00	.00	1,223.06	.00	44.00	-1,179.06	0.00	.00
	Status Active							
1707 FOI TRIVICE TRATEER # 3030	12,000.00	.00	2,910.30	.00	2,579.50	-330.80	0.00	.00
•	Status Active							
0920 1965 COOK USED PUP TRAILER #5082	4,808.50	.00	399.76	.00	1,531.75	1,131.99	0.00	.00
	Status Active	4.500.04	0.707.00		0.040.05	0.400.07		
0940 1991 MIDLAND PUP TRLR USED #6626	13,357.00	4,508.21	2,727.08	.00	2,219.25	-2,198.27	1,690.44	2,817.77
·	Status Active 4,286.00	00	/25.74	20	1 /7 / 75	1 000 01	0.00	00
0950 1965 COOK USED PUP TRAILER #5083 Acq Dt. 12/23/1999 Est. Life 8		.00	635.74	.00	1,674.75	1,039.01	0.00	.00
MUY DI. 12/23/1979 EST. LITE &	Status Active							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

Date: 6/12/2017 Time: 14:07:52

Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Equipment Code Description		Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ TLR							·	·	
0980 1991 MIDLAND PUP TRLR USE	ED #6627	13,357.00	4,508.21	2,318.73	.00	2,772.00	-1,237.17	1,690.44	2,817.77
Acq Dt. 9/28/2010 Est. Life 8		Active							
1408 2015 TOWMASTER TM-14DT	TRAILER #7366	8,835.75	6,479.59	366.96	.00	1,485.00	-649.08	1,767.12	4,712.47
Acq Dt. 9/16/2014 Est. Life 5	Status	Active							
1409 2015 TOWMASTER SIGN TRAI	LER #7365	9,370.00	14,992.04	206.39	.00	605.00	-3,349.35	3,747.96	11,244.08
Acq Dt. 11/3/2014 Est. Life 5	Status	Active							
1601 2015 TM T-50 TRAILER #4104	4	29,789.09	29,789.09	964.13	.00	668.25	-3,709.18	3,413.30	26,375.79
Acq Dt. 2/23/2016 Est. Life 8	Status	New							
SubTotal		205,489.01	62,769.78	17,148.20	.00	23,890.50	-8,059.60	14,801.90	47,967.88
MJ TRK									
0860 1991 INT SEMI - SPARE #503	8 (SW/Highway)	57,620.54	.00	3,008.80	.00	3,835.00	826.20	0.00	.00
Acq Dt. 3/22/1991 Est. Life 1	0 Status	Active							
0870 2013 INTERNATIONAL SEMI #	≠ 7405	103,124.55	56,933.52	13,082.49	.00	30,810.00	4,836.99	12,890.52	44,043.00
Acq Dt. 6/1/2012 Est. Life 8	Status	Active							
0910 2000 FRTLNER W/ PATCHING	TRLR #5041	89,329.58	.00	6,207.93	.00	10,132.50	3,924.57	0.00	.00
Acq Dt. 9/10/1999 Est. Life 8	Status	Active							
1010 2006 STERLING LT9500 TAND	EM #2705	158,224.40	.00	27,304.12	.00	21,927.50	-5,376.62	0.00	.00
Acq Dt. 7/12/2005 Est. Life 8	Status	Active							
1020 1997 FORD LTS 9000 TANDEN	/I TRK #5043	92,821.17	.00	825.97	.00	105.00	-720.97	0.00	.00
Acq Dt. 5/21/1996 Est. Life 8	Status	Traded	10/20/2016						
1040 2006 STERLING LT9500 TAND	EM #3232	160,194.65	.00	22,972.88	.00	26,635.00	3,662.12	0.00	.00
Acq Dt. 3/20/2006 Est. Life 8	Status	Active							
1201 2013 MACK TANDEM TRUCK #	 ≠6790	203,497.05	112,347.37	22,061.59	.00	22,085.00	-25,413.71	25,437.12	86,910.25
Acq Dt. 6/15/2012 Est. Life 8	Status	Active							
1401 2014 SIGN TRUCK FREIGHTLI	NER #7350	178,287.15	143,786.43	12,344.92	.00	56,262.50	26,129.50	17,788.08	125,998.35
Acq Dt. 2/1/2014 Est. Life 1	0 Status	Active							
1404 2015 HD INDUSTRIES PRO-PA	TCH MODEL 600	82,400.00	.00	1,801.39	.00	1,545.00	-256.39	0.00	.00
Acq Dt. 2/5/2015 Est. Life 8	Status	Active							
1502 2015 GMC SIERRA WT #7376		25,889.44	.00	9,812.27	.00	4,893.75	-4,918.52	0.00	.00
Acq Dt. 5/11/2015 Est. Life 5	Status	Active							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

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Equipmer Code	nt Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ TRK					'			•	
	2016 MACK TANDEM GU713 #7386	111,778.00	109,449.30	33,701.69	.00	31,395.00	-16,278.89	13,972.20	95,477.10
·		Status Active							
	TRUCK MOUNTED BROOM FOR #1505/		11,695.00	3.69	.00	.00	-1,465.53	1,461.84	10,233.16
·		Status New							
	2017 FREIGHTLINER PATCHING TRUCK		134,793.00	9,267.56	.00	3,141.25	-13,146.76	7,020.45	127,772.55
·		Status New							
		237,153.26	237,153.26	10,610.37	.00	5,775.00	-14,716.77	9,881.40	227,271.86
•		Status New							
	1772 TORIS WILLIAM 100 N # 00 NO	73,447.93	.00	13,451.12	.00	12,040.00	-1,411.12	0.00	.00
		Status Active							
	2000 STERLING TANDEM TRUCK #5047	94,280.26	.00	25,925.70	.00	22,365.00	-3,560.70	0.00	.00
•		Status Active							
	2005 STERLING LT9500 TANDEM #917	149,909.30	.00	34,068.73	.00	33,477.50	-591.23	0.00	.00
Acq	Dt. 6/11/2004 Est. Life 8	Status Active							
2040	2006 STERLING LT9500 TANDEM #3231	160,194.65	.00	22,697.49	.00	22,137.50	-559.99	0.00	.00
		Status Active							
2050	2010 STERLING LT9500 TANDEM #6411	186,853.67	35,035.07	44,219.00	.00	29,925.00	-37,650.80	23,356.80	11,678.27
Acq	Dt. 7/1/2009 Est. Life 8	Status Active							
3040	2001 STERLING TANDEM #5051	119,662.31	.00	33,589.48	.00	11,515.00	-22,074.48	0.00	.00
Acq	Dt. 3/26/2001 Est. Life 8	Status Active							
3080	2012 MACK TANDEM TRUCK #6793	190,816.47	95,408.31	50,202.09	.00	44,765.00	-29,289.13	23,852.04	71,556.27
Acq	Dt. 1/1/2012 Est. Life 8	Status Active							
4030	1997 FORD TANDEM TRUCK #5054	55,381.36	.00	330.25	.00	1,120.00	789.75	0.00	.00
Acq	Dt. 10/22/1996 Est. Life 8	Status Traded	01/28/2016						
4060	2004 STERLING TANDEM TRUCK #5806	150,943.23	.00	41,440.42	.00	38,692.50	-2,747.92	0.00	.00
Acq	Dt. 5/22/2003 Est. Life 8	Status Active							
5020	1999 STERLING TANDEM PLOW TRK #5	058 88,011.29	.00	6,970.27	.00	10,920.00	3,949.73	0.00	.00
Acq	Dt. 7/30/1998 Est. Life 8	Status Traded	02/22/2017						
5030	2000 STERLING TANDEM #5059	114,666.64	.00	31,594.94	.00	29,400.00	-2,194.94	0.00	.00
Acq	Dt. 3/23/2000 Est. Life 8	Status Active							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

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Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Equipment Code Description		Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
MJ TRK									
5040 2006 STERLING LT9500	TANDEM #2704	158,224.40	.00	33,924.22	.00	25,865.00	-8,059.22	0.00	.00
Acq Dt. 7/12/2005 Est. L	ife 8 Status	Active							
5050 2008 STERLING LT9500	TANDEM #3619	96,150.00	3,063.73	19,843.51	.00	39,007.50	16,100.26	3,063.73	.00
Acq Dt. 4/30/2008 Est. L	ife 8 Status	Active							
SubTotal		3,285,349.30	939,664.99	531,262.89	.00	539,772.50	-130,214.57	138,724.18	800,940.81
M-SHOP									
0240 2008 GRACO PAINT SPR	AVER #3628	6,075.00	.00	1,974.05	.00	1,568.00	-406.05	0.00	.00
		Active	.00	1,774.00	.00	1,300.00	400.03	0.00	.00
0300 1957 PNEUMATIC ROLLI		1,560.00	.00	.00	.00	.00	.00	0.00	.00
	(,	Sold	07/01/2012	.00	.00	100	.00	0.00	.00
0320 2012 WRT PT13 ROLLEF			4,114.52	97.64	.00	2,115.00	-1,509.56	3,526.92	587.60
		Active	,			,	,		
0330 2002 CONVEYER 12" #5		5,447.48	.00	109.00	.00	676.50	567.50	0.00	.00
Acq Dt. 5/29/2002 Est. L	ife 5 Status	Sold	05/02/2017						
0340 2001 CIMLINE CRACKFII	LER MELTR #908	20,581.13	.00	1,454.34	.00	3,735.00	2,280.66	0.00	.00
Acq Dt. 3/23/2004 Est. L	ife 5 Status	Active							
0350 2004 ROSCO SWEEPER	SELF-PROPEL #915	32,364.71	.00	3,134.97	.00	3,375.00	240.03	0.00	.00
Acq Dt. 7/6/2004 Est. L	ife 10 Status	Active							
0440 2006 VERITECH SPRAYE	R #2949	5,543.33	.00	585.94	.00	1,820.00	1,234.06	0.00	.00
Acq Dt. 2/23/2006 Est. L	ife 5 Status	Active							
0480 2010 AMERICAN PRESSU	JRE WASHER #6423	5,819.34	.00	1,651.22	.00	470.00	-1,181.22	0.00	.00
Acq Dt. 3/16/2010 Est. L	ife 5 Status	Active							
0530 1980 GENERATOR #507	1	3,810.00	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 10/10/1980 Est. L	ife 7 Status	Active							
0540 1980 SNOWBLOWER #5	022	45,250.06	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 1/1/1980 Est. L	ife 10 Status	Sold	11/20/2012						
0570 1997 SHOULDERING FLO	OAT #5024	5,356.90	.00	156.53	.00	4,908.75	4,752.22	0.00	.00
Acq Dt. 7/1/1997 Est. L	ife 5 Status	Active							
0580 2010 CAT ROLLER CB24		36,177.19	18,088.39	430.14	.00	5,743.75	791.41	4,522.20	13,566.19
Acq Dt. 12/30/2010 Est. L	ife 8 Status	Active							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

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Acquired Date Range: From 1/1/1900 Thru 1/1/3000

Equipment Code Description	Org. Cost	Begin Bal	Cost Added	Capital Improv.	Equip Rental	AdjustTo Equalize Depr.	Yearly Depr.	Ending Balance
M-SHOP								
0610 1983 HYSTER RUBBER TIRED ROLLER #5026	29,030.06	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 8/15/1983 Est. Life 10 Status	Traded	05/01/2014						
0620 2005 TRENCH COMPACTOR #6632	7,748.44	1,549.72	.00	.00	.00	-1,549.72	1,549.72	.00
Acq Dt. 1/13/2011 Est. Life 5 Status	Active							
0650 1984 JOHN DEERE 8' DISK #5075	1,525.00	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 7/5/1984 Est. Life 8 Status	Active							
0750 2010 SULLAIR 185 DPQ AIR COMPR #6424	14,779.74	2,478.02	670.64	.00	982.13	-1,812.75	2,124.24	353.78
Acq Dt. 3/20/2010 Est. Life 7 Status	Active							
0800 1989 DUST CONTROL TANK #5033	6,432.72	.00	.00	.00	20.00	20.00	0.00	.00
Acq Dt. 6/15/1989 Est. Life 10 Status	Active							
0880 ALL AMERICAN DISK, 3-POINT MNT #5039	5,218.50	.00	324.43	.00	2,424.00	2,099.57	0.00	.00
Acq Dt. 7/29/1993 Est. Life 8 Status	Active							
0960 2001 PREDATOR WELDER #5084	2,721.44	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 2/22/2001 Est. Life 5 Status	Active							
1203 2012 LORENTZ 8' SNOW BLOWER on #690- #7	5,557.50	2,130.19	.00	.00	.00	-1,111.56	1,111.56	1,018.63
Acq Dt. 12/1/2012 Est. Life 5 Status	Active							
1402 1981 BLANCHET SNOW BLOWER MOUNTED #7	12,000.00	5,333.40	1,201.05	.00	.00	-5,201.01	3,999.96	1,333.44
Acq Dt. 5/1/2014 Est. Life 3 Status	Active							
1403 2014 MIDLAND WA SHOULDER WIDENER #737	97,624.00	77,285.60	1,354.62	.00	3,810.00	-9,747.66	12,203.04	65,082.56
Acq Dt. 8/15/2014 Est. Life 8 Status	Active							
1410 1985 TENNANT POWER SWEEPER #4066	4,000.00	3,133.29	.00	.00	.00	-800.04	800.04	2,333.25
Acq Dt. 12/4/2014 Est. Life 5 Status	Active							
1503 2008 HUSQVARNA CONCRETE WALK SAW TAG	7,000.00	6,489.56	2,372.76	.00	1,100.00	-2,147.80	875.04	5,614.52
Acq Dt. 6/15/2015 Est. Life 8 Status	Active							
1507 FINN T75 HYDRO SEEDER #7389	28,125.00	27,832.03	3,545.66	.00	7,315.00	253.70	3,515.64	24,316.39
Acq Dt. 12/30/2015 Est. Life 8 Status	Active							
1602 MONROE CROSS CONVEYOR #4109	5,593.83	5,593.83	1,915.17	.00	363.00	-2,298.01	745.84	4,847.99
Acq Dt. 5/31/2016 Est. Life 5 Status	New							
1703 1991 RPM TECH SNOW BLOWER, LOADER-MOU	12,000.00	.00	.00	.00	.00	.00	0.00	.00
Acq Dt. 2/22/2017 Est. Life 10 Status	New							

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MCLEOD COUNTY HIGHWAY COSTING SYSTEM

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Acquired Date Range: From 1/1/1900

Fixed Assets Report As Of DECEMBER 31, 2016

Thru 1/1/3000

Equipmen ³	t	Org.	Begin	Cost	Capital	Equip	AdjustTo	Yearly	Ending
Code	Description	Cost	Bal	Added	Improv.	Rental	Equalize Depr.	Depr.	Balance
M-SHOP									
	014 KQ ROLLER PACKER #7351 ot. 2/7/2014 Est. Life 8	26,800.00 Status Active	20,379.09	61.93	.00	3,762.00	350.03	3,350.04	17,029.05
	SubTotal	451,775.75	174,407.64	21,040.09	.00	44,188.13	-15,176.20	38,324.24	136,083.40
FI	INAL TOTAL 124	5,906,423.45	1,808,891.86	793,559.47	.00	928,925.88	-173,016.17	308,382.58	1,500,509.28

McLeod County Highway Department Land Buildings For the Year Ended December 31, 2016

	ACQUIRE DATE	ORIGINAL COST	BEGINNING ACCUMULATED VALUE	COST ADDED	TYPE OF BETTERMENT	ENDING BALANCE DEC 2016
		40.007.00				
7001 LESTER PRAIRIE SHOP	1/1/1954	16,365.00	54,164.87	0.00		54,164.87
7002 LAND FOR FUTURE SHOP	10/18/2007	75,247.50	75,247.50	0.00		75,247.50
7004 SILVER LAKE-LESTER PRAIRIE SHOP	6/1/2014	1,219,203.00	1,301,269.02	0.00		1,301,269.02
7005 SILVER LAKE SHOP	1/1/1952	17,687.00	60,093.55	0.00		60,093.55
7007 GLENCOE LAND	5/24/1971	11,192.00	55,309.20	0.00		55,309.20
7009 GLENCOE MECHANICS	7/25/1972	30,275.00	32,989.39	0.00		32,989.39
7010 GLENCOE MAINTENANCE	5/6/1971	53,709.00	60,722.60	0.00		60,722.60
7011 GLENCOE COLD STORAGE	6/1/1972	11,170.00	11,170.00	0.00		11,170.00
7012 BROWNTON LAND	12/27/1985	54,793.00	63,688.38	0.00		63,688.38
7015 SILVER LAKE LAND	4/21/1952	1,700.00	1,700.00	0.00		1,700.00
7016 LESTER PRAIRIE LAND	10/13/1954	1,000.00	1,000.00	0.00		1,000.00
7017 BROWNTON SHOP	10/24/1989	104.695.09	104.695.09	0.00		104.695.09
7018 HATS FACILITY IN HUTCHINSON	6/13/1995	734.665.00	734.665.00	0.00		734,665.00
7020 BLACKTOP PAD - L. P. SHOP	10/18/2001	3.450.00	3.450.00	0.00		3.450.00
7022 GATS SALT SHED	09/26/2003	100,000.00	118,821.19	0.00		118,821.19
7024 SALT DOME - BROWNTON SHOP	5/30/2008	51.294.25	53.198.09	0.00		53.198.09
7025 BLACKTOP PAD - BROWNTON SHOP	11/04/2004	5.640.00	5.640.00	0.00		5,640.00
7026 HATS OFFICE ADDITION	11/15/2006	596.582.31	800,000.00	0.00		800,000.00
7027 HATS TEMPERED STORAGE	01/15/2007	233,084.12	233,084.12	0.00		233,084.12
		3.321.752.27	3.770.908.00	0.00		3,770,908.00

McLeod County Highway Department State of Revenues and Expenditures For the Year Ended December 31, 2016

Revenues		Cash Receipts		Prior Year Receivable	-	Current Year Receivable		Transfers/ djustments		Modified Accrual Balance
Taxes										
Property Taxes - Current	\$	3,166,648.17	\$	-	\$	-	\$	-	\$	3,166,648.17
Property Taxes - Delinquent		16,141.52		-		-		-		16,141.52
TIF		284.29		-		-		-		284.29
Tax Forfeited Property		-		-		-		-		-
Hutchinson - HRA		1,773.20		-		-		-		1,773.20
McLeod County - HRA		1,399.10		-		-		-		1,399.10
Wheelage Tax		380,081.86		-		-		_		380,081.86
Total Taxes	\$	3,566,328.14	\$	-	\$	-	\$	-	\$	3,566,328.14
Intergovernmental Revenue										
State Aid - Regular Maintenance	\$	1,633,537.80	\$	157,320.00	\$	164,024.20	\$	_	\$	1,640,242.00
State Aid - Regular Construction	Ψ	1,744,390.99	Ψ	1,903,798.74	Ψ	-	Ψ	366,967.16	Ψ	207,559.41
State Aid - Municipal Maintenance		155,087.89		49,981.89		19,384.93		-		124,490.93
State Aid - Municipal Construction		164,303.24		35,000.00		35,000.00		145,896.68		310,199.92
Town Bridge		204,785.69		337,824.95		-		140,000.00		(133,039.26)
Special Town Bridge		387,902.75		-		_		_		387,902.75
Bridge Bonding		112,946.15		_				_		112,946.15
LRIP		20,000.00						_		20,000.00
Trunk Highway		455,005.70						_		455,005.70
PERA Aid		2,000.00						_		2,000.00
Market Value Credit		63,750.94		-		-		-		
		63,750.94		-		-		-		63,750.94
Local Participation - Joint Projects		-		-		-		-		-
Disaster - State		-		-		-		-		-
Disaster - Federal		474.050.40		-		4 040 050 00		-		-
Federal Aid Construction Total Intergovernmental Revenue	\$	171,853.46 5,115,564.61	\$	2,483,925.58	\$	1,242,259.03 1,460,668.16	\$	512,863.84	\$	1,414,112.49 4,605,171.03
Face for Comings and Materials										
Fees for Services and Materials	φ	100 010 05	Φ	0.000.00	φ	24 024 70	Φ		\$	205 275 76
Townships	\$	182,613.35	Ф	9,069.38	Ф	31,831.79	Ф	-	Ф	205,375.76
Municipalities		39,656.51		3,970.55		8,696.19		-		44,382.15
Other Governments		c coo 27		-		(2,576.24)		-		(2,576.24)
Other County Funds		6,602.37		-		-		-		6,602.37
Dust Control		40.045.77		-		- 0.050.04		-		-
Individuals	_	46,945.77	•	13,567.54	•	6,350.81	_	-	_	39,729.04
Total Fees for Services and Materials	\$	275,818.00	\$	26,607.47	\$	44,302.55	\$	-	\$	293,513.08
Miscellaneous Revenue										
Miscellaneous - GIS	\$	693.56	\$	_	\$	_	\$	_	\$	693.56
Permits	*	15,575.00	*	_	*	_	*	_	*	15,575.00
OPERA Grant		-		_		_		_		-
Sale of Materials		706.59								706.59
Sale of Fixed Assets		10,528.00								10,528.00
Capital Equipment Transfers In		1,200,000.00								1,200,000.00
Refunds and Reimbursements		11,447.81		_		_		_		11,447.81
Total Miscellaneous Revenue	\$	1,238,950.96	\$	-	\$	-	\$	-	\$	1,238,950.96
Non-Revenue		000 044 00							<u>~</u>	000 044 00
Town Road Allotment		268,011.00		-		-		-	\$	268,011.00
Total Revenue		10,464,672.71		2,510,533.05		1,504,970.71		512,863.84		9,971,974.21

McLeod County Highway Department State of Revenues and Expenditures For the Year Ended December 31, 2016

Expenditures	D	Cash isbursements		Prior Year Payable	С	Current Year Payable		Transfers/		Modified Accrual Balance
Administration 330										
Personal Services	\$	644,066.94	\$	26,188.66	\$	23,420.20	\$	_	\$	641,298.48
Other Services and Charges	Ψ	126,466.84	Ψ	412.45	Ψ	2,332.55	Ψ	-	Ψ	128,386.94
Supplies		2,451.07		-		-		-		2,451.07
Capital Outlay		1,151.42		=		=		-		1,151.42
Refunds & Reimbursements Total Administration	\$	774,136.27	¢	26,601.11	\$	25,752.75	\$	-	\$	772 207 04
Total Administration	Ф	114,130.21	Ф	20,001.11	Ф	25,752.75	Ф	-	Ф	773,287.91
Highway Construction 320										
Personal Services	\$	806.76	\$	16,710.80	\$	15,153.08	\$	-	\$	(750.96)
Other Services and Charges		271,979.26		19,478.27		28,125.05		-		280,626.04
Supplies		118,417.42		-		-		-		118,417.42
Contract Payments Contract Payments - New Shop		3,973,833.55 6,754.85		288,130.13 6,754.85		21,700.00		-		3,707,403.42
Right of Way		0,734.63		0,734.63		- -		- -		-
Capital Outlay		292,998.03		-		-		-		292,998.03
Total Engineering and Construction	\$	4,664,789.87	\$	331,074.05	\$	64,978.13	\$	-	\$	4,398,693.95
Highway Maintenance 310										
Personal Services	\$	958,026.08	\$	151,524.28	\$	150,829.70	\$	-	\$	957,331.50
Other Services and Charges		51,940.61		-		=		-		51,940.61
Supplies		419,260.80		3,680.34		18,651.51		-		434,231.97
Maintenance Contracts Capital Outlay		516,807.11 163.44		-		-		-		516,807.11 163.44
Total Highway Maintenance	\$	1,946,198.04	\$	155,204.62	\$	169,481.21	\$	-	\$	1,960,474.63
Equipment Maintenance 340										
Personal Services	\$	84,951.54	\$	24,304.93	\$	23,926.59	\$	_	\$	84,573.20
Other Services and Charges	*	49,967.23	*		*		•	-	*	49,967.23
Supplies		258,346.63		191,980.81		27,764.33		-		94,130.15
Contract Payments - Maintenance		<u>-</u>		=		=		-		<u>-</u>
Capital Outlay	\$	569,306.34 962,571.74	•	216,285.74	•	- E4 C00 00	•	-	\$	569,306.34
Total Equipment and Shop	Ф	902,571.74	Ф	210,205.74	Ф	51,690.92	Ф	-	Ф	797,976.92
County Surveying & GIS 105										
Personal Services	\$	148,952.37	\$	28,767.87	\$	26,239.40	\$	-	\$	146,423.90
Other Services and Charges		3,143.56		-		-		-		3,143.56
Supplies Capital Outlay		181.42		-		343.15				524.57
Total Unallocated General Expenses	\$	152,277.35	\$	28,767.87	\$	26,582.55	\$	-	\$	150,092.03
Change in Liabilities - IFS										
Accrued Salaries & Wages Payable	\$	(24,234.78)	\$	_	\$	_	\$	_	\$	(24,234.78)
Employers Contribution Payable	*	(1,075.08)	*	-	*	-	•	-	*	(1,075.08)
Short Term Disability Payable		-		-		-		-		-
HSA County Contribution Payable		(100.00)		-		-		-		(100.00)
Health Insurance Payable Medical Flex Payable		(6,415.00)		=		-		-		(6,415.00)
Long Term Care Payable		131.01		-		_		_		131.01
Life Insurance Payable		(70.20)		-		-		_		(70.20)
Long Term Disability Payable		-		-		-		-		-
Dental Insurance Payable Total Accounts Receivable	\$	(31,764.05)	\$	-	\$	-	\$	-	\$	(31,764.05)
	•	(5.,, 5.,50)	7		*		*		•	(5.,70.1100)
Non-Expenditures Town Road Allottment		269 044 00								269 044 00
Total Non-expenditures	\$	268,011.00 268,011.00				-				268,011.00
. otal Non experiences	Ψ	200,011.00								
Total Expenditures	\$	8,736,220.22	\$	757,933.39	\$	338,485.56	\$	-	\$	8,316,772.39

McLeod County Highway Department State of Revenues and Expenditures For the Year Ended December 31, 2016

Year-End Cash Reconciliation

Beginning Cash 01-01-2016 Plus Receipts Minus Disbursements Ending Cash 12-31-2016 \$ 5,427,787.83 10,464,672.71 8,736,220.22 \$ 7,156,240.32

Year-End Fund Balance Reconciliation

Beginning Fund Balance 01-01-2016
Plus Revenues
Minus Expenditures
Adjustments
Ending Fund Balance 12-31-2016

2,858,911.41 9,971,974.21 8,316,772.39

\$ 4,514,113.23

Date: 6/12/2017

Time: 02:21 pm

Fringe Benefits Included Total Class

MCLEOD COUNTY HIGHWAY COSTING SYSTEM Summary of Road Program Maintenance Costs

Page 1 of 1 d_road_program_maintcost2

From: 1-1-2016 Through: 13-9999-2016

Account	Description	Account Code	Program 10 Through 19	Cost/Mile	Program 20 Through 29	Cost/Mile	Program 30 Through 39	Cost/Mile
11-0000 12-0000 13-0000 14-0000	ROUTINE MAINTENANCE REPAIRS AND REPLACEMENTS BETTERMENTS SPECIAL WORK		819,130.87 215,882.95 506,108.72 13,822.25	3,416.18 900.34 2,110.72 57.65	45,334.34 7,065.54 52,719.87 1,387.71	3,004.26 468.23 3,493.70 91.96	600,960.60 251,318.98 105,773.19 2,634.40	4,178.27 1,747.33 735.40 18.32
	Allocated Expense		1,554,944.79	6,484.88	106,507.46	7,058.15	960,687.17	6,679.32
	Unallocated Expense		165,942.50	692.06	11,062.83	733.12	99,565.50	692.24
P	djustment to Equalize Depreciation		103,809.60	432.94	6,920.64	458.62	62,285.76	458.62
	Total Expense		1,824,696.89	7,609.88	124,490.93	8,249.90	1,122,538.43	7,804.62
	Total No of Miles		239.7800		15.0900		143.8300	
	Proration Percent		60.000 %	6	4.000 %		36.000	%

Date: 6/12/2017 Time: 02:22 pm MCLEOD COUNTY HIGHWAY COSTING SYSTEM

Page 1 of 1 d_road_program_maintcost3

Fringe Benefits Included Total Class

Summary of Road Program Maintenance Costs

From: 1-1-2016 Through: 13-9999-2016

Through: 13-9999-2016	Account	Program 10		Program 20		Program 30	
Account Description	Code	Through 19	Cost/Mile	Through 29	Cost/Mile	Through 39	Cost/Mile
11-0000 ROUTINE MAINTENANCE							
11-0100 SMOOTHING SURFACE-GRAVEL ROADS		35,191.25	146.76	2,149.20	142.43	187,231.53	1,301.76
11-0200 MINOR SURFACE MAINTENANCE-HARD		139,286.06	580.89	10,051.48	666.10	146,745.72	1,020.27
11-0300 CLEANING CULVERTS AND DITCHES		30,074.97	125.43	2,142.86	142.01	18,530.07	128.83
11-0400 BRUSH AND WEED CONTROL		92,628.80	386.31	2,729.24	180.86	46,537.04	323.56
11-0500 SNOW AND ICE CONTROL		351,786.60	1,467.12	14,380.02	952.95	114,606.05	796.82
11-0600 TRAFFIC SERVICES		170,163.19	709.66	13,881.54	919.92	87,310.19	607.04
Total 11-0000		819,130.87	3,416.18	45,334.34	3,004.26	600,960.60	4,178.27
12-0000 REPAIRS AND REPLACEMENTS							
12-0100 RESHAPING	MB1	151,632.56	632.38	3,558.56	235.82	25,128.07	174.71
12-0200 RESURFACING	MB2	991.99	4.14	5.73	.38	208,938.55	1,452.68
12-0300 CULVERTS, BRIDGES, GUARD RAILS	MB3	60,742.39	253.33	3,217.86	213.24	13,384.53	93.06
12-0400 WASHOUTS	MB4	2,516.01	10.49	283.39	18.78	3,867.83	26.89
Total 12-0000		215,882.95	900.34	7,065.54	468.23	251,318.98	1,747.33
13-0000 BETTERMENTS							
13-0100 NEW CULVERTS GUARD RAILS TILIN	MC1	9,680.58	40.37	573.10	37.98	13,505.39	93.90
13-0200 CUTS AND FILLS	MC2	1,663.34	6.94	8.78	.58	47,889.43	332.96
13-0300 SODDING AND SEEDING	MC3	10,318.39	43.03	1,518.70	100.64	15,208.69	105.74
13-0400 BITUMINOUS TREATMENT	MC4	484,371.44	2,020.07	50,616.61	3,354.31	29,169.68	202.81
13-0500 MAINTENANCE OVERLAYS	MC5	74.97	.31	2.68	.18	.00	.00
Total 13-0000		506,108.72	2,110.72	52,719.87	3,493.70	105,773.19	735.40
14-0000 SPECIAL WORK							
14-0500 ENGINEERING/MISCELLANEOUS	MD7	13,822.25	57.65	1,387.71	91.96	2,634.40	18.32
Total 14-0000		13,822.25	57.65 	1,387.71	91.96 	2,634.40	18.32
Total Expense		1,554,944.79	6,484.88	106,507.46	7,058.15	960,687.17	6,679.32
Total No of Miles		239.7800		15.0900		143.8300	

Summary of Construction Costs

For the Year Ended 12/31/2016

County State Aid Highway System - Regular Construction

Project	Contract Payments	Engineering	ROW	Utility Relocation	Force	Other Costs	Total Costs
SAP 043-603-030	\$0.00	\$45,231.08	\$55.743.47	\$0.00	\$0.00	\$12.755.47	\$113,730.02
SAP 043-603-031	\$0.00	\$30,345.87	\$80,780.42	\$0.00	\$0.00	\$7,804.14	\$118,930.43
SAP 043-603-032	\$0.00	\$8,680.35	\$0.00	\$0.00	\$0.00	\$2,310.35	\$10,990.70
SAP 043-611-012	\$1,410,037.31	\$33,517.63	\$0.00	\$0.00	\$43,270.16	\$7,022.47	\$1,493,847.57
SAP 043-615-014	\$0.00	\$31,762.40	\$36,196.23	\$0.00	\$47,250.00	\$10,486.34	\$125,694.97
SAP 043-615-015	\$0.00	\$4,821.03	\$0.00	\$0.00	\$0.00	\$1,217.95	\$6,038.98
SAP 043-617-009	\$0.00	\$114.62	\$0.00	\$0.00	\$0.00	\$31.89	\$146.51
SAP 043-626-005	\$0.00	\$143.26	\$0.00	\$0.00	\$0.00	\$39.88	\$183.14
SAP 043-703-001	\$164,303.24	\$12,086.41	\$0.00	\$0.00	\$0.00	\$2,829.20	\$179,218.85
SP 043-070-006	\$53,738.76	\$2,011.32	\$0.00	\$0.00	\$0.00	\$396.39	\$56,146.47
SP 043-070-012	\$0.00	\$372.46	\$0.00	\$0.00	\$0.00	\$103.63	\$476.09
SP 043-604-014	\$1,552,823.79	\$50,564.22	\$103.29	\$0.00	\$30,093.16	\$10,181.07	\$1,643,765.53
Construction Total:	\$3,180,903.10	\$219,650.65	\$172,823.41	\$0.00	\$120,613.32	\$55,178.78	\$3,749,169.26

Statement of Construction Costs For the Year Ended 12/31/2016

Project:

SAP 043-603-030 Alternate Project:

Percent Completed:

0.00%

Length:

ROAD NUMBER/TWSP: CSAH 3

LOCATION:

FROM CSAH 9 TO EAST COUNTY LINE

DESCRIPTION:

GRADING

LETTING DATE:

AWARD DATE:

CONTRACTOR:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$39,501.28	\$45,231.08	\$84,732.36
Permanent ROW:	\$0.00	\$52,500.32	\$52,500.32
Temporary ROW:	\$0.00	\$3,243.15	\$3,243.15
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$9,168.04	\$12,755.47	\$21,923.51
Total Project Costs:	\$48,669.32	\$113,730.02	\$162,399.34
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$48,669.32	\$113,730.02	\$162,399.34
Total Funding:	\$48,669.32	\$113,730.02	\$162,399.34

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-603-031 Alternate Project:

Percent Completed: 0.00% Length: 2.5

ROAD NUMBER/TWSP: CSAH 3

LOCATION: CSAH 1 TO CSAH 9

DESCRIPTION: RECONSTRUCT CSAH 3 FROM CSAH 1 TO CSAH 9

LETTING DATE:

AWARD DATE:

CONTRACTOR:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$30,345.87	\$30,345.87
Permanent ROW:	\$0.00	\$80,780.42	\$80,780.42
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$7,804.14	\$7,804.14
Total Project Costs:	\$0.00	\$118,930.43	\$118,930.43
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$118,930.43	\$118,930.43
Total Funding:	\$0.00	\$118,930.43	\$118,930.43

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-603-032 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: CSAH 3

LOCATION: CSAH 3 FROM COUNTY RD 75 - GLENCOE

DESCRIPTION: PCC OVERLAY ON CSAH 3 FROM CR 75 TO WEST LIMITS OF GLENCOE

LETTING DATE: AWARD DATE:

CONTRACTOR:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$8,093.83	\$8,093.83
Project Engineering:	\$143.05	\$586.52	\$729.57
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$9.23	\$2,310.35	\$2,319.58
Total Project Costs:	\$152.28	\$10,990.70	\$11,142.98
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$152.28	\$10,990.70	\$11,142.98
Total Funding:	\$152.28	\$10,990.70	\$11,142.98

Statement of Construction Costs For the Year Ended 12/31/2016

Project:

SAP 043-611-012 Alternate Project:

Percent Completed:

99.10%

Length:

ROAD NUMBER/TWSP: CSAH 11

LOCATION:

CSAH 11 FROM TRUNK HWY 22 TO CSAH 2

DESCRIPTION:

RECLAIM BITUMINOUS PAVING

LETTING DATE:

AWARD DATE:

Construction Costs	Prior Years	Current Year	Total	
Contract Payments:	\$0.00	\$1,410,037.31	\$1,410,037.31	
Construction Engineering:	\$0.00	\$31,173.61	\$31,173.61	
Project Engineering:	\$2,954.40	\$2,344.02	\$5,298.42	
Permanent ROW:	\$0.00	\$0.00	\$0.00	
Temporary ROW:	\$0.00	\$0.00	\$0.00	
Utility Relocation:	\$0.00	\$0.00	\$0.00	
County Forces:	\$0.00	\$43,270.16	\$43,270.16	
Other/Overhead Costs:	\$727.94	\$7,022.47	\$7,750.41	
Total Project Costs:	\$3,682.34	\$1,493,847.57	\$1,497,529.91	
Funding Sources				
Regular Construction:	\$0.00	\$0.00	\$0.00	
Municipal Construction:	\$0.00	\$0.00	\$0.00	
Town Bridge:	\$0.00	\$0.00	\$0.00	
Bonding:	\$0.00	\$0.00	\$0.00	
Other Grants:	\$0.00	\$0.00	\$0.00	
State Park:	\$0.00	\$0.00	\$0.00	
County Turnback:	\$0.00	\$0.00	\$0.00	
Federal:	\$0.00	\$0.00	\$0.00	
County - Other Local:	\$3,682.34	\$1,493,847.57	\$1,497,529.91	
Total Funding:	\$3,682.34	\$1,493,847.57	\$1,497,529.91	

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-615-014 Alternate Project:

Percent Completed: 0.00% Length: 2 MILES

ROAD NUMBER/TWSP: CSAH 15

LOCATION: CSAH 15 FROM TRUNK HWY 7 TO CSAH 22

DESCRIPTION: RECONSTRUCT CSAH 15 BETWEEN CSAH 22 AND TH 7

LETTING DATE:

AWARD DATE:

Construction Engineering: \$0.00 \$0.00 \$8 Project Engineering: \$32,105.48 \$31,762.40 \$63,86 Permanent ROW: \$0.00 \$36,196.23 \$36,19 Temporary ROW: \$0.00 \$0.00 \$ Utility Relocation: \$0.00 \$0.00 \$ County Forces: \$0.00 \$47,250.00 \$47,25 Other/Overhead Costs: \$7,666.15 \$10,486.34 \$18,15 Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$ Sound Project: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ \$165,46	Construction Costs	Prior Years	Current Year	Total
Project Engineering: \$32,105.48 \$31,762.40 \$63,86 Permanent ROW: \$0.00 \$36,196.23 \$36,19 Temporary ROW: \$0.00 \$0.00 \$ Utility Relocation: \$0.00 \$0.00 \$47,250.00 \$47,25 County Forces: \$0.00 \$47,250.00 \$47,25 \$47,25 \$47,25 \$47,25 \$47,25 \$47,25 \$47,25 \$48,25 \$48,45	Contract Payments:	\$0.00	\$0.00	\$0.00
Permanent ROW: \$0.00 \$36,196.23 \$36,19 Temporary ROW: \$0.00 \$0.00 \$ Utility Relocation: \$0.00 \$0.00 \$ County Forces: \$0.00 \$47,250.00 \$47,25 Other/Overhead Costs: \$7,666.15 \$10,486.34 \$18,15 Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$ Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Construction Engineering:	\$0.00	\$0.00	\$0.00
Temporary ROW: \$0.00 \$0.00 \$ Utility Relocation: \$0.00 \$0.00 \$ County Forces: \$0.00 \$47,250.00 \$47,250.00 Other/Overhead Costs: \$7,666.15 \$10,486.34 \$18,15 Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$ Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Project Engineering:	\$32,105.48	\$31,762.40	\$63,867.88
Utility Relocation: \$0.00 \$0.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$47,250.00 \$48,450.40 \$48,450.	Permanent ROW:	\$0.00	\$36,196.23	\$36,196.23
County Forces: \$0.00 \$47,250.00 \$47,25 Other/Overhead Costs: \$7,666.15 \$10,486.34 \$18,15 Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$ Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Temporary ROW:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs: \$7,666.15 \$10,486.34 \$18,15 Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$ Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Utility Relocation:	\$0.00	\$0.00	\$0.00
Total Project Costs: \$39,771.63 \$125,694.97 \$165,46 Funding Sources Regular Construction: \$0.00 \$0.00 \$0.00 Municipal Construction: \$0.00 \$0.00 \$0.00 Town Bridge: \$0.00 \$0.00 \$0.00 Bonding: \$0.00 \$0.00 \$0.00 Other Grants: \$0.00 \$0.00 \$0.00 State Park: \$0.00 \$0.00 \$0.00 County Turnback: \$0.00 \$0.00 \$0.00 Federal: \$0.00 \$0.00 \$165,46 County - Other Local: \$39,771.63 \$125,694.97 \$165,46	County Forces:	\$0.00	\$47,250.00	\$47,250.00
Funding Sources Regular Construction: \$0.00 \$0.00 \$0.00 Municipal Construction: \$0.00 \$0.00 \$0.00 Town Bridge: \$0.00 \$0.00 \$0.00 Bonding: \$0.00 \$0.00 \$0.00 Other Grants: \$0.00 \$0.00 \$0.00 State Park: \$0.00 \$0.00 \$0.00 County Turnback: \$0.00 \$0.00 \$0.00 Federal: \$0.00 \$0.00 \$125,694.97 \$165,46	Other/Overhead Costs:	\$7,666.15	\$10,486.34	\$18,152.49
Regular Construction: \$0.00 \$0.00 \$ Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Total Project Costs:	\$39,771.63	\$125,694.97	\$165,466.60
Municipal Construction: \$0.00 \$0.00 \$ Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Funding Sources			
Town Bridge: \$0.00 \$0.00 \$ Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Regular Construction:	\$0.00	\$0.00	\$0.00
Bonding: \$0.00 \$0.00 \$ Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Municipal Construction:	\$0.00	\$0.00	\$0.00
Other Grants: \$0.00 \$0.00 \$ State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Town Bridge:	\$0.00	\$0.00	\$0.00
State Park: \$0.00 \$0.00 \$ County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Bonding:	\$0.00	\$0.00	\$0.00
County Turnback: \$0.00 \$0.00 \$ Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	Other Grants:	\$0.00	\$0.00	\$0.00
Federal: \$0.00 \$0.00 \$ County - Other Local: \$39,771.63 \$125,694.97 \$165,46	State Park:	\$0.00	\$0.00	\$0.00
County - Other Local: \$39,771.63 \$125,694.97 \$165,46	County Turnback:	\$0.00	\$0.00	\$0.00
	Federal:	\$0.00	\$0.00	\$0.00
Total Funding: \$39,771.63 \$125,694.97 \$165,46	County - Other Local:	\$39,771.63	\$125,694.97	\$165,466.60
	Total Funding:	\$39,771.63	\$125,694.97	\$165,466.60

Statement of Construction Costs For the Year Ended 12/31/2016

Project:

SAP 043-615-015 Alternate Project:

Percent Completed:

0.00%

Length: 6 MILES

ROAD NUMBER/TWSP: CSAH 15

LOCATION:

CSAH 3 TO CSAH 22

DESCRIPTION:

PCC OVERLAY FROM CSAH 3 - CSAH 22 - LENGTH APPROX 6 MILES

ANTICIPATED 2018 CONSTRUCTION

LETTING DATE:

AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$4,821.03	\$4,821.03
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$1,217.95	\$1,217.95
Total Project Costs:	\$0.00	\$6,038.98	\$6,038.98
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$6,038.98	\$6,038.98
Total Funding:	\$0.00	\$6,038.98	\$6,038.98

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-617-009 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: CSAH 17

LOCATION: CSAH 17 FROM CSAH 7 TO ECL

DESCRIPTION: RECLAIM BITUMINOUS PAVING

LETTING DATE:

AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$2,283,751.63	\$0.00	\$2,283,751.63
Construction Engineering:	\$43,148.60	\$114.62	\$43,263.22
Project Engineering:	\$19,824.27	\$0.00	\$19,824.27
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$44,729.72	\$0.00	\$44,729.72
Other/Overhead Costs:	\$8,797.46	\$31.89	\$8,829.35
Total Project Costs:	\$2,400,251.68	\$146.51	\$2,400,398.19
Funding Sources			
Regular Construction:	\$1,900,000.00	\$0.00	\$1,900,000.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$500,251.68	\$146.51	\$500,398.19
Total Funding:	\$2,400,251.68	\$146.51	\$2,400,398.19

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-626-005 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: CSAH 26

LOCATION: FROM CSAH 7 TO CSAH 25

DESCRIPTION: RECLAIM BITUMINOUS PAVING

LETTING DATE:

AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$1,095,420.12	\$0.00	\$1,095,420.12
Construction Engineering:	\$25,443.22	\$143.26	\$25,586.48
Project Engineering:	\$9,850.24	\$0.00	\$9,850.24
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$23,761.04	\$0.00	\$23,761.04
Other/Overhead Costs:	\$7,284.79	\$39.88	\$7,324.67
Total Project Costs:	\$1,161,759.41	\$183.14	\$1,161,942.55
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$1,161,759.41	\$183.14	\$1,161,942.55
Total Funding:	\$1,161,759.41	\$183.14	\$1,161,942.55

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-703-001 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: CSAH 103

LOCATION: CSAH 103 IN BISCAY

DESCRIPTION: RECLAIM BITUMINOUS PAVING

LETTING DATE: 4 /12/2016 **AWARD DATE:** 4 /19/2016

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$164,303.24	\$164,303.24
Construction Engineering:	\$0.00	\$8,021.74	\$8,021.74
Project Engineering:	\$3,237.38	\$4,064.67	\$7,302.05
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$857.32	\$2,829.20	\$3,686.52
Total Project Costs:	\$4,094.70	\$179,218.85	\$183,313.55
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$164,303.24	\$164,303.24
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$4,094.70	\$14,915.61	\$19,010.31
Total Funding:	\$4,094.70	\$179,218.85	\$183,313.55

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-070-006 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: CSAH 115 LOCATION: CSAH 115

DESCRIPTION: Roundabout

LETTING DATE: 5 /6 /2013 **AWARD DATE:** 5 /7 /2013

CONTRACTOR: Duininck, Inc.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$6,003,177.86	\$53,738.76	\$6,056,916.62
Construction Engineering:	\$344,285.61	\$2,011.32	\$346,296.93
Project Engineering:	\$655.50	\$0.00	\$655.50
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$290.02	\$0.00	\$290.02
Other/Overhead Costs:	\$4,532.29	\$396.39	\$4,928.68
Total Project Costs:	\$6,352,941.28	\$56,146.47	\$6,409,087.75
Funding Sources			
Regular Construction:	\$75,974.75	\$7,270.71	\$83,245.46
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$d.oo
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$1,298,394.53	\$617,093.43	\$1,915,487.96
County - Other Local:	\$4,978,572.00	(\$568,217.67)	\$4,410,354.33
Total Funding:	\$6,352,941.28	\$56,146.47	\$6,409,087.75

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-070-012 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: Countywide

LOCATION:

DESCRIPTION:

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$372.46	\$372.46
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$103.63	\$103.63
Total Project Costs:	\$0.00	\$476.09	\$476.09
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$476.09	\$476.09
Total Funding:	\$0.00	\$476.09	\$476.09

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-604-014 Alternate Project:

Percent Completed: 100.00% Length: 8.630 mile

ROAD NUMBER/TWSP: CSAH 4

LOCATION: CSAH 4 from CSAH 3 to TH 7

DESCRIPTION: Reclaim & Bituminous Paving

LETTING DATE: 3 /15/2016 **AWARD DATE:** 3 /28/2016

CONTRACTOR: WM MUELLER & SONS, INC

Construction Costs	Prior Years	Current Year	Total	
Contract Payments:	\$0.00	\$1,552,823.79	\$1,552,823.79	
Construction Engineering:	\$0.00	\$47,760.16	\$47,760.16	
Project Engineering:	\$11,142.78	\$2,804.06	\$13,946.84	
Permanent ROW:	\$0.00	\$103.29	\$103.29	
Temporary ROW:	\$0.00	\$0.00	\$0.00	
Utility Relocation:	\$0.00	\$0.00	\$0.00	
County Forces:	\$0.00	\$30,093.16	\$30,093.16	
Other/Overhead Costs:	\$3,050.58	\$10,181.07	\$13,231.65	
Total Project Costs:	\$14,193.36	\$1,643,765.53	\$1,657,958.89	
Funding Sources				
Regular Construction:	\$0.00	\$0.00	\$0.00	
Municipal Construction:	\$0.00	\$0.00	\$0.00	
Town Bridge:	\$0.00	\$0.00	\$0.00	
Bonding:	\$0.00	\$0.00	\$0.00	
Other Grants:	\$0.00	\$0.00	\$0.00	
State Park:	\$0.00	\$0.00	\$0.00	
County Turnback:	\$0.00	\$0.00	\$0.00	
Federal:	\$0.00	\$1,242,259.03	\$1,242,259.03	
County - Other Local:	\$14,193.36	\$401,506.50	\$415,699.86	
Total Funding:	\$14,193.36	\$1,643,765.53	\$1,657,958.89	

Summary of Construction Costs

For the Year Ended 12/31/2016

County State Aid Highway System - Municipal Construction

	Contract			Utility			
			ROW	Relocation	Force	Other Costs	Total Costs
SAP 043-711-005	\$6,003.76	\$171.92	\$0.00	\$0.00	\$0.00	\$47.84	\$6,223.52
Construction Total:	\$6,003.76	\$171.92	\$0.00	\$0.00	\$0.00	\$47.84	\$6,223.52

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-711-005 Alternate Project:

Percent Completed: 99.99% Length: .74 MILE

ROAD NUMBER/TWSP:

LOCATION: CSAH 111 from TH 212 to Main St. in City of Stewart

DESCRIPTION: Reconstruct CSAH 111 in City of Stewart

LETTING DATE: 5 /31/2012 **AWARD DATE:** 7 /7 /2012

CONTRACTOR: HOLTMEIER CONST., INC.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$1,142,705.60	\$6,003.76	\$1,148,709.36
Construction Engineering:	\$80,147.68	\$171.92	\$80,319.60
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$770.76	\$47.84	\$818.60
Total Project Costs:	\$1,223,624.04	\$6,223.52	\$1,229,847.56
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$700,000.00	\$0.00	\$700,000.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$523,624.04	\$6,223.52	\$529,847.56
Total Funding:	\$1,223,624.04	\$6,223.52	\$1,229,847.56

Summary of Construction Costs For the Year Ended 12/31/2016

County Highway Construction

	Contract			Utility			
Project	Payments	Engineering	ROW	Relocation	Force	Other Costs	Total Costs
CP 016-054-001	\$0.00	\$29,653.04	\$0.00	\$0.00	\$170,595.00	\$6,647.91	\$206,895.95
Construction Total:	\$0.00	\$29,653.04	\$0.00	\$0.00	\$170,595.00	\$6,647.91	\$206,895.95

Statement of Construction Costs For the Year Ended 12/31/2016

Project: CP 016-054-001 Alternate Project: CP 16-054-01

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: CR 54 LOCATION: CR 54

DESCRIPTION: STABILIZATION

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$19,623.14	\$19,623.14
Project Engineering:	\$0.00	\$10,029.90	\$10,029.90
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$170,595.00	\$170,595.00
Other/Overhead Costs:	\$0.00	\$6,647.91	\$6,647.91
Total Project Costs:	\$0.00	\$206,895.95	\$206,895.95
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$206,895.95	\$206,895.95
Total Funding:	\$0.00	\$206,895.95	\$206,895.95

Summary of Construction Costs

For the Year Ended 12/31/2016

Bridge Construction

			•				
Contract				Utility			
			ROW	Relocation	Force	Other Costs	Total Costs
SAP 043-598-014	\$540.00	\$57.32	\$0.00	\$0.00	\$0.00	\$15.94	\$613.26
SAP 043-598-015	\$0.00	\$98.54	\$0.00	\$0.00	\$0.00	\$27.42	\$125.96
SAP 043-599-041	\$0.00	\$57.32	\$0.00	\$0.00	\$0.00	\$15.94	\$73.26
SAP 043-599-042	\$0.00	\$57.32	\$0.00	\$0.00	\$0.00	\$15.94	\$73.26
SAP 043-599-043	\$0.00	\$44,136.36	\$240.00	\$0.00	\$0.00	\$1,381.83	\$45,758.19
SAP 043-611-013	\$0.00	\$3,494.40	\$0.00	\$0.00	\$0.00	\$486.79	\$3,981.19
SAP 043-624-001	\$0.00	\$815.63	\$0.00	\$0.00	\$0.00	\$214.85	\$1,030.48
Total:			\$240.00	\$0.00	\$0.00	\$2,158.71	\$51,655.60

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-598-014 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: CR 58

LOCATION: New Bridge 43J17 over Ulk Stream - Rich Valley Twp

DESCRIPTION: New Bridge

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$123,101.15	\$540.00	\$123,641.15
Construction Engineering:	\$8,145.98	\$57.32	\$8,203.30
Project Engineering:	\$6,487.71	\$0.00	\$6,487.71
Permanent ROW:	\$302.94	\$0.00	\$302.94
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$2,610.10	\$15.94	\$2,626.04
Total Project Costs:	\$140,647.88	\$613.26	\$141,261.14
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$112,946.15	\$112,946.15
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$140,647.88	(\$112,332.89)	\$28,314.99
Total Funding:	\$140,647.88	\$613.26	\$141,261.14

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-598-015 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: CR 90

LOCATION: CR 90(KOALA RD) 4 MILES SO SILVER LAKE

DESCRIPTION: NEW BRIDGE

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$181.14	\$0.00	\$181.14
Project Engineering:	\$0.00	\$98.54	\$98.54
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$50.14	\$27.42	\$77.56
Total Project Costs:	\$231.28	\$125.96	\$357.24
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$231.28	\$125.96	\$357.24
Total Funding:	\$231.28	\$125.96	\$357.24

Statement of Construction Costs For the Year Ended 12/31/2016

Project:

SAP 043-599-041 Alternate Project:

Percent Completed:

100.00%

Length:

ROAD NUMBER/TWSP: Winsted Twp

LOCATION:

Eagle Ave 4 miles sw of Winsted over CD#10

DESCRIPTION:

New Bridge

LETTING DATE:

AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$132,573.00	\$0.00	\$132,573.00
Construction Engineering:	\$6,785.10	\$57.32	\$6,842.42
Project Engineering:	\$6,139.91	\$0.00	\$6,139.91
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$2,133.51	\$15.94	\$2,149.45
Total Project Costs:	\$147,631.52	\$73.26	\$147,704.78
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$89,956.22	\$89,956.22
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$34,541.00	\$34,541.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$147,631.52	(\$124,423.96)	\$23,207.56
Total Funding:	\$147,631.52	\$73.26	\$147,704.78

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-599-042 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: Winsted Twp

LOCATION: Grass Lake Road .5 miles nw Winsted over CD#11

DESCRIPTION: New Bridge

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$137,031.50	\$0.00	\$137,031.50
Construction Engineering:	\$11,154.35	\$57.32	\$11,211.67
Project Engineering:	\$3,629.12	\$0.00	\$3,629.12
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$2,395.82	\$15.94	\$2,411.76
Total Project Costs:	\$154,210.79	\$73.26	\$154,284.05
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$130,366.27	\$130,366.27
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$154,210.79	(\$130,293.01)	\$23,917.78
Total Funding:	\$154,210.79	\$73.26	\$154,284.05

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-599-043 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: HAMLET AVE

LOCATION: GLENCOE TWSP BRIDGE REPLACEMENT ON HAMLET AVE OVER BUFFALO CREEK

DESCRIPTION: NEW BRIDGE #43561

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$33,490.90	\$33,490.90
Project Engineering:	\$60.12	\$10,645.46	\$10,705.58
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$240.00	\$240.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$16.65	\$1,381.83	\$1,398.48
Total Project Costs:	\$76.77	\$45,758.19	\$45,834.96
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$76.77	\$45,758.19	\$45,834.96
Total Funding:	\$76.77	\$45,758.19	\$45,834.96

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-611-013 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: CSAH 11

LOCATION: CSAH 11 500 FT EAST OF CSAH 24

DESCRIPTION: NEW BRIDGE #43560 OVER CSAH 11

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$40,951.38	\$3,494.40	\$44,445.78
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$492.80	\$486.79	\$979.59
Total Project Costs:	\$41,444.18	\$3,981.19	\$45,425.37
Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$41,444.18	\$3,981.19	\$45,425.37
Total Funding:	\$41,444.18	\$3,981.19	\$45,425.37

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-624-001 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: CSAH 24

LOCATION: CSAH 24 over Unk Stream - Lynn Twp

DESCRIPTION: New Box Culvert 43J18 over Unk Stream

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$39.03	\$39.03
Project Engineering:	\$7,148.42	\$776.60	\$7,925.02
Permanent ROW:	\$361.18	\$0.00	\$361.18
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$1,122.90	\$214.85	\$1,337.75
Total Project Costs:	\$8,632.50	\$1,030.48	\$9,662.98
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$8,632.50	\$1,030.48	\$9,662.98
Total Funding:	\$8,632.50	\$1,030.48	\$9,662.98

Summary of Construction Costs

For the Year Ended 12/31/2016

Miscellaneous Construction

	Contract			Utility			
Project	Payments	Engineering	ROW	Relocation	Force	Other Costs	Total Costs
CP 016-055-001	\$448,567.86	\$22,223.18	\$103.29	\$0.00	\$35,735.44	\$5,365.51	\$511,995.28
SAP 043-594-001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SP 043-004-090	\$0.00	\$939.89	\$0.00	\$0.00	\$0.00	(\$0.28)	\$939.61
SP 043-070-009	\$0.00	\$57.32	\$0.00	\$0.00	\$0.00	\$15.94	\$73.26
SP 043-070-010	\$0.00	\$57.32	\$0.00	\$0.00	\$0.00	\$15.94	\$73.26
SP 043-070-014	\$0.00	\$314.67	\$1,516.34	\$0.00	\$20,681.09	\$699.02	\$23,211.12
Construction Total:	\$448,567.86	\$23,592.38	\$1,619.63	\$0.00	\$56,416.53	\$6,096.13	\$536,292.53

Statement of Construction Costs For the Year Ended 12/31/2016

 Project:
 CP 016-055-001
 Alternate Project:
 CP 16-055-01

 Percent Completed:
 85.58%
 Length:
 2 MILES

ROAD NUMBER/TWSP: CR 55 LOCATION: CR 55

DESCRIPTION: RECLAIM AND PAVE

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$448,567.86	\$448,567.86
Construction Engineering:	\$0.00	\$18,647.24	\$18,647.24
Project Engineering:	\$2,385.85	\$3,575.94	\$5,961.79
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$103.29	\$103.29
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$35,735.44	\$35,735.44
Other/Overhead Costs:	\$643.32	\$5,365.51	\$6,008.83
Total Project Costs:	\$3,029.17	\$511,995.28	\$515,024.45
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$3,029.17	\$511,995.28	\$515,024.45
Total Funding:	\$3,029.17	\$511,995.28	\$515,024.45

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SAP 043-594-001 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP:

LOCATION: Hall Street in City of Stewart

DESCRIPTION: LRIP Funding \$400,000 to Stewart for Hall St.

LETTING DATE: 5 /31/2012 **AWARD DATE:** 7 /7 /2012

CONTRACTOR: HOLTMEIER CONST., INC.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$400,000.00	\$0.00	\$400,000.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$400,000.00	\$0.00	\$400,000.00
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$380,000.00	\$20,000.00	\$400,000.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$20,000.00	(\$20,000.00)	\$0.00
Total Funding:	\$400,000.00	\$0.00	\$400,000.00

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-004-090 Alternate Project: SP 4304-90

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: TH 15

LOCATION: TRK HWY 15 FROM HUTCHINSON TO TRK HWY 212

DESCRIPTION: MILL AND OVERLAY

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$939.89	\$939.89
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	(\$0.28)	(\$0.28)
Total Project Costs:	\$0.00	\$939.61	\$939.61
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$939.61	\$939.61
Total Funding:	\$0.00	\$939.61	\$939.61

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-070-009 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: COUNTYWIDE LOCATION: COUNTYWIDE

DESCRIPTION: 2015 HSIP GROUND IN WET REFLECTIVE

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$154,819.58	\$0.00	\$154,819.58
Construction Engineering:	\$2,301.94	\$57.32	\$2,359.26
Project Engineering:	\$3,404.10	\$0.00	\$3,404.10
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$902.54	\$15.94	\$918.48
Total Project Costs:	\$161,428.16	\$73.26	\$161,501.42
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$132,370.74	\$6,966.88	\$139,337.62
County - Other Local:	\$29,057.42	(\$6,893.62)	\$22,163.80
Total Funding:	\$161,428.16	\$73.26	\$161,501.42

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-070-010 Alternate Project:

Percent Completed: 100.00% Length:

ROAD NUMBER/TWSP: COUNTYWIDE LOCATION: COUNTYWIDE

DESCRIPTION: 2015 HSIP 6" EDGELINE

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$62,196.68	\$0.00	\$62,196.68
Construction Engineering:	\$1,446.47	\$57.32	\$1,503.79
Project Engineering:	\$1,936.70	\$0.00	\$1,936.70
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$456.23	\$15.94	\$472.17
Total Project Costs:	\$66,036.08	\$73.26	\$66,109.34
Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$53,178.16	\$2,798.85	\$55,977.01
County - Other Local:	\$12,857.92	(\$2,725.59)	\$10,132.33
Total Funding:	\$66,036.08	\$73.26	\$66,109.34

Statement of Construction Costs For the Year Ended 12/31/2016

Project: SP 043-070-014 Alternate Project:

Percent Completed: 0.00% Length:

ROAD NUMBER/TWSP: 2016 HSIP COUNTYWIDE

LOCATION: MULTIPLE COUNTY ROADS

DESCRIPTION:

LETTING DATE: AWARD DATE:

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$314.67	\$314.67
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$1,516.34	\$1,516.34
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$20,681.09	\$20,681.09
Other/Overhead Costs:	\$0.00	\$699.02	\$699.02
Total Project Costs:	\$0.00	\$23,211.12	\$23,211.12
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$23,211.12	\$23,211.12
Total Funding:	\$0.00	\$23,211.12	\$23,211.12

2017 REVENUE BUDGET

ACCOUNT NUMBER	DESCRIPTION	BUDGET AMOUNT
03-300-000-0000-5001	PROPERTY TAXES - CURRENT	3,262,097
03-300-000-0000-5004	PROPERTY TAXES - DELINQUENT	25,000
03-300-000-0000-5020	HUTCHINSON HRA	1,500
03-300-000-0000-5021	MCLEOD COUNTY HRA	1,500
03-300-000-0000-5023	WHEELAGE TAX	375,000
03-300-000-0000-5178	PERMITS-HIGHWAY DEPT	12,000
03-300-000-0000-5226	REGULAR MAINTENANCE AID	1,632,000
03-300-000-0000-5227	REGULAR CONSTRUCTION AID	3,370,000
03-300-000-0000-5228	MUNICIPAL MAINTENANCE AID	153,000
03-300-000-0000-5231	BRIDGE BONDING AID	680,000
03-300-000-0000-5233	PERA AID	2,000
03-300-000-0000-5240	GIS PROJECTS	1,000
03-300-000-0000-5241	TOWN ROAD AID	269,000
03-300-000-0000-5449	FEDERAL SAFETY PROGRAMS	75,556
03-300-000-0000-5501	FEES FOR SERVICES	1,000
03-300-000-0000-5538	MUNICIPAL SERVICES	55,000
03-300-000-0000-5539	TOWNSHIP SERVICES	80,000
03-300-000-0000-5540	OTHER GOVERNMENT SERVICES	20,000
03-300-000-0000-5541	MISCELLANEOUS SERVICES A/R	3,000
03-300-000-0000-5590	INTERNAL COUNTY SERVICES	1,000
03-300-000-0000-5863	SALE OF SUPPLIES	1,000
03-300-000-0000-5920	SALES OF CAPITAL ASSETS	20,000

2017 EXPENSE BUDGET

ACCOUNT NUMBER	DESCRIPTION	BUDGET AMOUNT
03-105-000-0000-6105	Salaries And Wages - Full Time	106,104
03-105-000-0000-6106	Severance And Unused Sick Leave	2,400
03-105-000-0000-6110	Salaries And Wages - Part Time	4,000
03-105-000-0000-6115	Salaries And Wages - Overtime Full Time	500
03-105-000-0000-6153	Health & Life Insurance - County Share	17,400
03-105-000-0000-6163	Pera - County Share	7,995
03-105-000-0000-6175	Fica - County Share	8,645
03-105-000-0000-6245	Dues And Registration Fees	1,000
03-105-000-0000-6265	Professional Services	3,500
03-105-000-0000-6335	Mileage Expense	200
03-105-000-0000-6336	Meals, Lodging, Parking & Miscellaneous	1,000
03-105-000-0000-6350	Other Services & Charges	400
03-105-000-0000-6402	Office Supplies	500
03-105-000-0000-6530	Remonumentation Program	500
03-105-000-0000-6612	Capital - \$100-\$5,000 (Inventory)	2,500
03-310-000-0000-6105	SALARIES AND WAGES - FULL TIME	673,410
03-310-000-0000-6106	SEVERANCE AND UNUSED SICK LEAVE	3,620
03-310-000-0000-6110	SALARIES AND WAGES - PART TIME	12,000
03-310-000-0000-6115	SALARIES AND WAGES - OVERTIME FULL TIME	45,000
03-310-000-0000-6120	SALARIES AND WAGES - OVERTIME PART TIME	500
03-310-000-0000-6145	UNIFORM ALLOWANCE	7,500
03-310-000-0000-6153	HEALTH & LIFE INSURANCE - COUNTY SHARE	148,740
03-310-000-0000-6163	PERA - COUNTY SHARE	53,881
03-310-000-0000-6175	FICA - COUNTY SHARE	56,795
03-310-000-0000-6177	UNEMPLOYMENT COMPENSATION	2,000
03-310-000-0000-6203	COMMUNICATIONS	1,080
03-310-000-0000-6245	DUES AND REGISTRATION FEES	500
03-310-000-0000-6254	INTERSECTION LIGHTING	20,000
03-310-000-0000-6265	PROFESSIONAL SERVICES	8,000
03-310-000-0000-6303	REPAIR AND MAINTENANCE SERVICES	20,000
03-310-000-0000-6336	MEALS, LODGING, PARKING & MISCELLANEOUS	500
03-310-000-0000-6347	RENTALS - EQUIPMENT	1,500
03-310-000-0000-6350	OTHER SERVICES & CHARGES	500
03-310-000-0000-6425	REPAIR AND MAINTENANCE SUPPLIES	2,000
03-310-000-0000-6502	AGGREGATES MATERIAL	40,000
03-310-000-0000-6503	TRAFFIC SIGNS & POST	45,000
03-310-000-0000-6504	CULVERTS	20,000
03-310-000-0000-6505	WINTER SALT	150,000
03-310-000-0000-6506	BITUMINOUS MATERIAL	35,000
03-310-000-0000-6507	CRACKFILLER	2,000
03-310-000-0000-6508	WEED SPRAY	5,000
03-310-000-0000-6509	SAND	5,000
03-310-000-0000-6512	SEEDS	5,000
03-310-000-0000-6514	CULVERT REPAIR/REPLACEMENTS	70,000
03-310-000-0000-6534	HAT'S OPERATING COSTS	82,480
03-310-000-0000-6559	OTHER MISCELLANEOUS ROAD MATERIALS	5,000
03-310-000-0000-6568	SAFETY CODE REGULATIONS TOWN ROAD AID	12,000
03-310-000-0000-6850	PROFESSIONAL SERVICES	269,000
03-320-000-0000-6265	ENGINEERING & SURVEYING SUPPLIES	200,000
03-320-000-0000-6501		3,500
03-320-000-0000-6531	SEALCOATING TRAFFIC MARKING	600,000
03-320-000-0000-6532	TRAFFIC MARKING	67,555
03-320-000-0000-6610	CAPITAL - OVER \$5,000 (FIXED ASSETS)	5,000
03-320-000-0000-6612	CAPITAL - \$100-\$5,000 (INVENTORY)	5,000
03-320-000-0000-6639	RIGHT-OF-WAY ACQUISITION-TEMP	2,000
03-320-000-0000-6640	RIGHT-OF-WAY ACQUISITION	20,000
03-320-000-0000-6641	STATE AID-REGULAR CONSTRUCTION	3,370,000

03-320-000-0000-6643	COUNTY ROAD CONSTRUCTION	735,000
03-320-000-0000-6646	BRIDGE BONDING	680,000
03-320-000-0000-6649	FEDERAL SAFETY PROGRAMS	75,556
03-320-000-0000-6652	WHEELAGE PROJECTS	385,000
03-330-000-0000-6105	SALARIES AND WAGES - FULL TIME	453,536
03-330-000-0000-6106	SEVERANCE AND UNUSED SICK LEAVE	2,000
03-330-000-0000-6110	SALARIES AND WAGES - PART TIME	12,000
03-330-000-0000-6115	SALARIES AND WAGES - OVERTIME FULL TIME	12,000
03-330-000-0000-6120	SALARIES AND WAGES - OVERTIME PART TIME	2,000
03-330-000-0000-6145	UNIFORM ALLOWANCE	1,000
03-330-000-0000-6153	HEALTH & LIFE INSURANCE - COUNTY SHARE	69,600
03-330-000-0000-6163	PERA - COUNTY SHARE	34,915
03-330-000-0000-6175	FICA - COUNTY SHARE	36,914
03-330-000-0000-6179	WORKERS COMP INSURANCE	45,927
03-330-000-0000-6203	COMMUNICATIONS	3,500
03-330-000-0000-6205	POSTAGE AND POSTAL BOX RENTAL	650
03-330-000-0000-6241	PRINTING AND PUBLISHING	500
03-330-000-0000-6245	DUES AND REGISTRATION FEES	15,000
03-330-000-0000-6265	PROFESSIONAL SERVICES	4,000
03-330-000-0000-6321	MAINTENANCE AGREEMENTS	32,210
03-330-000-0000-6335	MILEAGE EXPENSE	12,000
03-330-000-0000-6336	MEALS, LODGING, PARKING & MISCELLANEOUS	6,033
03-330-000-0000-6350	OTHER SERVICES & CHARGES	500
03-330-000-0000-6352	DITCH LEVIES	8,000
03-330-000-0000-6354	PROPERTY/CASUALTY INSURANCE	63,351
03-330-000-0000-6402	OFFICE SUPPLIES	3,000
03-330-000-0000-6612	CAPITAL - \$100-\$5,000 (INVENTORY)	4,000
03-340-000-0000-6105	SALARIES AND WAGES - FULL TIME	59,072
03-340-000-0000-6106	SEVERANCE AND UNUSED SICK LEAVE	2,000
03-340-000-0000-6115	SALARIES AND WAGES - OVERTIME FULL TIME	3,000
03-340-000-0000-6145	UNIFORM ALLOWANCE	500
03-340-000-0000-6153	HEALTH & LIFE INSURANCE - COUNTY SHARE	8,700
03-340-000-0000-6163	PERA - COUNTY SHARE	4,655
03-340-000-0000-6175	FICA - COUNTY SHARE	4,940
03-340-000-0000-6203	COMMUNICATIONS	1,100
03-340-000-0000-6253	ELECTRICITY	8,000
03-340-000-0000-6255	NATURAL GAS	35,000
03-340-000-0000-6257	SEWER, WATER AND GARBAGE REMOVAL	2,500
03-340-000-0000-6303	REPAIR AND MAINTENANC SERVICES	12,000
03-340-000-0000-6320	RADIO REPAIR	2,000
03-340-000-0000-6336	MEALS, LODGING, PARKING & MISCELLANEOUS	200
03-340-000-0000-6350	OTHER SERVICES & CHARGES	1,000
03-340-000-0000-6359	MISCELLANEOUS CHARGES	1,500
03-340-000-0000-6425	REPAIR AND MAINTENANCE SUPPLIES	110,000
03-340-000-0000-6455	MOTOR FUELS AND LUBRICATION	35,000
03-340-000-0000-6563	TIRES, TUBES & BATTERIES	30,000
03-340-000-0000-6564	CUTTING EDGES & CARBIDS	70,000
03-340-000-0000-6567	DIESEL FUEL & TAX	170,000
03-340-000-0000-6590	TOOLS & SHOP MATERIALS	12,000
03-340-000-0000-6610	CAPITAL - OVER \$5,000 (FIXED ASSETS)	495,000
03-340-000-0000-6612	CAPITAL - \$100-\$5,000 (INVENTORY)	6,000

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REVENUE GUIDELINE - YTD SUMMARY

ES PINTEGRATED
FINANCIAL SYSTEMS

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Report Basis: Cash

Report For 01/2016 To 12/2016

03 FUND	
ROAD & BRIDGE FUND	ercent of Year: 100 %

ROAD & BRI					ercent of Ye	ar: 100 %
Account	Description	BUDGET 2016	Actual For 12/2016	Actual For 01/2016 - 12/2016	BDGT - ACT Difference	<u>Pct</u>
	& BRIDGE FUND	—	,,			<u>1 CC</u>
	ITY ROAD & BRIDGE REVENUE					
000	THOME & BRIDGE REVERVEE					
	PROPERTY TAXES - CURRENT	3,262,097.00	1,525,815.51	3,166,648.17	95,448.83	97
5004	PROPERTY TAXES - DELINQUENT	25,000.00	1,699.46	16,141.52	8,858.48	65
5009	EXCESS - TAX INCREMENT FINANCING	0.00	33.24	284.29	284.29 -	0
5020	HUTCHINSON HRA	1,500.00	0.00	1,773.20	273.20 -	118
5021	MCLEOD COUNTY HRA	1,500.00	0.00	1,399.10	100.90	93
5023	WHEELAGE TAX	350,000.00	26,328.33	380,081.86	30,081.86 -	109
5000-50	99 PROPERTY TAXES AND PENALTIES	3,640,097.00	1,553,876.54	3,566,328.14	73,768.86	98
5178	PERMITS- HIGHWAY DEPT	10,000.00	250.00	15,575.00	5,575.00 -	156
5226	REGULAR MAINTENANCE AID	1,600,000.00	0.00	1,633,537.80	33,537.80 -	102
5227	REGULAR CONSTRUCTION AID	70,000.00	11,069.45	1,744,390.99	1,674,390.99 -	2492
5228	MUNICIPAL MAINTENANCE AID	150,000.00	0.00	155,087.89	5,087.89 -	103
5229	MUNICIPAL CONSTRUCTION AID	150,000.00	0.00	164,303.24	14,303.24 -	110
5230	TOWN BRIDGE AID	0.00	0.00	592,688.44	592,688.44 -	0
5231	BRIDGE BONDING AID	80,000.00	0.00	112,946.15	32,946.15 -	141
5233	PERA AID	2,000.00	1,000.00	2,000.00	0.00	100
5238	MARKET VALUE CREDIT	0.00	31,875.47	63,750.94	63,750.94 -	0
5240	GIS PROJECTS	1,000.00	40.00	693.56	306.44	69
5241	TOWN ROAD AID	264,000.00	0.00	268,011.00	4,011.00 -	102
5281	JOINT HIGHWAY PROJECTS	0.00	455,005.70	475,005.70	475,005.70 -	0
5100- 52	99 FEES AND SERVICE CHARGES	2,327,000.00	499,240.62	5,227,990.71	2,900,990.71 -	225
5301	SAFETY GRANT	0.00	0.00	19,928.65	19,928.65 -	0
5300- 53	99 FINES AND FORFEITURES	0.00	0.00	19,928.65	19,928.65 -	0
5428	FEDERAL AID ROAD CONSTRUCTION PROJECTS	1,640,000.00	142,159.08	142,159.08	1,497,840.92	9
5449	FEDERAL SAFETY PROGRAMS	0.00	0.00	9,765.73	9,765.73 -	0
5400-54	99 LICENSES AND PERMITS	1,640,000.00	142,159.08	151,924.81	1,488,075.19	9
5501	FEES FOR SERVICES	1,000.00	210.00	1,830.00	830.00 -	183
5538	B MUNICIPAL SERVICES	65,000.00	410.00	43,876.89	21,123.11	68
5539	TOWNSHIP SERVICES	80,000.00	1,821.20	178,392.97	98,392.97 -	223
5540	OTHER GOVERNMENT SERVICES	15,000.00	0.00	0.00	15,000.00	0
5541	MISCELLANEOUS SERVICES A/R INDIVIDUAL	3,000.00	4,152.36	43,520.20	40,520.20 -	1451
5590	INTERNAL COUNTY SERVICES	1,000.00	370.00	6,602.37	5,602.37 -	660
5500-55	99 OTHER REVENUES	165,000.00	6,963.56	274,222.43	109,222.43 -	166
5810	RENTAL INCOME	6,000.00	0.00	0.00	6,000.00	0
5860	MISCELLANEOUS	0.00	0.00	1,282.27	1,282.27 -	0

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03 FUND

Final Totals

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REVENUE GUIDELINE - YTD SUMMARY

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1,440,575.71 -

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33 Accounts

Report For 01/2016 To 12/2016

10,464,672.71

ROAD & BRIDGE FUND				ercent of Yea	r: 100 %
	BUDGET	Actual For	Actual For	BDGT - ACT	
Account Description	<u>2016</u>	<u>12/2016</u>	<u>01/2016 - 12/2016</u>	<u>Difference</u>	<u>Pct</u>
5863 SALE OF SUPPLIES	1,000.00	0.00	706.59	293.41	71
5709- 5899 INTERGOVERNMENTAL REVENUE - STATE	7,000.00	0.00	1,988.86	5,011.14	28
5912 TRANSFERS IN	1,200,000.00	0.00	1,200,000.00	0.00	100
5920 SALES OF CAPITAL ASSETS	45,000.00	0.00	10,528.00	34,472.00	23
5990 REFUNDS & REIMBURSEMENTS	0.00	213.25	11,761.11	11,761.11 -	0
5900- 5999 TRANSFERS IN	1,245,000.00	213.25	1,222,289.11	22,710.89	98
TOTAL	9,024,097.00	2,202,453.05	10,464,672.71	1,440,575.71 -	116
TOTAL COUNTY ROAD & BRIDGE REVENUE	9,024,097.00	2,202,453.05	10,464,672.71	1,440,575.71 -	116
TOTAL ROAD & BRIDGE FUND	9,024,097.00	2,202,453.05	10,464,672.71	1,440,575.71 -	116

2,202,453.05

9,024,097.00

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EXPENDITURE GUIDELINE - YTD SUMMARY

Report For 01/2016 To 12/2016

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03 FUND ROAD & BRIDGE FUND

ROAD & BR	IDGE FUND				ercent of Yea	r: 100 %
		BUDGET	Actual For	Actual For	BDGT - ACT	
Account	<u>Descriptior</u>	<u>2016</u>	12/2016	<u>01/2016 - 12/2016</u>	Difference	<u>Pct</u>
03 ROAD	& BRIDGE FUND					
	NTY SURVEYING & GIS					
000						
6105	5 SALARIES AND WAGES - FULL TIME	106,104.00	8,161.60	107,821.40	1,717.40-	102
6106	S SEVERANCE AND UNUSED SICK LEAVE	2,400.00	0.00	2,648.35	248.35 -	110
6110	SALARIES AND WAGES - PART TIME	4,000.00	0.00	3,990.75	9.25	100
6115	SALARIES AND WAGES - OVERTIME FULL TIME	500.00	0.00	0.00	500.00	0
6152	2 HSA INSURANCE- COUNTY SHARE	0.00	50.00	50.00	50.00 -	0
6153	B HEALTH & LIFE INSURANCE - COUNTY SHARE	17,400.00	1,450.00	17,400.00	0.00	100
6163	B PERA - COUNTY SHARE	7,995.00	612.12	8,086.60	91.60-	101
6175	5 FICA - COUNTY SHARE	8,645.00	629.14	8,955.27	310.27 -	104
6100-61	99 PERSONAL SERVICES	147,044.00	10,902.86	148,952.37	1,908.37 -	101
6245	5 DUES AND REGISTRATION FEES	500.00	0.00	820.00	320.00 -	164
6265	5 PROFESSIONAL SERVICES	4,000.00	0.00	1,013.75	2,986.25	25
6335	5 MILEAGE EXPENSE	200.00	0.00	348.60	148.60 -	174
6336	MEALS, LODGING, PARKING & MISCELLANEOUS	500.00	0.00	961.21	461.21 -	192
6350	OTHER SERVICES & CHARGES	400.00	0.00	0.00	400.00	0
6200-63	99 SERVICES AND CHARGES	5,600.00	0.00	3,143.56	2,456.44	56
6402	2 OFFICE SUPPLIES	500.00	0.00	61.42	438.58	12
6530	REMONUMENTATION PROGRAM	500.00	0.00	120.00	380.00	24
6400- 65	99 SUPPLIES AND MATERIALS	1,000.00	0.00	181.42	818.58	18
6612	2 CAPITAL - \$100- \$5,000 (INVENTORY)	3,000.00	0.00	0.00	3,000.00	0
6600-66	99 CAPITAL EXPENDITURES	3,000.00	0.00	0.00	3,000.00	0
TOTAL	• •••	156,644.00	10,902.86	152,277.35	4,366.65	97
TOTAL	L COUNTY SURVEYING & GIS	156,644.00	10,902.86	152,277.35	4,366.65	97
310 HIGH	WAY MAINTENANCE					
000						
6105	5 SALARIES AND WAGES - FULL TIME	673,410.00	52,053.89	661,854.45	11,555.55	98
6106	S SEVERANCE AND UNUSED SICK LEAVE	3,620.00	15,372.99	19,542.31	15,922.31 -	540
6110	SALARIES AND WAGES - PART TIME	12,000.00	620.75	18,300.30	6,300.30 -	153
6115	5 SALARIES AND WAGES - OVERTIME FULL TIME	45,000.00	6,864.64	20,505.63	24,494.37	46
6120	SALARIES AND WAGES - OVERTIME PART TIME	500.00	0.00	0.00	500.00	0
6145	5 UNIFORM ALLOWANCE	7,500.00	430.43	7,646.59	146.59 -	102
6152	2 HSA INSURANCE - COUNTY SHARE	0.00	100.00	900.00	900.00 -	0
6153	3 HEALTH & LIFE INSURANCE - COUNTY SHARE	148,740.00	10,688.00	125,884.25	22,855.75	85
6163	B PERA - COUNTY SHARE	53,881.00	4,418.89	51,138.43	2,742.57	95
6175	5 FICA - COUNTY SHARE	56,795.00	4,296.20	51,743.75	5,051.25	91

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EXPENDITURE GUIDELINE - YTD SUMMARY

Report For 01/2016 To 12/2016

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ercent of Year: 100 %

03 FUND ROAD & BRIDGE FUND

Account Description 2016 12/2016 01/2016 - 12/2016 Difference Pct 6177 UNEMPLOYMENT COMPENSATION 0.00 0.00 510.37 510.37 - 0 0 6100-6199 PERSONAL SERVICES 1,001,446.00 94,845.79 958,026.08 43,419.92 96 6203 COMMUNICATIONS 1,080.00 90.00 1,080.00 0.00 100 6245 DUES AND REGISTRATION FEES 250.00 0.00 140.00 110.00 56 6254 INTERSECTION LIGHTING 17,000.00 1,440.93 20,712.84 3,712.84 - 122 6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 114,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 - 0 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 - 688 6350 OTHER SERVICES & CHARGES
6100-6199 PERSONAL SERVICES 1,001,446.00 94,845.79 958,026.08 43,419.92 96 6203 COMMUNICATIONS 1,080.00 90.00 1,080.00 0.00 100 6245 DUES AND REGISTRATION FEES 250.00 0.00 140.00 110.00 56 6254 INTERSECTION LIGHTING 17,000.00 1,440.93 20,712.84 3,712.84 122 6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLES 1,500.00 5.99 894.70 605.30 60
6203 COMMUNICATIONS 1,080.00 90.00 1,080.00 0.00 100 6245 DUES AND REGISTRATION FEES 250.00 0.00 140.00 110.00 56 6254 INTERSECTION LIGHTING 17,000.00 1,440.93 20,712.84 3,712.84 122 6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6245 DUES AND REGISTRATION FEES 250.00 0.00 140.00 110.00 56 6254 INTERSECTION LIGHTING 17,000.00 1,440.93 20,712.84 3,712.84 - 122 6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6254 INTERSECTION LIGHTING 17,000.00 1,440.93 20,712.84 3,712.84 122 6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6265 PROFESSIONAL SERVICES 10,000.00 4,999.95 5,390.20 4,609.80 54 6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6303 REPAIR AND MAINTENANCE SERVICES 20,000.00 0.00 14,033.13 5,966.87 70 6335 MILEAGE EXPENSE 0.00 0.00 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 - 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 - 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6335 MILEAGE EXPENSE 0.00 0.00 178.50 178.50 0 6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6336 MEALS, LODGING, PARKING & MISCELLANEOUS 500.00 0.00 85.94 414.06 17 6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
6347 RENTALS - EQUIPMENT 1,500.00 0.00 10,320.00 8,820.00 - 688 6350 OTHER SERVICES & CHARGES 1,000.00 0.00 0.00 1,000.00 0 6200-6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 - 101 6425 REPAIR AND MAINTENANCE SUPPLIES 1,500.00 5.99 894.70 605.30 60
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6200- 6399 SERVICES AND CHARGES 51,330.00 6,530.88 51,940.61 610.61 - 101 6425 REPAIR AND MAINTENANCE SUPPLES 1,500.00 5.99 894.70 605.30 60
6425 REPAIR AND MAINTENANCE SUPPL E S 1,500.00 5.99 894.70 605.30 60
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6502 AGGREGATES MATERIAL 80,000.00 0.00 41,090.57 38,909.43 51
6503 TRAFFIC SIGNS & POST 45,000.00 49.74 14,415.04 30,584.96 32
6504 CULVERTS 20,000.00 0.00 17,123.27 2,876.73 86
6505 WINTER SALT 195,000.00 8,078.64 163,556.96 31,443.04 84
6506 BITUMINOUS MATERIAL 40,000.00 4,255.40 21,590.16 18,409.84 54
6507 CRACKFILLER 500.00 0.00 384.27 115.73 77
6508 WEED SPRAY 5,000.00 163.44 - 3,392.28 1,607.72 68
6509 SAND 5,000.00 0.00 0.00 5,000.00 0
6512 SEEDS 2,000.00 0.00 8,679.50 6,679.50 434
6514 CULVERT REPAIR/REPLACEMENTS 45,000.00 35,484.50 53,793.17 8,793.17 120
6533 DUST CONTROL 7,000.00 0.00 0.00 7,000.00 0
6534 HAT'S OPERATING COSTS 79,310.00 0.00 79,310.00 0.00 100
6559 OTHER MISCELLANEOUS ROAD MATERIALS 5,000.00 0.00 69.21 4,930.79 1
6568 SAFETY CODE REGULATIONS 12,000.00 3,219.83 14,961.67 2,961.67 - 125
6400- 6599 SUPPLIES AND MATERIALS 542,310.00 50,930.66 419,260.80 123,049.20 77
6612 CAPITAL - \$100-\$5,000 (INVENTORY) 0.00 163.44 163.44 163.44 0
6600-6699 CAPITAL EXPENDITURES 0.00 163.44 163.44 163.44 0
6850 TOWN ROAD AID 264,000.00 0.00 268,011.00 4,011.00- 102
6800-6899 NON-EXPENSE 264,000.00 0.00 268,011.00 4,011.00- 102
TOTAL 1,859,086.00 152,470.77 1,697,401.93 161,684.07 91
TOTAL HIGHWAY MAINTENANCE 1,859,086.00 152,470.77 1,697,401.93 161,684.07 91
320 HIGHWAY CONSTRUCTION
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6163 PERA - COUNTY SHARE 0.00 22.50 399.39 399.39 0
6175 FICA - COUNTY SHARE 0.00 22.95 407.37 407.37 0

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EXPENDITURE GUIDELINE - YTD SUMMARY

Report For 01/2016 To 12/2016

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Report Basis: Cash
03 FUND
ROAD & BRIDGE FUND

ROAD & BR	IDGE FUND				ercent of Yea	ır: 100 %
		BUDGET	Actual For	Actual For	BDGT - ACT	
Account	<u>Descriptior</u>	<u>2016</u>	12/2016	<u>01/2016 - 12/2016</u>	<u>Difference</u>	<u>Pct</u>
6100-61	199 PERSONAL SERVICES	0.00	45.45	806.76	806.76 -	0
626	5 PROFESSIONAL SERVICES	200,000.00	142,457.49	271,979.26	71,979.26 -	136
6200-63	399 SERVICES AND CHARGES	200,000.00	142,457.49	271,979.26	71,979.26 -	136
650	1 ENGINEERING & SURVEYING SUPPLIES	3,500.00	0.00	600.47	2,899.53	17
653	1 SEALCOATING	550,000.00	0.00	571,235.80	21,235.80 -	104
653	2 TRAFFIC MARKING	85,000.00	0.00	63,388.26	21,611.74	75
6400-65	599 SUPPLIES AND MATERIALS	638,500.00	0.00	635,224.53	3,275.47	99
661	O CAPITAL - OVER \$5,000 (FIXED ASSETS)	25,000.00	0.00	31,705.77	6,705.77 -	127
661	2 CAPITAL - \$100-\$5,000 (INVENTORY)	5,000.00	0.00	125.20	4,874.80	3
663	9 RIGHT- OF- WAY ACQUISITION- TEMP	10,000.00	0.00	0.00	10,000.00	0
664	0 RIGHT- OF- WAY ACQUISITION	400,000.00	0.00	0.00	400,000.00	0
664	1 STATE AID-REGULAR CONSTRUCTION	70,000.00	0.00	108,412.01	38,412.01 -	155
664	2 STATE AID- MUNICIPAL CONSTRUCTION	150,000.00	0.00	211,342.26	61,342.26 -	141
664	3 COUNTY ROAD CONSTRUCTION	2,645,000.00	137,808.74	2,047,002.31	597,997.69	77
664	4 TOWN BRIDGE	0.00	0.00	2,499.57	2,499.57 -	0
664	6 BRIDGE BONDING	80,000.00	0.00	1,129.46	78,870.54	1
664	7 JOINT ROAD PROJECTS	0.00	0.00	59,657.62	59,657.62 -	0
664	8 FEDERAL AID ROAD CONSTRUCTION PROJECTS	1,640,000.00	74,195.30	1,242,828.61	397,171.39	76
664	9 FEDERAL SAFETY PROGRAMS	0.00	0.00	9,765.73	9,765.73 -	0
665	2 WHEELAGE PROJECTS	650,000.00	20,000.00	537,963.04	112,036.96	83
668	0 SAFETY GRANT	0.00	0.00	14,400.00	14,400.00 -	0
6600-66	699 CAPITAL EXPENDITURES	5,675,000.00	232,004.04	4,266,831.58	1,408,168.42	75
TOTA	L	6,513,500.00	374,506.98	5,174,842.13	1,338,657.87	79
TOTA	L HIGHWAY CONSTRUCTION	6,513,500.00	374,506.98	5,174,842.13	1,338,657.87	79
330 HIGH	IWAY ADMINISTRATION					
000						
610	5 SALARIES AND WAGES - FULL TIME	453,536.00	33,758.42	453,348.44	187.56	100
610	6 SEVERANCE AND UNUSED SICK LEAVE	2,000.00	1,238.26	1,238.26	761.74	62
611	0 SALARIES AND WAGES - PART TIME	12,000.00	0.00	0.00	12,000.00	0
611	5 SALARIES AND WAGES - OVERTIME FULL TIME	12,000.00	0.00	7,943.50	4,056.50	66
612	0 SALARIES AND WAGES - OVERTIME PART TIME	2,000.00	0.00	0.00	2,000.00	0
614	5 UNIFORM ALLOWANCE	1,000.00	0.00	1,741.45	741.45 -	174
615	2 HSA INSURANCE - COUNTY SHARE	0.00	150.00	2,000.00	2,000.00 -	0
615	3 HEALTH & LIFE INSURANCE - COUNTY SHARE	69,600.00	4,904.00	62,822.75	6,777.25	90
616	3 PERA - COUNTY SHARE	34,915.00	2,531.88	34,596.88	318.12	99
617	5 FICA - COUNTY SHARE	36,914.00	2,738.81	36,938.66	24.66 -	100
617	9 WORKERS COMP INSURANCE	45,927.00	0.00	43,437.00	2,490.00	95
6100-63	199 PERSONAL SERVICES	669,892.00	45,321.37	644,066.94	25,825.06	96

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Report Basis: Cash

EXPENDITURE GUIDELINE - YTD SUMMARY

Report For 01/2016 To 12/2016

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03 FUND ROAD & BRIDGE FUND

		BUDGET	Actual For	Actual For	BDGT - ACT	.,,
Account	Description	<u>2016</u>	12/2016	01/2016 - 12/2016	<u>Difference</u>	<u>Pct</u>
6203	COMMUNICATIONS	3,500.00	274.94	3,744.12	244.12 -	107
6205	POSTAGE AND POSTAL BOX RENTAL	400.00	20.65	651.47	251.47 -	163
6241	PRINTING AND PUBLISHING	700.00	0.00	164.50	535.50	24
6245	DUES AND REGISTRATION FEES	15,000.00	1,830.00	14,292.34	707.66	95
6265	PROFESSIONAL SERVICES	3,000.00	400.00	1,597.00	1,403.00	53
6321	MAINTENANCE AGREEMENTS	25,000.00	4,523.50	22,962.97	2,037.03	92
	MILEAGE EXPENSE	12,000.00	1,167.65	12,894.25	894.25 -	107
6336	MEALS, LODGING, PARKING & MISCELLANEOUS	6,000.00	2,053.38	7,153.55	1,153.55 -	119
6338	MOTOR POOL EXPENSES	0.00	0.00	15.00	15.00 -	0
6350	OTHER SERVICES & CHARGES	500.00	142.50	152.50	347.50	31
6352	DITCH LEVIES	10,000.00	343.11	378.14	9,621.86	4
6354	PROPERTY/CASUALTY INSURANCE	63,351.00	0.00	62,461.00	890.00	99
6200-639	9 SERVICES AND CHARGES	139,451.00	10,755.73	126,466.84	12,984.16	91
6402	OFFICE SUPPLIES	3,000.00	153.43	1,540.88	1,459.12	51
6425	REPAIR AND MAINTENANC SUPPLIES	0.00	910.19	910.19	910.19 -	0
6400-659	9 SUPPLIES AND MATERIALS	3,000.00	1,063.62	2,451.07	548.93	82
6612	CAPITAL - \$100- \$5,000 (INVENTORY)	3,500.00	0.00	1,151.42	2,348.58	33
6600- 669	9 CAPITAL EXPENDITURES	3,500.00	0.00	1,151.42	2,348.58	33
TOTAL		815,843.00	57,140.72	774,136.27	41,706.73	95
TOTAL	HIGHWAY ADMINISTRATION	815,843.00	57,140.72	774,136.27	41,706.73	95
340 HIGHW	VAY EQUIPMENT MAINTENANCE					
000						
6105	SALARIES AND WAGES - FULL TIME	59,072.00	4,629.20	60,914.70	1,842.70-	103
6106	SEVERANCE AND UNUSED SICK LEAVE	2,000.00	0.00	1,823.28	176.72	91
6115	SALARIES AND WAGES - OVERTIME FULL TIME	3,000.00	1,128.90	2,556.00	444.00	85
6145	UNIFORM ALLOWANCE	500.00	10.60	359.00	141.00	72
6152	HSA INSURANCE - COUNTY SHARE	0.00	100.00	1,200.00	1,200.00 -	0
6153	HEALTH & LIFE INSURANCE - COUNTY SHARE	8,700.00	725.00	8,700.00	0.00	100
6163	PERA - COUNTY SHARE	4,655.00	431.86	4,760.31	105.31 -	102
6175	FICA - COUNTY SHARE	4,940.00	421.25	4,638.25	301.75	94
6100-619	99 PERSONAL SERVICES	82,867.00	7,446.81	84,951.54	2,084.54 -	103
6203	COMMUNICATIONS	1,200.00	90.02	660.22	539.78	55
6253	ELECTRICITY	8,000.00	693.98	6,931.57	1,068.43	87
6255	NATURAL GAS	45,000.00	1,199.58	14,801.46	30,198.54	33
6257	SEWER, WATER AND GARBAGE REMOVAL	2,500.00	171.83	2,172.67	327.33	87
6303	REPAIR AND MAINTENANC SERVICES	12,000.00	8,893.21	23,734.61	11,734.61 -	198
6320	RADIO REPAIR	500.00	0.00	0.00	500.00	0
6336	MEALS, LODGING, PARKING & MISCELLANEOUS	200.00	0.00	0.00	200.00	0

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EXPENDITURE GUIDELINE - YTD SUMMARY

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Report Basis: Cash

Report For 01/2016 To 12/2016

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ROAD	&	BRIDGE	FUND

	BUDGET	Actual For	Actual For	BDGT - ACT	
<u>Account Description</u>	<u>2016</u>	<u>12/2016</u>	01/2016 - 12/2016	<u>Difference</u>	<u>Pct</u>
6350 OTHER SERVICES & CHARGES	1,000.00	0.00	832.00	168.00	83
6359 MISCELLANEOUS CHARGES	1,500.00	0.00	45.00	1,455.00	3
6200-6399 SERVICES AND CHARGES	71,900.00	11,048.62	49,177.53	22,722.47	68
6425 REPAIR AND MAINTENANCE SUPPLIES	110,000.00	10,006.78	70,963.58	39,036.42	65
6455 MOTOR FUELS AND LUBRICATION	35,000.00	1,507.28	23,749.07	11,250.93	68
6563 TIRES, TUBES & BATTERIES	30,000.00	929.54	18,503.10	11,496.90	62
6564 CUTTING EDGES & CARBIDS	70,000.00	1,650.00	47,565.20	22,434.80	68
6567 DIESEL FUEL & TAX	190,000.00	7,619.65	91,336.19	98,663.81	48
6590 TOOLS & SHOP MATERIALS	12,000.00	1,135.17	6,229.49	5,770.51	52
6400-6599 SUPPLIES AND MATERIALS	447,000.00	22,848.42	258,346.63	188,653.37	58
6610 CAPITAL - OVER \$5,000 (FIXED ASSETS)	381,000.00	113,869.00	567,526.69	186,526.69 -	149
6612 CAPITAL - \$100- \$5,000 (INVENTORY)	6,000.00	0.00	8,534.50	2,534.50 -	142
6600-6699 CAPITAL EXPENDITURES	387,000.00	113,869.00	576,061.19	189,061.19 -	149
6810 REFUNDS AND REMBURSEMENTS	0.00	789.70	789.70	789.70 -	0
6800- 6899 NON- EXPENSE	0.00	789.70	789.70	789.70-	0
TOTAL	988,767.00	156,002.55	969,326.59	19,440.41	98
TOTAL HIGHWAY EQUIPMENT MAINTENANCE	988,767.00	156,002.55	969,326.59	19,440.41	98
TOTAL ROAD & BRIDGE FUND	10,333,840.00	751,023.88	8,767,984.27	1,565,855.73	85
Final Totals 125 Accounts	10,333,840.00	751,023.88	8,767,984.27	1,565,855.73	85

AGREEMENT TO PROVIDE MFIP/DWP SERVICES BETWEEN MCLEOD COUNTY AND CENTRAL MINNESOTA JOBS & TRAINING SERVICES, INC. JANUARY 1, 2018 TO DECEMBER 31, 2018

CFDA # 93.558 - MFIP

AGREEMENT

This Agreement is made and entered into by and between **McLeod County**, hereinafter referred to as the "COUNTY", and

Central Minnesota Jobs & Training Services)

406 7th Street East, PO Box 720

Monticello, Minnesota 55362

Social Security or Federal Identification Number: <u>41-1484048</u> Minnesota State Tax Identification Number: <u>2073311</u>, hereinafter referred to as the "PROVIDER."

WITNESSETH:

WHEREAS, Funds have been made available to the COUNTY through the Minnesota Department of Human Services for the purpose of providing services authorized under Minnesota Family Investment Program (MFIP), The Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Public Law 104-193, and Minnesota Statutes 256J.49-256J.73, and Diversionary Work Program (DWP)2003 Minnesota State Statutes 256J.95 Diversionary Work Program; DHS Bulletin 04-11-01 dated January 9, 2004 and Bulletin 04-69-05 dated April 12, 2004; and

WHEREAS, The PROVIDER represents itself to the COUNTY as qualified to perform the services herein agreed to, and

WHEREAS, The COUNTY is desirous of entering into an agreement with the PROVIDER for the provision of said services;

NOW, THEREFORE, In consideration of the premises, and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto understand and agree as follows:

- 1. PROGRAM: The foregoing recitals are made part of this service agreement by reference. The PROVIDER shall implement the MFIP/DWP Plan, attached as Exhibit A, which is incorporated herein by reference as a part of this service agreement.
- 2. DUTIES AND PAYMENT: The PROVIDER is hereby authorized to expend funds for MFIP/DWP in accordance with the following:
- a. Available Funds: The available funds listed herein coincide with the MFIP/DWP contract executed for Program Year 2018 (January 1, 2018 to December 31, 2018). The total amount for the MFIP/DWP program for this service agreement is the total allocated for the time period of January 1, 2018 to December 31, 2018 see Budget, Exhibit B.
- b. Payment: The COUNTY shall make reimbursement to the PROVIDER for program expenditures upon receipt of a monthly itemized invoice specifying the costs incurred by the PROVIDER during the previous month. Such monthly invoices shall be due and payable at intervals specified on the invoice, except that the COUNTY shall not reimburse for any costs incurred which are not in accordance with the Budget attached hereto as Exhibit B and applicable federal, State and COUNTY regulations and policies.
- c. Settlement: Payment of the actual cost of performing services under this service agreement will be determined as part of an annual settlement at completion of the service period set forth in section 3, below. Payments above (or below) actual costs will be settled to zero in accordance with applicable uniform grant guidance, federal and state laws and policies, and generally accepted accounting principles.
- 3. TERM OF AGREEMENT: This service agreement shall be effective on January 1, 2018 and shall remain in effect until December 31, 2018, or until all obligations set forth in this service agreement have been satisfactorily fulfilled, whichever occurs first. This agreement may, at the option of the parties hereto, be extended for an additional one-year term after the final termination date.
- 4. TERMINATION: If, at any time, funds in support of this service agreement become unavailable, this service agreement shall be terminated immediately upon a 30 calendar day written notice of such fact by the COUNTY to the PROVIDER. In the event of such termination, the PROVIDER shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- a. Termination for Convenience: Either party to this service agreement may request a termination for convenience. The party will give a 30-calendar day advance notice, in writing, of the effective date of the termination. The PROVIDER shall be entitled to receive just and equitable compensation for any services satisfactorily performed hereunder through the date of the termination.
- b. Termination for Cause: The COUNTY shall terminate the service agreement when it is determined the PROVIDER has failed to provide any of the services specified or has failed to comply with any of the provisions contained in this service agreement. If the PROVIDER fails to perform in whole or in part under this service agreement, or fails to make sufficient progress so as to endanger performance, the COUNTY will notify the PROVIDER of such unsatisfactory

performance in writing. The PROVIDER will have ten-(10) working days in which to respond with a plan to correct the deficiencies agreeable to the COUNTY. If the PROVIDER does not respond to the COUNTY with an appropriate corrective action plan, the COUNTY will notify the PROVIDER of immediate termination of the service agreement. In the event of such termination, the COUNTY shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services performed are in accordance with the provisions of the service agreement.

5. DISPUTES:

- a. The PROVIDER agrees to attempt to resolve disputes arising from the service agreement by administrative process and negotiation in lieu of litigation. Continued performance during disputes is assured.
- b. Any dispute concerning a question of fact arising under this service agreement which is not settled by informal means shall be decided by the COUNTY'S Health and Human Services Director or designee, who shall furnish the PROVIDER with a written decision.
- c. The PROVIDER will be allowed the opportunity to offer evidence and be heard in appeal of the COUNTY'S decision. Pending final decision, the PROVIDER shall proceed in performance of this service agreement in accordance with the COUNTY'S initial decision.
- d. This DISPUTES clause does not preclude consideration of law questions in connection with decisions provided above provided that nothing in this service agreement shall be construed as making final the decision of any administrative official, representative, or board on a question of law.
- 6. GRIEVANCE PROCEDURE: The PROVIDER will follow the grievance procedure established by the County and the Department of Human Services to resolve issues between the PROVIDER and the program participants.
- 7. RECORDS AND REPORTS: The PROVIDER will maintain records, books, documents and other evidence and accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs and activities of any nature supported by funds under this service agreement. Such records, including participant information, shall be maintained for six years after the submission of the final report by the PROVIDER, or the COUNTY makes the final payment, whichever is later, for audit purposes. Such records will be considered the property of the COUNTY.

The PROVIDER agrees that authorized representatives of the COUNTY, state and federal agencies will, during regular business hours and as often as such authorized representatives deem necessary, have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, records, which are pertinent and involve transactions relating to this service agreement.

The PROVIDER further agrees to submit in a timely fashion all program reports and corrective actions as may be required by program regulations and COUNTY policies or as a result of monitoring activities.

If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the six-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular six-year period, whichever is later.

8. LIABILITY:

- a. Bonding: The PROVIDER shall obtain and maintain, at all times during the term of this service agreement, a fidelity bond in an amount not less than \$250,000, covering the activities of all persons authorized to receive or distribute monies. Written verification of such bond shall be furnished to the COUNTY prior to the execution of this service agreement.
- b. Indemnity: The PROVIDER agrees to defend, indemnify and hold the COUNTY, its officers and employees harmless from any liability, claims, damages, costs, judgments or expenses, including attorney's fees, resulting directly or indirectly from an act or omission of the PROVIDER, its agents, employees or contractors in the performance of the services provided by this service agreement and against all loss by reason of the failure of the PROVIDER to perform, in any respect, all obligations under this service agreement.
- c. Insurance: The PROVIDER further agrees that it will at all times during the term of this service agreement have and keep in force:
 - 1. A single limit or combined limit or excess umbrella general liability insurance policy of an amount not less than \$2,000,000 General Liability Insurance minimum limits are \$500,000 per claimant, \$1,500,000 per occurrence, \$1,500,000 annual aggregate.
 - 2. A single limit or combined limit or excess umbrella automobile liability insurance policy, if applicable, in an amount not less than \$200,000 per accident for property damage, \$200,000 for bodily injury and/or damages to any one person, and \$200,000 for total bodily injuries and/or damages arising from any one accident. –OR- a Combined Single Limit \$200,000 per occurrence. The PROVIDER does not transport customers at any time for any reason.
 - 3. Any policy obtained and maintained under this clause shall provide that it shall not be canceled, materially changed, or not renewed without thirty (30) days' prior notice thereof to the COUNTY.
 - 4. Workers' Compensation Insurance, if applicable as required by state statute.

The PROVIDER will furnish the COUNTY certificates of bonding and insurance prior to the effective date of this service agreement.

The COUNTY may withhold payment for failure of the PROVIDER to furnish certificates of bonding and insurance as required above.

In the event that claims or lawsuits shall arise jointly against the PROVIDER and the COUNTY, and the COUNTY elects to present its own defense using its own counsel, in

addition to or as opposed to legal representation available by the insurance carrier providing general liability coverage in c.1. and/or automobile liability in c.2. above, then such legal expense shall be borne by the COUNTY.

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The PROVIDER'S liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes Section 3.732, et seq., and other applicable law.

The COUNTY'S liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law. This clause shall not be construed to bar legal remedies one party may have for the other party's failure to fulfill its obligations under this service agreement.

9. INDEPENDENT CONTRACTOR That at all times and for all purposes hereunder, Provider shall be an independent Contractor and is not an employee of the COUNTY for any purpose. No statement contained in this Agreement shall be construed so as to find PROVIDER to be an employee of the COUNTY, and PROVIDER shall not be entitled to any of the rights, privileges, or benefits of employees of the COUNTY, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims;

PROVIDER acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due PROVIDER and that it is PROVIDER'S sole obligation to comply with the applicable provisions of all federal and state tax laws;

PROVIDER shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein;

PROVIDER is responsible for hiring sufficient workers to perform the services/duties required by this contract, withholding their taxes, and paying all other employment tax obligations on their behalf;

- 10. SPECIAL ADMINISTRATIVE PROVISIONS: The PROVIDER agrees to administer the program in accordance with authorizing legislation, as amended, and the regulations and guidelines promulgated thereunder. The PROVIDER also agrees to comply with other applicable federal and state laws. In the event that these laws, regulations or policies are amended at any time during the term of this service agreement, the PROVIDER shall comply with such amended laws, regulations or guidelines.
- a. Audits: The PROVIDER agrees to have an annual audit in accordance with uniform grant guidance "Audits of Institutions of Higher Education and Other Non-Profit Organizations", as these circulars apply to the PROVIDER. The COUNTY agrees to submit to the PROVIDER, prior to the audit activity, a report which specifies the amount of federal and state funds which comprise the total payments made to the PROVIDER. A copy of the audit shall be provided to the COUNTY upon its completion, but in no event later than 12 months after the end of the PROVIDER'S fiscal year.

b. Program Standards: The PROVIDER agrees to comply with uniform grant guidance, as those circulars relate to its particular agency in the utilization of funds, the operation of programs and the maintenance of records, books, accounts and other documents under the authorizing legislation, as amended.

The PROVIDER also agrees to comply with the sections of the Code of Federal Regulations relevant to the program(s) covered under this service agreement, as well as all State Instructional Bulletins and policies, as amended. The COUNTY agrees to provide access to the PROVIDER copies of the applicable circulars, laws and regulations under which these funds are granted.

- c. Non-Discrimination Statement: The PROVIDER will comply with:
 - 1. Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, which generally prohibits discrimination on grounds of race, color or national origin, and applies to any program or activity receiving federal financial aid.
 - 2. Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, which generally prohibits discrimination because of race, color, religion, sex or national origin and applies to all employers, including state and local governments, public and private employment agencies and labor organizations. Any employment and training program sponsor or contractor which falls within one of these definitions would, of course, be covered by Title VII.
 - 3. The Rehabilitation Act of 1973, as amended, which generally prohibits discrimination on the basis of handicap in all federally-funded programs.
 - 4. The Age Discrimination in Employment Act of 1967, as amended, which generally prohibits discrimination on the basis of age against persons 40 years of age and over.
 - 5. The Equal Pay Act of 1963 amends the Fair Labor Standards Act and which generally provides that an employer may not discriminate on the basis of sex by paying employees of different sexes differently for doing the same work.
 - 6. Title IX of the Education Amendments of 1972, as amended, generally provides that no person shall, on the basis of sex, be excluded from participation, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic, intercollegiate, club or intramural athletics offered and no recipient shall provide any such athletics separately on such basis.
 - 7. The Age Discrimination Act of 1975, as amended, prohibits unreasonable discrimination on the basis of age in programs or activities receiving federal financial assistance.
 - 8. The Americans with Disabilities Act of 1990 (P.L. 101-336), as amended, which prohibits discrimination based on disabilities in the areas of employment, public services, transportation, public accommodations and telecommunications.

- d. Affirmative Action: (If applicable) The PROVIDER certifies that it has received a Certificate of Compliance from the Commissioner of Human Rights pursuant to Minnesota Statues, Section 363A.36.
- e. The PROVIDER agrees to comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (Public Law 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal or federally assisted programs.
- f. The PROVIDER agrees that program participants shall not be employed in the construction, operation or maintenance of that direct part of any facility, which is used for religious instructions or worship.
- g. The PROVIDER agrees to comply with the provisions of Chapter 15, Title 5 of the United States Code with regard to political activity.
- h. The PROVIDER further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals", (as defined in 13.02, subd. 5 of that statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this service agreement.
- i. The PROVIDER agrees to comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C.7401), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and any applicable Environmental Protection Agency regulations.
- j. The PROVIDER agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163).
- 11. VOTER REGISTRATION: The PROVIDER shall provide non-partisan voter registration services and assistance; using forms provided by the Secretary of State, to employees of the PROVIDER, program participants and the public as required by Minnesota Statutes, Section 201.162 (1990).
- 12. ASSIGNMENT: The PROVIDER shall neither assign nor transfer any rights or obligations under this service agreement without prior written consent of the COUNTY. The provisions of this service agreement applicable to the PROVIDER shall also be applicable to subgrants made by the PROVIDER from funds obtained under this service agreement.
- 13. PREGRANT COSTS: Costs incurred from 30 days prior to the effective date of this service agreement, which were in anticipation of this award and specifically authorized and approved in writing by the COUNTY, are allowable costs to the extent that they would have been allowable had they been incurred after the effective date of this service agreement.
- 14. MODIFICATIONS: Any modifications to this service agreement shall be in writing and shall be executed by the same parties who executed the original service agreement, or their

successors in office.

- 15. DEBARMENT AND SUSPENSION CERTIFICATION: (If applicable) The PROVIDER agrees to follow the President's Executive Order 12549 and the implementing regulation "Nonprocurement Debarment and Suspension; Notice and Final Rule and Interim Final Rule," found in Federal Register Vol. 53, No. 102, May 26, 1988, including Appendix B, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions"; unless excluded by law or regulation.
- 16. LOBBYING CERTIFICATION AND DISCLOSURE: (If applicable) The PROVIDER shall comply with Interim Final Rule, New Restrictions on Lobbying, found in Federal Register Vol. 55, No. 38, February 26, 1990, and any permanent Rules that are adopted in place of the Interim Rule. The Interim Rule requires the PROVIDER to certify as to their lobbying activity. The Interim Final Rule implements section 319 of Public Law 101-121. Section 319 generally prohibits recipients of Federal contracts, grants and loans from using appropriated funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a specific contract, grant or loan.
- 17. MAINTENANCE OF EFFORT: The PROVIDER agrees that the level of services, activities and expenditures it has devoted to similar services prior to the initiation of this service agreement will be continued and not reduced in any way as a result of this service agreement except for reductions unrelated to the provisions or purposes herein stated.
- 18. CONFLICT OF INTEREST: The PROVIDER assures that no person under its employ, who presently exercises any administrative responsibilities under this program, has any personal, financial interest, direct or indirect, in this service agreement. Further, no person having such a conflicting interest shall be employed under this service agreement. Any such conflict of interest must be disclosed in writing to the COUNTY.
- 19. CODE OF CONDUCT: The PROVIDER assures proper conduct on the part of its employees and understands the effects of U.S. Code, Title 18, Sec. 665, which states, in effect:
- a. Whoever being an officer, director, agent, or employee of, or connected in any capacity with any agency receiving financial assistance under federal grants knowingly hires or enrolls an ineligible individual or individuals, embezzles, willfully misapplies, steals, or obtains by fraud any of the monies, funds, assets, or property which are the subject of a grant or contract of assistance shall be fined not more than \$10,000 or imprisoned for not more than two years, or both; but if the amount so embezzled, misapplied, stolen, or obtained by fraud does not exceed \$100, such person shall be fined not more than \$1000 or imprisoned not more than 1 year, or both.
- b. Whoever, by threat or by procuring dismissal of any person from employment or refusal to employ or refusal to renew a contract of employment in connection with a grant or contract of assistance under federal grants, induces any persons to give up any money or thing of value to any person (including such COUNTY agency) shall be fined not more than \$1000 or imprisoned not more than 1 year, or both.
- c. Any person who willfully obstructs or impedes or endeavors to obstruct or impede, an investigation or inquiry under the authorizing legislation of this service agreement or, the regulations thereunder, shall be punished by a fine of not more than \$5000, or by

imprisonment for not more than 1 year, or both.

- 20. GRANT CLOSE-OUT: No costs are to be incurred under this grant after (December 31, 2018) for MFIP/DWP. Within 90 days of the completion of the grant, the PROVIDER shall comply with all close-out or auditing procedures established by the COUNTY.
- 21. PROPERTY: All purchases of consumable supplies or materials, capital equipment and or services made pursuant to this service agreement shall be made by purchase order or by written contract.

All items of nonexpendable property acquired by the PROVIDER with funds awarded under this service agreement shall be considered capital equipment and shall be inventoried as property of the State. An item of property shall be considered capital equipment if it meets any or all of the following: (a) has a unit cost of not less than \$5,000.00 or has a service life in excess of one year, regardless of cost; (b) is either complete within itself or is a major component of another item of property; (c) by definition cannot be described either as supplies or materials; (d) will not be consumed or lose its identity.

IN WITNESS WHEREOF, COUNTY and PROVIDER have signed this service agreement to be executed based on the County Board action:

FOR THE PROVIDER

SIGNATURE:
TITLE: Central Minnesota Jobs & Training Services, Inc. Chief Executive Officer
DATE:
SIGNATURE: TITLE: Central Minnesota Jobs & Training Services, Inc. WDB CHAIRPERSON
DATE:
FOR THE COUNTY
SIGNATURE: TITLE: CHAIR, MCLEOD COUNTY BOARD OF COUNTY COMMISSIONERS
DATE:
SIGNATURE: TITLE: MCLEOD COUNTY SOCIAL SERVICES, HUMAN SERVICE DIRECTOR III
DATE:
SIGNATURE: TITLE: MCLEOD COUNTY ADMINISTRATOR
DATE:
ATTEST:
SIGNATURE:
TITLE: MCLEOD COUNTY ATTORNEY
DATE:
County-11/17

Exhibit A

MCLEOD COUNTY

2018 Work Plan for

MINNESOTA FAMILY INVESTMENT PROGRAM

and

DIVERSIONARY WORK PROGRAM

Central Minnesota Jobs and Training Services, Inc. (CMJTS), the employment training and service provider (ETSP) shall provide the administration and delivery of the MFIP and DWP employment and training programs. Exhibit A contains a description of the specific programs, activities, and services provided by the ETSP.

Minnesota Family Investment Program and Diversionary Work Program (MFIP/DWP): The ETSP shall provide the services pursuant to Minnesota Statutes 256J.49-256J.73 and any amendments. The ETSP will provide all program requirements within the legal requirements. Following are the specific activities as in the County **Biennial Service Agreement** Minnesota Family Investment Program for January 1, 2018 to December 31, 2019.

I. Program approach:

A strengths-based approach is used to identify a participant's employment strengths and barriers to employment. Challenges are addressed and resources are provided as soon as possible to help the participant overcome the challenges that may interfere in getting and maintaining gainful employment. If needed, the employment specialist (ES) refers the participant to appropriate community service(s).

The ES monitors participation in MFIP/DWP activities and continually assesses for additional barriers, but focuses on the participant's strengths. ES emphasize the participant's transferrable employment and life skills that have served them well in other areas of their lives.

The requirement for weekly contacts and intensive services for participants helps to identify family challenges quickly so they can receive appropriate services.

II. Program Services:

The following activities will be offered to participants in the ETSP's provision of services. Not all participants will receive all services.

A. Paid Employment Activities:

MFIP/DWP are "work first" programs. To that end, CMJTS staff encourage paid employment activities as a key element of programming. Those activities include:

- Unsubsidized employment;
- Subsidized private-sector employment;
- Subsidized public-sector employment;
- Self-employment;
- On-the-job training.

For unsubsidized employment, subsidized private-sector employment and subsidized public-sector employment, daily supervision is provided by the employer and documented by the ES upon receipt of copies of pay stubs, time cards, or other statements of work hours provided by the participant to the financial worker or ES. The ES documents the hours of participation in the case file and the financial worker tracks work hours in MAXIS to verify that each participant is engaged in the number of required weekly hours of participation. ES have access to MAXIS *view* which is permitted and governed by DHS. (see MAXIS contract for detailed information on ES access to MAXIS.)

Upon receipt of the participant's hours of self-employment provided to the ES by the county financial worker monthly, the ES determines if the countable hours of self-employment are sufficient to meet the work participation rate requirements. If the countable hours are not sufficient to meet the work participation requirement, the ES and participant discuss what additional countable work activities the participant will perform to meet their requirement.

CMJTS uses the on-the-job training (OJT) program to increase employment opportunities for program participants. OJTs are direct, permanent, unsubsidized placements, which reimburse the employer the cost of training a new employee on the job for the predetermined length of the contract. OJTs are funded through co-enrollment in other appropriate state or federal grants. The workforce development coordinator or placement specialist, in conjunction with the ES, works first with MFIP/DWP participants who have used 30 or more months of program services and who are job-ready. CMJTS staff may also arrange local business tours for MFIP/DWP customers so they can hear directly from an employer about the business, job positions, career laddering, and general expectations of the employer. ES may also invite employers to SJS to talk about what they look for when hiring an employee.

B. Work Experience and Community Service Site Placements:

Work Experience (employment in the public or private sector that is not subsidized by TANF) or community service (structured programs in which TANF recipients perform work for the direct benefit of the community) site placements are expected when a participant is not yet employed and has completed six weeks of job search. The job search activities include, but not limited to, attending structured job search workshops and job clubs and completing assessments to identify individual job-related strengths and challenges. The ES or the participant will locate non-profit or for-profit businesses to serve as work experience sites. All community service sites will fulfill a useful public purpose and provide training skills for unsubsidized jobs. The ES will document, in the case file, the useful purpose of the community work experience. Once a person is placed at a work site, the ES contacts the agency or business at least monthly to assess the participant's progress and establish a strong working relationship with the work site supervisor. Positive relationships between the ES and supervisor increase the likelihood that jobrelated performance is communicated honestly and as needed. This allows the ES to address issues with the participant more often than monthly, if appropriate. These paid and unpaid work sites provide a training ground for participants to increase their work-readiness skills and, in many cases, learn job skills that will transfer to future unsubsidized employment at higher than previous wages for the MFIP and DWP participant.

ES are mindful of and follow the Fair Labor Standards Act when placing participants at unpaid work experience or community service sites. When developing a work-site schedule for a participant, hours are determined by dividing the participant's actual MFIP grant (both cash and food portions) by the federal minimum wage of \$7.25 per hour.

The ES uses the Workforce One (WF1) data tracking system's MAXIS tab to determine what the monthly hourly requirements are per the actual monthly grant amount. For example, a participant's MFIP grant (cash and food) is \$400. Divide that amount by \$7.25 hour. The maximum number of hours the participant is permitted to work in an unpaid employment activity during the month is 55 hours. The ES rounds up or down to the nearest whole number of hours.

C. Job Search and Job Readiness Assistance:

CMJTS staff fulfill the minimum contact requirements for all job search and jobreadiness activities by ensuring the required verification is provided. Activities included in this category are:

- Job search (hours that the participant spends applying for jobs are documented by the participant with verification provided);
- Job readiness assistance (includes one or more of the following, as needed):
 - o writing a résumé;
 - o completing a job application;
 - o learning effective job-seeking techniques and interviewing skills;
 - o understanding what constitutes proper work attire and behavior on the job;
 - o job shadowing;
 - o informational interviewing with employers or industry experts;
 - o life-skills training;
- Job readiness referrals for chemical health treatment, mental health treatment, and rehabilitation services.

D. Structured Job Search (SJS):

CMJTS provides structured job search (SJS) twice weekly for all participants engaged in job-search activities. These meetings are provided one-on-one or in a group setting whichever works for the customers. The first meeting of the week is spent developing a detailed action plan for that week. The second weekly meeting is spent reviewing the detailed activity and comparing the action plan to the completed activities. The ES monitors and documents progress by verifying at least one employer contact weekly for each participant in job-search activities. The ES follows the Deficit Reduction Act requirements per documentation for job search and job-readiness verification.

MFIP/DWP participants engage in SJS as quickly as possible. A key feature for improving work participation rates, SJS is offered and attendance is expected by job seeker participants who receive benefits. SJS is a supervised activity that helps identify work skills, develop soft skills, build confidence, provide coaching and peer support, and serves as a network to share job leads with others. SJS includes training in work-readiness and life skills through individual and group activities facilitated by CMJTS staff. Staff evaluate progress and provide appropriate feedback to the participant. The resource room in the Hutchinson WorkForce Center (WFC) is one of the areas used for SJS.

The WorkForce Center provides opportunities for the MFIP/DWP participant to access job search materials, workshops and job clubs provided by CMJTS and other WorkForce partners for the universal customer.

Through intensive SJS activities included within their individual employment plan, the participant will identify strengths and employment challenges. Early identification of employment challenges can lead to earlier resolution.

Participants are expected to treat job search, including SJS, as their "job" until they find employment. This means there is significant involvement in structured, on-site activities when the participant is not interviewing or doing other approved off-site activities. Participants are expected to model workplace behavior during SJS. Workplace expectations such as appropriate dress, timeliness, and participation are established and reinforced by the ES.

SJS is used to provide educational topics and best practices for creating and enhancing job search tools, to share job leads, and to provide group support. The focus of SJS is on individual case management, group case management, and participant accountability. Documentation of the job search activities (activity logs) can be submitted before or after SJS.

CMJTS professionals provide several levels of accountability to ensure participant success:

- The ES enters case notes in Workforce One to ensure that the participant is progressing towards employment, documenting activities, hours, and advancement.
- The regional supervisor reviews CMJTS participant files in Workforce
 One and CMJTS hard files, per agency policy or as needed, to ensure the
 ES is entering proper case notes, accurately tracking participant hours
 and recording participant activities while ensuring the participant is
 successfully progressing in job-ready activities or towards employment.
- The CMJTS regional manager confers with the regional supervisor and the ES monthly regarding participant's progress and success.

At a minimum, each participant is offered training on the following topics:

- developing a master job application;
- opening and closing an interview;
- using positive skill statements;
- answering tough interview questions;
- making a good first impression (appropriate appearance);
- identifying effective ways to find jobs;
- developing an appropriate resume;
- registering on Minnesotaworks.net
- labor market information (LMI)

E. Structured Follow-Up:

Frequent evaluation of progress, feedback to the participant, and assistance with ongoing planning are critical pieces of SJS. This happens during phone and electronic check-ins and group or face-to-face meetings with the ES. SJS is the participant's job until he or she obtains paid employment or is placed in a volunteer or work experience position. SJS may still be applicable during the work experience or volunteer placement depending on the number of required hours of job search activities required of the participant.

F. Retention Skill:

The job retention and job search lessons, presented in job club or one-on-one, reinforce transferable skills, and learned employment skills. The job search and retention skills topics include, but are not limited to, the following:

- networking: the hidden job market;
- determining who has the power to hire;
- contacting employers finding job openings;
- managing time and setting goals;
- answering tough interview questions;
- using appropriate phone and interview manners;
- assertive communication;
- using e-mail for job search on-the-job communication;
- negotiating a wage personal finance;
- determining your best job offer and not burning bridges staying on the job;
- identifying career ladder opportunities being promoted;
- managing job search stress;
- answering questions honestly on applications ethics;
- opening and closing the interview;
- motivating yourself for job search keeping a positive attitude;
- preparing for the interview the importance of appearance and manners;
- following up after the interview writing thank you notes;
- balancing work and home responsibilities.

G. Distance-Learning Model/Structured Job Search for Those with No or Limited Transportation:

When it is not possible for the participant to get to the CMJTS office for SJS, staff provide distance-learning options. Telephone, email communication, U.S. mail, and self-directed materials (packets) allow the participant to participate in SJS from a remote location. Distance learning is the exception, not the norm, for delivery of services.

For distance learning to be a viable option for the participants, he or she should:

- have access to a computer and internet, such as at home or at a local library;
- use e-based instructional tools and processes to conduct a job search:
 - o register for Minnesotaworks.net;
 - o complete Creative Job Search on line;
 - o create a list of job leads;
 - o email or fax a resume and job applications to the ES and/or employers;
 - o email and/or phone a report of job search activity and weekly plans of action;
- Communicate regularly with the ES who approves and suggests structured job search activities.

When possible, the ES meets with the participant in their community to collect the activity logs, update employment plans, and check on how the participant is doing since the previous time they met.

H. Chemical Health Treatment, Mental Health Treatment, and Rehabilitation Services:

For participants with mental health, chemical health, or rehabilitation challenges, the ES develops an employment plan reflecting the required job search hours based on the recommendations or treatment plans signed by a qualified professional. If the documentation from the professional verifies the participant qualifies for Family Stabilization Services (FSS), that documentation is provided to the financial worker and the ES develops an FSS employment plan for the participant.

ES check at least monthly with the FSS participant, either in-person or by phone. During the check-in, the participant and the ES review progress, identify support service needs, and make any necessary changes in the employment plan. The ES case notes the contact and documents any changes to the activities or to the plan.

I. Education and Training-Related Activities:

CMJTS staff encourage education and training activities. Activities may include:

- Post-secondary educational training;
- Job skills training directly related to employment;
- High school completion or GED;
- English Language Learning (ELL or ESL);
- Adult Basic Education (ABE);
- Labor market information high-demand, high-wage careers.

For all education and training activities, CMJTS staff obtain a statement or class schedule from the educational institution or training provider, activity logs, and

signed statements or attendance records in order to document participation hours. A participant's weekly schedule is used to determine allowable hours of study time.

CMJTS staff obtain statements and schedules from high schools, alternative schools, and post-secondary institutions at the beginning of each quarter or semester.

Participants in GED, ABE, and ELL/ESL will record dates and hours of attendance on an activity log, signed by an authorized staff person, and submit it to the ES at least every two weeks.

Participants in post-secondary education will record dates and hours of attendance on an activity log. The activity log is submitted to the CMJTS ES at least every two weeks. Staff verify participation hours by reviewing the activity log and the progress reports and grades issued by the institution. One hour of unsupervised study time is permitted per class hour attended. Additional countable study time is supervised and verified by the signature of a person approved by the ES to supervise the study time.

III. Family Stabilization Services:

This section outlines CMJTS strategies pursued under Family Stabilization Services (FSS).

If a participant or potential participant reports or appears to the ES to fall into one of the following FSS eligibility categories, the ES will request and assist the participant to obtain a statement from a qualified professional that specifies the illness, injury, incapacity, or diagnosis.

The first five FSS categories address the individual's ability to work:

- A person is suffering from a physical illness, injury, or incapacity, which is expected to continue for more than 30 days and prevents the person from obtaining or maintaining employment;
- A person is developmentally disabled and that condition prevents the person from obtaining or maintaining suitable unsubsidized employment;
- A person is mentally ill and that condition severely limits the person's ability to obtain or maintain suitable unsubsidized employment;
- A person is learning disabled and that condition severely limits the person's ability to obtain or maintain suitable unsubsidized employment;
- A person has an IQ below 80 and the condition severely limits the person's ability to obtain or maintain suitable unsubsidized employment.

The remaining FSS categories are not linked to a person's ability to obtain or maintain employment:

• A person is unemployable because;

- a person is needed in the home to care for someone in the household with an illness or incapacity expected to continue 30 days;
- o an adult or child in the household meets special medical criteria;
- o a person is a legal resident residing in the United States for 12 months or less;
- o a person has a family violence waiver;
- o a person is applying for or appealing SSI or RSDI determination;
- o a person is 60, or more, years old.

Cases that have documentation of a disability that limits their employability at enrollment will have a FSS employment plan developed at enrollment. If the documentation is received after enrollment, the initial employment plan will be a regular employment plan and changed to a FSS employment plan once the documentation is received. The financial worker will be notified with a status update.

ESs review sanctioned cases and those who are not meeting participation rates to determine if the case could be a FSS case. When a participant fits the criteria and the documentation is obtained, the financial worker or ES provides a copy of the documentation, with a status update, to the staff in the other agency to move the individual into FSS.

ES discuss FSS with participants who appear to qualify for FSS but are unwilling to disclose or document a disability. If the participant decides to disclose a possible disability, the ES will help the participant obtain the needed documentation for FSS.

The ES completes the initial assessment at enrollment and continually assesses the participant at each meeting using the employability measure and ongoing assessment during the participant's time with CMJTS.

Resources are used to further the goals of the family to move them toward economic stability. When appropriate, referrals are made to mental health services, vocational rehabilitation services, social security administration, and other professionals.

The ES develops employment plans with a broader range of activities and fewer hours to make sure it is appropriate to move the family forward. The FSS employment plan includes all required elements for FSS.

American Disability Act (ADA) requirements are reviewed and adhered to throughout FSS activities with participants. CMJTS provides training to staff regarding working with people with disabilities.

The ES will obtain releases of information with all known entities working with the participant. The ES develops a professional relationship with social workers, rehabilitation services staff, medical professionals, and other service providers and coordinates services when appropriate.

Eligibility is assessed throughout the participant's duration on FSS to determine if the participant continues to be eligible for FSS.

Childcare is available for activities included in the FSS plan.

Sanction requirements for FSS are followed. Prior to imposing a sanction or sending a notice-of-intent-to-sanction (NOITS), the ES completes all reviews needed, confirms that the participant has the ability to comply with the plan as documented by behavioral and/or medical professionals, and has attempted a face-to-face visit either in the office or at a location convenient for the participant.

CMJTS ES case-manage FSS participants. CMJTS uses a systematic approach to assessing the needs of the participant by providing assistance, identifying resources, developing solutions, developing and reinforcing the participant's skills, evaluating performance, coordinating referrals and services, and monitoring overall progress.

CMJTS uses several strategies to ensure MAXIS is coded correctly for each participant. The ES and county worker each verify that the participant meets the criteria for FSS. CMJTS and financial services staff or supervisor meet monthly to review preliminary data. During the preliminary data meeting, the financial supervisor, the CMJTS program manager, and the CMJTS ES discuss the status of each participant. If the status codes need updating, the financial supervisor or lead worker informs the financial worker of the needed changes or, if MAXIS is available at the meeting, the financial supervisor or lead makes the change(s) during the meeting.

IV. Program and Quality Evaluation: Shared Responsibility and Increased Integration of Employment Services and Financial Assistance:

Communication between county staff/supervisor and ES, is frequent. ES may attend the unit meeting and discuss program issues affecting financial services staff and employment and training. In addition, as needed monthly one-on-one meetings between the financial worker and ES may be conducted to discuss individual cases. If the ES or financial worker receives documentation or information that a participant is not able to participate fully in the work activities required of MFIP/DWP/FSS, they notify each other immediately. Furthermore, if one receives documentation of participation hours, such as pay stubs, it is shared with the other.

The Department of Employment and Economic Development (DEED) pulls required data (in MAXIS and Workforce One) from the Data Warehouse to ensure performance measures are being met, including preliminary data reports, which are discussed during a monthly meeting between the CMJTS regional supervisor, or program manager, the ES, and the county financial supervisor using MAXIS, whenever possible. This meeting is used to verify MAXIS coding and Workforce One activity hours for each participant on the preliminary report. (Other factors and reports may be used to determine and reach participation hours).



McLeod Treatment Programs, Inc.

P.O. Box 364

Hutchinson, MN 55350

(320) 587-9790 * (320) 587-3767 fax

email: mtprules@mcleodtreatmentprograms.org

For Referrals: 1-877-684-2471

October 11, 2017

Ms. Sally Aubol-Grangroth McLeod County Social Services 1805 Ford Ave. NW Glencoe, MN 55336 RECEIVED

OCT 11 2017

McLeod Social Services

Dear Ms. Aubol-Grangroth,

Enclosed is the 2018 Host County Contract agreement between McLeod County Social Services and McLeod Treatment Programs, Inc. (MTP). It was approved by MTP Board of Directors on October 11, 2017. Our 2018 Contract includes a 3% per diem increase for Franklin House and Sheppard House for the year. The 2018 per diem for these programs will be \$213.18. There is no change in rates at our Visitation Exchange Center for 2018.

I have enclosed the original 2018 Host County Contract Document as well as a copy for your review that indicates any changes from the 2017 Contract in red. Please review this contract and if you find this contract acceptable, please obtain signatures from McLeod County Representatives. Please send me a copy of the original document with all signatures. Please contact me if you have questions. Thank you for your time.

Sincerely,

Susan A. Devereaux

Executive Director

McLeod Treatment Programs, Inc.

Encs.

McLeod Treatment Programs, Inc.

Host County Contract

January 1, 2018 to December 31, 2018

McLeod Treatment Programs, Inc. P. O. Box 364 Hutchinson, MN 55350 (320) 587-9790 **Purchase of Service Agreement**

The McLeod County Social Service Center, 1805 Ford Avenue NW, Glencoe, MN 55336, hereinafter referred to as the "Agency", and McLeod Treatment Programs, P. O. Box 364, Hutchinson, MN 55350 including Franklin House, 135 North Franklin St., Hutchinson, MN 55350, Sheppard House, 620 Hwy 7 East, Hutchinson, MN 55350, and the Visitation Exchange Center, 1065 5th Ave. S.E., Hutchinson, MN 55350, hereinafter referred to as "Contractor" enter into this agreement for the period from January 1, 2018 to December 31, 2018.

WITNESSETH

WHEREAS, the contractor is an organization licensed by the Minnesota Department of Human Services subject to the Juvenile Out-of-Home Placement Licensing Standards Chapter 2960 sections 2960.0010 through 2960.0220 (all residential and additional group residential standards) and 2960.0710 (restrictive procedures certification standards).

WHEREAS, the Agency wishes to purchase such program services from the Contractor; and WHEREAS, the Contractor represents that it is duly qualified and willing to perform such

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

I. Contractor's Duties:

A. As specified in the Federal register of January 1, 1977, CFR 45 Part 228 and the Community Social Services Act, the Agency agrees to purchase and the Contractor agrees to furnish the following:

1. Residential care and treatment services for children in out-of-home placement in a residential program. A residential program is defined in Minnesota Rules Chapter 2960.0020 subp. 62 as a program that provides 24-hour-a-day care, supervision, food, lodging, rehabilitation, training, education, habitation, or treatment for a resident outside of the resident's home. Residential program services provided include the following:

a. Group residential services (Minnesota Rules Chapter 2960 sections 2960.0010 through 2960 0220) to be provided at all licensed programs.

- b. Shelter care services (Minnesota Rules Chapter 2960 sections 2960.0510 to 2960.0530) defined as a residential program offering short-term, time-limited placements of 90 days or less to residents who are in a behavioral or situational crisis and need out-of-home placement to be provided at Franklin House and Sheppard House.
- 2. Family Assessments, if requested.
- 3. Parenting Education, if requested.
- 4. Visitation Exchange Center, if requested.
- 5. Individual Behavior Manager, if requested.
- B. The Contractor agrees to provide: (if requested by the Agency)
 - 1. An explicit description of the services to be provided.
 - 2. An exposition of the staffing including job descriptions and professional qualification requirements of personnel.
 - 3. A copy of salary ranges of positions.
 - 4. A copy of current salaries of specified staff to be furnished upon written request of the McLeod County Board of Commissioners.

- C. The Contractor shall, in writing within ten (10) days, notify the Agency whenever it is unable to, or going to be unable to, provide the required quality or quantity of Purchased Services. Upon such notification, Agency shall determine whether such inability will require modification or cancellation of said contract.
- D. If a resident leaves the facility for any unauthorized period of time, the Contractor is to be paid for the following five (5) consecutive days that the resident is missing. If the Contractor is to be reimbursed for a resident missing more than five (5) days, there must be written approval by the Placing Agency Supervisor or Director.
- E. Priority of placement is to be granted to the host county of McLeod. Priority of placement is defined as the first right to an opening provided for which another client has not been interviewed and accepted. A McLeod County client will move to the top of the waiting list if current clients on the waiting list are not from McLeod County.

II. Cost and Delivery of Purchased Services:

A. The unit cost for providing group residential services to reimbursable eligible clients shall be \$213.18 per day at Franklin House and Sheppard House. Auxiliary service fees shall be \$20 per hour for Individual Behavior Manager services; \$400 for one household families and \$550 for two household families for Family Assessment services; and \$20 per exchange and \$50 per hour for supervised visitation for Visitation Exchange Center services. Parent Resource Group fees shall be \$30 per household per session for parents of children using MTP services including group residential, IBM, and VEC and \$50 per household per session for community parents.

Services including psychiatric evaluation and medication follow-up, psychological evaluation, individual, group, and family therapy will be billed by the sub-contracted service provider to medical assistance or private insurance and are not covered by the per diem for all residential care and treatment services. Services including individual, group and family therapy will be billed by the sub-contracted service provider to medical assistance or private insurance and are not covered by the per diem for group residential services.

- B. The Contractor shall not charge any program or service fee to social service eligible clients. Any fee collected by the Agency will be recovered against the Social Service Purchase of Service account.
- C. When the Agency has determined that the client is no longer eligible to receive Purchased Services or that services are no longer needed or appropriate, the Agency shall notify the Contractor within five (5) days of the determination. The Agency shall notify the client of proposed termination of services in writing at least ten (10) days prior to the proposed Agency action, and of the client's right to appeal this proposed Agency action.
- D. The Contractor shall notify the Agency and the client in writing whenever the Contractor proposes to discharge or terminate service(s) to a client. The notice must be sent at least five (5) days prior to the proposed date of discharge or termination, and must include the specific grounds for discharge or termination of service(s). The Contractor shall not discharge or terminate services to a client prior to the proposed days unless delay would seriously endanger the health, safety or well-being of other residents or service recipients.
- E. The Contractor shall establish written procedures for discharging a client or terminating services to a client. The written procedure shall include preparation of a summary of findings, processes, and plans to be transmitted to the Agency and to the client within thirty (30) days of discharge.

III. Individual Treatment Plan:

A. The parties understand and agree that all services provided to eligible recipients under the terms of this contract shall be in accordance with the Individual Treatment Contract, developed with, for, and on behalf of the the individual client.

B. Admission criteria:

1. The child must be over 5 years of age and under 18 years of age or is between the ages of 18 and 19 and meets the requirements in M.S. Chapter 245A, subd. 11(b) (1-5).

2. The child must not be in need of detoxification, inpatient chemical dependency

treatment or psychiatric treatment.

3. The child must be able to function in a group residential setting.

4. The child must not be actively suicidal or psychotic.

C. Continued stay criteria:

1. The child is less than 18 years old or is between the ages of 18 and 19 and meets the requirements in M.S. Chapter 245A, subd. 11(b) (1-5).

2. Continuing residential placement is necessary and appropriate to meet the treatment needs of the child.

The Contractor continues to make available the services needed by the child.

4. If a child must remain in a certified shelter care services program longer than 30 days. the treatment team must review the need for the child remaining in a certified shelter care services program and consider alternative placement plans. The written summary of the review of the child's need to remain in a certified shelter care services program beyond 30 days must be placed in the child's file and a copy sent to the placing agency.

5. If a child must remain in certified shelter care services longer than 90 days, the treatment team must review the necessity of the child remaining in certified shelter care services and the Contractor must apply for a variance to retain a resident in certified

shelter care services beyond 90 days.

D. Discharge criteria and discharge planning criteria:

- 1. The Contractor must prepare discharge recommendations for a child residing in certified shelter care services more than 45 days. Discharge recommendations must address the services, supports, and referrals necessary to return the child to the family when possible or to another setting as an alternative to the family. Discharge summary must be prepared within 30 working days after discharge and must include review of progress while in placement, reasons for initial referral, child's response to goals and objectives identified in the individual treatment plan, a statement describing the child's current strengths and needs, an updated diagnostic assessment, a copy of the discharge plan and the name and address of the caretaker of the child following discharge, the name and address of the case manager, and the names of other agencies that will be providing services for the child and family after discharge.
- 2. The Contractor must forward all internally generated medical, behavior, and incident notes regarding the child to the child's subsequent care giver or county case manager. 3. If the child is in shelter less than ten days, the Contractor must prepare a discharge

summary which includes the name and address of the caretaker of the child following discharge, the name and address of the case manager, and the names of other agencies

that will be providing services for the child and family after discharge.

IV. Delivery of Care and Services:

A. Except as otherwise provided herein, the Contractor shall maintain in all respects its present control over and autonomy with respect to:

1. The application of its intake procedures, screening procedures and requirements of clients. It is the policy of the Contractor that the Agency will not play a role in screening facility clients unless the clients are McLeod County residents and the Agency has an established screening process for those clients independent of the Contractor screening procedures.

2. The methods, times, means, personnel for furnishing Purchased Services to eligible clients.

3. Fiscal management, expenditures, and fee(s) for services.

- 4. The determination of when to terminate the furnishing of Purchased Services to eligible clients.
- B. Nothing in this agreement shall be construed as requiring the Contractor to provide or continue Purchased Services to or for any eligible clients.

V. Payment for Purchased Services:

- A. Certification of Expenditures: The Contractor shall submit a billing within five (5) working days from the end of each month on a standard invoice for contracted Purchased Services to the Agency. The invoice shall indicate the names of individuals served and the number of days of care for each individual eligible to receive Purchased Services.
- B. Payments: The Agency shall, within thirty (30) days of the date of the receipt of the invoice, make payment to the Contractor for all reimbursement eligible clients identified on the invoice.
- C. Per diem rates begin on the day the client is placed. The Contractor shall not seek reimbursement for the day the client is discharged.

VI. Audit and Record Disclosures:

The Contractor shall:

- A. Send a quarterly progress review summary on each individual client placed by the Agency.
- B. Allow personnel of the Agency, Minnesota Department of Human Services, and the Minnesota Department of Health access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor Purchased Services.
- C. Maintain all program records pertaining to the contract at the Contractor's Central Office, 1065 5th Ave. SE, Hutchinson, or storage designate for four (4) years for audit purposes.
- D. Comply with the policies of the Minnesota Department of Human Services regarding recording and monitoring procedures.

VII. Safeguard of Client Information:

The use or disclosure by any party of information concerning an eligible client in violation of any rule of confidentiality provided for in Minnesota Statutes, Chapter 13, or for any purpose not directly connected with the Agency's or Contractor's responsibility with respect to the Purchased Services here under is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

VIII. Equal Employment Opportunity and Civil Rights Clause:

The Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000d), including Executive Order No. 11246, and Title VI (42 USC 2000d).

IX. Fair Hearing and Grievance Procedures:

The Contractor agrees that a fair hearing and grievance procedure will be established in conformance with and in conjunction with the Fair Hearing and Grievance Procedures established, developed, and provided by the State Department of Human Services.

X. Bonding, Indemnity, and Insurance Clause:

- A. Bonding: The Contractor shall obtain and maintain at all times, during the terms of this agreement, a fidelity bond covering the activities of its personnel authorized to receive monies in the amount of \$25,000.
- B. Indemnity: The Contractor does hereby agree that it will at all times hereafter, during the existence of this agreement, indemnify and hold harmless the Agency from any and all liability, loss, damages, costs, or expenses which may be claimed against the Agency or Contractor.
 - 1. By reason of any service client's suffering personal injury, death, or property loss or damages either while participating in or receiving from the Contractor the care and services to be furnished by the Contractor under this agreement, or while being transported to or from said premises in any vehicle owned, operated, leased, chartered, or otherwise contracted for by the Contractor of any officer, agent, or employee thereof; or
 - 2. By reason of any service client's causing injury to, or damage to, the property of another person during any time when the Contractor or any officer, agent, or employee thereof has undertaken or is furnishing the care and service called for under this agreement.
- C. Insurance: The Contractor does further agree that, in order to protect itself as well as the Agency under the indemnity agreement provision herein above set forth, it will, at all times during the term of this contract, have and keep in force a liability insurance policy in the amount of \$1,000,000.

XI. Conditions of the Parties' Obligations:

- A. This agreement may be canceled by either party at any time, with or without cause, upon thirty (30) day notice, in writing, delivered by mail or in person.
- B. Before the termination date specified in this agreement, the Agency may evaluate the performance of the Contractor in regard to the terms of this agreement to determine whether such performance merits renewal of this agreement.
- C. Any alterations, variations, modifications, or waivers of provisions of this agreement shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- D. No claim for services furnished by the Contractor, not specifically provided in the agreement, will be allowed by the Agency, nor shall the Contractor do any work or furnish any material not covered by the agreement, unless this is approved in writing by the Agency. Such approval shall be considered to be a modification of the agreement.
- E. In the event that there is any Federal regulation which might make this agreement negligible for Federal financial participation, all parties will review the agreement and renegotiate those items necessary to bring the agreement into compliance with the new Federal regulations.

XII. Subcontracting:

The Contractor shall not enter into subcontracts for any of the work contemplated under this agreement without written approval of the Agency. All subcontracts shall be subject to the requirements of this contract. The Contractor shall be responsible for the performance of any subcontractors.

XIII. Miscellaneous:

Entire Agreement: It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Contractor and any county welfare department(s) relating to the subject matter hereof.

IN WITNESS WHEREOF, the Agency and the Contractor have executed this agreement as of the day and year first above written.

Approved as to Form and Execution:	Dated:
Attorney – McLeod County	
Administrator – McLeod County	
Chair - McLeod County Welfare & Social Services Committee	
Director - McLeod Co. Social Services	
Shul a howah	10-11-17
Chair - McLeod Treatment Programs Board	10/11/2017
Executive Director - McLeod Treatment Programs	

AGREEMENT TO PROVIDE LAW ENFORCEMENT SERVICES

- I. PARTIES: The parties to this agreement are the County of McLeod, a municipal corporation formed under the laws of the State of Minnesota, hereinafter referred to as "County" and the City of Stewart, a municipal corporation formed under the laws of the State of Minnesota, hereinafter referred to as "City".
- II. TERMS OF THE AGREEMENT: The terms of this agreement shall commence January 1, 2018 and shall end December 31, 2019. This agreement may be terminated by either party upon 60 days written notice addressed to the McLeod County Sheriff or the Mayor of Stewart.
- III. DUTIES OF THE MCLEOD COUNTY SHERIFF: The McLeod County Sheriff shall provide a deputy to work each week for a total of 40 hours doing police duties within the City of Stewart. The supervision of the deputy shall remain with the McLeod County Sheriff, subject to consultation and review with the Mayor for the City of Stewart. The deputy may leave the city limits if his duties within the City of Stewart require him to do so, and the deputy shall be available on an as needed basis similar to the mutual aid agreements by which the City Police assist the McLeod County Sheriff's Office or other law enforcement agencies. McLeod County shall be responsible for hiring, training, insuring and providing pay and benefits for the deputy. The Sheriff shall bill the City of Stewart on a monthly basis indicating days and hours the deputy worked. The County shall be responsible for providing all equipment for the deputy. Clerical duties for the deputy will be provided by the Sheriff's record staff and reports will be provided to the City of Stewart.
- IV. DUTIES OF THE CITY OF STEWART: The City of Stewart will pay within 30 days of receipt any charge for services by the McLeod County Sheriff's Office. The 2018 hourly rate shall be \$54.85 per hour for a yearly cost of \$114,091.81. The 2019 hourly rate shall be \$56.01 for a

yearly cost of \$116,508.88. The City of Stewart will also provide through its Mayor, continuing input as to performance review of the deputy.

- v. **INSURANCE**: The County shall maintain municipal liability insurance in an amount equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd.1, as revised. The county agrees to add the City as an additional insured to the County's liability coverage.
- VI. INDEMNIFICATION: The County agrees to defend, indemnify and hold the City, and its officers, employees, and agents, harmless from and against all claims, damages, losses, and expenses, including attorney fees, arising out of or resulting from the County's performance or failure to perform its obligations under this Agreement; but only to the extend caused in whole or in part by the negligent acts, errors, or omissions of the County or anyone for whose acts the County may be liable.

Dated: 10 /09 / / 7 Stewart City Clerk

Dated:_____ McLeod County Board Chair

Dated:_____

McLeod County Administrator

MCLEOD COUNTY BOARD AGENDA REQUEST

Board meeting date:	10/17/2017	Originating department:	Planning & Zoning
Consent or regular agenda:	Consent	Preferred agenda time:	
Amount of time needed:		Funding source (if applicable):	
Contact person for more info:	Larry Gasow	Are funds in Dept. budget:	
Representative (present at the	meeting to discuss):	Larry Gasow X-1218	

MOTION REQUESTED:

<u>Joe Wuetherich & Kimberly Gehrke - Conditional Use Permit 17-19</u>

Joe Wuetherich and Kimberly Gehrke request approval of a conditional use permit to operate a new dairy Feedlot on an existing site with existing structures for milking and holding young stock to be registered or permitted on a tract less than 40 acres under ownership located within the Agricultural District. The property is described as 6.54 acres of Section 3 in Penn Township.

JUSTIFICATION FOR MOTION:

Penn Township recommended approval on September 11, 2017. The Feedlot Committee recommended approval on September 6, 2017. The Planning Advisory Commission met September 27, 2017 and recommended approval with the following conditions:

- 1. A Manure Easement shall be written and signed by the Feedlot Owner and Farmer. A copy shall be provided to the Zoning Office. If Feedlot owner changes farmers, a new signed agreement shall be provided to the Zoning Office without an amended Conditional Use Permit.
- 2. Feedlot Owner shall not exceed 200 Animal Units.
- 3. Dairy cattle only.
- 4. A Feedlot Permit is required.

STAFF REPORT

TO:

McLeod County Planning Commission

Prepared By:

Larry Gasow

Date:

September 11, 2017

Permit: CUP #17-19

Meeting Date: September 27, 2017

GENERAL INFORMATION

Applicant:

Joe Wuetherich

15191 65th St

Brownton, MN 55312

763-568-4653

PID 10.003.0400

Requested Action:

Application for a conditional use permit to operate a new feedlot

on a tract less than 40 acres within the Agricultural District.

Purpose:

To start a new dairy feedlot on an existing site with existing

structures for milking and holding young stock on a 6.54 acre tract.

Existing Zoning:

Agricultural.

Location:

5.54 Acre tract NE 1/4 of SE 1/4 & 1 acre NW 1/4 of SE 1/4 of Section

3, Penn Township.

Size:

107 A.U.'s, approximately 60 cows and variable young stock.

acres.

Existing Land Use:

Agricultural.

Surrounding Land

Use & Zoning:

Agricultural.

Applicable Regulations:

Section 7, Subdivision 3, Subpart 10.

SPECIAL INFORMATION

Transportation:

Township – 65th St.

Physical Characteristics:

Agricultural.

ANALYSIS

The Penn Town Board has not made comment at the time of this mailing. The McLeod County Feedlot Subcommittee recommended approval with the following conditions: 1) The feedlot permit will be for dairy only. 2) The Feedlot Permit shall be permitted, but limited to 200 Animal Units, any expansion would require an amended CUP. 3) The Manure Management Plan shall remain flexible and a living document, not ridged and restrictive as recommended in the McLeod County Feedlot Ordinance. The Buffalo Creek Watershed has been notified. The proposed feedlot will be dairy and young stock will be housed within existing barns. The proposed use of the structures will be for milking parlor, loafing barn and holding young stock. The proposed feedlot size is 107 AU's with 60 dairy cows and young stock with expansion up to 200 AU's. Due to less than 40 acres manure easements will need to be obtained. Applicant shall also provide information as provided in Section 7.006 of the McLeod County Feedlot Ordinance.

RECOMMENDATIONS

Staff doesn't have any concerns with the site being an existing site with existing structures being adequate for the size of the operation. Manure easements have been verbally agreed to.

Map Parcel # 10.003.0400



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data.

The data is meant for reference purposes only and should not be used for official decisions.

If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department.

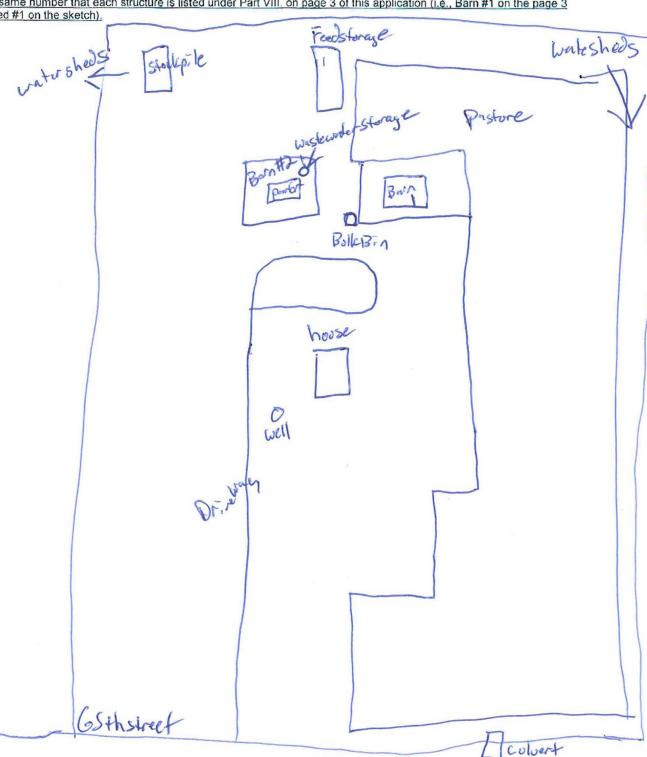
This information is to be used for reference purposes only.

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XI. Site Sketch.

Use this page to draw a sketch of the existing facilities and any proposed facilities. The sketch must show the location of buildings, manure storage areas, silage and feed storage areas, milking center wastewater storage or treatment areas, and runoff control structures. The sketch must also show all tile inlets, wells, rivers or lakes, sinkholes, and water courses within 1,000 feet of the facility. Show the approximate path that water running off outside lots follows. Label barns, open lots, and manure storage areas on this sketch with the same number that each structure is listed under Part VIII. on page 3 of this application (i.e., Barn #1 on the page 3 should be labeled #1 on the sketch).



POOL 10/11/17 ****** McLeod County IFS *******

Page Break By:



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2 1 - Fund (Page Break by Fund)

2 - Department (Totals by Dept)

3 - Vendor Number

4 - Vendor Name

Explode Dist. Formulas Y

2:57PM

Paid on Behalf Of Nam€

on Audit List?: N

Type of Audit List: D D - Detailed Audit List

S - Condensed Audit List

Save Report Options?: N

1 1 - Page Break by Fund

2 - Page Break by Dept

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

INTEGRATED FINANCIAL SYSTEMS

POOL 10/11/17 2:57PM ROAD & BRIDGE FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor <u>Name</u>	<u>Rpt</u>		Warrant Description	Invoice #	Account/Formula Description	
	No. Account/Formula	<u>Accr</u>	<u>Amount</u>	Service Dates	Paid On Bhf #	On Behalf of Name	
310	DEPT			HIGHWAY MAINTENANCE			
	134 CITY OF HUTCHINSON						
9	03-310-000-0000-6534		41,240.00	SECOND 1/2 HATS CONTRIBUTION	42338	HAT'S OPERATING COSTS	
	134 CITY OF HUTCHINSON		41,240.00	1 Transactio	ons		
040	DEDT Total			LUCLIMANAMAINITENANIOE	434		
310	DEPT Total:		41,240.00	HIGHWAY MAINTENANCE	1 Vendors	1 Transactions	
_							
3	Fund Total:		41,240.00	ROAD & BRIDGE FUND		1 Transactions	

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

INTEGRATED FINANCIAL SYSTEMS

POOL 10/11/17 2:57PM 41 CAPITAL PROJECTS FUND

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

	Vendor <u>Name</u>	<u>Rpt</u>	Warrant Description	<u>Invoice #</u>	Account/Formula Description
	No. Account/Formula	Accr Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3	DEPT		COUNTY WIDE		
	2348 XIGENT				
1	41-003-000-0000-6610	64,785.38	CH DATA STORAGE	73069-13162	Capital - Over \$5,000 (Fixed Assets)
2	41-003-000-0000-6610	64,785.38	HATS DATA STORAGE	73069-13162	Capital - Over \$5,000 (Fixed Assets)
3	41-003-000-0000-6610	5,525.66	NON RETURN DEFECTIVE CH	73069-13162	Capital - Over \$5,000 (Fixed Assets)
4	41-003-000-0000-6610	5,525.66	NON RETURN DEFECTIVE HATS	73069-13162	Capital - Over \$5,000 (Fixed Assets)
5	41-003-000-0000-6610	27,213.14	6 YRS ONSITE SUPPORT CH	73069-13162	Capital - Over \$5,000 (Fixed Assets)
6	41-003-000-0000-6610	27,213.14	6 YRS ONSITE SUPPORT HATS	73069-13162	Capital - Over \$5,000 (Fixed Assets)
7	41-003-000-0000-6610	13,800.00	PROFESSIONAL SERVICES	73069-13162	Capital - Over \$5,000 (Fixed Assets)
8	41-003-000-0000-6610	12,000.00-	TRADE IN CREDIT FOR OLD	73069-13162	Capital - Over \$5,000 (Fixed Assets)
	2348 XIGENT	196,848.36	8 Transa	ctions	
3	DEPT Total:	196,848.36	COUNTY WIDE	1 Vendors	8 Transactions
41	Fund Total:	196,848.36	CAPITAL PROJECTS FUND		8 Transactions
	Final Total:	238,088.36	2 Vendors	9 Transactions	

POOL 10/11/17

2:57PM

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Recap	by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>		
		3 41	41,240.00 196,848.36	ROAD & BRIDGE FUND CAPITAL PROJECTS FUI	ND	
		All Funds	238,088.36	Total	Approved by,	

AGREEMENT FOR PROFESSIONAL SERVICES

FOR

GEOSPATIAL SERVICES

THIS AGREEMENT is made by and between McLeod County, Minnesota, (OWNER) and Ayres Associates Inc, 5201 East Terrace Drive, Suite 200, Madison, Wisconsin, 53718 (CONSULTANT).

WHEREAS, the OWNER intends to retain the CONSULTANT to provide orthoimagery services within the project area delineated in Attachment A.

NOW, THEREFORE, the OWNER and CONSULTANT agree to the performance of professional services by CONSULTANT and payment for those services by OWNER as set forth below:

ARTICLE 1 - SCOPE OF SERVICES

1.1 BASIC SERVICES

After written authorization to proceed, CONSULTANT shall:

- 1.1.1 Obtain digital aerial imagery during the spring of 2018 using a calibrated digital photogrammetric camera. The imagery will be collected during leaf-off and snow free conditions. Aerial imagery will be suitable for the production of 4-band (RGBN) orthoimagery at 4-inch ground pixel resolution. Aerial imagery will be planned and collected with full stereo-coverage, 30% sidelap and 60% forward overlap (+/- 5%). See Attachment A for a map of the project area.
- 1.1.2 Collect control for the project using Inertial Measurement Unit (IMU), Airborne Global Positioning System (ABGPS), and ground-based GPS technology.
- 1.1.3 Collect 15 ground control points for use in production of orthoimagery.
- 1.1.4 Prepare an analytical aerotriangulation solution for the aerial imagery to support digital orthoimagery meeting American Society for Photogrammetry and Remote Sensing (ASPRS) Class 2 standards with a horizontal accuracy of +/-1.6 feet at a 95% confidence level.
- 1.1.5 Prepare 4-inch resolution 4-band (RGBN) digital orthoimagery for 1"= 100' scale mapping for McLeod County project boundary which will meet ASPRS Class 2 standards.
 - The orthoimagery tiling structure will follow 5,000 foot by 5,000 foot tiles, delivered in uncompressed, TIFF format (with world file) and will be accompanied by a tiling schematic in ESRI format.
 - Orthoimagery will include MrSID format compressed mosaics of the tiles and the entire project area.

- Orthoimagery MrSID and TIFF deliverables will extend 500 feet beyond the project area.
- Deliverable products will be referenced to McLeod County Coordinates, NAD83, HARN 96 Adj (US Feet).
- 1.1.6 Prepare FGDC compliant metadata
- 1.1.7 Final deliverable products to OWNER will include:

Orthoimagery Deliverables:

- 4-inch, 4-band, digital orthoimages
 - Compressed countywide orthomosaic in MrSID format (15:1 ratio in JPEG format)
 - Additional countywide orthomosaic in MrSID format (30:1 ratio in JPEG format)
 - Uncompressed tiles conforming to the agreed upon tile scheme in GeoTIFF format
- Image footprints in file geodatabase format
- Tile schematic in ESRI shapefile format
- FGDC compliant metadata

ARTICLE 2 – CHANGES IN THE SCOPE OF SERVICES

2.1 Services Requiring Changes in the Scope of Services

The OWNER or the CONSULTANT may, from time to time, request changes in the scope of services to be performed hereunder. Such changes, while not anticipated, may include an increase or decrease in the amount of CONSULTANT'S compensation. Any such changes must be mutually agreed by and between OWNER and CONSULTANT and shall be incorporated in written amendments to this agreement. Such changes may include:

- 2.1.1 Services to investigate existing conditions or facilities or to verify the accuracy of information furnished by OWNER.
- 2.1.2 Services resulting from significant changes in the general scope, extent or character of the Project.
- 2.1.3 Furnishing services of independent professional associates and consultants for other than Basic Services.
- 2.1.4 Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other legal or administrative proceeding involving the Project.
- 2.1.5 Additional services in connection with the Project, including services, which are to be furnished by OWNER and services not otherwise, provided for in this Agreement.

ARTICLE 3 - OWNER'S RESPONSIBILITIES

OWNER shall do the following in a timely manner so as not to delay the services of CONSULTANT:

- 3.1 Place at CONSULTANT's disposal all available pertinent information, upon which the CONSULTANT can rely. This may include project boundaries in georeferenced vector format, existing digital terrain models, LiDAR, and existing ground control information.
- 3.2 Arrange for access to and make all provisions for CONSULTANT to enter upon public property as required for CONSULTANT to perform services under this Agreement.
- 3.3 Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- 3.4 Give prompt written notice to CONSULTANT whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT's services.

ARTICLE 4 - PERIODS OF SERVICE

- 4.1 The provisions of this Article 4 and the compensation for CONSULTANT's services have been agreed to in anticipation of the orderly and continuous progress of the Project. If completion dates are exceeded through no fault of CONSULTANT, compensation provided herein shall be subject to equitable adjustment.
- 4.2 The services called for in Article 1 will be completed and submitted by December 31, 2018. Specific tasks will be completed and delivered according to the following schedule:
 - Aerial acquisition of digital imagery: Spring 2018
 - Pilot ortho tiles processed and delivered for OWNER review: June 2018
 - Orthoimagery GeoTIFF tiles delivered: July 2018
 - Compressed Orthoimagery MrSID tiles and mosaics delivered: one month after acceptance of the GeoTIFF tiles by OWNER
- 4.3 The expiration date of this Agreement is December 31, 2018.
- 4.4 CONSULTANT's services under this Agreement shall be considered complete when submissions have been accepted by the OWNER.
- 4.4 If OWNER has requested significant modifications or changes in the general scope, extent or character of the Project, the time of performance of CONSULTANT's services shall be adjusted equitably.
- 4.5 If CONSULTANT's services for the Project are delayed or suspended in whole or in part by OWNER for more than three months for reasons beyond CONSULTANT's control, CONSULTANT shall on written demand to OWNER (but without termination of this Agreement) be paid as provided in paragraph 5.1.1.1.

ARTICLE 5 - PAYMENTS

5.1 Compensation for Services

- 5.1.1 OWNER shall compensate CONSULTANT for services included in Article 1 as follows:
 - 5.1.1.1 Aerial Imagery acquisition, ground survey & 4-inch orthoimagery: \$53,532.60

5.2 Times of Payments

5.2.1 CONSULTANT shall submit monthly invoices for Basic and Additional Services rendered. OWNER shall make prompt monthly payments in response to CONSULTANT's invoices.

5.3 Other Provisions Concerning Payments

- 5.3.1 If OWNER fails to make any payment due CONSULTANT for services and expenses within sixty days after receipt of Consultant's invoice, the amounts due CONSULTANT will be increased at the rate of 1-1/2% per month (18% A.P.R.) from said sixtieth day, and in addition, CONSULTANT may, after giving seven days' written notice to OWNER, suspend services under this Agreement until CONSULTANT has been paid in full all amounts due for services and expenses. If for some reason there is a dispute concerning an invoice and the dispute extends beyond one month, the owner will not be assessed a 1.5% penalty to that invoice.
- 5.3.2 In the event of termination by OWNER, CONSULTANT will be reimbursed for all charges and services rendered.
- 5.3.3 Records pertinent to CONSULTANT's compensation will be kept in accordance with generally accepted accounting practices.
- 5.3.4 Factors determining compensation payable to CONSULTANT will be adjusted periodically and equitably to reflect changes in various elements that comprise such factors. Any changes must be mutually agreed by and between the OWNER and the CONSULTANT and shall be incorporated in written amendments to this agreement.

ARTICLE 6 - GENERAL CONSIDERATIONS

6.1 Reuse of Documents

Any reuse of the services and documents provided under this agreement for purposes not intended, will be at the owners sole risk.

6.2 Controlling Law

This Agreement is to be governed by the law of the State of Minnesota.

6.3 Termination

The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by either party to perform in accordance with the terms hereof through no fault of the terminating party.

6.4 Indemnification

The CONSULTANT hereby agrees to indemnify the OWNER for all claims arising solely from negligent acts, errors or omissions of the CONSULTANT in the performance of professional services under this agreement.

6.5 Data ownership Assignment

The CONSULTANT assigns ownership of the data to the OWNER and its project participants for all deliverable products produced under this contract. The CONSULTANT agrees that the products and documents shall not be made available to nor used to prepare additional products for any individual or organization at any time without prior written approval by the OWNER.

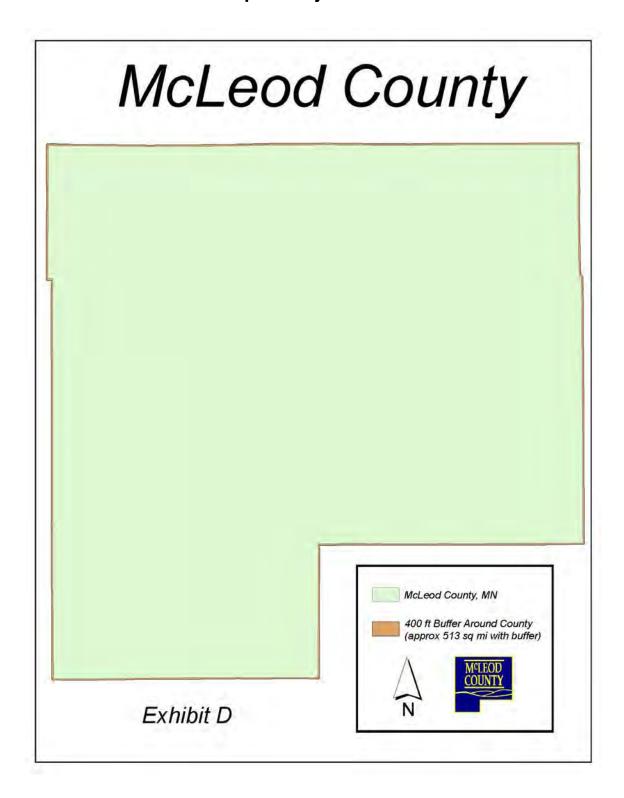
ARTICLE 7 - EXHIBITS AND SCHEDULES

- 7.1 The following Exhibits are attached to and made a part of this Agreement.
- 7.1.1 Attachment A Map of Project Area (consists of 1 page).
- 7.2 This Agreement (consisting of pages 1 to 7, inclusive), together with the Exhibits and Attachments identified above, constitute the entire agreement between OWNER and CONSULTANT and supersede all prior written or oral understandings. This Agreement and said Exhibits may only be amended, supplemented, modified or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

McLeod County, MN		Ayres Associates Inc
OWNER		CONSULTANT
	(Signature)	
	(Typed Name)	Jason Krueger
	(Title)	Manager
	(Date)	

Attachment A Map of Project Area





111 Hassan Street SE Hutchinson, MN 55350-2522

Phone 320-587-5151, Fax 320-234-4240

Septmeber 28, 2017

City of Hutchinson 111 Hassan St SE Hutchinson, MN 55350

Subject: Letter of Commitment for the proposed 2018 Aerial Photography Project.

Christy Christensen,

I am pleased to write this letter of commitment for the proposed 2018 Aerial Photography Project. The proposed project will provide new aerial photography at 4" per pixel for the entire county.

The City of Hutchinson's contribution is based on the same cost share model used for the 2014 aerial project. The City of Hutchinson has committed \$14,328 to be paid upon delivery to McLeod County in 2018.

Sincerely,

Matt Jaunich, Hutchinson City Administrator



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336 Phone: (320) 864-5586

October 2, 2017

Christian H. Christensen, GISP McLeod County GIS Director McLeod County Highway Department

Dear Christy,

In response to your request regarding the City of Glencoe participation in in the 2018 Aerial photography at 4" aerial photos instead of 6" with 4"x4" pixels at 16 square inches per pixel. The estimated cost is \$5,685.

The City of Glencoe will participate with McLeod County in this effort in 2018.

Thank you for providing this information and moving forward with this effort.

Sincerel

Mark D. Larson City Administrator

cc. John Brunkhorst, County Engineer Gary Schreifels, Public Works Director

Personnel Committee

Tuesday, October 10, 2017

AGENDA

A. Discuss issue of how to handle the workload on a more long-term basis in Solid Waste

Update: Will meet with MRF Committee to discuss ongoing needs.

- B. Discuss the below Evaluation Committee Recommendations:
 - a. Review PH Office Support Aide that was upgraded to Secretary II.

Recommendation: Approve Evaluation Committee's review recommendation to change Public Health job title of Secretary II to Office Support Aide based on a review by the Evaluation Committee, regrade position to a Grade 110 from a 120. No current employees affected by this change.

b. Review Office Support Specialist.

Recommendation- Approve Evaluation Committee's review recommendation to which confirmed the Office Support Specialist position is graded at a 110 (was requested to review whether or not it should be a 120).

C. Discuss full-time Human Resource Generalist position in Administration Department

Recommendation: Approve request by Administration to add full-time Human Resource Generalist position, which was reviewed by the Evaluation Committee and rated at a Grade 150. This will be an internal posting.

D. Discussion about Tri-Star Act Team

Update: Resignation of Rebecca Reichard, Tri-Star ACT Team Leader.

E. Discuss full-time Engineering Technician position in Highway Department

Recommendation: Approve request by Highway Department to hire fill-time Engineering Technician (Grade 150) due to resignation.

F. Discuss the purpose and relevenace of the Personnel Committee

Update: will not be making any change recommendations to the Personnel Committee structure at this time, it was discussed and we will make a recommendation in the near future.

G. Discuss updated coverage for HHW employee during upcoming leave for 10 weeks. Person covering the position would work in the Office Aide capacity vs. Intern. Wage from \$9.25 per hour to \$12.65 per hour during the ten week period. As stated previously, current intern would continue to work as intern through December when leave commences at the \$9.25 per hour wage.



County of McLeod

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

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COMMISSIONER RICH POHLMEIER

4th District
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Brownton, MN 55312
<u>Rich.Pohlmeier@co.mcleod.mn.us</u>

COMMISSIONER DOUG KRUEGER

2nd District
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COMMISSIONER JOE NAGEL

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COMMISSIONER PAUL WRIGHT

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COUNTY ADMINISTRATOR PATRICK MELVIN

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

RESOLUTION 17-CB-32

SALE OF TAX FORFEITED LAND TO CTIY OF WINSTED

WHEREAS, McLeod County received a request from the City of Winsted to purchase the following tax forfeited property:

(PID #: 21.011.1500)

That part of the South Half of the Northwest Quarter and of the North Half of the Southwest Quarter, Section 11, Township 117, North, Range 27 West, McLeod County, Minnesota, further described as follows: Beginning at a point in the South line of Baker Avenue (formerly Railroad Street) distant 65 feet Easterly, as measured at right angles, from the West line of First Street, extended Southerly; thence Easterly along said South line of Baker Avenue, a distance of 330 feet; thence South, at right angles to the last described course, to a point 50 feet South of the North line of the North Half of the Southwest Quarter of said Section 11; thence Westerly parallel with said North line to a line drawn at right angles to the aforesaid South line of Baker Avenue from the above described point of beginning; thence Northerly to the point of beginning. Subject to the reservation of an Easement for driveway purposes over and across the Easterly 12 feet.

WHEREAS, the above property forfeited for unpaid real estate taxes May 8, 2017;

WHEREAS, a Notice of Expiration of Redemption, was published, posted, served upon the property owner according to M.S. 281.23;

WHEREAS, the Notice of Expiration of Redemption expired September 22, 2017;

WHEREAS, M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight;

WHEREAS, The City of Winsted would remove said blight by, demolishing the building and removal from property.

Adopted this 17 th day of October, 2017.	
	Joe Nagel, Chairperson
	Pat Melvin, County Administrator

Parcel Number – 21.011.1500 Property Address: 121 Baker Avenue West, Winsted (Ariel View)



Parcel Number – 21.011.1500 Property Address: 121 Baker Avenue West, Winsted





Parcel Number – 21.011.1500 Property Address: 121 Baker Avenue, West, Winsted



Parcel Number – 21.011.1500 Property Address: 121 Baker Avenue West, Winsted





Parcel Number – 21.011.1500 Property Address: 121 Baker Avenue West, Winsted







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RESOLUTION 17-CB-33

SALE OF TAX FORFEITED LAND TO CTIY OF WINSTED

WHEREAS, McLeod County received a request from the City of Winsted to purchase the following tax forfeited property:

(PID #: 21.011.1600)

That part of the South One-Half of the Northwest One-Quarter of Section 11, Township 117 North, Range 27 West, further described as follows: Beginning at a point in the South line of Baker Avenue (formerly Railroad Street) distant 65 feet Easterly, as measured at right angles, from the West line of First Street in the Village of Winsted extended Southerly; thence Easterly, along the South line of said Baker Avenue, a distance of 330 feet to the actual point of beginning of the tract to be described; thence continuing East, along the South line of said Baker Avenue, a distance of 50 feet; thence South, parallel with the West line of said First Street extended Southerly, a distance of 87.5 feet; thence Westerly, parallel with the South line of said Baker Avenue, a distance of 50 feet to a point that is 87.5 feet South of the actual point of beginning; thence North, parallel with the West line of said First Street extended Southerly, a distance of 87.5 feet to the South line of Baker Avenue and the actual point of beginning.

WHEREAS, the above property forfeited for unpaid real estate taxes May 11, 2015;

WHEREAS, a Notice of Expiration of Redemption, was published, posted, served upon the property owner according to M.S. 281.23;

WHEREAS, the Notice of Expiration of Redemption expired August 31, 2015;

WHEREAS, M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight;

WHEREAS, The City of Winsted would remove said blight by, demolishing the building and removal from property.

Adopted this 17 th day of October, 2017.	
	Joe Nagel, Chairperson
	Pat Melvin, County Administrator

Parcel Number - 21.011.1600 Property Address – Vacant Lot, City of Winsted (Aerial View)





County of McLeod

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RESOLUTION 17-CB-34

SALE OF TAX FORFEITED LAND TO CTIY OF GLENCOE

WHEREAS, McLeod County received a request from the City of Glencoe to purchase the following tax forfeited property:

(PID #: 22.050.1840)

That part of Lots 5 and 6 in Block 31 in the Town (now City) of Glencoe, McLeod County, Minnesota, described as follows, to wit: Beginning at a point on the West line of said Lot 5, 38 feet South of the Northwest corner of said Lot 5; thence East on a line run parallel to the North line of Lots 5 and 6 to the East line of Lot 6; thence South on the East line of Lot 6, 24 feet; thence West on a line parallel to the North line of Lots 6 and 5 to the West line of Lot 5; thence North on the West line of Lot 5, 24 feet to the place of beginning;

WHEREAS, the above property forfeited for unpaid real estate taxes May 8, 2017;

WHEREAS, a Notice of Expiration of Redemption, was published, posted, served upon the property owner according to M.S. 281.23;

WHEREAS, the Notice of Expiration of Redemption expired April 11, 2017;

WHEREAS, M.S. 282.01 subd. (1a) par. (d) authorizes the conveyance of tax forfeited property to public entities for the removal of blight;

WHEREAS, The City of Winsted would remove said blight by, demolishing the building and removal from property.

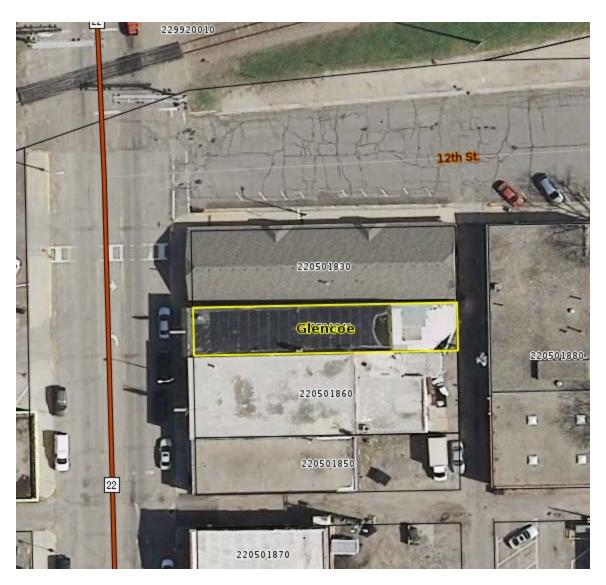
NOW, THEREFORE, BE IT RESOLVED, by the County Board of Commissioners of McLeod County, Minnesota, that the above described parcel be sold to the City of Winsted for \$1.00.

Adopted this 17 th day of October, 2017.	
	Joe Nagel, Chairperson
	Pat Melvin, County Administrator

Parcel Number – 22.050.1840

Property Address: 1128 Hennepin Ave, Glencoe

(Ariel View)



Parcel Number – 22.050.1840 Property Address: 1128 Hennepin Ave, Glencoe



Parcel Number – 22.050.1840 Property Address: 1128 Hennepin Ave, Glencoe



Parcel Number – 22.050.1840 Property Address: 1128 Hennepin Ave, Glencoe



Project No. BS092717

Furnish Snow Removal COUNTY OF McLEOD

Glencoe Facility Parking Lots/S.W.

CONTRACT

This Agreement made this 17th day of October, 2017, by and between the COUNTY OF McLEOD, herein call COUNTY, and Neubarth Lawn Care & Landsaping, herein called the CONTRACTOR.

WITNESSETH: That the contractor, for and in consideration of the payment or payments herein specified and by the County to be made, hereby covenants and agrees to furnish all materials (except such as is specified to be furnished by the County), all necessary tools and equipment and to do and perform all the work and labor as specified in Request for Bids and Specifications of Document BS92717.

It is understood and agreed that the Bid Specifications and Exhibits and any addenda issued by the COUNTY, are made a part of the Project Contract, and the work shall be done in accordance therewith.

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

Any alterations, modifications, 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 the COUNTY and CONTRACTOR.

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

(Contractor)	COUNTY OF McLEOD
BY	BY
TITLE	McLeod County Board Chair
	BY McLeod County Administrator
Approved as to form and execution this	day of,
	McLeod County Attorney

2017-2019 Snow Removal Neubarth Landscaping

Average Snow:

	201	L5-2017	2017-2019		
Lot 1	\$	185.00	\$	185.00	
Lot 2	\$	140.00	\$	140.00	
Lot 3	\$	175.00	\$	170.00	
Lot 4	\$	90.00	\$	90.00	
Lot 5	\$	150.00	\$	145.00	
Lot 6	\$	150.00	\$	30.00	
Lot 7	\$	25.00	\$	375.00	
Total:	\$	915.00	\$	1,135.00	

Heavy Snow:

,					
	20	15-2017	2017-2019		
Lot 1	\$	240.00	\$	240.00	
Lot 2	\$	195.00	\$	195.00	
Lot 3	\$	240.00	\$	235.00	
Lot 4	\$	165.00	\$	165.00	
Lot 5	\$	170.00	\$	165.00	
Lot 6	\$	170.00	\$	45.00	
Lot 7		40.00	\$	480.00	
Total:	\$	\$ 1,220.00		1,525.00	

Salt:

	2015-2017		2017-2019	
Lot 1	\$	65.00		65
Lot 2	\$	45.00		40
Lot 3	\$	60.00		60
Lot 4	\$	65.00		65
Lot 5	\$	20.00		20
Lot 6	\$	20.00		0
Lot 7	\$	10.00		75
Total:	\$	285.00	\$	325.00



McLeod County Buffer Ordinance

Buffer Law Implementation

October 17, 2017

1.0 STATUTORY AUTHORIZATION AND POLICY

- 1.1 **Statutory authorization.** This buffer ordinance is adopted pursuant to the authorization and policies contained in Minn. Stat. §103F.48, the Buffer Law, and the County planning and zoning enabling legislation in Minn. Stat. chapter 394.
- 1.2 **Purpose and intent**. It is the purpose and intent of the County to:
 - (a) Provide for riparian vegetated buffers and water quality practices to achieve the following purposes:
 - (1) Protect state water resources from erosion and runoff pollution;
 - (2) Stabilize soils, shores and banks; and
 - (3) Protect or provide riparian corridors.
 - (b) Coordinate the implementation and enforcement of the water resources riparian protection requirements of Minn. Stat. §103F.48 with the shoreland management rules and ordinances adopted under the authority of Minn. Stat. §103F.201 to 103F.227 and the management of public drainage systems established under Minn. Stat. chapter 103E where applicable; and
 - (c) Provide efficient and effective direction to landowners and protection of surface water quality and related land resources.

2.0 DEFINITIONS AND GENERAL PROVISIONS

- 2.1 **Definitions.** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the same meaning they have in common usage and to give this ordinance it's most reasonable application. For the purpose of this ordinance, the words "must" and "shall" are mandatory and not permissive. All distances, unless otherwise specified, are measured horizontally.
 - 2.1.1 "APO" means the administrative penalty order issued pursuant to Minn. Stat. §103F.48, subd. 7 and Minn. Stat. §103B.101, subd. 12a.
 - 2.1.2 "Buffer" has the meaning provided in Minn. Stat. §103F.48, subd. 1(c).
 - 2.1.3 "Buffer protection map" has the meaning provided in Minn. Stat. §103F.48, subd. 1(d) and which are available on the Department of Natural Resources website.
 - 2.1.4 "BWSR" means the Board of Water and Soil Resources.
 - 2.1.5 **"Cultivation farming"** means farming practices that disturb root or soil structure or that impair the viability of perennial vegetation due to cutting or harvesting near the soil surface.

- 2.1.6 "Drainage authority" has the meaning provided in Minn. Stat. §103E.005, subd. 9.
- 2.1.7 "Landowner" means the holder of the fee title, the holder's agents or assigns, any lessee, licensee, or operator of the real property and includes all land occupiers as defined by Minn. Stat. §103F.401, subd. 7 or any other party conducting farming activities on or exercising control over the real property.
- 2.1.8 **"Parcel"** means a unit of real property that has been given a tax identification number maintained by the County.
- 2.1.9 "Public drainage system" has the meaning given to "drainage system" in Minn. Stat. §103E.005, subd. 12.
- 2.1.10 "Local water management authority" has the meaning provided in Minn. Stat. §103F.48, Subd. 1(g).
- 2.1.11 "Normal water level" means the level evidenced by the long-term presence of surface water as indicated directly by hydrophytic plants or hydric soils or indirectly determined via hydrological models or analysis.
- 2.1.112 "SWCD" means Soil and Water Conservation District.
- 2.2 **Severability.** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

2.3 Data sharing/management.

- 2.3.1 The County may enter into arrangements with an SWCD, a watershed district if applicable, BWSR and other parties with respect to the creation and maintenance of, and access to, data concerning buffers and alternative practices under this ordinance.
- 2.3.2 The County will manage all such data in accordance with the Minnesota Data Practices Act and any other applicable laws.

3.0 JURISDICTION

3.1 **Jurisdiction.** The provisions of this ordinance apply to all waters, including public drainage systems for which the County is not the drainage authority under Minn. Stat. chapter 103E, shown on the buffer protection map.

4.0 BUFFER REQUIREMENTS

- 4.1 **Buffer width**. Except as provided in subsection 4.4 and 4.5, a landowner owning property adjacent to a water body identified on the buffer protection map must establish and maintain a buffer area as follows:
 - (a) For waters shown on the buffer protection map requiring a fifty (50) foot width buffer, the buffer width will be fifty (50) foot average and thirty (30) foot minimum width as provided in Minn. Stat. §103F.48, subd. 3 and as measured according to subsection 4.2; and
 - (b) For waters shown on the buffer protection map requiring a sixteen and a half (16.5) foot minimum width buffer, the buffer width will be sixteen and a half (16.5) feet as provided in Minn. Stat. §103F.48, subd. 3 and as measured according to subsection 4.2.

4.2 Measurement.

- (a) The width of any required buffer on land adjacent to a water requiring a fifty (50) foot average width and a thirty (30) foot minimum width buffer shall be measured from the top or crown of the bank. Where there is no defined bank, measurement must be from the edge of the normal water level as provided in Minn. Stat. §103F.48, subd. 3(c).
- (b) The width of any required buffer on land adjacent to a water requiring a sixteen and a half (16.5) foot minimum width buffer shall be measured in the same manner as for measuring the vegetated grass strip under Minn. Stat. §103E.021, subd. 6 as provided in Minn. Stat. §103F.48, subd. 3(c).
- 4.3 **Use of buffer area.** Except as provided in sections 4.4 and 4.5 a buffer as defined in this ordinance may not be put to any use, included but not limited to cultivation farming, which would remove or prevent the permanent growth of perennial vegetation.
- 4.4 **Exemptions.** The requirement of section 4.1 does not apply to land that is exempted from the water resources riparian protection requirements under Minn. Stat. §103F.48, subd. 5.
- 4.5. **Alternative practices.** As provided in Minn. Stat. §103F.48, subd. 3(b) an owner of land that is used for cultivation farming may demonstrate compliance with subsection 4.1 by establishing and maintaining an alternative riparian water quality practice(s), or combination of structural, vegetative, and management practice(s) which provide water quality protection comparable to the water quality protection provided by a required buffer as defined in sections 4.1 to 4.3. The adequacy of any alternative practice allowed under this section shall be based on:
 - (a) the Natural Resources Conservation Service (NRCS) Field Office Technical Guide (FOTG);
 - (b) common alternative practices adopted and published by BWSR;
 - (c) practices based on local conditions approved by the SWCD that are consistent with the Natural Resources Conservation Service (NRCS) Field Office Technical Guide (FOTG); or
 - (d) other practices adopted by BWSR.
- 4.6 **Nonconformity.** Where the provisions of any statute, other ordinance or regulation imposes greater restrictions than this ordinance, the provisions of such shall be controlling. The continuation of nonconformities provided for by Minn. Stat. §394 and §462 shall not apply to compliance with this ordinance and Minn. Stat. §103F.48.

5.0 COMPLIANCE DETERMINATIONS

- 5.1 **Compliance determinations**. Compliance with the buffer requirements set forth in section 4 will be determined by the SWCD on a parcel by parcel basis. The compliance status of each bank, or edge of a waterbody on an individual parcel will be determined independently.
- 5.2 **Investigation and notification of noncompliance.** When the County identifies a potential noncompliance with the buffer requirements or receives a third party complaint from a private individual or entity, or from another public agency, it will consult with the SWCD to determine the appropriate course of action to document compliance status. This may include communication with the landowner, inspection or other appropriate steps necessary to verify the compliance status of the parcel. On the basis of the evidence gathered in this process, the SWCD may issue a Notification of Noncompliance to the County. If

the SWCD does not issue such a Notification, the County will not pursue a compliance or enforcement action under Minnesota Statutes §103F.48 and subsection 6.2.

At any time during process set forth in 5.2 and 5.3, the landowner may provide documentation of compliance to the SWCD.

- 5.2.1 Compliance determination. The SWCD will evaluate the available documentation, and/or evaluate and/or inspect the buffer and/or alternative practices to determine if the parcel is in compliance. Upon completion of the evaluation and/or inspection the SWCD shall issue a written compliance determination to the landowner, the County and BWSR. The SWCD may also issue a Validation of Compliance if applicable and requested by the landowner.
- 5.3 **Corrective Action Notice**. On receipt of an SWCD Notification of Noncompliance, the County will issue the landowner a Corrective Action Notice that will:
 - (a) include a list of corrective actions needed to come into compliance with the requirements of Minn. Stat. §103F.48;
 - (b) provide a timeline for complying with the corrective action notice;
 - (c) provide a compliance standard against which the County will judge the corrective action; and
 - (d) failure to respond to this Notice may result in the assessment of criminal, civil or administrative penalties.

The County may send the landowner a combined Corrective Action Notice and APO as provided in section 6.2 so long as the combined Notice/APO includes all the required elements of both.

The County shall transmit the corrective action notice by either personal service to the landowner or by depositing the same in the U.S. Mail. If service is made by U.S. mail, the document is deemed received three business days after the notice was placed in the U.S. mail. Failure of actual receipt of a corrective action notice that has either been personally served or served by depositing the same in the U.S. Mail shall not be deemed a defense in an enforcement proceeding under section 6.0. The County shall also send a copy of the Notice to the SWCD and BWSR.

Counties may modify the corrective actions and timeline for compliance, in accordance with section 5.2, to extend the compliance timeline for a modification that imposes a substantial new action or significantly accelerates the completion date for an action.

5.3.1 At any time after receipt of a corrective action notice, the landowner may provide documentation of compliance to the County. In addition, the landowner may supply information to the County or the SWCD in support of a request to modify a corrective action or the timeline for compliance. On the basis of any such submittal or at its own discretion, the County may make a written modification to the Corrective Action Notice or timeline for compliance. The County should also make a written determination documenting whether the noncompliance has been fully corrected. Any such modification of a compliance determination will be served on the landowner in the manner provided for in section 5.3. The County shall provide the SWCD and BWSR a written copy of any modification made pursuant to this provision.

5.3.2 The SWCD may, after an evaluation of the evidence documenting compliance submitted by the landowner, issue a written Validation of Compliance if requested by the landowner. Upon receipt by the County of a written compliance determination issued by the SWCD, the Corrective Action Notice will be deemed withdrawn for the purpose of section 6.0, and the subject property will not be subject to enforcement under that section.

6.0 ENFORCEMENT

ENFORCEMENT OPTION 3 – Both Criminal Prosecution and Administrative Penalty Orders

6.1 Failure to comply with a corrective action notice issued under section 5.

The County may, at its own discretion, elect to pursue the failure to comply with a corrective action notice either criminally or through an administrative penalty order as set forth herein.

- (a) Failure to comply with a corrective action notice issued under section 5 constitutes a misdemeanor and shall be punishable as defined by law.
- (b) The County may issue an APO as provided for in Minn. Stat. §§103F.48, subd. 7(b) and (c) and 103B.101, subdivision 12a to a landowner who has failed to take the corrective action set forth in the corrective action notice. For the APO to be effective it must be served on the landowner together with a copy of the corrective action notice or alternatively the County may serve the landowner with a combined Corrective Action Notice and APO so long as the combined Notice/APO includes all the elements of both. Service is effective either by personal service or by depositing the documents set forth herein in the U.S. Mail. Any penalty assessed in the APO shall continue to accrue until the violation is corrected as provided in the Corrective Action Notice and APO.

6.2 Administrative Penalty Order (APO).

- (a) <u>Initial violation</u>. The penalty for a landowner on a single parcel that has not previously been the subject of an APO issued by the County shall be:
 - i. \$0 for 11 months after issuance of the Corrective Action Notice;
 - ii. Up to \$200 per parcel per month for the first six (6) months (180 days) following the time period in i; and
 - iii. Up to \$500 per parcel per month after six (6) months (180 days) following the time period in ii.
- (b) <u>Repeat violation.</u> The penalty for a landowner on a single parcel that has previously been the subject of an APO issued by the County shall be:
 - i. Up to \$200 per parcel per day for 180 days after issuance of the Corrective Action Notice; and
 - ii. Up to \$500 per parcel per day for after 180 days following the time period in i.
- (c) <u>Ongoing penalty assessment.</u> Any penalty assessed under this section shall continue until the corrective action notice has been satisfied.
- 6.2.1 APO. To be valid the APO shall include, at a minimum:

- i. The facts constituting the violation of the riparian protection and water quality practices requirements set forth in this section 4.0 of this ordinance or Minn. Stat. §103F.48;
- ii. The specific statute and/or ordinance section(s) that has/have been violated;
- iii. A written description of prior efforts to work with the landowner to resolve the violation;
- iv. The amount of the penalty to be imposed;
- v. The date the penalty will begin to accrue;
- vi. The date that payment of the penalty is due;
- vii. The date by which all or part of the penalty may be forgiven if the landowner has/have complied with the Corrective Action Notice; and
- viii. A statement of the landowner's right to appeal the APO.
- 6.2.2 All or part of the penalty may be forgiven based on the correction of the noncompliance by the date specified in the APO by the landowner as provided in Minn. Stat. §103F.48, subd. 7(d). If part or all of the penalty is forgiven, the County will document the reasons and the amount of the penalty that has been forgiven.
- 6.2.3 A copy of the APO must be sent to the SWCD and BWSR.
- 6.2.4 An APO issued under this section may be appealed to the BWSR within 30 days of receipt by the landowner in accordance with the requirements set for the in Minn. Stat. §103F.48, subd. 9. Any APO that is not appealed within the 30 day period shall be deemed final.
- 6.3 Administrative Penalty Order Procedures
 - 6.3.1 Statute of limitations. Any criminal enforcement action undertaken pursuant to section 6.1 of this ordinance must be undertaken within two years after the alleged violation was discovered or reasonably should have been discovered by the County. Any administrative enforcement proceeding including the issuance of an APO should be undertaken within three years after the alleged violations was discovered or reasonably should have been discovered by the County. According to Minn. Stat. §541.07, the County has two years in which to commence an APO action after the date the violation is discovered. The goal is to complete the action as soon as reasonably practical, recognizing that situations for which data must be gathered, field investigations must be completed and/or modeling must be performed will require adequate time to complete the work and communicate with the landowner involved.
 - <u>6.3.2 Compliance verification.</u> Once a landowner has submitted written evidence of correction of the violation set forth in the notice of compliance, compliance must be verified. The County will:
 - Review and evaluate all information related to the APO to determine if the violation has been corrected;
 - ii. Verify compliance by site visit, re-inspection, examination of documentation, or other means as may be reasonable under the facts of the case; and
 - iii. Document compliance verification.

The County may consult with the SWCD when conducting a compliance verification.

<u>6.3.3 Right to appeal.</u> Within 30 days after receipt of the APO, a landowner may appeal the terms and conditions of an APO issued by a County to BWSR as provided in Minn. Stat. §103F.48, subd. 9. The

appeal must be in writing and must include a copy of the APO that is being appealed, the basis for the appeal and any supporting evidence. The appeal may be submitted personally, by U.S. mail, or electronically, to the Executive Director of BWSR.

<u>6.3.4 Penalty due.</u> Unless the landowner appeals the APO as provided in section 6.3.3 the penalty specified in the APO becomes immediately due and payable to the County as set forth in the APO. If, however, the landowner submits written documentation that the violations has been corrected prior to the time the penalty becomes due and payable the County shall verify compliance and adjust the penalty to an amount the landowner would have owed had the penalty been paid on the date the landowner submitted written documentation of compliance. Written documentation of compliance may include a written validation of compliance issued by the SWCD.

However, if the County determines the violation was not fully corrected, the County shall notify the landowner by issuing a written letter of determination and depositing it in the U.S. Mail. Any determination sent by U.S. Mail shall be deemed received three business days after the letter of determination has been deposited in the U.S. Mail. The landowner shall have an additional 20 days after receipt of the letter of determination to pay the penalty or the time period specified in the APO as issued, whichever is later. The penalty will continue to accrue until the violation is corrected as provided in the Corrective Action Notice and APO.

- <u>6.3.5 Referral for collection of penalty.</u> All penalties and interest assessed under an APO must be paid by the landowner within the time specified in this section. All payments shall be made payable to the County. Any penalty or interest not received in the specified time may be collected by the County using any lawful means.
- <u>6.3.6 Reporting and documentation.</u> The County shall maintain the following records for any potential violation of the riparian protection and water quality practices requirements. Said records shall include but are not limited to the following:
 - iv. The cause of the violation;
 - v. The magnitude and duration of the violation;
 - vi. Documentation showing whether the violation presents an actual or imminent risk to public health and safety;
- vii. Documentation showing whether the violation has the potential to harm to the natural resources of the state;
- viii. A record of past violations;
- ix. Efforts by the SWCD, County, Watershed District or BWSR to assist the responsible party or parties to become compliant, including written and oral communications with the responsible party or parties; and
- x. Past and present corrective action efforts by the responsible party or parties.

Ordinance Adoption Date	



October 12, 2017

Patrick Melvin McLeod County Administrator 830 East 11th Street Glencoe MN 55336

Sent Via Email:

RE: Initial Comments, Draft Buffer Ordinance Review, McLeod County

Dear Mr. Melvin:

Thank you for sending a copy of the county's draft buffer ordinance to the Board of Water and Soil Resources (BWSR) for review. This review is being conducted to provide the county some initial comments for inclusion into the county's draft ordinance prior to final adoption.

The county's draft ordinance is nearly identical to the model ordinance and appears to contain adequate provisions to ensure compliance and effective enforcement with one exception. The county is also electing to pursue both criminal prosecution and administrative penalty orders as a means to enforce the Buffer Law. Utilizing the model ordinance as a template ensures that the ordinance will be consistent with Minn. Stat. §103F.48. As a result of this initial review, we have a few comments for inclusion into the county's draft ordinance as follows:

- The reference to Minn. Stat. §103E.021, subd. 6, in Section 4.2 (b) should be amended to subd. 1 as a result of recent amendment to this statute.
- Section 6.2 (a) (ii) and (iii); and (b) (i) and (ii) do not comply with the penalty ranges outlined in BWSR's APO Plan. Using the wording "Up to" does not establish a minimum threshold within the approved range of penalties. Minn. Stat. §103F.48 Subd 7. (c) states that "...a county or watershed district must adopt a plan consistent with the plan adopted by the board..." The current range of penalties are not consistent with the plan adopted by the board and will need to be revised. The goal is to encourage compliance as soon as possible and lesser fees could encourage continued or repeat noncompliance.
- Section 6.3.1 contains model ordinance language on statute of limitations that has been determined to be inconsistent with statute. The sentence "Any administrative enforcement proceeding including the issuance of an APO should be undertaken within three years after the alleged violation was discovered or reasonably should have been discovered by the County" can simply be removed. The correct timeframe of two years is already referenced in that section.

Following adoption by the county board and in accordance with <u>Procedure 9: BWSR's Review of County and Watershed District Buffer Rules</u>, <u>Ordinances and Official Controls</u>, please submit the ordinance and supporting documentation needed to make a final determination on adequacy and/or consistency as provided below:

Counties and watershed districts must submit the following information to BWSR, ideally to this email address <u>buffers.bwsr@state.mn.us</u>, at least 60 days prior to the effective date of the rule, ordinance or other official control which includes:

i. The resolution or other formal decision of the county or watershed district governing body documenting adoption of the rule, ordinance or other official control;

ii. The rule, ordinance or other official control adopted by the county or watershed district governing body; and

iii. If applicable, a document that describes how the rule, ordinance or other official control departs from the model ordinance or rule developed by BWSR.

Bemidji

Brainerd

Detroit Lakes

Duluth

Mankato

Marshall

New Ulm

Rochester

St. Cloud

St. Paul

St. Paul Office

520 Lafayette Road North

St. Paul, MN 55155

Phone: (651) 296-3767

Patrick Melvin October 12, 2017 Page 2

Please note, BWSR has coordinated the development of the buffer model ordinance and the state agency review process of the county's official controls with the Department of Natural Resources (DNR). In addition to submitting the county's buffer ordinance to BWSR, you should also submit any amendments to the county's shoreland management ordinance to your DNR Area Hydrologist when amending the shoreland management ordinance or substantially deviating from the model county buffer ordinance.

Thank you for your cooperation on this matter. Should you have any questions, please contact me at (651) 297-4958, or at travis.germundson@state.mn.us. Again, please keep in mind that this is not a final review of the county's buffer ordinance.

Sincerely,

Travis Germundson

Appeals and Regulatory Compliance Coordinator

cc:

Ryan Freitag SWCD

Charles Eberhard, Buffalo Creek Watershed District Coleton Drager, High Island Creek Watershed District DNR- Jennifer Shillcox, Dan Petrik, Garry Bennett

BWSR: Dave Weirens, Tom Gile, David Leuthe, Jeremy Maul

Purchase of Service Agreement between McLeod Social Service Center and Avera McKennan

McLeod Social Service Center, 1805 Ford Avenue North, Suite 100, Glencoe, MN 55336, hereafter referred to as the Agency, and Avera McKennan, d/b/a Avera Behavioral Health Center, 1325 S. Cliff Avenue, PO Box 5045, Sioux Falls, South Dakota 57117-5045, hereafter referred to as the Contractor, enter into this Agreement for the period from September 1, 2017 to August 31, 2018.

This agreement will be for a term of one year and shall thereafter be automatically renewed for successive one-year terms unless either party provides written notice of termination to the other at least thirty (30) days prior to the end of the initial term or any subsequent renewal term.

WITNESSETH

WHEREAS, the Contractor is an organization licensed under South Dakota Rules, and

WHEREAS, the Agency, pursuant to Minnesota Statutes, section 373.01, 373.02, 253B.0045, and 256M wishes to purchase such program services from the Contractor; and

WHEREAS, the Contractor represents that it is duly qualified and willing to perform such services;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree as follows:

1. Contractor Duties

- A. The Agency agrees to purchase and the Contractor agrees to furnish the following:
 - 1) Mental Health Order and Mental Health Civil Commitment Beds and Services as defined by Minnesota Statutes 253B. These services may include:
 - a. Confinement of Persons;
 - b. Observation;
 - c. Psychiatric Services;
 - d. Diagnostic and Evaluation Services;
 - e. Nursing Services;
 - f. Family Education and Support Services;
 - g. Group and Individual Therapy;

- h. Medications and Medication Administration (including forced medications when approved by the court);
- i. Expressive Therapies including Recreational Therapy; and
- j. Other Treatment Services specified in the Patient's Individual Treatment Plan (including chemical dependency treatment when integrated with the psychiatric treatment plan and is provided as needed based on the individual treatment plan).
- B. Upon request from the Agency, the Contractor agrees to provide:
 - 1) An explicit description of the services to be provided;
 - 2) An exposition of the staffing, including job descriptions and professional qualifications of personnel;
 - 3) An organization chart;
 - 4) The number of program participants;
 - 5) Program content.
- C. The Contractor must, within 10 days, notify the Agency in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of Purchased Services. Upon such notification, the Agency must determine whether such inability will require modification or cancellation of said Agreement.

2. Cost and Delivery of Purchased Services

- A. The unit cost for providing services to eligible clients shall not exceed \$896 per day for hospital services. Physician, psychologists, clinical nurse practitioner, and other professional services will be billed and paid separately at a rate of 75% of regular charges. If the client requires Contractor Emergency Room services, the Contractor may bill the Agency for all services related to emergency room triage, including emergency room physicians, emergency room charges, and ancillary services such as necessary lab or radiology services at 75% of regular charges. Medical care provided for complications, injuries or other non-mental health services will be paid at 75% of charges, up to a limit of \$10,000. Charges that exceed \$10,000 will become the patient's responsibility.
- B. The Contractor certifies that the services to be provided under this agreement are not otherwise available without cost to eligible clients. The Contractor further certifies that payment claims for Purchased Services will be in accordance with rates of payment, which do not exceed amounts reasonable and necessary to assure quality of service. The Contractor further certifies that rates of payment do not reflect any administrative or Program costs assignable to private pay or third-party pay service recipients. Contractor will bill any available third-party payors for services prior to billing the Agency. The Contractor must be willing to accept payment and the rate of payment from a third party payor (such as Medical Assistance, Medicare or other insurance) as payment in full and agrees to bill the Agency only if there is no other payment source.

- C. Purchased services will be provided at 4400 W. 69th Street, Sioux Falls, South Dakota 57108.
- D. The Contractor agrees to inform eligible patients who may have a Serious and Persistent Mental Illness about the availability of case management services from the Agency or designated Agency Subcontractor.

3. Eligibility for Services

- A. The parties understand and agree that the eligibility of the client to receive the Purchased Services is to be determined in accordance with eligibility criteria established by the Agency Mental Health Plan and Child and Community Service Act Plan and meets all criteria listed below:
- McLeod County Resident or a Person, who has no residence or resides in another state, and is staying in McLeod County at the time immediately prior to transport from Minnesota and admittance to Avera McKennan, or a person admitted pursuant to a McLeod County Hold Order;
 - 2) A person admitted and held involuntarily in compliance with the requirements specified in Minnesota Statutes 253B.05 for a physician or peace officer hold or admitted and held pursuant to a court order issued under Minnesota Statute 253B; or
 - 3) A person receiving services involuntarily; or
 - 4) A revocation of a provisional discharge; or
 - 5) A stayed commitment.
- B. Notwithstanding any other provision of this agreement, the Contractor shall not accept and the Agency will not place for inpatient admission, in accordance with Minnesota Statute 245.50 Subd.3, patients who:
 - Are serving a sentence after conviction of a criminal offense
 - Are on probation or parole
 - Are the subject of a pre-sentence investigation
- C. The Contractor will only provide emergency mental health hold services upon a written statement by an examiner, a peace officer, or a health officer pursuant to Minnesota Statutes 253B.02 and 253B.05.
- D. The Contractor will notify the Agency within 12 regular Agency business hours (8 AM to 5 PM, Monday through Friday) of admitting an eligible patient.
- E. The Contractor will determine whether or not to support a petition for civil commitment within 24 business hours (8 AM to 5 PM, Monday through Friday) of the hold order being signed.
- F. It is understood and agreed by the parties that, when applicable, fees will be charged and collected in accordance with fee policy and schedules adopted by the County Board of

Commissioners in accordance with Minnesota Statutes 256M.

- G. The Contractor must not charge any program or service fee to social services eligible clients except in accordance with 3.F.
- H. The Contractor must establish written procedures for discharging a client or terminating services to a client. The written procedures must include uniform criteria for terminating services to a client and the process that is followed to accomplish this, including notification to the client. The written procedures must be sent to the Agency.
- I. Upon request, Agency agrees to actively assist the Contractor in determining the county of financial responsibility for clients admitted on a Mental Health Hold from the Agency's counties. In cases where the financial responsibility of the client is in dispute between two or more counties, the Agency will initiate the dispute resolution process per 256G.09 to assist Contractor in knowing who to bill.
- J. After the county of financial responsibility is determined as per paragraph I above, Contractor will bill the County of Financial Responsibility according to Minnesota Statute 253B.23 and 256G.08.
- K. Agency agrees to actively assist the Contractor and participate in discharge planning regarding placement and aftercare services for clients for whom they are financially responsible, or for whom there is no county of financial responsibility determined. In cases where there are transportation costs, Agency will assume costs if agreed to as part of the joint discharge planning, or if the client is indigent, with Agency prior approval. Typically, transportation arrangements and costs will be the responsibility of the individual upon discharge. For clients who are the financial responsibility of another county, Contractor will notify that county and obtain assistance with discharge planning and transportation arrangements.
- L. Agency agrees to complete all legal requirements related to the commitment process of an individual placed on a mental illness hold that originated in their counties per Statute 253B.23 Subd. 1b.

4. Public Assistance Eligibility

- A. The Agency, upon notification by the Contractor of an eligible patient's involuntary admission pursuant to Minnesota Statute 253B, may assist the eligible patient with completing the Minnesota Healthcare Programs application process.
- B. The Contractor will work cooperatively with the Agency through its Income Maintenance Department, in determining final eligibility or ineligibility for public assistance, including medical spend downs of all eligible patients who do not have a confirmed third party payment source.

5. Individual Service Plan

A. The parties understand and agree that all services provided to eligible recipients under the terms of this Agreement must be in accordance with the Individual Service Plan developed with the individual client. Performance of the Agreement will be monitored in

accordance with client outcomes, goals, and indicators as specified in the Individual Service Plan (ISP). The Agency may delegate the development of Individual Service Plans to the Contractor. If the responsibility is being delegated, the Agency must ensure the development of the ISP.

- B. The Contractor will include the Agency in any discharge planning of patients under this Agreement.
- 6. Interstate Agreement/Transporting Patients Across State Borders of Minnesota and South Dakota.
 - A. It is understood that this Agreement will allow parties to implement the interstate agreement between Minnesota and South Dakota (as permitted under Minnesota Statutes 245.50 and South Dakota Statutes 27A-1-12 to 27A-1-17 inclusive) and allow the ability to transport and transfer care of a patient between Minnesota and South Dakota for patients that would benefit from treatment with the Contractor.
 - B. The parties understand and agree that eligible patients will be transported via Minnesota law enforcement or other transport means acceptable to Agency, to and from Civil Commitment proceedings, including Probable Cause Hearings, and treatment services. Contractor and law enforcement will release patients to each other for the purpose of attending court hearings, or transporting as ordered by the court or to a treatment site designated by the Minnesota Commissioner of Human Services if under a Civil Commitment. Patients released to Contractor by law enforcement will meet eligibility criteria in Section 3 of this Agreement.
 - 1) The Contractor must work cooperatively with County Law Enforcement or other agency-designated entity to plan for transportation to any Probable Cause or Final Commitment Hearing.

7. Payment for Purchased Services

- A. Certification of expenditures: The Contractor must submit monthly invoices to the Agency. Within 30 days after a determination has been made that there is no other payer or payment mechanism, the Contractor will submit this Purchase of Service cost on the monthly invoice. Purchase of Service charges must be submitted within 60 days after the month in which services were provided. The invoice must show: (1) total program and administrative expenditures for the month; and (2) an itemized account of each social services eligible individual, identifying service(s) provided, number of units and cost per unit, including administrative costs allocated to the provision of purchased services to eligible clients.
 - 1) The Contractor will not submit a separate additional invoice to the Agency for any costs incurred by the Contractor due to eligible patient having associated or accompanying medical, physical complications, pharmacy costs, or needing additional neurological or diagnostic testing not included in the cost of the Hold Order purchase of Service, unless deemed to be a necessary life saving emergency procedure or previously authorized by the Agency, and as specified in 2.A.

- 2) The Contractor will not bill the Agency for any costs or any remaining costs incurred by eligible patients for whom payment for services provided is to be obtained by the Contractor (i.e. spend downs, co-pays, third party payment sources).
- B. Payment: The Agency must, within 30 days of the date of receipt of the invoice, make payment to the Contractor for all eligible clients identified on the invoice. If the Agency receives an improperly completed invoice, the Agency will notify and return the invoice to the Contractor within ten days.
- C. (When applicable) The Contractor agrees to submit timely appropriate invoices to the Medicaid Management payment system for services rendered during this Agreement.

Payment for said services will be according to the Medicaid Management Information System (MMISII) within the procedures and regulations promulgated by the State of Minnesota.

The Contractor agrees not to include in the charges for service, any administrative or service cost assignable to private pay or third-party pay sources.

- D. The Contractor must be willing to accept payment and the rate of payment from a third party payor (such as Medical Assistance, Medicare or other insurance) and agrees to bill the Agency only if there is no other payment source.
- E. If the Contractor is later reimbursed by another source for any Purchased Services cost, the Contractor agrees to refund the amount paid by the Agency for Purchased Services for that amount of reimbursement previously received by the other source.
- F. The Contractor agrees to furnish the Agency with information regarding any revenue from sources other than the Agency for any Purchased Services.

8. Audit and Record Disclosures

- A. The Contractor must send the following financial, statistical and social services reports to the Agency on a monthly/quarterly basis.
 - 1) As agreed upon by both parties.
- B. Allow personnel of the Agency, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, access to the Contractor's facility and records at reasonable hours to exercise their responsibility to monitor purchased services.
- C. If the collection of Agency fees is delegated to the Contractor, the Contractor must provide the Agency with information about fees collected and the fee sources.
- D. Maintain all records pertaining to the Agreement at Contractor facility for six years for audit purposes.
- E. The Contractor will work in cooperation with any Minnesota Mental Health Initiative project by supplying any requested non-identifying information for purpose of planning.

9. Safeguard of Client Information

The use of disclosure by any party of information concerning an eligible client in violation of any rule of confidentiality provided for in Minnesota Statutes, Chapter 13, or for any purpose not directly connected with the Agency's or Contractor's responsibility with respect to the Purchases Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.

The Contractor agrees to abide by Federal Health Insurance Portability and Accountability Act (HIPAA) guidelines necessary to protect Individual Identifiable Health Information (IIHI) provided by the Agency. The Contractor shall establish permitted and required uses and disclosures and will be required to:

- A. Appropriately safeguard IIHI.
- B. Report any misuse of IIHI.
- C. Secure satisfactory assurances from any subcontractor.
- D. Grant individuals access and ability to amend their IIHI.
- E. Make available an accounting of disclosures.
- F. Release applicable records to the Agency or Department of Human Services if requested.
- 10. Equal Employment Opportunity and Civil Rights and Nondiscrimination.

(When applicable) the Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42U5C 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by section 504.

(When applicable) the Contractor certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363A.36 (2006). This section only applies if the grant is for more than \$100,000, and the Contractor has employed forty or more full-time employees with the State of Minnesota on a single working day during the 12 previous months.

11. Fair Hearing and Grievance Procedures

The Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statues, section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services administrative rules.

- 12. Bonding, Indemnity, Insurance and Audit Clause
 - A. Contractor hereby expressly agrees to indemnify and hold Agency harmless from any and all damages to persons or property or from any other claims, liabilities, costs or expenses (including attorney's fees), resulting from the acts or omissions, including default or

negligence, of Contractor, or its employees, principals, agents, successors or assigns arising from or as a result of the performance of this Agreement.

- B. Agency hereby expressly agrees to indemnify and hold Contractor harmless from any and all damages to persons or property or from any other claims, liabilities, costs or expenses (including attorney's fees), resulting from the acts or omissions, including default or negligence of Agency, or its employees, principals, agents, successors or assigns arising from or as a result of the performance of this Agreement.
- C. Insurance: The Contractor further agrees to at all times during the term of this Agreement, have and keep in force a professional liability insurance policy. See Attachment A, Pages 1 and 2 "Certificate of Liability Insurance."
- D. Audit: (when applicable) The Contractor agrees that at the end of its fiscal year, an audit will be conducted by a Certified Public Accounting Firm.

13. Contractor Debarment, Suspension and Responsibility Certification

Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes, Section 16C.03, subd., 2 provide the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this Agreement the Contractor certifies that it and its Principals* and employees:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency; and
- B. Have not within a three-year period preceding this Agreement: 1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; 2) violated any federal or state antitrust statues; or 3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: 1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction; 2) violating any federal or state antitrust statutes; or 3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above.

- E. Shall immediately give written notice to the Contracting Officer should Contractor come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
- * "Principals" for the purposes of this certification means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

Directions for On Line Access to Excluded Providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website.

14. Conditions of the Parties' Obligations

- A. It is understood and agreed that in the event the reimbursement to the Agency from State and Federal sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder must thereupon be terminated.
- B. This agreement may be cancelled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail or in person.
- C. The Agency may evaluate the performance of the Contractor in regard to terms of this agreement to determine whether such performance merits renewal of this agreement.
- D. Any alterations, variations, modifications, or waivers of provisions of this agreement must be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- E. No claim for services furnished by the Contractor not specifically provided in the agreement will be allowed by the Agency, nor must the Contractor do any work or furnish any material not covered by the agreement, unless this is approved in writing by the Agency. Such approval must be considered to be a modification of the agreement.

15. Subcontracting

- A. The Contractor agrees not to enter into subcontracts for any of the work contemplated under this Agreement without written approval of the Agency.
- B. All subcontractors must be subject to and must meet all of the requirements of this Agreement.
- C. The Contractor agrees to be responsible for the performance of any subcontractor to ensure compliance to the contract and with the terms of this Agreement.

16. Noncompliance

- A. If the Contractor fails to comply with the provisions of this Agreement, the Agency may seek any available legal remedy.
- B. Either party must notify the other party within 30 days when a party has reasonable grounds to believe that this Agreement has been or will be breached in a material manner. The party receiving such notification must have 30 days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

17. Limited English Proficiency Provisions

All agency Contractors, grantees, licensees and any other public or private individual and/or organization that operates, provides or engages in health, or social services programs and activities on behalf of Agency and receives federal funding activities, must comply with the Title IV language access requirements. Title IV and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance. Federal Civil Rights Compliance requirements for Title IV include a legal obligation to provide language assistance services to all applicants and clients with Limited English Proficiency free of charge and in a timely manner during all hours of operation.

18. Entire Agreement

It is understood and agreed that the entire agreement of the parties is contained herein and this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

MCLEOD COUNTY	AVERA MCKENNAN
By:Chairperson, McLeod County Board	By:
Date:	Date:
By: McLeod County Human Service Director	
Date:	
APPROVED AS TO FORM AND EXECUTION	
By: McLeod County Attorney	
Date:	

ACORD

CERTIFICATE OF LIABILITY INSURANCE

AVERA-7 OP ID: TS

12/28/2016

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

L	REPRESENTATIVE OR PRODUCER, A	ND T	HE C	ERTIFICATE HOLDER.					-1,1	
	IMPORTANT: If the certificate holder the terms and conditions of the policy certificate holder in lieu of such endor	cer	tain p	colicies may require an er						
	ODUCER		11110		CONTA NAME:	CT Thomas	Sever			
Rt	odesAnderson Insurance					605.	225-1321			
PO Box 33 Aberdeen, SD 57402-0033						_{s, Ext):} 605-22 ss: tseyer@		1.00.00	000-	1321
	omas Seyer				ADDRE			IDING COVERAGE		
ı						NAIC#				
IM	SURED Avera Health					RA: MMIC G	ROUP, INC	,		16942
""	1000 W. 4th St., Suite 1				INSURE					
Yankton, SD 57078						RC:				
ı					INSURE					
ı					INSURE	RE:				
ᆫ					INSURE	RF:				
c				E NUMBER:				REVISION NUMBER:		
	THIS IS TO CERTIFY THAT THE POLICIES INDICATED. NOTWITHSTANDING ANY RE CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	PER1	REME FAIN, CIES.	NT, TERM OR CONDITION THE INSURANCE AFFORDI LIMITS SHOWN MAY HAVE	OF AN	Y CONTRACT THE POLICIE REDUCED BY	OR OTHER I S DESCRIBED PAID CLAIMS.	DOCUMENT WITH RESPE	CT TO	WHICH THIS
INS			WVD			(MEMODAYYYY)	POLICY EXP (MM DOYYYY)	LIMIT	8	
	GENERAL LIABILITY							EACH OCCURRENCE	8	1,000,000
Α	X COMMERCIAL GENERAL LIABILITY							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	n/a
	CLAIMS-MADE X OCCUR							MED EXP (Any one person)	8	n/a
				SIR000002		01/01/2017	01/01/2018 01/01/2018	PERSONAL & ADV INJURY	\$	1,000,000
		ĺ		MHP000201-MHP000426		01/01/2017		GENERAL AGGREGATE	\$	3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-							PRODUCTS - COMPVOP AGG	5	Included
г	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT		
ı	ANY AUTO							(Es accident) BODILY INJURY (Per person)	8	
	ALL OWNED SCHEDULED							BODILY INJURY (Per accident)	5	
	NON-OWNED							PROPERTY DAMAGE (PER ACCIDENT)	8	
	HRED AUTOS AUTOS							[PER ACCIDENT]	8	
Н	X UMBRELLA LIAB X OCCUR							FACU CON INDENIOR	_	20,000.000
A	X EXCESS LIAB X GLAIMS-MADE			SIR00002-MP000201		04/04/2017	01/01/2018	AGGREGATE	8	20,000,000
^	A GLAMPINGE			SHOODE-HIP OUGS		01/01/2017	0110112010	AGGREGATE	\$	20,000,000
	CED RETENTION S WORKERS COMPENSATION							WCSTATU- OTH-	8	
	AND EMPLOYERS' LIABILITY							TORY LIMITS ER	_	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A						E.L. EACH ACCIDENT	\$	
	(Mandatory in NH) If yes, describe under							E L DISEASE - EA EMPLOYEE	8	
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIWIT	2	
А	Medical Professional Liability Claims-made			SIR000002-MHP000201 MCL000993-MHP000426		01/01/2017	01/01/2018	Each Claim Aggregate		1,000,000 3,000,000
	Coverage is provided for all em scheduled on page two of this of Commercial General Liability of A list of covered employees by	ploy ertif	ees icate rage	while acting within the Additional Insured s when such status is re	scope status quire	of their en is automati d by contra ble at <u>www</u>	nployment ic to any pa et with an	rty with regard to insured entity.	ity	
CI	RTIFICATE HOLDER				CANC	MOUTALLES				

CERTIFICATE HOLDER	CANCELLATION
1MISCEL TO WHOM IT MAY CONCERN	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	Thomas Seyer

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ACORD 25 (2010/05)

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NOTEPAD

INSURED'S NAME: Avera Health

AVERA-7

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Date: 12/28/16

Named Insured by Policy # includes the following entities/employees/physicians:

Policy SIR000002

Facility coverage including Employed Physicians and all other Employees:

SELF-INSURED RETENTION: \$2,000,000 Each Occurrence – Commercial General Liability \$2,000,000 Each Medical Incident – Professional Liability

\$6,000,000 Aggregate Shared

Avera Health, Avera McKennan, Avera St. Lukes, Avera Queen of Peace, Avera Sacred Heart, Avera Holy Family, Avera Heart Hospital, Avera St. Mary's, Avera Dell Rapids Hospital, Avera Desmet Hospital, Avera Flandreau Hospital, Avera Hand County Hospital, Avera Health Plans, Inc., Avera Home Medical Equipment, LLC., Avera McKennan Fitness Center, Avera Milbank Area Hospital, Avera St. Benedicts Health Center, Avera Weskota Memorial Medical Center, Midwest Regional Imaging Services, LLC., Avera Gettysburg, Avera Gregory, Avera@Home, Accounts Management, Inc., Avera Education and Staffing Solutions, d/b/a: Avera Community Training Center, Integrated Therapy Services, LLC

Policy MHP000201 - Facility coverage including all non-physician employees:

Avera Marshall, Avera Tyler, Avera Endoscopy Clinic, LLC., Eureka Community Health Services, Floyd Valley Hospital, Hand County Memorial Hospital, Hegg Memorial Hospital, Landmann Jungman Memorial Hospital, Marshall County Memorial Hospital, Pipestone County Medical Center, Platte Health Center-Avera, Presentation College, Sioux Center Health, Sisters of the Presentation of the BVM, Southwestern Mental Health Center, St. Michael's Hospital, Sunset Manor, United Retirement Center, Wagner Community Memorial Hospital, Wakonda Heritage Manor, Weskota Manor, Mount Marty College, Benedictine Convent of the Sacred Heart, Lakes Regional Healthcare, Diagnostic Technical Services, LLC., Estherville Medical Clinic, Family Visitation Center NE SD Avera Health Education Center, Northwest Iowa Mental Health Center, d/b/a Season Center for Behavioral Health, Community Memorial Hospital-Redfield.

Policy MHP000426 – Facility coverage including employed physicians and all other employees of the following Nebraska facilities:

Avera St. Anthony's, Avera Creighton, a division of Avera Sacred Heart

Policy MCL000993 - Employed Physicians Policy

Students of any entity scheduled above including those of Mount Marty College and Presentation College, are additional insureds while participating in clinical activities associated with their respective programs.

Presentation of this certificate with a PROFILE page for any Avera employed provider shall constitute evidence of malpractice insurance coverage for the provider under one of the policies noted above.

McLeod County Historical Society Cash Flow Budget January through December 2018

				oan	uary unough E	CCCIIIDCI 2010							40 14011711
	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	12-MONTH TOTAL
Income													
3010 · Membership, individuals	125.00	125.00	325.00	645.00	1,475.00	825.00	200.00	250.00	125.00	425.00	650.00	200.00	5,370.00
3015 · Memberships- family	200.00	160.00	80.00	480.00	360.00	80.00	50.00	40.00	120.00	215.00	160.00	0.00	1,945.00
3017 · Membership life	0.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	500.00	1,500.00
3120 · Admissions	23.00	14.00	0.00	79.00	123.00	124.00	88.00	79.00	41.00	54.00	34.00	0.00	659.00
3121 · Merchandise sales	345.00	169.00	186.00	220.00	280.00	65.00	228.00	389.00	132.00	276.00	338.00	193.00	2,821.00
3122 · Rental income	0.00	0.00	100.00	100.00	0.00	75.00	50.00	0.00	175.00	300.00	50.00	0.00	850.00
3123 · Copier income	3.00	6.00	20.00	27.00	44.00	20.00	14.00	16.00	23.00	31.00	12.00	3.00	219.00
3124 · Research income	10.00	70.00	52.00	0.00	51.00	121.00	20.00	62.00	145.00	48.00	137.00	51.00	767.00
3150 · Program income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,150.00	0.00	0.00	1,150.00
3210 · Grant income: McLeod County	79,102.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,102.00
3210 · Grant income: Other Gov't	0.00	1,500.00	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
3310 · Unrestricted contributions	420.00	827.00	270.00	2,055.00	1,002.00	400.00	338.00	82.00	440.00	1,187.00	245.00	1,321.00	8,587.00
3312 · Contribution jar	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38.00	0.00	0.00	0.00	0.00	38.00
3315 · Restricted contributions	520.00	270.00	85.00	185.00	70.00	240.00	205.00	15.00	225.00	560.00	45.00	220.00	2,640.00
3320 · Memorials unrestricted	0.00	10.00	550.00	30.00	470.00	50.00	986.00	85.00	20.00	0.00	70.00	107.00	2,378.00
	0.00	0.00	0.00	1,425.00	5,000.00	575.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
3330 · Annual support 3440 · Fundraisers	500.00	0.00	150.00	750.00	0.00		0.00	200.00	200.00	650.00	700.00		9,650.00
						2,000.00						4,500.00	,
3816 ⋅ Interest income checking	2.00	2.00	12.00	2.00	2.00	12.00	2.00	2.00	12.00	2.00	2.00	12.00	64.00
3820 · Investment Proceeds	2,500.00	2,500.00	500.00	2,500.00	2,500.00	500.00	2,500.00	2,500.00	500.00	2,500.00	2,500.00	2,415.00	23,915.00
3825 · Insurance Dividend	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
Total Income	83,750.00	5,653.00	2,330.00	14,998.00	11,377.00	5,087.00	5,181.00	3,758.00	2,158.00	7,398.00	5,943.00	9,522.00	157,155.00
3170 · Cost of merchandise sold	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)	(120.00)
Gross Profit	83,740.00	5,643.00	2,320.00	14,988.00	11,367.00	5,077.00	5,171.00	3,748.00	2,148.00	7,388.00	5,933.00	9,512.00	157,035.00
Expense													
3999 · Capital expenditures	186.00	186.00	186.00	186.00	3,186.00	186.00	186.00	186.00	186.00	186.00	186.00	186.00	5,232.00
4010 · Maintenance- bldg contract	0.00	0.00	275.00	0.00	0.00	275.00	0.00	0.00	275.00	0.00	0.00	275.00	1,100.00
4011 · Maintenance- other contrac	200.00	60.00	50.00	240.00	350.00	350.00	420.00	420.00	475.00	360.00	180.00	310.00	3,415.00
4020 · Maintenance supplies	0.00	30.00	0.00	0.00	0.00	30.00	0.00	35.00	100.00	6.00	53.00	35.00	289.00
4041 · Utilities- gas & elect	1,800.00	1,800.00	1,200.00	1,200.00	900.00	700.00	700.00	750.00	750.00	750.00	900.00	1,600.00	13,050.00
4042 · Utilities- water & sewer	230.00	230.00	230.00	230.00	230.00	230.00	230.00	230.00	230.00	230.00	230.00	230.00	2,760.00
4043 · Utilities- refuse	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	1,164.00
4050 · Security other	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
4060 · Insurance	4,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	5,000.00
5010 · Exhibit contracts	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	200.00
5020 · Exhibit supplies	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
5510 · Archive contracts	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
5520 · Archive supplies	0.00	0.00	0.00	0.00	700.00	0.00	0.00	800.00	0.00	0.00	300.00	0.00	1,800.00
5710 · Collections contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00	800.00
6010 · Research contracts	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	1,080.00
6020 · Research library and suppl	5.00	0.00	0.00	5.00	0.00	0.00	5.00	0.00	0.00	5.00	0.00	0.00	20.00
6022 · Research dues & subscripti	779.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	779.00
6045 · Research telephone	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	720.00
6510 · Program contracts (Annual Mtg)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
, ,										,			,
6520 · Program supplies	0.00	0.00	12.00	0.00	12.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	74.00
6524 · Kitchen supplies	40.00	10.00	10.00	30.00	10.00	30.00	20.00	100.00	40.00	40.00	30.00	10.00	370.00
6595 · Program miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	0.00	0.00	450.00
7005 · Office wages	1,612.50	1,612.50	1,612.50	2,418.75	1,612.50	1,612.50	1,612.50	1,612.50	1,612.50	2,418.75	1,612.50	1,694.00	21,044.00
7005 · Office wages-Accountant	442.25	442.25	442.25	663.38	442.25	442.25	442.25	442.25	442.25	663.37	442.25	496.00	5,803.00

McLeod County Historical Society Cash Flow Budget January through December 2018

	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	12-MONTH TOTAL
7006 · Office Wages - MCHP	1,200.00	1,200.00	1,200.00	1,800.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,800.00	1,200.00	1,254.00	15,654.00
7006 · Office Wages - MCHP Acctnt	152.50	152.50	152.50	228.75	152.50	152.50	152.50	152.50	152.50	228.75	152.50	153.00	1,983.00
7007 · Office payroll taxes	126.58	126.58	126.58	189.87	126.58	126.58	126.58	126.58	126.58	189.87	126.58	133.04	1,652.00
7007 · Office P/R taxes-Acctnt	34.72	34.72	34.72	52.08	34.72	34.72	34.72	34.72	34.72	52.07	34.72	39.37	456.00
7007 · Office P/R taxes-MCHP Dir	94.20	94.20	94.20	141.30	94.20	94.20	94.20	94.20	94.20	141.30	94.20	98.60	1,229.00
7007 · Office P/R taxes-MCHP Acct	11.97	11.97	11.97	17.96	11.97	11.97	11.97	11.97	11.97	17.96	11.97	12.35	156.00
7010 · Office maintenance contrac	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
7020 · Office supplies	140.00	160.00	50.00	140.00	50.00	100.00	50.00	80.00	195.00	50.00	50.00	150.00	1,215.00
7021 · Office postage	10.00	49.00	152.00	49.00	130.00	100.00	0.00	135.00	120.00	72.00	53.00	130.00	1,000.00
7022 · Dues and subscriptions	0.00	0.00	100.00	0.00	470.00	25.00	25.00	0.00	0.00	115.00	0.00	0.00	735.00
7025 · Office repairs	0.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.00
7045 · Office telephone	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
7047 · Office Server/Storage/Back	101.00	101.00	101.00	101.00	101.00	101.00	101.00	101.00	101.00	101.00	101.00	101.00	1,212.00
7095 · Office miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00	480.00
8020 · Newsletter supplies	160.00	210.00	160.00	160.00	160.00	160.00	160.00	160.00	210.00	160.00	160.00	160.00	2,020.00
8021 · Newsletter postage	215.00	0.00	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00	1,215.00
8505 · Executive salaries	4,080.40	4,080.40	4,080.40	6,120.60	4,080.40	4,080.40	4,080.40	4,080.40	4,080.40	6,120.60	4,080.40	4,380.20	53,345.00
8507 · Executive payroll taxes	320.31	320.31	320.31	480.47	320.31	320.31	320.31	320.31	320.31	480.47	320.31	344.27	4,188.00
8530 · Executive travel	0.00	0.00	100.00	75.00	200.00	200.00	100.00	100.00	0.00	200.00	0.00	0.00	975.00
8550 · Executive seminars & meet	0.00	0.00	0.00	70.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
9020 · Fund raising supplies	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	50.00	0.00	150.00
9810 · Accounting & legal	0.00	0.00	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	600.00
9870 · Bank & Credit Card charges	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Total Expense	17,538.43	11,658.43	11,448.43	15,601.16	15,371.43	11,609.43	11,619.43	12,119.43	12,104.43	16,835.14	11,915.43	13,218.83	161,040.00
Net Cash Flow	66,201.57	(6,015.43)	(9,128.43)	(613.16)	(4,004.43)	(6,532.43)	(6,448.43)	(8,371.43)	(9,956.43)	(9,447.14)	(5,982.43)	(3,706.83)	(4,005.00)
Year-To-Date/Cash Available	66,201.57	60,186.14	51,057.71	50,444.55	46,440.12	39,907.69	33,459.26	25,087.83	15,131.40	5,684.26	(298.17)	(4,005.00)	0.00

2016 Annual Director's Activity Report:

(This report covers November 1st of 2015-October 31st of 2016)

Programs, Fundraisers and Events held 11/1/2015-10/31/2016:

- *65-Total Programs/Fundraisers/Events/Outreach programs
- *\$46,251.16- Museum Income (No Grant, Restricted or Investment Income \$ included)
- *4,239-Total Guest Tours/Special Programs/Outreach/Fair

Maintenance Issues resolved/Started

*36-Total

Grants:

- *7 Total Grants
- *\$193,819.52 Total Grants

Sales:

- *\$689.00 Admission Income (This number is low, as we do not enforce payment & some add to the Donation box after a tour.)
- *\$400.00 Rental Income
- *\$1,868.02 Gift Shop Sales

Sponsorships:

*15 Total Business Sponsorships

Donations:

-Restricted Donations-\$67,697.65

Last year-\$18,999.55

-Unrestricted Donations-\$12,715.78

Last year-\$10,610.56

*Total \$80,413.43

Total Last Year \$29,610.11

Special Funds:

- -Archives Fund-\$1,700.00
- -Endowment Fund-\$445.00
- -Heritage Garden Fund-\$45.00
- -Log Cabin Fund-\$330.00
- -Technology Fund-\$93.00
- -Restoration Fund-\$500.00
- -General Fund-\$12,715.78
- -Genealogy Fund-\$145.00
- -Windows & Doors Fund-\$63,377.96
- *Total Special Funds-\$79,351.74

Accessions (Past Perfect):

- *4,963 Accessions added to Past Perfect
- -Total Objects Accessioned -829
- -Total Photos Accessioned -1,842
- -Total Archival Items Accessioned -2,183

-Total Library Items Accessioned -109

Archival Projects:

- *All new Items from the 11/1/2015-10/31/2016 added to Past Perfect & assigned a home location in the collection.
- *10,000 Past Perfect Records Edited for Online Access
- *206 Donors Contact Information added to the System
- *JACKIE STIFTER (summer intern)-researched WWI items & newspaper articles; added PDFs to shared drive; cataloged WWI items from collection not previously done.
- *MONICA WEHLER (intern)-cataloged & scanned items in People document boxes A-C into Past Perfect; organized newspapers in collection room; sorted bound volumes of Glencoe Enterprise newspapers; emptied drawers and filed documents from black file cabinet in library. *SHARON BARGEL (volunteer)-cataloged & scanned 650+ Winsted photo donations; completed cataloging & scanning school photo boxes and Winsted photo boxes; completed cataloging & scanning fire, fire department and military photos; started church photo boxes. *TERRI DENNEY (volunteer)-cataloged & scanned large group of people photos; cataloged promotional novelties and sorted for photography by Peggy; started scanning slides into Past
- Perfect (still need to be cataloged).
 *ELIZABETH JACOBS (volunteer)-cataloged & scanned subject photo Boxes Agriculture into Past Perfect.
- *CAROLYN ULRICH (volunteer)-edited cataloging of previously entered Indian History books (Ewald Collection) and scanned covers into Past Perfect.
- *LAWRENCE WINTER (volunteer)-cataloged & scanned large group of new photographic & picture postcards; completed cataloging and scanning of postcards already in collection; began cataloging & scanning oversize photo collection in trays.
- *CARLA HOOPER (volunteer)-edited cataloging of a few Indian stone tools.
- *JACK HAUSER (volunteer)-cataloged & scanned WWI documents; cataloged & scanned covers of Hutchinson HS yearbooks
- *ALISON ROCETTE (volunteer)-thoroughly cleaned bound volumes of Glencoe Enterprise and books & ledgers from Glencoe Enterprise; put photos & documents in sleeves; located & copied accession sheets for uncatalogued photos and documents in Military boxes and oversize boxes; cleaned up Past Perfect object entries with update errors in 5 fields; organized new WWII letters; printed WWII letters from scans.
- *SYBIL JENNINGS (volunteer)-printed 550 Dr. Burns album photos from shared drive; started cataloging promotional novelties.
- *RYAN WELLE (volunteer)-entered Julie Jensen set of oral histories on both cassette and CD into Past Perfect including the audio files; continued cataloging other oral histories and audio museum programs on cassette after transferring to CDs, and added audio files to Past Perfect; attempted reel to reel transfer to CD but equipment did not work.
- *DEEANN CROSBY & DEB FITZLOFF (volunteers)-encapsulated numerous oversize and irregular size photos and documents.
- *BEVERLY BAUMETZ (volunteer)-Put away & filed numerous photos & documents in archival boxes in Archives; entered locations in Past Perfect; sorted accession sheets and arranged in order for filing in binders; filed accession sheets in binders with Dorothy Schwarze. *SHARON HABERKAMP (volunteer)-sorted & filed accession sheets in binders; did other folding & sorting of mailings for Peggy.

- *PEGGY (staff)-[work related to the collection]-took photos of all newly cataloged objects; scanned photos & documents; mailed thank you letters to donors; printed & organized accession sheets; worked on military binders adding photos and information.
- *GARY TESSMER (volunteer)-worked with Ryan on audio files; answered tech questions; created computer usage guides; helped Bev Swenson prepare 20,000 entries for upload to Web site; did actual upload of 20,000 entries to Web site.
- *MARGARET HOFFMAN (volunteer)-continued work on transcriptions of Martin McLeod letters, completed transcriptions of WWI & WWII letters already in collection; completed transcription of Churchill & Little letters and nurse's record of Hutchinson Hospital births.
- *BOB ALISON (volunteer)-added biographical information to People on Past Perfect; completed letter A and letter?
- *BEVERLY GRAUPMANN & SHARON DUMMER (volunteers)-worked on town binders of news clippings.
- *LAVONNE KAUFMANN (volunteer)-worked on binders for schools, disasters, sheriffs, and doctors.
- *BRINKMAN COLLECTION CREW-Alice Fransen, Gwen Radke, Annette Zimmerman (volunteers)-sorted, prepared & sleeved Brinkman negatives; filed alphabetically in boxes. *BEV SWENSON (volunteer)
 - -Met with donors as they brought in items and filled out Deed of Gift forms.
 - -added new Contacts into Past Perfect
 - -added new accessions to Past Perfect
 - -printed letters to donors (200)
 - -cataloged all new donations, except those done by Sharon Bargel & Lawrence Winter
 - -cataloged & scanned photos & documents already in the collection, but not in Past Perfect
 - -cataloged objects already in collection as brought out by Liz Schwarze and had Peggy photograph them
 - -researched additional information for catalog entries about the owner, maker, persons in photos, etc.
 - -scanned 550 Dr. Burns album photos [still to be cataloged]
 - -scanned over 1000 WWII letter and envelope pages [still to be cataloged]
 - -edited, cropped and marked 20,000 items for inclusion in Web upload [10,000 new]
 - -supervised, edited and corrected cataloging done by volunteers and interns
 - -supervised other work & answered questions of volunteers and interns
 - -worked with Liz Schwarze, Bev Baumetz & Dave Horrmann to update cabin & catalog & photograph all items displayed
 - -cleaned out items in loft and sent items to auction; marked by Liz as deaccessioned in Past Perfect as needed
 - -put photos and documents in sleeves and marked locations on accession sheets for Bev Baumetz to put away items in Archives
 - -put away photos and documents in Archives; expanded to new boxes when overcrowded

3-Dimensional Collection Projects:

- *All new items that came in from 11/1/2015-10/31/2016 added to Past Perfect & assigned a home location in the collection.
- *206 Donors contact information added to the System

- *All Log Cabin Artifacts have been updated, signage created, artifacts catalogued, photographed and entered into the Past Perfect Inventory searchable database
- *Pulled all non-inventoried WW I artifacts for WW I Display/Annual theme Grant work
- *Researched, pulled artifacts and updated signage for Historical Gallery Display
- *Did Collections Policy Review for all Ag. Tools, Business giveaways and school memorabilia collections.
- *Completed Deaccession paperwork for 50+ items
- *Added and updated movable shelving in Ag. Tool 3-D collections room.
- *Cleaned and rehoused 10+ 3-D collection items.

Staff:

- *300 MN Jobs Training Service-Supervisory hours –average for year
- *250+ Training and project hours with Museum Assistant-average for year
- *45+ Training hours with MCHP Developer
- *6+ Hours with Canoe Grant Volunteer
- *12+ Hours with W W I Research Intern

Volunteers:

*8,982.5 Volunteer Hours Worked-This total is low, as not all volunteers sign in and record all their hours.

Director Business Meetings:

- -1-Green Giant History Interview
- -22 Committee Meetings
- -12 Regular Board Meetings
- -2 Special Board Meetings
- -4 County Commissioner Finance Meetings
- -2 City of Glencoe Meetings
- -2 City of Hutchinson Meetings
- -1City of Silver Lake Meeting
- -2 City of Stewart Meetings
- -1 City of Plato Meeting
- -1 City of Winsted Meeting
- -1 City of Biscay Meeting
- -1City of Lester Prairie Meeting
- -1 City of Brownton Meeting
- -8 New Volunteer Interviews

Credit Card Income:

- *Square Net Income-\$2,957.07
- *PayPal Net Income-\$205.01

Research Library/Online Collection Access:

- *219 Researchers used the Library
- *155 In-House Researchers
- *64 Via e-mail, mail and phone
- *\$658.05 Income from Research Requests/Library Use
- *\$350.80 Income from Research Copy Requests
- * Total individual searches on our On-Line Database

*\$1,056.00 Income from Photo Reproductions via On-Line Collection

Research Booklets:

* 1 Total

-Fighting Fire-History of the McLeod County Volunteer Fire Departments

Videos:

*0

Rotating Displays:

*12 Total Rotating Displays

Rotating Display Locations:

- -Hutchinson Library-1
- -Glencoe Library-2
- -Brownton Library-3
- -Winsted Library-0 (Our Showcase has been removed and needs to be replaced)
- -McLeod County Courthouse-2
- -Glencoe Preservation Society-0
- -Culver's-2
- -Senior Center-2 (Newly added this Year!)

Gallery/Meeting Room Displays:

*15 New or Updated Gallery Displays

Public Relations/Marketing:

- *40 News releases sent out
- *40 Posters designed for Programs, Fundraisers and or Events
- *5 Interviews for Articles
- *3 Event Tickets Designed for events
- *37 Advertising Emails sent out to Members
- *31 Brochure Museum Marketing Packets sent out to local area businesses/chambers tourist info locations

Newsletter:

*11 Newsletters published

Website/Social Media:

- *48 Total Posts added to the Website
- *6 Video Links added to the Website
- *2 Radio Show Links added to the Website
- *10,001 Records added Website Searchable Database
- *14 Page Updates to the Website
- *335 Likes on Facebook Page
- *110 Facebook Posts (100's of Photos included in these Posts!)
- *365 average people engaged on Facebook Page
- *6 Tweets sent out via McLeod County Museum

Historical Happening's Radio Show:

- *12 half hour radio shows aired
 - -6 Shows had featured guests

Spotlight on the Collection HCVN Television Shows:

*8 Spotlight on the Collection Shows taped and aired on Channel 7 or 10

Museum Tours/Outreach:

- *1,084 Guests registered in our guest book-This number is low, as not all guests and tour groups always register.
- *32 Total Booked Tours and or Groups

Director Museum Training/Meetings:

93 Director Training/Work Meetings-This does not include board meetings, committee meetings, programs and events

Financial Reports:

- *2016 Annual Report designed and distributed
- *2016 County Budget Request-This includes Projected Budget, Income and Expense Reports,
- *Activity Report, and Public Service update for 2016
- *Special Project Budget for MCHP Position and new Accountant Position per County Request
- *26 Cash Receipt Sheets balanced and managed for all Museum bill paying
- *4 Petty Cash Reports done in 2016

Organizational Policy:

- *12 Board Meeting Agenda's Completed
- *12 Monthly Director's Reports Completed
- *2016 Director Annual Report completed
- *Reviewed/Updated Emergency and Disaster Plan
- *Reviewed/Updated Volunteer and Staff Emergency and Disaster Plan
- *Reviewed Investment Policy
- *Updated Strategic Plan
- *Updated Director's Management Plan
- *Completed Museum Assistant Job Review
- *Updated Museum Assistant Job Description
- *Updated Executive Director Job Description
- *Updated MCHP Developer Job Description
- *Completed MCHP Developer Job Review
- *Created Adm. Accountant Job Description
- *Reviewed & Updated Collections Policy
- *Reviewed & Updated Board Members Manual

Memberships:

- * 42 Total New Members added
- * 581 Current / Active Annual Members
- * 4 New Lifetime Members
- * 4 New Business Memberships



Bayley Schluter – Director McLeod County Historic Partnership 380 School Rd NW Hutchinson, MN 55350 mchpdirector@gmail.com

To the Members of the McLeod County Commissioners Office,

At approximately this time last year, the McLeod County Historic Partnership (MCHP) presented its plan for the future, with promise of success. I am here today to say that we have fulfilled those promises to connect the historical societies and City Offices together with a common goal of facilitating historical projects for current partners within the MCHP, and to find new avenues toward building relationships throughout McLeod County.

In June 2017, the MCHP was awarded two Partnership Grants through the Clean Water, Land and Air Legacy Amendment and the Minnesota Historical Society.

- 1) *McLeod Catalogued* (\$9,008): A project that includes hiring a Collections Assistant to catalogue the small collections of Historic Hutchinson, the Glencoe Historic Preservation Society and the City of Brownton. The Collections Assistant will photograph or scan each item in the collection, research it's history, make sure that all necessary legal documents are attached, and create a digital record for future use.
- 2) Disaster Preparedness Response and Recovery (\$11,123): Specialists from the Midwest Art Conserva-



tion Center (M.A.C.C) have come to Hutchinson for two seminars focused on training organizations on how to prepare and respond to any emergency situation involving their historical collection. Letters of Invitation were sent to the City Offices for Biscay, Brownton, Lester Prairie, Winsted, Plato, Silver Lake, Hutchinson, Stewart, Glencoe and the McLeod County Commissioners Office to send representatives to this seminar free of charge. When the training is concluded, I will be working with the McLeod County Historical Society, Historic Hutchinson and the Glencoe Historic Preservation Society to write a Disaster Preparedness Plan.

Both of these projects have already shown progress in forming new relationships with organizations and presenting to them all that the MCHP has to offer in any future endeavors.

Throughout 2016, the Director of the MCHP has been acting as Project Director for individual grants for two of it's Partners: Historic Hutchinson and the Glencoe Historic Preservation Society. Both with the goal of long-term preservation and exhibition to the public.

1) Historic Hutchinson: The Writing on the Wall: Historic Graffiti at the Depot (\$8,540): In the early days of the Great Northern Railway, men and women used pieces of coal to write their names or draw pictures on the walls of the Hutchinson Depot. This project represents preliminary work that must be done before we can work towards preservation and conservation. The Grant funds have been used to hire a consultant for the project, build a twine grid on the North, South and East walls that created 3ftx3ft squares that a hired photographer then worked to individually photograph on the North, South and East walls.



When the photographers work was completed, a researcher was independently contracted to use the facilities provided at the McLeod County Historical Society, the Great Northern Railway Museum and the Minnesota Historical Society to find any background information possible behind the names written on the wall. In September 2017, the Researcher committed a Final Report to Historic Hutchinson that included over fifty complete biographies. The final step in this project is to compile over three hundred photographs and the research report into one cohesive booklet that will be made available to the public through Historic Hutchinson and the McLeod County Historical Society.

2) Glencoe Historic Preservation Society: Henry Hill Stone Monument Preservation (\$6,500): The Hen-



ry Hill School was one of the first primary schools established in the McLeod County, housing hundreds of local students between 1893-1932. Over the years, the only constant presence on that property has been the Henry Hill School Monument. Through a grant from the Carl and Verna Schmidt Foundation, the GHPS has been working toward preserving the stone for another one hundred years. The group has hired Vetter Stone to create a capstone that prevent further water damage effecting the inside of the stone and Del's Construction to install the stone under the appropriate weather conditions.

These preservation projects has constructed a stronger working relationship between myself and the individual organizations, as well as between all of the Partners within the MCHP.

Throughout this summer, the McLeod County Historic Partnership has brought an interactive historical children's program to various towns throughout the County with two main goals: 1) To educate the public on pioneer and local town history and; 2) To partner with city officials or local organizations and begin a conservation about joining the Partnership and working toward preserving their town history.

1) McLeod County Historic Partnership: Kid Pioneers (\$1,777): A grant through the Carl and Verna Schmidt Foundation provided the funds needed to teach children about their founders and the pioneer life of children through a hands-on experience that includes games, crafts, wearable pioneer costumes, and photographs. The program, offered free of charge to the public, has helped to form new relationships with community members throughout the County and brought entertaining local history to hundreds of children.



Kid Pioneer Events: Date. Location (Local Host)

- Sunday, June 18th. Hutchinson Water Carnival (Historic Hutchinson)
- Friday, June 23rd. Glencoe Days (Glencoe Historic Preservation Society)
- Saturday, July 15th. Lester Prairie Days (Prairie Arts Council)
- Saturday, August 5th. Pola-Czesky Days in Silver Lake (Pola-Czesky Committee)
- Saturday, August 12th. Winsted Summer Festival (Winsted Summer Fest. Committee)
- Wednesday, August 16th. Biscay (City of Biscay)
- August 16th-August 20th. McLeod County Fair (McLeod County Historical Society)
- Sunday, August 20th. Stewart (Friends of the Stewart Red Owl)
- Sunday, August 27th. Plato (Plato Lions Club)
- Saturday, September 16th. Hutchinson Arts & Crafts Festival (Hutchinson Chamber of Commerce)

Future Endeavors

For the rest of the 2017-2018 year, the McLeod County Historic Partnership will continue to work with it's Partners and strive to form new relationships, and are currently researching possible projects for the future.

- **Great Northern Railway Depot (\$30,000-\$50,000):** Phase 2 of the Depot Project involves working with historical consultants to preserve the graffiti and work to make the building more accessible to the public in the future.
- **Henry Hill Stone Monument Preservation (\$2,000):** An interpretive sign will be installed near the monument to showcase the history of the stone and the former school building.
- **StEPS (\$8,000-\$30,000)**: StEPS (Standards and Excellence Program for History Organizations) is a grant-fundable assessment for small– or medium-sized historical organizations to encourage awareness and achievement of national standards. Created by the American Association for State and Local History, the program uses assessment questions and performance indicators to rate performance in six major areas:
 - 1. Mission, Vision, and Governance
 - 2. Audience
 - 3. Interpretation
 - 4. Stewardship of Collections
 - 5. Stewardship of Historic Structures and Landscapes
 - 6. Management
- **City of Brownton (\$100 annually):** The MCHP is in talks with the City of Brownton to become a member, which would make that organization the first City Government to do so. Bayley Schluter, the Director of the MCHP, will be presenting to the Brownton City Council on September 5th on the advantages of becoming a member
- Friends of the Stewart Red Owl (\$100 annually): Jim Pessek, President of the FSRO, is considering leaving the Preservation Alliance of Minnesota and becoming a member of the MCHP.

Capturing the History of McLeod County (\$5,000-\$7,000): The Hutchinson Center for the Arts has agreed



to apply for a Heritage Partnership Grant with the M.C.H.P and the McLeod County Historical Society that would use photography to capture the history of the nine McLeod County towns. The Project Director and photographer will work together to select older photographs of street scenes and then work to recreate them with the same perspective (Looking south down Main Street Browton in 1889 will be captured from the same perspective in 2018). The old and new photographs, with the history behind them, will be displayed at the Center for the Arts as well as other area arts facilities and community organizations.

McLeod County Historical Society & Museum:

2016 ANNUAL MEETING

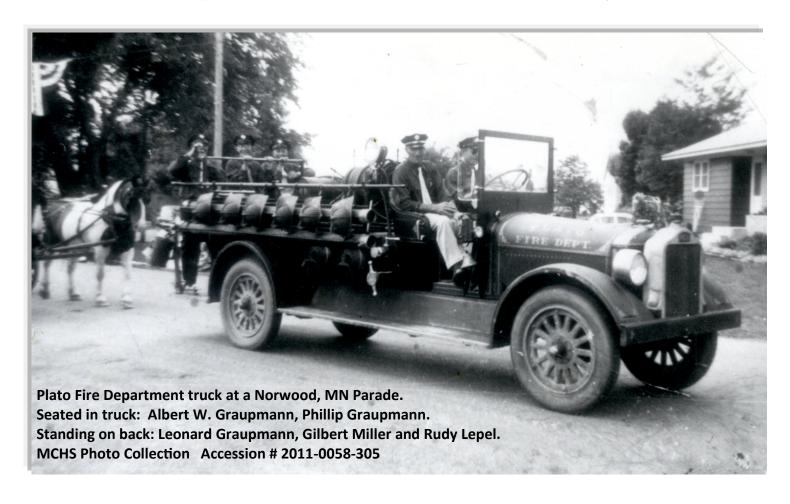
REPORT

Monday, October 17th - 5:30 to 8 PM -Plato Fire Department-112 2nd Street NE - Plato, MN 55370

FIGHTING FIRE

& the History of the McLeod County Volunteer Fire Departments MCHS and Museum 2016 Historical Theme

Guest Speaker-Plato Fire Chief Jay Wood



McLeod County Historical Society & Museum Annual Meeting 2016 Program:

5:30 PM-Welcome-MCHS Board President-Anne Hahn

5:45 PM-Evening Meal Prayer-Ron Makovsky

6 PM-Dinner is served-Joanie's Catering

-Menu-

Greek Salad, Honey Glazed Chicken Breast, Mashed Potatoes & Gravy & Buttered Green Beans Homemade Apple Crisp & Choice of Coffee, Water or Milk

7 PM-Guest Speaker & Facility Tour-

Plato Fire Chief Jay Wood

7:30PM-MCHS Awards-Lori Pickell-Stangel-MCHS Executive Director

-7th Grade History Projects Display Award Winners-

Ellie Bock
Marlena Zuehlke
Isaac Nass
Allison Wright
Jayson Burkhard
Stella Schwartz

-7th Grade Historical Character Presentations Award Winners-

Razziya Sandlin Landon Butler

-Volunteer of the Year Award & Donor of the Year Award-

Thank you!

McLeod County Historical Society & Museum

2016 Annual Business Meeting: Monday, October 17th, 2016

- 1. CALL TO ORDER-PRESIDENT ANNE HAHN
- 2. INTRODUCTION OF BOARD MEMBERS
- 3. SECRETARY'S REPORT TARA RUSSELL / MARY HENKE
- 4. TREASURER'S REPORT BEV WANGERIN / JULI BAUMETZ
- 5. PRESIDENT'S REPORT ANNE HAHN
- 6. DIRECTOR'S REPORT LORI PICKELL-STANGEL
- 7. OTHER REPORTS
- 8. NOMINATING COMMITTEE REPORT MARY HENKE

LIZ SCHWARZE, INCUMBENT- Lester Prairie, MN LYNN BUCK- Hutchinson, MN

- 9. ELECTION
- 10. OLD BUSINESS
- 11. NEW BUSINESS
- 12. ANNOUNCEMENTS
- 13. ADJOURNMENT

McLeod County Historical Society & Museum 2016 Board of Directors:

President:

Anne Hahn 880 Lakewood Drive SW Hutchinson, MN 55350 Home: 320-587-3368 e-mail: anne@hutchtel.net

Treasurer:

Bev Wangerin 817 Colorado St. NW Hutchinson, MN 55350 Home: 320-587-6869 Cell: 320-583-3652

e-mail: bevw@hutchtel.net

Bob Allison 1329 Prior Ave. North Glencoe, MN 55336 Cell: 952-239-4481

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Scott Rehman 624 Pheasant Run Winsted, MN 55395 Home: 320-485-3813 Work: 320-864-1350 Cell: 320-510-2703

e-mail: scott.rehmann@co.mcleod.mn.us

John Lofdahl 542 Jefferson St SE Hutchinson, MN 55350 Home: 320-587-2293 e-mail: jlofdahl@hutchte.net

Vice President:

Karen Hendricksen 18947 Co. Road #2 Silver Lake, MN 55381 Home: 320-327-2209

Secretary:

Mary Henke 125 Selchow Ave. SE Hutchinson, MN 55350 Home: 320-587-4498

e-mail: gmhenke@hutchtel.net

Tara Russell 1670 South Grade Road Hutchinson, MN 55350 Home: 320-587-2094 Cell: 320-582-1603

e-mail: tara russell29@hotmail.com

Liz Schwarze 15213 Bergen Road Lester Prairie, MN 55354 Home: 320-395-2203

e-mail: bnlschwarze@gmail.com

Executive Director: Lori Pickell-Stangel 622 First South Street New Ulm, MN 56073 Cell: 320-579-0514 asa@hutchtel.net MCHP Developer: Monica Wehler 540 North Main Street Hutchinson, MN 55350 Cell: 320-455-1840 mchpdirector@gmail.com

lpickellstangel@gmail.com

McLeod County Historical Society & Museum 2016 President's Report:

by Anne Hahn

THE MCLEOD COUNTY HISTORICAL SOCIETY is completing another successful year. Our theme this year reacquainted us with all the county's volunteer fire departments. These loyal volunteers are a huge part of our history. Many kudos to these departments for cooperating with the society in bringing their story to us this year.

Right along with this, I have to recognize the many, many volunteers here at the Museum. They come, without pay, without mileage, but with the true spirit of saving and honoring the histories of our county families, businesses, organizations, and public places.

We continue to include all the county communities in our activities. An example, is having our annual meeting at the Plato Fire Department. Our executive board consists of members from Glencoe, Winsted, Silver Lake, Lester Prairie, and Hutchinson. Please sign up for the board of directors or one of six standing committees, (personnel, maintenance, finance, nominating, program planning, and collections policy.) Let's hear from Stewart, Brownton, Biscay and Plato. And last of all, we have a "DREAM TEAM" comprised of our very own volunteers, to teach us how to research our own ancestries. Refer to the newsletter for details.

McLeod County Historical Society & Museum 2015 Annual Meeting Minutes:

The annual meeting was held at the Crow River Winery on Monday, October 26th, 2015 from 5:30-8:30.

The event started with a social hour from 5:30-6:00.

Dinner was served at 6:00, after an evening meal prayer was given by Ron Makovsky. The dinner Included a pizza buffet courtesy of the Crow River Winery Bistro.

Following dinner, guest speakers Dorothy Lindeman and Alice Boller, both retired school teachers, presented their experiences teaching in a one-room schoolhouse. Their stories were a perfect wrap-up to our annual theme.

Before the 7th Grade History Project winners were presented with their awards, 7th Grade Student, Isaac Wehler, gave an extraordinary performance as Franklin D. Roosevelt.

Lori presented the annual award for Volunteer of the Year to Dave Horrmann. The Donor of the Year went to Art and Linda Benjamin.

The Annual Meeting was called to order by President, Anne Hahn.

Secretary's Report was presented. Motion was made to approve and seconded, carried. Treasurer's Report as presented. Motion was made to approve and seconded, carried. President's Report was presented. Motion was made to approve and seconded, carried. Director's Report was presented. Motion was made to approve and seconded, carried. Tara Russell gave a report on the Nominating Committee and introduced the nominees to the board. This years nominees included Lowell Ueland (Incumbent) Bev Wangerin, Bob Allison, and Lynn Buck.

The ballot was presented for the election of the board members. Ballots were counted by members of the nominating committee and Lowell Ueland and Bob Allison were elected to the board.

Old Business: None New Business- None

Adjourn: A motion was made to adjourn and seconded, carried.

Minutes Recorded by Tara Russell

McLeod County Historical Society & Museum 2016 Financial Reports:

McLeod County Historical Society & Museum
Financial Report to the Members
Nine Months Ended September 30, 2016 and Year Ended December 31, 2015

The accompanying statements of activity and the statements of financial position for McLeod County Historical Society presented on the following pages have been prepared by Juli Baumetz and reviewed by Bev Wangerin.

The year ended December 31, 2015, resulted in an increase in total net assets of approximately \$127,300. This increase resulted primarily from completion of the parking lot during 2015, along with the receipt of grant funds and other restricted contributions which had not been fully expended by that date.

The nine months ended September 30, 2016 resulted in an increase in total net assets of about \$71,000. This is due partly to the market value increase in the investment portfolio. The market value has fluctuated somewhat over the past 12 months and ended the period with a fairly large increase. The investments of the Society consist primarily of a diversified portfolio of mutual funds which the Board monitors on an ongoing basis for performance and balance.

The remainder of the increase for 2016 can be attributed to restricted grants and contributions received, but not yet spent. Several ongoing and completed projects related to these funds include:

- -Upgrading of the Heating/Ventilation/Air Conditioning system and the replacing/upgrading of the museum windows. The engineering specifications for these projects have been largely completed thanks to a Legacy grant from the Minnesota Historical Society. We hope to move forward with the build phase of the project in the upcoming year.
- -The Kouba room lighting. This project was funded by a SMAC grant and was completed and placed into service in January.
- -A new microfilm reader was purchased and installed during February. This was made possible through funding from a Minnesota Historical Society Legacy grant.
- -Fundraising for replacing/upgrading the windows and doors of the museum building. We reached our goal of \$30,000 with our own fundraising efforts and will receive a \$30,000 match from the Burich Foundation.
- -A Minnesota Historical Society Legacy Grant to help fund a World War I display project.
- -A Legacy grant from the Minnesota Historical Society to do further carbon dating on the canoe. The samples have been taken and we are waiting for the results.
- -Funding from McLeod County to cover the McLeod County Historical Partnership Director position through January of 2017.

Thanks to our many dedicated volunteers and members, our facility and the McLeod County Historical Society in general is able to continue to operate at the current level of activity and service. We thank you and urge you to continue your financial support, participation in program events, and volunteerism.

MCLEOD COUNTY HISTORICAL SOCIETY

STATEMENTS OF FINANCIAL CONDITION September 30, 2016 and December 31, 2015

	September 30, 2016	December 31, 2015
ASSETS		
Cash and cash equivalents Inventory and prepaids	\$ 53,244 1,816	\$ 10,583 662
Land Land improvements Building and improvements Construction in progress Equipment and furnishing Accumulated depreciation Net property and equipment	\$ 96,022 176,306 500,898 74,407 251,023 (614,300)	\$ 96,022 176,306 483,427 10,220 247,216 (593,786) 419,405
Endowment and quasi-endowment investments	661,662	690,651
Total Assets	\$ 1,201,079	\$ 1,121,301
LIABILITIES		
Accounts payable Taxes payable Deferred revenue Special Assessments payable	\$ 10,817 1,818 0 245	\$ 0 2,877 939 864
Total Liabilities	\$ 12,880	\$ 4,680
NET ASSETS Permanently restricted Temporarily restricted Unrestricted	\$ 109,931 39,356 1,038,912	\$ 109,931 110,247 896,444
Total Net Assets	\$ 1,188,199	\$ 1,116,622
Total Liabilities and Net Assets	\$ 1,201,079	\$ 1,121,302

MCLEOD COUNTY HISTORICAL SOCIETY

Statements of Activity

Nine Months Ended September 30, 2016 and Year Ended December 31, 2015

		Nine Months of September 30, 2016		Year Ended December 31, 2015
Changes in unrestricted net assets				
Revenues				
Membership revenue	\$	6,910	\$	16,435
Admissions		637		887
Merchandise sales, net of cost		1,950		2,717
Research and copier revenue		851		1,021
Rental revenue		350		100
Other revenue		20		7,003
Grant revenue		71,670		60,150
Contributions and memorials		11,930		10,539
Contributions annual support		6,915		6,005
Fundraising income, net of costs		2,018		1,615
Investment income		45,066		1,337
Assets released from restrictions	_	17,471	_	170,104
Total increase in unrestricted net assets	\$	165,789	\$	277,913
Program expenses				
Facilities and occupancy	\$	22,990	\$	27,979
Exhibits	,	351	,	1,290
Archives and collections		4,425		8,431
Research		1,990		2,006
Public programming		746		9,577
Newsletter		2,338		2,276
General and administrative expense				
Office		57,284		48,471
Executive		41,818		58,363
Professional Fees		1,404		
Other organization wide expenses		1,061		1,686
Depreciation		26,921		29,812
Total decrease in unrestricted net assets	\$	161,328	\$	189,891
Net increase in unrestricted net assets	\$	4,462	\$	88,022
Change in temporarily restricted net assets				
Restricted grants and contributions	\$	67,015	\$	233,706
Assets released from restrictions		0		(195,802)
				, ,
Net change in temporarily restricted				
net assets	\$	67,015	\$	37,904
Increase in permanently restricted net assets	\$	100	\$	1,345
Net Increase in Total Net Assets	\$	71,577	\$	127,271
Net Assets, Beginning of Period		1,116,622	_	989,351
Net Assets, End of Period	\$	1,188,199	\$	1,116,622

McLeod County Historical Society & Museum 2016 Executive Director's Report:

Another year has flown by here at the McLeod County Historical Society and Museum. I am happy to report that each year finds the Museum growing in new ways to fulfill our Mission of finding, preserving, explaining and sharing McLeod County History, and this year was no exception.

With the help of a Hutchinson Community Foundation Grant, the Museum has been able to open up a whole new world of family history research possibilities for guests. This one time grant allowed the Museum to purchase a three year contract of Ancestry Library Edition database, that is now available on four computers in our research Library at the Museum. Now guests no longer have to stop their research once their family tree leaves McLeod County, but can continue the search across the world wide Ancestry database.

The Museum has also partnered with the McLeod County Public Libraries to bring a series of Family History Programs to all the Public Libraries in McLeod County. This three part, nine program series will span the rest of 2016 and end next year in 2017, giving guests an opportunity to learn from three life long local genealogists, (Margaret Hoffmann, Bob Allison and Marlys Fredrick), all the ins and outs of Family History Research.

A huge thank you is owed to Buzz Burich for his matching grant pledge of \$30,000.00 for our Windows and Doors Matching Grant Fundraiser! This started out last year with our GIVE TO THE MAX DAY project to raise \$60,000.00 to replace our old inefficient windows and doors in the Museum building. With Buzz's great idea to encourage others to give, by making it a matching campaign, our members and other county businesses answered the call and we made our goal! We hope to replace the windows this coming summer or Fall, as a part of a new Heating, Ventilation, Air Conditioning and Humidity Control systems grant at the Museum.

The Museum will soon be sharing more information about our historic dugout canoe. We received a MN Cultural Heritage Grant to complete two more C 14 Carbon tests to more accurately determine the date the canoe was made and used. Our first C 14 test put the canoe in the Late Woodland Period, around 1,000-900 years old! So these next two tests should help us confirm that era and date. We will also be updating our "McLeod County's Earliest Residents" booklet that explains the history and time period in which the canoe was made, giving free copies to all the public middle schools in McLeod County, along with a sample of the canoe for class room study. I want to give a big thank you to Carla Hooper for all her help with this project, now and in the months to come. I couldn't have done it without her.

As we look forward to 2017, we hope to find and share more about the History of McLeod County during World War I. 2017 marks the Untied States' entrance into the war to end all wars, and we have secured a MN Cultural Heritage World War I Anniversary Grant to hire a professional design firm to create a one of a kind display for the Museum's Historical Gallery. The firm will use our unique collection of objects, photos, soldier letters and library and archival pieces to help us tell the McLeod County experience during World War I. We hope to unveil this new permanent display in the Spring of 2018, with many programs and events on that same theme throughout the next three years.

Last, but never least, I want to sincerely thank all our devoted volunteers, donors and local business supporters! The Museum, (and I) could not do any of this without you! So Thank You for all you do and continue to do for the McLeod County Historical Society and Museum.

McLeod County Historical Society & Museum 2015-2016 Programing Report:

Schedule of Events:

October 26th, 2015- MCHS Annual Meeting @ Crow River Winery in Hutchinson, MN

November 1st, 2015-District #30 Country School Historic Sign Dedication in Sumter Twsp.

November 15th, 2015-MCHP New Ulm Historic Bus Tour in New Ulm, MN

November 14th, 2015-"Little Crow and the Dakota War" Documentary Movie Premier

November 14th, 2016-GIVE TO THE MAX DAY!-Burich Windows & Doors Matching Grant Fundraiser

December 14th-21st, 2015-MCHS Christmas Silent Auction Fundraiser

December 21st, 2015-MCHS Potluck Dinner & Live Auction Gift Exchange Fundraiser

December 16th, 2015-MCHS Volunteer Appreciation Christmas Party

January 10th, 2016-Les Kouba Art Gallery Grand Re-Opening-SMAC Grant for Lighting

January 31st, 2016-One Book, One Community Read Program-History of the Fur Trade for the book-"Canoeing with the Cree"

February 7th & 28th, 2016-MCHS Research Library Ancestry Library Edition Training Program

February 22nd, 2016-HCVN & Hutchinson High School Student Historical Documentary Series, featuring-

"The Polio Epidemic" by Jayden Jackson, "The Nuclear Threat" by Noah Ishihara & Rosaire Novotny.

February 5th, 2016-MCHP Singing Valentine Fundraiser

February 9th, 2016-MCHP Vintage Valentine's Day Party Fundraiser

March 6th, 2016-One Book, One Community Read Program-Rudy Goldstein: Local Adventurer for the book-"Canoeing with the Cree"

March 20th, 2016-Annual Antique Appraisal Fundraiser

April 3rd, 2016-One Book, One Community Read Program-Natalie Warren: Adventurer for the book-"Canoeing with Cree"

April 24th, 2016-Fighting Fire-THEN & NOW-Panel Discussion with local community Fire Fighters and Chiefs

April 11th, 2016-MCHP Buffalo Wild Wings Fundraiser

May –June 2016-7th Grade History Project Displays

May 16th, 2016-7th Grade Historical Character Presentations @ Museum

June 13th, 2016-Annual Pork Chop Supper with Music by Rianne Matthews

July 24th, 2016-Winsted Fire Station Historical Tours

July 30th, 2016-Selfie Saturday @ the Museum

August 17th-21st-McLeod County Fair -Fighting Fire & History of the Volunteer Fire

Departments of McLeod County Displays & Fundraisers

September 19th & 26th, 2016-Cheers to History Fundraiser @ Landy Lodge & MSSB in Hutchinson, MN

October 3rd, 10th, 24th, 2016-"Beginner"-Family History Research Series Programs @

Brownton, MN

October 6th, 13th, 20th, 2016-"Beginner"-Family History Research Series Programs @ Hutchinson, MN

October 9th, 2016-Dating a Dugout-C 14 Test Results and Maritime Heritage MN Program on Dug out Canoes

October 17th, -MCHS Annual Meeting @ Plato Fire Department in Plato, MN

October 30th, 2016-Creepy Collections-Halloween Special Program & Display!

November 7th, 14th, 21st, 2016- "Beginner"-Family History Research Series Programs @ Winsted, MN

November 3rd, 10th, 17th, 2016- "Beginner"-Family History Research Series Programs @ Glencoe, MN

McLeod County Historical Society & Museum

Contributors List-October 1st, 2015-September 30th, 2016:

\$25,000 to \$60,000

McLeod County

\$1,000 - \$24,999

Brownton Co-op Ag Center Campbell, Laurel Jensen, Julie McCormick's Restaurant

\$500 - \$999

Baumetz, Beverly
Bonniwell, George
Crosby, Bruce & Anita
Dostal, Matthew (CPA-EA)
Littfin Lumber
Oliva, Wallace
Schumann, Ken & Ann
Schwarze, Dian
Thrivent Financial
Ueland, Lowell & Marilyn

\$250 - \$499

Beytien, Janice Beytien, Spencer & Joyce Citizens Bank & Trust City of Stewart Coleman, Cynthia Fahey, Jim & Linda Fredrick, Marlys Glencoe Study Club Gustafson, Delores Hahn, Anne & Vern Jacobson, Lu Johnson, Joyce & Willard Karg, Larry & Joan Krant, Douglas Krantz, Roger & Lois Pheasants Forever, Inc. Schermann, Elaine Schwarze, Liz & Bill Sommerdorf, Ron & Karen Willmert, Joanne

\$100 - \$249

Adams, Douglas & Karen AEM American Legion, Winsted Arndt, Bill & Joan

\$100 - \$249 Bayerl, Ray & Carol Bernhagen, John & Loretta Brygger, Leona Burville, Wayne Calvert, Ann Carl, Judy Carpets Plus Color Tile Carrigan, Katherine Chapman, Pat Dobratz-Hantge Funeral Chapel Ebent, Mary Ewald, Dale & Joan Fandrich, Fay Glencoe Lion's Club Glencoe Study Club Griebie, Joel & Sheila Hatlestad, Robert Hendricksen, Karen Hochsprung, Loretta Hochsprung, Terry & Joyce Home State Bank Johnson, Clifford Johnson, Thomas Karstens, Roger & Shirley Kenning, Darlene Klitzke, Robert & Gayle Korngiebel, John Mayer, Vel Merkle, Gilbert Meyer, Sandra Mills, Jim & Donna Murphy, Dan & Rachel Neumann, Marietta Padrnos, Don & Marion Peterson, Nancy S. Pulkrabek, Ron & Eileen

Reed, Edward Romo, Sharon Ruschmeyer, O. R. Rutske, Del & Ida Sanken, David Schnobrich, Joyce Sitz, Hazel Temple Lodge #59 Totusek, Alice

Radke, Gwen

Tuesday Breakfast Club

\$100 - \$249

Wacker, Tyrone

Wangerin, Bev & Mike

Wass, Shirley Weseloh, Allen

Wolter, Melvin

Zimmerman, Annette

Up to \$99

Addair, Lynne

Alrick, Jay & Margaret

Bargel, Dieter & Sharon

Baumetz, Juli

Bayerl, Ray & Carol

Beneke, Marlene

Betker, Donna & Jim

Boller, Alice & Franklin

Broderius, Bruce

Brown, Tim & Betsy

Bryan, Renee

Carter, Lori

Chute, David & Audrey

Cutlar, Shirley

Dahlke, Marion

Davis, Terry & Patrice

Dedrick, Michael

Donnay, Gladys

Donnay, Leona

Doring, Edwin & Marion

Dornfeld, Dorothy

Dose, Emmert H.

Duesterhoeft, Linda & Niel

Dummer, Carol

Eggert, Francis

Findlay, Jean

Fransen, Alice

Freberg, Marian

Grandin, Laure

Haberkamp, Sharon

Hanson, James

Hantge, Everett

Henke, Mary

Hoff, Marge & Herb

Holasek, Fred

Howe, Neil

Husfeldt, Kay

Jackson, Carol

Jilek, Loren & Miriam

Johnson, Kay

Karg, Darlene & Leroy

Karstens, Gerald & Ida

Kirby, Jane

Koehler, Annette

Koeppen, Bethel

Up to \$99

Krenik, Mary

Krueger, Marlyn

Kurth, Elizabeth

Kurtzweg, Marlys

Ladd, Lorenz

Lauer, James & Lynn

Lind, Carolyn

Lindeman, Dorothy

Macht, Larry

Makovsky, Ron

Marth, Nancy

Mauritz, Bonnie

McKillips, Carol

Manial Maria

McNeil, Norma

Mercer, Martha

MidCountry Bank

Miller, Esmerelda

Nelson, Nancy

Nielsen, Betty

Neisen, Marion

Norstrom, Diane

Nowak, Joleen

Nu-Telecom

Olson, Barbara

Orvis, Jane & John

Ostrowski, Darlene

Otte, Barb & Paul

Otto, Eugene & Patricia

Overlie, Merlin

Paggen, Ronald

Pendergast, Butch & Jackie

Peters, Robert & Meryl

Pikal, Val

Radtke, Paul

Radunz, Elaine

Rath. Delores

Raveling, Susan

Damanta Mataria 0

Remple, Melanie & Tim

Ristow, Luella

Robideaux, Beverly

Rodeberg, John & Nancy

Roufs, Kathleen & Tim

Schmidt, Pat

Schulz, June

Schwarze, Dorothy

Schwarze, Jim & Shirley

Schwarzkopf, Lyall

Schwichtenberg, Jean & Thomas

Silicon Valley Com. Foundation/Dell

Simons, Judy

Splettstazer, Donald & Helene

Steele, Carole

Swenson, Bev & Murray

Up to \$99

Torgerson, Arlene
Ulrich, Charles & Carolyn
Urban, Tom & Kathy
Vacek, Roger & Carolyn
Vazquez, Janice (Ardolf)
Voigt, Kay & Virgil
Watson, Larry
Weerts, Lonnie & Kim
Wendorff, Laura & Don
Weseloh, Jim & Trace
Winter, Nathan & Kelly
Wortman, Cora
Yost, Pamela

The McLeod County Historical Society & Museum would like to thank all of our 2015-2016 Contributors!

Thank You for all your support!

380 School Road NW Hutchinson, MN 55350

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

McLeod County Commissioners 830 11th Street East Glencoe, MN 55336 August 16th, 2017

On behalf of the McLeod County Historical Society and Museum, I would like to thank the people of McLeod County and County Commissioners for their support of the Museum this past year, making the following projects and programs possible:

- -\$97,623 in grant funds obtained for Museum projects and programs in 2016
 - -HVAC Study for Museum Facility
 - -Taping of our successful "Bringing Books to Life" programs
 - -Purchase a Microfilm Reader for use in our Research Library
 - -3 year contract to make Ancestry Library Addition available to the public in our Library
 - -Canoe Carbon 14 Dating Research project and report
 - -World War I Anniversary Display Design and Layout for our Historical Gallery
- -\$36,948 in grant funds obtained for MCHP organizations (see MCHP full report enclosed)
- -\$112,000 grant to replace all Museum doors and update bathrooms to meet ADA compliance
- -\$63,453 private funds raised for our Windows and Doors campaign
- -4,239-Total Guest Tours/Special Programs/Outreach/Fair in 2016
- -8,982.5 Volunteer Hours donated in 2016

-10,000 records add to our on-line searchable database for public access/use-@ www.mcleodhistory.org

The above are just a few highlights of what the Museum has been able to accomplish, with your funding help. For a full report, please see the enclosed/attached 2016 Director's Report, current Financial Income and Expense report, and our 2018 projected budget.

The Historical Society is requesting an increase of \$4,005 above the \$79,102 allocated in 2017. This increase will help cover increasing operating expenses and enable the Museum to continue the great projects and programs for the people of McLeod County in 2018.

We look forward to presenting the above projected goals to you in more detail soon. If you have any questions please contact me at the number or e-mail address listed above.

Thank you for helping us to Preserve the Past to Inspire our Future!

Lori Pickell-Stangel

MCHS Executive Director

Board Workshop November 7, 2017 Immediately following Board

AGENDA

- a. Property evaluation discussion with County Assessor
- b. Discussion about the expectations and purpose of the Personnel Committee
- c. Discussion about possible Parks/Fairground consolidation into Public Works

CC: Commissioners
Department Heads