

APRIL 17, 2018
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
APRIL 17, 2018**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

Recognition of Student Government Day and review of schedule.

2 9:02 CONSIDERATION OF AGENDA ITEMS*

3 9:02 CONSENT AGENDA*

- A. April 3, 2018 Meeting Minutes and Synopsis.
- B. March 29, 2018 Auditor's Warrants.
- C. March 30, 2018 Auditor's Warrants.
- D. April 5, 2018 Auditor's Warrants.
- E. April 6, 2018 Auditor's Warrants.
- F. Approve contract with the City of Lester Prairie for a mobile computer for a total cost of \$5,600 to be spread over a 4 year payment plan. This will allow the Lester Prairie Police Department to continue with access to the Sheriff's Office mobile computing and records management system.
- G. Approve Confession of Judgment for Thomas S. & Ruth F. Zanoth for Property ID 05.035.1200 in the Township of Hale.
- H. Approve Confession of Judgment for Terrence L. & Janet Schlueter for Property ID 19.086.0010 in the City of Silver Lake.
- I. Approve Confession of Judgment for Terrence L. & Janet Schlueter for Property ID 19.086.0020 in the City of Silver Lake.
- J. Approve annual contract with SafeAssure Consultants Inc. (Willmar, MN) for safety training, written procedures, and general services for a total cost of \$3,825.65 with funding coming from the 2018 Safety budget.
- K. Approve annual contract/agreement with SafeAssure Consultants, Inc. (Willmar, MN) for annual safety training for a lump sum cost of \$5,512.98 with funding coming from the 2018 Public Works budget.
- L. Consider approval of the following agreements with GIS Workshop (Lincoln, NE). Rowemap and SimpleSigns are sign management software used by the Highway Department. Annual support for the product is \$400/year.
 - Rowemap End User License Agreement
 - SimpleSigns End User License Agreement
 - Maintenance and Support Services Agreement
- M. Approve proclamation to declare May 2018 as Mental Health Awareness Month.
- N. Approve proclamation to declare May 10, 2018 as Children's Mental Health Awareness Day.

- O. Approve Conditional Use Permit 18-02 requested by Kerry Krueger to construct a pole shed (accessory structure) on property more than 660 feet from his primary residence, to be used for maintenance and as a warming area when selling Christmas trees. This parcel does not have a dwelling and is operating as a tree farm. The legal description is: 40.00 AC – SW ¼ NW ¼ of Section 27 in Acoma Township. The Acoma Township Board unanimously recommended approval on March 8, 2018. The Planning Advisory Committee unanimously recommended approval on March 28, 2018.
- P. Approve Conditional Use Permit 18-03 requested by Robert & Joanne Keilen to construct an accessory building in a front yard area on platted property for the purpose of garage and cold storage. This property is described as follows: Lots 1 & 2 North High Subdivision of Section 7 in Hutchinson Township. The Board of Hutchinson Township recommended approval on March 13, 2018. The Planning Advisory Committee recommended approval on March 28, 2018.
- Q. Approve Conditional Use Permit 18-04 requested by Mathew Fleck for the purpose of a second farm dwelling to be constructed on property owned by Charmaine Picha in order to continue assisting with his Grandmother's farming operation. This property is described as follows: 124.00 AC of the E ½ of the NE ¼ & E ½ of the W ½ of Section 4 in Glencoe Township. The Board of Glencoe Township unanimously recommended approval on March 8, 2018. The Planning Advisory Committee recommended approval on March 28, 2018 with the following conditions:
 - 1) The 2nd farm dwelling shall be a modular or manufactured dwelling.
 - 2) The 2nd farm dwelling shall be removed or the existing farm dwelling will need to be removed once the assistance is no longer needed.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 9:03 CONTEGRITY – Construction Manager Sam Lauer

- A. Construction Update.

6 9:05 SHERIFFS OFFICE –Sheriff Scott Rehmann

- A. Consider approval to remodel the old jail kitchen into an employee break room by Bauer Companies (Brownton, MN) at a cost not to exceed \$24,000.*

Other quotes included: Myron Schuette Construction (Glencoe, MN) \$24,700 and Conegrity (Little Falls, MN) \$26,594.

The space was vacated when phase 1 of the jail/courthouse project was completed. Only viable use of the vacated space is to turn it into an employee break room. This will allow us to use the current break/meeting space as a dedicated meeting room and allow us to avoid scheduling issues with employee break times.

- B. Consider approval of Sex Trafficking Investigations and Training 2018 Grant Agreement in the amount of \$1,790.*

This grant will allow a McLeod County Deputy to receive training on how to investigate sex trafficking which may be occurring in McLeod County and will run from 1/1/18-12/31/18.

7 9:10 PLANNING AND ZONING – Administrator Larry Gasow and Assistant Administrator Marc Telecky

- A. Consider approval of an Independent Contractor Professional Service Agreement between County of McLeod, through McLeod County Planning, Zoning and Environmental Services Department with Duane Radtke, d/b/a Radtke Sewer Service for 2018 Subsurface Sewage Treatment Systems services.*

Newly hired Environmental Technician, Jacob McLain, is working on achieving his SSTS Certification which will be completed toward the end of calendar year.

- B. Consider approval of an Independent Contractor Professional Service Agreement between County of McLeod, through McLeod County Planning, Zoning and Environmental Services Department with Kendall Kubasch, d/b/a Kubasch Excavating for 2018 Subsurface Sewage Treatment Systems services.*

Contractor Duane Radtke requires review and approval from a License Inspector on septic designs in which he prepares and to have a backup Inspector when needed.

- C. Consider approval McLeod County's Annual Feedlot Performance Report.*

Michelle Oie, County Feedlot Program Development Lead, and Sara Pollution Control Specialist, Feedlot Section, both at Minnesota Pollution Control Agency, reviewed and recommended approval on March 27, 2018.

Dana Leibfried, Environmental Specialist 2, Feedlot Division at Minnesota Pollution Control Agency, reviewed and approved on April 3, 2018.

8 9:15 PUBLIC WORKS – Director John Brunkhorst

- A. Consider proposal from Evergreen Land Services (Richfield, MN) for Right of Way acquisition work associated with SP 43-615-13, CSAH 15 (Morningside) project in Glencoe, costs based on hourly rates, not to exceed \$25,200 with funding coming from City and State Aid.*

Other proposals include: WSB (Minneapolis, MN) - \$45,970 and Wilson Development (Chaska, MN) - \$39,200.

This work involves appraisals, acquisition, and relocation for various parcels along the CSAH 15 corridor.

- B. Consider participation in a MnDOT led comprehensive Transportation Study for Glencoe at a cost not to exceed \$7,500 with funding coming from the 2018 Public Works budget.*

Estimated cost of the study is \$150,000. MnDOT requires local partners contribute a 10% match. City and County staff recommend a 50/50 split for the matching funds.

The goal of the study is to identify a road map for future transportation infrastructure. Areas of focus will include:

- TH 22 connectivity to US 212
- US 212 intersection safety in Glencoe area
- Review of City and County routes for potential jurisdictional transfers
- Review of the transportation infrastructure as a whole in the community

The study will involve public engagement including open houses. The study should begin around July and take approximately 1 year.

- C. Consider bids for Fairgrounds pavilion construction bid pack 1 (everything except structural steel, electrical, and miscellaneous).*

Contractor	Base Bid	Alt 2	Alt 3	Alt 4
Alliance Building Corporation (Sauk Rapids, MN)	\$246,300	\$1,200	\$3,100	\$(6,800)
Chester Contracting Inc. (Willmar, MN)	\$333,000	\$1,208	\$(21,000)	\$(6,804)
Gopher State Contractors, Inc. (Rice, MN)	\$267,290	\$1,208	\$5,300	\$(6,804)
Rice Companies (Glencoe, MN)	\$324,750	\$1,304	\$(5,245)	\$(7,348)
Vos Construction, Inc. (Green Isle, MN)	\$370,355	\$1,825	\$(45,000)	\$0

- D. Consider quote of \$68,249 plus applicable tax from Ben's Structural Fabrication, Inc. (Waite Park, MN) for structural steel for the pavilion construction.*

Additional quote: Central Minnesota Fabricating, Inc. (Brooklyn Park, MN) quoted \$78,129.19 plus applicable tax.

- E. Authorize Public Works Director to approve other Pavilion related expenses, not to exceed \$50,000.*

- Purchase CEE and ZEE steel required for construction; not included on structural steel quote. Estimated cost ~\$5,000.
- Hiring Quade Electric (Hutchinson, MN) to perform electrical related services on pavilion. (Quade Electric has done the majority of electrical work at the Fairgrounds over the years and has thorough knowledge of the facilities). Estimated cost ~\$15,000 to \$25,000.
- Purchase of LED light fixtures and related items. Estimated cost ~\$15,000 to \$25,000.

- Approval of change orders and miscellaneous changes that may come up. Costs unknown.

Public Works recommends award to low bidder with no alternates and acceptance of low steel quote.

9 9:30 MEDICAL EXAMINER'S OFFICE – Chief Medical Examiner Dr. A. Quinn Strobl

- A. 2017 McLeod County Medical Examiner's Annual Report.

10 9:45 ATTORNEYS OFFICE – Attorney Mike Junge

- A. 2017 Annual Report.

11 10:00 SOCIAL SERVICES – Director Gary Sprynczynatyk

- A. Consider approval of Service Agreement with Hutchinson School District 423 for the transportation of children and youth in foster care placement.*
- B. Consider approval of Service Agreement with Glencoe-Silver Lake School District 2859 for the transportation of children and youth in foster care placement.*
- C. Consider approval of Service Agreement with Howard Lake Waverly Winsted School District 2687 for the transportation of children and youth in foster care placement.*
- D. Consider approval of Service Agreement with Lester Prairie School District 424 for the transportation of children and youth in foster care placement.*
- E. Consider approval of Speaking Engagement Agreement with Jerrid Sebesta for the Social Services all staff training and appreciation day for a cost of \$1,000 with funding coming from the 2018 Social Service budget.*

12 10:05 HUMAN RESOURCES – Deputy Administrator Sheila Murphy

- A. Consider approval to hire a Communications Officer (Grade 140) due to vacancy.*

13 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since April 3, 2018.

- A. Consider approval to consolidate two county departments Planning, Zoning and Environmental Services with Solid Waste effective May 1, 2018. The new title of the combined departments shall be Environmental Services.*
- B. Consider approval to write new job description for the Environmental Services Director and move forward to fill this position.*
- C. Consider adoption of Resolution 18-CB-17 appointment of McLeod County Auditor-Treasurer to complete four year term.*
- D. Notification of upcoming workshop on May 8, 2018.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting May 8, 2018 at 9:00 a.m. at the Glencoe City Center.

**MCLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES – April 3, 2018**

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 Shimanski, Pohlmeier, Wright and Krueger were present. Administrative Assistant Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Ford were also present.

PLEDGE OF ALLEGIANCE

CONSIDERATION OF AGENDA ITEMS

- A) Add under Public Works item E: Consider quote of \$18,389.40 from Allstates Pavement Recycling and Stabilization (Rogers, MN) for micro milling County Road 54 (Tagus Avenue) between CR 87 and Sunset Circle.
- B) Remove item B from Human Resources: Consider approval to hire a second Human Resource Generalist position with a focus on Communications. This matches the plan previously approved by the board to fully staff the Human Resources Department.

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

CONSENT AGENDA

- A) March 20, 2018 Meeting Minutes and Synopsis.
- B) March 16, 2018 Auditor's Warrants.
- C) March 23, 2018 Auditor's Warrants.
- D) Approve the Hazardous Materials Emergency Preparedness (HMEP) grant which will be used to hold a class on Managing the HAZMAT Incident. The amount of the grant is \$1,000 and will cover instructor and course expenses; there is a 20% soft match which will be met by using salaries for those that attend the training.
- E) Accept payment from Nelson Auto Center of Fergus Falls MN to correct overpayments made to them over the last several years. The audit conducted by the State of MN found that McLeod County was over billed a total of \$279 over several years.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

Special Revenue Fund	\$66,211.66
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Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$66,211.66 from the aforementioned funds.

PUBLIC WORKS – Director John Brunkhorst

- A) John Brunkhorst requested award of the following projects to Scott Construction (Lake Delton, WI) with a low bid of \$386,214.04 (2.84% under the engineers estimate):
- CP 18-000-01, Countywide pavement marking
 - CP 18-000-02, Countywide seal coat project
 - Fairgrounds parking lots fog sealing

Other bids included: Fahrner Asphalt Sealers, LLC (Eau Claire, WI) \$412,167.20 (3.69% over estimate); Astech Corp. (St. Cloud) \$417,011.99 (4.91% over estimate); Allied Blacktop Co. (Maple Grove) \$446,018.91 (12.21% over estimate).

Shimanski/Pohlmeier motion carried unanimously to award CP 18-000-01, Countywide pavement marking, CP 18-000-02, Countywide seal coat project and fairgrounds parking lots fog sealing to Scott Construction (Lake Delton, WI) with a low bid of \$386,214.04.

- B) John Brunkhorst requested approval to hire Haugen Architecture, Inc. (Hutchinson, MN) to design the new 80'x100' show arena expansion at a cost not to exceed \$8,000.

Nagel/Wright motion carried unanimously to hire Haugen Architecture, Inc. (Hutchinson, MN) to design the new 80'x100' show arena expansion at a cost not to exceed \$8,000.

- C) John Brunkhorst requested approval to advertise for bids for Show Arena Expansion.

Wright/Pohlmeier motion carried unanimously to advertise for bids for Show Arena Expansion.

- D) John Brunkhorst requested adoption of Resolution 18-CB-16 that supports projects on U.S. Highway 212 within McLeod County that were submitted for MnDOT's Corridors of Commerce (COC) Program. McLeod County Board of Commissioners supports the following U.S. Highway 212 projects:

- The Highway 212 project submitted by Jeremy LeBlanc to expand the highway from two-lanes to four-lanes from three miles east of Granite Falls at Highway 23 North to Jonathan Carver Parkway west of Chaska.
- The Highway 212 project submitted by David Smiglewski to add a passing lane to the roadway between Brownton and Stewart.
- The Highway 212 project submitted by David Smiglewski to add a passing lane to the roadway between Buffalo Lake and Stewart.
- The Highway 212 project submitted by David Smiglewski to construct a large roundabout at the intersection of Highway 212 and Highway 15.

Statewide there is \$400 million that will be awarded for COC projects. The distribution is based on a scoring system; one of the scoring elements is based on a resolution of support from local government.

Shimanski/Krueger motion carried unanimously to adopt Resolution 18-CB-16 that supports projects on U.S. Highway 212 within McLeod County that were submitted for MnDOT's Corridors of Commerce (COC) Program.

- E) John Brunkhorst requested approval of quote for \$18,389.40 from Allstates Pavement Recycling and Stabilization (Rogers, MN) for micro milling about a mile of County Road 54 (Tagus Avenue) between CR 87 and Sunset Circle.

This segment of road has been a disappointment for area residents after an experimental prime-and-seal project, designed to give the gravel road somewhat of a tarred surface fell apart. A later cement stabilization project also had issues.

Micro milling this segment of road now will provide a better ride and give the public a sense of what kind of ride is anticipated on the next segment of CR 54. This process would create a surface that is about 8" thick. In the future, ride specifications will be included in the bid proposal.

An open house with the Contractor invited to speak about their process, show some pictures, answer some questions, etc. is scheduled for Wednesday, April 18th from 5-7pm at Hutchinson Area Transportation Services (HATS).

Wright/Pohlmeier motion carried unanimously to approve quote for \$18,389.40 from Allstates Pavement Recycling and Stabilization (Rogers, MN) for micro milling about a mile of County Road 54 (Tagus Avenue) between CR 87 and Sunset Circle.

SOIL AND WATER CONSERVATION DISTRICT – Drainage Inspector Adam Leske

- A) Adam Leske requested approval of quote for CD #11 Project #2018-006 from Luedtke Contracting (Hutchinson, MN) for repair of embankment-East of Dairy Avenue at a cost of \$9,930.

Other quotes received: Rickert Excavating (Glencoe, MN) \$11,020.05 and Wuetherich Drainage, Inc. (Norwood Young America) \$12,950.

Shimanski/Krueger motion carried unanimously to approve quote for CD #11 Project #2018-006 from Luedtke Contracting (Hutchinson, MN) for repair of embankment-East of Dairy Avenue at a cost of \$9,930.

- B) Adam Leske requested approval of quote for CD #64 Project #2018-007 from Tree Top Clearing, Inc. (Delano, MN) tree removal and treatment of stumps at a cost of \$8,680.

No other quotes were received.

Wright/Pohlmeier motion carried unanimously to approve quote for CD #64 Project #2018-007 from Tree Top Clearing, Inc. (Delano, MN) tree removal and treatment of stumps at a cost of \$8,680.

- C) Adam Leske requested approval of quote for CD #37 Project #2018-008 from Ewert Tiling (Hutchinson, MN) for inspection pipe camera work at a cost of \$3,050.

No other quotes were received.

Shimanski/Krueger motion carried unanimously to approve quote for CD #37 Project #2018-008 from Ewert Tiling (Hutchinson, MN) for inspection pipe camera work at a cost of \$3,050.

- D) Adam Leske requested approval of quote for CD #35 Project #2018-009 from Wuetherich Drainage, Inc. (Norwood Young America) for two (2) spill pipe installs at a cost not to exceed \$9,450.

No other quotes received.

Shimanski/Krueger motion carried unanimously to approve quote for CD #35 Project #2018-009 from Wuetherich Drainage, Inc. (Norwood Young America) for two (2) spill pipe installs at a cost not to exceed \$9,450.

HUMAN RESOURCES – Deputy Administrator Sheila Murphy

- A) Sheila Murphy requested approval to change Solid Waste (Office Aide) to Administrative Assistant, grade 130, effective 4/3/18. Office Aide has been performing the job duties at a level of Administrative Assistant after the Green Forest contract and changes; this is in response to position duties currently in place.

Wright/Krueger motion carried unanimously to change Solid Waste (Office Aide) to Administrative Assistant, grade 130, effective 4/3/18 with the understanding that if restructuring takes place position could revert back to Office Aide.

ASSESSORS OFFICE – Assessor Sue Schulz

- A) Sue Schulz requested approval of reduction from \$201,800 to \$155,300 for parcel 22.069.0090 that filed tax court petition for taxes payable in 2018.

Wright/Krueger motion carried unanimously to approve tax court petition for taxes payable in 2018 reducing from \$201,800 to \$155,300 on parcel 22.069.0090 and authorize Michael Junge to sign settlement agreement on behalf of the County.

ATTORNEYS OFFICE – Attorney Mike Junge

- A) Mike Junge requested appointment of Ann Goering, attorney with Ratwik, Roszak & Maloney P.A. to assist with an employee investigation and litigation at a cost not to exceed \$10,000.

Nagel/Pohlmeier motion carried unanimously to appoint Ann Goering, attorney with Ratwik, Roszak & Maloney P.A. to assist with an employee investigation and litigation at a cost not to exceed \$10,000.

DEPARTMENT OF NATURAL RESOURCES – Assistant Regional Wildlife Manager Joe Stangel

- A) Joe Stangel notified the board that Pheasants Forever has received an appropriation from the Legislature as recommended by the Lessard-Sams Outdoor Heritage Council to purchase a 107.45-acre tract of land in McLeod County as State Wildlife Management Area (WMA). The land will be donated to the state and become part of the Spiering Wildlife Management Area.

State of Minnesota Payments in Lieu of Taxes (PILT) payments will be made to McLeod County when this parcel becomes state WMA land. The 2017

property taxes were \$2,894.00; the annual PILT payment from the State to McLeod County on this land would be \$5,641.13.

COUNTY ADMINISTRATION

- A) Commissioner Nagel requested approval to govern the Meeker-McLeod-Sibley Community Health Services by delegation, rather than full integration of the three counties' health services department into one agency. Primary reasoning's being a desire for local control and to keep the three counties together.

Commissioner Nagel prefaced the discussion by noting that commissioners from each of the three counties had attended a 2 ½ hour workshop to discuss the advantages and disadvantages of governing the coalition by delegation as opposed to full integration. Under the current delegation system each county appoints commissioners as delegates to a community health services board, which then brings back recommendations for full board approval from each of the county boards.

Wright/Krueger motion carried to govern the Meeker-McLeod-Sibley Community Health Services by delegation, rather than full integration of the three counties' health services department into one agency.

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

- B) Cindy Ford requested approval to purchase a Ricoh MP C4504EX from Metro Sales Inc. (Minneapolis, MN) for a cost of \$10,567 with funding coming from Capital Equipment Notes.

Nagel/Pohlmeier motion carried unanimously to approve the purchase of a Ricoh MP C4504EX from Metro Sales Inc. (Minneapolis, MN) for a cost of \$10,567 with funding coming from Capital Equipment Notes.

- C) Commissioner Nagel requested acceptance of resignation for Cindy Schultz Ford as County Auditor-Treasurer.

Pohlmeier/Krueger motion carried unanimously to accept resignation of Cindy Schultz Ford as County Auditor-Treasurer.

- D) Cindy Ford requested adoption of Resolution 18-CB-15 to appoint Connie Kurtzweg as Interim County Auditor-Treasurer.

Krueger/Shimanski motion carried unanimously to adopt Resolution 18-CB-15 to appoint Connie Kurtzweg as Interim County Auditor-Treasurer.

E) Sheila Murphy notified the board of the upcoming Student Government Day which will take place on April 17th. Schedule of events include: students to attend board meeting, tour of the courthouse and jail, lunch at the courthouse and attend Courtroom 3 dedication and Tudhope Family plaque dedication.

Wright/Pohlmeier motion carried unanimously to recess at 10:22 a.m. until 9:00 a.m. April 17, 2018 at the Glencoe City Center.

ATTEST:

Joe Nagel, Board Chair

Cindy Schultz Ford, Interim County Administrator

MCLEOD COUNTY
BOARD OF COMMISSIONERS
SYNOPSIS – April 3, 2018

1. Commissioners Nagel, Krueger, Pohlmeier, Wright and Shimanski were present.
2. Krueger/Pohlmeier motion carried unanimously to approve the agenda as revised.
3. Shimanski/Pohlmeier motion carried unanimously to approve the consent agenda including March 20, 2018 Meeting Minutes and Synopsis; March 16, 2018 Auditor's Warrants; March 23, 2018 Auditor's Warrants; Approve the Hazardous Materials Emergency Preparedness (HMEP) grant which will be used to hold a class on Managing the HAZMAT Incident; Accept payment from Nelson Auto Center of Fergus Falls MN to correct overpayments made to them over the last several years.
4. Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$66,211.66 from the aforementioned funds.
5. Shimanski/Pohlmeier motion carried unanimously to award CP 18-000-01, Countywide pavement marking, CP 18-000-02, Countywide seal coat project and fairgrounds parking lots fog sealing to Scott Construction (Lake Delton, WI) with a low bid of \$386,214.04.
6. Nagel/Wright motion carried unanimously to hire Haugen Architecture, Inc. (Hutchinson, MN) to design the new 80'x100' show arena expansion at a cost not to exceed \$8,000.
7. Wright/Pohlmeier motion carried unanimously to advertise for bids for Show Arena Expansion.
8. Shimanski/Krueger motion carried unanimously to adopt Resolution 18-CB-16 that supports projects on U.S. Highway 212 within McLeod County that were submitted for MnDOT's Corridors of Commerce (COC) Program.
9. Wright/Pohlmeier motion carried unanimously to approve quote for \$18,389.40 from Allstates Pavement Recycling and Stabilization (Rogers, MN) for micro milling about a mile of County Road 54 (Tagus Avenue) between CR 87 and Sunset Circle.
10. Shimanski/Krueger motion carried unanimously to approve quote for CD #11 Project #2018-006 from Luedtke Contracting (Hutchinson, MN) for repair of embankment-East of Dairy Avenue at a cost of \$9,930.
11. Wright/Pohlmeier motion carried unanimously to approve quote for CD #64 Project #2018-007 from Tree Top Clearing, Inc. (Delano, MN) tree removal and treatment of stumps at a cost of \$8,680.
12. Shimanski/Krueger motion carried unanimously to approve quote for CD #37 Project #2018-008 from Ewert Tiling (Hutchinson, MN) for inspection pipe camera work at a cost of \$3,050.

13. Shimanski/Krueger motion carried unanimously to approve quote for CD #35 Project #2018-009 from Wuetherich Drainage, Inc. (Norwood Young America) for two (2) spill pipe installs at a cost not to exceed \$9,450.
14. Wright/Krueger motion carried unanimously to change Solid Waste (Office Aide) to Administrative Assistant, grade 130, effective 4/3/18 with the understanding that if restructuring takes place position could revert back to Office Aide.
15. Wright/Krueger motion carried unanimously to approve tax court petition for taxes payable in 2018 reducing from \$201,800 to \$155,300 on parcel 22.069.0090 and authorize Michael Junge to sign settlement agreement on behalf of the County.
16. Nagel/Pohlmeier motion carried unanimously to appoint Ann Goering, attorney with Ratwik, Roszak & Maloney P.A. to assist with an employee investigation and litigation at a cost not to exceed \$10,000.
17. Wright/Krueger motion carried to govern the Meeker-McLeod-Sibley Community Health Services by delegation, rather than full integration of the three counties' health services department into one agency. Roll Call: Pohlmeier – Yes, Nagel – Yes, Shimanski – No, Krueger – Yes, Wright – Yes.
18. Nagel/Pohlmeier motion carried unanimously to approve the purchase of a Ricoh MP C4504EX from Metro Sales Inc. (Minneapolis, MN) for a cost of \$10,567 with funding coming from Capital Equipment Notes.
19. Pohlmeier/Krueger motion carried unanimously to accept resignation of Cindy Schultz Ford as County Auditor-Treasurer.
20. Krueger/Shimanski motion carried unanimously to adopt Resolution 18-CB-15 to appoint Connie Kurtzweg as Interim County Auditor-Treasurer.

Complete minutes are on file in the County Administrator's Office. The meeting recessed at 10:22 a.m. until April 17, 2018.

Attest:

Joe Nagel, Board Chair

Cindy Schultz Ford, Interim County Administrator

POOL
3/29/18

8:43AM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 1

Print List in Order By: 2

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

Page Break By: 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

POOL
3/29/18 8:43AM
1 GENERAL REVENUE FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 2

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
143	DEPT			LICENSE BUREAU		
6	147 BUREAU OF CRIMINAL APPREHENSION		32.00	BACKGROUND CHECK	B POOL	OTHER SERVICES & CHARGES
2	01-143-000-0000-6350		32.00	BACKGROUND CHECK	C DONNAY	OTHER SERVICES & CHARGES
1	01-143-000-0000-6350		32.00	BACKGROUND CHECK	C POPELKA	OTHER SERVICES & CHARGES
8	01-143-000-0000-6350		32.00	BACKGROUND CHECK	D THUNSTROM	OTHER SERVICES & CHARGES
3	01-143-000-0000-6350		32.00	BACKGROUND CHECK	J BETSINGER	OTHER SERVICES & CHARGES
5	01-143-000-0000-6350		32.00	BACKGROUND CHECK	K HAUSLADEN	OTHER SERVICES & CHARGES
4	01-143-000-0000-6350		32.00	BACKGROUND CHECK	L REINITZ	OTHER SERVICES & CHARGES
7	01-143-000-0000-6350		32.00	BACKGROUND CHECK	S BUCKENTIN	OTHER SERVICES & CHARGES
	147 BUREAU OF CRIMINAL APPREHENSION		256.00		8 Transactions	
143	DEPT Total:		256.00	LICENSE BUREAU	1 Vendors	8 Transactions
1	Fund Total:		256.00	GENERAL REVENUE FUND		8 Transactions
	Final Total:		256.00	1 Vendors	8 Transactions	

POOL
3/29/18

8:43AM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

Recap by Fund

	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	256.00	GENERAL REVENUE FUND
All Funds		256.00	Total
			Approved by,

POOL
3/30/18

8:13AM

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 1

Print List in Order By: 2

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

Page Break By: 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

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	Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT				...		
16	4187 COAST PROFESSIONAL INC	01-000-000-0000-2055		323.45	GARNISHMENT 03/04/2018	03/17/2018	GARNISHMENTS PAYABLE
	4187 COAST PROFESSIONAL INC			323.45		1 Transactions	
171	3754 MCLEOD SIBLEY HEALTH INSURANCE	01-000-000-0000-2045		113,068.89	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
170	3754 MCLEOD SIBLEY HEALTH INSURANCE	01-000-000-0000-2052		3,311.00	MEDICAL PREMIUM 04/01/2018	04/30/2018	COBRA HEALTH INSURANCE PAYABLE
	4388 METLIFE			116,379.89		2 Transactions	
184	4388 METLIFE	01-000-000-0000-2049		1,014.60	MARCH PREMIUM-CRITICAL ILLNESS	0200948	LIFE INSURANCE PAYABLE
185		01-000-000-0000-2049		101.40	MARCH PREMIUM-CRITICAL ILLNESS	0200948	LIFE INSURANCE PAYABLE
186		01-000-000-0000-2049		275.06	MARCH PREMIUM ACCIDENT	0200948	LIFE INSURANCE PAYABLE
187		01-000-000-0000-2049		610.26	MARCH PREMIUM HOSPITAL	0200948	LIFE INSURANCE PAYABLE
188		01-000-000-0000-2049		1,014.60	APRIL PREMIUM CRITICAL ILLNESS	0200948	LIFE INSURANCE PAYABLE
189		01-000-000-0000-2049		101.40	APRIL PREMIUM CRITICAL ILLNESS	0200948	LIFE INSURANCE PAYABLE
190		01-000-000-0000-2049		275.06	APRIL PREMIUM ACCIDENT	0200948	LIFE INSURANCE PAYABLE
191		01-000-000-0000-2049		610.26	APRIL PREMIUM HOSPITAL	0200948	LIFE INSURANCE PAYABLE
	4388 METLIFE			4,002.64		8 Transactions	
86	3028 MINNESOTA CHILD SUPPORT PAYMENT	01-000-000-0000-2056		317.48	CHILD SUPPORT 03/04/2018	03/17/2018	001124208702 CHILD SUPPORT GARNISHMENT PAYABLE
89		01-000-000-0000-2056		384.40	CHILD SUPPORT 03/04/2018	03/17/2018	001412297601 CHILD SUPPORT GARNISHMENT PAYABLE
85		01-000-000-0000-2056		257.96	CHILD SUPPORT 03/04/2018	03/17/2018	001447664801 CHILD SUPPORT GARNISHMENT PAYABLE
87		01-000-000-0000-2056		130.13	CHILD SUPPORT 03/04/2018	03/17/2018	001499730601 CHILD SUPPORT GARNISHMENT PAYABLE
88		01-000-000-0000-2056		329.48	CHILD SUPPORT 03/04/2018	03/17/2018	001530953002 CHILD SUPPORT GARNISHMENT PAYABLE
	3028 MINNESOTA CHILD SUPPORT PAYMENT			1,419.45		5 Transactions	
205	4381 RELIANCE STANDARD	01-000-000-0000-2041		1,547.92	STD PREMIUM		SHORT TERM DISABILITY PAYABLE

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216	01-000-000-0000-2049		1,843.22	03/01/2018 03/31/2018 LIFE PREMIUM		LIFE INSURANCE PAYABLE
193	01-000-000-0000-2050		1,564.68	03/01/2018 03/31/2018 LTD PREMIUM		LONG TERM DISABILITY PAYABLE
215	01-000-000-0000-2053		10.70	03/01/2018 03/31/2018 LIFE PREMIUM		COBRA LIFE INSURANCE PAYABLE
4381	RELIANCE STANDARD		4,966.52	03/01/2018 03/31/2018 4 Transactions		
0	DEPT Total:		127,091.95	...	5 Vendors	20 Transactions
3	DEPT 5281 TASC			COUNTY WIDE		
135	01-003-000-0000-6350		447.10	HSA PLAN ADMINISTRATION 05/01/2018 05/31/2018	IN1237697	OTHER SERVICES & CHARGES
136	01-003-000-0000-6350		428.56	FSA ADMINISTRATION 05/01/2018 05/31/2018	IN1237697	OTHER SERVICES & CHARGES
137	01-003-000-0000-6350		88.00	FSA CLAIM CARD FEES 05/01/2018 05/31/2018	IN1237697	OTHER SERVICES & CHARGES
5281	TASC		963.66	3 Transactions		
3	DEPT Total:		963.66	COUNTY WIDE	1 Vendors	3 Transactions
13	DEPT 3146 MELCHERT HUBERT SJODIN PLLP			COURT ADMINISTRATOR'S		
50	01-013-000-0000-6273		7.50	COURT APPT AA PR-16-350	137019	COURT APPT ATTY-OTHER
51	01-013-000-0000-6272		210.00	COURT APPT LN/ZK/SP JV-17-188	137020	COURT APPT ATTY-DEP/NEG/TER
52	01-013-000-0000-6272		82.50	COURT APPT DS/WS JV-17-212	137021	COURT APPT ATTY-DEP/NEG/TER
53	01-013-000-0000-6272		285.00	COURT APPT AF/GF JV-17-282	137027	COURT APPT ATTY-DEP/NEG/TER
60	01-013-000-0000-6272		15.00	COURT APPT RH/LH/JV-12-2015	137133	COURT APPT ATTY-DEP/NEG/TER
54	01-013-000-0000-6272		240.00	COURT APPT SV/KV JV-15-68	137138	COURT APPT ATTY-DEP/NEG/TER
55	01-013-000-0000-6272		30.00	COURT APPT NJ JV-16-84/17-277	137145	COURT APPT ATTY-DEP/NEG/TER
56	01-013-000-0000-6272		165.00	COURT APPT JR/MR JV-16-118	137149	COURT APPT ATTY-DEP/NEG/TER
57	01-013-000-0000-6272		180.00	COURT APPT IR JV-17-233	137168	COURT APPT ATTY-DEP/NEG/TER
58	01-013-000-0000-6272		82.50	COURT APPT BH/NC JV-17-256	137169	COURT APPT ATTY-DEP/NEG/TER
59	01-013-000-0000-6272		562.50	COURT APPT JB/DB/LK JV-17-257	137170	COURT APPT ATTY-DEP/NEG/TER
49	01-013-000-0000-6273		255.00	COURT APPT DL PR-18-32	137175	COURT APPT ATTY-OTHER
71	01-013-000-0000-6272		450.00	COURT APPT HM/AJ/JB JV-16-201	137271	COURT APPT ATTY-DEP/NEG/TER

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72	01-013-000-0000-6272		60.00	COURT APPT HM/AJ/JB JV-16-201	137272	COURT APPT ATTY-DEP/NEG/TER
61	01-013-000-0000-6273		285.00	COURT APPT BGS FA-14-1088	137276	COURT APPT ATTY-OTHER
62	01-013-000-0000-6273		30.00	COURT APPT DP FA-13-373	137277	COURT APPT ATTY-OTHER
73	01-013-000-0000-6272		363.75	COURT APPT AH/CV/JP JV-17-63	137279	COURT APPT ATTY-DEP/NEG/TER
74	01-013-000-0000-6272		652.50	COURT APPT AC/JS JV-17-67	137281	COURT APPT ATTY-DEP/NEG/TER
63	01-013-000-0000-6273		60.00	COURT APPT JL FA-09-1622	137282	COURT APPT ATTY-OTHER
75	01-013-000-0000-6272		90.00	COURT APPT AD/MS/GM JV-17-203	137285	COURT APPT ATTY-DEP/NEG/TER
76	01-013-000-0000-6272		105.00	COURT APPT RB/DJ/JL JV-17-230	137286	COURT APPT ATTY-DEP/NEG/TER
64	01-013-000-0000-6273		75.00	COURT APPT JB F3-06-50039	137287	COURT APPT ATTY-OTHER
65	01-013-000-0000-6273		22.50	COURT APPT MS FA-11-170	137290	COURT APPT ATTY-OTHER
66	01-013-000-0000-6273		412.50	COURT APPT JC PR-18-124	137291	COURT APPT ATTY-OTHER
67	01-013-000-0000-6273		585.00	COURT APPT AZ FA-17-1281	137293	COURT APPT ATTY-OTHER
68	01-013-000-0000-6273		322.50	COURT APPT BE FA-09-1164	137294	COURT APPT ATTY-OTHER
69	01-013-000-0000-6273		60.00	COURT APPT MM FA-18-196	137295	COURT APPT ATTY-OTHER
70	01-013-000-0000-6273		390.00	COURT APPT BB PR-18-319	137299	COURT APPT ATTY-OTHER
3146	MELCHERT HUBERT SJODIN PLLP		6,078.75	28 Transactions		
377	THE LAW OFFICE OF TROY A SCOTTING					
141	01-013-000-0000-6273		30.00	COURT APPOINT	F1-06-983	COURT APPT ATTY-OTHER
145	01-013-000-0000-6273		75.00	COURT APPOINT	FA-13-1410	COURT APPT ATTY-OTHER
146	01-013-000-0000-6273		15.00	COURT APPOINT	FA-15-858	COURT APPT ATTY-OTHER
147	01-013-000-0000-6273		225.00	COURT APPOINT	FA-17-1281	COURT APPT ATTY-OTHER
142	01-013-000-0000-6273		90.00	COURT APPOINT	FA-17-1505	COURT APPT ATTY-OTHER
144	01-013-000-0000-6273		60.00	COURT APPOINT	FA-17-1720	COURT APPT ATTY-OTHER
143	01-013-000-0000-6273		187.50	COURT APPOINT	FA-18-165	COURT APPT ATTY-OTHER
154	01-013-000-0000-6272		30.00	COURT APPOINT SG/ES	JV-16-161	COURT APPT ATTY-DEP/NEG/TER
153	01-013-000-0000-6272		45.00	COURT APPOINT KR/RB/SS	JV-16-227	COURT APPT ATTY-DEP/NEG/TER
152	01-013-000-0000-6272		292.50	COURT APPONT LN/ZK/SP	JV-17-188	COURT APPT ATTY-DEP/NEG/TER
150	01-013-000-0000-6272		435.00	COURT APPONT IR	JV-17-233	COURT APPT ATTY-DEP/NEG/TER
149	01-013-000-0000-6272		382.50	COURT APPOINT JB/DB/LK	JV-17-257	COURT APPT ATTY-DEP/NEG/TER
148	01-013-000-0000-6272		2,745.00	COURT APPOINT AS/DB/JJ	JV-17-95	COURT APPT ATTY-DEP/NEG/TER
151	01-013-000-0000-6272		397.50	COURT APPOINT BC/JP/PR	JV-18-25	COURT APPT ATTY-DEP/NEG/TER
377	THE LAW OFFICE OF TROY A SCOTTING		5,010.00	14 Transactions		
13	DEPT Total:		11,088.75	COURT ADMINISTRATOR'S	2 Vendors	42 Transactions
31	DEPT			COUNTY ADMINISTRATOR'S		
908	MINNESOTA COUNTIES INTERGOVERNMENTAL					
94	01-031-000-0000-6245		65.00	LAW ENFORCEMENT SEMINAR-SM	SEM636	DUES AND REGISTRATION FEES

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95	01-031-000-0000-6245		65.00	LAW ENFORCEMENT SEMINAR-KJ	SEM636	DUES AND REGISTRATION FEES
	908 MINNESOTA COUNTIES INTERGOVERNMENTAL		130.00	2 Transactions		
31	DEPT Total:		130.00	COUNTY ADMINISTRATOR'S	1 Vendors	2 Transactions
76	DEPT			CENTRAL SERVICES-COUNTY WIDE		
5918	CENTURY LINK					
14	01-076-000-0000-6203		55.78	CIRCUIT CHARGE	66XCD6-S-18074	COMMUNICATIONS
5918	CENTURY LINK		55.78		1 Transactions	
5906	CENTURYLINK					
12	01-076-000-0000-6203		307.47	LOCAL SERVICE 03/18/2018	313623769 04/17/2018	COMMUNICATIONS
11	01-076-000-0000-6203		2,461.51	LOCAL SERVICE 03/18/2018	314019358 04/17/2018	COMMUNICATIONS
5906	CENTURYLINK		2,768.98		2 Transactions	
3652	ELITE LOCK & KEY					
25	01-076-000-0000-6338		105.00	KEYS/KEYLESS ENTRY	18014	MOTOR POOL EXPENSES
26	01-076-000-0000-6338		32.50	SERVICE FEE	18014	MOTOR POOL EXPENSES
3652	ELITE LOCK & KEY		137.50		2 Transactions	
1857	METRO SALES INC					
82	01-076-000-0000-6321		181.31	COPIER MAINT MPC4504-JAIL	INV1036542	MAINTENANCE AGREEMENTS
83	01-076-000-0000-6321		444.27	COPIER MAINT MPC6004-A/T	INV1036542	MAINTENANCE AGREEMENTS
1857	METRO SALES INC		625.58		2 Transactions	
76	DEPT Total:		3,587.84	CENTRAL SERVICES-COUNTY WIDE	4 Vendors	7 Transactions
91	DEPT			COUNTY ATTORNEY'S		
902	MEEKER COUNTY SHERIFFS OFFICE					
47	01-091-000-0000-6350		70.00	SVC OF DOC	2018-101	OTHER SERVICES & CHARGES
902	MEEKER COUNTY SHERIFFS OFFICE		70.00		1 Transactions	
60963	SEVEN COUNTY PROCESS SERVERS LLC					
122	01-091-000-0000-6350		55.00	SVC OF DOC	20150510	OTHER SERVICES & CHARGES
60963	SEVEN COUNTY PROCESS SERVERS LLC		55.00		1 Transactions	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
				Service Dates			
91	DEPT Total:		125.00	COUNTY ATTORNEY'S		2 Vendors	2 Transactions
103	DEPT			COUNTY ASSESSOR'S			
	8564 OFFICE DEPOT INC						
105	01-103-000-0000-6402		61.95	OFFOCE SUPPLIES		114065539001	OFFICE SUPPLIES
	8564 OFFICE DEPOT INC		61.95		1 Transactions		
103	DEPT Total:		61.95	COUNTY ASSESSOR'S		1 Vendors	1 Transactions
111	DEPT			COURTHOUSE BUILDING			
	3652 ELITE LOCK & KEY						
24	01-111-000-0000-6425		687.51	DOOR CLOSURES		18014	REPAIR AND MAINTENANCE SUPPLIES
27	01-111-000-0000-6425		32.50	SERVICE FEE		18014	REPAIR AND MAINTENANCE SUPPLIES
	3652 ELITE LOCK & KEY		720.01		2 Transactions		
	561 FASHION INTERIORS						
28	01-111-000-0000-6425		733.16	PAINT/SUPPLIES PROBATION OFF			REPAIR AND MAINTENANCE SUPPLIES
	561 FASHION INTERIORS		733.16		1 Transactions		
	3375 FOSTER MECHANICAL						
30	01-111-000-0000-6303		989.60	REPLACED SHOWER VALVE		10809	REPAIR AND MAINTENANCE SERVICES
	3375 FOSTER MECHANICAL		989.60		1 Transactions		
	3819 PAAPE COMPANIES INC						
106	01-111-000-0000-6303		1,511.20	BOILER REPAIR		51934	REPAIR AND MAINTENANCE SERVICES
	3819 PAAPE COMPANIES INC		1,511.20		1 Transactions		
111	DEPT Total:		3,953.97	COURTHOUSE BUILDING		4 Vendors	5 Transactions
116	DEPT			HEALTH AND HUMAN SERVICES BUILDII			
	3375 FOSTER MECHANICAL						
29	01-116-000-0000-6303		102.64	RESET TOILET HHS		10811	REPAIR AND MAINTENANCE SERVICES
	3375 FOSTER MECHANICAL		102.64		1 Transactions		
	869 HILLYARD HUTCHINSON						
37	01-116-000-0000-6415		879.27	CLEANING SUPPLIES		602918773	CLEANING SUPPLIES
36	01-116-000-0000-6415		79.32	TOWEL/WORXWELL		602920010	CLEANING SUPPLIES

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	869	HILLYARD HUTCHINSON		958.59			2 Transactions
116	DEPT Total:			1,061.23	HEALTH AND HUMAN SERVICES BUILD	2 Vendors	3 Transactions
201	DEPT				COUNTY SHERIFF'S OFFICE		
4	1242	ASSOCIATION OF TRAINING 01-201-206-0000-6360		500.00	FTO BASICS-REYNOLDS 05/07/2018	107689630 05/11/2018	TRAINING - PATROL
	1242	ASSOCIATION OF TRAINING		500.00		1 Transactions	
31	337	GALLS AN ARAMARK COMPANY 01-201-000-0000-6145		49.60	UNIFORM-A LIEPOLD	009479800	UNIFORM ALLOWANCE
32	337	01-201-000-0000-6145		46.28	UNIFORM-A LIEPOLD	009510933	UNIFORM ALLOWANCE
	337	GALLS AN ARAMARK COMPANY		95.88		2 Transactions	
43	1502	KEEPRS INC 01-201-000-0000-6145		117.02	INITILA UNIFORM-JURGENSEN	372100-01	UNIFORM ALLOWANCE
	1502	KEEPRS INC		117.02		1 Transactions	
44	566	LAW ENFORCEMENT TECHNOLOGY GRO 01-201-000-0000-6321		2,700.00	2 MOBILE LICENSES	INV326	MAINTENANCE AGREEMENTS
	566	LAW ENFORCEMENT TECHNOLOGY GRO		2,700.00		1 Transactions	
48	4333	MEEKER-MCLEOD-SIBLEY CHS 01-201-000-0000-6241		15.00	BOOTH FOR WALK OF LIFE 03/20/2018	03/20/2018	PRINTING AND PUBLISHING
	4333	MEEKER-MCLEOD-SIBLEY CHS		15.00		1 Transactions	
96	908	MINNESOTA COUNTIES INTERGOVERNMENTAL 01-201-201-0000-6360		65.00	LAW ENFORCEMENT SEMINAR-TL	SEM636	TRAINING - ADMINISTRATION
	908	MINNESOTA COUNTIES INTERGOVERNMENTAL		65.00		1 Transactions	
112	2006	RIDGEWATER COLLEGE 01-201-206-0000-6360		34.00	EMR REFRESHER-D CATURIA 03/14/2018	03/14/2018	TRAINING - PATROL
113		01-201-206-0000-6360		34.00	EMR REFRESHER-A DEMEYER 03/14/2018	03/14/2018	TRAINING - PATROL
114		01-201-206-0000-6360		34.00	EMR REFRESHER-B STILES 03/14/2018	03/14/2018	TRAINING - PATROL

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115	01-201-206-0000-6360			34.00	EMR REFRESHER-D OLSON	03/14/2018 03/14/2018	00221380		TRAINING - PATROL	
116	01-201-206-0000-6360			34.00	EMR REFRESHER-S WAWRZYNIAK	03/14/2018 03/14/2018	00221380		TRAINING - PATROL	
117	01-201-206-0000-6360			34.00	EMR REFRESHER-C ROSSOW	03/14/2018 03/14/2018	00221380		TRAINING - PATROL	
2006	RIDGEWATER COLLEGE			204.00				6 Transactions		
4246	TASER INTERNATIONAL									
138	01-201-000-0000-6361			1,300.00	TASER CARTRIDGES		SI-1526695		USE OF FORCE TRAINING EXPENSES	
4246	TASER INTERNATIONAL			1,300.00			1 Transactions			
201	DEPT Total:			4,996.90	COUNTY SHERIFF'S OFFICE		8 Vendors		14 Transactions	
251	DEPT				COUNTY JAIL					
869	HILLYARD HUTCHINSON									
38	01-251-000-0000-6415			164.76	LAUNDRY DETERGENT/BLEACH		602918772		CLEANING SUPPLIES	
869	HILLYARD HUTCHINSON			164.76			1 Transactions			
908	MINNESOTA COUNTIES INTERGOVERNMENTAL									
97	01-251-000-0000-6360			65.00	LAW ENFORCEMENT SEMINAR-SR		SEM636		TRAINING	
908	MINNESOTA COUNTIES INTERGOVERNMENTAL			65.00			1 Transactions			
116	TWIN CITIES ORTHOPEDICS									
155	01-251-000-0000-6268			82.00	OFFICE VISIT-C STUMP		72702705		MEDICAL AID TO PRISONERS	
116	TWIN CITIES ORTHOPEDICS			82.00			02/26/2018 02/26/2018			
6424	YOUNGS						1 Transactions			
157	01-251-000-0000-6425			167.99	DEADBOLTS & CASTERS		623866		REPAIR AND MAINTENANCE SUPPLIES	
6424	YOUNGS			167.99			1 Transactions			
251	DEPT Total:			479.75	COUNTY JAIL		4 Vendors		4 Transactions	
255	DEPT				COUNTY COURT SERVICES					
231	MINNESOTA DEPARTMENT OF CORRECTION									
192	01-255-000-0000-6265	DTG 6		123,650.16	2ND HALF 2017 SALARIES		468229		PROFESSIONAL SERVICES	

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				Service Dates	1 Transactions		
231	MINNESOTA DEPARTMENT OF CORRECT		123,650.16				
255	DEPT Total:		123,650.16	COUNTY COURT SERVICES		1 Vendors	1 Transactions
485	DEPT			COUNTY PUBLIC HEALTH NURSING			
4330	POEPPING/RON						
107	01-485-490-0000-6047		15.04	CHORE SERVICE ID#817101.01 01/28/2018 02/03/2018			CHORE SERVICES
108	01-485-490-0000-6047		18.80	CHORE SERVICE ID#817101.01 02/18/2018 02/24/2018			CHORE SERVICES
109	01-485-490-0000-6047		7.52	CHORE SERVICE ID#817101.01 03/04/2018 03/10/2018			CHORE SERVICES
4330	POEPPING/RON		41.36		3 Transactions		
485	DEPT Total:		41.36	COUNTY PUBLIC HEALTH NURSING		1 Vendors	3 Transactions
520	DEPT			COUNTY PARK'S			
5906	CENTURYLINK						
159	01-520-000-0000-6203		76.59	525 CARETAKER OFFICE PHONE 03/18/2018 04/17/2018		313540758	COMMUNICATIONS
158	01-520-000-0000-6203		66.32	525 SHOP 03/18/2018 04/17/2018		314102204	COMMUNICATIONS
5906	CENTURYLINK		142.91		2 Transactions		
4593	GUGGUSBERG/HEIDI						
160	01-520-000-0000-6810		46.78	REFUND CAMPING		2754	REFUNDS AND REIMBURSEMENTS
4593	GUGGUSBERG/HEIDI		46.78		1 Transactions		
869	HILLYARD HUTCHINSON						
34	01-520-000-0000-6425		25.00	CORD SET		602923556	REPAIR AND MAINTENANCE SUPPLIES
869	HILLYARD HUTCHINSON		25.00		1 Transactions		
5555	L & P SUPPLY COMPANY INC						
162	01-520-000-0000-6425		44.00	REPAIR TO MOWER		189582	REPAIR AND MAINTENANCE SUPPLIES
5555	L & P SUPPLY COMPANY INC		44.00		1 Transactions		
1160	MCLEOD COUNTY AUDITOR TREASURER						
167	01-520-000-0000-6350		1,342.00	#524 TAX PAYMENT		01.015.1100	OTHER SERVICES & CHARGES

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1 GENERAL REVENUE FUND

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						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
166	01-520-000-0000-6350		1,503.61	#525 TAX PAYMENT		03.001.0200	OTHER SERVICES & CHARGES
165	01-520-000-0000-6350		579.79	#522 TAX PAYMENT		05.019.1400	OTHER SERVICES & CHARGES
164	01-520-000-0000-6350		10.46	#522 TAX PAYMENT		05.030.0500	OTHER SERVICES & CHARGES
163	01-520-000-0000-6350		910.22	#521 TAX PAYMENT		07.054.0030	OTHER SERVICES & CHARGES
1160	MCLEOD COUNTY AUDITOR TREASURER		4,346.08		5 Transactions		
268	QUADE ELECTRIC INC						
168	01-520-000-0000-6303		1,700.00	5 REPLACEMENT PEDESTAL	7894		REPAIR AND MAINTENANCE SERVICES
268	QUADE ELECTRIC INC		1,700.00		1 Transactions		
1818	SRF CONSULTING GROUP INC						
169	01-520-000-0000-6350		4,637.20	DAKOTA TRAIL ENGINEERING STUDY	10897.00-6		OTHER SERVICES & CHARGES
1818	SRF CONSULTING GROUP INC		4,637.20		1 Transactions		
520	DEPT Total:		10,941.97	COUNTY PARK'S		7 Vendors	12 Transactions
603	DEPT			COUNTY EXTENSION			
6009	INNOVATIVE OFFICE SOLUTIONS LLC						
39	01-603-000-0000-6402		49.84	PAPER/ENVELOPES/BATTERIES	IN1974736		OFFICE SUPPLIES
6009	INNOVATIVE OFFICE SOLUTIONS LLC		49.84		1 Transactions		
5900	REGENTS OF THE UNIVERSITY OF MINNE						
111	01-603-000-0000-6245		300.00	2018 FAIR ENTRY SUBSCRIPTION	300019820		DUES AND REGISTRATION FEES
5900	REGENTS OF THE UNIVERSITY OF MINNE		300.00		1 Transactions		
3769	UMN EXTENSION REGIONAL OFFICE						
156	01-603-000-0000-6403		20.38	REGIONAL CAMP BROCHURES			PRINTED PAPER SUPPLIES
3769	UMN EXTENSION REGIONAL OFFICE		20.38		1 Transactions		
603	DEPT Total:		370.22	COUNTY EXTENSION		3 Vendors	3 Transactions
1	Fund Total:		288,544.71	GENERAL REVENUE FUND			122 Transactions

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3 ROAD & BRIDGE FUND

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0	DEPT				...		
	3754	MCLEOD SIBLEY HEALTH INSURANCE					
172		03-000-000-0000-2045		20,491.00	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
	3754	MCLEOD SIBLEY HEALTH INSURANCE		20,491.00		1 Transactions	
	3028	MINNESOTA CHILD SUPPORT PAYMENT					
90		03-000-000-0000-2056		174.43	CHILD SUPPORT 03/04/2018	03/17/2018	CHILD SUPPORT GARNISHMENT PAYABLE
	3028	MINNESOTA CHILD SUPPORT PAYMENT		174.43		1 Transactions	
	4381	RELIANCE STANDARD					
206		03-000-000-0000-2041		116.40	STD PREMIUM 03/01/2018	03/31/2018	SHORT TERM DISABILITY PAYABLE
217		03-000-000-0000-2049		524.34	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
194		03-000-000-0000-2050		205.88	LTD PREMIUM 03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
	4381	RELIANCE STANDARD		846.62		3 Transactions	
0	DEPT	Total:		21,512.05	...	3 Vendors	5 Transactions
310	DEPT				HIGHWAY MAINTENANCE		
	3333	CARGILL INC					
10		03-310-000-0000-6505		1,831.65	WINTER SALT 4243 LSATS 23.68T	2904017620	WINTER SALT
9		03-310-000-0000-6505		1,866.46	WINTER SALT 4243 LSATS 24.13T	2904020311	WINTER SALT
8		03-310-000-0000-6505		1,864.91	WINTER SALT 4243 LSATS 24.11T	2904022754	WINTER SALT
	3333	CARGILL INC		5,563.02		3 Transactions	
310	DEPT	Total:		5,563.02	HIGHWAY MAINTENANCE	1 Vendors	3 Transactions
320	DEPT				HIGHWAY CONSTRUCTION		
	9825	SHORT ELLIOTT HENDRICKSON INC					
121		03-320-000-0000-6265		5,695.75	PRELIM ENG JOB #0159	347215	PROFESSIONAL SERVICES
	9825	SHORT ELLIOTT HENDRICKSON INC		5,695.75		1 Transactions	
320	DEPT	Total:		5,695.75	HIGHWAY CONSTRUCTION	1 Vendors	1 Transactions

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3 ROAD & BRIDGE FUND

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	<u>Vendor No.</u>	<u>Name</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Description Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
330	DEPT				HIGHWAY ADMINISTRATION			
	291	SOUTHWEST CHAPTER MSPE						
134		03-330-000-0000-6245		240.00	REGISTRATION FEES			DUES AND REGISTRATION FEES
	291	SOUTHWEST CHAPTER MSPE		240.00		03/23/2018 03/23/2018		1 Transactions
330	DEPT Total:			240.00	HIGHWAY ADMINISTRATION		1 Vendors	1 Transactions
340	DEPT				HIGHWAY EQUIPMENT MAINTENANCE			
	7216	ARNOLDS OF GLENCOE INC						
2		03-340-000-0000-6610		12,000.00	2018 KUHN DISK MOWER		58091	CAPITAL - OVER \$5,000 (FIXED ASSETS)
3		03-340-000-0000-6610		4,700.00-	TRADE IN #6426		58091	CAPITAL - OVER \$5,000 (FIXED ASSETS)
	7216	ARNOLDS OF GLENCOE INC		7,300.00				2 Transactions
	2825	MENARDS HUTCHINSON						
77		03-340-000-0000-6590		6.99	GLENCOE SHOP SUPPLIES IN#31097		ACCT#31550277	TOOLS & SHOP MATERIALS
78		03-340-000-0000-6590		27.99	MECH SHOP SUPPLIS INV#30553		ACCT#31550277	TOOLS & SHOP MATERIALS
79		03-340-000-0000-6590		34.96	MECH SHOP SUPPLIS INV#30770		ACCT#31550277	TOOLS & SHOP MATERIALS
80		03-340-000-0000-6590		12.22	SLATS SHOP SUPPLIES INV#31028		ACCT#31550277	TOOLS & SHOP MATERIALS
81		03-340-000-0000-6590		40.85	SLATS SHOP SUPPLIES INV#31136		ACCT#31550277	TOOLS & SHOP MATERIALS
	2825	MENARDS HUTCHINSON		123.01				5 Transactions
	5253	NORTH CENTRAL INTERNATIONAL						
102		03-340-000-0000-6303		1,567.50	LABOR		25545	REPAIR AND MAINTENANC SERVICES
101		03-340-000-0000-6425		4,164.73	PARTS		25545	REPAIR AND MAINTENANCE SUPPLIES
	5253	NORTH CENTRAL INTERNATIONAL		5,732.23				2 Transactions
	1746	NUSS TRUCK & EQUIPMENT						
103		03-340-000-0000-6425		159.82	PARTS		2178056P	REPAIR AND MAINTENANCE SUPPLIES
	1746	NUSS TRUCK & EQUIPMENT		159.82				1 Transactions
	1087	O REILLY AUTOMOTIVE INC						
104		03-340-000-0000-6425		92.28	PARTS		1522-468592	REPAIR AND MAINTENANCE SUPPLIES
	1087	O REILLY AUTOMOTIVE INC		92.28				1 Transactions
	7118	RUNNINGS SUPPLY INC						
118		03-340-000-0000-6590		171.72	HATS SHOP SUPPLIES		4531922	TOOLS & SHOP MATERIALS
119		03-340-000-0000-6425		30.00	TRUCK BOX EXCHANGE		4537375	REPAIR AND MAINTENANCE SUPPLIES

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3 ROAD & BRIDGE FUND

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7118	RUNNINGS SUPPLY INC		201.72	2 Transactions	
340	DEPT Total:		13,609.06	HIGHWAY EQUIPMENT MAINTENANCE	6 Vendors
3	Fund Total:		46,619.88	ROAD & BRIDGE FUND	13 Transactions
					23 Transactions

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5 SOLID WASTE FUND

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391	DEPT				SOLID WASTE TIP FEE		
	869	HILLYARD HUTCHINSON					
35		05-391-000-0000-6415		33.20	LINERS 12-16 GAL	602923555	CLEANING SUPPLIES
	869	HILLYARD HUTCHINSON		33.20		1 Transactions	
	3754	MCLEOD SIBLEY HEALTH INSURANCE					
173		05-391-000-0000-2045		1,262.00	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
	3754	MCLEOD SIBLEY HEALTH INSURANCE		1,262.00		1 Transactions	
	4381	RELIANCE STANDARD					
218		05-391-000-0000-2049		81.22	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
	195			18.40	LTD PREMIUM 03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
	4381	RELIANCE STANDARD		99.62		2 Transactions	
391	DEPT Total:			1,394.82	SOLID WASTE TIP FEE	3 Vendors	4 Transactions
393	DEPT				MATERIALS RECOVERY FACILITY		
	3754	MCLEOD SIBLEY HEALTH INSURANCE					
174		05-393-000-0000-2045		0.01-	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
	3754	MCLEOD SIBLEY HEALTH INSURANCE		0.01-		1 Transactions	
	4381	RELIANCE STANDARD					
219		05-393-000-0000-2049		1.32	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
	4381	RELIANCE STANDARD		1.32		1 Transactions	
393	DEPT Total:			1.31	MATERIALS RECOVERY FACILITY	2 Vendors	2 Transactions
397	DEPT				HOUSEHOLD HAZARDOUS WASTE		
	4435	ACCOUNT CONTROL TECHNOLOGY INC					
1		05-397-000-0000-2055		60.70	GARNISHMENT 03/04/2018	03/17/2018	GARNISHMENTS PAYABLE
	4435	ACCOUNT CONTROL TECHNOLOGY INC		60.70		1 Transactions	

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5 SOLID WASTE FUND

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3754	MCLEOD SIBLEY HEALTH INSURANCE 05-397-000-0000-2045		121.12	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
175	MCLEOD SIBLEY HEALTH INSURANCE		121.12		1 Transactions	
3028	MINNESOTA CHILD SUPPORT PAYMENT 05-397-000-0000-2056		268.57	CHILD SUPPORT 03/04/2018	001492611501 03/17/2018	CHILD SUPPORT GARNISHMENT PAYABLE
91	MINNESOTA CHILD SUPPORT PAYMENT		268.57		1 Transactions	
4381	RELIANCE STANDARD 05-397-000-0000-2041		49.20	STD PREMIUM 03/01/2018	03/31/2018	SHORT TERM DISABILITY PAYABLE
220	05-397-000-0000-2049		50.62	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
196	05-397-000-0000-2050		11.50	LTD PREMIUM 03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
4381	RELIANCE STANDARD		111.32		3 Transactions	
397	DEPT Total:		561.71	HOUSEHOLD HAZARDOUS WASTE	4 Vendors	6 Transactions
5	Fund Total:		1,957.84	SOLID WASTE FUND		12 Transactions

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11 HUMAN SERVICE FUND

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		<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
420	DEPT					INCOME MAINTENANCE			
	6009	INNOVATIVE OFFICE SOLUTIONS LLC							
41		11-420-600-0010-6402			12.07	PAPER		IN1968897	OFFICE SUPPLIES
42		11-420-600-0010-6402			5.35	PAPER		IN1972933	OFFICE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTIONS LLC			17.42		2 Transactions		
	3754	MCLEOD SIBLEY HEALTH INSURANCE							
176		11-420-000-0000-2045			17,290.74	MEDICAL PREMIUM			HEALTH INSURANCE PAYABLE
	3754	MCLEOD SIBLEY HEALTH INSURANCE			17,290.74		04/01/2018 04/30/2018		
							1 Transactions		
	12138	REDUCED RATE LONG DISTANCE LLC							
110		11-420-600-0010-6203			8.70	REDUCED RATE		159483	COMMUNICATIONS/POSTAGE
	12138	REDUCED RATE LONG DISTANCE LLC			8.70		1 Transactions		
	4381	RELIANCE STANDARD							
208		11-420-000-0000-2041			270.57	STD PREMIUM			SHORT TERM DISABILITY PAYABLE
						03/01/2018	03/31/2018		
221		11-420-000-0000-2049			497.43	LIFE PREMIUM			LIFE INSURANCE PAYABLE
						03/01/2018	03/31/2018		
197		11-420-000-0000-2050			175.47	LTD PREMIUM			LONG TERM DISABILITY PAYABLE
						03/01/2018	03/31/2018		
	4381	RELIANCE STANDARD			943.47		3 Transactions		
	2589	SHI INTERNATIONAL CORP							
123		11-420-600-0010-6612			253.50	DOCKING STATIONS		B07843352	CAPITAL - \$100-\$5,000 (INVENTORY)
124		11-420-600-0010-6612			8,655.00	DESKTOPS		B07860771	CAPITAL - \$100-\$5,000 (INVENTORY)
125		11-420-600-0010-6612			346.20	DESKTOPS		B07860771	CAPITAL - \$100-\$5,000 (INVENTORY)
126		11-420-600-0010-6612			173.10	DESKTOPS		B07867391	CAPITAL - \$100-\$5,000 (INVENTORY)
127		11-420-600-0010-6612			1,189.50	NOTEBOOKS		B07868970	CAPITAL - \$100-\$5,000 (INVENTORY)
	2589	SHI INTERNATIONAL CORP			10,617.30		5 Transactions		
420	DEPT Total:				28,877.63	INCOME MAINTENANCE		5 Vendors	12 Transactions
	430	DEPT				INDIVIDUAL AND FAMILY SOCIAL SERVI			
	6009	INNOVATIVE OFFICE SOLUTIONS LLC							
41		11-430-700-0010-6402			28.18	PAPER		IN1968897	OFFICE SUPPLIES
42		11-430-700-0010-6402			12.50	PAPER		IN1972933	OFFICE SUPPLIES

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11 HUMAN SERVICE FUND

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6009	INNOVATIVE OFFICE SOLUTIONS LLC		40.68		2 Transactions		
3754	MCLEOD SIBLEY HEALTH INSURANCE		45,012.26	MEDICAL PREMIUM			HEALTH INSURANCE PAYABLE
177	11-430-000-0000-2045			04/01/2018	04/30/2018		
3754	MCLEOD SIBLEY HEALTH INSURANCE		45,012.26		1 Transactions		
3028	MINNESOTA CHILD SUPPORT PAYMENT		230.73	CHILD SUPPORT		001486828601	CHILD SUPPORT GARNISHMENT PAYABLE
93	11-430-000-0000-2056			03/04/2018	03/17/2018		
92	11-430-000-0000-2056		1,337.65	CHILD SUPPORT		001553354801	CHILD SUPPORT GARNISHMENT PAYABLE
				03/04/2018	03/17/2018		
3028	MINNESOTA CHILD SUPPORT PAYMENT		1,568.38		2 Transactions		
12138	REDUCED RATE LONG DISTANCE LLC		20.29	REDUCED RATE		159483	COMMUNICATIONS/POSTAGE
110	11-430-700-0010-6203						
12138	REDUCED RATE LONG DISTANCE LLC		20.29		1 Transactions		
4381	RELIANCE STANDARD		846.49	STD PREMIUM			SHORT TERM DISABILITY PAYABLE
209	11-430-000-0000-2041			03/01/2018	03/31/2018		
222	11-430-000-0000-2049		1,757.21	LIFE PREMIUM			LIFE INSURANCE PAYABLE
				03/01/2018	03/31/2018		
198	11-430-000-0000-2050		456.93	LTD PREMIUM			LONG TERM DISABILITY PAYABLE
				03/01/2018	03/31/2018		
4381	RELIANCE STANDARD		3,060.63		3 Transactions		
2589	SHI INTERNATIONAL CORP						
128	11-430-700-0010-6612		136.50	DOCKING STATION		B07843352	CAPITAL - \$100-\$5,000 (INVENTORY)
129	11-430-700-0010-6612		807.80	DESKTOPS		B07860771	CAPITAL - \$100-\$5,000 (INVENTORY)
130	11-430-700-0010-6612		1,731.00	DESKTOPS		B07860771	CAPITAL - \$100-\$5,000 (INVENTORY)
131	11-430-700-0010-6612		403.90	DESKTOPS		B07867391	CAPITAL - \$100-\$5,000 (INVENTORY)
132	11-430-700-0010-6612		640.50	NOTEBOOK		B07868970	CAPITAL - \$100-\$5,000 (INVENTORY)
133	11-430-700-0010-6612		915.00	NOTEBOOK		B07869013	CAPITAL - \$100-\$5,000 (INVENTORY)
					6 Transactions		
430	DEPT Total:		54,336.94	INDIVIDUAL AND FAMILY SOCIAL SER	6 Vendors		15 Transactions
450	DEPT			TRI STAR			

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11 HUMAN SERVICE FUND

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3754	MCLEOD SIBLEY HEALTH INSURANCE			MEDICAL PREMIUM			HEALTH INSURANCE PAYABLE
178	11-450-000-0000-2045		8,018.00	04/01/2018	04/30/2018		
3754	MCLEOD SIBLEY HEALTH INSURANCE		8,018.00		1 Transactions		
4381	RELIANCE STANDARD			STD PREMIUM			SHORT TERM DISABILITY PAYABLE
210	11-450-000-0000-2041		316.00	03/01/2018	03/31/2018		
223	11-450-000-0000-2049		450.16	LIFE PREMIUM	03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
199	11-450-000-0000-2050		96.38	LTD PREMIUM	03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
4381	RELIANCE STANDARD		862.54		3 Transactions		
450	DEPT Total:		8,880.54	TRI STAR		2 Vendors	4 Transactions
11	Fund Total:		92,095.11	HUMAN SERVICE FUND			31 Transactions

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21 SWCD FUND

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696	DEPT			SWCD		
	3754 MCLEOD SIBLEY HEALTH INSURANCE					
179	21-696-000-0000-2045		2,805.00	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
	3754 MCLEOD SIBLEY HEALTH INSURANCE		2,805.00		1 Transactions	
	4381 RELIANCE STANDARD					
224	21-696-000-0000-2049		35.78	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
200	21-696-000-0000-2050		8.50	LTD PREMIUM 03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
	4381 RELIANCE STANDARD		44.28		2 Transactions	
696	DEPT Total:		2,849.28	SWCD	2 Vendors	3 Transactions
697	DEPT			DRAINAGE INSPECTOR		
	3754 MCLEOD SIBLEY HEALTH INSURANCE					
180	21-697-000-0000-2045		520.00	MEDICAL PREMIUM 04/01/2018	04/30/2018	HEALTH INSURANCE PAYABLE
	3754 MCLEOD SIBLEY HEALTH INSURANCE		520.00		1 Transactions	
	4381 RELIANCE STANDARD					
211	21-697-000-0000-2041		37.70	STD PREMIUM 03/01/2018	03/31/2018	SHORT TERM DISABILITY PAYABLE
225	21-697-000-0000-2049		34.80	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE INSURANCE PAYABLE
201	21-697-000-0000-2050		22.62	LTD PREMIUM 03/01/2018	03/31/2018	LONG TERM DISABILITY PAYABLE
	4381 RELIANCE STANDARD		95.12		3 Transactions	
697	DEPT Total:		615.12	DRAINAGE INSPECTOR	2 Vendors	4 Transactions
21	Fund Total:		3,464.40	SWCD FUND		7 Transactions

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25 SPECIAL REVENUE FUND

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
15	DEPT			LAW LIBRARY		
	6 MATTHEW BENDER & CO INC					
46	25-015-000-0000-6451		271.00	LAW BOOKS	1015761	Books
	6 MATTHEW BENDER & CO INC		271.00		1 Transactions	
15	DEPT Total:		271.00	LAW LIBRARY	1 Vendors	1 Transactions
225	DEPT			MCLEOD COUNTY SHERIFFS POSSE		
	4246 TASER INTERNATIONAL					
139	25-225-000-0000-6350		1,300.00	TASER CARTRIDGES	SI-1527103	Other Services & Charges
	4246 TASER INTERNATIONAL		1,300.00		1 Transactions	
225	DEPT Total:		1,300.00	MCLEOD COUNTY SHERIFFS POSSE	1 Vendors	1 Transactions
603	DEPT			COUNTY EXTENSION		
	6009 INNOVATIVE OFFICE SOLUTIONS LLC					
40	25-603-000-0000-6402		24.16	TISSUE	IN1974736	Office Supplies
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		24.16		1 Transactions	
603	DEPT Total:		24.16	COUNTY EXTENSION	1 Vendors	1 Transactions
612	DEPT			SHORELAND-GRANT		
	3754 MCLEOD SIBLEY HEALTH INSURANCE					
181	25-612-000-0000-2045		26.00	MEDICAL PREMIUM		Health Insurance Payable
	3754 MCLEOD SIBLEY HEALTH INSURANCE		26.00	04/01/2018	04/30/2018	
					1 Transactions	
212	4381 RELIANCE STANDARD		1.26	STD PREMIUM		Short Term Disability Payable
	25-612-000-0000-2041			03/01/2018	03/31/2018	
202	25-612-000-0000-2050		0.22	LTD PREMIUM		Long Term Disability Payable
				03/01/2018	03/31/2018	
226	25-612-000-0000-2049		1.51	LIFE PREMIUM	LIFE PREMIUM	Life Insurance Payable
				03/01/2018	03/31/2018	
	4381 RELIANCE STANDARD		2.99		3 Transactions	

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25 SPECIAL REVENUE FUND

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				Service Dates			
612	DEPT Total:		28.99	SHORELAND-GRANT		2 Vendors	4 Transactions
613	DEPT				WATER RESOURCE MANAGEMENT-GRA		
182	3754 MCLEOD SIBLEY HEALTH INSURANCE 25-613-000-0000-2045		104.00	MEDICAL PREMIUM 04/01/2018	04/30/2018		Health Insurance Payable
	3754 MCLEOD SIBLEY HEALTH INSURANCE		104.00		1 Transactions		
213	4381 RELIANCE STANDARD 25-613-000-0000-2041		5.08	STD PREMIUM 03/01/2018	03/31/2018		Short Term Disability Payable
203	25-613-000-0000-2050		0.92	LTD PREMIUM 03/01/2018	03/31/2018		Long Term Disability Payable
227	25-613-000-0000-2049		5.36	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE PREMIUM	Life Insurance Payable
	4381 RELIANCE STANDARD		11.36		3 Transactions		
613	DEPT Total:		115.36	WATER RESOURCE MANAGEMENT-GR		2 Vendors	4 Transactions
614	DEPT				WETLANDS ADMINISTRATION-GRANT		
228	4381 RELIANCE STANDARD 25-614-000-0000-2049		2.59-	LIFE PREMIUM 03/01/2018	03/31/2018	LIFE PREMIUM	Life Insurance Payable
	4381 RELIANCE STANDARD		2.59-		1 Transactions		
614	DEPT Total:		2.59-	WETLANDS ADMINISTRATION-GRAN	1	1 Vendors	1 Transactions
807	DEPT				DESIGNATED FOR CAPITAL ASSETS		
5	3261 AUGUSTA ELECTRIC INC 25-807-000-0000-6610		3,638.50	CONTRACT PAYMENT		APPLICATION 21	Capital - Over \$5,000 (Fixed Assets)
	3261 AUGUSTA ELECTRIC INC		3,638.50		1 Transactions		
6	3413 BARTLEY SALES COMPANY INC 25-807-000-0000-6610		4,598.95	CONTRACT PAYMENT		APPLICATION005	Capital - Over \$5,000 (Fixed Assets)
	3413 BARTLEY SALES COMPANY INC		4,598.95		1 Transactions		
7	1174 BRAUN INTERTEC CORPORATION 25-807-000-0000-6610		1,167.00	PROFESSIONAL SERVICES		B122066	Capital - Over \$5,000 (Fixed Assets)

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Vendor No.	Name	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1174	BRAUN INTERTEC CORPORATION		1,167.00			1 Transactions
5906	CENTURYLINK					
13	25-807-000-0000-6610		133.87	LOCAL SERVICE 02/18/2018	454660690	Capital - Over \$5,000 (Fixed Assets)
5906	CENTURYLINK		133.87			1 Transactions
3271	CONTEGRITY GROUP					
17	25-807-000-0000-6610		12,100.00	ON SITE SUPERVISION FEE	2018054	Capital - Over \$5,000 (Fixed Assets)
18	25-807-000-0000-6610		1,800.00	REIMBURSABLES	2018054	Capital - Over \$5,000 (Fixed Assets)
19	25-807-000-0000-6610		450.00	TEMP JOB OFFICE	2018054	Capital - Over \$5,000 (Fixed Assets)
20	25-807-000-0000-6610		425.80	GENERAL CONDITIONS	2018054	Capital - Over \$5,000 (Fixed Assets)
21	25-807-000-0000-6610		21.90	BLUEPRINTING	2018054	Capital - Over \$5,000 (Fixed Assets)
3271	CONTEGRITY GROUP		14,797.70			5 Transactions
3886	CULINEX					
22	25-807-000-0000-6610		495.00	VACUUM/DRAIN	FWO#037	Capital - Over \$5,000 (Fixed Assets)
3886	CULINEX		495.00			1 Transactions
1326	CULLIGAN WATER CONDITIONING					
23	25-807-000-0000-6610		9.80	WATER RENTAL 03/01/2018	173-10758225-1	Capital - Over \$5,000 (Fixed Assets)
1326	CULLIGAN WATER CONDITIONING		9.80			1 Transactions
3761	HEATER RENTAL SERVICES					
33	25-807-000-0000-6610		360.00	HEATER RENTAL	11538B	Capital - Over \$5,000 (Fixed Assets)
3761	HEATER RENTAL SERVICES		360.00			1 Transactions
253	LIGHT & POWER COMMISSION					
45	25-807-000-0000-6610		259.00	ELECTRIC 02/01/2018	06-811700-00	Capital - Over \$5,000 (Fixed Assets)
253	LIGHT & POWER COMMISSION		259.00			1 Transactions
4117	MINI BIFF INC					
84	25-807-000-0000-6610		198.56	PORTA JOHN RENTAL/SERVICE 01/24/2018	A-93940	Capital - Over \$5,000 (Fixed Assets)
4117	MINI BIFF INC		198.56			1 Transactions
3673	MOLIN CONCRETE PRODUCTS					

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100	25-807-000-0000-6610		3,824.35	CONTRACT PAYMENT	FINAL	Capital - Over \$5,000 (Fixed Assets)
	3673 MOLIN CONCRETE PRODUCTS		3,824.35		1 Transactions	
1595	SCHWICKERTS TECTA AMERICA					
120	25-807-000-0000-6610		14,579.14	CONTRACT PAYMENT	14	Capital - Over \$5,000 (Fixed Assets)
1595	SCHWICKERTS TECTA AMERICA		14,579.14		1 Transactions	
2693	TECHNICAL SOLUTIONS OF MADISON LA					
140	25-807-000-0000-6610		465.00	RELOCATE MIC IN BOOKING	5234	Capital - Over \$5,000 (Fixed Assets)
2693	TECHNICAL SOLUTIONS OF MADISON LA		465.00		1 Transactions	
807	DEPT Total:		44,526.87	DESIGNATED FOR CAPITAL ASSETS	13 Vendors	17 Transactions
840	DEPT			JUVENILE RESTITUTION FUND		
11225	CHILSON FUNERAL HOME					
15	25-840-000-0000-6850		156.00	CSW HRS SL		Collections For Other Agencies
11225	CHILSON FUNERAL HOME		156.00		1 Transactions	
840	DEPT Total:		156.00	JUVENILE RESTITUTION FUND	1 Vendors	1 Transactions
886	DEPT			COUNTY FEEDLOT PROGRAM		
3754	MCLEOD SIBLEY HEALTH INSURANCE					
183	25-886-000-0000-2045		893.00	MEDICAL PREMIUM		Health Insurance Payable
				04/01/2018	04/30/2018	
3754	MCLEOD SIBLEY HEALTH INSURANCE		893.00		1 Transactions	
4381	RELIANCE STANDARD					
214	25-886-000-0000-2041		12.68	STD PREMIUM		Short Term Disability Payable
				03/01/2018	03/31/2018	
204	25-886-000-0000-2050		2.28	LTD PREMIUM		Long Term Disability Payable
				03/01/2018	03/31/2018	
229	25-886-000-0000-2049		9.64	LIFE PREMIUM	LIFE PREMIUM	Life Insurance Payable
				03/01/2018	03/31/2018	
4381	RELIANCE STANDARD		24.60		3 Transactions	
886	DEPT Total:		917.60	COUNTY FEEDLOT PROGRAM	2 Vendors	4 Transactions
25	Fund Total:		47,337.39	SPECIAL REVENUE FUND		34 Transactions

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86 TRUST & AGENCY FUND

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956	DEPT			SALES TAX		
	4593 GUGGUSBERG/HEIDI					
161	86-956-000-0000-6810		3.22	REFUND TAX	2754	Refunds And Reimbursements
	4593 GUGGUSBERG/HEIDI		3.22		1 Transactions	
956	DEPT Total:		3.22	SALES TAX	1 Vendors	1 Transactions
975	DEPT			DNR CLEARING ACCOUNT		
99	509 MINNESOTA DNR 86-975-000-0000-6850		1,117.50	DNR 03/20/2018 03/27/2018		Collections For Other Agencies
	509 MINNESOTA DNR		1,117.50		1 Transactions	
975	DEPT Total:		1,117.50	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
98	509 MINNESOTA DNR 86-976-000-0000-6850		174.00	G & F 03/20/2018 03/27/2018		Collections For Other Agencies
	509 MINNESOTA DNR		174.00		1 Transactions	
976	DEPT Total:		174.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		1,294.72	TRUST & AGENCY FUND		3 Transactions
	Final Total:		481,314.05	111 Vendors	232 Transactions	

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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	288,544.71	GENERAL REVENUE FUND
	3	46,619.88	ROAD & BRIDGE FUND
	5	1,957.84	SOLID WASTE FUND
	11	92,095.11	HUMAN SERVICE FUND
	21	3,464.40	SWCD FUND
	25	47,337.39	SPECIAL REVENUE FUND
	86	1,294.72	TRUST & AGENCY FUND
All Funds		481,314.05	Total
			Approved by,
		
		

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Print List in Order By: 2

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Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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87 TAX & PENALTY FUND

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	<u>No.</u>	<u>Account/Formula</u>					<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
984	DEPT				ADVANCE TAX COLLECTIONS			
	4517	ALGENE & DEBRA GILBERTS TRUST						
43		87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		01.008.0100	Refunds And Reimbursements
	4517	ALGENE & DEBRA GILBERTS TRUST		36.00		1 Transactions		
	4485	AMANDA ENGELSMIEIER TRUST						
33		87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES		24.438.0100	Refunds And Reimbursements
	4485	AMANDA ENGELSMIEIER TRUST		32.00		1 Transactions		
	4607	ANDERSON/ G JOHN & DIANA						
1		87-984-000-0000-6810		38.00	OVERPAYMENT OF TAXES		23.274.0060	Refunds And Reimbursements
	4607	ANDERSON/ G JOHN & DIANA		38.00		1 Transactions		
	4579	ANDERSON/WAYNE						
2		87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES		23.094.0040	Refunds And Reimbursements
	4579	ANDERSON/WAYNE		18.00		1 Transactions		
	4582	BECKER/KEVIN & KARI						
4		87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES		06.059.0065	Refunds And Reimbursements
3		87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES		06.059.0070	Refunds And Reimbursements
	4582	BECKER/KEVIN & KARI		14.00		2 Transactions		
	4623	BECKER/LEROY						
5		87-984-000-0000-6810		26.00	OVERPAYMENT OF TAXES		23.296.0090	Refunds And Reimbursements
	4623	BECKER/LEROY		26.00		1 Transactions		
	4519	BEILKE FAMILY REV LIVING TRUST						
6		87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES		08.029.1700	Refunds And Reimbursements
	4519	BEILKE FAMILY REV LIVING TRUST		18.00		1 Transactions		
	4546	BESTICK/PATRICK						
8		87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES		23.383.0080	Refunds And Reimbursements
	4546	BESTICK/PATRICK		30.00		1 Transactions		
	4571	BLAZINSKI/LEONARD & HENRIETTA						
9		87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		23.501.0050	Refunds And Reimbursements
	4571	BLAZINSKI/LEONARD & HENRIETTA		36.00		1 Transactions		
	4655	BLOM/DONALD & MARVEL						

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10	87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES	23.231.0110	Refunds And Reimbursements
	4655 BLOM/DONALD & MARVEL		10.00		1 Transactions	
11	5538 BONNIWELL/JACK & DIANE		24.00	OVERPAYMENT OF TAXES	23.245.0010	Refunds And Reimbursements
	87-984-000-0000-6810					
	5538 BONNIWELL/JACK & DIANE		24.00		1 Transactions	
12	4639 BONTE/BRIAN & BEVERLY		6.00	OVERPAYMENT OF TAXES	23.231.0160	Refunds And Reimbursements
13	87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES	23.451.0315	Refunds And Reimbursements
	4639 BONTE/BRIAN & BEVERLY		36.00		2 Transactions	
14	4633 BRADLEY/DEBRA & MICHAEL		34.00	OVERPAYMENT OF TAXES	23.372.0030	Refunds And Reimbursements
	87-984-000-0000-6810					
	4633 BRADLEY/DEBRA & MICHAEL		34.00		1 Transactions	
15	4603 BRECHT REVOCABLE LIVING TRUST		24.00	OVERPAYMENT OF TAXES	09.002.0500	Refunds And Reimbursements
	87-984-000-0000-6810					
	4603 BRECHT REVOCABLE LIVING TRUST		24.00		1 Transactions	
19	4614 BROSE/MICHAEL		10.00	OVERPAYMENT OF TAXES	23.255.0200	Refunds And Reimbursements
	87-984-000-0000-6810					
	4614 BROSE/MICHAEL		10.00		1 Transactions	
45	4509 CHAD N GUGGEMOS REV TRUST NO 2		4.00	OVERPAYMENT OF TAXES	14.010.2600	Refunds And Reimbursements
46	87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES	21.010.0900	Refunds And Reimbursements
47	87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES	21.122.0140	Refunds And Reimbursements
	4509 CHAD N GUGGEMOS REV TRUST NO 2		32.00		3 Transactions	
7	4489 CHARLES E & DONNA BELANGER TRUST		366.00	OVERPAYMENT OF TAXES	21.011.0200	Refunds And Reimbursements
	87-984-000-0000-6810					
	4489 CHARLES E & DONNA BELANGER TRUST		366.00		1 Transactions	
21	4659 CLARK/JACK		10.00	OVERPAYMENT OF TAXES	04.031.0700	Refunds And Reimbursements
22	87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES	04.032.0100	Refunds And Reimbursements
	4659 CLARK/JACK		12.00		2 Transactions	

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<u>Vendor No.</u>	<u>Name</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
23	4487 CORRIGAN/MICHAEL						
	87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES		06.034.0700	Refunds And Reimbursements
24	4487 CORRIGAN/MICHAEL				1 Transactions		
	4565 CROSS/TIMOTHY & KARLA						
	87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		23.108.0050	Refunds And Reimbursements
	4565 CROSS/TIMOTHY & KARLA		36.00		1 Transactions		
39	4671 DADALDO LLC						
	87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES		08.004.1050	Refunds And Reimbursements
	4671 DADALDO LLC		16.00		1 Transactions		
25	4544 DAHL/SANDRA						
	87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		23.308.0120	Refunds And Reimbursements
	4544 DAHL/SANDRA		36.00		1 Transactions		
27	4562 DAMMANN/DONALD & DARLENE						
	87-984-000-0000-6810		44.00	OVERPAYMENT OF TAXES		02.020.0350	Refunds And Reimbursements
	4562 DAMMANN/DONALD & DARLENE		44.00		1 Transactions		
28	2279 DEVRIES/CAROL						
	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES		01.072.0080	Refunds And Reimbursements
	2279 DEVRIES/CAROL		28.00		1 Transactions		
30	251 DISC TR ART 5 STAMER RECOC TR						
	87-984-000-0000-6810		42.00	OVERPAYMENT OF TAXES		23.271.0015	Refunds And Reimbursements
	251 DISC TR ART 5 STAMER RECOC TR		42.00		1 Transactions		
29	4606 DITLEFSEN/JOHN						
	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES		23.050.4270	Refunds And Reimbursements
	4606 DITLEFSEN/JOHN		28.00		1 Transactions		
51	4543 DONALD & VERONICA HANSEN						
	87-984-000-0000-6810		62.00	OVERPAYMENT OF TAXES		23.376.0080	Refunds And Reimbursements
	4543 DONALD & VERONICA HANSEN		62.00		1 Transactions		
32	4537 EGGERGLUESS/NEIL						
	87-984-000-0000-6810		8.00	OVERPAYMENT OF TAXES		07.002.1400	Refunds And Reimbursements

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					1 Transactions	Paid On Bhf #	On Behalf of Name
	4537 EGGERGLUESS/NEIL		8.00				
	4496 ELAINE M SCHERPING REV TRUST						
153	87-984-000-0000-6810		70.00	OVERPAYMENT OF TAXES		21.096.0050	Refunds And Reimbursements
	4496 ELAINE M SCHERPING REV TRUST		70.00		1 Transactions		
	4527 ELBERT/RYAN						
31	87-984-000-0000-6810		42.00	OVERPAYMENT OF TAXES		23.327.0020	Refunds And Reimbursements
	4527 ELBERT/RYAN		42.00		1 Transactions		
	4484 ENGELSMIEIER/KATHLEEN						
34	87-984-000-0000-6810		52.00	OVERPAYMENT OF TAXES		23.451.0370	Refunds And Reimbursements
	4484 ENGELSMIEIER/KATHLEEN		52.00		1 Transactions		
	4492 EWERT/JOHN						
35	87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES		23.302.0090	Refunds And Reimbursements
	4492 EWERT/JOHN		32.00		1 Transactions		
	4634 FABEL FAMILY FARM TRUST						
37	87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES		02.025.0700	Refunds And Reimbursements
36	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		02.026.0775	Refunds And Reimbursements
	4634 FABEL FAMILY FARM TRUST		20.00		2 Transactions		
	4575 FRITSCH/MARK & BEVERLY						
38	87-984-000-0000-6810		38.00	OVERPAYMENT OF TAXES		23.433.0060	Refunds And Reimbursements
	4575 FRITSCH/MARK & BEVERLY		38.00		1 Transactions		
	4672 FROEMMING/DALE & HELEN						
26	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES		23.246.0090	Refunds And Reimbursements
	4672 FROEMMING/DALE & HELEN		14.00		1 Transactions		
	4568 FUHR/MARILYN						
40	87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES		23.445.0010	Refunds And Reimbursements
	4568 FUHR/MARILYN		32.00		1 Transactions		
	4652 FURY/TIMOTHY & TIA						
41	87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES		21.105.0320	Refunds And Reimbursements
	4652 FURY/TIMOTHY & TIA		18.00		1 Transactions		

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42	4503 GETZKE/MICHAEL 87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES 1 Transactions	03.065.0020	Refunds And Reimbursements
44	4503 GETZKE/MICHAEL 5450 GRANT/JEFFREY 87-984-000-0000-6810		16.00 8.00	OVERPAYMENT OF TAXES 1 Transactions	03.054.0010	Refunds And Reimbursements
48	5450 GRANT/JEFFREY 4483 GUTTERFF/CRAIG & JENNIFER 87-984-000-0000-6810		8.00 686.00	OVERPAYMENT OF TAXES 1 Transactions	23.276.0010	Refunds And Reimbursements
56	4483 GUTTERFF/CRAIG & JENNIFER 4531 HAARSTAD/SCOTT 87-984-000-0000-6810		686.00 34.00	OVERPAYMENT OF TAXES 1 Transactions	23.302.0030	Refunds And Reimbursements
49	4531 HAARSTAD/SCOTT 4581 HACKBARTH/BRAD & BENITA 87-984-000-0000-6810		34.00 12.00	OVERPAYMENT OF TAXES 1 Transactions	23.455.0100	Refunds And Reimbursements
50	4581 HACKBARTH/BRAD & BENITA 4524 HAGSTROM/JON 87-984-000-0000-6810		12.00 32.00	OVERPAYMENT OF TAXES 1 Transactions	23.371.0130	Refunds And Reimbursements
52	4524 HAGSTROM/JON 6318 HANSEN/RONALD 87-984-000-0000-6810		32.00 44.00	OVERPAYMENT OF TAXES 3 Transactions	23.371.0130	Refunds And Reimbursements
53	6318 HANSEN/RONALD 87-984-000-0000-6810		44.00 30.00	OVERPAYMENT OF TAXES 3 Transactions	09.005.0600	Refunds And Reimbursements
54	87-984-000-0000-6810		30.00 16.00	OVERPAYMENT OF TAXES 3 Transactions	23.001.1400	Refunds And Reimbursements
55	87-984-000-0000-6810 4577 HANSEN/SCOTT & JENNIFER 87-984-000-0000-6810		16.00 90.00	OVERPAYMENT OF TAXES 3 Transactions	23.176.0170	Refunds And Reimbursements
57	4577 HANSEN/SCOTT & JENNIFER 87-984-000-0000-6810		90.00 48.00	OVERPAYMENT OF TAXES 1 Transactions	23.439.0240	Refunds And Reimbursements
58	4553 HAUKOS/JAN 87-984-000-0000-6810		48.00 2.00	OVERPAYMENT OF TAXES 1 Transactions	11.022.0300	Refunds And Reimbursements
59	87-984-000-0000-6810		2.00 30.00	OVERPAYMENT OF TAXES 1 Transactions	11.053.0010	Refunds And Reimbursements
					11.053.0020	Refunds And Reimbursements

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				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	4553 HAUKOS/JAN		34.00	3 Transactions		
	4525 HECKER/MICHAEL & IRIS					
61	87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES	07.011.1150	Refunds And Reimbursements
60	87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES	07.012.0700	Refunds And Reimbursements
	4525 HECKER/MICHAEL & IRIS		12.00	2 Transactions		
	4490 HEPOLA/RONALD					
62	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES	07.072.0030	Refunds And Reimbursements
	4490 HEPOLA/RONALD		28.00	1 Transactions		
	4627 HLAVKA/LEROY & JANICE					
63	87-984-000-0000-6810		24.00	OVERPAYMENT OF TAXES	23.322.0020	Refunds And Reimbursements
	4627 HLAVKA/LEROY & JANICE		24.00	1 Transactions		
	4570 HOCHSPRUNG/TERRY & JOYCE					
65	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES	06.001.0150	Refunds And Reimbursements
64	87-984-000-0000-6810		44.00	OVERPAYMENT OF TAXES	09.030.0100	Refunds And Reimbursements
	4570 HOCHSPRUNG/TERRY & JOYCE		48.00	2 Transactions		
	4564 HOEFT/VICKI					
66	87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES	23.286.0050	Refunds And Reimbursements
	4564 HOEFT/VICKI		32.00	1 Transactions		
	4488 HOME STATE BANK					
67	87-984-000-0000-6810		220.00	OVERPAYMENT OF TAXES	23.036.4500	Refunds And Reimbursements
	4488 HOME STATE BANK		220.00	1 Transactions		
	4618 HOVERSTEN/CHRISTIAN & LEAH					
68	87-984-000-0000-6810		50.00	OVERPAYMENT OF TAXES	23.223.0030	Refunds And Reimbursements
	4618 HOVERSTEN/CHRISTIAN & LEAH		50.00	1 Transactions		
	4676 JAMES A BRODD FAMILY TRUST					
18	87-984-000-0000-6810		24.00	OVERPAYMENT OF TAXES	23.050.4630	Refunds And Reimbursements
	4676 JAMES A BRODD FAMILY TRUST		24.00	1 Transactions		
	6073 JANE M LARTER TRUST					
97	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES	02.062.0040	Refunds And Reimbursements
98	87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES	02.062.0050	Refunds And Reimbursements

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	6073 JANE M LARTER TRUST		16.00			
70	4608 JASKOWIAK/ GERALD & CONNIE 87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES 2 Transactions	05.067.0040	Refunds And Reimbursements
	4608 JASKOWIAK/ GERALD & CONNIE		14.00		1 Transactions	
69	4511 JENSEN/NEIL 87-984-000-0000-6810		90.00	OVERPAYMENT OF TAXES 1 Transactions	23.085.0010	Refunds And Reimbursements
	4511 JENSEN/NEIL		90.00			
84	4551 JOHN W KORNGIEBLE TRUST 87-984-000-0000-6810		6.73	OVERPAYMENT OF TAXES 1 Transactions	01.053.0300	Refunds And Reimbursements
	4551 JOHN W KORNGIEBLE TRUST		6.73			
71	4591 JOHNSON/DERON & SALLY 87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES 1 Transactions	23.423.0030	Refunds And Reimbursements
	4591 JOHNSON/DERON & SALLY		16.00			
72	4533 JOHNSON/MERRILL & DONNA 87-984-000-0000-6810		34.00	OVERPAYMENT OF TAXES 1 Transactions	23.473.0100	Refunds And Reimbursements
	4533 JOHNSON/MERRILL & DONNA		34.00			
73	4660 KABES/CHAD & ERICA 87-984-000-0000-6810		46.00	OVERPAYMENT OF TAXES 1 Transactions	23.428.0260	Refunds And Reimbursements
	4660 KABES/CHAD & ERICA		46.00			
74	4687 KALENBERG/LINDA & JOHN 87-984-000-0000-6810		8.00	OVERPAYMENT OF TAXES 2 Transactions	08.009.0800	Refunds And Reimbursements
75	87-984-000-0000-6810		34.00	OVERPAYMENT OF TAXES	08.016.0300	Refunds And Reimbursements
	4687 KALENBERG/LINDA & JOHN		42.00			
76	4493 KEATING/JOSEPH 87-984-000-0000-6810		34.00	OVERPAYMENT OF TAXES 1 Transactions	21.097.0070	Refunds And Reimbursements
	4493 KEATING/JOSEPH		34.00			
77	4534 KELLY/DONAVON 87-984-000-0000-6810		22.00	OVERPAYMENT OF TAXES 1 Transactions	02.025.0600	Refunds And Reimbursements
	4534 KELLY/DONAVON		22.00			

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79	4666 KIRKPATRICK/VIVIAN 87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		23.159.0030	Refunds And Reimbursements
78	4666 KIRKPATRICK/VIVIAN 87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		23.159.0040	Refunds And Reimbursements
			40.00		2 Transactions		
80	4550 KLOSS/THOMAS 87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES		23.469.0020	Refunds And Reimbursements
	4550 KLOSS/THOMAS		28.00		1 Transactions		
81	4612 KOCH/JAMES & JANET 87-984-000-0000-6810		22.00	OVERPAYMENT OF TAXES		14.018.0275	Refunds And Reimbursements
	4612 KOCH/JAMES & JANET		22.00		1 Transactions		
82	4670 KOCH/JEFFREY 87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES		21.055.1200	Refunds And Reimbursements
	4670 KOCH/JEFFREY		12.00		1 Transactions		
83	4526 KOEHNEN/JOSHUA 87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES		23.050.4320	Refunds And Reimbursements
	4526 KOEHNEN/JOSHUA		30.00		1 Transactions		
85	4555 KRAMER/KEVIN & CONNIE 87-984-000-0000-6810		584.00	OVERPAYMENT OF TAXES		04.031.0750	Refunds And Reimbursements
87	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		04.032.0150	Refunds And Reimbursements
86	87-984-000-0000-6810		8.00	OVERPAYMENT OF TAXES		04.032.0300	Refunds And Reimbursements
	4555 KRAMER/KEVIN & CONNIE		596.00		3 Transactions		
88	4601 KRAMER/TIMOHTY & PAMELA 87-984-000-0000-6810		44.00	OVERPAYMENT OF TAXES		23.308.0210	Refunds And Reimbursements
	4601 KRAMER/TIMOHTY & PAMELA		44.00		1 Transactions		
91	957 KRCIL/MARK & MICHELLE 87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES		06.078.0020	Refunds And Reimbursements
	957 KRCIL/MARK & MICHELLE		30.00		1 Transactions		
89	4539 KREIE/ROBERT & JANET 87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		16.050.0590	Refunds And Reimbursements
90	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES		16.060.0060	Refunds And Reimbursements

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	4539 KREIE/ROBERT & JANET		18.00			
	4563 KUEHL/JAMES					
92	87-984-000-0000-6810		46.00	OVERPAYMENT OF TAXES	23.378.0040	Refunds And Reimbursements
	4563 KUEHL/JAMES		46.00		1 Transactions	
	4611 KURTH/DONALD & BETTY					
93	87-984-000-0000-6810		20.00	OVERPAYMENT OF TAXES	23.157.0130	Refunds And Reimbursements
	4611 KURTH/DONALD & BETTY		20.00		1 Transactions	
	5617 LAMBERT/ROGER & CONNIE					
95	87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES	09.015.1700	Refunds And Reimbursements
	5617 LAMBERT/ROGER & CONNIE		30.00		1 Transactions	
	3781 LAMPRECHT/DORIS & DURWOOD					
94	87-984-000-0000-6810		6.00	OVERPAYMENT OF TAXES	16.059.0100	Refunds And Reimbursements
	3781 LAMPRECHT/DORIS & DURWOOD		6.00		1 Transactions	
	4494 LANGENFELD/RICHARD					
96	87-984-000-0000-6810		26.00	OVERPAYMENT OF TAXES	21.096.0030	Refunds And Reimbursements
	4494 LANGENFELD/RICHARD		26.00		1 Transactions	
	4566 LENNES/RICHARD & SANDRA					
99	87-984-000-0000-6810		42.00	OVERPAYMENT OF TAXES	23.428.0440	Refunds And Reimbursements
	4566 LENNES/RICHARD & SANDRA		42.00		1 Transactions	
	4515 LEWANDOWSKI/MARK					
100	87-984-000-0000-6810		34.00	OVERPAYMENT OF TAXES	23.270.0230	Refunds And Reimbursements
	4515 LEWANDOWSKI/MARK		34.00		1 Transactions	
	4529 LICKFELT/RYAN					
102	87-984-000-0000-6810		22.00	OVERPAYMENT OF TAXES	23.394.0050	Refunds And Reimbursements
101	87-984-000-0000-6810		316.00	OVERPAYMENT OF TAXES	23.482.0050	Refunds And Reimbursements
	4529 LICKFELT/RYAN		338.00		2 Transactions	
	3951 LONCORICH/STEVEN					
103	87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES	03.036.0800	Refunds And Reimbursements
	3951 LONCORICH/STEVEN		12.00		1 Transactions	

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4532	LUDOWESE/MARK						
105	87-984-000-0000-6810		26.00	OVERPAYMENT OF TAXES		23.176.0040	Refunds And Reimbursements
4532	LUDOWESE/MARK		26.00		1 Transactions		
5618	LUDOWESE/MARK & JOYCE						
104	87-984-000-0000-6810		38.00	OVERPAYMENT OF TAXES		09.015.0750	Refunds And Reimbursements
5618	LUDOWESE/MARK & JOYCE		38.00		1 Transactions		
4486	MACKENTHUN/JANET M						
106	87-984-000-0000-6810		46.00	OVERPAYMENT OF TAXES		06.034.0550	Refunds And Reimbursements
4486	MACKENTHUN/JANET M		46.00		1 Transactions		
5927	MAGNUSON /BRUCE & BARBARA						
107	87-984-000-0000-6810		4.05	OVERPAYMENT OF TAXES		04.017.1300	Refunds And Reimbursements
5927	MAGNUSON /BRUCE & BARBARA		4.05		1 Transactions		
4694	MALLAK/CHRISTINE						
108	87-984-000-0000-6810		150.00	OVERPAYMENT OF TAXES		05.010.0750	Refunds And Reimbursements
4694	MALLAK/CHRISTINE		150.00		1 Transactions		
4578	MARGARET J OLSON LIVING TRUST						
120	87-984-000-0000-6810		46.00	OVERPAYMENT OF TAXES		23.382.0120	Refunds And Reimbursements
4578	MARGARET J OLSON LIVING TRUST		46.00		1 Transactions		
4576	MCCORMICK/EILEEN						
109	87-984-000-0000-6810		34.00	OVERPAYMENT OF TAXES		23.193.0100	Refunds And Reimbursements
4576	MCCORMICK/EILEEN		34.00		1 Transactions		
4599	MCKAY/DANIEL & SARAH						
110	87-984-000-0000-6810		24.00	OVERPAYMENT OF TAXES		23.112.1270	Refunds And Reimbursements
4599	MCKAY/DANIEL & SARAH		24.00		1 Transactions		
4536	MCKAY/JAMES						
111	87-984-000-0000-6810		24.00	OVERPAYMENT OF TAXES		23.133.0360	Refunds And Reimbursements
4536	MCKAY/JAMES		24.00		1 Transactions		
4552	MCKIMM/MICHAEL & RENAE						
112	87-984-000-0000-6810		88.00	OVERPAYMENT OF TAXES		23.327.0200	Refunds And Reimbursements

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4552	MCKIMM/MICHAEL & RENAE		88.00		1 Transactions		
4548	MCNAB/JOHN						
113	87-984-000-0000-6810		20.00	OVERPAYMENT OF TAXES		23.106.0160	Refunds And Reimbursements
4548	MCNAB/JOHN		20.00		1 Transactions		
3807	MIELKE/DONALD W						
114	87-984-000-0000-6810		6.00	OVERPAYMENT OF TAXES		02.036.0400	Refunds And Reimbursements
3807	MIELKE/DONALD W		6.00		1 Transactions		
4595	MIKOLICHEK/DEAN & KAREN						
116	87-984-000-0000-6810		7.51	OVERPAYMENT OF TAXES		05.011.1400	Refunds And Reimbursements
115	87-984-000-0000-6810		16.68	OVERPAYMENT OF TAXES		05.012.0600	Refunds And Reimbursements
4595	MIKOLICHEK/DEAN & KAREN		24.19		2 Transactions		
4588	MUELLER/MICHAEL						
117	87-984-000-0000-6810		38.00	OVERPAYMENT OF TAXES		23.270.0140	Refunds And Reimbursements
4588	MUELLER/MICHAEL		38.00		1 Transactions		
3239	NATHE/MICHAEL G & MARIA E						
118	87-984-000-0000-6810		20.00	OVERPAYMENT OF TAXES		21.097.0130	Refunds And Reimbursements
3239	NATHE/MICHAEL G & MARIA E		20.00		1 Transactions		
4641	NELSON/DEETTA						
119	87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		23.311.0040	Refunds And Reimbursements
4641	NELSON/DEETTA		36.00		1 Transactions		
4586	PAULSON/CALEB & CAROLINE						
121	87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES		23.308.0050	Refunds And Reimbursements
4586	PAULSON/CALEB & CAROLINE		10.00		1 Transactions		
4508	PEDERSEN/DAVID						
122	87-984-000-0000-6810		6.00	OVERPAYMENT OF TAXES		03.013.1500	Refunds And Reimbursements
4508	PEDERSEN/DAVID		6.00		1 Transactions		
886	POKORNOWSKI TRUCKING						
123	87-984-000-0000-6810		8.00	OVERPAYMENT OF TAXES		11.056.0010	Refunds And Reimbursements
886	POKORNOWSKI TRUCKING		8.00		1 Transactions		

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4412	POKORNOWSKI/ROGER & KIM							
124	87-984-000-0000-6810			22.00	OVERPAYMENT OF TAXES		05.011.0350	Refunds And Reimbursements
125	87-984-000-0000-6810			12.00	OVERPAYMENT OF TAXES		05.011.0550	Refunds And Reimbursements
4412	POKORNOWSKI/ROGER & KIM			34.00		2 Transactions		
4695	POLLOACK/WILLIAM & TRISHA							
126	87-984-000-0000-6810			12.00	OVERPAYMENT OF TAXES		21.111.0030	Refunds And Reimbursements
4695	POLLOACK/WILLIAM & TRISHA			12.00		1 Transactions		
4567	POPP/RANDALL & CONNIE							
127	87-984-000-0000-6810			6.00	OVERPAYMENT OF TAXES		01.011.0400	Refunds And Reimbursements
4567	POPP/RANDALL & CONNIE			6.00		1 Transactions		
4657	PROESCHEL/VICTOR							
128	87-984-000-0000-6810			18.00	OVERPAYMENT OF TAXES		25.056.0320	Refunds And Reimbursements
4657	PROESCHEL/VICTOR			18.00		1 Transactions		
4605	PURCELL/MARY							
130	87-984-000-0000-6810			30.00	OVERPAYMENT OF TAXES		14.001.0650	Refunds And Reimbursements
129	87-984-000-0000-6810			16.00	OVERPAYMENT OF TAXES		14.001.0675	Refunds And Reimbursements
4605	PURCELL/MARY			46.00		2 Transactions		
5914	R & R EXCAVATING INC							
132	87-984-000-0000-6810			183.34	OVERPAYMENT OF TAXES		06.009.1050	Refunds And Reimbursements
131	87-984-000-0000-6810			138.00	OVERPAYMENT OF TAXES		09.004.0750	Refunds And Reimbursements
133	87-984-000-0000-6810			20.16	OVERPAYMENT OF TAXES		09.020.1000	Refunds And Reimbursements
5914	R & R EXCAVATING INC			341.50		3 Transactions		
4495	RACH/KELLY							
134	87-984-000-0000-6810			5.00	OVERPAYMENT OF TAXES		15.050.0030	Refunds And Reimbursements
4495	RACH/KELLY			5.00		1 Transactions		
4545	RAUENHORST/TIMOTHY							
135	87-984-000-0000-6810			58.00	OVERPAYMENT OF TAXES		23.423.0050	Refunds And Reimbursements
4545	RAUENHORST/TIMOTHY			58.00		1 Transactions		
4596	REINER/CHARLES							
136	87-984-000-0000-6810			16.00	OVERPAYMENT OF TAXES		23.050.3670	Refunds And Reimbursements

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<u>Vendor No.</u>	<u>Name</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
					1 Transactions	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4596	REINER/CHARLES		16.00				
4679	REMUCAL/CHRIS						
137	87-984-000-0000-6810		108.00	OVERPAYMENT OF TAXES		23.418.027	Refunds And Reimbursements
4679	REMUCAL/CHRIS		108.00		1 Transactions		
4541	RETTKE/DOUGLAS						
140	87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES		08.035.2100	Refunds And Reimbursements
139	87-984-000-0000-6810		15.12	OVERPAYMENT OF TAXES		08.036.0800	Refunds And Reimbursements
141	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES		23.050.4770	Refunds And Reimbursements
138	87-984-000-0000-6810		80.00	OVERPAYMENT OF TAXES		23.428.0030	Refunds And Reimbursements
142	87-984-000-0000-6810		6.00	OVERPAYMENT OF TAXES		23.428.0100	Refunds And Reimbursements
4541	RETTKE/DOUGLAS		127.12		5 Transactions		
56000	RICKERT/THEODORE & BECKY						
143	87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES		13.031.0300	Refunds And Reimbursements
56000	RICKERT/THEODORE & BECKY		18.00		1 Transactions		
4648	ROBINSON/TIMOTHY & PAMELA						
144	87-984-000-0000-6810		46.00	OVERPAYMENT OF TAXES		23.294.0020	Refunds And Reimbursements
4648	ROBINSON/TIMOTHY & PAMELA		46.00		1 Transactions		
1858	ROSTBERG/GRAYDON & SHARON						
145	87-984-000-0000-6810		50.00	OVERPAYMENT OF TAXES		23.376.0060	Refunds And Reimbursements
1858	ROSTBERG/GRAYDON & SHARON		50.00		1 Transactions		
4651	RUNCK/RUSSELL						
146	87-984-000-0000-6810		8.00	OVERPAYMENT OF TAXES		21.998.0230	Refunds And Reimbursements
4651	RUNCK/RUSSELL		8.00		1 Transactions		
4610	RUSCH/JERRY & LUANN						
147	87-984-000-0000-6810		386.00	OVERPAYMENT OF TAXES		23.306.0010	Refunds And Reimbursements
4610	RUSCH/JERRY & LUANN		386.00		1 Transactions		
4522	RUSCH/JUSTIN						
148	87-984-000-0000-6810		25.62	OVERPAYMENT OF TAXES		08.020.1200	Refunds And Reimbursements
4522	RUSCH/JUSTIN		25.62		1 Transactions		
4665	RUTLEDGE/DENNIS						

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						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
150	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		01.050.0120	Refunds And Reimbursements
149	87-984-000-0000-6810		44.00	OVERPAYMENT OF TAXES		01.050.0140	Refunds And Reimbursements
4665	RUTLEDGE/DENNIS		48.00		2 Transactions		
4619	SCHERPING/DENNIS						
152	87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES		21.050.0190	Refunds And Reimbursements
151	87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES		21.055.1190	Refunds And Reimbursements
4619	SCHERPING/DENNIS		20.00		2 Transactions		
4538	SCHERPING/GARY						
154	87-984-000-0000-6810		54.00	OVERPAYMENT OF TAXES		14.008.1400	Refunds And Reimbursements
4538	SCHERPING/GARY		54.00		1 Transactions		
4510	SCHERPING/RODNEY & REBECCA						
155	87-984-000-0000-6810		82.00	OVERPAYMENT OF TAXES		14.002.0375	Refunds And Reimbursements
4510	SCHERPING/RODNEY & REBECCA		82.00		1 Transactions		
4589	SCHERPING/THOMAS & KRISTIN						
156	87-984-000-0000-6810		62.00	OVERPAYMENT OF TAXES		14.001.0375	Refunds And Reimbursements
4589	SCHERPING/THOMAS & KRISTIN		62.00		1 Transactions		
4497	SCHLAGEL/ARTHUR						
159	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES		11.002.0850	Refunds And Reimbursements
160	87-984-000-0000-6810		6.00	OVERPAYMENT OF TAXES		21.077.0280	Refunds And Reimbursements
4497	SCHLAGEL/ARTHUR		34.00		2 Transactions		
4674	SCHLAGEL/JAMES						
161	87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES		23.252.0180	Refunds And Reimbursements
4674	SCHLAGEL/JAMES		18.00		1 Transactions		
5514	SCHMIDT/RICK						
162	87-984-000-0000-6810		24.00	OVERPAYMENT OF TAXES		09.015.1500	Refunds And Reimbursements
5514	SCHMIDT/RICK		24.00		1 Transactions		
1191	SCHMOLL/DARLENE & FREDERICK						
157	87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES		09.059.0010	Refunds And Reimbursements
158	87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES		09.059.0020	Refunds And Reimbursements
1191	SCHMOLL/DARLENE & FREDERICK		32.00		2 Transactions		

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4530	SCHOLL/SHARON					
163	87-984-000-0000-6810		66.00	OVERPAYMENT OF TAXES	23.327.0150	Refunds And Reimbursements
	SCHOLL/SHARON		66.00		1 Transactions	
4647	SCHROEDER/RANDY & TRACY					
164	87-984-000-0000-6810		68.00	OVERPAYMENT OF TAXES	23.267.0010	Refunds And Reimbursements
	SCHROEDER/RANDY & TRACY		68.00		1 Transactions	
4698	SCHUMACI/STEPHEN					
166	87-984-000-0000-6810		108.00	OVERPAYMENT OF TAXES	23.056.1780	Refunds And Reimbursements
	SCHUMACI/STEPHEN		108.00		1 Transactions	
5928	SCHWARZE/JEFFREY					
165	87-984-000-0000-6810		2.00	OVERPAYMENT OF TAXES	13.023.0900	Refunds And Reimbursements
	SCHWARZE/JEFFREY		2.00		1 Transactions	
4498	SETHER/RICHARD & KATHRYN					
168	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES	02.067.0020	Refunds And Reimbursements
169	87-984-000-0000-6810		254.00	OVERPAYMENT OF TAXES	19.080.0560	Refunds And Reimbursements
170	87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES	19.080.0565	Refunds And Reimbursements
	SETHER/RICHARD & KATHRYN		288.00		3 Transactions	
4502	SHAW/KAREN					
171	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES	23.451.0065	Refunds And Reimbursements
	SHAW/KAREN		28.00		1 Transactions	
4558	SIMMONS/WILLIAM & ANN					
172	87-984-000-0000-6810		26.00	OVERPAYMENT OF TAXES	23.423.0420	Refunds And Reimbursements
	SIMMONS/WILLIAM & ANN		26.00		1 Transactions	
4600	SOBIECH/LESLIE & DONALD					
173	87-984-000-0000-6810		18.00	OVERPAYMENT OF TAXES	21.116.0320	Refunds And Reimbursements
	SOBIECH/LESLIE & DONALD		18.00		1 Transactions	
4557	SPLICHAL/ JOHN & DIANE					
174	87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES	23.451.0090	Refunds And Reimbursements
	SPLICHAL/ JOHN & DIANE		32.00		1 Transactions	
4512	STAHL/BARBARA					

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						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
175	87-984-000-0000-6810		13.54	OVERPAYMENT OF TAXES		14.016.1050	Refunds And Reimbursements
	4512 STAHL/BARBARA		13.54		1 Transactions		
2702	STAMER/JEFFREY						
176	87-984-000-0000-6810		116.00	OVERPAYMENT OF TAXES		23.418.0220	Refunds And Reimbursements
	2702 STAMER/JEFFREY		116.00		1 Transactions		
4506	STIBAL/BRIAN						
177	87-984-000-0000-6810		20.00	OVERPAYMENT OF TAXES		11.004.0300	Refunds And Reimbursements
	4506 STIBAL/BRIAN		20.00		1 Transactions		
4499	STIRAS/LAWRENCE						
178	87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES		24.439.0180	Refunds And Reimbursements
	4499 STIRAS/LAWRENCE		36.00		1 Transactions		
4638	STRANDELL/JOHN & BARBARA						
179	87-984-000-0000-6810		22.00	OVERPAYMENT OF TAXES		08.101.0010	Refunds And Reimbursements
	4638 STRANDELL/JOHN & BARBARA		22.00		1 Transactions		
4573	STRANG/HORACE & JANICE						
180	87-984-000-0000-6810		22.00	OVERPAYMENT OF TAXES		23.309.0230	Refunds And Reimbursements
	4573 STRANG/HORACE & JANICE		22.00		1 Transactions		
6345	SWIFT/CELINE & DAVID						
181	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES		13.058.0010	Refunds And Reimbursements
	6345 SWIFT/CELINE & DAVID		4.00		1 Transactions		
4513	TELECKY/DOUGLAS						
182	87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES		21.060.0040	Refunds And Reimbursements
	4513 TELECKY/DOUGLAS		12.00		1 Transactions		
4677	THIEM/PAMELA						
183	87-984-000-0000-6810		170.00	OVERPAYMENT OF TAXES		23.036.0600	Refunds And Reimbursements
	4677 THIEM/PAMELA		170.00		1 Transactions		
4621	THIEMANN/BRANDON & JILLIAN						
184	87-984-000-0000-6810		54.00	OVERPAYMENT OF TAXES		23.270.0220	Refunds And Reimbursements
	4621 THIEMANN/BRANDON & JILLIAN		54.00		1 Transactions		

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20	4554 THOMAS A BURICH REV TRUST 87-984-000-0000-6810		50.00	OVERPAYMENT OF TAXES 1 Transactions	23.271.0010	Refunds And Reimbursements
167	4554 THOMAS A BURICH REV TRUST 2045 THOMAS L SEITZ TRUST 87-984-000-0000-6810		50.00 10.00	OVERPAYMENT OF TAXES 1 Transactions	13.029.0500	Refunds And Reimbursements
186	2045 THOMAS L SEITZ TRUST 87-984-000-0000-6810		10.00 10.00	OVERPAYMENT OF TAXES 1 Transactions	13.022.0300	Refunds And Reimbursements
185	4637 TROSEN/PAUL 87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES 2 Transactions	23.120.0100	Refunds And Reimbursements
187	4637 TROSEN/PAUL 87-984-000-0000-6810		8.00 24.00	OVERPAYMENT OF TAXES 1 Transactions	13.022.0300 04.009.1900	Refunds And Reimbursements
188	4569 TROSKA/DEANNE 87-984-000-0000-6810		10.00	OVERPAYMENT OF TAXES 1 Transactions	04.009.1900	Refunds And Reimbursements
189	4630 VANORT/CAROL 87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES 1 Transactions	23.323.0010	Refunds And Reimbursements
190	4630 VANORT/CAROL 87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES 1 Transactions	04.051.0140	Refunds And Reimbursements
191	4668 WAGONER/DOUGLAS & LYNDA 87-984-000-0000-6810		10.00 4.00	OVERPAYMENT OF TAXES 2 Transactions	04.054.0050	Refunds And Reimbursements
192	4668 WAGONER/DOUGLAS & LYNDA 87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES 1 Transactions	04.051.0140	Refunds And Reimbursements
197	4643 WENDLAND/CURTIS & JULIE 87-984-000-0000-6810		31.00	OVERPAYMENT OF TAXES 1 Transactions	08.027.1000	Refunds And Reimbursements
198	4518 WENDORFF/ROBERT 87-984-000-0000-6810		31.00	OVERPAYMENT OF TAXES 1 Transactions	23.292.0050	Refunds And Reimbursements
199	4518 WENDORFF/ROBERT 87-984-000-0000-6810		32.00	OVERPAYMENT OF TAXES 1 Transactions	23.439.0020	Refunds And Reimbursements
200	4500 WHITTINGTON/JAMES 87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES 1 Transactions	23.439.0020	Refunds And Reimbursements
201	4500 WHITTINGTON/JAMES 87-984-000-0000-6810		30.00	OVERPAYMENT OF TAXES 1 Transactions	23.439.0020	Refunds And Reimbursements
	4680 WIEHR/ROBERT					

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193	87-984-000-0000-6810		14.10	OVERPAYMENT OF TAXES	23.249.0010	Refunds And Reimbursements
	4680 WIEHR/ROBERT		14.10		1 Transactions	
4491	WILKENS/MARK H					
194	87-984-000-0000-6810		62.00	OVERPAYMENT OF TAXES	18.050.0370	Refunds And Reimbursements
4491	WILKENS/MARK H		62.00		1 Transactions	
4597	WILLEMSSEN/CHRISTOPHER & JANEL					
195	87-984-000-0000-6810		40.00	OVERPAYMENT OF TAXES	03.067.0010	Refunds And Reimbursements
196	87-984-000-0000-6810		15.85	OVERPAYMENT OF TAXES	23.112.1530	Refunds And Reimbursements
4597	WILLEMSSEN/CHRISTOPHER & JANEL		55.85		2 Transactions	
4559	WILLIAM & SUSAN BRICKSEN TRUST					
16	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES	04.006.0300	Refunds And Reimbursements
17	87-984-000-0000-6810		4.00	OVERPAYMENT OF TAXES	04.007.0200	Refunds And Reimbursements
4559	WILLIAM & SUSAN BRICKSEN TRUST		18.00		2 Transactions	
4663	YUKEL/DALE & ROBERTA					
198	87-984-000-0000-6810		28.00	OVERPAYMENT OF TAXES	08.078.0010	Refunds And Reimbursements
4663	YUKEL/DALE & ROBERTA		28.00		1 Transactions	
4598	YUREK/MILAN & DEBRA					
199	87-984-000-0000-6810		36.00	OVERPAYMENT OF TAXES	23.423.0160	Refunds And Reimbursements
4598	YUREK/MILAN & DEBRA		36.00		1 Transactions	
3710	ZAJICEK/KEITH					
200	87-984-000-0000-6810		12.00	OVERPAYMENT OF TAXES	11.034.0225	Refunds And Reimbursements
3710	ZAJICEK/KEITH		12.00		1 Transactions	
4613	ZAJICEK/LAURINA					
202	87-984-000-0000-6810		17.24	OVERPAYMENT OF TAXES	11.034.0250	Refunds And Reimbursements
201	87-984-000-0000-6810		1.18	OVERPAYMENT OF TAXES	11.034.0570	Refunds And Reimbursements
4613	ZAJICEK/LAURINA		18.42		2 Transactions	
510	ZIMMERMAN/ALAN & KATHY					
203	87-984-000-0000-6810		26.00	OVERPAYMENT OF TAXES	13.007.1425	Refunds And Reimbursements
510	ZIMMERMAN/ALAN & KATHY		26.00		1 Transactions	
4661	ZIRBES/GLEN					

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204	87-984-000-0000-6810		124.00	OVERPAYMENT OF TAXES	19.077.0240	Refunds And Reimbursements
	4661 ZIRBES/GLEN		124.00		1 Transactions	
4681	ZIVKOVICH/ANN					
205	87-984-000-0000-6810		42.00	OVERPAYMENT OF TAXES	01.031.0900	Refunds And Reimbursements
	4681 ZIVKOVICH/ANN		42.00		1 Transactions	
984	DEPT Total:		8,621.12	ADVANCE TAX COLLECTIONS	166 Vendors	205 Transactions
87	Fund Total:		8,621.12	TAX & PENALTY FUND		205 Transactions
	Final Total:		8,621.12		166 Vendors	205 Transactions

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Recap by Fund

	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	87	8,621.12	TAX & PENALTY FUND
All Funds		8,621.12	Total
			Approved by,

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Print List in Order By: 2

- 1 - Fund (Page Break by Fund)
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Page Break By: 1

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

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

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	Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT				...		
	4322	RELIANCE STANDARD					DENTAL INSURANCE PAYABLE
164		01-000-000-0000-2051		5,397.40	DENTAL PREMIUM 04/01/2018	04/30/2018	
163		01-000-000-0000-2054		152.40	DENTAL PREMIUM 04/01/2018	04/30/2018	COBRA DENTAL INSURANCE PAYABLE
	4322	RELIANCE STANDARD		5,549.80		2 Transactions	
	4382	RELIANCE STANDARD					
152		01-000-000-0000-2044		476.05	VISION PREMIUM 04/01/2018	04/30/2018	VISION INSURANCE PAYABLE
	4382	RELIANCE STANDARD		476.05		1 Transactions	
0	DEPT Total:			6,025.85	...	2 Vendors	3 Transactions
3	DEPT				COUNTY WIDE		
	4917	CITY OF GLENCOE					
136		01-003-000-0000-6350		75.00	ROOM RENTAL-ASSIST FOR SENIORS		OTHER SERVICES & CHARGES
	4917	CITY OF GLENCOE		75.00		1 Transactions	
	1930	HERALD JOURNAL PUBLISHING INC					
141		01-003-000-0000-6241		32.22	FAIR GROUND PAVILION BIDS	32967	PRINTING AND PUBLISHING
	1930	HERALD JOURNAL PUBLISHING INC		32.22		1 Transactions	
	3645	HUTCHINSON EVENT CENTER					
142		01-003-000-0000-6350		60.00	ROOM RENTAL-SR LINKAGE		OTHER SERVICES & CHARGES
	3645	HUTCHINSON EVENT CENTER		60.00		1 Transactions	
3	DEPT Total:			167.22	COUNTY WIDE	3 Vendors	3 Transactions
5	DEPT				BOARD OF COUNTY COMMISSIONERS		
	1886	BMO					
190		01-005-000-0000-6245		80.00	MN TRANSPORTATION ALLIANCE	1627	DUES AND REGISTRATION FEES
191		01-005-000-0000-6336		840.40	INTERCONTINENTAL ST PAUL	1627	MEALS, LODGING, PARKING & MISCELLAN
192		01-005-000-0000-6336		402.89	INTERCONTINENTAL ST PAUL	1627	MEALS, LODGING, PARKING & MISCELLAN
193		01-005-000-0000-6336		840.40	INTERCONTINENTAL ST PAUL	1627	MEALS, LODGING, PARKING & MISCELLAN
194		01-005-000-0000-6336		384.89	INTERCONTINENTAL ST PAUL	1627	MEALS, LODGING, PARKING & MISCELLAN

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							<u>On Behalf of Name</u>
1886	BMO		2,548.58		5 Transactions		
4917	CITY OF GLENCOE						OTHER SERVICES & CHARGES
19	01-005-000-0000-6350		540.00	ROOM RENTAL	04/01/2018	06/30/2018	
4917	CITY OF GLENCOE		540.00			1 Transactions	
658	MCLEOD PUBLISHING INC						PRINTING AND PUBLISHING
145	01-005-000-0000-6241		137.31	MEETING MINUTES			
658	MCLEOD PUBLISHING INC		137.31			1 Transactions	
5	DEPT Total:		3,225.89	BOARD OF COUNTY COMMISSIONERS		3 Vendors	7 Transactions
13	DEPT			COURT ADMINISTRATOR'S			
11580	CENTURYLINK						
128	01-013-000-0000-6203		36.54	LONG DISTANCE		320439462	COMMUNICATIONS
11580	CENTURYLINK		36.54		03/21/2018	04/20/2018	
13	DEPT Total:		36.54	COURT ADMINISTRATOR'S		1 Vendors	1 Transactions
31	DEPT			COUNTY ADMINISTRATOR'S			
1886	BMO						
195	01-031-000-0000-6336		262.00	MN TRANSPORTATION ALLIANCE	1627		MEALS, LODGING, PARKING & MISCELLAN
1886	BMO		262.00			1 Transactions	
658	MCLEOD PUBLISHING INC						PRINTING AND PUBLISHING
144	01-031-000-0000-6241		685.60	HELP WANTED			
658	MCLEOD PUBLISHING INC		685.60			1 Transactions	
31	DEPT Total:		947.60	COUNTY ADMINISTRATOR'S		2 Vendors	2 Transactions
41	DEPT			COUNTY AUDITOR-TREASURER'S			
4622	D & T VENTURES						
21	01-041-000-0000-6350		661.50	APRIL 18 E-TAX INQUIRY SUPPORT	298633		OTHER SERVICES & CHARGES
4622	D & T VENTURES		661.50			1 Transactions	
4675	JAGUAR SOFTWARE						

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	<u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
50	01-041-000-0000-6269			1,350.00	MAINT CONTROL ON SOFTWARE	04/10/2018 04/09/2019	1804MCL0582	CONTRACTS
	4675 JAGUAR SOFTWARE			1,350.00			1 Transactions	
41	DEPT Total:			2,011.50	COUNTY AUDITOR-TREASURER'S		2 Vendors	2 Transactions
65	DEPT				INFORMATION TECHNOLOGY			
2	4181 ALLSTREAM							
	01-065-000-0000-6404			54.73	PHONE CORDS		120392269	COMPUTER SUPPLIES
	4181 ALLSTREAM			54.73			1 Transactions	
	5783 DATASPACE INC							
22	01-065-000-0000-6404			1,170.59	HP LT06 TAPES/LABELS		42438386	COMPUTER SUPPLIES
	5783 DATASPACE INC			1,170.59			1 Transactions	
65	DEPT Total:			1,225.32	INFORMATION TECHNOLOGY		2 Vendors	2 Transactions
76	DEPT				CENTRAL SERVICES-COUNTY WIDE			
3	4181 ALLSTREAM							
	01-076-000-0000-6350			390.00	PROGRAMMING CONFERENCE PHONE	120392402		OTHER SERVICES & CHARGES
	4181 ALLSTREAM			390.00			1 Transactions	
	1886 BMO							
268	01-076-000-0000-6402			315.00	JJ O'BRIEN		2690	OFFICE SUPPLIES
267	01-076-000-0000-6205			201.00	USPS		9909	POSTAGE AND POSTAL BOX RENTAL
	1886 BMO			516.00			2 Transactions	
	11580 CENTURYLINK							
127	01-076-000-0000-6203			608.47	LONG DISTANCE		320439462	COMMUNICATIONS
					03/21/2018	04/20/2018		
	11580 CENTURYLINK			608.47			1 Transactions	
	1857 METRO SALES INC							
64	01-076-000-0000-6321			40.48	COPIER MAINT MP3054-CS		INV1038368	MAINTENANCE AGREEMENTS
66	01-076-000-0000-6321			246.24	COPIER MAINT MPC3503-ZONING		INV1041706	MAINTENANCE AGREEMENTS
	1857 METRO SALES INC			286.72			2 Transactions	
	5771 NU-TELECOM							

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82			1,554.79	EXT/PRI/SW B1	04/01/2018	82270870	COMMUNICATIONS
	5771 NU-TELECOM		1,554.79			1 Transactions	
	3752 STAR GROUP LLC						
111	01-076-000-0000-6338		33.48	WASHER FLUID		988288	MOTOR POOL EXPENSES
	3752 STAR GROUP LLC		33.48			1 Transactions	
76	DEPT Total:		3,389.46	CENTRAL SERVICES-COUNTY WIDE		6 Vendors	8 Transactions
91	DEPT			COUNTY ATTORNEY'S			
	1886 BMO						
207	01-091-000-0000-6245		250.00	MN COUNTY ATTORNEY ASSOC		1643	DUES AND REGISTRATION FEES
208	01-091-000-0000-6245		40.00	MINNESOTA DISTRICT COURT		1643	DUES AND REGISTRATION FEES
	1886 BMO		290.00			2 Transactions	
	6009 INNOVATIVE OFFICE SOLUTIONS LLC						
43	01-091-000-0000-6402		149.94	OFFICE SUPPLIES		IN1989259	OFFICE SUPPLIES
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		149.94			1 Transactions	
	60963 SEVEN COUNTY PROCESS SERVERS LLC						
106	01-091-000-0000-6350		55.00	SVC OF DOC		20180558	OTHER SERVICES & CHARGES
107	01-091-000-0000-6350		55.00	SVC OF DOC		20180609	OTHER SERVICES & CHARGES
108	01-091-000-0000-6350		165.00	SVC OF DOC		20180610	OTHER SERVICES & CHARGES
	60963 SEVEN COUNTY PROCESS SERVERS LLC		275.00			3 Transactions	
91	DEPT Total:		714.94	COUNTY ATTORNEY'S		3 Vendors	6 Transactions
103	DEPT			COUNTY ASSESSOR'S			
	1886 BMO						
266	01-103-000-0000-6245		900.00	MAAO		9891	DUES AND REGISTRATION FEES
265	01-103-000-0000-6402		29.23	AMAZON		9891	OFFICE SUPPLIES
264	01-103-000-0000-6450		22.86	BEEN VERIFIED		9891	SUBSCRIPTIONS
	1886 BMO		952.09			3 Transactions	
103	DEPT Total:		952.09	COUNTY ASSESSOR'S		1 Vendors	3 Transactions
107	DEPT			COUNTY PLANNING AND ZONING			

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39	1930 HERALD JOURNAL PUBLISHING INC		80.55	PUBLICATIONS			PRINTING AND PUBLISHING
	01-107-000-0000-6241				1 Transactions		
46	1930 HERALD JOURNAL PUBLISHING INC		80.55				
46	6009 INNOVATIVE OFFICE SOLUTIONS LLC		21.20	OFFICE SUPPLIES		IN1960514	OFFICE SUPPLIES
	01-107-000-0000-6402				1 Transactions		
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		21.20				
107	DEPT Total:		101.75	COUNTY PLANNING AND ZONING		2 Vendors	2 Transactions
111	DEPT			COURTHOUSE BUILDING			
1	46 AKO ELECTRIC INC		276.15	ADD OUTLET/VIDEO CABLING		4413	REPAIR AND MAINTENANCE SERVICES
	01-111-000-0000-6303				1 Transactions		
	46 AKO ELECTRIC INC		276.15				
175	4917 CITY OF GLENCOE		40.00	FENCING PERMIT FOR RECYCLING			OTHER SERVICES & CHARGES
	01-111-000-0000-6350				1 Transactions		
	4917 CITY OF GLENCOE		40.00				
27	3375 FOSTER MECHANICAL		166.00	GARAGE DISPOSAL REPAIR		10852	REPAIR AND MAINTENANCE SERVICES
	01-111-000-0000-6303				1 Transactions		
	3375 FOSTER MECHANICAL		166.00				
32	5967 GLENCOE FLEET SUPPLY INC		8.58	SPRAY PAINT/SCREW BIT		34184	REPAIR AND MAINTENANCE SUPPLIES
33	01-111-000-0000-6425		4.49	LIGHT BULB		34282	REPAIR AND MAINTENANCE SUPPLIES
36	01-111-000-0000-6425		12.99	TROWEL		34448	REPAIR AND MAINTENANCE SUPPLIES
	5967 GLENCOE FLEET SUPPLY INC		26.06		3 Transactions		
38	5385 GOPHER STATE FIRE EQUIPMENT COMP/		33.50	ANNUAL FIRE EXTINGUISHER		112574	REPAIR AND MAINTENANCE SERVICES
	01-111-000-0000-6303				1 Transactions		
	5385 GOPHER STATE FIRE EQUIPMENT COMP/		33.50				
62	1202 MEI TOTAL ELEVATOR SOLUTIONS		135.14	ELEVATOR MAINT-CH		745259	REPAIR AND MAINTENANCE SERVICES
	01-111-000-0000-6303				1 Transactions		
	1202 MEI TOTAL ELEVATOR SOLUTIONS		135.14				
68	4703 MID-AMERICAN RESEARCH CHEMICAL		252.54	CLEANING SUPPLIES		631918-IN	CLEANING SUPPLIES
	01-111-000-0000-6415						

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4703	MID-AMERICAN RESEARCH CHEMICAL		252.54	1 Transactions		
74	4427 NEUBARTH LAWN CARE & LANDSCAPING 01-111-000-0000-6303		255.00	SALT-CH 03/20/2018	12899	REPAIR AND MAINTENANCE SERVICES
	4427 NEUBARTH LAWN CARE & LANDSCAPING		255.00		1 Transactions	
111	DEPT Total:		1,184.39	COURTHOUSE BUILDING	8 Vendors	10 Transactions
112	DEPT			NORTH COMPLEX BUILDING		
30	5967 GLENCOE FLEET SUPPLY INC 01-112-000-0000-6425		14.45	ELECTRICAL HARDWARE	34164	REPAIR AND MAINTENANCE SUPPLIES
35	01-112-000-0000-6425		33.47	ELECTRICAL HARDWARE	34414	REPAIR AND MAINTENANCE SUPPLIES
	5967 GLENCOE FLEET SUPPLY INC		47.92		2 Transactions	
40	869 HILLYARD HUTCHINSON 01-112-000-0000-6415		1,211.37	CLEANING SUPPLIES	602926414	CLEANING SUPPLIES
	869 HILLYARD HUTCHINSON		1,211.37		1 Transactions	
72	4427 NEUBARTH LAWN CARE & LANDSCAPING 01-112-000-0000-6303		195.00	SALT-NC 03/20/2018	12899	REPAIR AND MAINTENANCE SERVICES
	4427 NEUBARTH LAWN CARE & LANDSCAPING		195.00		1 Transactions	
116	3057 VOSS LIGHTING 01-112-000-0000-6425		96.96	LIGHT BULBS	15316434-00	REPAIR AND MAINTENANCE SUPPLIES
	3057 VOSS LIGHTING		96.96		1 Transactions	
112	DEPT Total:		1,551.25	NORTH COMPLEX BUILDING	4 Vendors	5 Transactions
116	DEPT			HEALTH AND HUMAN SERVICES BUILDING		
29	5967 GLENCOE FLEET SUPPLY INC 01-116-000-0000-6425		14.98	TOILET REPAIR PARTS	34003	REPAIR AND MAINTENANCE SUPPLIES
31	01-116-000-0000-6425		27.14	LED HEAD LIGHT	34172	REPAIR AND MAINTENANCE SUPPLIES
34	01-116-000-0000-6425		49.64	ELECTRICAL HARDWARE	34405	REPAIR AND MAINTENANCE SUPPLIES
	5967 GLENCOE FLEET SUPPLY INC		91.76		3 Transactions	
1202	MEI TOTAL ELEVATOR SOLUTIONS					

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	63	01-116-000-0000-6303		148.32	ELEVATOR MAINT-HHS	744858	REPAIR AND MAINTENANCE SERVICES
	1202	MEI TOTAL ELEVATOR SOLUTIONS		148.32		1 Transactions	
	73	4427 NEUBARTH LAWN CARE & LANDSCAPING		300.00	SALT-HHS 03/20/2018	12899 03/26/2018	REPAIR AND MAINTENANCE SERVICES
		01-116-000-0000-6303					
	4427	NEUBARTH LAWN CARE & LANDSCAPING		300.00		1 Transactions	
	89	50840 OLSEN FIRE INSPECTION INC		350.00	ANNUAL FIRE SPRINKLER-HHS	16968	REPAIR AND MAINTENANCE SERVICES
		01-116-000-0000-6303					
	50840	OLSEN FIRE INSPECTION INC		350.00		1 Transactions	
	116	DEPT Total:		890.08	HEALTH AND HUMAN SERVICES BUIL	4 Vendors	6 Transactions
	117	DEPT			FAIRGROUNDS		
	1886	BMO					
	181	01-117-000-0000-6425		443.65	DOUGLAS INDUSTRIES	1700	REPAIR AND MAINTENANCE SUPPLIES
	182	01-117-000-0000-6425		59.01	MENARDS	1700	REPAIR AND MAINTENANCE SUPPLIES
	1886	BMO		502.66		2 Transactions	
	147	5771 NU-TELECOM		80.14	PHONE 04/01/2018	82271073 04/30/2018	COMMUNICATIONS
		01-117-000-0000-6203					
	5771	NU-TELECOM		80.14		1 Transactions	
	91	743 PLUNKETTS PEST CONTROL INC		304.20	GENERAL PEST CONTROL	5888799	REPAIR AND MAINTENANCE SERVICES
		01-117-000-0000-6303					
	743	PLUNKETTS PEST CONTROL INC		304.20		1 Transactions	
	117	DEPT Total:		887.00	FAIRGROUNDS	3 Vendors	4 Transactions
	143	DEPT			LICENSE BUREAU		
	8564	OFFICE DEPOT INC					
	86	01-143-000-0000-6402		18.58	ADDING PAPER	118186078001	OFFICE SUPPLIES
	87	01-143-000-0000-6402		10.10	PEN REFILLS	118186078001	OFFICE SUPPLIES
	88	01-143-000-0000-6402		69.65	TONER 49A	118186078001	OFFICE SUPPLIES
		8564 OFFICE DEPOT INC		98.33		3 Transactions	

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143	DEPT Total:		98.33	LICENSE BUREAU	1 Vendors	3 Transactions
201	DEPT			COUNTY SHERIFF'S OFFICE		
	4246 AXON ENTERPRISE INC					
125	01-201-000-0000-6361		1,300.00	TASER CARTRIDGES	SI-1526695	USE OF FORCE TRAINING EXPENSES
	4246 AXON ENTERPRISE INC		1,300.00		1 Transactions	
	1886 BMO					
215	01-201-000-0000-6402		82.81	AMAZON	1585	OFFICE SUPPLIES
219	01-201-000-0000-6402		459.16	AMSTERDAM PRINTING	1585	OFFICE SUPPLIES
220	01-201-000-0000-6402		75.95	AMAZON	1585	OFFICE SUPPLIES
218	01-201-000-0000-6403		481.28	OMG NATIONAL MARKETING	1585	PRINTED PAPER SUPPLIES
211	01-201-000-0000-6457		415.50	WESTERN SPRING	1585	ERU EXPENSES
216	01-201-206-0000-6360		75.00	BCA	1585	TRAINING - PATROL
217	01-201-206-0000-6360		75.00	BCA	1585	TRAINING - PATROL
221	01-201-206-0000-6360		75.00	BCA	1585	TRAINING - PATROL
210	01-201-000-0000-6327		13.83	WALMART	1601	GENERAL AUTO MAINTENANCE
	1886 BMO		1,753.53		9 Transactions	
	11580 CENTURYLINK					
129	01-201-000-0000-6203		78.83	LONG DISTANCE	320439462	COMMUNICATIONS
				03/21/2018	04/20/2018	
	11580 CENTURYLINK		78.83		1 Transactions	
	1953 JOHNSON MCBRIDE FUNERAL					
51	01-201-000-0000-6215		785.00	TRANSPORT OF DECEASED-JP		TRANSPORTATION EXPENSE FOR AUTOSF
				03/21/2018	03/21/2018	
	1953 JOHNSON MCBRIDE FUNERAL		785.00		1 Transactions	
	332 NATIONAL TACTICAL OFFICERS ASSOCI.					
71	01-201-000-0000-6245		150.00	2018 TEAM MEMBERSHIP	28927	DUES AND REGISTRATION FEES
	332 NATIONAL TACTICAL OFFICERS ASSOCI.		150.00		1 Transactions	
	5771 NU-TELECOM					
149	01-201-000-0000-6203		143.68	111-2290 SPEC ACC VOICE	82270706	COMMUNICATIONS
				04/01/2018	04/30/2018	
	5771 NU-TELECOM		143.68		1 Transactions	
	6060 POSITIVE PROMOTIONS INC					

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92	01-201-000-0000-6350		953.21	ACTIVITY BOOKS & PENCILS	05969337	OTHER SERVICES & CHARGES
	6060 POSITIVE PROMOTIONS INC		953.21		1 Transactions	
	900 STREICHERS INC					
112	01-201-000-0000-6145		744.50	VEST/TRAUMA PLATE	I1303759	UNIFORM ALLOWANCE
113	01-201-000-0000-6145		153.49	CARRIER	I1307403	UNIFORM ALLOWANCE
	900 STREICHERS INC		897.99		2 Transactions	
201	DEPT Total:		6,062.24	COUNTY SHERIFF'S OFFICE	8 Vendors	17 Transactions
251	DEPT			COUNTY JAIL		
	1886 BMO					
222	01-251-000-0000-6461		9.95	AMAZON	1528	INMATE SUPPLIES
212	01-251-000-0000-6415		37.17	MENARDS	1585	CLEANING SUPPLIES
	1886 BMO		47.12		2 Transactions	
	3652 ELITE LOCK & KEY					
23	01-251-000-0000-6303		325.00	LOCK WORK IN JAIL	18002	REPAIR AND MAINTENANCE SERVICES
	3652 ELITE LOCK & KEY		325.00		1 Transactions	
	4656 FILED TRAINING SOLUTIONS					
26	01-251-000-0000-6360		590.00	FTO BASIC COURSE (COX & DUENOW)	8580	TRAINING
	4656 FILED TRAINING SOLUTIONS		590.00		1 Transactions	
	52053 GOLDEN TONGUE CONSULTANTS INC					
37	01-251-000-0000-6270		80.00	INTERPRETED-LE LOPEZ-ALVARADO	108597	PROFESSIONAL SERVICES FOR INMATES
				03/23/2018	03/23/2018	
	52053 GOLDEN TONGUE CONSULTANTS INC		80.00		1 Transactions	
	2140 PHOENIX SUPPLY					
90	01-251-000-0000-6461		212.99	TOOTHBRUSHES/PASTE/LIP BALM	14227	INMATE SUPPLIES
	2140 PHOENIX SUPPLY		212.99		1 Transactions	
251	DEPT Total:		1,255.11	COUNTY JAIL	5 Vendors	6 Transactions
281	DEPT			EMERGENCY MANAGEMENT		
	1886 BMO					
213	01-281-000-0000-6336		207.34	TREASURE ISLAND RESORT	1585	MEALS, LODGING, PARKING & MISCELLAN

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				Service Dates	1 Transactions		
	1886 BMO		207.34				
44	6009 INNOVATIVE OFFICE SOLUTIONS LLC 01-281-000-0000-6402		85.79	DISPLAY BAG		IN1981065	OFFICE SUPPLIES
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		85.79		1 Transactions		
281	DEPT Total:		293.13	EMERGENCY MANAGEMENT		2 Vendors	2 Transactions
485	DEPT			COUNTY PUBLIC HEALTH NURSING			
	1886 BMO						
254	01-485-000-0000-6245		16.62	EVENTBRITE		0730	DUES AND REGISTRATION FEES
257	01-485-000-0000-6245		400.00	EVENTBRITE		0730	DUES AND REGISTRATION FEES
262	01-485-000-0000-6364		25.06	COBORNS		0730	COUNTY EMPLOYEE WELLNESS COMMITT
256	01-485-000-0000-6402		2.20	AMAZON		0730	OFFICE SUPPLIES
258	01-485-000-0000-6402		56.31	STAPLES		0730	OFFICE SUPPLIES
259	01-485-000-0000-6402		115.13	WALMART		0730	OFFICE SUPPLIES
260	01-485-000-0000-6402		15.98	AMAZON		0730	OFFICE SUPPLIES
261	01-485-000-0000-6402		29.99	SHOPKO		0730	OFFICE SUPPLIES
263	01-485-000-0000-6402		48.36	AMAZON		0730	OFFICE SUPPLIES
255	01-485-000-0000-6451		49.02	AMAZON		0730	BOOKS
	1886 BMO		758.67		10 Transactions		
	11580 CENTURYLINK 01-485-000-0000-6203		67.40	LONG DISTANCE 03/21/2018	04/20/2018	320439462	COMMUNICATIONS
	11580 CENTURYLINK		67.40		1 Transactions		
24	4479 FALLON/MIKE 01-485-490-0000-6047		52.64	CHORE SERVICES ID#817101.01 02/04/2018	02/28/2018		CHORE SERVICES
25	01-485-490-0000-6047		195.52	CHORE SERVICES ID#817101.01 03/01/2018	03/28/2018		CHORE SERVICES
	4479 FALLON/MIKE		248.16		2 Transactions		
28	2862 GLENKNOLL PROPERTIES LLC 01-485-000-0000-6350		436.27	LOT RENT & LIGHT/POWER BILL			OTHER SERVICES & CHARGES
	2862 GLENKNOLL PROPERTIES LLC		436.27		1 Transactions		
	4347 KUHLMAN/PATTY						

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52			110.64	CHORE SERVICES ID#817101.01	03/26/2018 03/26/2018	03/01/2018	CHORE SERVICES
	4347 KUHLMAN/PATTY		110.64			1 Transactions	
54	205 MARCO TECHNOLOGIES LLC		17.31	MONTHLY COST PER PRINT	03/15/2018 04/14/2018	INV5085148	PRINTED PAPER SUPPLIES
	01-485-000-0000-6403						
	205 MARCO TECHNOLOGIES LLC		17.31			1 Transactions	
	1523 SANOFI PASTERU INC						
104	01-485-000-0000-6438		26.01-	CREDIT MEMP 909128258			VACCINE
105	01-485-000-0000-6438		17.29-	CREDIT MEMO 909476980			VACCINE
103	01-485-000-0000-6438		142.12	TUBERSOL		909892409	VACCINE
	1523 SANOFI PASTERU INC		98.82			3 Transactions	
110	5772 SOUTH CENTRAL EP CONFERENCE		210.00	15TH ANNUAL REG EP CONF			DUES AND REGISTRATION FEES
	01-485-000-0000-6245						
	5772 SOUTH CENTRAL EP CONFERENCE		210.00			1 Transactions	
118	5451 WESTERN RESERVE DISTRIBUTING INC		92.28	CARSEAT LEVELERS		339013	OFFICE SUPPLIES
	01-485-000-0000-6402						
	5451 WESTERN RESERVE DISTRIBUTING INC		92.28			1 Transactions	
122	4378 ZAJIECK/KAREN		221.28	CHORE SERVICE ID #816567.01			CHORE SERVICES
	01-485-490-0000-6047			03/01/2018 03/30/2018			
123	01-485-490-0000-6047		221.28	CHORE SERVICE ID #816349.01			CHORE SERVICES
				03/01/2018 03/30/2018			
124	01-485-490-0000-6047		110.64	CHORE SERVICE ID #825343.01			CHORE SERVICES
				03/01/2018 03/30/2018			
	4378 ZAJIECK/KAREN		553.20			3 Transactions	
485	DEPT Total:		2,592.75	COUNTY PUBLIC HEALTH NURSING		10 Vendors	24 Transactions
520	DEPT			COUNTY PARK'S			
	1886 BMO						
183	01-520-000-0000-6203		60.94	NORTHLAND CONNECT		1684	COMMUNICATIONS
	1886 BMO		60.94			1 Transactions	

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1 GENERAL REVENUE FUND

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53	5555 L & P SUPPLY COMPANY INC 01-520-000-0000-6612		5,000.00	ZEROTURN LAWN MOWER 1 Transactions	189751	CAPITAL - \$100-\$5,000 (INVENTORY)
180	5555 L & P SUPPLY COMPANY INC 01-520-000-0000-6203		5,000.00			
180	5771 NU-TELECOM 01-520-000-0000-6203		41.55	PIEPENBURG 587-2082 04/01/2018 04/30/2018 1 Transactions	82270870	COMMUNICATIONS
520	5771 NU-TELECOM DEPT Total:		41.55			
520	520 DEPT Total:		5,102.49	COUNTY PARK'S 3 Vendors		3 Transactions
603	603 DEPT 1886 BMO			COUNTY EXTENSION		
184	184 01-603-000-0000-6351		16.00	DOLLAR TREE	1668	AFTER SCHOOL PROGRAM
185	185 01-603-000-0000-6351		111.65	WALMART	1668	AFTER SCHOOL PROGRAM
186	186 01-603-000-0000-6351		19.98	MENARDS	1668	AFTER SCHOOL PROGRAM
187	187 01-603-000-0000-6351		8.28	WALMART	1668	AFTER SCHOOL PROGRAM
188	188 01-603-000-0000-6351		626.95	ST CLOUD ESCAPE ROOM	1668	AFTER SCHOOL PROGRAM
189	189 01-603-000-0000-6351		5.15	WALMART	1668	AFTER SCHOOL PROGRAM
	1886 BMO		788.01		6 Transactions	
603	603 DEPT Total:		788.01	COUNTY EXTENSION 1 Vendors		6 Transactions
615	615 DEPT 1886 BMO			ISTS COMMITTEE		
269	269 01-615-000-0000-6245		310.00	U OF M LEARNING	3564	DUES AND REGISTRATION FEES
270	270 01-615-000-0000-6350		430.00	U OF M BOOKSTORES	3564	OTHER SERVICES & CHARGES
	1886 BMO		740.00		2 Transactions	
48	6009 INNOVATIVE OFFICE SOLUTIONS LLC 01-615-000-0000-6402		21.22	OFFICE SUPPLIES	IN1960514	OFFICE SUPPLIES
45	45 01-615-000-0000-6402		37.14	OFFICE SUPPLIES	IN1979490	OFFICE SUPPLIES
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		58.36		2 Transactions	
151	278 RADTKE/DUANE 01-615-000-0000-6350		300.00	MARCH 2018 SSTS SVCS		OTHER SERVICES & CHARGES
	278 RADTKE/DUANE		300.00		1 Transactions	

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							<u>Paid On Bhf #</u>
615	DEPT Total:		1,098.36	ISTS COMMITTEE		3 Vendors	5 Transactions
1	Fund Total:		40,601.30	GENERAL REVENUE FUND			130 Transactions

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3 ROAD & BRIDGE FUND

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0 DEPT				...		
165 4322 RELIANCE STANDARD	03-000-000-0000-2051		661.32	DENTAL PREMIUM 04/01/2018	04/30/2018	DENTAL INSURANCE PAYABLE
4322 RELIANCE STANDARD			661.32		1 Transactions	
153 4382 RELIANCE STANDARD	03-000-000-0000-2044		64.92	VISION PREMIUM 04/01/2018	04/30/2018	VISION INSURANCE PAYABLE
4382 RELIANCE STANDARD			64.92		1 Transactions	
0 DEPT Total:			726.24	...	2 Vendors	2 Transactions
310 DEPT				HIGHWAY MAINTENANCE		
1886 BMO						
234 03-310-000-0000-6336			251.94	DELTA BY MARRIOTT	9937	MEALS, LODGING, PARKING & MISCELLAN
235 03-310-000-0000-6336			251.94	DELTA BY MARRIOTT	9937	MEALS, LODGING, PARKING & MISCELLAN
236 03-310-000-0000-6336			251.94	DELTA BY MARRIOTT	9937	MEALS, LODGING, PARKING & MISCELLAN
237 03-310-000-0000-6568			109.85	PAYPAL: HI-VIS SAFETY WEAR	9937	SAFETY CODE REGULATIONS
1886 BMO			865.67		4 Transactions	
4228 NORTH AMERICAN SAFETY						
76 03-310-000-0000-6145			287.50	UNIFORM SERVICES-TSHIRTS	16180	UNIFORM ALLOWANCE
77 03-310-000-0000-6145			57.50	UNIFORM SERVICES-TSHIRTS	16252	UNIFORM ALLOWANCE
4228 NORTH AMERICAN SAFETY			345.00		2 Transactions	
310 DEPT Total:			1,210.67	HIGHWAY MAINTENANCE	2 Vendors	6 Transactions
320 DEPT				HIGHWAY CONSTRUCTION		
1886 BMO						
232 03-320-000-0000-6501			83.19	GILSON	9937	ENGINEERING & SURVEYING SUPPLIES
1886 BMO			83.19		1 Transactions	
5537 BOLTON & MENK INC						
14 03-320-000-0000-6265			1,288.80	PRELIM ENG JOB 05016	215478	PROFESSIONAL SERVICES
5537 BOLTON & MENK INC			1,288.80		1 Transactions	
211 WEST CENTRAL INDUSTRIES INC						

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117	03-320-000-0000-6501		266.72	LATH-ENGINEERING SUPPLIES	2508	ENGINEERING & SURVEYING SUPPLIES
211	WEST CENTRAL INDUSTRIES INC		266.72		1 Transactions	
320	DEPT Total:		1,638.71	HIGHWAY CONSTRUCTION	3 Vendors	3 Transactions
330	DEPT			HIGHWAY ADMINISTRATION		
1886	BMO					
233	03-330-000-0000-6245		450.00	U OF M REGISTRATON	9937	DUES AND REGISTRATION FEES
231	03-330-000-0000-6336		105.96	ARROWWOOD RESORT	9937	MEALS, LODGING, PARKING & MISCELLAN
1886	BMO		555.96		2 Transactions	
4699	BUDGET BLINDS					
15	03-330-000-0000-6612		307.82	WINDOW ROLLER SHADES	59886	CAPITAL - \$100-\$5,000 (INVENTORY)
16	03-330-000-0000-6612		361.42	WINDOW ROLLER SHADES	59886	CAPITAL - \$100-\$5,000 (INVENTORY)
17	03-330-000-0000-6612		307.82	WINDOW ROLLER SHADES	59886	CAPITAL - \$100-\$5,000 (INVENTORY)
4699	BUDGET BLINDS		977.06		3 Transactions	
1857	METRO SALES INC					
65	03-330-000-0000-6321		82.68	COPIER MAINT MPC5503-HWY	INV1038369	MAINTENANCE AGREEMENTS
1857	METRO SALES INC		82.68		1 Transactions	
6263	PRECISE MRM LLC					
93	03-330-000-0000-6321		188.59	FEB DATA FOR GPS UNITS	IN200-1016385	MAINTENANCE AGREEMENTS
6263	PRECISE MRM LLC		188.59		1 Transactions	
330	DEPT Total:		1,804.29	HIGHWAY ADMINISTRATION	4 Vendors	7 Transactions
340	DEPT			HIGHWAY EQUIPMENT MAINTENANCE		
1505	AUTO VALUE					
7	03-340-000-0000-6425		32.97	PARTS	44086219	REPAIR AND MAINTENANCE SUPPLIES
8	03-340-000-0000-6425		11.97-	PARTS	44086220	REPAIR AND MAINTENANCE SUPPLIES
9	03-340-000-0000-6425		190.26	PARTS	44086646	REPAIR AND MAINTENANCE SUPPLIES
4	03-340-000-0000-6590		53.88	MECH SHOP SUPPLIES	44086650	TOOLS & SHOP MATERIALS
5	03-340-000-0000-6590		19.99	BROWNTON SHOP MAINT	44086650	TOOLS & SHOP MATERIALS
10	03-340-000-0000-6425		31.30	PARTS	44086728	REPAIR AND MAINTENANCE SUPPLIES
11	03-340-000-0000-6425		12.45	PARTS	44086758	REPAIR AND MAINTENANCE SUPPLIES
12	03-340-000-0000-6425		28.42	PARTS	44086953	REPAIR AND MAINTENANCE SUPPLIES
6	03-340-000-0000-6590		62.97-	BROWNTON SHOP MAINT	44087088	TOOLS & SHOP MATERIALS

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3 ROAD & BRIDGE FUND

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13	03-340-000-0000-6425		81.10	PARTS		44087324	REPAIR AND MAINTENANCE SUPPLIES
1505	AUTO VALUE		375.43		10 Transactions		
134	CITY OF HUTCHINSON						
137	03-340-000-0000-6455		1,572.98	UNLEADED FUEL		0000042646	MOTOR FUELS AND LUBRICATION
				03/01/2018	03/31/2018		
138	03-340-000-0000-6455		19.27	MISC FUEL CAN		0000042646	MOTOR FUELS AND LUBRICATION
				03/01/2018	03/31/2018		
139	03-340-000-0000-6567		3,491.00	DIESEL FUEL		0000042646	DIESEL FUEL & TAX
				03/01/2018	03/31/2018		
140	03-340-000-0000-6567		22.60	MISC DIESEL FUEL CAN		0000042646	DIESEL FUEL & TAX
				03/01/2018	03/31/2018		
134	CITY OF HUTCHINSON		5,105.85		4 Transactions		
1326	CULLIGAN WATER CONDITIONING						
20	03-340-000-0000-6257		9.80	BOTTLED WATER RENTAL		173X01988304	SEWER, WATER AND GARBAGE REMOVAL
				04/01/2018	04/30/2018		
1326	CULLIGAN WATER CONDITIONING		9.80		1 Transactions		
4367	HOLT MOTORS INC						
41	03-340-000-0000-6425		129.85	PARTS		27751	REPAIR AND MAINTENANCE SUPPLIES
42	03-340-000-0000-6425		15.95	PARTS		27769	REPAIR AND MAINTENANCE SUPPLIES
4367	HOLT MOTORS INC		145.80		2 Transactions		
1746	NUSS TRUCK & EQUIPMENT						
78	03-340-000-0000-6425		251.99	PARTS		2178184P	REPAIR AND MAINTENANCE SUPPLIES
79	03-340-000-0000-6425		98.54	PARTS		2178310P	REPAIR AND MAINTENANCE SUPPLIES
80	03-340-000-0000-6425		35.62	PARTS		2178368P	REPAIR AND MAINTENANCE SUPPLIES
81	03-340-000-0000-6425		186.87	PARTS		2178464P	REPAIR AND MAINTENANCE SUPPLIES
1746	NUSS TRUCK & EQUIPMENT		573.02		4 Transactions		
1087	O REILLY AUTOMOTIVE INC						
83	03-340-000-0000-6425		59.98	PARTS		1522-469499	REPAIR AND MAINTENANCE SUPPLIES
84	03-340-000-0000-6425		99.08	PARTS		1522-469731	REPAIR AND MAINTENANCE SUPPLIES
85	03-340-000-0000-6590		34.57	PARTS		1522-470306	TOOLS & SHOP MATERIALS
1087	O REILLY AUTOMOTIVE INC		193.63		3 Transactions		
268	QUADE ELECTRIC INC						
94	03-340-000-0000-6425		61.90	LAMP FOR SLATS SHOP		96136	REPAIR AND MAINTENANCE SUPPLIES

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268	QUADE ELECTRIC INC			61.90		1 Transactions				
7118	RUNNINGS SUPPLY INC									
101	03-340-000-0000-6590			19.11	SLATS SHOP SUPPLIES		4531366		TOOLS & SHOP MATERIALS	
7118	RUNNINGS SUPPLY INC			19.11		1 Transactions				
432	SAMS TIRE SERVICE									
102	03-340-000-0000-6425			92.00	PARTS		139072		REPAIR AND MAINTENANCE SUPPLIES	
432	SAMS TIRE SERVICE			92.00		1 Transactions				
1083	WEX BANK									
119	03-340-000-0000-6455			495.54	UNLEADED FUEL		53723256		MOTOR FUELS AND LUBRICATION	
					03/01/2018	03/31/2018				
121	03-340-000-0000-6455			39.59-	MISC PREV PER REBATE		53723256		MOTOR FUELS AND LUBRICATION	
					03/01/2018	03/31/2018				
120	03-340-000-0000-6567			2,242.05	DIESEL FUEL		53723256		DIESEL FUEL & TAX	
					03/01/2018	03/31/2018				
1083	WEX BANK			2,698.00		3 Transactions				
340	DEPT Total:			9,274.54	HIGHWAY EQUIPMENT MAINTENANCE		10 Vendors		30 Transactions	
3	Fund Total:			14,654.45	ROAD & BRIDGE FUND				48 Transactions	

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5 SOLID WASTE FUND

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391	DEPT				SOLID WASTE TIP FEE		
	1886	BMO					
229		05-391-000-0000-6245		170.00	ISW REGS SWPP	2810	DUES AND REGISTRATION FEES
230		05-391-000-0000-6245		250.00	STORMWATER BMP	2810	DUES AND REGISTRATION FEES
	1886	BMO		420.00		2 Transactions	
11580	CENTURYLINK						
131		05-391-000-0000-6203		0.82	LONG DISTANCE 03/21/2018	320439462 04/20/2018	COMMUNICATIONS
11580	CENTURYLINK			0.82		1 Transactions	
4427	NEUBARTH LAWN CARE & LANDSCAPING						
75		05-391-000-0000-6303		225.00	SALT-SW 03/20/2018	03/26/2018	REPAIR AND MAINTENANCE SERVICES
4427	NEUBARTH LAWN CARE & LANDSCAPING			225.00		1 Transactions	
4322	RELIANCE STANDARD						
166		05-391-000-0000-2051		76.44	DENTAL PREMIUM 04/01/2018	04/30/2018	DENTAL INSURANCE PAYABLE
4322	RELIANCE STANDARD			76.44		1 Transactions	
4382	RELIANCE STANDARD						
154		05-391-000-0000-2044		5.20	VISION PREMIUM 04/01/2018	04/30/2018	VISION INSURANCE PAYABLE
4382	RELIANCE STANDARD			5.20		1 Transactions	
4718	UHL COMPANY						
114		05-391-000-0000-6303		1,282.00	REPAIR/REPLACE ANANLOG	4713	REPAIR AND MAINTENANCE SERVICES
4718	UHL COMPANY			1,282.00		1 Transactions	
391	DEPT Total:			2,009.46	SOLID WASTE TIP FEE	6 Vendors	7 Transactions
393	DEPT				MATERIALS RECOVERY FACILITY		
11580	CENTURYLINK						
132		05-393-000-0000-6203		6.05	LONG DISTANCE 03/21/2018	320439462 04/20/2018	COMMUNICATIONS
11580	CENTURYLINK			6.05		1 Transactions	
4322	RELIANCE STANDARD						

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5 SOLID WASTE FUND

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167	05-393-000-0000-2051			14.96	DENTAL PREMIUM	04/01/2018	04/30/2018		DENTAL INSURANCE PAYABLE	
	4322 RELIANCE STANDARD			14.96			1 Transactions			
393	DEPT Total:			21.01	MATERIALS RECOVERY FACILITY		2 Vendors		2 Transactions	
397	DEPT				HOUSEHOLD HAZARDOUS WASTE					
253	1886 BMO			650.00	CHMM CORSE		1544		DUES AND REGISTRATION FEES	
	1886 BMO			650.00			1 Transactions			
133	11580 CENTURYLINK			0.48	LONG DISTANCE	03/21/2018	320439462		COMMUNICATIONS	
	05-397-000-0000-6203					04/20/2018				
	11580 CENTURYLINK			0.48		1 Transactions				
168	4322 RELIANCE STANDARD			37.40	DENTAL PREMIUM	04/01/2018			DENTAL INSURANCE PAYABLE	
	05-397-000-0000-2051					04/30/2018				
	4322 RELIANCE STANDARD			37.40		1 Transactions				
155	4382 RELIANCE STANDARD			3.94	VISION PREMIUM	04/01/2018	04/30/2018		VISION INSURANCE PAYABLE	
	05-397-000-0000-2044									
	4382 RELIANCE STANDARD			3.94		1 Transactions				
397	DEPT Total:			691.82	HOUSEHOLD HAZARDOUS WASTE		4 Vendors		4 Transactions	
5	Fund Total:			2,722.29	SOLID WASTE FUND				13 Transactions	

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11 HUMAN SERVICE FUND

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					Service Dates		
420	DEPT				INCOME MAINTENANCE		
	1886 BMO						
196	11-420-600-0007-6336		578.84	EMBASSY SUITES		9531	MEALS LODGING & PARKING-FINANCIAL
202	11-420-600-0010-6402		53.42	AMAZON		9531	OFFICE SUPPLIES
206	11-420-600-0010-6402		27.76	AMAZON		9531	OFFICE SUPPLIES
	1886 BMO		660.02		3 Transactions		
	11580 CENTURYLINK						
134	11-420-600-0010-6203		135.70	LONG DISTANCE		320439462	COMMUNICATIONS/POSTAGE
				03/21/2018	04/20/2018		
	11580 CENTURYLINK		135.70		1 Transactions		
	6009 INNOVATIVE OFFICE SOLUTIONS LLC						
49	11-420-600-0010-6402		52.23	STENO PADS/PENS/TAPE		IN1977228	OFFICE SUPPLIES
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		52.23		1 Transactions		
	205 MARCO TECHNOLOGIES LLC						
60	11-420-600-0010-6402		48.24-	SHARP TONER/ DEVELOPER		CM 346895	OFFICE SUPPLIES
56	11-420-600-0010-6321	AP 4	35.18	MONTHLY PRINT CONTRACT		INV4872444	MAINTNENACE AGREEMENTS
55	11-420-640-0010-6321	AP 4	112.08	MONTHLY PRINT CONTRACT		INV4872444	MAINTENANCE AGREEMENTS
59	11-420-600-0010-6321		21.56	MONTHLY PRINT CONTRACT		INV5097078	MAINTNENACE AGREEMENTS
58	11-420-640-0010-6321		71.12	MONTHLY PRINT CONTRACT		INV5097078	MAINTENANCE AGREEMENTS
	205 MARCO TECHNOLOGIES LLC		191.70		5 Transactions		
	1857 METRO SALES INC						
67	11-420-600-0010-6321		80.53	RICOH MP6503SP IMU HALLWAY		INV1034517	MAINTNENACE AGREEMENTS
	1857 METRO SALES INC		80.53		1 Transactions		
	4322 RELIANCE STANDARD						
169	11-420-000-0000-2051		819.33	DENTAL PREMIUM			DENTAL INSURANCE PAYABLE
				04/01/2018	04/30/2018		
	4322 RELIANCE STANDARD		819.33		1 Transactions		
	4382 RELIANCE STANDARD						
156	11-420-000-0000-2044		55.05	VISION PREMIUM			VISION INSURANCE PAYABLE
				04/01/2018	04/30/2018		
	4382 RELIANCE STANDARD		55.05		1 Transactions		

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11 HUMAN SERVICE FUND

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
				Service Dates			
420	DEPT Total:		1,994.56	INCOME MAINTENANCE		7 Vendors	13 Transactions
430	DEPT			INDIVIDUAL AND FAMILY SOCIAL SERVI			
	1886 BMO						
238	11-430-709-0000-6033		111.40	GLENCOE COOP		0940	MENTAL HLTH PILOT PROJECT-DISCRETI
248	11-430-709-0000-6033		110.00	MARY'S WISH		0940	MENTAL HLTH PILOT PROJECT-DISCRETI
239	11-430-709-0008-6245		16.62	EB 2018 SUICIDE TRAINING		0940	Dues and Registration Fees - MH Unit
240	11-430-709-0008-6245		16.62	EB 2018 SUICIDE TRAINING		0940	Dues and Registration Fees - MH Unit
241	11-430-709-0008-6245		16.62	EB 2018 SUICIDE TRAINING		0940	Dues and Registration Fees - MH Unit
242	11-430-741-4030-6071		16.84	AMAZON		0940	Client Outreach - CSP
243	11-430-741-4030-6071		22.42	CASHWISE CARIBOU		0940	Client Outreach - CSP
244	11-430-741-4030-6071		23.51	CASHWISE		0940	Client Outreach - CSP
245	11-430-741-4030-6071		10.57	WALMART		0940	Client Outreach - CSP
246	11-430-741-4030-6071		12.00	1010 SOUTH 7TH STREET		0940	Client Outreach - CSP
247	11-430-741-4030-6071		5.74	MENARDS		0940	Client Outreach - CSP
249	11-430-741-4030-6071		7.19	FAMILY VIDEO		0940	Client Outreach - CSP
250	11-430-741-4030-6071		17.18	SHOPKO		0940	Client Outreach - CSP
251	11-430-741-4030-6071		15.32	AMAZON		0940	Client Outreach - CSP
252	11-430-741-4030-6071		102.73	TARGET		0940	Client Outreach - CSP
224	11-430-709-0000-6245		33.24	SUICIDE & MN CONF		3758	REGISTRATION EXPENSE - CHILDRENS UN
228	11-430-710-1190-6056		25.00	MN DEPT OF HEALTH		3758	Court Ordered Children/Custody Studies
225	11-430-710-1980-6062		23.71	TARGET		3758	Foster Care Licensing & Resource Develop
226	11-430-710-1980-6062		16.04	TARGET		3758	Foster Care Licensing & Resource Develop
227	11-430-710-1980-6062		56.37	CASHWISE		3758	Foster Care Licensing & Resource Develop
223	11-430-720-2980-6062		70.84	TARGET		3758	Day Care Licensing & Resource Developm
199	11-430-700-0010-6245		16.62	EVENTBRITE		9531	DUES AND REGISTRATION FEES
200	11-430-700-0010-6245		16.62	EVENTBRITE		9531	DUES AND REGISTRATION FEES
201	11-430-700-0010-6245		16.62	EVENTBRITE		9531	DUES AND REGISTRATION FEES
203	11-430-700-0010-6245		80.00	EVENTBRITE		9531	DUES AND REGISTRATION FEES
204	11-430-700-0010-6245		80.00	EVENTBRITE		9531	DUES AND REGISTRATION FEES
205	11-430-700-0010-6245		80.00	EVENTBRITE		9531	DUES AND REGISTRATION FEES
197	11-430-709-0010-6245		16.62	EVENTBRITE		9531	Registration Expense - Adult Unit
198	11-430-709-0010-6245		16.62	EVENTBRITE		9531	Registration Expense - Adult Unit
	1886 BMO		1,053.06			29 Transactions	
11580	CENTURYLINK						
135	11-430-700-0010-6203		316.64	LONG DISTANCE		320439462	COMMUNICATIONS/POSTAGE
				03/21/2018		04/20/2018	

POOL
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11 HUMAN SERVICE FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
				Service Dates	1 Transactions		
	11580 CENTURYLINK		316.64				
49	6009 INNOVATIVE OFFICE SOLUTIONS LLC 11-430-700-0010-6402		121.87	STENO PADS/PENS/TAPE		IN1977228	OFFICE SUPPLIES
	6009 INNOVATIVE OFFICE SOLUTIONS LLC		121.87		1 Transactions		
61	205 MARCO TECHNOLOGIES LLC 11-430-700-0010-6402		112.56-	SHARP TONER/ DEVELOPER		CM 346895	OFFICE SUPPLIES
57	11-430-700-0010-6321		0.07	MONTHLY PRINT CONTRACT		INV5097078	MAINTENANCE AGREEMENTS
	205 MARCO TECHNOLOGIES LLC		112.49-		2 Transactions		
170	4322 RELIANCE STANDARD 11-430-000-0000-2051		2,570.49	DENTAL PREMIUM 04/01/2018	04/30/2018		DENTAL INSURANCE PAYABLE
	4322 RELIANCE STANDARD		2,570.49		1 Transactions		
157	4382 RELIANCE STANDARD 11-430-000-0000-2044		107.11	VISION PREMIUM 04/01/2018	04/30/2018		VISION INSURANCE PAYABLE
	4382 RELIANCE STANDARD		107.11		1 Transactions		
430	DEPT Total:		4,056.68	INDIVIDUAL AND FAMILY SOCIAL SER	6 Vendors		35 Transactions
450	DEPT			TRI STAR			
171	4322 RELIANCE STANDARD 11-450-000-0000-2051		412.64	DENTAL PREMIUM 04/01/2018	04/30/2018		DENTAL INSURANCE PAYABLE
	4322 RELIANCE STANDARD		412.64		1 Transactions		
158	4382 RELIANCE STANDARD 11-450-000-0000-2044		58.64	VISION PREMIUM 04/01/2018	04/30/2018		VISION INSURANCE PAYABLE
	4382 RELIANCE STANDARD		58.64		1 Transactions		
450	DEPT Total:		471.28	TRI STAR		2 Vendors	2 Transactions
11	Fund Total:		6,522.52	HUMAN SERVICE FUND			50 Transactions

POOL
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20 COUNTY DITCH FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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<u>Vendor No.</u>	<u>Name</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
629	DEPT			COUNTY DITCH #16 REDETERMINED			
	2272 RINGQUIST/RON						
98	20-629-000-0000-6302		1,170.00	REDETERMINATION HOURS 13		03032018	Construction And Repairs
99	20-629-000-0000-6302		95.38	REDETERMINATION MILES 175		03032018	Construction And Repairs
100	20-629-000-0000-6302		483.00	REDETERMINATION GIS TECH 3.5 H		03032018	Construction And Repairs
	2272 RINGQUIST/RON		1,748.38		3 Transactions		
629	DEPT Total:		1,748.38	COUNTY DITCH #16 REDETERMINED		1 Vendors	3 Transactions
649	DEPT			COUNTY DITCH #40			
	2272 RINGQUIST/RON						
95	20-649-000-0000-6302		3,105.00	REDETERMINATION HOURS 34.5		03032018	Construction And Repairs
96	20-649-000-0000-6302		251.79	REDETERMICATION MILES 462		03032018	Construction And Repairs
97	20-649-000-0000-6302		483.00	REDETERMINATION GIS TECH 3.5 H		03032018	Construction And Repairs
	2272 RINGQUIST/RON		3,839.79		3 Transactions		
649	DEPT Total:		3,839.79	COUNTY DITCH #40		1 Vendors	3 Transactions
661	DEPT			JOINT DITCH #1 RMCM			
	4770 RENVILLE COUNTY AUDITOR TREASURE						
178	20-661-000-0000-6302	DTG 6	453.72	2017 DITCH EXPENSES			Construction And Repairs
	4770 RENVILLE COUNTY AUDITOR TREASURE		453.72		1 Transactions		
661	DEPT Total:		453.72	JOINT DITCH #1 RMCM		1 Vendors	1 Transactions
669	DEPT			JUDICIAL DITCH #9 MCLEOD			
	9825 SHORT ELLIOTT HENDRICKSON INC						
109	20-669-000-0000-6302		313.60	ENGINEERING WORK JD #9		346642	Construction And Repairs
	9825 SHORT ELLIOTT HENDRICKSON INC		313.60		1 Transactions		
669	DEPT Total:		313.60	JUDICIAL DITCH #9 MCLEOD		1 Vendors	1 Transactions
673	DEPT			JOINT DITCH #11 SRMC			
	4770 RENVILLE COUNTY AUDITOR TREASURE						
179	20-673-000-0000-6302	DTG 6	69.04	2017 DITCH EXPENSES			Construction And Repairs
	4770 RENVILLE COUNTY AUDITOR TREASURE		69.04		1 Transactions		

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20 COUNTY DITCH FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
673	DEPT Total:		69.04	JOINT DITCH #11 SRMC	1 Vendors	1 Transactions
20	Fund Total:		6,424.53	COUNTY DITCH FUND		9 Transactions

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21 SWCD FUND

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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	<u>Vendor No.</u>	<u>Name</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Description Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
696	DEPT				SWCD			
	5906	CENTURYLINK						
18		21-696-000-0000-6203		181.98	SERVICES		314187619	COMMUNICATIONS
					03/18/2018	04/17/2018		
	5906	CENTURYLINK		181.98		1 Transactions		
47	6009	INNOVATIVE OFFICE SOLUTIONS LLC						
		21-696-000-0000-6402		19.18	OFFICE SUPPLIES		IN1960514	OFFICE SUPPLIES
	6009	INNOVATIVE OFFICE SOLUTIONS LLC		19.18		1 Transactions		
143	253	LIGHT & POWER COMMISSION						
		21-696-000-0000-6253		19.12	ELECTRIC		11-829125-00	ELECTRICITY
	253	LIGHT & POWER COMMISSION		19.12		1 Transactions		
159	4382	RELIANCE STANDARD						
		21-696-000-0000-2044		14.52	VISION PREMIUM			VISION INSURANCE PAYABLE
					04/01/2018	04/30/2018		
	4382	RELIANCE STANDARD		14.52		1 Transactions		
696	DEPT	Total:		234.80	SWCD		4 Vendors	4 Transactions
697	DEPT				DRAINAGE INSPECTOR			
	4322	RELIANCE STANDARD						
172		21-697-000-0000-2051		37.40	DENTAL PREMIUM			DENTAL INSURANCE PAYABLE
					04/01/2018	04/30/2018		
	4322	RELIANCE STANDARD		37.40		1 Transactions		
697	DEPT	Total:		37.40	DRAINAGE INSPECTOR		1 Vendors	1 Transactions
21	Fund	Total:		272.20	SWCD FUND			5 Transactions

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25 SPECIAL REVENUE FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
117	DEPT			FAIRGROUNDS		
	1519 WIDSETH SMITH NOLTING & ASSOCIATE					
174	25-117-000-0000-6610		11,926.25	ENGINEER & ARCHITECT-PAVILION	122983	CAPITAL - OVER \$5,000 (FIXED ASSETS)
	1519 WIDSETH SMITH NOLTING & ASSOCIATE		11,926.25	1 Transactions		
117	DEPT Total:		11,926.25	FAIRGROUNDS	1 Vendors	1 Transactions
205	DEPT			CARRY CONCEAL PERMIT		
	1886 BMO					
214	25-205-000-0000-6350		110.98	AMAZON	1585	Other Services & Charges
	1886 BMO		110.98	1 Transactions		
205	DEPT Total:		110.98	CARRY CONCEAL PERMIT	1 Vendors	1 Transactions
224	DEPT			NEW CANINE ACCOUNT		
	1886 BMO					
209	25-224-000-0000-6360		206.24	COUNTRY INN & SUITES	1601	Training
	1886 BMO		206.24	1 Transactions		
224	DEPT Total:		206.24	NEW CANINE ACCOUNT	1 Vendors	1 Transactions
225	DEPT			MCLEOD COUNTY SHERIFFS POSSE		
	4246 AXON ENTERPRISE INC					
126	25-225-000-0000-6350		1,300.00	TASER CARTRIDGES	SI-1527103	Other Services & Charges
	4246 AXON ENTERPRISE INC		1,300.00	1 Transactions		
225	DEPT Total:		1,300.00	MCLEOD COUNTY SHERIFFS POSSE	1 Vendors	1 Transactions
252	DEPT			JAIL CANTEEN ACCOUNT		
	5771 NU-TELECOM					
150	25-252-000-0000-6460		113.39	CABLE	82269459	Jail Supplies
	5771 NU-TELECOM		113.39	04/01/2018 04/30/2018	1 Transactions	
252	DEPT Total:		113.39	JAIL CANTEEN ACCOUNT	1 Vendors	1 Transactions
285	DEPT			E-911 SYSTEM MAINTENANCE - GRANT		

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25 SPECIAL REVENUE FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
148	5771 NU-TELECOM 25-285-000-0000-6203		588.30	587-0405 E-911 04/01/2018	82271069 04/30/2018	Communications - Telephone Equipment
	5771 NU-TELECOM		588.30		1 Transactions	
285	DEPT Total:		588.30	E-911 SYSTEM MAINTENANCE - GRAN	1 Vendors	1 Transactions
612	DEPT 4382 RELIANCE STANDARD			SHORELAND-GRANT		
160	160 25-612-000-0000-2044		0.39	VISION PREMIUM 04/01/2018	04/30/2018	Vision Insurance Payable
	4382 RELIANCE STANDARD		0.39		1 Transactions	
612	DEPT Total:		0.39	SHORELAND-GRANT	1 Vendors	1 Transactions
613	DEPT 4382 RELIANCE STANDARD			WATER RESOURCE MANAGEMENT-GRAI		
161	161 25-613-000-0000-2044		1.56	VISION PREMIUM 04/01/2018	04/30/2018	Vision Insurance Payable
	4382 RELIANCE STANDARD		1.56		1 Transactions	
613	DEPT Total:		1.56	WATER RESOURCE MANAGEMENT-GR	1 Vendors	1 Transactions
807	DEPT 4718 UHL COMPANY			DESIGNATED FOR CAPITAL ASSETS		
115	115 25-807-000-0000-6610		1,009.00	RUN WIRING KITCHEN DOOR	4827	Capital - Over \$5,000 (Fixed Assets)
	4718 UHL COMPANY		1,009.00		1 Transactions	
807	DEPT Total:		1,009.00	DESIGNATED FOR CAPITAL ASSETS	1 Vendors	1 Transactions
886	DEPT 3692 MACFO			COUNTY FEEDLOT PROGRAM		
146	146 25-886-000-0000-6245		175.00	CONF REG JM		Dues And Registration Fees
	3692 MACFO		175.00		1 Transactions	
173	4322 RELIANCE STANDARD 173 25-886-000-0000-2051		38.22	DENTAL PREMIUM 04/01/2018	04/30/2018	Dental Insurance Payable

POOL
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25 SPECIAL REVENUE FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	4322 RELIANCE STANDARD		38.22		1 Transactions	
162	4382 RELIANCE STANDARD 25-886-000-0000-2044		3.90	VISION PREMIUM 04/01/2018	04/30/2018	Vision Insurance Payable
	4382 RELIANCE STANDARD		3.90		1 Transactions	
886	DEPT Total:		217.12	COUNTY FEEDLOT PROGRAM	3 Vendors	3 Transactions
25	Fund Total:		15,473.23	SPECIAL REVENUE FUND		12 Transactions

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86 TRUST & AGENCY FUND

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
975	DEPT			DNR CLEARING ACCOUNT		
	509 MINNESOTA DNR					
70	86-975-000-0000-6850		1,023.50	DNR 03/27/2018 04/02/2018		Collections For Other Agencies
	509 MINNESOTA DNR		1,023.50		1 Transactions	
975	DEPT Total:		1,023.50	DNR CLEARING ACCOUNT	1 Vendors	1 Transactions
976	DEPT			GAME & FISH CLEARING ACCOUNT		
	509 MINNESOTA DNR					
69	86-976-000-0000-6850		236.00	G & F 03/27/2018 04/02/2018		Collections For Other Agencies
	509 MINNESOTA DNR		236.00		1 Transactions	
976	DEPT Total:		236.00	GAME & FISH CLEARING ACCOUNT	1 Vendors	1 Transactions
86	Fund Total:		1,259.50	TRUST & AGENCY FUND		2 Transactions

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87 TAX & PENALTY FUND

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
984	DEPT			ADVANCE TAX COLLECTIONS		
	4671 DADALDO LLC					
176	87-984-000-0000-6810		14.00	OVERPAYMENT OF TAXES	23.246.0090	Refunds And Reimbursements
	4671 DADALDO LLC		14.00		1 Transactions	
	4672 FROEMMING/DALE & HELEN					
177	87-984-000-0000-6810		16.00	OVERPAYMENT OF TAXES	08.004.1050	Refunds And Reimbursements
	4672 FROEMMING/DALE & HELEN		16.00		1 Transactions	
984	DEPT Total:		30.00	ADVANCE TAX COLLECTIONS	2 Vendors	2 Transactions
87	Fund Total:		30.00	TAX & PENALTY FUND		2 Transactions
	Final Total:		87,960.02	153 Vendors	271 Transactions	

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

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	40,601.30	GENERAL REVENUE FUND
	3	14,654.45	ROAD & BRIDGE FUND
	5	2,722.29	SOLID WASTE FUND
	11	6,522.52	HUMAN SERVICE FUND
	20	6,424.53	COUNTY DITCH FUND
	21	272.20	SWCD FUND
	25	15,473.23	SPECIAL REVENUE FUND
	86	1,259.50	TRUST & AGENCY FUND
	87	30.00	TAX & PENALTY FUND
All Funds		87,960.02	Total Approved by,

Contract between McLeod County and the Lester Prairie Police Department

Whereas, the Lester Prairie Police Department wishes to utilize McLeod County's mobile computing to facilitate officers' ability to use mobile computing from their squad cars and

Whereas, support from the McLeod County Information Systems may be necessary from time to time,

It is hereby agreed between the parties:

A. Standard Hardware and Software

1. McLeod County will provide the computer hardware, air cards and software required that the Lester Prairie Police Department will be leasing to be part of the McLeod County Mobile Network. See Amendment A.
2. Lester Prairie Police Department will provide the squad hardware and installation specified by McLeod County that is required to support the mobile computing.
3. Lester Prairie Police Department will be held responsible for hardware repairs not covered under maintenance and/or warranty due to user's negligence or misuse.
4. If any unapproved hardware or software is installed on the laptop that causes conflict with the county applications, the county has the right to remove the program. Charges of \$95 per hour with a minimum of one hour for correcting the problems incurred will apply. If vendor assistance is required to solve the problem, Lester Prairie Police Department will cover the vendor's costs.
5. McLeod County will attempt to have a spare laptop available to loan to Lester Prairie Police Department in the event a laptop is out-of-service or being repaired.

B. Training

1. McLeod County Information Systems will provide training to user for operation of the communications hardware and software in connecting to the county network.
2. McLeod County Sheriff's Office will provide training to a Lester Prairie PD trainer for operation of the mobile programs.

C. Technical Support and Services

1. McLeod County Information Systems will provide support for all approved laptops and devices connected to the county. This involves maintaining the infrastructure for connecting to the county.
2. Network setup and configuration on an approved laptop to allow connection to the county will be completed by the proper county staff and will be fully supported. This includes installation and configuration within the connectivity software.
3. The county will install Symantec AntiVirus Corporate Edition software on all laptops connecting to the county.

4. It is the responsibility of each person operating a mobile laptop with county communications to ensure:
 - a. The Symantec software is enabled and running properly and that the installed software has received the most current virus definition files. McLeod County Information Systems will assist with this process as necessary.
 - b. The Mobile Update tool is run weekly from the Sheriff's Office parking lot.
5. Normal hours of operations for the McLeod County Information Systems are Monday through Friday, 8 a.m. to 4:30 p.m. with allowances for recognized holidays.
6. At the time of the contract, McLeod County Information Systems does not have on-call rotation shifts. If services are needed, every attempt will be made to contact the appropriate personnel. Users should be aware that McLeod County reserves the right to prioritize service calls. Individual device issues will not be addressed after hours.
7. Users from the Lester Prairie Police Department will contact McLeod County Communications for computer services. In the event McLeod County Communications requires aide, they will contact the appropriate personnel.
8. McLeod County will charge a monthly connection fee. This rate is subject to change as vendor dictates. See amendment A.
9. McLeod County Information Systems is not responsible for supporting non-county owned hardware, non-county operated software and will not provide user training for non-county employees beyond what is necessary to establish network connections.

D. Security

1. The Lester Prairie Police Department will keep all user ID's and passwords confidential and will hold McLeod County harmless for any liability incurred as result of improper disclosure of user ID's and/or passwords. Each user is responsible for the physical security of their portable communications equipment.
2. Any breach of security or suspected breach of security on any piece of equipment connected to the county network will be immediately reported to the McLeod County Information Systems or by notifying dispatch who will in turn notify IS.
3. Should there be any situation that occurs where the McLeod County Information Systems staff feels that a breach of security has occurred, staff have the right to immediately make any necessary configuration changes to cease the communications link for the user and/or the communications equipment. McLeod County Information Systems will notify the McLeod County Sheriff or designee and the Lester Prairie Police Chief of any such actions taken.

E. Acceptable Use Policy

1. McLeod County has in place an Acceptable Use Policy for Computer and Network Systems regarding computer, network, electronic mail, and internet access which was last revised and adopted December 27, 2016. A copy of the Acceptable Use Policy for Computer and Network Systems is attached to this agreement and the Lester Prairie Police Department agrees to abide by this policy, especially as it pertains to the user's responsibilities in computer usage, internet usage, and telecommuting. Each user must sign a copy stating they have read and accepted the terms and conditions in the policy.

F. Lester Prairie Police Department Staff/Equipment Changes

1. The Lester Prairie Police Department agrees to notify the McLeod County Sheriff's Office prior to any additions, replacements, and/or user authority changes so that the proper security changes can be made.
2. The Lester Prairie Police Department agrees to notify the McLeod County Sheriff's Office prior to any additions or replacements of equipment so that the support staff can be aware of any potential additional support needed.

G. Terms and Agreements

1. Lester Prairie Police Department agrees to abide by the payment plan found on Amendment B for Lester Prairie's unit.
2. The McLeod County Sheriff's Office reserves the right to modify and/or amend this agreement after a 90 day notification to the Lester Prairie Police Department.
3. In the event Lester Prairie Police Department should decide to terminate this contract, a 90 day advance notice must be given. If the Lester Prairie Police Department terminates this contract, it agrees to reimburse McLeod County for the outstanding balance owed on all hardware and software that was purchased for this project. McLeod County agrees to reimburse the Lester Prairie Police Department the pro-rated amount for any annual charges that had been paid in full.
4. At the end of this contract, the Lester Prairie Police Department may purchase the leased equipment for \$1.

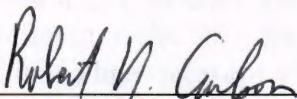
H. Agreement Signatures

1. All mobile computing users of the Lester Prairie Police Department must provide a signed statement signifying their acceptance of this agreement before a user account will be created for them on the system.

I. Length of Contract

1. Contract will go into effect for four years from the date of the McLeod County Board Chair's signature.

Signature:

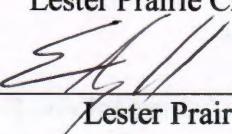


Lester Prairie Chief of Police

Date:

3-26-2018

Signature:



Lester Prairie Mayor

Date:

4-2-18

Signature:

McLeod County Sheriff

Date:

Signature:

McLeod County Board Chair

Date:

CONFESSTION OF JUDGMENT FOR DELINQUENT REAL ESTATE TAXES

State of Minnesota
McLeod County

District Court
1st Judicial District

TO THE ADMINISTRATOR OF THE DISTRICT COURT OF MCLEOD COUNTY:

I, **Thomas S. & Ruth F. Zanoth**, owner of the following described parcel of real property located in McLeod County, Minnesota, to-wit:

Parcel ID # 05.035.1200 **Municipality:** Hale Township

Legal Description: Section 35 Township 117 Range 028
1.50 AC of NW 1/4 SW 1/4 NW 1/4

upon which there are delinquent taxes for the taxes payable year ²⁰¹⁷ 2012 and prior years, as follows:

Year	Taxes	Penalty	Interest*	Cost	Total
2006	1,112.00	111.20	1,377.87	20.00	2,631.42
2007	757.00	105.97	897.69	20.00	1,780.66
2008	1,596.00	223.44	1,686.15	20.00	3,525.59
2009	1,684.00	0.00	1,315.62	13.58	3,013.20
2010	409.89	0.00	80.89	12.12	502.90
2017	615.00	61.50	11.60	20.00	708.10
				Total	\$ 12,161.87

*Interest Figured Through 02/28/2018

do hereby offer to confess judgment under M.S. 279.37 in the sum of **\$12,161.87** and waive all irregularities in the tax proceedings affecting such taxes and any defense or objections which I may have thereto, and direct judgment to be entered for the amount hereby confessed less the sum of **\$1,216.19** hereby tendered, being one-tenth of the amount of said delinquent taxes, penalties, interest, and costs.

I agree to pay the balance of such judgment in nine equal annual installments, with interest at the rate provided in M.S. 279.03 (**2018 equals 5%**) and payable annually on the installments remaining unpaid. Each annual installment is to be paid on or before December 31 of each year following the year in which this judgment is confessed.

I also agree to pay current taxes on said parcel each year before they become delinquent or within thirty days after final judgment in proceedings to contest such taxes under M.S. 278.01 to 278.13, inclusive.

Date

2-28-18

*Thomas S Zanoth
Ruth F Zanoth*
Owner Signature

Address: 19696 Hamlet Ave

Silver Lake, MN 55381

Telephone No.: 320-296-2162

CONFESSTION OF JUDGMENT FOR DELINQUENT REAL ESTATE TAXES

State of Minnesota
McLeod County

District Court
1st Judicial District

TO THE ADMINISTRATOR OF THE DISTRICT COURT OF MCLEOD COUNTY:

I, **Terrence L. & Janet Schlueter**, owner of the following described parcel of real property located in McLeod County, Minnesota, to-wit:

Parcel ID # 19.086.0010

Municipality: CITY OF SILVER LAKE

Legal Description:

LOT 1, BLOCK 1
RUZICKA'S ADD

upon which there are delinquent taxes for the taxes payable year **2017 and prior years**, as follows:

Year	Taxes	Penalty	Interest*	Cost	Total
2017	105.05	0.00	0.90	2.71	108.66
2016	1,812.00	181.20	234.87	20.00	2,248.07
2015	266.00	26.60	67.73	20.00	380.33
2014	278.00	27.80	103.17	20.00	428.97
					Total \$3,166.03

*Interest Figured Through **02/28/2018**

do hereby offer to confess judgment under M.S. 279.37 in the sum of **\$3,166.03** and waive all irregularities in the tax proceedings affecting such taxes and any defense or objections which I may have thereto, and direct judgment to be entered for the amount hereby confessed less the sum of **\$316.60** hereby tendered, being **one-tenth** of the amount of said delinquent taxes, penalties, interest, and costs.

I agree to pay the balance of such judgment in nine equal annual installments, with interest at the rate provided in M.S. 279.03 (**2018 equals 5%**) and payable annually on the installments remaining unpaid. Each annual installment is to be paid on or before December 31 of each year following the year in which this judgment is confessed.

I also agree to pay current taxes on said parcel each year before they become delinquent or within thirty days after final judgment in proceedings to contest such taxes under M.S. 278.01 to 278.13, inclusive.

2/26/18
Date



Owner Signature

Address: PO BOX 134

SILVER LAKE MN 55381-0134

Telephone No.: _____

Email Address: _____

CONFESSTION OF JUDGMENT FOR DELINQUENT REAL ESTATE TAXES

State of Minnesota
McLeod County

District Court
1st Judicial District

TO THE ADMINISTRATOR OF THE DISTRICT COURT OF MCLEOD COUNTY:

I, **Terrence L. & Janet Schlueter**, owner of the following described parcel of real property located in McLeod County, Minnesota, to-wit:

Parcel ID # 19.086.0020

Municipality: CITY OF SILVER LAKE

Legal Description: LOT 2, BLOCK 1
RUZICKA'S ADD

upon which there are delinquent taxes for the taxes payable year **2016 and prior years**, as follows:

Year	Taxes	Penalty	Interest*	Cost	Total
2016	270.00	27.00	36.98	20.00	353.98
2015	1,456.00	145.60	351.35	20.00	1,972.95
2014	1,518.00	151.80	535.10	20.00	2,224.90
Total					\$4,551.83

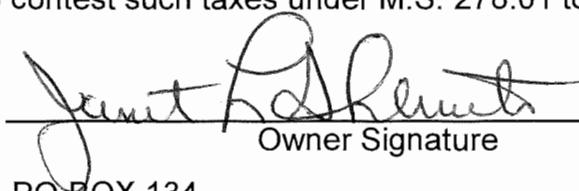
*Interest Figured Through **02/28/2018**

do hereby offer to confess judgment under M.S. 279.37 in the sum of **\$4,551.83** and waive all irregularities in the tax proceedings affecting such taxes and any defense or objections which I may have thereto, and direct judgment to be entered for the amount hereby confessed less the sum of **\$455.18** hereby tendered, being **one-tenth** of the amount of said delinquent taxes, penalties, interest, and costs.

I agree to pay the balance of such judgment in nine equal annual installments, with interest at the rate provided in M.S. 279.03 (**2018 equals 5%**) and payable annually on the installments remaining unpaid. Each annual installment is to be paid on or before December 31 of each year following the year in which this judgment is confessed.

I also agree to pay current taxes on said parcel each year before they become delinquent or within thirty days after final judgment in proceedings to contest such taxes under M.S. 278.01 to 278.13, inclusive.

2/26/18
Date


Owner Signature

Address: PO BOX 134

SILVER LAKE MN 55381-0134

Telephone No.: _____

Email Address: _____

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarifies written and training requirements.**

The required standards that apply to McLeod County General Services are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES 29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

RESPIRATORY PROTECTION

29 CFR 1910.134

Written standard operating procedures governing the selection and use of respirators shall be established.

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels, and shall ensure employee participation in such a program.

BLOODBORNE PATHOGENS

29 CFR 1910.1030

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

POWERED INDUSTRIAL TRUCKS

29 CFR 1910.178

"Only trained and authorized operators shall be permitted to operate a powered industrial truck. Methods shall be devised to train operators in the safe operation of Powered Industrial Trucks".

GENERAL DUTY CLAUSE

PL91-596

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

MOBILE EARTHMoving EQUIPMENT

MN RULES 5207.1000

Mobile earth-moving equipment operators and all other employees working on the ground exposed to mobile earth-moving equipment shall be trained in the safe work procedures pertaining to mobile earth-moving equipment and in the recognition of unsafe or hazardous conditions.

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts. (Subparts represent multiple standards)

1910 Subparts

Subpart D - Walking - Working Surfaces

Subpart E - Means of Egress

Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms

Subpart G - Occupational Health and Environmental Control

Subpart H - Hazardous Materials

Subpart I - Personal Protective Equipment

Subpart J - General Environmental Controls

Subpart K - Medical and First Aid

Subpart L - Fire Protection

Subpart M - Compressed Gas and Compressed Air Equipment

Subpart N - Materials Handling and Storage

Subpart O - Machinery and Machine Guarding

Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.

Subpart Q - Welding, Cutting, and Brazing.

Subpart S - Electrical

Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions

Subpart D - Occupational Health and Environmental Controls

Subpart E - Personal Protective and Life Saving Equipment

Subpart F - Fire Protection and Prevention

Subpart G - Signs, Signals, and Barricades

Subpart H - Materials Handling, Storage, Use, and Disposal

Subpart I - Tools - Hand and Power

Subpart J - Welding and Cutting

Subpart K - Electrical

Subpart L - Scaffolds

Subpart M - Fall Protection

Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors

Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations

Subpart P - Excavations

Subpart V - Power Transmission and Distribution

Subpart W - Rollover Protective Structures; Overhead Protection

Subpart X - Stairways and Ladders

Subpart Z - Toxic and Hazardous Substances

Applicable MN OSHA 5205 Rules

Applicable MN OSHA 5207 Rules

Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of McLeod County General Services to obtain as required to comply with OSHA standards.

Our contract year will begin on the signing of this proposal/contract. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for McLeod County General Services are for the sole and express use by McLeod County General Services and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a contract year, will be made at no additional cost to McLeod County General Services.

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse McLeod County General Services should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

**ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
McLeod County General Services**

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

Employee Right to Know/Hazard Communication

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating DAMARCO Solutions, LLC, MSDS and data base program

Lock Out/Tag Out (Control of Hazardous Energy)

- review/modify or write site specific program
- documented training of all personnel

Emergency Action Plan

- review/modify or write site specific program
- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Personal Protective Equipment

- review/modify or write site specific program
- documented training of all personnel

Confined Space

- review/modify or write site specific program
- documented training of all personnel

Powered Industrial Trucks/Forklifts

- review/modify or write site specific program
- documented training of all personnel
- testing and licensing

Ergonomics

- review/modify or write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

Mobile Earthmoving Equipment

- review/modify or write site specific program
- documented training of all personal

General Safety Requirements

- review/modify or write site specific program
- documented training of all personnel

The "SafeAssure Advantage"

- On-Line training available for AWAIR, EAP, ERTK, ERGO, Bloodborne
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO2 testing in shops with 5 or more vehicle capacity)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

Contract/ Agreement

THIS AGREEMENT is made this first day of May, 2018, between McLeod County General Services, Glencoe, Minnesota, herein referred to as McLeod County General Services and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this contract/agreement, McLeod County General Services (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Hartford" insurance companies.

SafeAssure further agrees that McLeod County General Services will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges McLeod County General Services, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless McLeod County General Services, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of McLeod County General Services, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed agreement/contract, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide McLeod County General Services, the aforementioned features and services. These features and services include but are not limited to OSHA compliance recommendations and consultations, providing scheduled classroom-training sessions, writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of McLeod County General Services.

ANNUAL \$3,825.65

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

TWELVE MONTH CONTRACT



X

McLeod County General Services

X

McLeod County General Services

X  040318
SafeAssure Consultants, Inc.

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarifies written and training requirements.**

The required standards that apply to McLeod County Highway Dept. are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

EMERGENCY ACTION PLAN

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"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

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The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels, and shall ensure employee participation in such a program.

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GENERAL DUTY CLAUSE

PL91-596

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PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

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1910.179(j)(3)

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Subpart S - Electrical

Subpart Z - Toxic and Hazardous Substances

1926 Subparts

Subpart C - General Safety and Health Provisions

Subpart D - Occupational Health and Environmental Controls

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Applicable MN OSHA 5205 Rules

Applicable MN OSHA 5207 Rules

Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or

Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of McLeod County Highway Dept. to obtain as required to comply with OSHA standards.

Our contract year will begin on the signing of this proposal/contract. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for McLeod County Highway Dept. are for the sole and express use by McLeod County Highway Dept. and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a contract year, will be made at no additional cost to McLeod County Highway Dept..

All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse McLeod County Highway Dept. should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.

ADDENDUM
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McLeod County Highway Dept.

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- documented training of all personnel
- accident investigation
- simulated OSHA inspection

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- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating DAMARCO Solutions, LLC, MSDS and data base program

Lock Out/Tag Out (Control of Hazardous Energy)

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- documented training of all personnel

Emergency Action Plan

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- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Personal Protective Equipment

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Confined Space

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- documented training of all personnel
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Ergonomics

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 - job hazards-recognition
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Mobile Earthmoving Equipment

- review/modify or write site specific program
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- On-Line training available for AWAIR, EAP, ERTK, ERGO, Bloodborne
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs
(15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO2 testing in shops with 5 or more vehicle capacity)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

Contract/ Agreement

THIS AGREEMENT is made this first day of May, 2018 between McLeod County Highway Dept., Hutchinson, Minnesota, herein referred to as McLeod County Highway Dept. and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this contract/agreement, McLeod County Highway Dept. (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. **SafeAssure is insured by "The Hartford" insurance companies.**

SafeAssure further agrees that McLeod County Highway Dept. will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges McLeod County Highway Dept., its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless McLeod County Highway Dept., its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

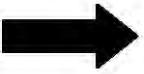
SafeAssure and its employees is an independent contractor of McLeod County Highway Dept., and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed agreement/contract, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide McLeod County Highway Dept., the aforementioned features and services. These features and services include but are not limited to OSHA compliance recommendations and consultations, providing scheduled classroom-training sessions, writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of McLeod County Highway Dept.

ANNUAL CONTRACT	\$ 5,512.98
MSDS ON-LINE SERVICES	\$ included
ANNUAL	\$5,512.98

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

TWELVE MONTH CONTRACT



X

McLeod County Highway Dept.

X

McLeod County Highway Dept.

X  040318
SafeAssure Consultants, Inc.

RoweMap™ END USER LICENSE AGREEMENT

This end user license agreement (this "Agreement") is made effective January 1, 2017, (the "Effective Date") by and between GIS Workshop, LLC, a Delaware limited liability company ("GIS Workshop"), and McLeod County, MN 0735-002 ("Client").

IMPORTANT – READ CAREFULLY! THIS IS A LEGAL AGREEMENT BETWEEN CLIENT, THE PERSON OR BUSINESS PURCHASING THIS PRODUCT ("CLIENT"), AND GIS WORKSHOP, LLC ("GISW"). BY OPENING THIS DOCUMENT CLIENT ARE AGREEING TO BE BOUND BY THE TERMS OF THIS AGREEMENT. IF CLIENT DO NOT AGREE TO THESE TERMS CLIENT MAY RETURN THIS UNSIGNED DOCUMENT TO GISW WITHIN TWENTY (20) DAYS OF PURCHASE FOR A FULL REFUND.

1. **Copyright Protection.** The RoweMap software and all accompanying documentation and materials (the "Software" and "Materials") are protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties. The Software and Materials are licensed, not sold. All rights not specifically granted in this Agreement are reserved to GISW and its licensor(s).

2. **Grant of License.** GISW grants Client a personal, non-exclusive, nontransferable or sublicenseable license to use and install the Software, in executable code only, on the number of computer workstations ("Seats") set forth in the Statement of Work supplied by GISW. This license includes the right to use the Software to create maps or similar documents ("Maps"), to copy the Maps and provide the Maps to third parties. However, all right, title and interest in and to any Maps created by Client, as well as all intellectual property rights embodied therein or related thereto, and all improvements, derivative works, enhancements, modifications and changes made thereto shall belong exclusively to GISW; provided, however, that GISW hereby grants to Client a limited, non-exclusive license to use the Maps as authorized hereunder. This license also includes the right to make up to the same number of copies of the Materials as the number of Seats licensed under the Statement of Work, and to make a single copy of the Software for archival or back-up purposes only.

3. **Limitations.**

- a. Client may not reverse engineer, decompile, disassemble, or otherwise alter the Software, except and only to the extent such activity is expressly permitted by applicable law notwithstanding this limitation.
- b. Client may install the Software on one

additional computer for the purpose of monitoring the use of the primary Software user, and to produce reports and maps.

- c. Client may not install the Software on a central computer server or any other device allowing access by multiple individual computer workstations.
- d. Client may not transfer, sublicense, assign, time-share, lend or lease, or rent the Software or Materials, or otherwise allow any third party to access or use the Software or Materials. Client agrees to use reasonable efforts to protect the Software and Materials from unauthorized use, reproduction, distribution or publication.
- e. Client may not remove any proprietary notices, labels, or marks from the Software or any Materials. If Client copies any Materials as permitted by this Agreement, Client must include all proprietary notices, including copyright and trademark notices.

4. **Limited Warranty and Remedy.** GISW warrants that for a period of ninety (90) days from the date of sale of the Software to Client, the media on which the Software is furnished will, under normal use, be free from defects in materials and workmanship. GISW's entire liability and Client's exclusive remedy under this warranty (which is subject to Client returning the Software to GISW within ninety (90) days from the date of sale) will be, at GISW's option, to replace the media or to refund the purchase price and terminate this Agreement.

5. **NO OTHER WARRANTIES.** EXCEPT FOR THE EXPRESS LIMITED WARRANTIES ABOVE, GISW MAKES, AND CLIENT RECEIVES, NO OTHER WARRANTIES OR CONDITIONS, EXPRESS,

IMPLIED, STATUTORY, OR OTHERWISE, AND GISW SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE. GISW DOES NOT WARRANT THAT THE PRODUCT WILL MEET CLIENT'S REQUIREMENTS OR THAT THE OPERATION OF THE PRODUCT WILL BE UNINTERRUPTED OR ERROR FREE. SOME STATES DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES SO THAT THE ABOVE EXCLUSIONS MAY NOT APPLY TO CLIENT. THIS WARRANTY GIVES CLIENT SPECIFIC LEGAL RIGHTS. CLIENT MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

6. DATA SPECIFIC DISCLAIMER. IN ADDITION TO THE FOREGOING DISCLAIMER, CLIENT ACKNOWLEDGE AND AGREE THAT ALTHOUGH THE DATA CONTAINED IN THE SOFTWARE HAS BEEN OBTAINED FROM SOURCES BELIEVED TO BE RELIABLE, THE ACCURACY AND COMPLETENESS OF SUCH DATA IS NOT GUARANTEED. DATA MAY CONTAIN NONCONFORMITIES, DEFECTS, ERRORS, OR OMISSIONS. GISW AND ITS LICENSORS MAKE NO WARRANTY WITH RESPECT TO ANY DATA. CLIENT SHOULD ALWAYS VERIFY ACTUAL DATA, INCLUDING BUT NOT LIMITED TO MAP, SPATIAL, RASTER, AND TABULAR INFORMATION.

7. LIMITATION OF LIABILITY. GISW'S LIABILITY, AS WELL AS ANY LIABILITY OF GISW'S SUPPLIERS, LICENSORS, OR AGENTS, ARISING OUT OF OR RELATED TO THIS AGREEMENT AND/OR CLIENT'S USE OF THE SOFTWARE AND MATERIALS SHALL NOT EXCEED THE AMOUNT PAID BY CLIENT TO OBTAIN THE SOFTWARE AND MATERIALS. IN NO EVENT WILL GISW, ITS SUPPLIERS, LICENSORS OR AGENTS BE LIABLE FOR ANY LOSS OF DATA, LOST OPPORTUNITY OR PROFITS, COST OF COVER, OR SPECIAL, INCIDENTAL, CONSEQUENTIAL, OR INDIRECT DAMAGES ARISING FROM THE USE OF THE SOFTWARE AND MATERIALS, HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY. THESE LIMITATIONS WILL APPLY EVEN IF GISW OR ITS SUPPLIERS, LICENSORS, OR AGENTS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE, AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. CLIENT ACKNOWLEDGES THAT THE AMOUNT PAID FOR THE SOFTWARE AND MATERIALS REFLECTS THIS ALLOCATION OF RISK. SOME STATES DO NOT ALLOW THE LIMITATION OR EXCLUSION OF LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO CLIENT.

8. Indemnification. Client agree to indemnify, defend and hold harmless GISW and its affiliates and its and their respective officers, directors, employees, agents, successors and assigns from and against any and all

losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees, arising from or relating to Client's use or misuse of the Software or Materials, or Client's breach of this Agreement.

9. Confidentiality. During the term of this Agreement, GISW may provide Client with certain confidential and proprietary information (the "Confidential Information"). Client acknowledges that the Confidential Information constitutes valuable trade secrets and proprietary information. Confidential Information includes, without limitation, the licenses, source code and documentation for the Software and Materials, the terms of this Agreement and all information relating to GISW's operations, services, products, research or development. Confidential Information shall not include information that (a) is publicly known at the time of its disclosure; (b) is lawfully received by Client from a third party not under an obligation of confidentiality to GISW, or (c) is published or otherwise made known to the public by GISW. Client will not use the Confidential Information except as expressly permitted by this Agreement. Client will not disclose, or permit to be disclosed, any Confidential Information, directly or indirectly, to any third party without GISW's prior written consent, which consent may be granted or withheld in GISW's sole and absolute discretion, except as required by a governmental agency, a court or administrative subpoena, an order or other legal process or requirement of law. Client agrees to use not less than commercially reasonable efforts to protect the Confidential Information from unauthorized use and disclosure. In the event Client know or should reasonably know that any third party has gained unauthorized access to Confidential Information, Client shall immediately notify GISW in writing of the full particulars of such access or disclosure and cooperate to regain possession of the Confidential Information and prevent its further unauthorized access, disclosure or use. In the event of actual or threatened breach of the above provisions, GISW may have no adequate remedy at law and will, in addition to recovering damages, be entitled to immediate injunctive and other equitable relief.

10. Termination. This Agreement is effective until terminated. Client may terminate this Agreement at any time by deinstalling and destroying all copies of the Software and Materials. Unauthorized copying, use, or distribution of the Software or Materials or otherwise failing to comply with the terms and conditions of this Agreement will result in automatic termination of this Agreement and will make available to GISW other legal remedies. Upon termination of this Agreement, the license granted herein terminates and Client must immediately destroy and deinstall the Software and Materials, and provide a signed, written, certification to GISW of such destruction and deinstallation satisfactory to GISW in its sole discretion.

11. Export / Compliance with Laws. Client agree to comply fully with all relevant export laws and regulations of the United States ("Export Laws") to assure that neither the Software and Materials, nor any part thereof, are (a) exported, directly or indirectly, in violation of Export Laws, or (b) are intended to be used for any purposes prohibited by Export Laws.

12. Government Entities. Client's rights in the Software and Materials are strictly limited to rights specifically granted in this Agreement. In the event any court, arbitrator, or board holds that the U.S. Government has greater rights to any portion of the Software or Materials, such rights shall extend only to the portion(s) affected and use, duplication, or disclosure by the U.S. Government and is subject to restrictions as provided in DFARS §227.7202-1(a) and §227.7202-3(a) (1995), DFARS §252.227-7013(c)(1)(ii) (OCT 1988), FAR §12.212(a) (1995), FAR §52.227-19 (June 1987), or FAR §52.227-14 (ALT III) (June 1987), as applicable.

13. Taxes. Any and all sales, use and other taxes or duties of any kind, other than corporate income taxes payable by GISW based on or due as a result of any amounts paid to GISW under this Agreement and Statement of Work shall be paid by Client.

14. Verification. At GISW's written request, Client shall provide GISW with a signed statement verifying that the Software and Materials are being used pursuant to the provisions of this Agreement, and listing the number of Seats on which the Software is installed. GISW may, at its sole cost and expense, audit, or retain a third party to audit, Client's use of the Software and Materials. GISW shall provide Client with at least ten (10) business day advance notice of an audit. Any such audit shall be conducted during regular business hours at Client's facilities and shall not unreasonably interfere with Client's business activities. If an audit reveals that Client have underpaid fees and/or charges to GISW, Client shall be invoiced for such underpaid fees based on the then current prices in effect at the time the audit is completed. If the underpaid fees exceed 5% of the fees paid, then Client shall also pay GISW's reasonable costs of conducting the audit.

15. "Statement of Work" or "SOW" or "Maintenance and Support Services Agreement" shall mean any and all documents substantially in the form of Exhibit A, to include any addendums, signed by the parties, that sets forth the particular Services to be rendered and Deliverables to be developed by GIS Workshop, the schedule for the delivery of the Services and Deliverables, the respective obligations of the parties and other relevant information pertaining to the performance of Services and development of Deliverables by GIS Workshop.

16. Miscellaneous. This is the entire Agreement between the parties relating to the subject matter hereof and no waiver or modification of the Agreement shall be valid unless signed by each party. The waiver

of a breach of any term hereof shall in no way be construed as a waiver of any other term or breach hereof. If any provision of this Agreement shall be held by a court of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall remain in full force and effect. GISW may assign this Agreement. Client may not assign this Agreement. This Agreement is governed by the laws of the State of Nebraska without reference to conflict of laws principles. All disputes arising out of this Agreement shall be subject to the exclusive jurisdiction of the state and federal courts located in Lancaster County, Nebraska, and the parties agree and submit to the personal and exclusive jurisdiction and venue of these courts. If Client desire to contact GISW, write to: GIS Workshop, LLC, 4949 NW 1st Street, Suite 1, Lincoln, Nebraska 68521. The following Paragraphs shall survive termination of this Agreement: 1, 5-10, 12-15, and this Paragraph 16.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement (McLeod County, MN 0735-002) as of the date first above written.

GIS Workshop, LLC

Signature: Janelle Heuton
By: _____
Name: Janelle Heuton
Its: Chief Operating Officer
Date: 01/01/18
Address: 4949 NW 1st, Ste. 1, Lincoln, NE 68521

Licensee:

By: _____
Name: _____
Its: _____
Date: _____
Address: _____

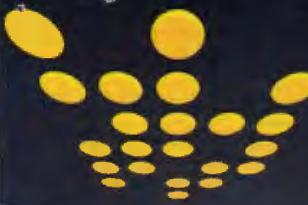


EXHIBIT A

MAINTENANCE AND SUPPORT SERVICES AGREEMENT McLeod County, MN GISW Client Number: 0735-002

This MAINTENANCE AND SUPPORT SERVICES AGREEMENT, entered into on the Support Commencement Date (as set forth below in "Section 3. Term") is by and between GIS Workshop, LLC ("GISW") and the McLeod County, MN 0735-002 ("CLIENT").

1. Governing Provisions.

- (a) This contract is pursuant to and governed by that certain SimpleSigns and RoweMap End User License Agreements 0735-002 (the "EULA") dated January 1, 2018, by and between GISW and CLIENT. This Exhibit sets forth the scope of the Services and Deliverables, responsibilities for all parties, and fees. Any capitalized terms used, but not defined herein shall have the meaning ascribed to it in the EULA.
- (b) This Contract may be terminated with respect to any Service or Deliverable by mutual agreement of the parties. Client shall pay GIS Workshop for all Services performed and Deliverables delivered up to and including the date of termination. Client will also be subject to an early termination fee which shall consist of the following: fifty percent (50%) of the annual subscription fees due for the remainder of the term. These post-termination obligations shall survive the termination of this Contract, to the extent applicable.

2. Obligation of CLIENT. CLIENT will provide documents, data, information and access to CLIENT servers as necessary for GISW to carry out its maintenance and support obligations to CLIENT.

3. Maintenance and Support Services Deliverables. Subject to the governing provisions set forth above, GISW shall provide the following GISW desktop software support services and maintenance:

- **GISW support services:**
 - Technical support via telephone, online, or email
- **GISW desktop software maintenance:**
 - GISW SimpleSigns & RoweMap

4. Term. This Support Agreement will commence on the Support Commencement Date: January 1, 2018 and continue in full force and effect, unless earlier terminated pursuant to the terms and conditions herein, for a period of one (1) year.

5. Fees & Payment. Customer will pay to GISW the fee of \$400 for the services/licensing described above for the Term described above. Payment is due upon receipt of invoice.

Agreed to and Accepted by :

Client Contact Information:

Name: _____

Address: _____

Tel: _____

Fax: _____

Email: _____

CLIENT authorized signature: _____

CLIENT authorized name (print): _____

Date: _____

GIS Workshop, LLC

Contact Information:

Ms. Janelle Heuton
4949 NW 1st Street Suite 1
Lincoln, NE 68521
TEL: 402-436-2150
FAX: 402-436-2152
EMAIL: Jbartels@gisworkshop.com

GISW authorized signature: 
GISW authorized name (print): Janelle Heuton

1/1/18

Job # 0735-002

SimpleSigns™ END USER LICENSE AGREEMENT

This end user license agreement (this "Agreement") is made effective January 1, 2018, (the "Effective Date") by and between GIS Workshop, LLC, a Delaware limited liability company ("GIS Workshop"), and McLeod County, MN 0735-002 ("Client").

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2. Grant of License. GISW grants Client a personal, non-exclusive, nontransferable or sublicenseable license to use and install the Software, in executable code only, on the number of computer workstations ("Seats") set forth in the Statement of Work supplied by GISW. This license includes the right to use the Software to create maps or similar documents ("Maps"), to copy the Maps and provide the Maps to third parties. However, all right, title and interest in and to any Maps created by Client, as well as all intellectual property rights embodied therein or related thereto, and all improvements, derivative works, enhancements, modifications and changes made thereto shall belong exclusively to GISW; provided, however, that GISW hereby grants to Client a limited, non-exclusive license to use the Maps as authorized hereunder. This license also includes the right to make up to the same number of copies of the Materials as the number of Seats licensed under the Statement of Work, and to make a single copy of the Software for archival or back-up purposes only.

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- a. Client may not reverse engineer, decompile, disassemble, or otherwise alter the Software, except and only to the extent such activity is expressly permitted by applicable law notwithstanding this limitation.
- b. Client may not install the Software on a central computer server or any other device allowing

access by multiple individual computer workstations.

- c. Client may not transfer, sublicense, assign, time-share, lend or lease, or rent the Software or Materials, or otherwise allow any third party to access or use the Software or Materials. Client agrees to use reasonable efforts to protect the Software and Materials from unauthorized use, reproduction, distribution or publication.
- d. Client may not remove any proprietary notices, labels, or marks from the Software or any Materials. If Client copies any Materials as permitted by this Agreement, Client must include all proprietary notices, including copyright and trademark notices.

4. Limited Warranty and Remedy. GISW warrants that for a period of ninety (90) days from the date of sale of the Software to Client, the media on which the Software is furnished will, under normal use, be free from defects in materials and workmanship. GISW's entire liability and Client's exclusive remedy under this warranty (which is subject to Client returning the Software to GISW within ninety (90) days from the date of sale) will be, at GISW's option, to replace the media or to refund the purchase price and terminate this Agreement.

5. NO OTHER WARRANTIES. EXCEPT FOR THE EXPRESS LIMITED WARRANTIES ABOVE, GISW MAKES, AND CLIENT RECEIVES, NO OTHER WARRANTIES OR CONDITIONS, EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, AND GISW SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE. GISW DOES NOT WARRANT THAT THE PRODUCT WILL MEET

CLIENT'S REQUIREMENTS OR THAT THE OPERATION OF THE PRODUCT WILL BE UNINTERRUPTED OR ERROR FREE. SOME STATES DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES SO THAT THE ABOVE

6. **DATA SPECIFIC DISCLAIMER.** IN ADDITION TO THE FOREGOING DISCLAIMER, CLIENT ACKNOWLEDGE AND AGREE THAT ALTHOUGH THE DATA CONTAINED IN THE SOFTWARE HAS BEEN OBTAINED FROM SOURCES BELIEVED TO BE RELIABLE, THE ACCURACY AND COMPLETENESS OF SUCH DATA IS NOT GUARANTEED. DATA MAY CONTAIN NONCONFORMITIES, DEFECTS, ERRORS, OR OMISSIONS. GISW AND ITS LICENSORS MAKE NO WARRANTY WITH RESPECT TO ANY DATA. CLIENT SHOULD ALWAYS VERIFY ACTUAL DATA, INCLUDING BUT NOT LIMITED TO MAP, SPATIAL, RASTER, AND TABULAR INFORMATION.

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8. **Indemnification.** Client agree to indemnify, defend and hold harmless GISW and its affiliates and its and their respective officers, directors, employees, agents, successors and assigns from and against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees, arising from or relating to Client's use or misuse of the Software or Materials, or Client's breach of this Agreement.

9. **Confidentiality.** During the term of this Agreement, GISW may provide Client with certain confidential and proprietary information (the "Confidential Information").

EXCLUSIONS MAY NOT APPLY TO CLIENT. THIS WARRANTY GIVES CLIENT SPECIFIC LEGAL RIGHTS. CLIENT MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

Client acknowledges that the Confidential Information constitutes valuable trade secrets and proprietary information. Confidential Information includes, without limitation, the licenses, source code and documentation for the Software and Materials, the terms of this Agreement and all information relating to GISW's operations, services, products, research or development. Confidential Information shall not include information that (a) is publicly known at the time of its disclosure; (b) is lawfully received by Client from a third party not under an obligation of confidentiality to GISW, or (c) is published or otherwise made known to the public by GISW. Client will not use the Confidential Information except as expressly permitted by this Agreement. Client will not disclose, or permit to be disclosed, any Confidential Information, directly or indirectly, to any third party without GISW's prior written consent, which consent may be granted or withheld in GISW's sole and absolute discretion, except as required by a governmental agency, a court or administrative subpoena, an order or other legal process or requirement of law. Client agrees to use not less than commercially reasonable efforts to protect the Confidential Information from unauthorized use and disclosure. In the event Client know or should reasonably know that any third party has gained unauthorized access to Confidential Information, Client shall immediately notify GISW in writing of the full particulars of such access or disclosure and cooperate to regain possession of the Confidential Information and prevent its further unauthorized access, disclosure or use. In the event of actual or threatened breach of the above provisions, GISW may have no adequate remedy at law and will, in addition to recovering damages, be entitled to immediate injunctive and other equitable relief.

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11. **Export / Compliance with Laws.** Client agree to comply fully with all relevant export laws and regulations of the United States ("Export Laws") to assure that neither the Software and Materials, nor

any part thereof, are (a) exported, directly or indirectly, in violation of Export Laws, or (b) are intended to be used for any purposes prohibited by Export Laws.

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14. **Verification.** At GISW's written request, Client shall provide GISW with a signed statement verifying that the Software and Materials are being used pursuant to the provisions of this Agreement, and listing the number of Seats on which the Software is installed. GISW may, at its sole cost and expense, audit, or retain a third party to audit, Client's use of the Software and Materials. GISW shall provide Client with at least ten (10) business day advance notice of an audit. Any such audit shall be conducted during regular business hours at Client's facilities and shall not unreasonably interfere with Client's business activities. If an audit reveals that Client have underpaid fees and/or charges to GISW, Client shall be invoiced for such underpaid fees based on the then current prices in effect at the time the audit is completed. If the underpaid fees exceed 5% of the fees paid, then Client shall also pay GISW's reasonable costs of conducting the audit.

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to law, the remaining provisions of this Agreement shall remain in full force and effect. GISW may assign this Agreement. Client may not assign this Agreement. This Agreement is governed by the laws of the State of Nebraska without reference to conflict of laws principles. All disputes arising out of this Agreement shall be subject to the exclusive jurisdiction of the state and federal courts located in Lancaster County, Nebraska, and the parties agree and submit to the personal and exclusive jurisdiction and venue of these courts. If Client desire to contact GISW, write to: GIS Workshop, LLC, 4949 NW 1st Street, Suite 1, Lincoln, Nebraska 68521. The following Paragraphs shall survive termination of this Agreement: 1, 5-10, 12-15, and this Paragraph 16.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement (McLeod County, MN 0735-002) as of the date first above written.

GIS Workshop, LLC

Signature:

By: Janelle Heuton

Name: Janelle Heuton

Its: Chief Operating Officer

Date: 1/1/18

Address: 4949 NW 1st, Ste. 1, Lincoln, NE 68521

Licensee:

By: _____

Name: _____

Its: _____

Date: _____

Address: _____

P

roclamation

Mental Health Month 2018 **"Fitness #4Mind4Body"**

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, there is a strong research that diet, exercise, sleep, and stress management can help all Americans protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization, and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, I, Joe Nagel, Chairman of the McLeod County Board of Commissioners do hereby proclaim May 2018 as Mental Health Month in McLEOD COUNTY. As the Board of Commissioners Chairperson, I also call upon the citizens, government agencies, public and private institutions, businesses, and schools in McLeod County to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions before Stage Four.

Signature, Date

Seal



PARTNERING FOR HEALTH AND HOPE
FOLLOWING TRAUMA

MAY 10, 2018

NATIONAL CHILDREN'S
MENTAL HEALTH AWARENESS
DAY 2018

PROCLAMATION

WHEREAS addressing the complex mental health needs of children, youth, and families today is fundamental to the future of McLeod County;

WHEREAS the need for comprehensive, coordinated mental health services for children, youth, young adults, and families places upon our community a critical responsibility;

WHEREAS it is appropriate that a day should be set apart each year for the direction of our thoughts toward our children's mental health and well-being;

WHEREAS PACT for Families Collaborative, through its unique approach to serving children, youth, young adults, and young adults with mental health or substance use disorders, is effectively caring for the mental health needs of children, youth, young adults, and their families in our community;

NOW, THEREFORE, I, Joe Nagel, Chairperson of the McLeod County Board of Commissioners, do hereby proclaim May 10, 2018, to be *McLeod County Children's Mental Health Awareness Day* and urge our citizens and all agencies and organizations interested in meeting every child's mental health needs to unite on that day in the observance of such exercises as will acquaint the people of our community with the fundamental necessity of a year-round program for children, youth, and young adults with mental health or substance use disorders and their families.

Signature, Date

Seal

**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 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: Marc Telecky Are funds in Dept. budget: _____
Representative (present at the meeting to discuss): Marc Telecky, X-1213

MOTION REQUESTED:

Kerry Krueger requests approval of Conditional Use Permit 18-02 to construct a pole shed (accessory structure) on property more than 660 feet from his primary residence, to be used for maintenance and as a warming area when selling Christmas trees. This parcel does not have a dwelling and is operating as a tree farm. The legal description is: 40.00 AC - SW ¼ NW ¼ of Section 27 in Acoma Township.

JUSTIFICATION FOR MOTION:

The Acoma Township Board unanimously recommended approval on March 8, 2018. The Planning Advisory Committee unanimously recommended approval on March 28, 2018.

[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: CUP 18-02

Date: March 16, 2018 – **Meeting Date:** March 28, 2018

GENERAL INFORMATION

Brief Description: Kerry Krueger is requesting a conditional use permit to construct a pole shed (accessory building) on property more than 660 feet from his primary residence. This parcel does not have a dwelling and is operating as a tree farm.

Applicant/Owner: Kerry Krueger
1733 Charleston Lane
Waconia, MN 55387
PLD# 01.027.0300

Requested Action: To construct an accessory building (ag structure) more than 660 from the applicants existing site or farmstead for a farm related business.

Lot Size: 40 acres SW ¼ NW ¼ Section 27 Acoma Township

Existing Zoning: "A" Agriculture

Location: SW ¼ NW ¼ Section 27 Acoma Twp.

Existing Land Use: Tree Farm, tillable acres

Adjacent Land Use And Zoning: "A" Agricultural

Zoning History: NA

Applicable Ordinance McLeod County Zoning Ordinance Section 7, Subd 3, Subp. 9 & 26

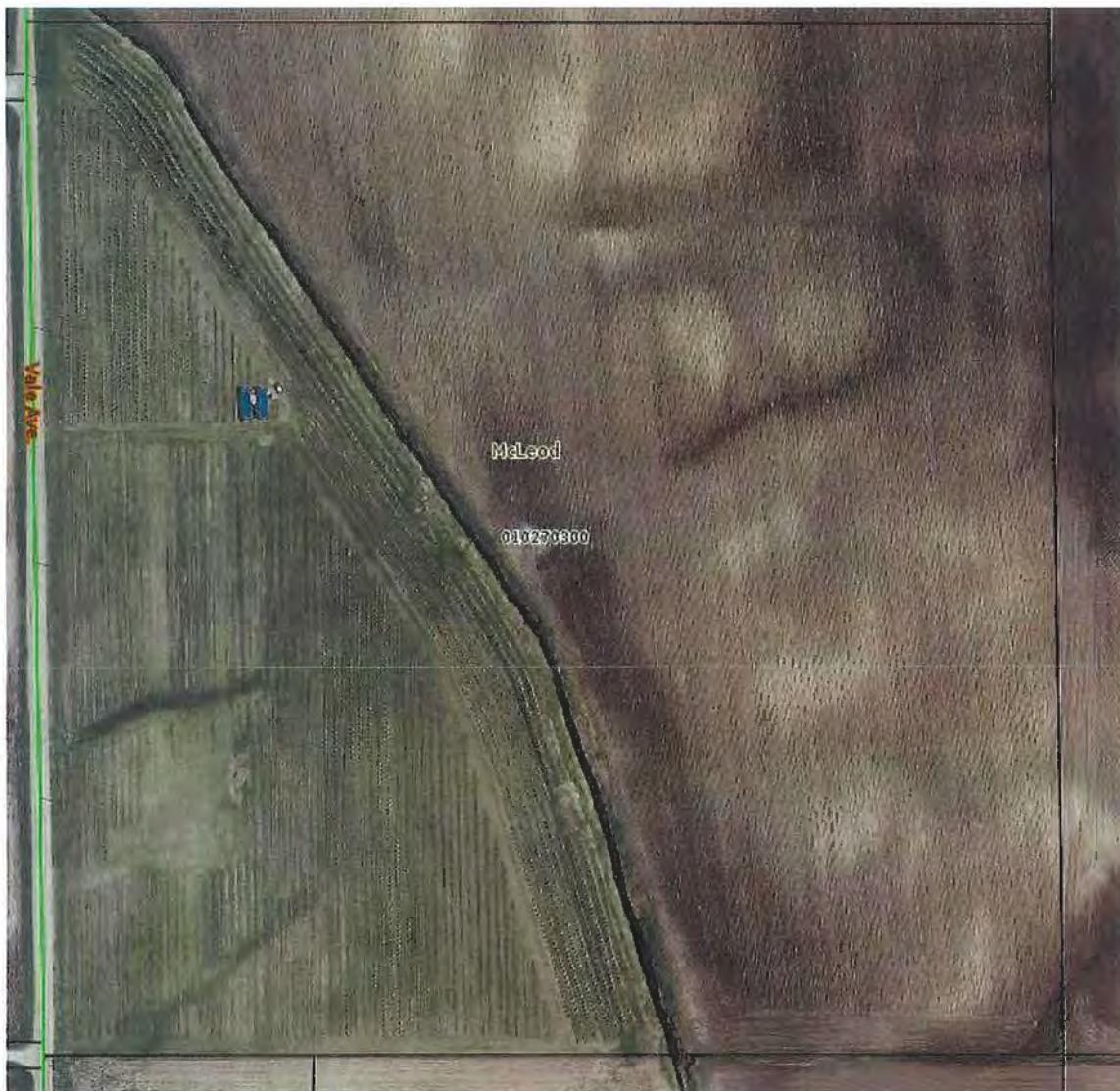
SPECIAL INFORMATION

Public Utilities: McLeod Cooperative Power

Public Services: NA

Transportation: Vale Ave.

Physical Characteristics: **15 acres of the 40 acre parcel is being used for the tree farm operation.** The remainder of the parcel is tillable acres used for crop production. The two uses are separated by a drainage ditch.



Analysis:

The applicant is requesting to construct an accessory building to use as a base for the tree farm operation. This building would store equipment and be utilized during the harvest of the trees.

Recommendations:

Staff does not have concerns with this request. If approved the board may wish to apply a condition related to the amount of outdoor storage allowed if any.

Cc: **Kerry Krueger**- applicant

01.027.0300 Map



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.

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**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 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: Marc Telecky Are funds in Dept. budget: _____
Representative (present at the meeting to discuss): Marc Telecky, X-1213

MOTION REQUESTED:

Robert & Joanne Keilem request approval of Conditional Use Permit 18-03 to construct an accessory building in a front yard area on platted property for the purpose of garage and cold storage. This property is described as follows: Lots 1 & 2 North High Subdivision of Section 7 in Hutchinson Township.

JUSTIFICATION FOR MOTION:

The Board of Hutchinson Township recommended approval on March 13, 2018. The Planning Advisory Committee recommended approval on March 28, 2018.

[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: CUP 18-03

Date: March 16, 2018 – **Meeting Date:** March 28, 2018

GENERAL INFORMATION

Brief Description: Robert & Joanne Keilen are requesting to construct an accessory building in a front yard on platted property.

Applicant/Owner: Robert & Joanne Keilen
18417 234th Cir.
Hutchinson, MN 55350
P.I.D# 08.061.0090

Requested Action: To construct an accessory building in a required front yard on platted property.

Lot Size: Lots 1 & 2 North High Subdivision

Existing Zoning: "R-1" Rural Residential

Location: NW ¼ SE ¼ Section 7 Hutchinson Twp

Existing Land Use: Rural Residential building site in a platted subdivision

Adjacent Land Use And Zoning: "A" Agricultural, "R-1" Rural Residential

Zoning History: NA

Applicable Ordinance McLeod County Zoning Ordinance Section 16, Subd 13, Subp. 3

SPECIAL INFORMATION

Public Utilities: McLeod Cooperative Power

Public Services: SSTS, Well

Transportation: 234th St. (Township Road)

Physical Characteristics:

The applicant's property abuts road on three sides, thus limiting the area of construction without the need for a conditional use permit. The grade change from the south side of the property to the north line is 5' in 375' of length. This lot is flat and does not appear to create any issues with drainage for the neighboring property owners. The Keilen's driveway is established on the north side of the property and the proposed location of this accessory building is reasonable.



Analysis:

The applicant is requesting to construct an accessory building for the purpose of cold storage. The applicants have personal items that they are storing/wintering off-site and they would like to keep these items on their property for various reasons.

Recommendations:

Staff does not have concerns with this request.

Cc: Robert & Joanne Keilen- applicant

08.061.0090 Keilen



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**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 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:

Mathew Fleck requests approval of Conditional Use Permit 18-04 for the purpose of a second farm dwelling to be constructed on property owned by Charmaine Picha in order to continue assisting with his Grandmother's farming operation. This property is described as follows: 124.00 AC of the E $\frac{1}{2}$ of the NE $\frac{1}{4}$ & E $\frac{1}{2}$ of the W $\frac{1}{2}$ of Section 44 in Glencoe Township.

JUSTIFICATION FOR MOTION:

The Board of Glencoe Township unanimously recommended approval on March 8, 2018. The Planning Advisory Committee recommended approval on March 28, 2018 with the following conditions:

- 1) The 2nd farm dwelling shall be a modular or manufactured dwelling.
- 2) The 2nd farm dwelling shall be removed or the existing farm dwelling will need to be removed once the assistance is no longer needed.

[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: CUP18-04

Date: March 16, 2018 - **Meeting Date:** March 28, 2018

GENERAL INFORMATION

Brief Description: Matthew Fleck is requesting to construct a 2nd farm dwelling on his grandmother's (Charmaine Picha) property to assist with the farming operation.

Applicant: Matthew Fleck/Charmaine Picha
10102 125th St.

Applicant: Glencoe, MN 55336
P.I.D# 04.004.0200

Requested Action: Conditional Use Permit - To construct a 2nd farm dwelling on the above referenced property to continue operating the farm owned by his grandmother.

Lot Size: 124 acres E ½ NE ¼ & E ½ W ½ Section 44 Glencoe Twp.

Lot Size: "A" Agriculture
Existing Zoning:

Existing Zoning: E ½ NE ¼ & E ½ W ½ Section 44 Glencoe Twp.

Location: Existing Land Use: Rural building site/tillable acres

Existing Land Use: "A" Agricultural
Adjacent Land Use: "A" Agricultural
Adjacent Land Use And Zoning:

Zoning History: NA

Applicable Ordinance: McLeod County Zoning Ordinance Section 7, Subd 3, Subp. 2

SPECIAL INFORMATION

Public Utilities: McLeod Cooperative Power

Public Services:	SSTS, Individual Well
Transportation:	125 th St.
Physical Characteristics:	Existing farm site. 9.4 acre building site sits in the southeast corner of the property. The property has a wooded area which is approx. 11.3 acres in the northwest corner which abuts 130 th St. 103 tillable acres are separated by a ditch that runs east to west through the field. Applicant has requested a 2 nd farm dwelling to continue operating his grandmother's farm.



Analysis:

McLeod County amended the Zoning Ordinance in 2006 to make 2nd farm dwellings a conditional use permit. This was done to ensure that placement of a 2nd farm dwelling would not create an undue hardship on a request to split the building site into two separate parcels via platting if needed. If the 2nd farm dwelling is approved and constructed in an area which represents difficulty splitting an existing farm building site, then a condition should be placed on the CUP which requires removal of the 2nd farm dwelling when the need ceases to exist.

Recommendations:

If approved, staff suggests the following conditions:

- 1) the 2nd farm dwelling shall be a modular or manufactured dwelling.
- 2) The 2nd dwelling shall be removed or the existing farm dwelling will need to be removed once the assistance is no longer needed.

Cc: Matthew Fleck- applicant

Picha 04.004.0200



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POOL
4/11/18

2:31PM

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



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2

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

Page Break By:

1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name

on Audit List?: N

Type of Audit List:

D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

POOL
4/11/18 2:31PM
1 GENERAL REVENUE FUND

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

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 2

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description		Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
					Service Dates		
201	DEPT			COUNTY SHERIFF'S OFFICE			
	2748 CDW GOVERNMENT INC			TOUGHBOOKS/DVD DRIVES/LICENSE	MCW2684	CAPITAL - \$100-\$5,000 (INVENTORY)	
1	01-201-000-0000-6612		36,550.00	TOUGHBOOKS/DVD DRIVES/LICENSE	MDV8458	CAPITAL - \$100-\$5,000 (INVENTORY)	
3	01-201-000-0000-6612		1,700.00	TOUGHBOOKS/DVD DRIVES/LICENSE	MFP3964	CAPITAL - \$100-\$5,000 (INVENTORY)	
2	01-201-000-0000-6612		950.00	TOUGHBOOKS/DVD DRIVES/LICENSE			
	2748 CDW GOVERNMENT INC		39,200.00	3 Transactions			
201	DEPT Total:		39,200.00	COUNTY SHERIFF'S OFFICE		1 Vendors	3 Transactions
1	Fund Total:		39,200.00	GENERAL REVENUE FUND			3 Transactions
	Final Total:		39,200.00	1 Vendors		3 Transactions	

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

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 3

Recap by Fund

	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	39,200.00	GENERAL REVENUE FUND
All Funds		39,200.00	Total
			Approved by,

ESTIMATE

Bauer Companies



GLENCOE DRYWALL



& PAINTING

DATE: 2/25/18

WORK ORDER #: _____

JOB NAME: McLeod County

JOB SITE ADDRESS: Sheriff's Office (Break Room)

BILLING ADDRESS: _____

SUMMARY OF WORK TO BE DONE:

- * Remove all Stainless Steel equipment from former Kitchen Area
- * Remove & cap all unused Plumbing
- * Remove and disconnect all unused electrical as needed.
- * Clean & Prep walls and Ceilings for Paint and repaint all.
- * Clean & Prep floor and install Carpet in Serving Area.
- * Provide and install new lighting in Break room.
- * Provide and install Lower base Cabinetry and Plumbing for new food prep area.
- * Repair and paint Ceiling after Vent hood is removed.
- * Install electrical Supply for TV location
(Light fixture will be approved on site.)

- * Remove and dispose of all debris and Stainless equipment.

TOTAL ESTIMATE AMOUNT: \$ 24,000⁰⁰
(Not to EXCEED)

12041 110TH STREET
GLENCOE, MN 55336

Myron Schuette Construction
8818 Leaf Avenue
Glencoe, MN 55336
320-864-5610
myronschuetteconstruction@gmail.com



ESTIMATE

ADDRESS

mcleod county jail
801 East 10th St.
Glencoe mn 55336

ESTIMATE # 1003
DATE 04/02/2018

SERVICE	QTY	RATE	AMOUNT
Plumbing and heating- disconnect existing and install new sink (Foster Mech)			
Ansel system- to be disconnected by summit fire protection			
Electrical- disconnect existing, install 8 new LED lights, new outlets, and 2 new sink area outlets (AKO Electric)			
Cabinets to be installed as discussed with sink (Schlangen Custom Cabinets)			
Commercial carpet squares with carpet base to be installed (fashion interiors)			
Labor to demo center concrete wall, sheetrock remaining walls, Tape, paint			
Sales			24,700.00
	TOTAL		\$24,700.00

Accepted By

Accepted Date

PENDING PR's

3/14/2018

78	2/6/2018	2/6/2018	Existing Kitchen Modifications						\$26,594.00
			Yamry Construction	2/6/2018	03/02/18	2/22/2018			\$1,380.00
			Schwickerit's	2/6/2018	03/14/18	2/22/2018			\$6,850.00
			R&H Drywall	2/6/2018	02/22/18	2/22/2018			\$2,100.00
			Fransen Decorating	2/6/2018	02/15/18				\$9,750.00
			MCI	2/6/2018	02/28/18	2/22/2018			\$3,522.00
			Augusta Electric	2/6/2018	02/13/18				\$2,992.00

MCLEOD COUNTY BOARD AGENDA REQUEST

*Use the F11 key to move from field to field and type in the grey box.
Use shift F11 to go backwards in the fields.*

Please provide the following coversheet to process each individual request for Board consideration and/or action:

Board meeting date:	_____	Originating department:	_____
Consent or regular agenda:	<input checked="" type="checkbox"/> X	Preferred agenda time:	_____
Amount of time needed:	_____	Funding source (if applicable):	_____
Contact person for more info:	<u>Sheriff Rehmann</u>	Are funds in Dept. budget:	_____
Representative (present at the meeting):	<u>Sheriff Rehmann</u>	Number of signed copies:	_____

MOTION REQUESTED:

Sign Sex Trafficking Investigations and Training 2018 grant agreement in the amount of \$1,790. The grant runs from 1/1/18 to 12/31/18.

JUSTIFICATION FOR MOTION:

This grant will allow a MCSO deputy to receive training on how to investigate sex trafficking which may be occurring in McLeod County.

- For purchases please include the company name, city and state
- Purchases of up to \$25,000 are considered a quotation and should have at least two quotations when possible.
- Contracts over \$25,000, must consider the state's cooperative purchasing venture before another source.
- Expenditures from \$25,000 - \$100,000 may be either sealed bids or direct negotiations with two quotations when possible.
- Expenditures in excess of \$100,000 require board approval to advertise for sealed bids and receipt of an affidavit of publication will be required.
- All requests for staff including contracting for staff must go to the Staffing Request Review Committee.
- E-mail resolutions to Administration to be printed on Commissioner letterhead.
- Please include as much detail as possible in the motion.

When providing background material for Commissioners Board Meeting packets please e-mail the County Administrator and Administrative Secretary the **electronic documents** by 12:00 PM Wednesday, one week prior to the Board Meeting date. Also remember that any and all documents requiring signatures should be provided at the same time.

Note: To satisfy the Minnesota Open Meeting Law requirement, Chapter 13D, copies of any background materials you distribute during the meeting to the board must also be given to the press; so please bring a total of 14 copies for distribution in the meeting. Providing background material one week in advance satisfies this requirement.



Minnesota Department of Public Safety ("State") Commissioner of Public Safety Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	Grant Program: Sex Trafficking Investigations and Training 2018 Grant Agreement No.: A-STIT-2018-MCLEODSD-00037
Grantee: McLeod County Sheriff's Department 801 East 10th Street Glencoe, Minnesota 55336	Grant Agreement Term: Effective Date: 1/1/2018 Expiration Date: 12/31/2018
Grantee's Authorized Representative: Scott Rehmann, Sheriff McLeod County Sheriff's Department 801 East 10th Street Glencoe, Minnesota 55336 (320) 864-3134	Grant Agreement Amount: Original Agreement \$1,790.00 Matching Requirement \$0.00
State's Authorized Representative: Claire Cambridge, Grants Specialist Intermediate Office of Justice Programs 445 Minnesota Street Suite 2300 St Paul, Minnesota 55101 (651) 201-7307	Federal Funding: CFDA None State Funding: Minnesota Laws of 2017, Chapter 95, Article 1, Section 11, Subdivision 7 Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a State employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved Sex Trafficking Investigations and Training 2018 Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota 55101-2139. The Grantee shall also comply with all requirements referenced in the Sex Trafficking Investigations and Training 2018 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<http://app.dps.mn.gov/Egrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

Grant Agreement No. A-STIT-2018-MCLEODSD-00037/3-51797**2. GRANTEE**

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: jm _____Title: Sheriff _____Date: 03-27-18 _____

By: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Organization: McLeod County Sheriff's Department

Budget Summary

STI Capacity Building : McLeod County Sheriffs Office			
Budget Category		Award	
Personnel			
Personnel		\$1,440.00	
Total		\$1,440.00	
Travel Expenses			
Mileage		\$300.00	
Total		\$300.00	
Training			
Training		\$50.00	
Total		\$50.00	
Total		\$1,790.00	

**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 Originating department: Planning & Zoning
Consent or regular agenda: Regular Preferred agenda time: _____
Amount of time needed: 5 minutes 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:

Larry Gasow requests approval of an Independent Contractor Professional Service Agreement between County of McLeod, through McLeod County Planning, Zoning and Environmental Services Department with Duane Radtke, d/b/a Radtke Sewer Service for 2018 Subsurface Sewage Treatment Systems services.

JUSTIFICATION FOR MOTION:

Newly hired Environmental Technician, Jacob McLain, is working on achieving his SSTS Certification which will be completed toward the end of calendar year 2018.

INDEPENDENT CONTRACTOR

PROFESSIONAL SERVICE AGREEMENT

THIS AGREEMENT is made and entered into by and between the County of McLeod, State of Minnesota, through McLeod County Planning & Zoning and Environmental Services Department (Department), McLeod County Courthouse, Glencoe, MN hereafter referred to as the "Department or County" and Duane Radtke, d/b/a Radtke Sewer Service, hereafter referred to as the "Contractor".

RECITALS

WHEREAS, the County, through the Department, wishes to purchase the services of Contractor as the secondary inspector of new subsurface sewage treatment systems (septic systems); and

WHEREAS, there are funds available for the purchase of these services;

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the County, through the Department, and the Contractor agree as follows:

1. TERM AND COST OF THE AGREEMENT

The Contractor agrees to furnish services on behalf of the County during the period commencing February 6, 2018, and terminating December 31, 2018.

The Contractor shall be paid on a "per system" rate as set forth on Exhibit A.

2. SERVICES TO BE PROVIDED

The Contractor agrees to furnish services on behalf of the County as set forth on Exhibit B.

3. PAYMENT FOR SERVICES

Payment for services shall be made directly to the Contractor after completion of services and upon the presentation of a claim in the manner provided by law for payment of claims against the County.

If payment under this contract is dependent upon the availability of State or Federal funds and such funds are reduced or terminated, this contract

may be renegotiated or terminated at the sole discretion of the County. In the event of termination, Contractor shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

4. INDEPENDENT CONTRACTOR

That at all times and for all purposes hereunder, Contractor 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 Contractor to be an employee of the County, and Contractor shall not be entitled to any of the rights, privileges, or benefits of employees of the County of McLeod, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims;

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

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

Contractor 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;

5. INDEMNIFICATION AND INSURANCE

The Contractor agrees it will defend, indemnify and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the Contractor's performance or failure to adequately perform its obligations pursuant to this Contract.

Contractor further agrees that in order to protect itself as well as the County under the indemnity provision set forth above, it will at all times during the term of this contract keep in force:

- a. Commercial General Liability Insurance Policy with minimum limits of \$1,500,000 combined single limit (CSL), with coverage pertaining to premises operations. In the event Combined Single Limits Coverage is not secured by the contractor, the following minimum limits apply:

\$1,500,000 Each Occurrence

\$1,500,000 Aggregate

\$ 5,000 Medical Expense

The policy should be written on an Occurrence basis and not a Claims-made basis.

- b. Automobile Liability Insurance including owned, non-owned, and hired vehicles in an amount not less than \$1,500,000 combined single limit (CSL) for total bodily injuries and/or damages arising from any one accident. If automobiles are not used, we must receive a letter from you stating this.
- c. Professional Liability Insurance (when required) in the minimum amount of \$1,500,000 combined single limit (CSL). In the event Combined Single Limits Coverage is not secured by the contractor, the following minimum limits apply:

\$500,000 per Wrongful Act or Occurrence

\$1,500,000 Aggregate

- d. Excess Umbrella Liability Policy in the amount of \$1,500,000 will be additionally required if any of the above policies have lower limits than stated.
- e. Workers' Compensation Insurance as required by Minnesota statute.
- f. Prior to the effective date of this Contract, and as a condition precedent to this Contract, the Contractor will furnish the County with an original Certificate of Insurance listing the County as an "Additional Insured" in all coverage areas except Workers' Compensation.
- g. The following words must be on the certificate, "Thirty (30) days advance written notice of changes or cancellation of coverage will be given to the certificate holder." Any additional words such as "will endeavor to" or "failure to do so will impose no obligation" must be crossed off.

6. DATA PRACTICES

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this Contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

7. RECORDS-AVAILABILITY AND RETENTION

Pursuant to Minnesota Statute 16C.05, Subd. 5, the Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement.

8. MERGER AND MODIFICATION

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

9. DEFAULT AND CANCELLATION

- a. If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused by the County, through the Department, the Department may, upon written notice to the Contractor's representative, cancel this agreement in its entirety as indicated below.

- b. This Agreement may be cancelled with or without cause by either party upon thirty days written notice.

c. **Representatives** for each of the parties to this contract are as listed below.

Contractor	County (Department)
Duane Radtke	McLeod County Planning & Zoning
d/b/a Radtke Sewer Service	and Environmental Services
Duane Radtke, President	Larry Gasow, Zoning Administrator
1600 8 th Avenue SSW	830 11 th Street East, Suite 113
Hutchinson, MN 55350	Glencoe, MN 55336
Phone:	Phone:
320/237-1983	320/864-1218

10. SUBCONTRACTING AND ASSIGNMENT

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.

11. NONDISCRIMINATION

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

12. HEALTH AND SAFETY

The contractor shall be solely responsible for the health and safety of its employees and subcontractors' employees in connection with the services performed in accordance with this Agreement. The Contractor shall ensure that all of the Contractor's employees, including those of all subcontractors, have received all of the training required to properly and safely perform services outlined in this Agreement. Such training is to include, but not be limited to, all applicable sections of the State and Federal Occupation, Safety and Health Administration (OSHA) laws, Superfund Amendments and Reauthorization Act (SARA), Comprehensive Environmental Response, Compensation and Liability Act

(CERCLA), Uniform Fire Code and/or any other applicable health and safety regulations. The Contractor shall provide copies of the training records for staff who perform services in accordance with this Agreement at the request of the Department or County.

13. AUTHORITY

Contractor having signed this contract, and the McLeod County Board of Commissioners having duly approved this contract, and pursuant to such approval and the proper County officials having signed this contract, the parties hereto agree to be bound by the provisions herein set forth.

Approved as to form
and execution

County Attorney

Date: _____

COUNTY OF MCLEOD

By: _____
County Board Chair

By: _____
County Administrator

Date: _____

CONTRACTOR
Duane Radtke, d/b/a Duane Radtke Sewer
Services

By: Duane Radtke
President

Date: 1-29-2018

Exhibit A

Cost

1. As compensation for inspection services of new subsurface sewage treatment systems (septic systems), Contractor shall receive \$175.00 per inspection not to exceed the sum of \$17,500 in the 2018 calendar year.
2. As compensation for soil verification services for the siting of new septic systems, Contractor shall receive \$125.00 per soil verification not to exceed the sum of \$12,500 in the 2018 calendar year.
3. As compensation for reviewing and issuing of new subsurface sewage treatment systems, Contractor shall receive \$100.00 per SSTS permit not to exceed the sum of \$10,000 in the 2018 calendar year.
4. For additional services, Contractor shall receive such compensation as is agreed between County and Contractor.

Exhibit B

Services to be Provided

1. Contractor agrees to provide the inspection services as hereinafter provided. To the extent the county is unable or unwilling to provide the services; the contractor will provide the services.
2. Contractor agrees to provide inspection services of new subsurface sewage treatment systems (SSTS or septic systems) in accordance with Minnesota State Statutes (M.S. §115.55 et. seq), Minnesota State Regulations (Rule 7080 et seq), and applicable county ordinances. (McLeod County SSTS Ordinance et. seq), as presented enacted, or as amended hereafter.
3. Contractor agrees to provide mentorship training services to McLeod County staff who are in the process of obtaining their SSTS licensure of inspection in accordance with Minnesota State Statutes (M.S. §115.55 et. seq), Minnesota State Regulations (Rule 7080 et seq), and applicable county ordinances (Minnesota County SSTS Ordinance et seq) as presented enacted, or as amended hereafter.
4. Contractor agrees only to use personnel who are licensed by the State of Minnesota.
5. Contractor shall provide such additional services as agreed to between County and Contractor.
6. Within the scope of this contract, Contractor shall attend County meetings as requested by the County, without additional compensation.
7. Contractor shall maintain adequate records regarding inspections and applications, together with other information deemed necessary by County and Contractor, and shall provide copies to County as requested.

8. Contractor will provide all necessary equipment and supplies to provide the services, and Contractor will not seek reimbursement from the County for out-of-pocket expenses including mileage.
9. Contractor agrees to abide by conflict of interest guidance set forth by the State of Minnesota, and must not inspect a system he installs and must not verify soils for his own designs.

**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 Originating department: Planning & Zoning

Consent or regular agenda: Regular Preferred agenda time: _____

Amount of time needed: 5 minutes 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:

Larry Gasow requests approval of an Independent Contractor Professional Service Agreement between County of McLeod, through McLeod County Planning, Zoning and Environmental Services Department with Kendall Kubasch, d/b/a Kubasch Excavating for 2018 Subsurface Sewage Treatment Systems services.

JUSTIFICATION FOR MOTION:

Newly hired Environmental Technician, Jacob McLain, is working on achieving his SSTS Certification which will be completed toward the end of calendar year 2018. Contractor Duane Radtke requires review and approval from a Licensed Inspector on septic designs in which he prepares and to have a backup Inspector when needed.

INDEPENDENT CONTRACTOR

PROFESSIONAL SERVICE AGREEMENT

THIS AGREEMENT is made and entered into by and between the County of McLeod, State of Minnesota, through McLeod County Planning & Zoning and Environmental Services Department (Department), McLeod County Courthouse, Glencoe, MN hereafter referred to as the "Department or County" and Kendell Kubasch, d/b/a Kubasch Excavating Inc., hereafter referred to as the "Contractor".

RECITALS

WHEREAS, the County, through the Department, wishes to purchase the services of Contractor as the secondary inspector of new subsurface sewage treatment systems (septic systems); and

WHEREAS, there are funds available for the purchase of these services;

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the County, through the Department, and the Contractor agree as follows:

1. TERM AND COST OF THE AGREEMENT

The Contractor agrees to furnish services on behalf of the County during the period commencing April 3, 2018, and terminating December 31, 2018.

The Contractor shall be paid on a "per system" rate as set forth on Exhibit A.

2. SERVICES TO BE PROVIDED

The Contractor agrees to furnish services on behalf of the County as set forth on Exhibit B.

3. PAYMENT FOR SERVICES

Payment for services shall be made directly to the Contractor after completion of services and upon the presentation of a claim in the manner provided by law for payment of claims against the County.

If payment under this contract is dependent upon the availability of State or Federal funds and such funds are reduced or terminated, this contract

may be renegotiated or terminated at the sole discretion of the County. In the event of termination, Contractor shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

4. INDEPENDENT CONTRACTOR

That at all times and for all purposes hereunder, Contractor 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 Contractor to be an employee of the County, and Contractor shall not be entitled to any of the rights, privileges, or benefits of employees of the County of McLeod, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims;

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

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

Contractor 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;

5. INDEMNIFICATION AND INSURANCE

The Contractor agrees it will defend, indemnify and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the Contractor's performance or failure to adequately perform its obligations pursuant to this Contract.

Contractor further agrees that in order to protect itself as well as the County under the indemnity provision set forth above, it will at all times during the term of this contract keep in force:

- a. Commercial General Liability Insurance Policy with minimum limits of \$1,500,000 combined single limit (CSL), with coverage pertaining to premises operations. In the event Combined Single Limits Coverage is not secured by the contractor, the following minimum limits apply:

\$1,500,000 Each Occurrence

\$1,500,000 Aggregate

\$ 5,000 Medical Expense

The policy should be written on an Occurrence basis and not a Claims-made basis.

- b. Automobile Liability Insurance including owned, non-owned, and hired vehicles in an amount not less than \$1,500,000 combined single limit (CSL) for total bodily injuries and/or damages arising from any one accident. If automobiles are not used, we must receive a letter from you stating this.
- c. Professional Liability Insurance (when required) in the minimum amount of \$1,500,000 combined single limit (CSL). In the event Combined Single Limits Coverage is not secured by the contractor, the following minimum limits apply:

\$500,000 per Wrongful Act or Occurrence

\$1,500,000 Aggregate

- d. Excess Umbrella Liability Policy in the amount of \$1,500,000 will be additionally required if any of the above policies have lower limits than stated.
- e. Workers' Compensation Insurance as required by Minnesota statute.
- f. Prior to the effective date of this Contract, and as a condition precedent to this Contract, the Contractor will furnish the County with an original Certificate of Insurance listing the County as an "Additional Insured" in all coverage areas except Workers' Compensation.
- g. The following words must be on the certificate, "Thirty (30) days advance written notice of changes or cancellation of coverage will be given to the certificate holder." Any additional words such as "will endeavor to" or "failure to do so will impose no obligation" must be crossed off.

6. DATA PRACTICES

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this Contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

7. RECORDS-AVAIEABILITY AND RETENTION

Pursuant to Minnesota Statute 16C.05, Subd. 5, the Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement.

8. MERGER AND MODIFICATION

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

9. DEFAULT AND CANCELLATION

- a. If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused by the County, through the Department, the Department may, upon written notice to the Contractor's representative, cancel this agreement in its entirety as indicated below.

- b. This Agreement may be cancelled with or without cause by either party upon thirty days written notice.

c. Representatives for each of the parties to this contract are as listed below.

<u>Contractor</u>	<u>County (Department)</u>
Kendell Kubasch d/b/a Kubasch Excavating, Inc. Kendell Kubasch, President 210 6 th Street North Winsted, MN 55395 Phone: (320)485-2640	McLeod County Planning & Zoning and Environmental Services Larry Gasow, Zoning Administrator 830 11 th Street East, Suite 113 Glencoe, MN 55336 Phone: (320)864-1218

10. SUBCONTRACTING AND ASSIGNMENT

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.

11. NONDISCRIMINATION

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

12. HEALTH AND SAFETY

The contractor shall be solely responsible for the health and safety of its employees and subcontractors' employees in connection with the services performed in accordance with this Agreement. The Contractor shall ensure that all of the Contractor's employees, including those of all subcontractors, have received all of the training required to properly and safely perform services outlined in this Agreement. Such training is to include, but not be limited to, all applicable sections of the State and Federal Occupation, Safety and Health Administration (OSHA) laws, Superfund Amendments and Reauthorization Act (SARA), Comprehensive Environmental Response, Compensation and Liability Act

(CERCLA), Uniform Fire Code and/or any other applicable health and safety regulations. The Contractor shall provide copies of the training records for staff who perform services in accordance with this Agreement at the request of the Department or County.

13. AUTHORITY

Contractor having signed this contract, and the McLeod County Board of Commissioners having duly approved this contract, and pursuant to such approval and the proper County officials having signed this contract, the parties hereto agree to be bound by the provisions herein set forth.

Approved as to form
and execution

County Attorney

Date: _____

COUNTY OF MCLEOD

By: _____
County Board Chair

By: _____
County Administrator

Date: _____

CONTRACTOR
Kendell Kubasch, d/b/a Kubasch
Excavating, Inc.

By: Kendell Kubasch
President

Date: March 30 2018

Exhibit A

Cost

1. As compensation for inspection services of new subsurface sewage treatment systems (septic systems), Contractor shall receive \$175.00 per inspection not to exceed the sum of \$8,750 in the 2018 calendar year.
2. As compensation for soil verification services for the siting of new septic systems, Contractor shall receive \$125.00 per soil verification not to exceed the sum of \$6,250 in the 2018 calendar year.
3. As compensation for reviewing and issuing of new subsurface sewage treatment systems, Contractor shall receive \$100.00 per SSTS permit not to exceed the sum of \$5,000 in the 2018 calendar year.
4. For additional services, Contractor shall receive such compensation as is agreed between County and Contractor.

Exhibit B

Services to be Provided

1. Contractor agrees to provide the inspection services as hereinafter provided. To the extent the county is unable or unwilling to provide the services; the contractor will provide the services.
2. Contractor agrees to provide inspection services of new subsurface sewage treatment systems (SSTS or septic systems) in accordance with Minnesota State Statutes (M.S. §115.55 et. seq), Minnesota State Regulations (Rule 7080 et seq), and applicable county ordinances. (McLeod County SSTS Ordinance et. seq), as presented enacted, or as amended hereafter.
3. Contractor agrees to provide mentorship training services to McLeod County staff who are in the process of obtaining their SSTS licensure of inspection in accordance with Minnesota State Statutes (M.S. §115.55 et. seq), Minnesota State Regulations (Rule 7080 et seq), and applicable county ordinances (Minnesota County SSTS Ordinance et seq) as presented enacted, or as amended hereafter.
4. Contractor agrees only to use personnel who are licensed by the State of Minnesota.
5. Contractor shall provide such additional services as agreed to between County and Contractor.
6. Within the scope of this contract, Contractor shall attend County meetings as requested by the County, without additional compensation.
7. Contractor shall maintain adequate records regarding inspections and applications, together with other information deemed necessary by County and Contractor, and shall provide copies to County as requested.

8. Contractor will provide all necessary equipment and supplies to provide the services, and Contractor will not seek reimbursement from the County for out-of-pocket expenses including mileage.
9. Contractor agrees to abide by conflict of interest guidance set forth by the State of Minnesota, and must not inspect a system he installs and must not verify soils for his own designs.

**MCLEOD COUNTY BOARD
AGENDA REQUEST**

Board meeting date: 4/17/2018 Originating department: Planning & Zoning
Consent or regular agenda: Regular Preferred agenda time: _____
Amount of time needed: 5 Minutes Funding source (if applicable): _____
Contact person for more info: Marc Telecky Are funds in Dept. budget: _____
Representative (present at the meeting to discuss): Marc Telecky, 864-1213

MOTION REQUESTED:

McLeod County Assistant Planning & Zoning Administrator, Marc Telecky, requests approval of McLeod County's 2017 Annual Feedlot Performance Report.

JUSTIFICATION FOR MOTION:

Michelle Oie, County Feedlot Program Development Lead, and Sara Isebrand, Pollution Control Specialist, Feedlot Section, both at Minnesota Pollution Control Agency, reviewed and recommended approval on March 27, 2018.

Dana Leibfried, Environmental Specialist 2, Feedlot Division at Minnesota Pollution Control Agency, reviewed and approved on April 3, 2018.

Minnesota Pollution Control Agency Feedlot Program
2017 County Feedlot Officer (CFO) Annual Report
(Data for the Period: January 1, 2017 - December 31, 2017)

Revised December 2017

County:	McLeod		
Contact Person:	Marc Telecky		
Phone Number:	320-864-1213		
E-Mail Address:	marc.telecky@co.mcleod.mn.us		
Signature:	(Signature of County Board Commissioner)		(Date)

All data must be entered in accordance with the Annual CFO Report Guidance Document.

EXCEPTIONS		County Number	Previous Numbers
<i>Except where identified, this report addresses non-CAFO/NPDES/SDS sites required by 7020 to be registered.</i>			
REGISTRATION			
<i>Lines 1-5 are for information purposes only</i>	1 Feedlots in shoreland with 10 - 49 AU:	18	1
	2 Feedlots with 50 - 299 AU:	282	35
	3 Non-CAFO/NPDES/SDS ≥ 300 AU:	27	5
	3a CAFOs without NPDES or SDS permits ≥ 300 AU ("Gap Sites")		
	4 Feedlots with NPDES/SDS permits:	2	0
	5 Total - Feedlots required to be registered:	329	41
Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)			329
PRODUCTION SITE INSPECTIONS (compliance or construction)			
<i>6 Feedlots inspected in shoreland with 10 - 49 AU:</i>	2		
<i>7 Feedlots inspected with 50 - 299 AU:</i>	21		
<i>8 Non-CAFO/NPDES/SDS ≥ 300 AU inspected:</i>	3		
<i>9 Total - Non-CAFO/NPDES/SDS Feedlots Inspected required to be registered:</i>	<i>FYI → 71% = 24</i>	26	
<i>10 CAFO/NPDES/SDS sites inspected:</i>	0		
<i>11 Inspected Feedlots non-compliant with water quality discharge standards:</i>	0		
LAND APPLICATION INSPECTIONS			
<i>12 Feedlots ≥ 100 AU where Level 1 land app was conducted:</i>	1		
<i>13 Feedlots ≥ 100 AU where Level 1 land app result was non compliant:</i>	1		
<i>14 Site ≥ 300 AU (or ≥ 100 AU in DWSSMA) where Level 2 land app was conducted:</i>	1		
<i>15 Feedlots from Line 14 where only a Level 2 land app inspection was conducted:</i>	0		
<i>16 Feedlots from Line 14 where Level 2 land app result was non compliant:</i>	0		
<i>17 Feedlots ≥ 100 AU where Level 3 land app was conducted:</i>	1		
<i>18 Feedlots from Line 17 where only a Level 3 land app inspection was conducted:</i>	0		
<i>19 Feedlots ≥ 100 AU where Level 3 land app result was non compliant:</i>	0		
SPECIALTY INSPECTIONS			
<i>20 How many from Line 9 are construction only (Line 9 - # of compliance insp):</i>	1		
<i>21 Sites with multiple inspections where at least one was a construction insp:</i>	2	0.5	1
<i>22 Feedlots inspected that are located in shoreland and/or DWSSMA:</i>	7		
<i>23 Complaint inspections at sites required to be registered:</i>	0		
<i>24 Complaint inspections at sites NOT required to be registered:</i>	1		
<i>25 On-site assistance inspections:</i>	0		
INSPECTION TYPE (Performance Credit Eligible)			
<i>Based on Number of Sites Inspected by Type</i>	Number	PC	PC Total
<i>26 Compliance Inspections at non-CAFO/NPDES/SDS sites:</i>	25	1.5	1.5
<i>27 Construction only Inspections at non-CAFO/NPDES/SDS sites (to meet 71% min):</i>	1	1	1
<i>28 Complaint Inspections (any size site):</i>	1	0.5	
<i>29 Level 2 Land Application Inspections at non-CAFO/NPDES/SDS sites:</i>	1	3	3
<i>30 Level 3 Land Application Inspections at non-CAFO/NPDES/SDS sites:</i>	1	0.5	0.5
<i>31 CAFOs or feedlots with NPDES/SDS permits Inspected:</i>	0	0.5	
<i>32 Inspection Type Performance Credit Total: (Questions 26-31):</i>			6.50

All data must be entered in accordance with the Annual CFO Report Guidance Document.					
Except where identified, this report addresses non-CAFO/NPDES/SDS sites required by 7020 to be registered.					
PERMITTING		Number	PC	PC Total	
	33 30-day construction or expansion notifications received:	0	---	---	
	34 Interim Permits Issued or Modified:	0	2	0	
	35 Construction Short-Form Permits Issued or Modified at Sites \geq 300 AU:	0	1	0	
	36 Public meetings held for construction or expansion to \geq 300 AU:	0	---	---	
EMERGENCY RESPONSE (any size site)					Number
	37 Events where emergency response was conducted: (on-site visit)	0	2	0	
PRODUCTION SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)					Number
	38 Feedlots where a partial environmental upgrade was achieved:	0	---	---	
	39 Feedlots where a complete environmental upgrade was achieved:	0	6	0	
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)					Number
Non-CAFO and non-NPDES/SDS	40 Feedlots \geq 100 AU where Level 1 land app non-compliance was returned to compliance:			0	
	41 Feedlots \geq 300 AU (or \geq 300 AU located in a DWSMA) where Level 2 land app non-compliance was returned to compliance:			0	
	42 Feedlots \geq 100 AU where Level 3 land app non-compliance was resolved:			0	
OWNER ASSISTANCE					Number
Describe on Supplemental Form	43 Workshops or trainings hosted and/or co-sponsored by the CFO:	0	2	0	
	44 Number of feedlot owners attending events in line 43:	0	---	---	
	45 Number of mailings to feedlot owners:	3	---	---	
	46 Feedlot articles placed in newspapers:	0	---	---	
STAFFING LEVEL AND TRAINING					Number
	47 FTEs - (Full Time Equivalents) supplied by the CFO(s):			0.5	
	48 FTEs supplied by other county staff, including administrative and support staff assigned by the county to the feedlot program:			0.75	
	49 FTEs supplied through contract with other local government units:			0.25	
	50 Total Number of FTE positions that supported county program:			1.5	
	51 CFO - training hours: ((Enter total training hours earned))			64	
ENVIRONMENTAL REVIEW (EARW)					Number
	52 EARW petitions received:	0	---	---	
	53 EARWs prepared by county:	0	4	0	
AIR QUALITY NOTIFICATIONS					Number
	54 Notifications received claiming air quality exemptions:			0	
ENFORCEMENT ACTIONS					Number
Describe on Supplemental Form	55 Letters of Warning (LOW) issued:			0	
	56 Notices of Violation (NOV) issued:			0	
	57 Court actions commenced:			0	
OTHER PROGRAM ACTIVITIES					Number
Describe on Supplemental Form	58 Feedlots where a MinnFARM was conducted:	0	1	0	
	59 Hours mentoring New CFOs:	20	0.25	5	
	60 CFO presentations at informational or producer groups: (per event)	0	1	0	
	61 Meetings with other local government and producer groups:	0	---	---	
	62 Feedlot Ordinance Revisions:	0	---	---	
TOTAL PERFORMANCE CREDITS					12.50

Minnesota Pollution Control Agency Feedlot Program

2017 Annual County Feedlot Officer Report

Supplemental Information Page

January 1, 2017 – December 31, 2017

County Name:

MCLEOD COUNTY

Work Plan Inspection Goals

Please describe the progress made in meeting your 2017 work plan inspection goals. You must provide quantitative results for each inspection production site and land application goal listed in your work plan.

- 1. There were 6 inspections done on sites in shoreland.**
- 2. There were 22 inspections completed on sites that haven't been inspected since 2006 or earlier.**
- 3. There were 2 level 4 Land Application inspections completed.**

Owner Assistance

Please report on the following owner assistance activities conducted in the past year. Include date and description for each activity listed.

- Workshops or trainings hosted and/or co-sponsored by the county feedlot officer (CFO):
 - **8/16/2017 through 8/20/2018, McLeod County had a booth at the McLeod County Fair where information was available about manure application. Manure test bottles were available for feedlot owners at this event.**
- Newsletters/direct mailings sent to feedlot owners:
 - **Re-registrations notices were sent on February 8, 2017, June 7, 2017 and November 9, 2017.**
- Feedlot articles placed in local newspapers: **NONE**
- Other information and outreach activities not identified above:
 - **2 manure test bottles handed out to Feedlot owners by request of operator. This was to establish best practice.**

Staffing Level and Training

Please list the training events each CFO attended. Include the date and number of continuing education units (CEUs) for each event.

TRAINING	DATE	CEUS
Marc Telecky, Diane Miller, Sandy Posusta, Emily Gabel		
How to fill out Annual Report Forms (Webex)	1/11	1.25
WebEx Tempo Registrations - Data Entry	3/22	1.00
New CFO Training	4/26-27	15.00
All CFO Training	4/28	7.00
Webex MinnFarm	5/23-24	9.00
Webex Tempo New Interface	5/25	1.50
Webex LMSA, Permitting	7/27	1.00

TRAINING - continued	DATE	CEUS
Webex Re-Registration & Wiki Page	8/24	1.25
Regional Meeting — Owatonna	8/24	5.00
MACFO Conference	4/13-17	13.00
Webex Tableau Webex	12/21	1.50

Feedlot Enforcement Actions

Please describe any enforcement actions (LOW, NOV, court actions) conducted.

- **NONE**

Other Program Activities

Please list sites where a MinnFARM was conducted. List the number of MinnFARMS conducted at each site.

- **NONE**

Please list mentorship documentation.

- **NONE**

Please list any meetings, including dates, which were attended with local units of government and producer groups (SWCD, NRCS, Minnesota Extension Service, Dairy Inspectors, Minnesota Pork Producers, Minnesota Dairy Association, Minnesota Cattlemen's Association).

McLeod Zoning, McLeod Environmental Services, McLeod SWCD

- **July 17, 2017:** 3 hours. (Reorganization and discuss and make recommendation for Steve Wadsworth Variance to request a setback reduction to an existing dwelling from 1320' to 250' in order to apply for a Feedlot Permit for the purpose of raising YAK.
- **September 6, 2017:** 3 hours. McLeod County Waterplan Task Force on Feedlots Meeting to Discuss and make recommendation of Conditional Use Permit 17-19 as applied for by Joe Wuetherich, 15191 65th Street, Brownton for the purpose of requesting a new feedlot to be registered or permitted having less than forty (40) acres under their ownership at the proposed facility. This property is described as 6.54 AC of that Part of the NE 1/4 SSW 1/4 & AAG of the NW 1/4 SESE in Section 3 of Remo Township, Parcel # 10,003,0400.

Please describe any feedlot ordinance revision and/or adoption proceedings. **NONE**

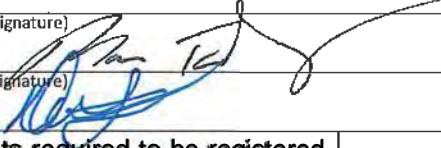
Please list any county feedlot program activities conducted not identified in this form. **NONE**

Minnesota Pollution Control Agency (MPCA) Feedlot Program
2017 Year-End Review Worksheet

Sites reviewed by MPCA staff will be chosen from work done by the County in 2017. The County can pull their 2017 information from the Tempo warehouse data dump and Tableau. The information the County prepares should include the following:

1. Sites that registered
2. Compliance inspections conducted
3. Sites returned to compliance
4. Sites receiving a permit

A total of 20 Non-Inspection Minimum Program Requirement (MPR) points are possible for the 2017 Year-End Review. A County cannot receive a partial point two years in a row for the same MPR. Either the County earns a full point the second year or no point. The MPCA reviewer should have the County's *MPCA County Feedlot Program Delegation Agreement/Work Plan* available for reference during the review.

County:	<u>McLeod Co.</u>	
Date of Review:	<u>3/21/18</u>	
County Feedlot Officer:	(print name) <u>Marc Telecky</u>	(signature) 
MPCA Reviewer:	(print name) <u>Dave Leibfried</u>	(signature) 
INSPECTION MPRs	Agency-approved number of feedlots required to be registered tfJWe- (Attachment A): <u>329</u>	
	Number of inspections conducted that count towards the 7% inspection rate: <u>26</u>	
	Inspection rate (%): <u>7.9%</u>	
NON-INSPECTION MPRs	Number of applicable non-inspection MPRs: <u>11</u>	
	Total non-inspection MPR points: <u>11</u>	
	Non-Inspection MPR rate (%): <u>100%</u>	

Registration (NA) – Up to two registration files must be reviewed to complete this section. If the County does not have any registration files, mark “NA” for this section.

MPR No.			
1. a.	Did the County use either the MPCA standard registration form or an alternative agency-approved registration form? <i>One half point - both files contain a standard/approved form One quarter point - one of the two files contain a standard/approved form No point - neither file contains a standard/approved form</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> <u>½ pt</u> <input type="checkbox"/> <u>1/4 pt</u>
1. b.	Did the County update registration data in Tempo? <i>One half point - 99% or more of 2017 registrations are updated/in Tempo. One quarter point - 50% to 89% of 2017 registrations are updated/in Tempo. No point - 0% - 49% of 2017 registrations are updated/in Tempo.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> <u>½ pt</u> <input type="checkbox"/> <u>1/4 pt</u>
2.	Did the County meet the 30-day registration receipt requirement? <i>One point - both files contain an acceptable 30-day letter or meet other agency acceptable notification requirements.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> <u>1 pt</u> <input type="checkbox"/> <u>½ pt</u>

<p>One half point - one of the two files contain agency acceptable documentation or both files contain a 30-day registration receipt but documentation is inadequate.</p> <p>No point - neither file reviewed contains a 30-day registration receipt nor agency acceptable documentation.</p>		
<p>Files reviewed for this section:</p>	<p>Comments:</p>	
<p>1. Wayne Cafferty #009-5-105511</p> <p>2. Eugene Hemerick #085-64672</p>	<p>Beef cattle 52.2 AU</p> <p>RTKNSA 10 Dairy + Beef</p>	

Inspections and Compliance - Up to four inspection files, as applicable, may be reviewed to complete this section:

- At least two compliance inspection files must be reviewed for MPR 3 and 6.
- Up to two compliance inspection files, as applicable, must be reviewed for MPR 8.

<p>3. Were all inspections documented on the Non-NPDES checklist?</p> <p>One point - both files reviewed contain the correct checklist.</p> <p>One half point - one of the two files reviewed contain the correct checklist.</p> <p>No point - both files reviewed do not contain the correct checklist.</p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> <u>J</u> $\frac{1}{2}$ pt
<p>4. Were all conducted inspections entered into Tempo (see Tableau and discrepancy list)?</p> <p>One point - 90% or more of inspections are in Tempo.</p> <p>One half point - 50% to 89% of inspections are in Tempo.</p> <p>No point - 0% - 49% of inspections are in Tempo.</p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> $\frac{1}{2}$ pt
<p>5. Did the County follow their Delegation Agreement Work Plan Inspection Strategy?</p> <p>One point - County followed inspection strategy.</p> <p>No point - County did not follow inspection strategy.</p>	<input checked="" type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
<p>6. Was the producer notified in writing of the results of the compliance inspection?</p> <p>One point - both files reviewed contain a letter that was sent when required.</p> <p>One half point - one of the two files reviewed contain a notification letter.</p> <p>No point - neither of the two files reviewed contain a notification letter.</p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> a pt <input type="checkbox"/> $\frac{1}{2}$ pt
<p>7. Did the County follow their Delegation Agreement Work Plan Compliance Strategy for inspections that resulted in non-compliance? (<input type="checkbox"/> NA)</p> <p>One point - County followed compliance strategy.</p> <p>No point - County did not follow compliance strategy.</p>	<input checked="" type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
<p>8. Did the County maintain documentation of corrective action for any site that was returned to compliance in the program year? (<input checked="" type="checkbox"/> NA)</p> <p>One point - documentation was maintained for each file reviewed.</p> <p>One half point - documentation was observed in, at least, one of the files reviewed.</p> <p>No point - no documentation was observed.</p>	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> $\frac{1}{2}$ pt

Files reviewed for this section:	Comments:
1. Kettle & Dam Flows # 085-65977	
2. Chautauquale Picha # 085-65577	
3. Doug Tuman # 085-69984	
4. Karen Lindeman # 085-65342	

Permitting (☒ NA) – Up to two permit files, as applicable, must be reviewed to complete this section. If the County does not have any permit files mark “NA” for this section.

9	<p>Did the County issue permits within the 60/120 day time period?</p> <ul style="list-style-type: none"> Did the County clearly document a received date on all paperwork (permit applications, MMPs, and plans & spec documents)? <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> MOST <input type="checkbox"/> NO</p> <ul style="list-style-type: none"> If applicable, did the County send incomplete letters within 15 business days? <p><input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA</p> <p>One point - all paperwork (applications, MMPs, and plans and specs) clearly document a received date and County met 15 business day requirement for applicable incomplete letters.</p> <p>One half point - most paperwork (applications, MMPs and plans and specs) clearly document a received date and County met 15 business day requirement.</p> <p>No point - a received date is not documented on paperwork or County did not meet 15 business day requirement.</p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
10	<p>Did the County complete an agency-approved checklist for each application?</p> <p>One point - both files contain a completed checklist.</p> <p>One half point - only one of two files contain a completed checklist.</p> <p>No point - neither file contains a completed checklist.</p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
11	<p>Were notification requirements met (public notice >500 AU <input type="checkbox"/> NA and government notice <input type="checkbox"/> NA)?</p> <p>One point - all notification requirements were met.</p> <p>One half point - half or more required notifications were met.</p> <p>No point - notification requirement was not met.</p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
12	<p>Were permits issued no sooner than 20 business days after public notice (>500 AU)? (<input type="checkbox"/> NA)</p> <p>One point - applicable permits were issued 20+ business days after public notice.</p> <p>No point - one or both applicable permit(s) were issued SOONER than 20 business days.</p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
13	<p>Did the County complete an agency-approved checklist to ensure that submitted MMP requirements were met? (<input type="checkbox"/> NA)</p> <p>One point - all applicable files contain a completed checklist.</p> <p>One half point - one of the two files contain a completed checklist. (Does not apply if only one file requires a checklist.)</p> <p>No point - all applicable files do not contain a completed checklist.</p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt

14	Did the County complete an agency-approved checklist to ensure that submitted LMSA requirements were met? (<input type="checkbox"/> NA) One point – all applicable files contain a completed checklist. One half point – one of the two files contain a completed checklist. (Does not apply if only one file requires a checklist) No point – all applicable files do not contain a completed checklist	<input type="checkbox"/> NO <input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
15	Did the County conduct an inspection at all sites to ensure that the proper permit was issued (CSF vs. INT)? One point – both sites were inspected prior to permit issuance and correct permits were issued. One half point – one of the two sites was inspected prior to permit issuance and correct permit was issued. No point – neither site was inspected and correct permits were not issued at all or incorrect permits were issued.	<input type="checkbox"/> NO <input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
Files reviewed for this section: 1. 2.		Comments:

Complaint Response (NA) If the County received no complaints mark the "NA" box for this section.

16	Did the County maintain a complaint log? One point – complete complaint log is maintained. One half point - some complaint log information is maintained. No point - a complaint log is not maintained.	<input type="checkbox"/> NO <input checked="" type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
Comments: electronic log - 2		

Owner Assistance

17	Did the County follow their Delegation Agreement Work Plan Owner Assistance Strategy? One point ~ County followed owner assistance strategy. No point - County did not follow owner assistance strategy.	<input type="checkbox"/> NO <input checked="" type="checkbox"/> 1 pt
Comments: handed out manure sample containers, educational material, newspaper		

Staffing Level/Air Quality Exemption/Web Site Posting Requirement

18	Did the County earn the required 18 continuing education units (CEUs) of training? One point – 18 or more CEUs earned. One half point – 9-17 CEUs earned.	<input type="checkbox"/> NO <input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
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	<i>No point – 0-8 CEUs earned.</i>		
19	Did the County maintain an air quality exemption log? (<input checked="" type="checkbox"/> NA for no notifications received) <i>One point – complete air quality exemption log is maintained.</i> <i>One half point - some air quality exemption log information is maintained.</i> <i>No point - air quality exemption log is not maintained.</i>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
20	Did the County post their 2016 Annual CFO Report and MPCA Financial Report on their website by July 1, 2017? <i>One point - information is posted.</i> <i>No point – information is not posted.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
Comments:			

Financial Report (No points awarded for this section.)

Does the financial report show how much grant money the county received and spent? NO YES

Does the financial report show that the county spent the total match amount? NO YES

Summary Review Notes/Comments/Tempo Issues

ATTACHMENT A

County	Feedlots Eligible for Funding
Big Stone	40
Blue Earth	163
Brown	388
Carver	238
Clay	108
Cottonwood	257
Douglas	420
Faribault	362
Fillmore	737
Freeborn	285
Goodhue	385
Houston	494
Jackson	330
Kandiyohi	445
Kittson	18
Lac Qui Parle	194
Lake of the Woods	26
Le Sueur	172
Lincoln	114 ff
Lyon	282
McLeod	329
Marshall	41
Martin	474 ee
Meeker	253
Morrison	618
Mower	381
Murray	425
Nicollet	316
Nobles	432
Norman	45
Pennington	88
Pipestone	451
Polk	77
Pope	294
Red Lake	88
Renville	268
Rice	287
Rock	512
Stearns	1,491
Steele	251
Stevens	130
Swift	157
Todd	682
Traverse	34
Wadena	99
Waseca	234
Watonwan	184
Winona	555
Wright	263
Yellow Medicine	271

Prepared for McLeod County – SAP 43-615-13, CSAH 15



Evergreen Land Services would like to be your appraisal, acquisition and relocation specialist for the Morningside Corridor Project. We have proven our qualifications performing appraisal and acquisition services for many Counties in the past, and look forward to helping you. We can be reached at:



Evergreen Land Services Company
1515 East 66th Street, Suite 104
Richfield, MN 55423
(651) 882-0200
Matthew Storm: Matthews@elsco.net

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Addendum

Example of a Field Title Report.
Example of an Acquisition Status Table.
Example of a Landowner Questionnaire Form.
Example of a Relocation Analysis for Rent Differential and Moving Cost.
Example of Minimum Comp Report.

Objectives, Goals and Tasks

Evergreen Land Services will assist in implementation of McLeod County's plan for construction of a new 0.5 mile urban corridor on CSAH15 (Morningside) in Glencoe. This includes purchasing and providing relocation to two tenant occupied homes along the corridor. Our goal includes avoiding condemnation on all of the parcels, and successfully relocating the tenants in the two single family homes.

ELS has successfully acquired and relocated homeowners on many previous projects similar to this for other counties, cities and MNDOT.

The approach will be to work closely with the property owners, listening to and addressing their concerns, for a positive outcome of achieving the goals of McLeod County as well as the satisfaction of the homeowners. We understand this is a sensitive situation for the property owners, and we have extensive experience in addressing their concerns and keeping the lines of communication open to achieve the project goal without compromising the integrity of any involved.

We will keep dedicated staff to consistently stay on the project to completion. This includes regular information and project update meetings with McLeod County staff. We will also conduct information meetings with property owners as directed by McLeod County.

Our objective is to have the project completed by May 2019.

***provide examples of minimum compensation relocation determinations and analysis, and experience with litigation involving relocation assistance*

Project Deliverables:

ELS has a process in place for tracking status and will regularly or as directed provide reporting to McLeod County. With our processes in place we will provide the best value to McLeod County by proceeding on course to completion as efficiently and effectively as possible.

We have all required insurance coverage in place. A Certificate of Insurance for general liability and professional liability listing McLeod County as additional insured meeting the required amounts can be provided to the County.

TIMELINE

McLeod County SAP 43-815-13, CSAH 15

Deliverable/Procedure	McLeod County SAP 43-815-13, CSAH 15												Jan	Feb	Mar	Apr
	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec				
Pre-Acquisition																
Introductory Letter																
Title Work																
Parcel Drawings Available																
Legal Descriptions																
Field Title Investigations																
Document Preparation																
Appraisals																
Appraisal Reports																
Acquisition																
Approval of Offer Amount																
Presentation of Offers																
Execute Documents																
Mortgage Consents																
Relocation																
Relocation Services																
90 Day Notice to Vacate																
Eminent Domain																
File Eminent Domain Petition																
Title and Possession																

Company Overview & Consultant Profile

Evergreen Land Services Company (ELS) specializes in all aspects of land rights acquisition and valuation. ELS has been providing right-of-way and land acquisition services which include appraisal and relocation services to governmental, public utilities and other private entities since 1972.

ELS has a decades long history of successful partnering with multiple state, county and municipal agencies as well as private engineering and legal firms. We strive to be a valued team member in assisting clients to meet their goals and timelines.

ELS provides the full spectrum of land and right-of-way services including planning, route selection, project counseling, field title investigation, valuation, acquisition, relocation, public meetings, permitting, industry education, regulatory and audit compliance and many more services. All of ELS actions, activities, processes and policies are in compliance with the Federal Uniform Act governing land and land rights acquisition.

ELS team members hold all applicable licenses required by law to acquire land for right-of-way projects and appraisals.

ELS is a MnDOT pre-qualified consultant in the areas of direct purchase, field title investigations, appraisal and relocation services. Our company is the designated right-of-way consultant for multiple municipalities.

ELS is committed to meeting our client's right-of-way needs in a professional and timely manner. Our goal is to provide the highest service and product through education, experience and excellence. ELS has a reputation for completing projects on schedule, within budget and without loss of Federal or State Aid Funds. Our ability to meet deadlines is well recognized by many clients who have selected us to assist with their projects.

ELS has been through the auditing process several times with Mn/DOT and the Federal Highway Administration. Audits are necessary to receive certain funding. We have received compliments in these audits on our files, record keeping, success in our accomplishments and the meeting of budgets and schedules.

Our company has found that some land acquisition and relocation projects are controversial. We feel an experienced and qualified staff can do a great deal to overcome the misconceptions about the program and the acquisition and relocation process.

Company Overview & Consultant Profile

ELS can provide full right of way acquisition project management, field title investigation, direct purchase negotiations for proposed right of way, and relocation assistance services. Our company has a proven track record providing technical services in the areas of real estate appraisals, relocation services and land rights assistance.

The ELS team consists of the following experienced personnel:

CONSULTANT TEAM

ELS President, Acquisition Manager
ELS Vice President, Relocation Manager
Acquisition Agent
Appraisal Manager

Matthew Storm, SR/WA
Steve Carlson
Paul Storm
Patricia Nolan

McLeod County Project Executive Summary - Obtain owners & encumbrance reports and tax statements from McLeod County to determine ownership and gather owners name and address. Send out Introductory letter and questionnaire to introduce our company and gather phone numbers and e-mail information from the owners. Perform the Field Title Investigations and complete each report. Perform the appraisal valuations to determine "Just Compensation" and receive approval from the client to present offers based on the appraisal of "Just Compensation". Prepare parcel files, documents and offer letters to present to the property owners. Make appointments with the property owners to present the offer, review the parcel sketches or plat and drawings and begin the negotiation process. During negotiations attempt to resolve physical issues such as driveways, landscaping, irrigation, mail boxes, etc., as well as compensation issues. If an administrative settlement is warranted, a settlement will be completed to change physical or monetary issues. When successful with negotiations, complete the signing of easement documents, mortgage consents, payment to the property owner and recording of the documents. ELS has completed numerous projects with Federal Funding and has been successfully audited to preserve the funding.

Introductory Letter and Questionnaire

McLeod County will mail a letter to each property owner introducing ELS as the consultant assisting the County with the appraisal, acquisition and relocation services. It is recommended that the County sends the letter and questionnaire on their letterhead and envelope to insure the recipients do not discard the letter, and complete the questionnaire to be returned. A copy of the questionnaire is attached.

Field Title Investigation Services

The Field Title Agent will verify ownership and nature of interest of the fee owner, contract for deed vendee, or other interests in the property by personal visit or if a personal visit is not possible, by telephone. ELS Field Title Agent will interview and document concerns of the property owners affected by the proposed construction project. For purpose of field title investigation, ELS will:

- Check the accuracy of the Certificate of Title with landowners for omissions or changes
- Re-check the courthouse records if landowner indicates any discrepancies
- Identify the usage of the property and any environmental concerns within the acquisition such as wells, underground tanks and septic systems
- Identify any unrecorded interests and obtain evidence of the same
- Accurately document specific property owner concerns
- Obtain copies of all interests/easements (excluding mortgage documents) on the Title report or Certificate of Title
- Determine if the interests/easements are affected by the acquisition and indicate in the appropriate location on the Field Title Report
- Identify names and addresses of all occupants or businesses located in a property affected by an acquisition
- Identify types of business entities such as corporation or partnership
- Identify and copy instruments authorizing fiduciary to act
- Prepare all appropriate County forms for field title investigation

Field title work will be completed prior to initiating appraisals.

Review of Title Information and Field Title Information

Title information and field title information will be reviewed in order to identify parties who have an interest in the acquisition parcels in order to determine who must execute conveyance documents.

Appraisal Services

Evergreen Land Services Company (ELS) offers appraisal services to our clients. ELS has a Certified General Real Property Appraiser on staff who has experience including the appraisal of partial acquisitions. ELS can provide the following appraisal formats:

1. **Appraisal Report** – can be used for any type of acquisition and is a typical format in the industry. The Appraisal Report format must be provided when the intended users include parties other than the client.
2. **Restricted Appraisal Report** – can be used for acquisitions of typical residential properties, vacant land, or for partial acquisitions involving easily supported damages to the remainder of the property. When the intended users do not include parties other than the client, a Restricted Appraisal Report may be provided.
3. **Minimum Damage Assessments (MDA's)** – this format is not technically an appraisal, but is a format promoted by Mn/DOT to be used for uncomplicated acquisitions up to a value of \$25,000, including simple partial acquisitions where only land or land and minor improvements are involved.

In conjunction with the "Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970" (commonly known as the Uniform Act), ELS offers property owners the opportunity to accompany the appraiser on the inspection of their properties and treats the property owners with respect.

Appraisals are prepared in conformance with the Uniform Standards of Professional Appraisal Practice (USPAP) as well as Mn/DOT or other agency regulations.

Appraisal Review - ELS can also provide appraisal review services. Reviews can be via form or narrative reports depending on the client's request and the complexity of the appraisal. Review criteria includes sound appraisal principles and USPAP conformance, as well as Mn/DOT or other agency regulations.

Consultation - ELS understands the appraisal process and requirements and can provide appraisal expertise in the form of consultation for appraisal contracting or condemnation.

Appraisal Fees – Fees are dependent on the client's desired appraisal format and the complexity of the appraisal problem, but can be via an hourly rate of \$85.00 plus costs or a charge per appraisal.

Recently completed appraisal projects include:

- City of Jordan sewer project - partial acquisitions
- Washington County road project – partial acquisitions
- Hennepin County – residential total take acquisitions
- City of Inver Grove Heights – parkland purchase appraisal

Acquisition Services

The acquisition process typically begins with an initial meeting with the client's staff to discuss project coordination and procedures. After receiving the appraisal of fair market value for each parcel, ELS staff will develop an acquisition file and prepare the Just Compensation Offer to be signed. ELS then meets with each individual owner to present the offer and review the appraisal, conduct negotiations with each property owner, and be available for questions from each owner regarding the acquisition file. All owners receive an information booklet explaining their rights and the acquisition process.

If the owner agrees on the acquisition price, both parties execute a purchase agreement and a closing is set up with the closing agent and the title company. If the acquisition involves easements, ELS initiates the signing of the documents and recording at the county recorder's office. If the owner does not agree with the offer, and after an appropriate amount of time in negotiations, the client's attorney may initiate eminent domain proceedings with requested assistance from ELS.

The Acquisition Services include the following:

- Meet with client's staff to discuss project coordination, timing and procedures.
- Attend any other meetings with staff as required.
- Read appraisal and review appraisals for each parcel and discuss with appraiser and reviewer as necessary.
- Prepare Just compensation offer letter for signature on all parcels.
- Prepare landowners information booklet for each parcel.
- Deliver offer letter and booklet to owners and begin negotiations.
- In negotiations, gather information and work towards resolving disagreements and disputes to get a purchase agreement or easement signed.
- All written and oral communication will be documented in each file.
- Prepare purchase agreements for all files.
- Prepare easement documents for all files.
- Prepare a weekly report on status of negotiations.
- Work with relocation team concerning vacancy dates and other activities.
- Coordinate closings and recording of instruments with the title company.
- Record easement documents.
- Work with the client's attorney or title company on issues concerning marketable title.
- If condemnation is necessary, provide services as directed by client's attorney.

Recently completed acquisition projects include:

- City of Jordan sewer project - partial acquisitions
- City of St. Louis Park trail project - partial acquisitions
- City of Inver Grove Heights - parkland purchase
- City of Inver Grove Heights sewer and water project - partial acquisitions
- City of Bloomington trail project - partial acquisitions

Relocation Services

The project approach assists all the impacted residents and businesses, eligible for assistance under the Federal Guidelines, in relocating to adequate replacement accommodations as quickly as possible. In addition, ELS can assure each project is performed in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended, to maximize federal participation. All Impacted residential homeowners, tenants, and businesses will be treated in a just manner and receive adequate compensation under the applicable guidelines.

ELS operates a cost effective and efficient program and addresses all the special needs of the individual residential homeowner, tenant and business. We make a concerted effort to find workable solutions to all problems related to the relocation program. We anticipate the usual range of difficulties, together with new challenges, with each project and have the capabilities to address all of these issues.

The Relocation Services include the following:

- Initial meeting with the client's staff to discuss project coordination and procedures.
- Meeting(s) with the public and occupant(s) to discuss and provide written general information on relocation benefits, documentation required, and the process applicable to each of their situations.
- Determine needs and preferences for the move and replacement location for the owner and occupants. Explain relocation benefits, the process involved with relocation and documentation requirements.
- Offer advisory services regarding the move, explanations of relocation benefits and procedures and other assistance as necessary.
- Prepare the required general information, eligibility and 90-day vacate notices for client's review and signature.
- Assist the displaced occupants to identify and document eligible reimbursable relocation costs and confirm that the submitted costs are reasonable and necessary per the regulations.
- Conduct research for comparable properties, inspect comparable properties and provide referrals to available replacement properties, as requested.
- Prepare claims for relocation payment and make recommendations to the client regarding the eligibility of relocation benefits requested by the displaced occupants.
- Throughout the project, address questions and concerns of the displaced occupants, and advise the occupants of their rights and obligations in the relocation process.
- Throughout the project, review the project/relocation status and review any questions and concerns.
- Document and close out file once all relocation benefits are issued.

This list of tasks is not all-inclusive. Our activities comply with Minnesota Statutes and the Uniform Act regulations and include all steps required in the process together with additional steps as may be helpful. All written and oral communication is documented in each file and a bi-weekly status report is updated and presented to the client.

Recently completed relocation projects include:

- Hennepin County, CSAH 053, 66th Street Reconstruction
- City of Inver Grove Heights, Heritage Park Project
- Anoka County, Foley Boulevard Reconstruction
- Flood Diversion, Fargo North Dakota
- City of West St. Paul, Robert Street Reconstruction

Project Management

Matthew Storm will be the manager of this project, ensuring expert supervision utilizing his extensive experience in many projects such as this. He will ensure all tasks are completed properly and in a timely and professional manner, according to the directive of McLeod County.

The right of way acquisition services will be provided in accordance with Title 23 United States Code, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, state and federal laws, and the MnDOT Right of Way Manual. Our services and deliverables will be in accordance with the specifications of the RFP.

In the case of residential relocations where it is a total take with relocation, the first point of contact with the property owner will be the appraisal inspection. It is our practice to have the acquisition agent and the relocation specialist present at the inspection. This allows us to alleviate a lot of the apprehension of the occupant, as well as answer questions they may have concerning the process. This helps to earn trust and gain cooperation from the property owners and/or tenants.

ELS has been successful in acquiring and relocating owners and/or tenants on numerous city and county projects, without the use of eminent domain or litigation.

We will use a tracking system that we call the Acquisition Status Table, which is an update table of progress throughout the project, showing specific information to each parcel. This table will coincide with the negotiator's log and highlight critical items to the project.

Resumes

Matthew S. Sturm, SR/WA, President, Evergreen Land Services Company. Matt has over 25 years' experience in real estate and right of way acquisitions. Matt's background in commercial property management, leasing and land sales dovetails into his current work of property and right of way acquisitions. He is knowledgeable in both field title and court house title work.

Matt has experience in complex acquisitions, including large individual acquisitions for government sites and numerous smaller acquisitions for road projects. Matt has managed numerous projects, including Mn/DOT projects, that included both acquisition and relocation services.

Matt has attained the "SRWA" professional designation from the International Right of Way Association. He also served as President of the Minnesota Chapter of the International Right of Way Association. He has been a presenter at Mn/DOT's annual Right Of Way Professionals Conference. Matt holds a Minnesota and North Dakota Real Estate Brokers license and has a Minnesota Notary License.

Specialties/Expertise:

- Project Management
- Title Work
- Field Title
- Negotiations
- Document Preparation

Professional Associations:

- SR/WA Designation from International Right of Way Assoc.
- Past President of IRWA local Chapter 20
- Past IRWA Chapter 20 Professional Development Chair

Licenses:

- Real Estate Broker - MN
- Real Estate Broker - ND
- Minnesota Notary

Sampling of Project Experience

- Elm Creek Interceptor, Metropolitan Council
- Northern Lights Expansion, Northern Natural Gas
- Northwest Sewer, City of Inver Grove Heights
- CSAH 15 Road Project, Washington County
- Flagstaff Ave. Road Project, City of Farmington
- Lowry Avenue Road Project, Hennepin County
- Clear Lake Drive Road Project, Waseca County
- Highway 62 Crosstown, MN/DOT
- Highway 70, Pine County, MN/DOT
- Portland Avenue, City of Richfield
- City of Edina - 50th and France
- CapX 2020 Transmission line
- MN Energy, Windom Pipeline Project
- Otter Tail County Road 9 & 38 Improvement Project

Steven Carlson, Vice President, Evergreen Land Services Company. Steven (Steve) is the Relocation Manager for Evergreen Land Services. He is the expert that handles all relocation projects, including residential, commercial and industrial relocations. Steve works closely with the displacee and the client to insure that all paperwork is completed, that all regulations are followed, and the relocation is successful.

Steve also has experience in direct acquisitions (negotiations). However, ELS maintains separation of duties so that Steve does not negotiate and perform relocation work on the same parcel.

Steve has been a presenter numerous times at Mn/DOT's annual Right Of Way Professionals Conference and is on the organizing/planning committee for the conference. Steve holds a Minnesota Real Estate License as well as a Minnesota Notary License.

Specialties/Expertise:

- Relocation Specialist
- Negotiations
- Document Preparation
- Bachelor of Science, UWRF

Professional Associations:

- Economic Development Association of Minnesota (EDAM)
- Committee Member for Mn/Dot Annual Right-of-Way conference

Licenses:

- Real Estate Salesperson – MN
- Minnesota Notary

Sampling of Project Experience

- CSAH 15 Road Project, Washington County
- Lowry Avenue Road Project, Hennepin County
- Robert Street Improvements, West St. Paul
- Highway 82 Crosstown, MN/DOT
- Richfield Parkway Connection, Richfield
- Northwest Sewer Project, City of Inver Grove Heights
- Clear Lake Drive Road Project, Waseca County

Paul Storm, Acquisition Specialist, Evergreen Land Services Company. Paul has been a member of the Evergreen Land Services team since June 2001. His duties as Acquisition Specialist include negotiations, field title investigation, market data reports, title searches, document preparation, permanent and temporary easement acquisition, damage settlements and related services. Paul's clients have included numerous cities, counties, Mn/DOT and various utilities.

Paul holds a Minnesota Real Estate License as well as a Minnesota Notary License.

Specialties/Expertise:

- Project Management
- Field Title Investigation
- Negotiations
- Document Preparation
- Route Selection
- Seminar Instruction
- Process Compliance
- Permitting
- Public Meetings

Licenses:

- Real Estate Salesperson -- MN
- Minnesota Notary

Sampling of Project Experience

- Northern Lights Expansion, Northern Natural Gas
- CSAH 15 Road Project, Washington County
- Flagstaff Ave. Road Project, City of Farmington
- Lowry Avenue Road Project, Hennepin County
- Clear Lake Drive Road Project, Waseca County
- CR J Road Project, Ramsey County
- Highway 62 Croastown, MN/DOT
- CAPX 2020 – Brookings to Hampton
- City of Richfield Portland Avenue Improvement Project
- Otter Tail County Road 9 & 38 Improvement Project
- MN Energy, 19th Street Pipeline, City of Rochester
- MN Energy, Thief River Falls Pipeline Project
- MN Energy, Windom Pipeline Project

Patricia Nolan, Appraiser, Evergreen Land Services Company. Patricia has been in the appraisal field since 1986 and has been with Evergreen since 2006. Prior to joining our team, Patricia was an appraiser with Appraisal Concepts Company for 20 years.

Patricia has experience in right of way acquisition appraisals for agricultural, residential and commercial properties including full before and after appraisals. She has managed numerous highway acquisition, trail and utility projects. In addition Patricia has appraised land for various city expansion projects, Xcel substation sites, MnDOT projects and light rail. Patricia also has review experience for acquisitions projects.

Patricia also has knowledge and experience appraising properties for mortgage purposes, estate planning, insurance purposes, divorce settlement, etc.

Specialties/Expertise:

Appraisals for -

Acquisition

Estate Planning

Mortgage Purposes

Divorce Settlement

Insurance Purposes

Licenses:

Minnesota Certified General Real Property Appraiser

Education:

- All Real Estate Courses 101-108
- General Report Writing & Case Studies, Appraisal Institute
- General Appraisal & Sales Comparison Approach, Appraisal Institute
- Right of Way Professional Workshops (annually)

Sampling of Project Experience:

- Sibley County CR 160 Reconstruction Project
- Hennepin County 86th Street Reconstruction Project
- City of Edina Sewer Project
- SEH Intercity Nine Mile Creek Trail Project
- SRF West St. Paul Robert Street Reconstruction Project
- Ramsey County Maryland Avenue Reconstruction Project
- Anoka County CSAH 14 Reconstruction Project
- Anoka County Centerville Road Reconstruction Project
- Anoka County CSAH 57 Road Project
- MnDOT Central Corridor Light Rail
- Northern Lights Expansion, Northern Natural Gas
- City of St. Louis Park Highway 7/Louisiana Avenue Project
- Hennepin County CSAH 9 Reconstruction Project
- Nicollet County CSAH 5 Reconstruction Project
- City of Maplewood Highway 36/English Street Interchange
- MN Energy, Worthington area Market Study

ELS References

Current Client Services:

City of Richfield:

Purchase of Motel 6 for Road Improvement Project
Contact: Jeff Pearson, Transportation Engineer
Contact: Kirsten Asher, Public Works Director
• Acquisition
• Relocation

Telephone: 612-861-8791
Telephone: 612-861-8795

City of Inver Grove Heights:

NWA Utility Improvements City Projects 2015-03
Contact: Tom Kaldunski, City Engineer
• Sewer and water extension
• Road Improvements
• 8 parcel Project
• Acquisition

Telephone: 651-450-2572

City of Inver Grove Heights:

Heritage Park Expansion
Contact: Eric Carlson, Parks and Recreation Director
• Park extension
• 4 parcel Project
• Acquisition and Relocation

Telephone: 651-450-2572

City of Burnsville:

Former Knox Lumber Site
Contact: Ryan Peterson, City Engineer
• Appraisal
• Acquisition

Telephone: 952-895-4459

Ultig Engineering:

Fargo Flood Diversion Project
Contact: Stefan Olafson, Senior Right-of-Way Specialist
• Relocation

Telephone: 701-280-8628

MnDOT Metro:

SWLRT Project
Contact: Andrea Smith
• Relocation

Telephone: 651-234-7591

MN Energy:

Various Pipeline and Valve Site Projects
Contact: Kory Rentmeester, Real Estate Agent
• Acquisition and Appraisals

Telephone: 920-433-1385

MN Energy:

Rochester Natural Gas Line
Contact: Kory Rentmeester, Real Estate Agent
• Acquisition and Appraisals

Telephone: 920-433-1386

References

Past Client Services

Otter Tail County:

County Road 9 & 38 Road Improvement Project
Contact: Charles Grotte, Assistant County Engineer
• Acquisition and Review Appraisals
• 120 parcel project

Telephone: 212-998-8475

Sibley County:

County Road 160 Reconstruction
Contact: Tim Becker, Public Works Director
• Appraisals
• 5 parcels of residential and agricultural land
• January of 2016

Telephone: 507-237-4115

City of St. Louis Park:

Ulica Avenue Trail
Contact: Debra Helser, Engineering Director
• Appraisal and Acquisition

Telephone: 952-924-2551

City of Edina:

On Ramps Trail Project
Contact: Mark Nolan, Engineering
• Appraisal and Acquisition

Telephone: 952-826-0322

Three Rivers Park District:

Nine Mile Creek Regional Trail:
Contact: Eric Nelson, Senior Manager of Engineering
• Appraisal and Acquisition
• 21 parcel Project

Telephone: 763-694-2060

Bassett Creek Regional Trail:

Contact: Stephen Shurson, Project Manager
• Appraisal and Acquisition
• 14 parcel Project

Telephone: 763-559-6768

City of Bloomington:

On Ramps Trail Project
Contact: Shelly Hanson, City Engineer
• Appraisal and Acquisition
• 8 parcel Project

Telephone: 952-563-4366

Hennepin County:

CSAH 053, 68th Street Reconstruction
Contact: Eric Drager, Land Acquisition Manager
• Residential Total Takes
• Appraisal and Relocation

Telephone: 612-348-4182

Cost Estimate:

Work Division or Task	Number of Parcels Or Specific Parcel	Number of Hours Per Parcel	Hourly Charge	Total
Team Meeting	One meeting	N/A	N/C	N/C
Intro Letter, Questionnaire		N/A	\$0.00	\$ 00.00
Field Title Investigation Report	6	2 hours @ \$80.00 hr.		\$960.00
*Appraisals 1-Agricultural, Before & After Land 1-Non-Buildable Outlot, Before & After Land 1-Multi Family, Before & After Land 1-Single Family, Before & After Land 1-Single Family, Before & After Land & Bldgs. 2-Single Family Residences, Total Takes	7	\$1,300.00.00 ea.		\$9,100.00
Project Management	6	2.0	\$85.00	\$1,020.00
Preparation of Parcel File, Offer Letter and Easement Documents	6	1.0	\$80.00	\$480.00
Offers and Negotiations	6	18	\$80.00	\$8,640.00
Relocation Services	2	25	\$80.00	\$4,000.00
Mortgage Consents		\$300.00 ea.		N/A
Expenses: Mileage, hotel, meals, etc.				\$1,000.00
TOTAL	*This bid is for a not exceed amount of: \$25,200.00			

*All appraisals will be in narrative "Appraisal Report" format (per USPAP). Please note the two narrow, contiguous Team Development parcels located along 14th Street could possibly be considered one larger parcel upon further research. Currently the zoning designation is dissimilar and would warrant two appraisals.

The Patnaude single family appraisal (at 1206 Morningside Avenue) will include both land and buildings due to the location of the proposed easement.

This cost estimate does not include Eminent Domain support or testimony by the appraiser.

References

Complete Client List

MUNICIPALITIES			
Austin	Appleton	Arden Hills	Blaine
Brooklyn Center	Brooklyn Park	Burnsville	Columbia Heights
Coon Rapids	Cottage Grove	Crystal	Duluth
Eagan	Elk River	Elko New Market	Edina
Faribault	Farmington	Fridley	Golden Valley
Hugo	Irvin Grove Heights	Jordan	Lexington
Lino Lakes	Long Lake	Mahtomedi	Mankato
Maple Grove	Maplewood	Mendota Heights	Minneapolis
Minnetonka	Minnetrista	Monticello	Mound
Mounds View	New Brighton	New Hope	Newport
Oak Grove	Oakdale	Otsego	Plymouth
Prior Lake	Ramsey	Richfield	Roseville
Rosemount	Savage	Shakopee	Shoreview
Shorewood	Sleepy Eye	South St. Paul	St. Anthony
St. Cloud	St. Louis Park	St. Paul	St. Peter
Vadnais Heights	Wadena	West St. Paul	Winona
Woodbury	Worthington	Fargo, ND	Grand Forks, ND
COUNTIES & TOWNSHIPS			
Anoka County	Carver County	Chisago County	
Columbus Township	Dakota County	Hassen Township	
Hennepin County	Nicollet County	Otter Tail County	
Ramsey County	Scott County	St. Louis County	
Sibley County	Stearns County	Steele County	
Vermillion Township	Washington County	Waseca County	
UTILITIES, PUBLIC ENTITIES, ENGINEERING PARTNERS, ETC.			
Amoco Oil Company	Blandin Paper Company	Bolton & Menk	
Canadian Pacific Railway	Dakota County Electric	Duluth ISD	
Enbridge	enXco Midwest	Farmington ISD	
Great River Energy	Integrys	Koch Industries	
Lakehead Pipe Line Company	Met Council	Metro Transit Commission	
Minnesota Pipeline Company	Minnesota Power	MN Dept. of Transportation	
MN Energy Resources	MN Parks & Trail Council	New Prague ISD	
Nexus Energy Solutions	North Central Public Service	Northern Minnesota Utilities	
Northern Natural Gas	NuStar Energy	Prior Lake/Savage ISD	
Prior Lk./Spring Lk. Watershed	Qwest	Ryan Companies	
SEH	Southern MN Municipal Power	Washington County ISD	
Sprint	SRF	Three Rivers Park District	
TKDA	Ultiqa	Union Carbide Corporation	
US Army Corps of Engineers	Valley Creek Watershed District	Viking Pipeline Company	
Western Gas Utilities, Inc.	Xcel Energy	Widseth Smith Nolting	

2018 RATE SCHEDULE

Acquisition Services

Acquisition Manager	\$85.00 per hour
Acquisition Agent	\$80.00 per hour

Appraisal Services

Appraisal Manager	\$85.00 per hour
Appraiser	\$80.00 per hour
Appraisal	Per Appraisal

Appraisals are usually charged on a per appraisal basis, but appraiser can also bill for work on an hourly basis.

Relocation Services

Relocation Manager	\$85.00 per hour
Relocation Consultant	\$80.00 per hour

Title Services

Title Company or Law Firm	\$150.00 per parcel
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Expenses

Vehicle mileage allowance	IRS Rate
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Per Diem & Misc. Costs

Meals	\$31.00/day
Hotel	Actual costs

Miscellaneous costs consist of such items as maps, copies of documents, expendable material, recording fees, subcontractor or other costs required to complete projects.

Addendum

FIELD TITLE REPORT

CS:

County: Hennepin

Parcel: 3

EE	Park Ridge Real Estate, LLC XXX Lincoln Ave. St. Paul, MN 55XXX	
CONTRACT	None	
MORTGAGE	Fannie Mae Washington D.C.	
JUDGEMENTS / LIENS	<input type="checkbox"/> Against Owner <input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> State Tax Lien <input type="checkbox"/> Federal Tax Lien None	
OCCUPANCY & USE	<input type="checkbox"/> Fee Owner <input type="checkbox"/> Vacant <input type="checkbox"/> Lessee <input type="checkbox"/> Month to Month <input type="checkbox"/> CFD Vendor Apartment Building	
TAXES	Special Assessments: Payable to: _____ <input type="checkbox"/> Green Acres <input type="checkbox"/> Ditch Lien <input type="checkbox"/> Ditch Lien Payable To: _____ Other Tax Payable: Other Tax Payable To: _____	
INTERVIEW	Interviewee	Andy Wilholt
	Interviewer	Paul Stern
	Date	April 2017

EASEMENTS	Communications	Electric	Gas -	Water -	
	Comcast of Minnesota Inc.				
MINERALS	Minerals DMR	Minerals Order			
	None				
IMPROVEMENTS	Well Drilled:	Year Drilled:			
	Building Affected	Person Affected	<input checked="" type="checkbox"/> Sign Affected	Other Improvements	<input checked="" type="checkbox"/> Irrigation / Sprinkler
	Fuel Tanks Buried	Fuel Tanks Above	Drain Fields	Septic System	Drain Tile
ADDITIONAL INFORMATION	Landscaping				

As of _____

ACQUISITION STATUS TABLE
McCleod County CSAH 15

Organization	Contact	Phone	Cell	Email Address

COMPLETED PARCELS



ACQUISITION AGENT	LANDOWNER ADDRESS & PHONE NO.	PID # & PARCEL SIZE	INITIAL CONTACT LETTER	ACQUISITION TYPE & SIZE	APPRAISAL VALUATION DATE & AMOUNT	DATE OF REVIEW & APPROVAL & REVIEWER	DATE OF CLIENT APPROVAL & AMOUNT	DATE OFFER AND APPRAISAL GIVEN TO OWNER	MORTGAGE	Relocation Services	ACCEPTANCE DATE & AMOUNT	DATE CHECK REQUESTED	MISCELLANEOUS

LANDOWNER QUESTIONNAIRE FORM

Name: _____

- 1) Do you own the property described above? (Please circle) Yes No
2) Are you a Corporation? If so, please place your incorporation information below.

State of Corporation: _____

Corporate _____ Officers: _____
Office _____
Address _____

- 3) What is your marital status? (Please circle) Single Married Divorced Widowed

(This information is needed in order to prepare conveyance documents because under Minnesota law a spouse's signature is necessary on land conveyances even though he/she may not be listed on the deed or title).

If married, and your spouse's name does not appear on the address portion above, please state the legal name of your spouse: _____

- 4) Your Phone No.: _____ Work No.: _____
Cell No.: _____

- 5) Does anyone else have an interest (option, lease, contract) in the land described above?

If yes, please give name, address, and telephone number of the corporation or individuals. (Use back of page if necessary).

Name: _____
Address: _____

Telephone No.: _____

- 6) Do you have any mortgages on the property? _____

If yes, name each mortgage holder/lender. (Use back of page if necessary).

Name: _____
Address: _____

(This information may be needed in the event that the mortgage company needs to be contacted to obtain a "partial release of mortgage" on the acquisition.)

- 7) E-mail address: _____

Please fill out the above information and return it in the attached return envelope.

You can email to: matthews@elsco.net attention Matthew Storm

Evergreen Land Services Company
4131 Old Sibley Memorial Highway, Suite 201
Eagan, MN 55122

Tel: (651) 882-0200
Fax: (651) 882-6564



May 12, 2017

Francisco Alvarado
Maria Alvarado
6608 17th Avenue South
Richfield, MN 55423

RE: Notice of Relocation Eligibility
Project Site: 6608 17th Avenue South
Richfield, MN 55423
Project: City of Richfield CDA redevelopment project.

Dear Mr. and Mrs. Alvarado:

The City of Richfield who owns the property you occupy at 6608 17th Avenue South, Richfield, MN 55423

This is **NOTICE OF RELOCATION ELIGIBILITY**. Our records indicate that you are a residential tenant/occupant of this property. To carry out our plans to complete the City project it will be necessary for you to move. However, you do not need to move now. You will not be required to move without at least 90 days advance written notice of the date by which you must vacate the property. And when you do move, you may be entitled to relocation payments and other assistance in accordance with Federal regulations implementing the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 as amended (Uniform Act).

As a residential occupant of the property, you may be eligible for relocation benefits:

Relocation advisory services: including assistance in completing claims for payment.

Payment of moving expenses: You may choose either: (1) a payment for your actual, documented reasonable and necessary moving-related and reconnection costs, or (2) if you prefer, a fixed moving expense and dislocation allowance based on the number of furnished rooms you occupy. After review of your personal property, a fixed moving benefit of \$2,475.00 has been calculated for your move.

Replacement housing payment: You may be entitled to a replacement housing payment to help you rent or buy a replacement home. The payment is based on several factors, including the housing costs for a "comparable" replacement home, the monthly rent and average cost of utilities you pay for your present home, and 30 percent of your average monthly gross household income.

Listed below are three 3 bedroom rental properties, which have been identified in our comparable rental study:

	<u>Address</u>	<u>Rent/Utilities</u>	<u>Contact Number</u>
1	6400 Washburn Avenue Richfield, MN 55423	\$1,480.00 plus utilities	612-805-0239
2	6300 Colfax Ave. South Richfield, MN 55423	\$1,375.00 plus utilities	Renters Warehouse 612-351-3946
3	6933 Russell/619 Nicollet Ave. South Richfield, MN	\$1975.00 plus utilities	612-217-1769

The 3 bedroom located at 6400 Washburn Avenue and 66th Street, Richfield, MN 55423 (\$1,480.00 rent plus utilities) per month, and has been chosen as the comparable dwelling to use in determining your maximum rental assistance or down payment assistance benefit.

The monthly rent difference in housing costs between the comparable apartment and your project home's costs is \$305.00 (\$1,480.00-\$1,175.00). Based on this difference, you may be eligible for a rental assistance payment up to \$12,810.00 (\$305.00 x 42 months). If you rent a decent, safe, and sanitary home with monthly housing costs less than \$1,480.00 plus utilities, your rental assistance payment would be based on the actual rent and utility costs of your replacement dwelling.

Additionally, as mentioned above, your household's gross income can be considered in these payment computations. In order to determine whether you would be entitled to receive a replacement housing payment greater than \$12,810.00, we would need written documentation of your household's gross monthly income from all sources.

Should you choose to buy (rather than rent) a decent, safe, and sanitary replacement home, you may be eligible for a down payment assistance payment up to \$12,810.00. The actual benefit would depend on several factors including the amount of down payment required to obtain a conventional loan on your chosen replacement and the amount of your closing costs. If applicable, further information on this benefit will be provided to you by your relocation advisor.

When you met previously with Steve Carlson, Relocation Consultant with Evergreen Land Services Company, he reviewed with you the relocation information guidebook for residential tenants. Please read the guidebook carefully. It explains your rights and some things you must do to obtain a payment. For example, you must provide Steve with written documentation of your present rent and costs of your chosen replacement home. Also, he must perform a decent, safe, and sanitary housing inspection of the replacement home you choose to rent or buy before any replacement housing payment can be released to you.

Remember, do not move before you have notified Evergreen Land Services and have discussed your chosen replacement home with them.

This letter is of importance to you and should be carefully filed for safekeeping.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven Carlson".

Steven Carlson
Relocation Consultant for the City of Richfield

SUMMARY OF RELOCATION BENEFITS

Resident (Claimant) Names: Maria and Francisco Alvarado

Project Site Address: 6608 17th Avenue South

Type and Date of Occupancy: Tenant/occupant of the project site for two year

Date of Eligibility for Relocation Assistance: May 12, 2017

Date Project Site Vacated: July 31, 2017

Type of Payments Claimed Herein: Fixed Moving Expenses and Replacement Housing Payment in the form of Rental Assistance/Last Resort Housing.

Replacement Home Address:

Summary of Eligible Relocation Benefits:

Rental Assistance	\$ 7,200.00
Moving Costs	\$ 2,475.00
Last Resort Housing Payment	\$ 5,610.00
Total Amount of These Claims:	\$ 15,285.00
Less Payments made by the City of Richfield	\$ 15,285.00
Balance due by after vacate date	\$ 0.00

Make Payment to: Maria and Francisco Alvarado

- Check(s) for \$1,975.00 and \$500.00 for moving expenses were given before and after final walk through.
- \$12,810.00 was used for down payment assistance and closing costs.

**SUPPLEMENTARY RENTAL PAYMENT DETERMINATION
BY COMPARISON OF MARKET DATA
ANALYSIS OF COMPARABLE RENTALS**

S.P. City of Richfield County, Hennepin Parcel No N/A

Name: Maria and Francisco Alvarado Property Address: 6608 17th Ave. South, Richfield, MN 55423

INFORMATION				
TENANT OWNER	SUBJECT	COMP 1	COMP 2	COMP 3
ADDRESS	6608 17th Ave. South	6400 Washburn Ave. South	6300 Colfax Ave. South	6933 Russell Avenue South
CITY	Richfield, MN	Richfield, MN	Richfield, MN	Richfield, MN

DOLLAR				
RENT/MO	\$1,175.00	\$1,480.00	\$1,375.00	\$1,975.00
GAS	Paid by tenant	Paid by tenant	Paid by tenant	Paid by tenant
ELECTRIC	Paid by tenant	Paid by tenant	Paid by tenant	Paid by tenant
WATER	Paid by tenant	Paid by tenant	Included	Included
SERVICE/GARBAGE	Paid by tenant	Paid by tenant	Included	Included
BASE TOTAL	\$1,500.00	\$1,480.00	\$1,375.00	\$1,975.00

CRITERIA AND NEEDS				
U.S. & S.	Yes	Yes	Yes	Yes
DENSITY	House	House	House	House
SQUARE FT.	1,825 sq. ft.	1,800 sq. ft.	1,475 sq. ft.	2,130 sq. ft.
NO. OF ROOMS	Six	Six	Six	Seven
NO. BEDROOMS	Three	Three	Three	Three
BATHS	Two	Two	One	One
BASMT/STDRGE	Available	Available	Available	Available
CONDITION	Average/Fair	Average/Fair	Average/Fair	Average/Fair
GARAGE	Two Car	Two Car	One Car	Two Car
LOCATION	Average/Fair	Average/Fair	Average/Fair	Average/Fair
OTHER FIN. AREA	Basement	Basement	None	Basement

OTHER CONSIDERATIONS				
SCHOOLS	Available	Available	Available	Available
PUBLIC TRANS.	Available	Available	Available	Available
CHURCH	Available	Available	Available	Available
EMPLOYMENT	Available	Available	Available	Available

6600.00 \times 30% = \$1,980.00
Monthly Income Maximum Monthly Rent

(Narrative and Comments on Back)

QUAL. RENTER

RENTAL SUPPLEMENT

\$62,160.00 \div Monthly Rent of Comparable = \$49,350.00 \div Annual Rent or 30% of Income = \$12,810.00
Maximum Supplement

I do hereby certify that the number of \$12,810.00 is a fair and reasonable amount allowable as a supplemental rental payment. I further certify that to the best of my knowledge the replacement facilities meet the requirements as set forth for decent, safe and sanitary housing, and I have no personal interest in the proposed increase as will derive any benefit from the supplemental payment.

REPORTING OFFICIAL: S. Alvarado

DATE: 5-12-17

APPROVED BY: S. Alvarado

RENT SUPPLEMENT

A.	Base Monthly Rental of Subject dwelling including Utilities (Or 30% of Income)	\$1,175.00	X 42=	\$49,350.00
B.	Base Monthly Rental of Prime Comparable	\$1,480.00	X 42=	\$62,160.00
C.	Base Monthly Rental of Replacement Dwelling (Property actually rented)	N/A	X 42=	
	TOTAL RENT SUPPLEMENT PAYMENT (Subtract "A" from lesser of "B" or "C")		X 42=	\$12,810.00

*If payment is over \$7,200.00 the amount is paid by installments.

(Note: Special limits are used for owner/occupant rental determinations and down payment assistance) See CFR Part 24.

DOWN PAYMENT COMPUTATION

	Purchase Price of Replacement Home	\$ 227,000.00
A.	Maximum allowed under Rent Supplement Determination (Minimum payment \$7,200.00) plus housing of last resort \$5,610.00. Total \$12,810.00	\$ 12,810.00
B.	Down payment used for the purchase of the new home.	\$ 23,268.00
C.	DOWN PAYMENT (Lessor "A" or "B")	\$ 12,810.00

Computed by: Steven Carlson Date: 06-14-17

Minnesota Department of Transportation
RENT SUPPLEMENT OR DOWN PAYMENT CLAIM

Tenant Owner

FOR OFFICIAL USE ONLY

Name (Payee) Francisco and Maria Alvarado

Dist. N/A Artemis S.P. Parcel

C.S. _____ C.I.D. N/A

Fed. No. _____ County Hennepin

Prop. Owner City of Richfield

Prop. Address 6608 17th Avenue South

City/State/Zip Richfield / MN / 55423

Type of Acquisition: Direct Purchase ED

Advance Claim Partial Claim Final Claim

FOR OFFICIAL USE ONLY

Approved Amount \$12,810.00

Approved By _____

Approved By _____

Relocation Manager

Date Application Approved _____

Mail Check to:

Name Francisco and Maria Alvarado

Address 6608 17th Avenue South

City/State/Zip Richfield / MN / 55423

REPLACEMENT HOME

643 Oracle Drive

Apple Valley, MN 55124

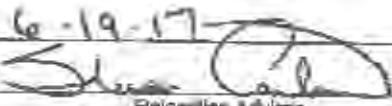
FOR OFFICIAL USE ONLY

VENDOR NUMBER: _____

- Supplemental payment will be used to rent decent, safe and sanitary housing.
- Supplemental payment will be used as a down payment for decent, safe and sanitary housing.

I certify, that this site occupant has been relocated in housing that to the best of my knowledge meets the decent, safe and sanitary housing requirements as established by local laws, ordinances or customs.

Date 6-19-17

Signed 

Relocation Advisor

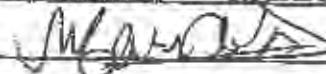
I certify, that I have been an occupant of the above parcel for at least 90 days immediately prior to the initiation of negotiations for such property. To the best of my knowledge, the replacement dwelling meets the requirements for Decent, Safe and Sanitary housing.

Residency Certification: I attest, under penalty of perjury, that myself and my family, are lawful citizens of the United States, or aliens lawfully admitted for residence in the United States.

I, the undersigned, do hereby certify that the above information is true and correct, and that any receipts or statements attached hereto accurately represent the expenses incurred. I further certify that I have not submitted any other claim for reimbursement of, or received compensation for, any expense in connection with this claim. I understand that falsification of any portion of this claim will result in its denial.

Date 06/19/17

Name (print) Francisco & Maria Alvarado

Signature 

Telephone (612) 296-0230 (612) 275-8988

Fixed Moving Claim

Name of Claimant(s): Francisco and Maria Alvarado
Project Site Address: 6608 17th Avenue South, Richfield, MN 55423

According to the Federal relocation regulations, a displacee may choose to move his or her own personal property, including disconnection and reconnection of such, without providing the displacing agency with any type of documentation for the actual costs incurred. Under these circumstances the claimant is compensated by utilizing a payment schedule based upon the number of rooms actually furnished and occupied by the resident(s) being relocated. The Agency charged with the responsibility of interpreting the relocation regulations has indicated that the "room count" utilized in calculating this benefit may be increased to reflect extraordinary furnishings or additional areas with personal property to be moved such as garage space, basement rooms, and so forth, which are not reflected in an appraiser's typical room count. The Federal Highway Administration residential fixed move payment schedule is as follows:

Moving Schedule

The occupant provides furniture

<u>Rooms</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>Each Addition al Room</u>
Amount	\$575	\$725	\$925	\$1125	\$1325	\$1525	\$1725	\$1925	\$275

Applying this data to the above-referenced claimant, then, a fixed move benefit is calculated as follows:

Number of "rooms" occupied and furnished by resident = (10).

Number of rooms occupied but not furnished by Business Owner = (0).

For total room count of 10, fixed payment schedule = \$2,475.00.

The room count for purposes of this moving payment has been determined as follows:
Kitchen (1) Living Room (1), Bedrooms (3) Basement (2) Garage (2). Storage (1)

Evergreen Land Services Company recommends that Hennepin County approve total payment of \$2,475.00 to Francisco and Maria Alvarado for their non-documented fixed moving costs.

RESIDENTIAL MOVING COSTS CLAIM

Advance Claim Partial Claim Final Claim

FOR OFFICIAL USE ONLY

Name (Payee) Francisco and Maria Alvarado

Dist. N/A Artemis S.P. Parcel

C.S. C.I.D. N/A

Fed. No. N/A County Hennepin

Prop. Owner City of Richfield

Prop. Address 6606 17th Avenue South

City/State/Zip Richfield, MN 55423

Type of Acquisition: Direct Purchase ED

FOR OFFICIAL USE ONLY

Tenant Owner Received Bills Room Basis

Type of Unit If Room Basis

Apartment Total Rooms 5

House Basement Count 2

Other Garage Count 2

Miscellaneous Count 1

Furnished Grand Total 10

Unfurnished

FOR OFFICIAL USE ONLY

Approved Amount \$2,475.00

Approved By

Approved By Steven Carlson
Relocation Consultant

Date Application Approved

Mail Check

for:

Name Francisco and Maria Alvarado

Address 6606 17th Avenue South

City/State/Zip Richfield, MN 55423

FOR OFFICIAL USE ONLY

VENDOR NUMBER:

LOCATION TO WHICH PROPERTY WAS MOVED

Address 848 Ortsa Drive

City/State/Zip Apple Valley, MN 55124

Name of Mover Self Move

Address 848 Ortsa Drive

Date of Move

7-20-17 thru 7-30-17

City Apple Valley 55124

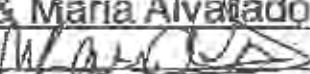
Residency Certification: I attest, under penalty of perjury, that myself and my family, are lawful citizens of the United States, or aliens lawfully admitted for residence in the United States.

I, the undersigned, do hereby certify that the above information is correct, and that any movers' receipts or statements attached hereto accurately represent the expenses incurred. I further certify that I have not submitted any other moving claim for reimbursement of, or received compensation for, any expense in connection with this claim. I understand that falsification of any portion of this claim will result in its denial.

MAIL CLAIM TO:

Date 06/19/17

Name (print) Francisco & Maria Alvarado

Signature 

Telephone (612) 296-0230 (612) 275-8988

MINIMUM COMP ANALYSIS SAMPLE

PARCEL 120

PROPERTY OWNED BY:

XXXX
XXXX MAPLEBROOK PARKWAY NORTH
BROOKLYN PARK, MN 55445

PROJECT:
COUNTY ROAD 103
PROJECT #2923900

PREPARED FOR:
HENNEPIN COUNTY PUBLIC WORKS
1600 PRAIRIE DRIVE
MEDINA, MN 55340

green
PREPARED BY:
PATRICIA NOLAN
EVERGREEN LAND SERVICES, INC.
1515 EAST 66TH STREET, SUITE 104
RICHFIELD, MINNESOTA 55423

November 21, 2017

Mr. Eric Drager, P.E.
Hennepin County Public Works
1600 Prairie Drive
Medina, MN 55340



RE: Minimum Compensation Analysis
PARCEL 120
XXXX Maplebrook Parkway North
Brooklyn Park, MN 55445
Owner: XXXX

Dear Mr. Drager:

At your request, I have performed a "Minimum Compensation Analysis" on the above referenced property. As per MnDOT section 117.187, minimum compensation is defined as "When an owner must relocate, the amount of damages payable, at a minimum, must be sufficient for an owner to purchase a comparable property in the community and not less than the condemning authority's payment or deposit under Section 117.042, to the extent that the damages will not be duplicated in the compensation otherwise awarded to the owner of the property."

The subject property has been described in the appraisal that was previously conducted as of October 24, 2017, for Hennepin County. This report is considered a supplement to the appraisal and will not be further described.

It is my opinion that the Minimum Compensation of the subject property is \$143,000.

If you have any questions or comments after reading this report, please contact me.


Patricia J. Nolan
MN Certified General Real Property
Appraiser License No. 20243478
651-882-0200

November 21, 2017

Mr. Eric Drager, P.E.
 Hennepin County Public Works
 1600 Prairie Drive
 Medina, MN 55340



RE: Minimum Compensation Analysis
 PARCEL 120
 300XX Maplebrook Parkway North
 Brooklyn Park, MN 55445
 Owner: XXXX

Dear Mr. Drager:

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The subject property has been described in the appraisal that was previously conducted as of October 24, 2017, for Hennepin County. This report is considered a supplement to the appraisal and will not be further described.

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If you have any questions or comments after reading this report, please contact me.

Patricia J. Nolan
 Patricia J. Nolan
 MN Certified General Real Property
 Appraiser License No. 20243478
 651-882-0200

MINIMUM COMPENSATION ANALYSIS OF THE SUBJECT PROPERTY



MINIMUM COMPENSATION ANALYSIS OF THE SUBJECT PROPERTY

Three comparable improved properties were selected from the market in the City of Brooklyn Park for comparison with the subject property. The listings are all located within the same townhome development and are as follows:

COMPARABLE ANALYSIS GRID

ITEM	SUBJECT	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
Address:	10005 Maplebrook Parkway North, Brooklyn Park, MN	7556 Maplebrook Pkwy. N., Brooklyn Park, MN	2519 Maplebrook Pkwy. N., Brooklyn Park, MN	8633 Maplebrook Parkway N., Brooklyn Park, MN
Proximity to Subject:		Same complex	Same complex	Same complex
List Price	N/A	\$ 142,900	\$ 134,800	\$ 144,900
Price/Gross Living Area	N/A	\$ 113/sf	\$ 106/sf	\$ 114/sf
Days on the Market	N/A	72 days	60 days	30 days
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sales or Financing Concessions		N/A	OFFER ACCEPTED	PENDING
List Date		08/01/2017	09/17/2017	10/24/2017
Location	Townhome complex/Suburban	Townhome complex/Suburban	Townhome complex/Suburban	Townhome complex/Suburban
Leasehold/Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Site Size/Unit Desc.	1,872 sf / Middle	1,872 sf / Middle	1,872 sf / Middle	1,872 sf / Middle
View	Townhome neighborhood	Townhome neighborhood	Townhome neighborhood	Townhome neighborhood
Style	2-level	2-level	2-level	2-level
Quality of Construction	Average	Average	Average	Average
Age	1984	1985	1983	1983
Condition	*Average to Good	Good	Good	Good
Updated	Yes+	Yes+	None	Plus
Above Grade Total				
Room Count	Tot Bdm Ba	Tot Bdm Ba	Tot Bdm Ba	Tot Bdm Ba
Gross Living Area	6 2 1	6 2 1	6 2 1	6 2 1
Square Footage	1,268 sf	1,268 sf	1,268 sf	1,268 sf
Basement	None	None	None	None
Functional Utility	Good	Good	Good	Good
Heating/Cooling	Gas Forced Air/ Central Air	Gas Forced Air/ Central Air	Gas Forced Air/ Central Air	Gas Forced Air/ Central Air
Energy Efficient Items	Standard	Standard	Standard	Standard
Garage/Carport	2 car tuck-under garage	2 car tuck-under garage	2 car tuck-under garage	2 car tuck-under garage
Porch, Patio, Deck, Fireplaces(s), etc.	Deck & Patio No Fireplace	Deck No Fireplace	Deck & Patio One Fireplace	Deck & Patio One Fireplace
Common Areas/ Association Fee	Comm. Rm/Dog Park \$180/month	Comm Rm/Dog Park \$180/mo.	Comm Rm/Dog Park, \$180/mo.	Comm Rm/Dog Park, \$185/mo.
Security System/Other	None	None	No Washer/Dryer	Plus
Net Adjustments (Total)				None
Adjusted Sales Price Of Comparable		\$142,900	\$134,800	\$ 144,900

MINIMUM COMPENSATION ANALYSIS OF THE SUBJECT PROPERTY**COMMENTS:**

Comparable 1 is located in the same townhome complex as the subject property with the same layout and square footage. This unit has had some updating and is considered similar to the subject property. The only difference appears to be that this unit does not have a patio.

Comparable 2 is also located in the same townhome complex as the subject property with the same layout and square footage. This unit did not have any updating done to it other than a new hot water heater and the washer and dryer were not included in the list price. This unit was not owner occupied. This comparable was considered inferior to the subject property.

Comparable 3 is also located in the same townhome complex as the subject property with the same layout and square footage. This unit did have some updates and was considered slightly superior to the subject property.

CONCLUSION:

*It should be noted, as was in the appraisal, the subject property was in average to good condition overall, but was not considered significant enough difference to effect sales price in comparison to the comparables that are described as good condition.

The comparable listings indicate a price range of \$134,900 to \$144,900 with an average of \$140,900 and a median of \$142,900. Comparable 1 was considered most similar. I have concluded the Minimum Compensation to be \$143,000.

ADDENDUM

Comparable Improved Listings (3)

7556 Maplebrook Parkway N, Brooklyn Park MN 55445

Status: Active

List Price: \$142,900

Original List Price: \$143,000



1 / 10 FRONT OF HOME



Total Bed/Bath: 3/1 Garage: 2 Year Built: 1986

 North Hennepin County
 County College

Map 020 02017 Google

Map Page: 77 Map Coord: B2

Directions:

West Broadway to Maplebrook Pkwy go south to home

(Click icon for Virtual Earth Map)

Style: (TH) Side x Side

Const Status: Previously Owned

Foundation Size: 964

AvgGrdFinSqFt: 1,266

BldGrdFinSqFt:

Total Fin SqFt: 3,268

Acres: 0.04

Lot Size: 0

Yearly: Yearly

Days On Market: 78

ROOM: 7

ROOM: 78

TAX INFORMATION

Property ID: 1711821320091

Tax Year: 2017

Tax Amt: \$1,862

Assess Bal:

Tax w/Assess: \$1,862

Assess Pend: Unknown

Homestead: No

General Property Information

Legal Description: LOT 003 BLOCK 002 MAPLEBROOK ESTATES 2ND ADDN

County: Hennepin

Postal City: Brooklyn Park

School District: 278 - Osseo, 762-391-7000

Complex/Dev/Sub: Maplebrook Estates

Restrictions/Covts: Pets-Cats Allowed, Pets - Number Limit, Other Covenants

Association Fee: \$180 Assoc Fee Frequency: Monthly

Assoc Fee Includes: Sanitation, Snow/Lawn Care, Outside Maintenance, Hazard Insurance, Professional Mgmt

Zoning: Residential-Single Accessibility: None

Remarks

Public Remarks: Spacious and affordable 2 bedroom townhome offering nearly 1900 square feet, 2 car attached grg, LL family room & more. Enjoy the additional outdoor living space on the deck and rare yard/grass area. Pet allowed (2 max). Freshly painted and new carpet.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Fuel:	Forced Air
Living Rm	Main	13x16					Natural Gas	
Dining Rm	Main	09x10					Central	
Family Rm	Lower	12x12					City Water/Connected	
Kitchen	Main	09x10	Bathrooms				City Sewer/Connected	
Bedroom 1	Main	14x11		Total	1 3/4: 0	1/4: 0	Garage:	2
Bedroom 2	Main	12x10		Fult	1 1/2: 0		Oth Frg:	

Bath Description: Main Floor Full Bath

Dining Room Descr: Living/Dining Room

Family Room Char: Lower Level, Family Room

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Microwave, Dishwasher, Washer, Dryer

Basement: Partial

Exterior: Metal, Vinyl

Roof:

Townhouse Char: Main-Level

Amenities-Unitr: Deck

Parking Char: Attached Garage, Garage Door Opener

Owner is an Agent?: No

In Foreclosure?: No Lender Owned?: No Potential Short Sale?: No

8519 Maplebrook Parkway N, Brooklyn Park MN 55445
 Status: Active List Price: \$134,900
 An Offer Has Been Accepted Contingent Upon: Inspection

Original List Price: \$139,900



1723	8519 Maplebrook Parkway				(Google)	View on Google Maps
Total Bed/Bath:	2/1	Garage:	2	Year Built:	1983	
Style:	(TM) Side x Side					
Current Status:	Previously Owned					
Foundation Size:	634					
AboveGradeFinSF:	2,388					
BelowGradeFinSF:						
Total Fin SqFt:	1,258					
Acres:	0.04					
Lot Size:	24x76					
Yearly:	Yearly					
Days On Market:	63		32		62	

General Property Information

Legal Description:	LOT 003 BLOCK 034 MAPLEBROOK ESTATES
County:	Hennepin
Postal City:	Brooklyn Park
School District:	229 - Dassel, 763-391-2000
Complex/Dev/Sub:	Maplebrook Estates
Restrictions/Covts:	Common Wall: Yes Pet-Cage Allowed, Pets-Dogs Allowed, Pets - Number Limit
Lot Description:	Zero Lot Line
Association Fee:	\$168
Assoc Fee Includest:	Assoc Fee Frequency: Monthly Sanitation, Snow/Lawn Care, Outside Maintenance, Hazard Insurance, Building Exterior, Professional Management, Shared Amenities
Road Frontage:	Private, Paved Streets
Zoning:	Residential-Multi-Family Accessibility: None

Remarks

Public Remarks: Fantastic 2 story Townhouse close to dining, shopping and major roads for ease of commute. Nice 2 car garage, wood burning fireplace, walkout patio door on main level, Patio door on upper level to deck overlooking common area open space. St range, Large Family Room downstairs and Large Living Room upstairs.

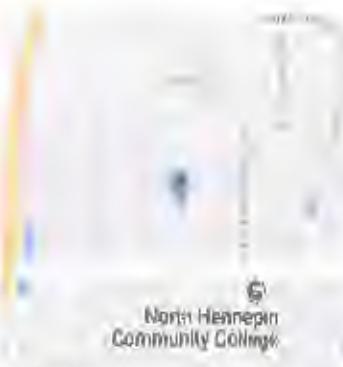
Structure Information:

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Fuel:	Air Cond:	Notes:
Living Rm	Upper	25x13				Forced Air	Natural Gas		
Cining Rm	Upper	9x8							
Family Rm	Main	23x13							
Kitchen	Upper	11x8	Bathrooms						
			Total:	1	3/4: 0				
Bedroom 1	Upper	12x13	1/2:	1	1/4: 0				
Bedroom 2	Upper	12x10	Full:	1	1/2: 0				

Bath Description:	Upper Level Full Bath
Closet Rm/Attic Desc:	Att In Kitchen
Family Room Char:	Main Level
Fireplaces:	Fireplace Characteristics: Family Room, Wood Burning
Appliances:	Range, Microwave, Dishwasher, Refrigerator, Water Softener - Reserved
Basement:	Walkout, Full, Finished (Liveable)
Exterior:	Vinyl, Brick/Stone
Fencing:	None
Roof:	Asphalt Shingles, Age Over 8 Years
Townhouse Char:	Not Applicable
Amenities-Unit:	Deck, Patio, Washer/Dryer Hookup
Parking Char:	Attached Garage, Tuckunder, Driveway - Asphalt, Garage Door Opener
Owner is an Agent?:	No
In Foreclosure?:	No
Land Owner?:	No
Potential Short Sale?:	No

8503 Maplebrook Parkway N, Brooklyn Park MN 55445
 Status: Pending List Price: \$144,500

Original List Price: \$146,000



178 Front of home Map Page: 72 Map Coord: D2
 Directions: 85th Ave to Maplebrook Parkway, North to house
 (Click icon for Virtual Earth Map)

Tax ID/Block: 215 Census: 7 Year Built: 1981

TAX INFORMATION
 Property ID: 3713921290177
 Tax Year: 2017
 Tax Amnt: \$3,463
 Assess Val: \$11,453
 Tax m/Assess: No
 Assess Prod: No
 Homestead: Yes

Style: (TH) Side x Side
 Cont Status: Presently Owned
 Foundation Type: Slab
 Above Grade SqFt: 1,208
 Below Grade SqFt: Total Fin SqFt: 1,208
 Acres: 0.00
 Lot Size: zero
 Yearly: Taxable
 Days On Market: 28
 Off Market Date: 10/25/2017
 Projected Close Date: 12/05/2017
 Date Closed:

Google

Map View (2017 Google)

General Property Information

Legal Description: LOT 054 BLOCK 045 MAPLEBROOK ESTATES
 County: Hennepin
 Prop City: Brooklyn Park
 School District: 279 - Osseo, 763-391-7000
 County/Prop/Sale: Common Law: Yes
 Restrictions/Decls: Pet-Size Allowed, Pet-Size Allowed, Pet - Number Limit, Handicapped Owners Allow
 Assumption Fee: \$100
 Assum Fee Inclusive: Assum Fee Frequency: Monthly
 Assum Fee Inclusive: Residential, Known/Linen Care, Outside Maintenance, Hazard Insurance, Building Exterior, Professional Mgmt, Shared Anchorage, Parking Space
 Zoning: Residential-Single
 Accessibility: None

Remarks Public Remarks

Updated 2 BD, 2 car garage town home that is freshly painted and move in ready located in quiet neighborhood! Updates include new furnace & AC (2017 w/ 10 year warranty), dishwasher, washing machine, water heater, water softener, and ST counter tops. Just recently remodeled to add some beauty to this home. There is a large LR on lower level with an electric fireplace as well as a large LR on the LL. The home is located close to shops, restaurants, & N Hennepin College. Freezer not included.

Structure Information

Room	Level	Dimensions	Other Room	Level	Dimensions	Heating	Forced Air
Living Rm	Upper	14x12				Fuel	Natural Gas
Dining Rm	Upper	10x9				Air Cond:	Central
Family Rm	Lower	16x12				Water:	City Water/Commercial
Kitchen	Upper	9x9				Sewer:	City Sewer/Commercial
Bedroom 3	Upper	11x11	Bathrooms:			Garage:	2
Bedroom 2	Upper	12x10	Total:	1	9x9	Off-Prop:	
			Bed:	1	9x9		
			Jkt:	1	9x9		

Other Description:

Other Room Desc: Upper Level Full Bath
 Dining Room Desc: Internal Dining Room
 Family Room Desc: Lower Level
 Fireplaces: 1
 Fireplace Characteristics: Electric
 Appliances: Range, Microwave, Dishwasher, Full-size, Washer, Dryer, Water Softener - Owned, Disposal, Central Vacuum
 Basement: None
 Exterior: Metal, Vinyl
 Roof: Asphalt Shingles, Age Over 8 Years
 Total House Lvl: Multi-Level
 Attached Driv: Deck/Patio, Deck/Patio, In-Ground Spinkler
 Attached Gar: Attached Garage, Tuckunder
 Shared Owners: Attached/Partly Det
 Owner is an Agent?: No
 Is Foreclosure?: No
 Owner Owned?: No
 Potential Short Sale?: No

CONTRACT

This CONTRACT is made this 17th day of April, 2018, between the **Mcleod County Public Works Department** ("Client") and **Evergreen Land Services Company** ("Professional Consultant") having an office at 1515 east 66th Street, Suite #104 Richfield, MN 55423.

The parties agree as follows:

1. The Professional Consultant shall complete all the services specified in Exhibit A, attached hereto and made a part hereof. The services shall be performed in accordance with generally accepted professional standards and in accordance with such requirements or restrictions as may be lawfully imposed by governmental authority. The work shall be commenced on or before _____, and the Professional Consultant shall complete all necessary contract work and services, drawings and specifications no later than as directed by the Client
2. The Professional Consultant shall (a) furnish all labor and equipment and provide all the material required to complete the services, (b) complete all work with promptness and diligence to the satisfaction of Client, and (c) have full control and direction over the mode and manner of performing the services covered by this Contract. Professional Consultant shall take all precautions for the proper and safe performance thereof.
3. Client shall pay Professional Consultant for the performance of this Contract in accordance with the rate schedule contained in Exhibit B, attached hereto and made a part hereof. Professional Consultant shall bill the client on the first and the fifteenth day of each month during the progress of the work for amounts due hereunder. Client agrees to remit payment to Professional Consultant within thirty days after receipt of each such statement submitted by Professional Consultant. Final payment shall be made upon completion and acceptance by Client of all the work called for hereunder. Client may require Professional Consultant to furnish evidence to Client showing that all claims for labor, material and other obligations arising hereunder are proper.
4. Client's Representative is John Brunkhorst County Engineer/Public Works Director, or other persons designated in writing by him or by Client. The Client Representative shall exercise no supervision over Professional Consultant's employees but shall be available to Professional Consultant for consultation or advice during normal working hours.

5. The services covered by this Contract shall commence following the execution hereof and upon notification from Client to Professional Consultant. This Contract shall continue until final completion of and acceptance by Client of the work performed by Professional Consultant unless sooner terminated by either party upon written notice to the other. Either party may terminate this contract upon fifteen days' written notice to the other. In the event of any such termination, Professional Consultant shall be paid for work performed through the date of termination.

6. Records of Professional Consultant's direct labor costs and reimbursable expenses pertaining to the services covered by this Contract shall be kept on a generally acceptable accounting basis and shall be available to Client or its authorized representative during normal business hours.

7. Title to all designs, studies, plans, specifications and other data related to Client's locations, structures and projects shall, after payment to Professional Consultant as provided for in Exhibit B, shall be available to the Client upon written request.

8. Professional Consultant shall take out and maintain, at its own expense, such public liability, automotive, and Workman's Compensation Insurance as will adequately protect Professional Consultant and Client from claims under applicable workmen's compensation acts and from any other claims for damages for personal injury, including death, or damage to property which may arise or result from Professional Consultant's performance under this Contract, whether the performance be by Professional Consultant or by a subcontractor or by any one directly or indirectly employed by either of them. The specific insurance coverage to be provided are as shown on the attached Exhibit C.

9. Professional Consultant shall not assign its rights or delegate its obligations under this Contract in whole or in part, or any work or money payable hereunder without prior permission from the client.

10. Professional Consultant shall comply at its expense, with the provisions of all applicable state and municipal requirements and with all state and federal laws applicable to Professional Consultant as an employer of labor or otherwise, including, but not limited to, all safety or health standards issued under the Occupational Safety and Health Act of 1970 or under any state or local act affecting safety and health. Professional Consultant shall further comply with all rules and regulations and licensing requirements pertaining to its professional status and that of its employees, subcontractors and other employed to render the services hereunder.

11. Client's designated representative or his delegate for the work hereunder shall communicate to Professional Consultant the Client's requirements and requests in reference to the work hereunder and shall review such work; Client's representative is shown below. Professional Consultant's designated representative for receiving such communications and requests is shown below.

Client

Mcleod County Public Works Department

Professional Consultant

Evergreen Land Services Company

4131 Old Sibley Memorial Highway, Ste. 201

Eagan, MN 55122

REPRESENTATIVE:

John Brunkhorst
County Engineer/Public Works Director

REPRESENTATIVE

Matthew S. Storm
President

IN WITNESS WHEREOF, Client and Professional Consultant have executed this Contract, in duplicate, as of the day and year first above written.

Client

Mcleod County Public Works Department

Professional Consultant

Evergreen Land Services Company

By: _____

Its: _____

By: _____

Its: _____

Matthew Storm
PRESIDENT

EXHIBIT A

Cost Estimate:

Work Division or Task	Number of Parcels Or Specific Parcel	Number of Hours Per Parcel	Hourly Charge	Total
Team Meeting	One meeting	N/A	N/C	N/C
Intro Letter, Questionnaire		N/A	\$0.00	\$ 00.00
Field Title Investigation Report	6	2 hours @ \$80.00 hr.		\$960.00
*Appraisals 1-Agricultural, Before & After Land 1-Non-Buildable Outlot, Before & After Land 1-Multi Family, Before & After Land 1-Single Family, Before & After Land 1-Single Family, Before & After Land & Bldgs. 2-Single Family Residences, Total Takes	7	\$1,300.00.00 ea.		\$9,100.00
Project Management	6	2.0	\$85.00	\$1,020.00
Preparation of Parcel File, Offer Letter and Easement Documents	6	1.0	\$80.00	\$480.00
Offers and Negotiations	6	18	\$80.00	\$8,640.00
Relocation Services	2	25	\$80.00	\$4,000.00
Mortgage Consents		\$300.00 ea.		N/A
Expenses: Mileage, hotel, meals, etc.				\$1,000.00
TOTAL	*This bid is for a not to exceed amount of \$25,200.00			

*All appraisals will be in narrative "Appraisal Report" format (per USPAP). Please note the two narrow, contiguous Team Development parcels located along 14th Street could possibly be considered one larger parcel upon further research. Currently the zoning designation is dissimilar and would warrant two appraisals.

The Patnaude single family appraisal (at 1206 Morningside Avenue) will include both land and buildings due to the location of the proposed easement.

This cost estimate does not include Eminent Domain support or testimony by the appraiser.

EXHIBIT A

Project Deliverables:

ELS has a process in place for tracking status and will regularly or as directed provide reporting to McLeod County. With our processes in place we will provide the best value to McLeod County by proceeding on course to completion as efficiently and effectively as possible.

We have all required insurance coverage in place. A Certificate of Insurance for general liability and professional liability listing McLeod County as additional insured meeting the required amounts can be provided to the County.

TIMELINE

Services Provided	McLeod County SAP 43-615-13, CSAH 15												
	2018						2019						
	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Pre-Acquisition													
Introductory Letter		Yellow											
Title Work		Grey											
Parcel Drawings Available	Dark Green												
Legal Descriptions	Red												
Field Title Investigations	Light Red	Light Red											
Document Preparation		Dark Green											
Appraisals													
Appraisal Reports		Blue	Blue	Blue									
Acquisition													
Approval of Offer Amount		Dark Red	Dark Red										
Presentation of Offers			Purple	Purple									
Execute Documents		Yellow	Yellow	Yellow	Yellow	Yellow	Yellow						
Mortgage Consents		Red	Red	Red	Red	Red	Red	Red					
Relocation													
Relocation Services		Dark Blue											
90 Day Notice to Vacate												Grey	Grey
Eminent Domain													
File Eminent Domain Petition			Dark Green										
Title and Possession							Blue						

EXHIBIT B

2018 RATE SCHEDULE

EVERGREEN LAND SERVICES COMPANY

ACQUISITION SERVICES

Acquisition Manager	\$85.00 per hour
Acquisition Agent	\$80.00 per hour

APPRAISAL SERVICES

Appraisal Manager	\$85.00 per hour
Appraiser	\$80.00 per hour
Appraisal	Per Appraisal

Appraisals are usually charged on a per appraisal basis, but appraiser can also bill for work on an hourly basis.

RELOCATION SERVICES

Relocation Manager	\$85.00 per hour
Relocation Consultant	\$80.00 per hour

EXPENSES

Vehicle mileage allowance (IRS Rate)	\$0.535 per mile
Per Diem & Misc. Costs	
Meals	\$31.00 day
Hotel	actual costs

Miscellaneous costs consist of such items as maps, copies of documents, expendable material, recording fees, subcontractor or other costs required to complete projects.



EXHIBIT C

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/16/2017

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

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

PRODUCER
Stanley McDonald Agency
1101 Main Street
Onalaska WI 54650

CONTACT NAME: James R McDonald PHONE (A/C, No. Ext): (608) 788-6160 E-MAIL: jim@mcdonaldagency.com	FAX (A/C, No.): (608) 788-7012
INSURER(S) AFFORDING COVERAGE INSURER A: United National Insurance Compan	NAIC # 13064
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Evergreen Land Services Company
1515 East 66th Street, Ste 104
Richfield MN 55423

(651) 882-0200

COVERAGES

CERTIFICATE NUMBER: Cert ID 516

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/>					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (EA occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					COMBINED SINGLE LIMIT (EA accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					EACH OCCURRENCE \$ AGGREGATE \$ \$
	UMBRELLA LIAB EXCESS LIAB	OCCUR CLAIMS-MADE				PER STATUTE \$ OTHR E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	ME00821959 Retro Date: 8/24/2006	08/24/2017	08/24/2018	Per Claim \$ 1,000,000 Aggregate \$ 2,000,000

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

CERTIFICATE HOLDER

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

EXHIBIT C



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/07/2017

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

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

PRODUCER		CONTACT NAME: Lynda Stoddard
McKee & Andrews Insurance Agency, Inc. 15600 35th Ave N. Suite 202 Plymouth, MN 55447		PHONE (A/C, No. Ext): (763)231-3340 E-MAIL ADDRESS: Lyndas@mckeeandrews.com
		FAX (A/C, No.): (763)231-3344
INSURED		INSURER(S) AFFORDING COVERAGE
		INSURER A: Owners Insurance Company
		INSURER B: Auto-Owners Insurance
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:
		NAIC #
		32700
		18988

COVERAGES

CERTIFICATE NUMBER: 00000000-520491

REVISION NUMBER: 41

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

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	4698264100	10/01/2017	10/01/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 OTHER: \$
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS X HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	4885379600	06/13/2017	06/13/2018	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
B	UMBRELLA LIAB EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE	Y	4698264102	10/01/2017	10/01/2018	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ OTHER: \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	08022776	10/01/2017	10/01/2018	X PER STATUTE \$ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Personal Property		4698264100	10/01/2017	10/01/2018	Ded \$250 \$ 81,070

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

Flint Hills Resources Beatrice LLC, Flint Hills Resources Chemical Intermediates LLC, Flint Hills Resources Corpus Christi LLC, Flint Hills Resources Fiarbank LLC, Flint Hills Resources Menlo LLC, Flint Hills Resources Odessa LLC, Flint Hills Resources Pine Bend LLC, Flint Hills Resources Polymers LLC, Flint Hills Resources Port Arthur LLC, Flint Hills Resources Iowa Falls LLC, Flint Hills Resources Shell Rock LLC, Flint Hills Resources LP Koch Pipeline Company LP, Minnesota Pipe Line Company LLC are listed as Additional Insured as thier interest may appear

CERTIFICATE HOLDER

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

(LLS)

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OFFICE 952.448.4630

800.448.4630

FAX 952.448.4676

510 N. CHESTNUT STREET

SUITE 200

CHASKA, MINNESOTA 55318

WWW.WILSONDEVELOPMENTSERVICES.COM

March 23, 2018

Mr. John Brunkhorst
1400 Adams Street Southeast
Hutchinson, MN 55350

Re: Right of Way Acquisition and Relocation Assistance Proposal
SAP 43-615-13
CSAH 15 (Morningside Ave.)

Dear Mr. Brunkhorst:

I am writing in response to your invitation to submit a professional services proposal to provide right of way acquisition, relocation and appraisal services for the Morningside Ave. N project on CSAH 15 in Glencoe.

Qualifications and Experience

Wilson Development Services, LLC ("WDS") is a thirty-six year old licensed, real estate brokerage providing a broad range of real estate services including acquisition and relocation services to public agencies and non-profits throughout Minnesota. WDS is owned and managed by Daniel H. Wilson, who has been acquiring property under the Uniform Act for 48 years.

We have participated with McLeod County for multiple successful projects over the past years. The projects have provided us the opportunity to become familiar with McLeod County staff, policies and procedures. I believe we were able to demonstrate our knowledge of the public acquisition process and real estate expertise. Most importantly, we were able to demonstrate our ability to solve problems, deal with difficult circumstances, and reach fair and reasonable settlements. We will essentially be the same team that delivered the CSAH 3 and CSAH 15 projects with John Foster as the appraiser.

WDS is on MnDOT's prequalification list for direct purchase, relocation and field title work. We are also on Hennepin County's and the County of Minneapolis' prequalification list for acquisition and relocation. WDS is staffed with three licensed realtors providing acquisition and relocation services throughout Minnesota.

1. Total Take Acquisition

We have handled multiple total take acquisitions within the last several years for the State of Minnesota, Dakota County, Metropolitan Council and the cities of Minneapolis, Chaska, Lakeville, Red Wing, Anoka, Brooklyn Park and Golden Valley to name a few.

2. Minimum Compensation

WDS has been the leading real estate business to provide Minimum Compensation studies to public agencies. Our role with Dakota County in the landmark Cameron Liquor case has opened the door for us to provide Minimum Compensation Studies for multiple contested acquisitions.

We will research, prepare and deliver a Minimum Compensation Study for each owner occupied total take acquisition where the owner must relocate in compliance with MS §117.187. The report will be completed within 10 working days of receiving the Agency's just compensation real estate appraisal.

3. Relocation

Attached is our Relocation Appeal Scorecard. We have been able to save agencies over \$2.1 million in relocation appeals. My recommendations on major relocation issues or points of law have yet to be overturned.

Our real value with relocation services is in keeping both sides out of court. We have gained the respect of many attorneys' representing private property owners recognizing that we deliver projects in full compliance with the URA right from the beginning.

Scope of Services

It is the intent of this proposal to provide acquisition, relocation and coordinate appraisal consultant services to complete the right of way acquisition successfully. All services will be in compliance with the Uniform Real Property Relocation and Acquisition Act of 1970, as amended, Title 23 United States Code, MnDOT Right of Way Manual, and Minnesota Statute §117.52 and MS §117.187.

Specific Tasks

Typical Acquisition

- Attend a start-up meeting(s) with County staff and project team to coordinate the work program, schedule and procedures.
- Coordinate the real estate appraisal process.
- Establish and continue both communication and consultation with designated staff and counsel from the County attorney's office as appropriate. Consult with County staff regarding negotiating parameters.
- Send early project notification letters to affected property owners and introduction of WDS.
- Meet with the property owner to introduce the project acquisition.
- Prepare a Field Title Report which reports the results of an interview of the property owner, the results of a field inspection of the acquisition area(s) for any evidence of occupation or use by third party(ies) and title.

- Review the public records to update title information for marketable title to the date of acquisition.
- Prepare forms, instruments, and supporting documentation. All forms and instruments are subject to prior review by County staff and County attorney's office.
- Prepare and present written offer of County approved valuation to acquire permanent easement or entire property
- Meet with property owner or their representative, as appropriate, at places and times that are mutually convenient, including but not limited, to present the project, provide and obtain information and to acquire the designated interest on the property.
- Obtain mortgage consents for permanent easements.
- Review appraisal and negotiate settlement
- Assist County Attorney with draft purchase agreement for total takes
- Prepare an administrative settlement in the event that the purchase price exceeds the offer, for County review and approval
- Maintain contact with County staff
- Maintain property owner contact log and acquisition file for audit. This parcel file shall meet or exceed the requirements for documentation as set forth in the MnDOT State Aid Manual
- Closing and Deed preparation will be done by others (total take acquisitions)

Minimum Compensation – (2) reports

- Prepare Minimum Compensation Valuation Report in compliance with MS §117.187 and Cameron Supreme Court Decision. Report will be prepared within 10 days after receipt of the County provided real estate appraisal for the subject property.

Relocation - Owner Occupied

- Meet with owner to discuss relocation rights & benefits, process to obtain payment and owner needs and preferences
- Search for comparable replacement housing and complete Comparable Replacement Housing Study
- Prepare and deliver Notice of Relocation Eligibility, Notice of Comparable Housing, and Notice to Vacate
- Provide property referrals and advisory services.
- Prepare, present and document relocation claim forms
- Work with owner's realtor and mortgage company, proceed to closing with differential payment, incidental closing costs, and mortgage interest rate differential
- Obtain mortgage cost estimates
- Maintain property owner contact log and file for audit. This parcel file shall meet or exceed the requirements for documentation as set forth in the MnDOT State Aid Manual

Project Understanding

We have read and are familiar with the list of deliverables identified in the request for proposal and will provide as applicable per the RFP. The RFP indicates 6 partial takings and 2 total take parcels. WDS has identified 5 tax parcels for the 6 partial takings.

This project includes two total take acquisitions of owner occupied single family homes. Five additional McLeod County tax parcels have been identified as right-of-way partial takings. It is unknown if the partial takings are permanent easements, temporary easements or a combination of both. Three of the five partial takings are owned by the same party.

The County will need to initiate condemnation to secure a title and possession date of May 1, 2019. We are confident in our ability to successfully resolve these displacements well before May of 2019.

We have viewed online aerial and street view maps of the project area and understand buildings will not be located in the easements. One of the partial takings is a single family residence. It appears the easement will be very close to the house. The remainder of the partial takings are a mixture of vacant and agricultural land.

Project Approach

WDS will guide owners through the acquisition and relocation process. We will insert ourselves in the process as caring professionals, who focus on the property owner's needs. We will continue to provide the same level of service and problem solving skills that we have demonstrated to the County in past projects.

With the residential relocation component, we will expand the typical field title work to focus on property owner's needs and preferences as we explain their rights, benefits of the acquisition and relocation process to them. We need to help the property owners accept the reality of their displacement.

Appraisals

WDS will coordinate with Foster Appraisals, Inc. for the acquisition appraisals. John D. Foster is an experienced, Mn/DOT prequalified right of way appraiser who previously provided appraisal services for McLeod County. The estimated cost of real estate appraisals is \$2,600 per parcel.

Staffing

Dan Wilson has been acquiring property and relocating displacee's since 1969 before the Uniform Act was codified in 1970. We have been long sought out by condemnation attorneys to assist with the most challenging and difficult acquisitions and displacements. Dan is a regular seminar leader for acquisition and relocation topics at MnDOT's annual right of way conference.

Leah Traxler and Helen Flowers have been with WDS for 19 years cumulatively. Each is a well-respected expert in their own right. They simply have the expertise, knowledge, attitude, and personality to accomplish the most difficult and challenging projects.

We utilize a team approach to the tough problem solving situations. We collaborate with each other to seek solutions.

We work very hard to create working relationships with property owners based upon trust and respect. We do this by maintaining the same right of way agent during the entire process, field title to document signing.

I believe that our past experience with McLeod County right of way projects have demonstrated that the above is the foundation for all of our work.

After that, we become master problem solvers. Our deep level of practical experience leans to creative, but always practical solutions for the seemingly impossible problems. Our persistency and determination drives all WDS associates to never give up.

Title work

Title work to be provided by McLeod County

Timing

We are committed to providing title and possession by May 1, 2019 to the County. Please see attached Gantt chart allowing for a 90 day negotiating period. Any additional negotiating time is beneficial not only for relocation purposes but also to reach agreements with unsettled parcels and secure mortgage releases. The gantt chart will be updated as the project unfolds.

Proposal Price

*5 McLeod County tax parcels

Easement Acquisition costs

Partial Acquisition	2 owners	× \$2,500 each	\$ 5,000
Partial Acquisition	1 owner for 3 parcels		\$ 4,000

2 McLeod County tax parcels - Homestead

Total Acquisition (owner occupied)	\$1,500 each	\$ 3,000
Relocation	\$3,000 each	\$ 6,000
<u>Minimum Compensation</u>	<u>\$1,500 each</u>	<u>\$ 3,000</u>
	Total	\$21,000

Appraisal costs *7 @\$2,600 each Total \$18,200

*Price is based on WDS identifying 5 tax parcels with partial acquisitions.

I would suggest a time and material contract with a maximum not to exceed of \$21,000 not including title work and appraisals. Our current charge rates are:

2018-2019 Charge Rates

Principal	\$150/hr.
Associate	\$120/hr.
Office Manager	\$100/hr.
Mileage	IRS Rate
Copies	20¢

The unit prices represent typical costs. Clearly some settlements will be less but some will exceed the typical unit price. It is the total \$21,000 that is the maximum not to exceed amount proposed. We only charge for the actual time we have spent providing required services.

There is an expectation that the owners are cooperative and not under water on their mortgage.

We assume that all parcels will proceed at the same time.

Not included in the above:

- Condemnation and relocation appeals. We will assist the County attorney at their direction on a time and material basis.
- Assistance available on a time and material basis as directed by the County Attorney.
- Interpreters
- Closings

Thank you for the opportunity to submit this proposal. We are confident in our ability to assist the County in a timely way. Please call with any questions.

Sincerely,



Daniel H. Wilson
Principal

Phase & Task Breakdown

CSAH 15 (Morningside Ave.)

Easement Acquisitions and Relocation

	Major Responsibility	2018												2019				
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
General																		
Project Management	County																	
Monthly Project Management Status Meetings	Team																	
Public Informational @ 60% Plans	County																	
Pre-Acquisition																		
Parcel Sketches	County																	
Title Certificates	County																	
Informal call to Property Owner-Introduction	WDS																	
Early Property Owner Notice (written)	WDS																	
Field Title Investigation																		
Field Title Report	WDS																	
Stake ROW	County																	
Appraisals																		
Appraisal Complete	Foster																	
Review Appraisal	TBD																	
WDS Review Appraisal	WDS																	
County Review/Authorize Offer	County																	
Negotiations																		
Prepare and Present Written Offer	WDS																	
Prepare and Present Notice of Comparable (relocation)	WDS																	
Last Written Offer	County/WDS																	
Prepare Documents	WDS / Atty																	
Counter Offers & Admin. Settlements - Negotiations	WDS																	
County Settlement Approval	County																	
*Closing & Mortgage Releases, Record Documents	WDS																	
Maintain File / Contact Log	WDS																	
Condemnation																		
County Authorize Condemnation	County																	
Title Certificates Update	Atty																	
Quick Take Notice to Owners	Atty																	
Hearing on Petition	Atty																	
Title & Possession	Atty																	
90 Day Notice to Vacate (relocation)	WDS																	
R/W Certificate #1 Review/Approval																		
Advertise Construction Project	County																	
Award Projects	County																	



**Business/Commercial
Relocation Appeal Score Card**

Public Agency Representation

CITY	DISPLACEE	AMOUNT CLAIMED	WILSON RECOMMENDATION	ADDITIONAL AWARD	SAVINGS TO AGENCY
Golden Valley	Laundromat	\$72,014	\$15,405	\$0	\$56,609
Savage	Trucking	\$788,716	\$445,428	\$53,443	\$289,845
Chaska	Cabinet Shop	\$445,428	\$77,757	\$21,057	\$346,614
Eagan	Professional Office	\$81,000	\$41,000	\$0	\$40,000
Bloomington	Pizza Hut	\$236,280	\$108,140	\$422	\$127,718
St. Paul	Prospect Auto	\$529,791	\$0	\$0	\$529,791
Eagan	Mediterranean Cruise Restaurant	\$396,993	\$122,305	\$36,120	\$228,569
MnDOT	Delano Realty	\$210,000	0	0	\$210,000
Brooklyn Park	Fishbach Residence	\$369,927	0	0	\$369,927
				TOTAL	\$2,199,073

Private Representation

CITY	DISPLACEE	CITY APPROVE	WILSON RECOMMENDATION	ADDITIONAL AWARD	Displacee Award
Albertville	Hoey Outdoor Advertising	\$22,150	\$83,238	\$56,093	\$78,243
Richfield	Magnuson Sod	0	\$63,000	\$52,000	\$52,000



PROVIDING ACQUISITION AND RELOCATION SERVICES SINCE 1981

MINIMUM COMPENSATION STUDY

Lundell Property
115 Spring Creek Ave.
Red Wing MN 55066

Effective Date
February 23, 2017

Prepared for:
City of Red Wing

Prepared by;
Kathy Schmieg/Daniel Wilson
Wilson Development Services LLC
510 Chestnut St. No. # 200
Chaska Mn 55318

WILSON DEVELOPMENT SERVICES LLC
DANIEL H. WILSON
510 NORTH CHESTNUT STREET, SUITE 200
CHASKA, MN 55318
Office: 952-448-4630 800-448-4630
Fax: 952-448-4676
Email: DanWilson@WilsonDevelopmentServices.com
Website: www.wilsondevelopmentservices.com

Introduction

The City of Red Wing is preparing for the acquisition of a single family house located at 115 Spring Creek Ave. in Red Wing, MN and submission of an Offer to Purchase subject to Minnesota Statute 117, Eminent Domain. The property is owned by Leah M. Lundell. The City of Red Wing has obtained a real estate appraisal, which established a \$145,000 conclusion of value.

As part of the real estate acquisition process, the city of Red Wing is now seeking to establish a comparable replacement property valuation in compliance with Minnesota Statutes 117.187 Minimum Compensation.

Summary and Conclusion

The minimum compensation value is \$150,750 based upon comparable No. 3 for the property at 1336 W. Maple St. Street, Red Wing MN. The City's certified acquisition offer amount is equal to the minimum compensation value.

Applicable Statutes

Minnesota Statute 117.187, commonly referred to as "Minimum Compensation", was adopted in 2006 by the Minnesota State Legislature as part of a comprehensive modification of Minnesota Eminent Domain statutes.

The Minimum Compensation Statute 117.187 reads as follows:

"When an owner must relocate, the amount of damages payable, at a minimum, must be sufficient for an owner to purchase a comparable property in the community and not less than the condemning authority's payment or deposit under section 117.042, to the extent that the damages will not be duplicated in the compensation otherwise awarded to the owner of the property. For the purposes of this section, "owner" is defined as the person or entity that holds fee title to the property."

The statute provides an additional step in the real estate valuation process set forth in MS Chapter 117 for those properties purchased under the threat of the agency's eminent domain powers.

Minnesota Statute 117.52, Minnesota Uniform Relocation Act (MURA) also applies. Ms. Lundell will be eligible for residential relocation benefits and assistance under MS 117.52.

Study Methodology/Approach

Our approach to establishing a comparable replacement dwelling is to become familiar with the subject property and then utilize the Multiple Listing Service (MLS) to conduct a property search for available replacement sites in the community. We then determine which, if any, available properties could be reasonably determined "comparable".

The following steps were taken to establish a comparable replacement dwelling valuation.

1. View subject property interior and exterior on November 29th, 2016.
2. Interview property owner, November 29th, 2016.
3. Review of the real estate appraisal for the subject property, prepared by Kelly Linstrom, effective date of January 14, 2017.
4. Review Goodhue County Assessor's property and tax records
5. Search MLS property listings.
6. Review comparable listings sold and for sale.

The MLS search provided properties to be used in the determination of Minimum Compensation Value. The approach permits the discussion of a range of comparable values that quantifies the market price range for comparable properties reflective of the subject property.

Study Area

The study area searched for available for sale or recently sold residential properties, was in the City of Red Wing area. Both the Subject property and all comparables are located on a residential lot in the City of Red Wing.

Study Period

The time period in which comparable properties were searched from was from November 29, 2016 to February 22, 2017.

Study Properties

We reviewed over eight potential residential properties listed or sold on MLS within the Red Wing area. Five possible properties were reviewed in detail and three properties were singled out as reasonable comparable properties to the subject property. The MLS listing sheets are attached to this report for the three comparable properties.

Listing Price Limitations/Seller Concessions

Listing prices state the owner's asking price and may or may not be an accurate indication of value. The owner's motives and understanding of the real estate market is unknown. Seller may make certain concessions that may or may not be reflective in the listing price. Hence, there may be substantial discrepancies between a certain property's listing price and eventual sale price.

Minimum Compensation Appeals Court Decision & Impact on Subject

The minimum compensation statute requires an amount of damages be determined that is "sufficient for an owner to purchase a comparable property." In a recent decision by the Minnesota Court of Appeals with case # A11-1273, filed March 26th, 2012, the Minnesota Court of Appeals affirmed the Dakota County District Courts decision that "the legislature cannot guarantee completion of a purchase," even if a comparable property is currently listed for sale and "there is no need to limit the universe of comparable properties to only those properties that are available for purchase". The decision permits the sales of comparable properties as a reasonable approach to arriving at comparable values under the minimum comp statute.

"Sales Comparison Approach"

In "The Dictionary of Real Estate Appraisal", fifth addition, written by the Appraisal Institute, it defines sales comparable approach as, "a comparative approach to value that considers the sales of similar or substitute properties and related market data and establishes a value estimate by processes involving comparison. In general, a property being valued (a subject property) is compared with sales of similar properties that have been transacted in the open market. Listings and offerings may also be considered. A general way of estimating a value indication for personal property or an ownership interest in personal property, using one or more methods that compare the subject to similar properties or to ownership interests in similar properties."

Determination of Minimum Compensation Value:

The property located at 1336 W. Maple Street in Red Wing MN is deemed "comparable" for purposes set forth in MS 117.187 (Minimum Compensation). The amount of **\$150,750** is determined to be the value of comparable for purposes of determining Minimum Compensation.

Subject Property Details

Acquiring Agency: City of Red Wing
Project: Trunk Highway 61/Spring Creek Road

Interest being acquired: Fee Interest

Owners: Leah M. Lundell

Property Address: 115 Spring Creek Ave.
Red Wing, MN 55066

Zoning: R-1 Residential

Highest and Best Use: As Vacant: Development for single-family residence
As Improved: Continued use as currently improved

Improvements: Single family, one level residence of 1,258 square feet total finished area with a detached 2 car tandem garage.

Condition: Average

Age: 65 years with modifications and improvements

Lot Size: 10,800 SF

Utilities: City water and City sewer

Date Owned: Owner purchased in January 23, 2013.

Assessor's Values for 2016 **PIN #=55.835.0100**
(payable 2017)

Land	\$ 38,900
Building	\$ 71,000
Total	\$ 109,900

Real Estate Appraisal

The subject property was appraised by Kelly Lindstrom as of January 14, 2016 at a fair market value of \$145,000.



Minnesota Department of Transportation
PHOTOGRAPHIC MOUNTINGS

v.2006/01

S.P. _____ C.S. _____ S.P. 2514-114 Job No. _____ Parcel No. _____ 21

Dist. _____ County _____ Goodhue Parcel Owner _____ Leah M. Lundell

I.D. # _____
Displacee _____ Leah L. Lundell Photo(s) of _____ 115 Spring Creek Ave. No. _____

Subject




Printed by
Vanguard Resources, Inc.

Street Number: 55835.010D
 Street Name: LEAH M LUNDELL
 Street Address: 115 SPRING CREEK AVE N
 City: RED WING, MN 55066-0000
GIS PARCEL MAPS GIS ENHANCED PARCEL VIEWER
 Building Address: 115 SPRING CREEK AVE N
 City: RED WING, MN 55066 USA
 City Code: RED WING CITY - R
 Use: RESIDENTIAL
 Subuse: 55 RED WING R
 City: CITY OF RW 75E
 County: NOT APPLICABLE
 Zipcode: 55835
 Description: [MORE]
 Tax District: -
 Tax District: -
 Legal Description: DOC#75493 PT OF LYT B BEG 720H N220SC E OF INTERSECTION CEN LINE HWY 61 WITH SE LINE
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)
 Report Type: QUARTERLY REPORT (MUST FILE)



- Current Value as of January 2015 - Taxes Payable 2013

Land Value	Dwelling Value	Improvement Value	Total Value
\$30,900	\$71,000	\$0	\$101,900

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$30,900	\$71,000	\$0	\$101,900
2014	\$38,900	\$64,700	\$0	\$103,600
More Years...				

Land Front Foot Information

Lot:	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	60.00	60.00	180.00	180.00	64.80

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
Single Family / Owner Occupied	1 Story Frame	1952	1,250



Minnesota Department of Transportation
ANALYSIS OF COMPARABLE PROPERTIES-Minimum Compensation Study

v.2006/01

S.P. _____ C.S. **S.P. 2514-114** Job No. _____ Parcel No. **38**

Dist. _____ County **Goodhue** Parcel Owner **Leah L. Lundell**

Displacee - Leah L. Lundell		Comparable Properties		
		No. 1 Map	No. 2 Map	No. 3 Map
Price (Base Dwelling/Site\$ / List \$)	\$145,000 (appraisal)	\$148,000 (net sale)	\$149,000 (net sale)	\$150,750 (net Sale)
Dwelling Address	115 Spring Creek Ave. No.	1826 W 6 th St.	417 Minnesota St.	1336 W. Maple Ave.
Dwelling City or Township	Red Wing	Red Wing	Red Wing	Red Wing
Date of Inspection / Sold date	11-29-16	1-12-17	1-15-16	9-23-16
Style (e.g.: Rambler/Split)	One Story	2 story	2 story	One Story
Construction (e.g.: Frame/Modular)	Frame	Frame	Frame	Frame
Actual Age / Effective Age	65 yrs. (1952)	83 yrs. (1934)	114 yrs. (1903)	62 yrs. (1955)
Condition (Good/ Avg./ Fair)	Average	Average	Average	Average
No. of Rooms (above grade)	6	6	6	6
No. of Bedrooms (Total)	3	3	3	3
No. of Bedrooms Required				
No. of Baths (Total)	1	1	2	1.75
Total Area (Sq. Ft. above grade)	1,258 SF	1,352 SF	1,404 SF	1,066 SF
Basement (Total Sq. Ft.)	Partial	Full	Full	Full
Bsmt. Finished Room Types	None	None	FR, .5 bath	FR, WS, bath
Heating / Cooling (Type)	GFA/Central	GFA/Central	GFA/Central	GFA/Central
Fireplaces (# & Type)	None	None	None	None
Other Finished Space	None	None	None	None
Garage (e.g.: 2-car-att.)	2 car detached-tandem	2.5 car detached	2 car detached	2 car attached
Lot Size (Acre or Sq. Ft.)	10,800 SF	7,405 SF	9,583 SF	8,712 SF
Neighborhood (Equal/Better)	--	Equal	Equal	Equal
Schools (Available)	Available	Available	Available	Available
Public Transportation (Available)	Available	Available	Available	Available
Church (Available)	Available	Available	Available	Available
Place / Dist. to Employment	Same	Same	Same	Same
Water 1. Type 2. Avail. (Y/N)	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes
Sewer 1. Type 2. Avail. (Y/N)	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes
EMV 2016 Payable 2017	L=\$38,900 B=\$71,000	L=\$45,900 B=\$89,700	L=\$39,900 B=\$101,000	L=\$44,200 B=\$101,500
Total EMV	\$109,900	\$135,600	\$140,000	\$145,700

Comparable Comments & Conclusions:	Recommended Acquisition Price	Recommended Comparable	\$ 150,750	X 100%	= \$ 150,750
Allocated Dwelling/Site Acquisition: \$	150,750	150,750	Comp List Price	*Mrkt Adj. Factor	Mrkt Adj.'d Comp.
< less: Carve-outs to Subject >: -	0	0	\$ 150,750	+ \$ 0	= \$ 150,750
BASE Dwelling/Site Allocation: \$	150,750		Mrkt Adj.'d Comp.	DS&S Modifications	Final Adj'd Comp. (RHS Allowance)

Comp # 3 with a net sale of \$150,750 is most similar to the subject and therefore establishes a recommended offer price of \$150,750.

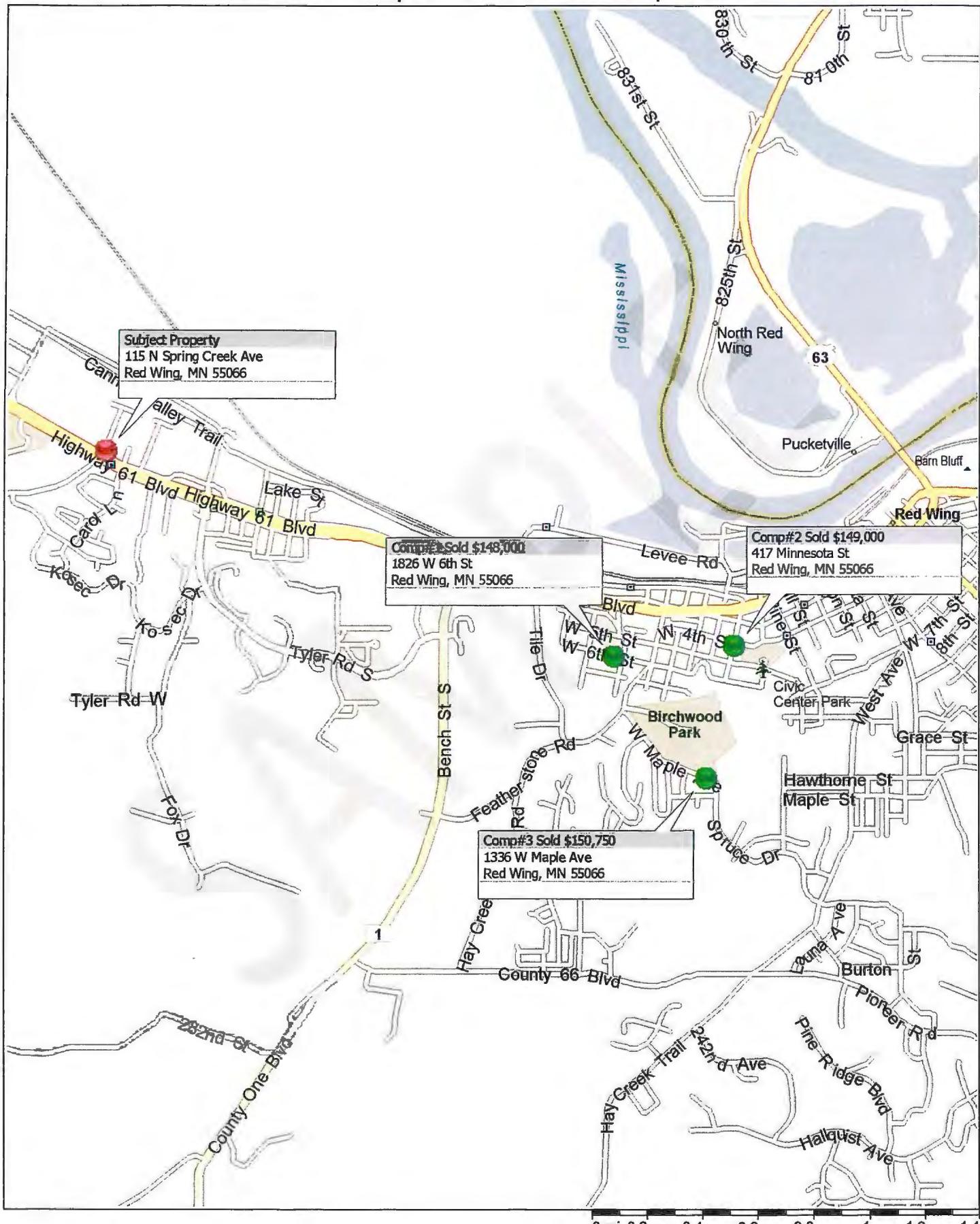
Prepared By:


 (Signature) **Kathy Schmiege, Agency Representative**

Date

2-23-17

Minimum Compensation Location Map-Lundell



MINIMUM COMP STUDY DETAILS

Interview:

An interview with the displacees was completed on November 29, 2016. An inspection of the property was completed on the subject property, for the purpose of determining a replacement site.

Subject Property

The subject is a single family one level built in 1952, and has 1,258 +/- square feet finished with a living room; kitchen; dining room, three bedrooms, laundry and a full bath on the main level. There is a 2 car detached tandem garage. The lot contains approximately 10,800 sq. ft. The basement is a partial basement and is unfinished. It has forced air heat serviced by natural gas and has central air conditioning. It is serviced by city sewer and water.

Comparable #1 is located at 1826 W. 6th St. in Red Wing that sold on 1/12/17 for \$152,9000 with a \$4,900 seller contribution for a net sale of \$148,000. It was listed originally for \$149,900. It is a 3 bedroom, 1 bath, two story home located on a 7,405 sq. ft. lot and was built in 1934. It contains 1,352+/- square feet finished above grade which consists of a living room, kitchen, dining area, a three season porch and full bath on the main level. The upper level contains three bedroom. The lower level is unfinished. It has a 2 car detached garage. It is services by city water and sewer.

Comparable # 2 is located at 417 Minnesota St. in Red Wing and sold on 1/15/16 for \$154,000 with a seller's contribution of \$5,000 for a net of \$149,000. It is a 3 bedroom, 3 bath, one and ½ story home that was built in 1903 with 1,634 +/- finished sq. ft. The main level consists of a kitchen, dining area, living room, porch and half bath. The upper level has three bedrooms and full bath. The lower level has a family room and half bath. The lot contains 9,583 sq. ft. It has a 2 car detached garage. It is services by city water and sewer.

Comparable #3 is located at 1336 W. maple Ave. in Red Wing, sold on 9/23/2016 for \$156,500 with a seller paid contribution of \$5,750 for a net sale of \$150,750. It is a 3 bedroom, 1.75 bath, one story home located on a 8,712 sq. ft. lot and was built in 1955. The main level consists of a kitchen, dining area, living room, a full bath, and three bedrooms. The lower level has a family room, a .75 bath. It has a 2 car attached garage. It is services by city water and sewer.

Comparable Replacement Site Discussion:

Comparable # 1 is similar to the subject with the detached garage, but older. Comparable # 3 is similar to the subject in age, style, size and lot size and therefore will be used to determine the Minimum Compensation Value of \$150,750.

Property Full Display, Single Family Residential, MLS #: 4777547 Type: For Sale

1826 W 6th Street, Red Wing MN 55066

Status: **Sold** List Price: **\$149,900** Sold Price: **\$152,900** Seller Cont: **\$4,900** Original List Price: **\$149,900**

> \$148,000 net



Total Bed/Bath: 3/ 1 Garage: 2 Year Built: 1934

Map Page: 999 Map Coord: A1

Directions:

W. 4th St. to Buchanan, right on W. 6th to home on right

TAX INFORMATION

Property ID: [550700830 Short Format](#)
 Tax Year: 2016
 Tax Amt: \$1,458
 Assess Bal: \$
 Tax w/assess: \$1,458
 Assess Pend: No
 Homestead: Yes

Style: (SF) Two Stories
 Const Status: Previously Owned
 Foundation Size: 728
 AbvGrdFinSqFt: 1,352
 BldGrdFinSqFt:
 Total Fin SqFt: 1,352
 Acres: 0.17
 Lot Size: 50x150
 Yearly/Seasonal: Yearly
 List Date: 11/14/2016 Received By MLS: 11/14/2016
 Off Market Date: 12/02/2016 Selling Agent: [Stacey A. Draz](#)
 Date Closed: 01/12/2017 Selling Office: [RedWingHomesForSale.com](#)

Days On Market: 18 PDOM: 18 CDOM: 18

General Property Information

Legal Description: CHARLES BETCHERS AD LOT-021 BLOCK-006 ID# 5-0340-08500 DOC #520609 LOT 21 BLK 6
 County: Goodhue
 Postal City: Red Wing
 School District: 256 - Red Wing, 651-385-4500
 Manufactured Home?: No
 Complex/Dev/Sub: Common Wall: No
 Lot Description: Tree Coverage - Light
 Road Frontage: City, Paved Streets, Curbs
 Zoning: Residential-Single Accessibility: None

Remarks

Agent Remarks: Rough-in for 3/4 in lower level, ready to be finished.

Public Remarks: This immaculate 3 bedroom 2-story is in move-in condition! Fantastic 28x26 2-car garage built in 1991. Inside, you'll find beautiful oak and maple flooring, original doors and wide woodwork, spacious kitchen with breakfast nook/sitting area and a welcoming 3-season porch. 3 bedrooms on upper level and built-in linen storage in hallway and bathroom. Newer roof, elec., plumbing, siding, insulation, storm windows, sidewalk and front steps. Sliding doors from kitchen/sitting room to large deck.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main		Three Season Porch	Main		Fuel:	Natural Gas
Dining Rm	Main		Deck	Main		Air Cond:	Central
Family Rm			Sitting Room	Main		Water:	City Water/Connected
Kitchen	Main					Sewer:	City Sewer/Connected
Bedroom 1	Upper					Garage:	2
Bedroom 2	Upper					Oth Prkg:	
Bedroom 3	Upper					Pool:	
Bedroom 4							

Bath Description: Upper Level Full Bath, Basement, Rough In

Dining Room Desc: Separate/Formal Dining Room, Eat In Kitchen

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Refrigerator, Washer, Dryer, Water Softener - Owned

Basement: Full, Unfinished

Exterior: Vinyl

Roof: Asphalt Shingles, Pitched, Age 8 Years or Less

Amenities-Unit: Deck, Porch, Kitchen Window, Hardwood Floors, Washer/Dryer Hookup

Parking Char: Detached Garage, Garage Door Opener

Garage Dimensions: 28x26 Garage Sqft: 728

Garage Door Height:

Garage Door width:

Special Search: 3 BR on One Level

Financial

Cooperating Broker Compensation

Buyer Broker Comp: 2.4 % Sub-Agent Comp: 0 % Facilitator Comp: 0 %
Variable Rate: N List Type: Exclusive Right

Sale Mortgage Information

Sale Financial Terms: **FHA**

Safe Loan Amount:

Seller Contribution:

SELLER'S TERM: FHA, DVA, CONVENTIONAL, RURAL DEVELOPMENT, CASH
In Foreclosure?: No

Lender Owned?:

Potential Short Sale?: No

Potential Short Seller: No

Owner is an Agent: No

Contact Information

Listing Agent: Marisa Nybo 551-380-4253

Listing Office: Coldwell Banker Nybo & Assoc

Office Phone: 651-388-6756

MLS #: 4777547 Address: 1826 W 6th Street, Red Wing, MN 55066

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1826 W 6th Street , Red Wing, MN 55066
MLS Number: 4777547



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Goodhue County Assessor

Hosted by
Vancouver Artivals, Inc.

Physical Address: 55-070-0830
Date: 04/06/2010
Property Address: JANICE C DAUGHERTY
1826 6TH ST W
RED WING, MN 55066-0000
GFS PARCEL MAPS GFS ENHANCED PARCEL VIEWER
Name: JANICE C DAUGHERTY
1826 6TH ST W
RED WING, MN 55066 USA
RED WING CITY - R
Address Type: RESIDENTIAL
Mgt. Address: 55 RED WING-R
Tax Districts: CITY OF RW 256
Section: NOT APPLICABLE
Net Address: 55070
Subdivision: 55070 CHARLES BEECHERS AD
Lot/Block: --
Floor/Unit: -021
Remarks: 104-5-0340-08500 DOC #520609 LOT 21 BLK 6
(NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)



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Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$55,900	\$69,700	\$0	\$135,600

Three Years Valued Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$45,900	\$81,700	\$0	\$127,600
2016	\$45,900	\$77,200	\$0	\$123,100
More Years...				

Land Front End Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	50.00	50.00	150.00	150.00	51.00

Residential auction information

Occupancy State Year Built Total Living Area

Financial**Cooperating Broker Compensation**

Buyer Broker Comp: **2.4 %** Sub-Agent Comp: **0 %** Facilitator Comp: **0 %**
Variable Rate: **N** List Type: **Exclusive Right**

Sale Mortgage Information

Sale Financial Terms: **FHA**

Sale Loan Amount:

Seller Contribution: **\$5,000**

Sellers Terms: **FHA, DVA, Conventional, Rural Development, Cash**

Assumable Loan: **Not Assumable**

In Foreclosure?: **No**

Lender Owned?: **No**

Potential Short Sale?: **No**

Owner is an Agent?: **No**

Contact Information

Listing Agent: **TJ Johnson 651-764-2740**

Listing Office: **Coldwell Banker Nybo & Assoc**

Office Phone: **651-388-6756**

MLS #: **4662833** Address: **417 Minnesota Street , Red Wing, MN 55066**

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MLS Number: 4777547



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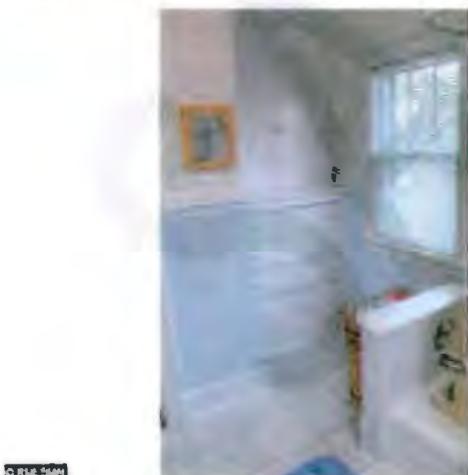


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1826 W 6th Street , Red Wing, MN 55066
MLS Number: 4777547



1826 W 6th Street , Red Wing, MN 55066
MLS Number: 4777547




GOODHUE COUNTY ASSESSOR

 Hosted by
 Vanguard Appraisals, Inc.

Parcel Number: 55.535.1180
 Deed Holder: ANDREW J GOTTWALT
 Deed Holder 2: PAULA J YOUNG
 Property Address: 417 MINNESOTA ST
 RED WING, MN 55066-0000
[GIS PARCEL MAPS](#) [GIS ENHANCED PARCEL VIEWER](#)
 Mailing Address: 417 MINNESOTA ST
 RED WING, MN 55066 USA
 PDF Name: RED WING CITY - R
 Class: RESIDENTIAL
 Map Area: 55 RED WING-R
 Tax District: CITY OF RW 256
 Zoning: NOT APPLICABLE
 Plat Map: 55535
 Subdivision: [NONE]
 Sec-Twp-Rng: -
 Lot-Block: -

Brief Legal Description: DOC#627907 NLY 1/2 OF LOTS 4 &5 BLK 9 EX NLY 8FT ID# 5-1820-12000
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)

Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



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Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$39,900	\$101,000	\$0	\$140,900

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$39,900	\$85,800	\$0	\$125,700
2014	\$39,900	\$81,100	\$0	\$121,000

More Years...

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	70.00	70.00	120.00	120.00	66.50

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4729520 Type: For Sale

1336 W Maple Avenue, Red Wing MN 55066

Status: **Sold** List Price: **\$149,850** Sold Price: **\$156,500** Original List Price: **\$149,850**
 Seller Cont: **\$5,750** ~~150,750 net~~



Total Bed/Bath: 3/ 2 Garage: 2 Year Built: 1955

Style: **(SF) One Story**Const Status: **Previously Owned**Foundation Size: **1,066**AbvGrdFinSqFt: **1,066**BelGrdFinSqFt: **746**Total Fin SqFt: **1,812**Acres: **0.2**Lot Size: **80 x 110**Yearly/Seasonal: **Yearly**List Date: **06/14/2016** Received By MLS: **06/16/2016**Off Market Date: **08/10/2016** Selling Agent: **Andrea Jensen**Date Closed: **09/23/2016** Selling Office: **Edina Realtv. Inc.**Map Page: **999** Map Coord: **A1**

Directions:

From Pioneer Rd., turn north on Twin Bluff Rd., turn left of Spruce Drive, which turns into West Maple, property on right.

TAX INFORMATION

Property ID: **550800040** Short FormatTax Year: **2016**Tax Amt: **\$1,610**Assess Bal: **\$**Tax w/assess: **\$1,610**Assess Pend: **Unknown**Homestead: **Yes**Days On Market: **48** PDOM: **48** CDOM: **48**

General Property Information

Legal Description: **BIRCHWOOD VLGE ADD LOT-005 ID# 5-0380-00301 LOT 5**County: **Goodhue**Postal City: **Red Wing**School District: **256 - Red Wing, 651-385-4500**Manufactured Home?: **No**Complex/Dev/Sub: **Common Wall: No**Lot Description: **Tree Coverage - Medium, On Golf Course**Road Frontage: **City, Paved Streets, Curbs, Sidewalks**Zoning: **Residential-Single**Accessibility: **None**

Remarks

Agent Remarks: **Vacant - easy to show!**Public Remarks: **Bright, scenic, and spacious! Sliding door leads you to the scenic view! Features include: A bright open floor plan, rich custom cabinets, hardwood floors, a massive family room, a work shop, a walk-out deck and patio, maintenance-free siding and energy-efficient replacement windows. The scenic Red Wing Golf Club is just past the woods! A well-maintained home; loved for many years!**

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	22 x 12	Work Shop	Lower	22 x 11	Fuel:	Natural Gas
Dining Rm	Main	11 x 9				Air Cond:	Central
Family Rm	Lower	31 x 11	Bathrooms			Water:	City Water/Connected, City Water - In Street
Kitchen	Main	9 x 9	Total: 2 3/4: 1 1/4:0			Sewer:	City Sewer/Connected, City Sewer - In Street
Bedroom 1	Main	11 x 11	Full: 1 1/2: 0			Garage:	2
Bedroom 2	Main	11 x 9				Oth Prkg:	
Bedroom 3	Main	9 x 9				Pool:	None
Bedroom 4							

Bath Description: **Main Floor Full Bath, 3/4 Basement**Dining Room Desc: **Kitchen/Dining Room**Family Room Char: **Lower Level**Fireplaces: **0** Fireplace Characteristics:Appliances: **Range, Dishwasher, Refrigerator, Washer, Dryer, Water Softener - Owned**Basement: **Walkout, Full, Finished (Livable), Day/Lookout Windows, Concrete Block**Exterior: **Metal**Fencing: **None**Roof: **Asphalt Shingles, Pitched, Flat, Rubber**Amenities-Unit: **Deck, Patio, Kitchen Window, Hardwood Floors**

Parking Char: **Attached Garage, Driveway - Asphalt, Driveway - Shared**
Garage Dimensions: **22 x 24** Garage Sqft: **528** Garage Door Height:
Special Search: **3 BR on One Level** Garage Door Width:

Financial**Cooperating Broker Compensation**

Buyer Broker Comp: **2.4 %** Sub-Agent Comp: **0 %** Facilitator Comp: **2.4 %**
Variable Rate: **N** List Type: **Exclusive Right**

Sale Mortgage Information

Sale Financial Terms: **Rural Development**

Sale Loan Amount:

Seller Contribution: **\$5,750**

Sellers Terms: **FHA, DVA, Conventional, Rural Development, Cash**

Existing Financing: **Free and Clear**

Assumable Loan: **Not Assumable**

In Foreclosure?: **No**

Lender Owned?: **No**

Potential Short Sale?: **No**

Owner is an Agent?: **No**

Contact Information

Listing Agent: Thomas E Brown 651-388-4745

Listing Office: Lawrence Realty Inc.

Office Phone: **651-388-4745**

MLS #: **4729520** Address: **1336 W Maple Avenue, Red Wing, MN 55066**

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MLS Number: 4729520



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MLS Number: **4729520**



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GOODHUE COUNTY ASSESSOR

 Hosted by
 Vanguard Appraisals, Inc.
 

Parcel Number: 55.080.0040
 Deed Holder: MARILYN GERALDINE LECY
 Property Address: 1336 WEST MAPLE AVE
 RED WING, MN 55066-0000
[GIS PARCEL MAPS](#) [GIS ENHANCED PARCEL VIEWER](#)
 Mailing Address: MARILYN GERALDINE LECY
 1336 WEST MAPLE AVE
 RED WING, MN 55066 USA
 PDF Name: RED WING CITY - R
 Class: RESIDENTIAL
 Map Area: 55 RED WING-R
 Tax District: CITY OF RW 256
 Zoning: NOT APPLICABLE
 Plat Map: 55080
 Subdivision: [NONE]
 Sec-Twp-Rng: -
 Lot-Block: -005

Brief Legal Description: ID# 5-0380-00301 LOT 5
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)

Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



1 / 2


Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$44,200	\$101,500	\$0	\$145,700

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$44,200	\$97,900	\$0	\$142,100
2014	\$44,200	\$92,500	\$0	\$136,700
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	80.00	80.00	110.00	110.00	73.60

Residential Building Information

Occupancy	Style	Year Built	Total Living Area



PROVIDING ACQUISITION AND RELOCATION SERVICES SINCE 1981

REPLACEMENT HOUSING PAYMENT STUDY

Lundell Property
115 Spring Creek Ave.
Red Wing MN 55066

Effective Date
February 23, 2017

Prepared for:
City of Red Wing

Prepared by:
Kathy Schmieg/Daniel Wilson
Wilson Development Services LLC
510 Chestnut St. No. # 200
Chaska MN 55318

WILSON DEVELOPMENT SERVICES LLC
DANIEL H. WILSON
510 NORTH CHESTNUT STREET, SUITE 200
CHASKA, MN 55318
Office: 952-448-4630 800-448-4630
Fax: 952-448-4676
Email: DanWilson@WilsonDevelopmentServices.com
Website: www.wilsondevelopmentservices.com

REPLACEMENT HOUSING-PURCHASE SUPPLEMENT STUDY

Leah M. Lundell, 115 Spring Creek Ave., Red Wing MN 55066

The purpose for the purposed acquisition is for the upgrade of Hwy 61 and Co. Rd. 53 realignment going through the property.

Kathy Schmieg acting as the Relocation Advisor for this parcel conducted an interview and inspection of the property with the displacee on November 29, 2016. The primary topics of the interviews were discussion of relocation benefit information for the residence and the needs of the individuals being displaced. The MnDOT pamphlet guide book for property owners was issued at the interview. This study is focused on the residential property for the purpose of determining a replacement housing payment.

Leah M. Lundell is the owner occupant and has occupied the site since 2013. She has a 9 year old daughter who attends Burnside Elementary School in Red Wing.

Subject Property

The subject is a single family one level built in 1952, and has 1,258 +/- square feet finished with a living room; kitchen; dining room, three bedrooms, laundry and a full bath on the main level. There is a 2 car detached tandem garage. The lot contains approximately 10,800 sq. ft. The basement is a partial basement and is unfinished. It has forced air heat serviced by natural gas and has central air conditioning. It is serviced by city sewer and water.

Appraised value

Land plus improvements with house and garage: \$145,000.

Minimum Comp Determination

A minimum comparable study was completed and the comparable at in Red Wing was used at a net sold price of \$150,750.

Replacement Housing Payment

The replacement housing Payment is based on the Replacement Comparable # 3 at 1580 Birchwood Drive with a list price of \$148,900. This amount is used to determine the Replacement Housing Payment.

Comparable Replacement value	\$ 148,900
Base residential dwelling/site allocation	<u>\$ 150,750</u>
Replacement Housing Payment Differential	\$ -0-

STUDY DETAILS

Comparable #1 is located at 1901 So. Park St. in Red Wing, listed for \$145,000. It is a 3 bedroom, 1.5 bath, one story home located on a 4,791 sq. ft. lot and was built in 1875. The main level consists of a kitchen, dining area, living room, a 3 season porch, a master bath and half bath, 2 bedrooms and main laundry. The lower level contains 1 bedroom. It has a 1.5 car detached garage. It is services by city water and sewer.

Comparable # 2 is located at 1514 Roosevelt Ave. in Red Wing and is listed for \$148,500. It is a 3 bedroom, 1.75 bath, one story home that was built in 1948. The main level consists of a kitchen, dining area, living room, a full bath and has 2 bedrooms. The lower level has a .75 bath. The lot contains 7,405 sq. ft. It has a 1.5 car detached garage. It is services by city water and sewer.

Comparable # 3 is located at 1580 Birchwood Drive in Red Wing, and is offered at \$148,900. It is a 3 bedroom, 1.5 bath, one story home that was built in 1961. The lot contains 9,583 sq. ft. The main level consists of a kitchen, dining area, living room, family room, a full bath, a screened porch and 3 bedrooms. The lower level has a work shop and half bath. It has an attached 2 car tuck under garage. It is services by city water and sewer.

Comparable Replacement Site Discussion:

All comparables are currently listed for sale. All comparables exceed the subject for the estimated market value at Goodhue County. Comparable # 3 is similar in style, age and garage space and will be used in this study to determine the replacement housing differential.

Based on this study, the replacement comp # 1 listed at \$148,900 is most similar to the subject will be used for the purposes to determine the **Replacement Housing Payment of \$0.00**.



Minnesota Department of Transportation
PHOTOGRAPHIC MOUNTINGS

v.2006/01

S.P. _____ C.S. _____ S.P. 2514-114 Job No. _____ Parcel No. _____ 21
Dist. _____ County _____ Goodhue Parcel Owner _____ Leah M. Lundell
I.D. # _____
Displacee _____ Leah L. Lundell Photo(s) of _____ 115 Spring Creek Ave. No. _____

Subject




Goodhue County Assessor

 Hosted by
 Mongrel App Suite, Inc.

55-835-0100
 LEAH M LUNDELL
 115 SPRING CREEK AVE N
 RED WING, MN 55066-0000
 GISPARCS MAPS 515 ENHANCED PARCEL VIEWER
 115 SPRING CREEK AVE N
 RED WING, MN 55066 USA
 RED WING CITY - R
 RESIDENTIAL
 55 RFD WING-R
 CITY OF RW 250
 NOT APPLICABLE
 55835
 [NONE]

DOC#25493 PT OF LOT B BEG 220FT N22DEG E OF INTERSECTION CEN LINE (INV 6) WTH SE LINE
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)
 RECORDING REPORT (PDF FILE)



1 / 1



Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$38,900	\$71,000	\$0	\$109,900

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$38,900	\$68,600	\$0	\$107,500
2014	\$38,900	\$64,700	\$0	\$103,600
More Years...				

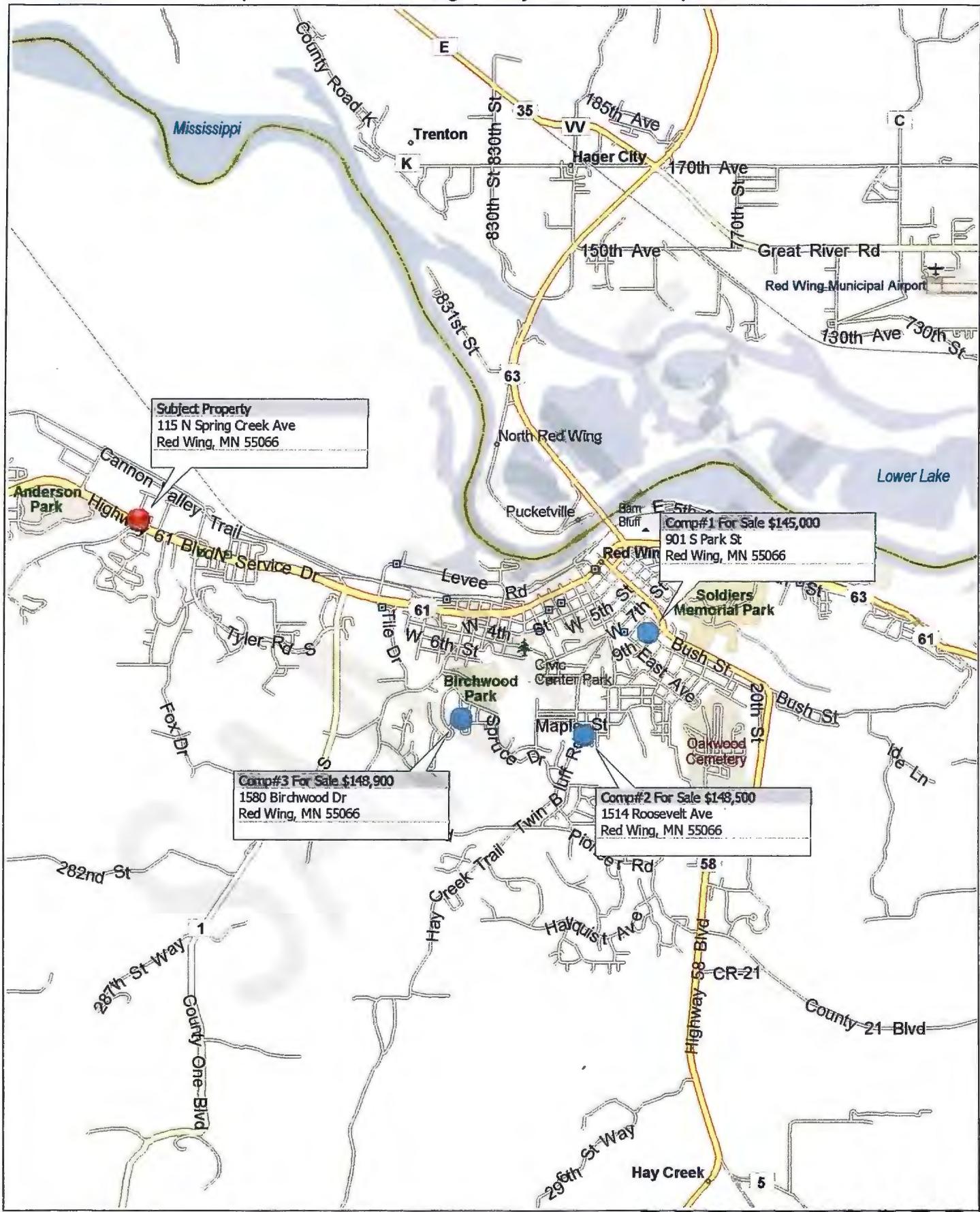
Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	60.00	60.00	180.00	180.00	64.80

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
Single Family / Owner Occupied	1 Story Frame	1952	1,256

Replacement Housing Study Location Map-Lundell





Minnesota Department of Transportation
ANALYSIS OF COMPARABLE PROPERTIES-Replacement Housing Study

v.2006/01

S.P. _____ C.S. S.P. 2514-114 Job No. _____ Parcel No. 21

Dist. _____ County Goodhue Parcel Owner Leah L. Lundell

Displacee - I.D. #: Leah L. Lundell		Comparable Properties		
		No. 1 Map	No. 2 Map	No. 3 Map
Price (Base Dwelling/Site\$ / List \$)	\$145,000 (appraisal)	\$ 145,000	\$ 148,500	\$ 148,900
Dwelling Address	115 Spring Creek Ave. No.	901 S. Park St.	1514 Roosevelt Ave.	1580 Birchwood Drive
Dwelling City or Township	Red Wing	Red Wing	Red Wing	Red Wing
Date of Inspection / list date	11-29-16	2-8-17	1-24-17	2-15-17
Style (e.g.: Rambler/Split)	One Story	One Story	One Story	One Story
Construction (e.g.: Frame/Modular)	Frame	Frame	Frame	Frame
Actual Age / Effective Age	65 Yrs. (1952)	142 yrs. (1875)	69 yrs. (1948)	56 yrs. (1961)
Condition (Good/ Avg./ Fair)	Average	Average	Average	Average
No. of Rooms (above grade)	6	5	6	7
No. of Bedrooms (Total)	3	3	3	3
No. Bedrooms Required				
No. of Baths (Total)	1	1.75	1.75	1.5
Total Area (Sq. Ft. above grade)	1,258 SF	1,359 SF	1,285 SF	1,626 SF
Basement (Total Sq. Ft.)	partial	Partial	Full	Partial
Bsmt. Finished Room Types	None	BR	None	WS, bath
Heating / Cooling (Type)	GFA/Central	GFA/Central	HWG/Central	GFA/Central
Fireplaces (# & Type)	None	None	None	None
Other Finished Space	None	None	None	None
Garage (e.g.: 2-car-att.)	2 car detached-tandem	1 car detached	1.5 detached	2 car attached-TU
Lot Size (Acre or Sq. Ft.)	10,800 SF	4,791 SF	7,405 SF	9,583 SF
Neighborhood (Equal/Better)	—	Equal	Equal	Equal
Schools (Available)	Available	Available	Available	Available
Public Transportation (Available)	Available	Available	Available	Available
Church (Available)	Available	Available	Available	Available
Place / Dist. to Employment	—	same	same	same
Water 1. Type 2. Avail. (Y/N)	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes
Sewer 1. Type 2. Avail. (Y/N)	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes	1. City 2. Yes
2016 EMV payable 2017	L=\$38,900 B=\$71,000	L=\$20,700 B=\$85,000	L=\$34,200 B=\$77,100	L=\$43,700 B=\$94,200
Total EMV	\$109,900	105,700	\$111,300	\$137,900

Comparable Comments & Conclusions: Recommended Min Comp Value \$ 148,900 X 100% = \$ 148,900

Allocated Dwelling/Site Acquisition: \$ 150,750 Recommended RH Study Comp. \$ 148,900 Comp List Price *Mrkt Adj. Factor = \$ Mrkt Adj.'d Comp.

< less: Carve-outs to Subject >: - 0 \$ 148,900 + \$ 0 = \$ 148,900

BASE Dwelling/Site Allocation: \$ 150,750 Mrkt Adj.'d Comp. DS&S Modifications Final Adj.'d Comp. (RHS Allowance)

Comments: Comparable # 3 is most similar to the subject. the Minimum Compensation Value exceeds the list price for the Replacement Housing Comparable, therefore there is \$0.00 Replacement Housing Payment Differential.

\$ 148,900 - \$ 150,750 = \$ 0.00

Final Adj.'d Comp. (RHS Allowance) Certified Acquisition Price BASE Dwelling/Site Allocation Supplement (Price Differential)

\$ 148,900 - \$ 150,750 = \$ 0.00

Final Adj.'d Comp. (RHS Allowance) Minimum Comp. Price BASE Dwelling/Site Allocation Supplement (Price Differential)

\$ 148,900 - \$ 150,750 = \$ 0.00

Final Adj.'d Comp. (RHS Allowance) Greater: Acq. Or MnComp Price BASE Dwelling/Site Allocation Supplement (Price Differential)

Prepared By:


(Signature) Kathy Schmieg, Agency Representative

Date

7-23-17

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4793104 Type: For Sale

901 S Park Street, Red Wing MN 55066-3445

Status: Active List Price: \$145,000

Original List Price: \$145,000



Total Bed/Bath: 3/2 Garage: 1 Year Built: 1875

Style: (SF) One Story
 Const Status: Previously Owned
 Foundation Size: 1,359
 AbvGrdFinSqFt: 1,359
 BelGrdFinSqFt: 90
 Total Fin SqFt: 1,449
 Acres: 0.11
 Lot Size: 47 x 100
 Yearly/Seasonal: Yearly

List Date: 02/08/2017 Received By MLS: 02/08/2017

Map Page: 999 Map Coord: A1

Directions: From downtown Red Wing go SE on Bush St to 9th St. Go SW on 9th St to the property which is located on the corner of 9th St and S Park St

TAX INFORMATION

Property ID: 551800140 Short Format
 Tax Year: 2016
 Tax Amt: \$1,084
 Assess Bal: \$
 Tax w/assess: \$1,084
 Assess Pend: No
 Homestead: Yes

Days On Market: 14 PDOM: 14 CDOM: 14

General Property Information

Legal Description: FREEBORN & COS ADD DOC#581824 NLY 100FT OF THAT PT OF LOT 9 BLK 1 E OF S PARK ST ID# 5-0760-01500

County: Goodhue

Postal City: Red Wing

School District: 256 - Red Wing, 651-385-4500

Manufactured Home?: No

Complex/Dev/Sub: Common Wall: No

Lot Description: Corner Lot, Tree Coverage - Light

Road Frontage: City, Paved Streets, Curbs, Sidewalks

Zoning: Residential-Single

Accessibility: None

Remarks

Agent Remarks: RedWingHomesForSale.Com Inc encourages the use of electronic earnest money submittal. Please utilize the TrustFunds link located under the main picture in the MLS.

Public Remarks: This charming 3 bedroom home is move-in ready! Enter through a spacious 3 season porch. There are beautiful hardwood floors throughout the main level along with built-in cabinets between the Living Room and Dining Room as well as a built-in window seat in the Living Room. The main floor laundry features a new stackable washer and dryer. The large kitchen has new countertops, fridge, range, hood and dishwasher. The 2nd Bedroom has a private bath with a soaker tub (no closet). Walk to downtown.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	15 x 12	Three Season Porch	Main	22 x 8	Fuel:	Natural Gas
Dining Rm	Main	15 x 12	Laundry	Main	7 x 4	Air Cond:	Central
Family Rm			Office	Main	11 x 11	Water:	City Water/Connected
Kitchen	Main	15 x 11				Sewer:	City Sewer/Connected
Bedroom 1	Main	12 x 11	Bathrooms			Garage:	1
Bedroom 2	Main	12 x 9	Total: 2 3/4: 0 1/4:0			Oth Prkg:	
Bedroom 3	Lower	10 x 9	Full: 2 1/2: 0			Pool:	
Bedroom 4							

Bath Description: Main Floor Full Bath, Private Master, Walk Thru, Whirlpool

Dining Room Desc: Separate/Formal Dining Room, Eat In Kitchen

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Exhaust Fan/Hood, Dishwasher, Refrigerator, Washer, Dryer, Water Softener - Owned

Basement: Partial, Partial Finished, Day/Lookout Windows, Egress Windows, Stone

Exterior: Vinyl

Fencing: Wood, Privacy, Partial

Roof: Asphalt Shingles, Pitched

Amenities-Unit: Porch, Natural Woodwork, Kitchen Window, Vaulted Ceiling(s), Ceiling Fan(s), Hardwood Floors, Tiled Floors

Parking Char: Detached Garage, Insulated Garage, Driveway - Concrete, Garage Door Opener

Garage Dimensions: 28 x 15 Garage Sqft: 420 Garage Door Height: 7 Garage Door Width: 9

Special Search: **Main Floor Laundry, Main Floor Bedroom**
Topography: **Level**

Financial**Cooperating Broker Compensation**

Buyer Broker Comp: **2.4 %** Sub-Agent Comp: **0 %** Facilitator Comp: **0 %**
Variable Rate: **N** List Type: **Exclusive Right**

Financial Remarks: **Please use TrustFunds.Com for earnest money delivery. Minimum Earnest money deposit of \$1,000**

Sellers Terms: **FHA, DVA, Conventional, Rural Development, Cash**

Assumable Loan: **Not Assumable**

In Foreclosure?: **No**

Lender Owned?: **No**

Potential Short Sale?: **No**

Owner is an Agent?: **No**

Contact Information

Listing Agent: **John R. Rohan 651-388-1995**

Appointments: **999-999-9999**

Listing Office: **RedWingHomesForSale.com**

Office Phone: **651-388-1995**

MLS #: **4793104** Address: **901 S Park Street , Red Wing, MN 55066**

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901 S Park Street , Red Wing, MN 55066
MLS Number: 4793104



Front View



1 Car Detached Insulated and Finished Garage



Walkway between house and garage leading to back entrance



Side View / Front Entrance



Three Season Front Porch



Dining Room

901 S Park Street , Red Wing, MN 55066
MLS Number: 4793104



Dining Room - Note the built-in cabinets between the Dining Room and Living Room. The door on the left leads to the main floor laundry



Living Room - Note the built-in window seat



Living Room



Bedroom off of Living Room



Bedroom off of Living Room



Private Master Bath with soaker tub

901 S Park Street , Red Wing, MN 55066
MLS Number: 4793104



Bedroom off of Dining Room



Office / Den off of Kitchen



Kitchen



All new appliances

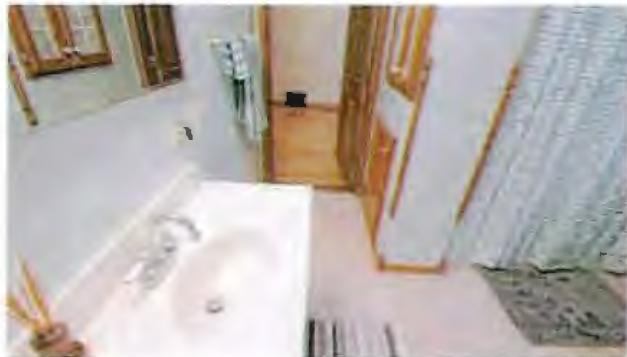


New Countertops



Laundry on main floor off of Dining Room

901 S Park Street , Red Wing, MN 55066
MLS Number: 4793104



Walk-Thru Full Bath between bedroom off of Dining Room and Back Entryway



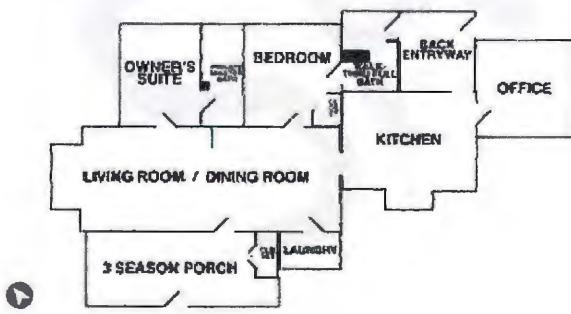
Bedroom on Lower Level



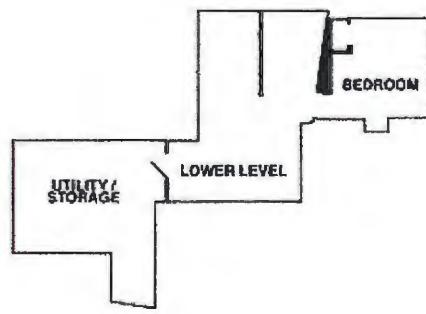
Bar on Lower Level



Garage interior - New Door and Opener



Main Level - Floor Plan



Lower Level - Floor Plan


Goodhue County Assessor

 Hosted by
 Minnesota Assessors, Inc.

House Number: 55.180.0140
 Blue Book: AMANDA D STURGES
 Property Address: 901 SOUTH PARK ST
 RED WING, MN 55066-0000
[GIS PARCEL MAPS](#) [GIS ENHANCED PARCEL VIEWER](#)
 Holding Address: AMANDA D STURGES
 901 SOUTH PARK ST
 RED WING, MN 55066 USA
 ZIP Code: 55066
 Class: RESIDENTIAL
 Map Area: 55 RED WING-R
 Tax District: CITY OF RW 256
 Zoning: NOT APPLICABLE
 Tax Map: 55180
 Subdivision: (NONE)
 Tax Distr. Num: -
 Lot Block: -
 Tax Court Description: DOC#628957 MLY 100FT OF THAT PT OF LOT 9 BLK 1 E OF S PARK ST lot# 5-0780-01500
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)

 Property Audit: [PROPERTY REPORT \(PDF FILE\)](#)


1/1



Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$20,700	\$85,000	\$0	\$105,700

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$20,700	\$82,000	\$0	\$102,700
2014	\$20,700	\$77,400	\$0	\$98,100
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	47.00	47.00	100.00	100.00	41.36

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
-----------	-------	------------	-------------------

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4789372 Type: For Sale

1514 Roosevelt Avenue, Red Wing MN 55066

Status: Active List Price: \$148,500

Original List Price: \$148,500



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Total Bed/Bath: 3/ 2 Garage: 1 Year Built: 1948

Style: (SF) One 1/2 Stories
Const Status: Previously Owned
Foundation Size: 842
AbvGrdFinSqFt: 1,285
BelGrdFinSqFt: 96
Total Fin SqFt: 1,381
Acres: 0.17
Lot Size: 60x120
Yearly/Seasonal: Yearly

List Date: 01/24/2017

Received By MLS: 01/25/2017

Map Page: 999 Map Coord: A1

Directions:

West Ave to Maple-left to Roosevelt, right.

TAX INFORMATION

Property ID: 555150120 Short Format
Tax Year: 2016
Tax Amt: \$1,172
Assess Bal: \$
Tax w/assess: \$1,172
Assess Pend: No
Homestead: No

Days On Market: 29 PDOM: 29 CDOM: 29

General Property Information

Legal Description: Sunnyside Rearrange Lot 1012
County: Goodhue
Postal City: Red Wing
School District: 256 - Red Wing, 651-385-4500
Manufactured Home?: No
Complex/Dev/Sub: Common Wall: No
Road Frontage: City
Zoning: Residential-Single

Accessibility: None

Remarks

Agent Remarks: Central Air unit could be converted to heat also. Currently hot water heat.

Public Remarks: Perfect starter home, new paint & flooring throughout most of the home. Lower level has a family room area that could be finished and a new finished 3/4 bath. Good sized back yard and an oversized 1 car garage. Roof 2008. Paver patio in back.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Hot Water
Living Rm	Main	17x12				Fuel:	Natural Gas
Dining Rm	Main	10x11	Bathrooms			Air Cond:	Central
Family Rm			Total: 2 3/4: 1 1/4:0			Water:	City Water/Connected
Kitchen	Main	16x9	Full: 1 1/2: 0			Sewer:	City Sewer/Connected
Bedroom 1	Main	12x9				Garage:	1
Bedroom 2	Main	12x9				Oth Prkg:	
Bedroom 3	Upper	12x18				Pool:	None
Bedroom 4							

Bath Description: Main Floor Full Bath, 3/4 Basement

Dining Room Desc: Eat In Kitchen

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Microwave, Dishwasher, Refrigerator, Washer, Dryer, Water Softener - Owned

Basement: Full

Exterior: Vinyl

Roof: Asphalt Shingles, Pitched, Age Over 8 Years

Amenities-Unit: Kitchen Window

Parking Char: Detached Garage

Garage Dimensions: 14x22

Garage Sqft:

Garage Door Height:

Garage Door Width:

Special Search: Main Floor Bedroom

Financial

Cooperating Broker Compensation

Buyer Broker Comp: 2.4 % Sub-Agent Comp: 0 % Facilitator Comp: 2.4 %
Variable Rate: N List Type: Exclusive Right

Sellers Terms: **FHA, DVA, Conventional, Rural Development, Cash**
Assumable Loan: **Not Assumable**
In Foreclosure?: **No**
Lender Owned?: **No**
Potential Short Sale?: **No**
Owner is an Agent?: **No**

Contact Information

Listing Agent: Linda Meerkins 651-764-4972
Listing Office: Edina Realty, Inc.

Appointments: ShowingTime
Office Phone: **651-388-0259**

MLS #: **4789372** Address: **1514 Roosevelt Avenue, Red Wing, MN 55066**

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1514 Roosevelt Avenue , Red Wing, MN 55066
MLS Number: 4789372



1514 Roosevelt Avenue , Red Wing, MN 55066
MLS Number: **4789372**



1514 Roosevelt Avenue, Red Wing, MN 55066
MLS Number: 4789372




Goodhue County Assessor
Hosted by
Goodhue County, Inc.

Street Number: 1540
 Legal Owner: JOAN M NEUBAUER
 Primary Address: 1514 ROOSEVELT AVE
 RED WING, MN 55066-0000
 GIS PARCEL MAPS: [GIS ENHANCED PARCEL VIEWER](#)
 Mailing Address: JOAN M NEUBAUER
 1514 ROOSEVELT AVE
 RED WING, MN 55066 USA
 POF (place): RED WING CITY - R.
 Class: RESIDENTIAL
 Obj. Type: 55 RED WING-R
 Tax District: CITY OF RW 256
 Zoning: NOT APPLICABLE
 Lot #/S: 55515
 Subdivision: (NONE)
 Section/Block: --
 Lot/Block: -012
 Prior Year Tax Stamps: ID# 5-1780-01200 DOC #497873 LOT 12
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)
 County Surveyor: [PROPERTY REPORT \(PDF FILE\)](#)



1/4



Current Value as of January 2016 - Taxed Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$34,200	\$77,100	\$0	\$111,300

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$34,200	\$74,100	\$0	\$108,600
2014	\$34,200	\$70,300	\$0	\$104,500
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	60.00	60.00	120.00	120.00	57.00

Residential Building Information

Occupancy	Style	Year Built	Total Living Area

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4795007 Type: For Sale

1580 Birchwood Drive, Red Wing MN 55066

Status: Active List Price: \$148,900
An Offer Has Been Accepted Contingent Upon: Inspection

Original List Price: \$148,900

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Total Bed/Bath: 3/ 2 Garage: 1 Year Built: 1961

Map Page: 999 Map Coord: A1

Directions:

Featherstone Drive to W. Maple, right to Birchwood Dr, Right on Birchwood.

TAX INFORMATION

Property ID:	550800800 Short Format
Tax Year:	2016
Tax Amt:	\$1,564
Assess Bal:	\$
Tax w/assess:	\$1,564
Assess Pend:	No
Homestead:	No

Style: (SF) One Story
 Const Status: Previously Owned
 Foundation Size: 1,296
 AbvGrdFinSqFt: 1,626
 BelGrdFinSqFt:
 Total Fin SqFt: 1,626
 Acres: 0.22
 Lot Size: 75x129
 Yearly/Seasonal: Yearly
 List Date: 02/15/2017

Received By MLS: 02/15/2017

Days On Market: 7 PDOM: 7 CDOM: 7

General Property Information

Legal Description: Birchwood Village addition Lot 087 ID#5-0380-8400 Lot 87 Doc#548213
 County: Goodhue
 Postal City: Red Wing
 School District: 256 - Red Wing, 651-385-4500
 Manufactured Home?: No
 Complex/Dev/Sub: Common Wall: No
 Road Frontage: City
 Zoning: Residential-Single

Accessibility: None

Remarks

Agent Remarks: Property has renter, 24 hour notice needed- showings 5PM or later or on weekends. Photos were taken prior to renters.

Public Remarks: Quiet neighborhood, 3 Bedroom home with a main floor family room, hardwood floors in living room & bedrooms. Remodeled main floor bath, screen porch in private back yard, workshop in walkout basement.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	20x12	Porch	Main		Fuel:	Natural Gas
Dining Rm	Main	12x10	Work Shop	Lower		Air Cond:	Central
Family Rm	Main	19x12				Water:	City Water/Connected
Kitchen	Main	12x8				Sewer:	City Sewer/Connected
Bedroom 1	Main	12x12	Bathrooms			Garage:	1
Bedroom 2	Main	12x11	Total: 2 3/4: 0	1/4:0		Oth Prkg:	
Bedroom 3	Main	11x9	Full: 1 1/2: 1			Pool:	None
Bedroom 4							

Bath Description: Main Floor Full Bath, 1/2 Basement
 Dining Room Desc: Informal Dining Room
 Family Room Char: Main Level
 Fireplaces: 0 Fireplace Characteristics:
 Appliances: Range, Dishwasher, Refrigerator, Washer, Dryer
 Basement: Walkout, Full
 Exterior: Metal
 Fencing: None
 Roof: Asphalt Shingles, Pitched, Age Over 8 Years
 Amenities-Unit: Porch, Kitchen Window, Hardwood Floors
 Parking Char: Tuckunder
 Special Search: 3 BR on One Level

Financial

Cooperating Broker Compensation

Buyer Broker Comp: 2.4 % Sub-Agent Comp: 0 % Facilitator Comp: 2.4 %

Variable Rate: **N** List Type: **Exclusive Right**

Existing Financing: **FHA**
In Foreclosure?: **No**
Lender Owned?: **No**
Potential Short Sale?: **No**
Owner is an Agent?: **No**

Contact Information

Listing Agent: Linda Meerkins 651-385-6264

Appointments: ShowingTime

Listing Office: Edina Realty, Inc.

Office Phone: **651-388-0259**

MLS #: **4795007** Address: **1580 Birchwood Drive, Red Wing, MN 55066**

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1580 Birchwood Drive , Red Wing, MN 55066
MLS Number: **4795007**



1580 Birchwood Drive , Red Wing, MN 55066
MLS Number: 4795007



1580 Birchwood Drive , Red Wing, MN 55066
MLS Number: 4795007



1580 Birchwood Drive , Red Wing, MN 55066
MLS Number: **4795007**



Goodhue County Assessor

Powered by
Vance and Associates, Inc.

Parcel Number: 55-080-0800
 Owner: MELISSA L WOHLFEL
 Property Address: 1580 BIRCHWOOD DR
 RED WING, MN 55066 0000
[GIS PARCEL MAPS](#) [GIS ENHANCED PARCEL VIEWER](#)
 Mailing Address: MELISSA L WOHLFEL
 1580 BIRCHWOOD DR
 RED WING, MN 55066 USA
 City Name: RED WING CITY - R
 Class: RESIDENTIAL
 Lot Number: 55 RED WING-R
 City of: CITY OF RW 256
 Zoning: NOT APPLICABLE
 Sale Date: 55080
 Sale Description: [NONE]
 Sale Type: -
 Sale Year: -087
 Sale Legal Description: ID# 5-0380-08400 LOT 87 DOC# 548213
 (NOTE: NOT TO BE USED ON LEGAL DOCUMENTS)
 Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



1 / 3



Current Value as of January 2016 - Taxes Payable 2017

Land Value	Dwelling Value	Improvement Value	Total Value
\$43,700	\$94,200	\$0	\$137,900

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$43,700	\$90,300	\$0	\$134,000
2014	\$43,700	\$80,300	\$0	\$124,000
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	75.00	75.00	129.00	123.00	72.75



A Proposal to Provide
**ACQUISITION AND
RELOCATION SERVICES**
for SAP 43-615-13,
CSAH 15 (Morningside)
for McLeod County
March 23, 2018



Engineering ■ Planning ■ Environmental ■ Construction

701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Tel: 763-541-4800
Fax: 763-541-1700

March 23, 2018

Mr. John Brunkhorst
County Engineer/Public Works Director
McLeod County Public Works
1400 Adams Street SE
Hutchinson, MN 55350

Re: Engagement Letter
Proposal for Right of Way Acquisitions and Relocation Assistance Services
SAP 43-615-13 - CSAH 15 (Morningside)

Dear Mr. Brunkhorst:

We appreciate the opportunity to present this proposal for professional right of way acquisition and relocation services related to the McLeod County's CSAH 15 – Morningside Road project.

WSB & Associates, Inc. will complete the following acquisition and relocation services:

- Project Management
- Acquisition Services
- Relocation Assistance Services
- ROW Certificate #1
- Eminent Domain Assistance
- Minimum Compensation Reports, if needed

We are proposing to complete the defined services for a fee not to exceed **\$45,970.00** with the breakdown of those services detailed within this proposal.

If this proposal is acceptable to you, please have the County block of this letter signed and return a copy to WSB. Receipt of an executed copy will be WSB's authorization to proceed.

We sincerely appreciate the opportunity to continue working with McLeod County and look forward to assisting the County with the completion of this project. If you have any questions, please call me at 763-231-4868.

Sincerely,
WSB & Associates, Inc.

Penny Rolf
Penny Rolf

Right of Way Manager

ACCEPTED BY:
McLeod County

NAME _____
TITLE _____
DATE _____

**McLeod County
SP 43-615-13
Scope of Work**

PROJECT UNDERSTANDING

This project entails the construction of a new ½ mile urban corridor on CSAH 15 (Morningside) between 11th Street and 16th Street in the City of Glencoe. The design involves the construction of a two-lane road with turn lanes, a trail, rail road crossing improvements, and a roundabout. Per the request for proposal, the project requires McLeod County to acquire permanent highway easements on six parcels and total acquisitions from two property owners. In accordance with the Uniform Act, the two total acquisitions will require relocation services for the two owner/landlords and two tenants.

Our estimate will reflect the 8 parcel acquisitions as noted in the RFP. However, during our research for this proposal, two of the eight parcels were identified as being under the same PID# and ownership and may be able to be combined into one report for appraisal purposes and easement acquisition.

The construction project is scheduled to begin in 2019. According to the RFP, the acquisition and relocation activities should be completed prior to May 1, 2019.

PROJECT APPROACH

We will address the property concerns of the landowners respectfully and patiently, without compromising the needs of the County or the integrity of the project schedule.

One Point of Contact:

In an effort to minimize any confusion to the property owners throughout this process, our staff will be assigned to specific parcels and will continue in that role throughout the project. The owners will then have one point of contact if they have any questions. This helps to eliminate misunderstandings that occur when multiple parties are in communication with the owner. The agent assigned will handle the field title work, the offer and negotiations as well as relocation.

Having one agent deal with the owner in both the acquisition and relocation phases of work allows the agent to build a relationship with the owners, the end result being settlements that are fair to both the client and the owner which flow more smoothly, enabling the delivery of this project on schedule and within budget. Using this approach, we have found that we are able to reduce or eliminate the need for condemnation for the acquisition and successfully relocate those that are being displaced.

Streamlining Acquisition/Relocation Services:

Acquisition and relocation tasks will be completed in conjunction with one another allowing our staff to work more efficiently which, in turn, results in our ability to remain within the schedule included in our proposal.

Kick-Off Meeting:

We recommend that a project kick-off meeting with McLeod County be conducted prior to our staff commencing work on this project. During this meeting, project and parcel impacts will be discussed to determine the impacts and possible owner issues and concerns. This allows us to address those issue at that time rather than later in the process which could increase work time and delay deadlines.

Right of way acquisition and relocation services will be provided in accordance with Title 23 United States Code, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601 et seq) and 49 CFR Part 24, and other applicable state and federal laws and rules. All documentation and procedures will follow Mn/DOT's Right of Way Manual along with information supplied by the McLeod County Public Works.

Right of Way Software Technology

WSB's Right of Way Group and GIS Group collaborated to create a Right of Way software program that encompasses a GIS mapping system and uses a DataLink platform. The program allows our Right of Way Group to streamline the preparation and uploading the documents to a web-based system.

With the application, our Right of Way agents are able to:

- access the program while meeting owners
- show landowners the entire scope of the project
- zoom in and visualize the impacts a project may have on their individual property.
- access the electronic parcel files in the field, review and update parcel notes
- link pictures to the parcels and draw in the application.
- take a snapshot of the mapping parcel, write notes on the picture and email the client or design engineer all from the field.

In addition to streamlining the acquisition process for our agents, McLeod County benefits from the Right of Way application. This web-based program would be accessible to McLeod County staff allowing them to have real-time acquisition status on the project. The GIS mapping allows project stakeholders to view a specific parcel impacted by the project or an aerial of the entire project. McLeod County, at any time, would be able to review parcel information including parcel sketches, appraisals, title work, parcel contact information, negotiation status and the right of way agent's parcel notes. This application enhances our communication between McLeod County and WSB on projects.

**It is assumed the County or the design firm will provide the CAD drawings to WSB for input into this system.*

Closing Acquisitions and Relocations on Schedule

The staff assignments on this project will be made to efficiently provide the expertise and staff required to secure the necessary properties and complete the relocations in the time frame required. For the parcels requiring acquisition and relocation services, one agent will be assigned to both tasks ensuring one point of contact throughout the process for both the owners and tenants.

We have a proven track record of delivering federally funded Right of Way projects within a tight timeframe.

Minimize and Manage Delays or Changes

There are few projects that are completed without some delays or revisions during the process. These revisions generally come about from the impacts determined through the field title process. If those impacts are addressed early in the project, we have found that it eliminates some of the resistance from the owners and helps to keep us on schedule. In the event there are delays that could compromise the delivery of the project, we will assign additional staff to ensure that the schedule of the project is not delayed.

Our proposed scope for right of way acquisition and relocation services includes the following:

TASK 1: PROJECT MANAGEMENT

General Project Management/Reports/Meetings

Project management tasks will include management of our right of way staff, project status reports and schedule coordination of WSB staff and our sub-consultants to ensure timely completion of the required appraisals, acquisition and relocation tasks. Communication will be maintained with Mr. John Brunkhorst, McLeod County Engineer, landowners, tenants and all stakeholders throughout the process to resolve any issues or concerns that arise quickly and efficiently which, in turn, keeps the project on schedule and on budget.

Deliverables/Tasks:

- Monthly acquisition and relocation progress reports
- Copies of critical correspondence and project issue data
- Communication with the project design and delivery team, the County, and other agencies and local groups as necessary to complete the project
- Conduct and attend progress meetings

County participation:

- Timely review and approval of all deliverables detailed in this scope of services

TASK 2: ACQUISITION SERVICES

Early Notification Letters

Upon receiving a notice to proceed from McLeod County in April 2018, our staff will prepare the required letter after obtaining content approval from the County. The letter and any enclosures will then be mailed to the property owners by Certified Mail. The early notification letter will explain the project, right of way acquisition process, and list key staff contacts.

Deliverables/Tasks:

- Early Notification Letter and property rights brochure will be sent by certified mail to each parcel owner
- A Contact Information Form will be mailed to each parcel owner with a self-addressed stamped envelope for easy return to the agent

County participation:

- Approval of Early Notification Letter format

Field Title Investigation/Landowner Meetings

Upon receiving title work from the County, our right of way staff will begin field title interviews. This on-site meeting is a key component of a successful acquisition. It is our first contact with the owners and an opportunity for the right of way agent to establish a relationship and start a positive, informative dialogue with the owner.

Information gathered during this process, such as tax information and property value data, will be used to avoid rework and errors during the acquisition process. The property will be viewed with the property owner to listen to the landowners' thoughts. We will discuss any owner concerns or design issues with the County. Many times, minor changes to the design can be made to alleviate those issues and concerns. This shows that the County is willing to work with the owners creating a positive working relationship for future negotiations.

Deliverables/Tasks:

- Verify ownership, marital status and document concerns of property owners affected by the project with a personal visit to parcels
- Complete Field Title Reports

County participation:

- Title research and updates, as needed
- Parcel sketches and legal descriptions
- Set of construction plans

Direct Purchase Negotiations

After the appraisals are certified and offers are approved by the County, WSB will prepare authorizations to present offers, the offer packages, conveyance documents, settlement memos and legal stipulations. The County Attorney will provide conveyance document templates which will be populated by WSB staff.

WSB staff will then present the written offers to the property owners. We recommend presenting the offers in person to build rapport and trust with the landowners. If there are out of state owners or owners unable to meet, the offers will be sent out by Certified Mail.

At the time of the offer, the relocation process will be explained to the owners. Our staff will also meet with the two tenants to explain the relocation process and hand deliver their relocation eligibility letters. If the tenants are not available to meet, their relocation eligibility letter will be sent by Certified Mail and we will arrange to meet with them.

Our staff will conduct good faith negotiations and request settlements from the County as appropriate and justified. Upon closing the file, WSB will provide the original file to the County with the negotiator's log and all applicable documents

Deliverables/Tasks:

- Prepare documents and offer packages based on templates provided by County
- Offer letters, offer summary, executed documents and W-9
- Settlement memos, legal stipulations and mortgage consents
- Detailed negotiator contact logs for the impacted parcels
- Provide payment requests
- Construction notes

County participation:

- County attorney will provide conveyance document templates and approve all conveyance documents
- Provide County Resolution authorizing offers and eminent domain, if needed
- Timely review and approval of administrative settlements
- Process payment requests, provide copies of checks
- Record documents and provide copies for agent files
- County will handle the real estate closings on the two total take parcels

Task 3.0: RELOCATION ASSISTANCE SERVICES

Relocation Study

Research will be conducted into available residential properties on the market. The relocation study will include a personal interview with the owners and tenants to gather information on their relocation needs and explain the relocation process, relocation assistance and eligibility requirements. Our staff is very experienced in the preparation of these studies, having completed them on multiple projects for MnDOT, counties and cities throughout the state. The personal interview with the owners will be done in conjunction with the Field Title Investigation meeting allowing the agent to compile the title information and relocation needs of the owner at that time.

Deliverables/Tasks:

- Relocation Study

Relocation Services

Relocation is a delicate process. The impact relocation has on a property owner or tenant can vary. WSB approaches each situation individually, listening to the property owners' and tenants' concerns and educating them on their rights. We thoroughly explain the process and inform them of their eligibility. Our agents are sensitive to various situations and constantly communicate with the owners and tenants to walk them through the process.

The relocation tasks will include advisory assistance for both residential and owner/landlord displacees, an initial interview with the displacee(s), determination of relocation eligibility/relocation assistance package, notification letters, referrals, decent, safe and sanitary inspections, move coordination and claims processing. If the residential tenants purchase, a staff person from WSB would attend closing for the replacement properties to verify the relocation funds are applied to down payment/closing costs.

Deliverables/Tasks:

- Copies of all notices to each displacee with proof of receipt.
- Review invoices for landlord relocations to determine eligible expenses
- Submit partial and final claims with supporting documentation for review.
- Maintain a relocation file for each displacee including copies of correspondence, notes, claims with documentation and displacee record form and provide, upon completion.
- Rent supplement study

County participation:

- Timely review and approval of claims
- Provide copies of issued payment checks

Task 4.0: RIGHT OF WAY CERTIFICATE # 1

Multiple Right of Way Certificate # 1's have been prepared and submitted by our staff. WSB will draft the Certificate, obtain County signatures, schedule and attend the audit meeting of files to obtain a signed Right of Way Certificate # 1. WSB's past audit experience have always returned "no findings" meaning an A+ audit.

Deliverables/Tasks:

- Prepare Right of Way Certificate, organize files, schedule and attend audit meeting

County participation:

- Provide timely signature of the Right of Way Certificate #1

Task 5.0: EMINENT DOMAIN ASSISTANCE

In the event that a parcel is not settled prior to exercising eminent domain, the assigned right of way agent will provide a summary statement for each parcel that is not acquired through direct purchase. This will assist the attorney in understanding the issues involved such as time, value, design, purpose and need, etc. Our staff will work with the County to provide the photos, documentation and sketches required for the eminent domain hearings.

Deliverables/Tasks:

- Summary statement and parcel file
- Documents and exhibits such as photos, parcel sketches, landowner agreements and cross easements

County participation:

- Prepare and file eminent domain documents
- Obtain any required County Resolutions
- All legal tasks and reviews associated with exercising the power of eminent domain

Task 6.0: SUBCONSULTANTS

Appraisals and Review Appraisals

The appraisal work will be completed by Hokanson Appraisals and the review appraisals by Robinson Appraisal & Associates. The appraisal services will be consistent with MnDOT's Right of Way Manual, specifically Section 200. The appraisals will meet the requirements, as defined in the MnDOT Right of Way Manual. The appraisals will also meet the requirements for federal aid projects as defined by 49 CFR 24.2(a)(3). Three hard copies of the appraisal report will be provided, as well as an electronic copy.

Our appraisal consultants have extensive experience working in McLeod County and surrounding counties and cities.

**Full resumes, with detailed experience information, are attached in the appendix.*

Deliverables:

- Electronic copy and 3 paper copies of the appraisal reports.
- Electronic copy and 3 paper copies of review appraisal reports.

ADDITIONAL SERVICE: MINIMUM COMPENSATION REPORTS

Minimum compensation reports are only required on owner-occupied parcels. Based on information provided in the RFP, the two residential parcels that are total acquisitions are not owner-occupied. Our staff members are very experienced in the preparation of these reports. If they are required, research will be conducted on the real estate market to determine if there is a price difference between the appraisal amount and the cost of comparable properties. If there is a difference, this amount would be included in the letter of just compensation.

- Examples of Minimum Compensation Reports are included in the proposal appendix.

Deliverables/Tasks:

- If required, prepare minimum compensation reports.

PROJECT TECHNICAL CAPABILITIES

Our Right of Way Group has extensive experience reviewing appraisals, researching and reviewing title information, as well as reading construction plans and profiles. We are experienced in implementing the procedures set forth in the Uniform Act, Eminent Domain laws, and the MnDOT Right of Way Manual.

PROJECT TEAM QUALIFICATIONS

WSB's right of way practice consists of experienced real estate professionals providing acquisition and relocation services for projects ranging from large-scale highway reconstruction to municipal roadways, water, sewer, and transmission projects.

Our firm and right of way staff are on MnDOT's Pre-Qualified List of Consultants in the following right of way service areas that apply to this project:

- 8.1 – Direct Purchase
- 8.2 – Relocation Services – Level I and Level II
- 8.3 – Field Title Investigations

Our staff members have completed residential and commercial acquisitions and relocations on multiple projects for MnDOT, cities and counties throughout Minnesota. Over the course of our work, we have encountered many projects that impacted residential properties where tenants and/or owners were being displaced as part of a project. We work with all parties throughout the acquisition and relocation process by providing referrals, completing decent, safe and sanitary inspections, preparing rent supplements or down payment assistance claims and answered their concerns and questions throughout the process. All parties on our past projects were successfully relocated prior to the issuance of a Right of Way Certificate # 1.

Please refer to the Project Experience section of this proposal for more detailed descriptions of our acquisition and relocation projects.

RIGHT OF WAY STAFF

Penny Rolf, SR/WA, RW-NAC, RW-RAC

Right of Way Group Manager

Role on Project - Project Manager/Acquisition and Relocation Agent

Penny is the Right of Way Group Manager with over 26 years of experience in right of way acquisition, relocation, contract administration and plan review. She has been the project manager for multiple acquisition and relocation projects with the past 18 years exclusively devoted to acquiring right of way and providing relocation assistance on numerous projects. Penny will be managing the project for McLeod County and will oversee the acquisition and relocation assistance.

Brent Rolf

Right of Way Specialist

Role on Project –Acquisition and Relocation Agent

Brent is a Right of Way Specialist with WSB. He has experience in the preparation and research required for the relocation study, minimum compensation reports and the rent supplement analysis reports. He will be assisting on those tasks project as well as other required tasks in the scope of work.

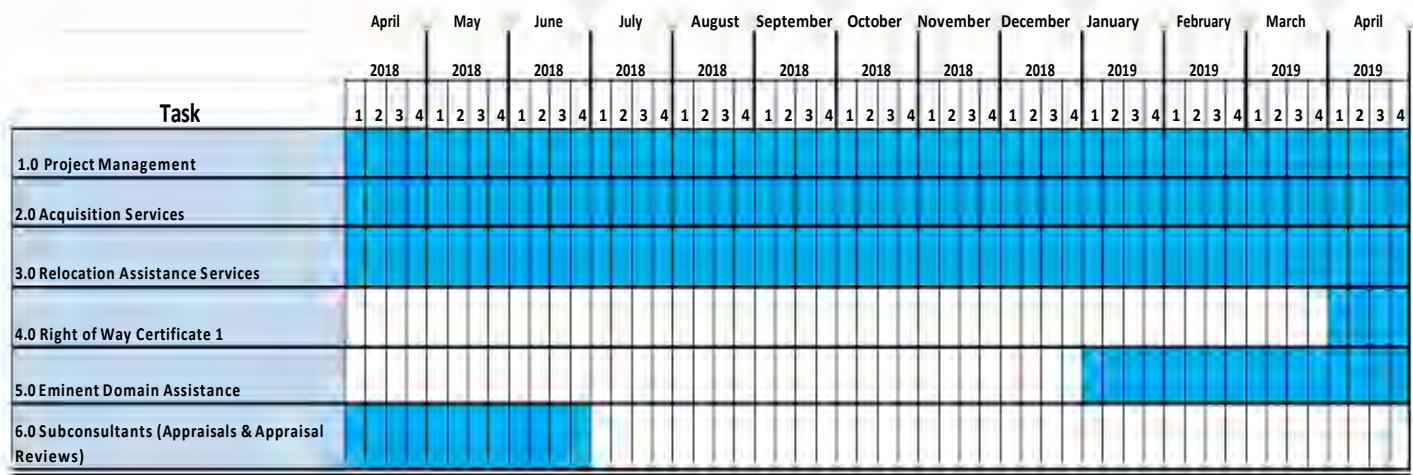
**Full resumes, with detailed experience information, are attached in the appendix.*

RELOCATION ASSISTANCE TESTIMONY

Our staff has experience in preparing the documentation for court to substantiate the relocation claims approved and/or denied as well as the testimony related to those claims. However, the need for testifying and justifying our relocation supplements has been limited as the majority of our relocations have been successful thereby eliminating the need for relocation appeals.

PROJECT TIME SCHEDULE

Based on the RFP and discussions with McLeod County, it is our understanding that the project schedule is as follows:



FEES PROPOSAL

We are proposing to complete the defined services for a fee not to exceed **\$45,970.00** with the breakdown of those services detailed in the scope of work section of this proposal:

WSB Professional Services

Project Management	\$ 2,732.00
Acquisition Services	\$ 18,942.00
Relocation Assistance Services.....	\$ 9,764.00
Right of Way Certificate #1	\$ 1,692.00
<u>Eminent Domain Assistance</u>	<u>\$ 1,692.00</u>
Sub-total - WSB Professional Services	\$ 34,170.00

*The estimate above includes overhead and profit and all costs associated with word processing, vehicle mileage, cell phones, reproduction of common correspondence and mailing.

Sub-Consultant Services

Appraisals	\$ 9,800.00
Review Appraisals	<u>\$ 2,000.00</u>
Sub-total – Sub-consultant	\$11,800.00

Total Estimate for Professional Services **\$ 45,970.00**

Optional Services:

Minimum Compensation Reports..... \$750.00 per report

ASSUMPTIONS

- Acquisition services will be provided for 8 properties
- Relocation assistance on two owner/landlords and 2 tenants
- No minimum compensation reports are required.
- County will provide directly or through consultants:
 - Construction plans, title work, parcel sketches and legal descriptions
 - Templates of conveyance and settlement stipulation documents
 - Recording of conveyance documents
 - Real estate closings on the two total acquisition parcels

INSURANCE

Upon selection, insurance information for WSB & Associates will be provided to McLeod County.

PROJECT EXPERIENCE

Similar Projects-Additional details are included on the attached resumes

Listed below are completed and ongoing projects with services provided by our staff that are similar to this project:

CSAH 12 Reconstruction Project– Blue Earth County

As part of this project, Blue Earth County was constructing the last stage of the CSAH 12 project from CSAH 17 to TH 83. As part of the project, acquisition was needed on 12 parcels with one total acquisition on a residential owner/occupied property. Acquisition and relocation services were provided in compliance with the Uniform Relocation Act. Project duties included: Project and property management, minimum compensation report, coordination of appraisals and reviews, field title investigations, negotiations and relocation services. As part of the relocation services, a relocation study, replacement housing supplement, relocation claims and move estimates were prepared.

Delivery and budget:

- This project was completed within the budget and within the schedule needed to allow Blue Earth County to start within their required timeline.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent
- Brent Rolf –Acquisition and Relocation Agent

TH 1 Reconstruction Project, Isabella, MN – MnDOT – District 1

This project in Isabella included acquisition and relocation services on one residential owner-occupied property. Project duties included: Acquisition tasks included property management, field title investigation and negotiations. Relocation tasks provided included a relocation study, comparable search and replacement housing supplement report, DS & S inspections and preparation of relocation claims for moving, closing costs and the housing supplement.

Delivery and budget:

- This project is currently in progress. WSB and Associates is meeting MnDOT's schedule and is within the project budget.

Key Personnel

- Penny Rolf – Project Manager
- Brent Rolf – Acquisition and Relocation Agent

University Avenue Project – Anoka County

The University Avenue project required total acquisitions of 7 owner-occupied and 2 landlord/tenant properties. There were several complex relocations as part of this project including several tenants with mental disabilities, low income tenants and a homeowner that owed more on his home than it was appraised. The relocations were completed successfully with the tenants and owners in final housing that met all their needs.

Project duties included: Project and property management, field title investigations, negotiations and relocation services. As part of our services, minimum compensation reports were prepared on the owner-occupied properties. In addition, a relocation study, rent study, rent supplements, relocation claims and move estimates were prepared.

Delivery and budget:

- This project was completed on schedule and within budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent

CSAH 77 – Reconstruction Project, Lake Shore, MN – Cass County/City of Lake Shore

As part of this project, Cass County and the City of Lake Shore were reconstructing a 4-mile section of CSAH 77 located along Gull Lake. Acquisition was required on 75 parcels with settlements reached on 73 parcels. Right of way acquisition services included project management, coordination of appraisal and appraisal reviews, field title investigations, easement acquisition as well as eminent domain assistance. Acquisition services were completed in compliance with the Uniform Relocation Act and the requirements of DNR Legacy Fund program related to the trail portion of this project.

Delivery and budget:

- This project was completed within the project deadline and budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition Agent
- Brent Rolf – Acquisition Agent

TH 11 – ADA and Sidewalk Project / Baudette, MN – MnDOT District 2

The project included the reconstruction of the sidewalk along TH 11 to meet ADA compliance. Services provided on this project include project management, field title investigations, acquisition of easements on 39 residential and commercial properties. This project was completed in conjunction with a city sewer and watermain project.

Delivery and budget:

- The project was completed within the schedule and budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition Agent
- Brent Rolf – Acquisition and Relocation Agent

TH 15 Safety Improvement Project / New Ulm, MN – MnDOT District 7

The project includes the closure or redesign of several driveway accesses onto TH 15 as well as the reconstruction of the sidewalk along TH 15 to meet ADA compliance. This project required permanent or temporary easements on 34 parcels (14 commercial properties, one school parcel and 19 residential parcels). Specific responsibilities include project management, coordination of the appraisal, minimum damage valuations on 30 parcels, preparation of field title reports, and the negotiations and acquisition of right of way.

Delivery and budget:

- This project has been completed and we were able to meet the schedule and budget for the acquisition work.

Key Personnel

- Penny Rolf – Project Manager
- Brent Rolf –Acquisition Agent

TH 43 Bridge project, Winona, MN – MnDOT District 6

This project in Winona includes total acquisitions of 11 residential properties and 7 commercial properties plus several partial acquisitions. Project duties included: Project and property management, leaseback agreements, field title investigations, a relocation study addressing the relocation of residential tenants/owners, commercial properties and a billboard, acquisition of 3 owner occupied homes and 8 multi-unit student rental homes and relocation assistance to the 30 tenant relocations, 8 landlord relocations and 7 commercial relocations.

The residential displacees included 3 residential owner/occupants and 30 residential tenants that included; seasonal college students, long term residential tenants, tenants with physical and mental handicaps, low income tenants and one tenant with Section 8 housing. Relocations were also required for a car dealership, convenience store/gas station and a trailer/car rental business.

Delivery and budget:

- This project is currently in progress. WSB and Associates is meeting MnDOT's schedule within the project budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent
- Brent Rolf – Relocation Agent

CSAH 96/TH 10, Arden Hills, MN – Ramsey County

The project included the reconstruction of CSAH 96 and TH 10 in Arden Hills, Minnesota. Acquisition was required on 12 parcels that included residential properties, a church, gas station and a mobile home park. In addition, relocation services were provided to two mobile home owner/occupants and the owners of five storage sheds.

Specific duties included: Project management, field title investigations, negotiations, relocation study and relocation advisory services, preparation of relocation claims, and replacement housing payment claim packages. As part of the planning, we met with the displacees to determine their needs that would need to be addressed as part of their relocation.

Delivery and budget:

- This project was completed on schedule and within budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent

TH 53 Bridge Project, Virginia, MN – MnDOT District 1

The realignment of TH 53 in Virginia and construction of a new bridge required that acquisitions be obtained on 9 parcels which included 3 total acquisitions on 3 commercial properties including a car rental and sales business, car repair business and a construction business.

Acquisitions services included: project and property management services as well as field title reports, relocation study for commercial properties, acquisitions and negotiations. In addition, a relocation study, move estimates, relocation claims and move estimates were prepared for the 3 commercial relocations.

All parcels were acquired and no condemnation was needed

Delivery and budget:

- This project is currently in progress. WSB and Associates is meeting MnDOT's schedule and project budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent
- Brent Rolf –Acquisition and Relocation Agent

125th Street Corridor Project, Pine Island – Olmsted County

This project involved construction of a new leg of an interchange that will connect TH 52 to CSAH 3 & 5 approximately ½ mile from Pine Island and required the relocation of one owner/occupied residential hobby farm.

Services provided included: Project and property management, field title investigations, preparation of a relocation study and a Minimum Compensation report as well as providing acquisition and relocation assistance.

Delivery and budget:

- This project was completed on schedule and within budget.

Key Personnel

- Penny Rolf – Project Manager and Acquisition/Relocation Agent

**McLeod County
Acquisition and Relocation Estimate
Morningside Road Project - Glencoe
March 23, 2018**

Costs associated with word processing, vehicle mileage, cell phones, reproductions of common correspondence and mailing are included in the hourly rates.

Task Description	WSB Staff			Hours	Costs
	Penny Rolf	Brent Rolf			
1 Project Management	12	8		20	\$2,732
1.1 General Project Management , Reports, Coordination, Kick Off Meeting					
2 Acquisition Services	93	39		132	\$18,942
2.1 Early Notification Letters					
2.2 Field Title Investigations/Landowner Meetings					
2.3 Documents, Offers, Negotiations, and Closing Files					
3 Relocation Assistance Services	48	20		68	\$9,764
3.1 Relocation Study					
3.2 Relocation Tasks:					
Advisory services, meetings with displacee, referrals, move coordination and determination of eligible relocation benefits					
Notification Letters- Relocation Eligibility, 90 day notice letter					
Rent Supplements					
(Comparable research, conduct inspections and prepare report)					
Decent, safe and sanitary inspections					
Claims processing					
Attend closing for replacement properties, if tenants purchase a home					
4 Right of Way Certificate # 1	8	4		12	\$1,692
4.1 Organize file and attend MnDOT ROW Certificate # 1 audit					
5 Eminent Domain Assistance	4	4		8	\$1,040
5.1 Prepare summary statement for each parcel					
Total Hours	165	75		240	
Average Hourly Fees (include overhead and profit)	\$163	\$97			
TOTAL ACQUISITION AND RELOCATION COSTS	\$26,895	\$7,275			\$34,170

Sub-Consultant Services - 8 Appraisal and Review Reports

Appraisals - Hokanson Appraisals					\$9,800
Review Appraisal - Robinson Appraisal & Associates					\$2,000
TOTAL SUB-CONSULTANT COSTS					\$11,800
TOTAL ACQUISITION AND RELOCATION COSTS					\$45,970

Assumptions:

1. Estimate reflects 8 parcel acquisitions - 6 partial acquisitions and two total residential acquisitions. However, two of those parcels may be able to be combined into one as they are under the same PID# and ownership. If the County elects to combine those parcels, the estimate amount will be adjusted accordingly.
2. Acquisition services are estimated through the title and possession date of May 1, 2019. If funds remain at that time and there are any unsettled parcels, negotiations will continue, upon request of the County.
3. Appraisal and WSB staff testimony fees are not included in this estimate.

APPENDIX



Penny Rolf, SR/WA, R/W-NAC, R/W-RAC

Right of Way Group Manager



Service Group:
Right of Way

Registration:
Real Estate
Broker License
#20596830

Notary Public –
MN & WI

Training:
ProSource
Minnesota Real
Estate and
Appraiser
Licensure
Classes

MnDOT
Advanced
Relocation and
Business
Relocation

WisDOT READS
Training

Basic Acquisition/
Appraisal
Training Class
and Basic Real
Estate Class

IRWA Multiple
Acquisition and
Relocation
Courses

Penny has over 26 years of real estate experience with the past 18 years exclusively devoted to managing right of way acquisition and providing relocation assistance on numerous projects for utility companies, counties, cities, MnDOT, and WisDOT. She has been the project manager for multiple projects and is very knowledgeable in acquisition, relocation, project management, and contract administration.

Penny's knowledge and experience enable her to earn the trust of the property owners from the time of her first contact and throughout the negotiation process. This foundation of trust along with her communication skills and ability to understand and resolve project related issues or concerns has resulted in a high percentage of settlements that are fair to all parties.

General Experience

- Completed relocation services in compliance with the Uniform Relocation Act. Tasks included advisory services, referrals, determination of eligible benefits, relocation claims, move estimates and maintaining project status spreadsheets for clients.
- Negotiated complex acquisition and relocation issues to the satisfaction of the property owners, tenants and the clients.
- Prepared settlements and assisted with condemnation services.
- Provided right of way acquisition and project management coordination on projects involving commercial, industrial, residential, and airport properties.
- Supervised and completed right of way services including field title reports, market data reports, review of title work and ownership issues, document preparation and project status reports.
- Provided input and support to clients at public involvement meetings, hearings and open houses.

Selected Project Experience

Acquisition and Relocation

Blake Road Reconstruction Project | Hopkins, MN

Client: City of Hopkins

The Blake Road Reconstruction Project includes the installation of new trail, medians, and resurfacing and affects 27 owners, including the acquisition of temporary and permanent easements on 26 properties. The properties affected include residential homes, multi-family apartment buildings, multi-tenant commercial buildings, and not for profit entities. Additionally, there is one fee total acquisition which includes a residential duplex, and requires the relocation of one residential landlord, and two residential tenants.



Penny Rolf, SR/WA, R/W-NAC, R/W-RAC

Right of Way Group Manager

TH 53 Bridge Project | Virginia, MN

Client: MnDOT District 1

Project Manager- The realignment of TH 53 in Virginia and construction of a new bridge required that acquisitions be obtained on 9 parcels which included 3 total acquisitions on 3 commercial properties including a car rental and sales business, car repair business and a construction business. Relocation services were also provided to the 3 business owners, moving estimates were obtained, advisory services and preparation of claims were completed.

TH 43 Bridge Project | Winona, MN

Client: MnDOT District 6

Project Manager – Relocation and acquisition services were provided on this project. Specific duties included: Project and property management, field title investigations, relocation study for residential and commercial properties plus a billboard, acquisition of 3 owner occupied homes and 8 multi-unit rental homes, 30 tenant relocations and 8 landlord relocations, 7 commercial relocations involving owner and tenant relocations that included a car dealership, hotel, gas station/convenience store and a U-Haul business.

CSAH 96/TH 10 | Arden Hills, MN

Client: Ramsey County

Project management, property management, acquisition and relocation services were provided as part of this highway improvement project. Acquisition was required on 12 parcels that included residential properties, a church, gas station and a mobile home park. Tasks included owner meetings, preparation of field title reports, offer presentations, negotiations and acquisition of easements and fee title. In addition, a relocation study was prepared and relocation services were provided to two mobile home owner/occupants and the owners of five storage sheds.

Relocation

Minnesota SWLRT Project | Hopkins, MN

Client: Metropolitan Council

Project Manager - The project includes the construction of light rail transit from Minneapolis to Eden Prairie, Minnesota. The entire project consists of relocating over 100 owners and tenants. WSB's role on the project is to provide relocation assistance to 21 tenants. The tenants include a large industrial manufacture company, a call center, multiple small businesses, and several medium industrial companies. Specific responsibilities include providing relocation advisory services, assist and evaluate the moving process and reestablishment in a new location, and complete relocation claim forms.

CSAH 61 Reconstruction | Eden Prairie, MN

Client: Hennepin County

Project Manager - Three billboards required relocation as part of this project. Coordination of this work included obtaining move estimates, review and preparation of move claims.



Brent Rolf

Right of Way Specialist



Service Group:
Right of Way

Registration:
Real Estate
Salesperson
MN #40413078

Notary License -
MN

Training:
IRWA – multiple
acquisition and
relocation
courses

Education:
University of
Minnesota

Coursework
Real Estate/Right
of Way

Brent is a Minnesota licensed Real Estate Salesperson and comes to right of way with a broad sales and customer service based background. He is highly experienced with document preparation, obtaining ownership information, field title investigations, negotiating acquisition, as well as evaluating documents, plans, plats, and maps. Brent is a member of the International Right of Way Association and is experienced in working with REALMS as part of his work on MnDOT projects.

General Experience

- Research ownership and contact information online and at county courthouses for property required in whole or part for projects
- Provided right of way services including field title reports, market data reports, review of title work and ownership issues, document preparation and project status reports.
- Provided right of way acquisition on projects involving commercial, industrial, residential, and airport properties.
- Negotiated complex acquisition and relocation issues to the satisfaction of the property owners, tenants and the clients.
- Provided relocation assistance on residential and commercial relocations.

Selected Project Experience

ACQUISITION and RELOCATION

TH 43 Bridge Project | Winona, MN

Client: MnDOT District 6

Relocation and acquisition services were provided on this project. Tasks included: Project and property management, field title investigations, relocation study for residential and commercial properties plus a billboard, acquisition of 3 owner occupied homes and 8 multi-unit rental homes, 30 tenant relocations and 8 landlord relocations, 7 commercial relocations involving owner and tenant relocations that included a car dealership, hotel, gas station/convenience store and a U-Haul business.

TH 1 Reconstruction Project | Isabella, MN

Client: MnDOT District 1

Relocation services were provided on this project for one residential relocation. Acquisition tasks included property management, field title investigation and negotiations. Relocation tasks provided included a relocation study, comparable search and replacement housing supplement report, DS & S inspections and preparation of relocation claims for moving, closing costs and the housing supplement.

CSAH 12 Reconstruction Project | Mankato, MN

Client: Blue Earth County

As part of this project, partial acquisitions were required on 12 parcels and 1 total acquisition of a residential home and shed. Tasks provided included: Project management, acquisitions and negotiations, minimum compensation study and preparation of relocation claims for the residential property.



Brent Rolf

Right of Way Specialist

RELOCATION

SW Light Rail Project | Hopkins, MN

Client: Metropolitan Council

The SW Light Rail Project includes the construction of light rail transit from Minneapolis to Eden Prairie, Minnesota. The entire project consists of relocating over 100 owners and tenants. WSB's role on the project is to provide relocation assistance to 21 tenants. The tenants include a large industrial manufacture company, a call center, multiple small businesses, and several medium industrial companies. Specific responsibilities include providing relocation advisory services, assist and evaluate the moving process and reestablishment in a new location, and complete relocation claim forms.

ACQUISITION

TH 15 Improvement Project | New Ulm, MN

Client: MnDOT District 7

The project includes the closure or redesign of driveway of some accesses onto TH 15 as well as the reconstruction of the sidewalk along TH 15 to meet ADA compliance. This project required permanent or temporary easements on 34 parcels (14 commercial properties, one school parcel and 19 residential parcels). Specific responsibilities include minimum damage valuations on 30 parcels, preparation of field title reports, and the negotiations and acquisition of right of way.

Highway Safety Project | St. Anthony Village, MN

Client: St. Anthony Village

The Highway Safety Improvement Project included the construction of a sidewalk along 37th Avenue NE. This project required permanent and temporary easements on 47 parcels (seven commercial properties, one railroad parcel and thirty-nine residential parcels). Specific responsibilities include title research, preparation of field title reports, and the negotiations and acquisition of right of way. All 47 parcels settled with no condemnation.

TH 13/TH 65 – ADA and Sidewalk Project | Albert Lea, MN

Client: MnDOT District 6

The project included the reconstruction of the sidewalk along TH 11 to meet ADA compliance. Services provided on this project include project management, field title investigations and easement acquisitions on 83 residential and commercial properties.

White Bear Ave. Reconstruction Project | St. Paul, MN

Client: Ramsey County

The project included the reconstruction of White Bear Avenue with new city sewer, watermain, and sidewalk. The also included reconstructing the intersection of White Bear Avenue and Old Hudson Road. This project required permanent and temporary easements on 61 parcels (6 commercial parcels, one church, 54 residential parcels). Relocation was required on two commercial signs. Specific responsibilities included title review, preparation of field title reports, and the negotiations and acquisition of right of way.



HOKANSON APPRAISALS

Christopher Hokanson
2039 Belmont Avenue NW
Shakopee, MN 55379
Phone (952) 882-4949 / Fax (952) 882-4998
Chhokanson30@msn.com

Donald Hokanson
701 Turnberry Lane
Litchfield, MN 55355
Phone (320) 693-7455
Hokanson@hutchtel.net

Types of Appraisals

Commercial, Industrial, New Construction, Vacant Land, Developmental Land,
Agricultural Land & Improvements, Business Valuation, Eminent Domain,
REO, Multi-Family, Single-Family, and Consultation

Additional Competencies & Experience as a Review Appraiser & Testifying Expert Witness

Experience Completing Valuations/Reports to include Farmer Mac, U.S. Dept. of Transportation (FAA), MN Department of Natural Resources, & MN Small Business Administration as Primary/Additional Intended Users utilizing Yellow Bank and/or other additional scope of work inclusions

1. Lending
2. Estate Valuation
3. Estate & Tax Planning
4. Eminent Domain
5. Governmental Acquisitions
6. Private Pre-Marketing Valuation
7. Partnership Dissolution
8. Marriage Dissolution

Geographical Experience (by County)

- | | | |
|----------------------|--------------------------|---------------------|
| 1. Carver County | 11. Dakota County | 21. Le Sueur County |
| 2. Scott County | 12. Anoka County | 22. Douglas County |
| 3. Hennepin County | 13. Ramsey County | 23. Swift County |
| 4. Wright County | 14. Kandiyohi County | 24. Stevens County |
| 5. McLeod County | 15. Lac Qui Parle County | 25. Morrison County |
| 6. Meeker County | 16. Chippewa County | 26. Grant County |
| 7. Sibley County | 17. Itasca County | 27. Benton County |
| 8. Renville County | 18. Pine County | 28. Waseca County |
| 9. Stearns County | 19. Hubbard County | 29. Mahnomen County |
| 10. Sherburne County | 20. St. Louis County | 30. Rice County |

Also completed appraisals in Iowa and North Dakota with Temporary Appraisal Practice Permits through Reciprocity

APPRAISER'S QUALIFICATIONS

Christopher Hans Hokanson, MBA

Certified General Real Property Appraiser License # 20418469

Education:

Appraisal Institute – St. Paul, Minnesota
Kaplan (formerly Prosource) – Bloomington, Minnesota
McKissock – Web-based
September 2003 – Ongoing
Appraiser Licensing / Continuing Education

St. Thomas – Minneapolis, Minnesota

January 2006 – May 2006

Mini-Masters of Real Estate

Carlson School of Management – Minneapolis, Minnesota

September 2001 – August 2003

Master of Business Administration

Finance and Strategic Management Dual Concentration

Hamline University - St. Paul, Minnesota

September 1990 to May 1994

Bachelor of Arts, Cum Laude

Major-Biology Minor-Management

Experience:

Hokanson Appraisals – Litchfield & Prior Lake, Minnesota

September 2003 – Present

Certified General Real Property Appraiser

- Trained, licensed, and qualified to apply all three methods of valuation (Market, Cost, & Income Approaches) to all types of Real Property
 - Experienced in valuations for Eminent Domain & Court Proceedings (equally split between property owners and acquiring entities)
 - Competency for Appraisal Reviews & Expert Testimony
 - Client List includes Lending Institutions, Attorneys, Accountants, Consulting Groups, Cities, Governmental Agencies, and Private Individuals/Operational Entities
 - Extensive work of Rural/Agricultural Properties (*FarmerMac qualified*)
 - Minnesota Native with appraisal experience in the Twin Cities Market and Rural Communities. Reciprocity/Experience in North Dakota & Iowa

Novo Nordisk - Princeton, New Jersey

December 2000 to July 2002

Pharmaceutical Sales Representative

- Relevant to current career for setting priorities, utilizing problem solving skills, interpersonal relationships, and operating in territories in both the Twin Cities Market and Out-State Communities

Unique Nuggets:

- College Internship studying Midwest Minnesota Lake Quality with accompanying research and recommendations published
 - Personalized Reports (not templated) fully completed by the Licensed Appraiser
 - Individualized Scope of Work with regards to client's needs

APPRAISER'S LICENSE

STATE OF MINNESOTA



CHRISTOPHER HANS HOKANSON
2039 BELMONT AVENUE NW
SHAKOPEE, MN 55379

Department of Commerce

The Undersigned COMMISSIONER OF COMMERCE for the State of Minnesota hereby certifies that
CHRISTOPHER HANS HOKANSON

2039 BELMONT AVENUE NW
SHAKOPEE, MN 55379

has complied with the laws of the State of Minnesota and is hereby licensed to transact the business of

Resident Appraiser : Certified General

License Number: 20418469

unless this authority is suspended, revoked, or otherwise legally terminated. This license shall be in effect
until August 31, 2019.

IN TESTIMONY WHEREOF, I have hereunto set my hand this July 13, 2017.

A handwritten signature in black ink, appearing to read "Christopher H. Hokanson".

COMMISSIONER OF COMMERCE

Minnesota Department of Commerce

Licensing Division

85 7th Place East, Suite 500

St. Paul, MN 55101-3165

Telephone: (651) 539-1599

Email: licensing.commerce@state.mn.us

Website: commerce.state.mn.us

Notes:

- **Individual Licensees Only - Continuing Education:** 15 hours is required in the first renewal period, which includes a 7 hour USPAP course. 30 hours is required for each subsequent renewal period, which includes a 7 hour USPAP course.
- **Appraisers:** You must hold a licensed Residential, Certified Residential, or Certified General qualification in order to perform appraisals for federally-related transactions. **Trainees do not qualify.** For further details, please visit our website at commerce.state.mn.us.

APPRAISER'S E&O POLICY



DECLARATIONS for REAL ESTATE APPRAISERS ERRORS & OMISSIONS INSURANCE POLICY

THIS IS BOTH A CLAIMS MADE AND REPORTED INSURANCE POLICY.

THIS POLICY APPLIES TO THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED
AND REPORTED IN WRITING TO THE COMPANY DURING THE POLICY PERIOD.

Insurance is afforded by the company indicated below (A capital stock corporation)

Great American Assurance Company

Note: The insurance company selected above shall hereinafter be referred to as the **Company**.

Policy Number: RAP1112349-17

Renewal of: RAP1112349-16

Program Administrator: Herbert H. Landy Insurance Agency Inc.
75 Second Ave Suite 410 Needham, MA 02494-2876

Item 1. Named Insured: Christopher Nokanson

Item 2. Address: 2039 Belmont Avenue NW

City, State, Zip Code: Shakopee, MN 55379

Item 3. Policy Period: From 09/20/2017 To 09/20/2018

(Month, Day, Year) (Month, Day, Year)

(Both dates at 12:01 a.m., Standard Time at the address of the **Named Insured** as stated in Item 2.)

Item 4. Limits of Liability:

A. \$ 1,000,000 Damages Limit of Liability—Each Claim

B. \$ 1,000,000 Claim Expenses Limit of Liability—Each Claim

C. \$ 1,000,000 Damages Limit of Liability—Policy Aggregate

D. \$ 1,000,000 Claim Expenses Limit of Liability—Policy Aggregate

Item 5. Deductible (Inclusive of Claim Expenses):

A. \$ 500 Each Claim

B. \$ 1,000 Aggregate

Item 6. Premium: \$ 758.00

Item 7. Retroactive Date (if applicable): 09/20/2007

Item 8. Forms, Notices and Endorsements attached:

D42100 (03/15) D42300 MN (03/15)
D42402 (05/15) D42408 (05/15) 017524 (08/12)

Signature of Agent/Representative

Authorizing Representative

Client Listing

Lending

1. Security Bank
Glencoe
Waconia
Brownton
Mayer
New Germany
Chaska
Trust Division (Glencoe)
2. Citizens State Bank – Norwood Young America
3. Citizens Alliance Bank
Howard Lake
Watertown
Clara City
4. Bank West – Buffalo
5. MinnStar Bank – Mankato
6. State Bank of Young America
7. State Bank of Hamburg
8. Mid Country Bank
Hutchinson
Buffalo
Minneapolis
9. Citizens Bank & Trust Company – Hutchinson
10. HomeTown Bank – Waconia & Jordan
11. State Bank of Delano
12. Kensington Bank – Cokato (*former State Bank of Cokato*)
13. 1st National Bank – Cokato
14. Flagship Bank – Winsted & Eden Prairie
15. Community Bank of Winsted
16. Klein Bank – Chaska
17. Citizens State Bank of Waverly

Client Listing (continued)

18. 1st Minnesota Bank
Mayer
Minnetonka
19. 1st Minnetonka Bank – Minnetonka
20. Lakeview Bank – Lakeville
21. Citizens Bank Minnesota – Lakeville
22. Center National Bank – Litchfield
23. Farmers State Bank – Dassel & Darwin
24. North American State Bank (Willmar)
25. Concorde Bank – Willmar
26. 1st Commercial Bank – Bloomington
27. Venture Bank – Bloomington
28. Peoples Bank of Commerce – Edina
29. Prime Security Bank
Mound
Shakopee
30. Bridgewater Bank – Orono
31. Crow River Bank – Delano
32. Americana Community Bank
Maple Grove
Chanhassen
33. Preferred Bank – Maple Grove
34. Central Bank – St. Michael
35. 21st Century Bank – Loretto
36. 1st Community Bank – Lester Prairie
37. Co-op Credit Union of Montevideo
38. Winthrop State Bank
39. Merchants Bank – Winona
40. Eagle Bank – Glenwood
41. Adams Bank & Trust (Nebraska)

Client Listing (continued)

Consulting

1. SRF Consulting Group (Plymouth)
2. The Tinklenberg Group (Minneapolis)

Attorneys

1. Lindquist & Vennum, PLLP (Minneapolis)
2. Mackall, Crounse, & Moore (Minneapolis)
3. Malkerson Gunn Martin, LLP (Minneapolis)
4. Melchert • Hubert • Sjodin (Waconia)
5. Neil Jensen (Hutchinson)
6. Dan Prochow (Hutchinson)
7. Paulson Law Firm, PA (Cokato)
8. Wood, Berry, & Rue, PLLP (Litchfield)
9. Gavin, Winters, Twiss, Thiemann & Long, Ltd. (Glencoe)
10. Stier Law Offices, PA (Eagan)
11. Larkin, Hoffman, Daly, & Lindgren, LTD (Bloomington)
12. Gislason & Hunter, LLP (New Ulm)
13. Brink, Sobolik, Severson, Malm & Albrecht, P.A. (Hallock)
14. Monahan Law Office (Le Sueur)
15. Hellmuth & Johnson – Attorneys at Law (Edina)
16. Virtus Law (Brooklyn Park)
17. L. D. Martin Law Office (Victoria)
18. Hughes • Mathews • Greer, P.A. (St. Cloud)

Accounting

1. Piehl, Hanson, Beckman, PA (Hutchinson & Cokato)
2. Schad Lindstrand & Schuth Ltd (Glencoe & Norwood Young America)
3. Carlson Capital Management (Bloomington)
4. Schlenner Wenner & Co. – Certified Public Accountants & Business Consultants

City of Cokato

City of Glencoe

City of Mayer

City of Buffalo

City of Howard Lake

City of Waverly

City of Winthrop

City of Litchfield

City of Winsted

City of Ramsey

City of Milan

Le Sueur County District Court

Farmer Mac

Minnesota Department of Transportation

U.S. Small Business Administration / MN Business Finance Corporation

Ducks Unlimited

Minnesota Department of Natural Resources

KEITH H. SIEFKES
ROBINSON APPRAISAL & ASSOCIATES
115 East Washington Street, Mankato MN 56001
Phone: (507) 345-6260
Fax: (507) 345-6267
E-mail: ksiefkes@hickorytech.net

Experience

June 2002-Present Owner/Fee Appraiser, Robinson Appraisal & Associates

Licensure

Minnesota Certified General Real Property License #20345221
Iowa Certified General Real Property License #CG03128

Positions Held

- Associate Member, Appraisal Institute 2002-Present
 - Mathematics and Physical Education Teacher and Coach, Denver CO 1994-2002
 - Mathematics and Physical Education Teacher and Coach, Janesville MN 1984-1994
 - Mathematics and Physical Education Teacher and Coach, Royalton MN 1978-1984
 - Mathematics Teacher and Coach, Emmons MN 1977-1978

Education

- Business Practices and Ethics, Denver, CO
 - Appraisals Through Eyes of Reviewer
 - Real Estate Trends Seminar
 - Uniform Standards for Federal Land Acquisitions
 - Spotlight on Appraising: Reappraising, Readdressing, Reassigning
 - Eminent Domain
 - What Clients Would Like Their Appraisers to Know
 - Highest and Best Use/Market Analysis, Appraisal Institute, St. Paul
 - Business Practices & Ethics
 - National Uniform Standards of Professional Appraisal Practice, Appraisal Institute, University of Minnesota, St. Paul
 - Basic Income Capitalization, Appraisal Institute, Chicago, IL
 - Introduction to Appraisal Principles I, ProSource Education Services, Inc.
 - Introduction to Appraisal Principles II, ProSource Education Services, Inc.
 - Introduction to Appraisal Practices I, ProSource Education Services, Inc.
 - Introduction to Appraisal Practices II, ProSource Education Services, Inc.
 - Introduction to Appraisal Standards and Ethics, ProSource Education Services, Inc.
 - Appraiser's Guide to Residential Construction, ProSource Education Services, Inc.
 - Master's Degree, Administration and Supervision, University of Phoenix, 2001
 - Bachelor of Arts, University of Minnesota, Morris, 1977

Property Types

Land:

- Agricultural/Rural
- Acreage (Mixed Use)
- Hunting/Recreation
- Transitional
- Urban

Commercial:

- Apartments
- Assisted Living
- Automobile Dealership
- Bed and Breakfast
- Bowling Alley
- Branch Bank/Financial Building
- Brewery
- Car Wash
- Greenhouse/Nursery
- Hospital
- Hotel/Motel (Full Service, Limited Service, Non-franchise)
- Medical Clinic
- Office Building (Low Rise, three stories or less)
- Restaurant/Bar
- Retail (Single Tenant or Free Standing)
- Mini-Storage
- Shopping Center

Industrial:

- Heavy (Manufacturing)
- Small Office Warehouse/Mfg.
- Light (Distribution, Storage)
- Refrigerated Storage

Public:

- Religious Facility
- Educational Institution

Recreational:

- Campground
- Golf Course

Agricultural:

- Crop
- Grain Elevators
- Forest/Timber
- Pasture/Range

Special Purpose:

- Assessment Consultation and Appeal
- Tax Valuation Appeal
- Right-of-Way/Corridor Valuation

Primary Market Area Southern third of Minnesota

Secondary Market Area Southern Minneapolis/St. Paul suburbs, northern Iowa, western Wisconsin, eastern South Dakota



engineering • planning • environmental • construction

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

February 18, 2015

Mr. Ron Moorse
City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001

Project Description: City of Afton Downtown Project

RE: Minimum Compensation Report
James and Judith Gehrke
3561 St. Croix Trail South, Afton, MN 55001

Dear Mr. Moorse:

A minimum compensation report has been completed on the above mentioned property. This valuation report was completed on February 16, 2015.

This report has been prepared for the sole use of the City of Afton to determine a minimum compensation valuation for the subject property owned by James and Judith Gehrke.

A comparable property was identified based on research of available properties on the MLS website. The minimum compensation search area included the cities of Afton, Bayport, and Stillwater.

In addition, I viewed the potential comparable properties on January 16, 2015 and February 5, 2015. I did a comparison analysis of the specific features of the subject property and house to those listings.

Based on that information, the following property is considered to be the best comparable for the subject site:

Comparable property:	239 2 nd Street North, Bayport, MN	\$ 129,900.00
Appraisal value on the subject property:		\$ 123,000.00
MINIMUM COMPENSATION VALUE AS OF FEBRUARY 3, 2015		\$ 6,900.00

If you need additional assistance in this matter, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink that reads "Benj. Barker".

Benjamin Barker
Consultant for the City of Afton

Attachment: Minimum Compensation Analysis Form
Listing Sheets for Comparable Properties

Description of Properties:

The subject property is a 1.5 story single family home with two decks. The property is located at 3561 St. Croix Trail South, Afton, Minnesota. The home was built in 1901. The home has 1,054 finished square feet with 1 bedroom and 1 bath. There is no garage on site. The subject property is situated on 0.40 acres. There is a private well and septic.

A search of the Multiple Listing Service found a comparable property at 239 2nd Street North in Bayport, Minnesota that is listed for \$129,900.00 and is considered to be the most comparable available property for the subject within the area.

The comparable chosen is a two story home which functions similarly to the subject property. Both homes were built over 100 years ago. The comparable is located in a residential development on a side street whereas the subject is located on a busy County road. It is superior in the number of rooms, bedrooms, square footage and detached garage. It is inferior in the lot size but that is offset by the amount of finished square feet as well as the fact that it has a garage.

A more detailed analysis comparing the features of the subject and comparable properties is attached to this report. It shows the three comparables that I looked at and shows the most comparable to be the property listed on this report.

CITY OF AFTON
ANALYSIS OF MINIMUM COMPENSATION PROPERTIES

S.P. _____ C.S. _____

Job No. _____

Parcel No. _____ 72

Dist. _____ County _____ Washington

Parcel Owner _____ James and Judith Gehrke

Displacee - I.D. #: James Gehrke		Comparable Properties		
		No. 1 Map	No. 2 Map	No. 3 Map
Price (Base Dwelling/Site\$ / List \$)	\$123,000	\$129,900	\$132,300	\$151,500
Dwelling Address	3561 St. Croix Trail South	239 2nd Street North	712 Martha Street North	550 Maine Street
Dwelling City or Township	Afton	Bayport	Stillwater	Bayport
Date of Inspection / Viewing	11/12/2014	1/16/15	2/5/15	2/5/15
Style (e.g.: Rambler/Split)	1.5 Story	2 Story	2 Story	1.5 Story
Construction (e.g.: Frame/Modular)	Frame	Frame	Frame	Frame
Actual Age / Effective Age	113 years	145 years	137 years	69 years
Condition (Good/ Avg./ Fair)	Fair	Fair	Good	Good
No. of Rooms (above grade)	3	7	7	7
No. of Bedrooms (Total)	1	3	3	3
No. Bedrooms Required	1	N/A	N/A	N/A
No. of Baths (Total)	1 Full	1 - ¾	2 (1 Full and 1 - ¼)	2 (1 Full and 1 - ½)
Total Area (Sq. Ft. above grade)	1,054 sq ft	1,714 sq ft	1,196 sq ft	1,566 sq ft
Basement (Total Sq. Ft.)	No	Yes-Unfinished 1,714 total sq ft (1,088 sq ft foundation)	Partial	Yes-Unfinished 1,566 total sq ft (1,141 sq ft foundation)
Bsmt. Finished Room Types	N/A	None	None	Family Room
Heating / Cooling (Type)	GFA None	Oil Heat/No AC	Boiler/Window Air	Furnace/Central AC
Fireplaces (# & Type)	No	3 gas	No	No
Other Finished Space	N/A	N/A	N/A	N/A
Garage (e.g.: 2-car-att.)	None	1 car detached	1 car detached	2 car detached
Lot Size (Acre or Sq. Ft.)	0.40 acres	0.26	0.115	0.21
Neighborhood (Equal/Better)		Equal	Equal	Equal
Schools (Available)	Stillwater School District	Stillwater School District	Stillwater School District	Stillwater School District
Public Transportation (Available)	No	No	No	No
Church (Available)	N/A	N/A	N/A	N/A
Place / Dist. to Employment	N/A			
Water 1. Type 2. Avail. (Y/N)	1. Private 2. Yes	1. Public 2. Yes	1. Public 2. Yes	1. Public 2. Yes
Sewer 1. Type 2. Avail. (Y/N)	1. Private 2. Yes	1. Public 2. Yes	1. Public 2. Yes	1. Public 2. Yes
Other Comments	Two decks	Fenced Yard	Shed	Shed
		8.67 miles from subject property	12.39 miles from subject property	8.95 miles from subject property

Comparable Comments & Conclusions:

\$ 129,900 X 0 % = \$ 129,900
 Comp List Price *Mrkt Adj. Factor

Minimum
Compensation
Valuation

Prepared By:



Date 2/18/15

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: **4550730** Type: **For Sale**

239 2nd Street N, Bayport MN 55003

Status: **Active** List Price: **\$129,900**

Original List Price: **\$129,900**



Total Bed/Bath: 3/ 1	Garage: 1	Year Built: 1870	TAX INFORMATION		
Style: (SF) Modified Two Story				Property ID: 1102920220080	Short Format
Const Status: Previously Owned				Tax Year: 2014	
Foundation Size: 1,088				Tax Amt: \$1,246	
AbvGrdFinSqFt: 1,714				Assess Bal: \$	
BelGrdFinSqFt: 				Tax w/assess: \$1,246	
Total Fin SqFt: 1,714				Assess Pend: No	
Acres: 0.26				Homestead: Yes	
Lot Size: 76x150					
Yearly/Seasonal: Yearly					
List Date: 12/27/2014	Received By MLS: 12/27/2014		Days On Market: 38	PDOM: 38	CDOM: 38

General Property Information

Legal Description:	LOT 4 & N 25FT LOT 5 BLOCK 57 BLOCK 57 LOT 4 SUBDIVISIONCD 2670 SUBDIVISIONNAME BAYPORT (FORMERLY SO STILLWATER) BLOCK 57 LOT 5 SUBDIVISIONCD 2670 SUBDIVISIONNAME BAYPORT (FORMERLY SO STILLWATER)
County:	Washington
Postal City:	Bayport
School District:	834 - Stillwater, 651-351-8301
Manufactured Home?:	No
Complex/Dev/Sub:	Common Wall: No
Lot Description:	Tree Coverage - Medium, City Bus (w/in 6 blks)
Road Frontage:	City, Paved Streets
Zoning:	Residential-Single
	Accessibility: None

Remarks

Agent Remarks: Older couple relocating south. Home sold as is. FHA financing questionable. Home is very sound and clean. Needs lots of TLC.

Public Remarks: Late Christmas present. Great deal on older home. Nice location and lot. House is very sound but needs TLC.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	16x12	Porch	Main	16x7	Fuel:	Oil
Dining Rm	Main	16x12	Laundry	Main	9x8	Air Cond:	None
Family Rm	Main	19x8				Water:	City Water/Connected
Kitchen	Main	13x11				Sewer:	City Sewer/Connected
Bedroom 1	Upper	15x10	Bathrooms			Garage:	1
Bedroom 2	Upper	12x11	Total: 1 3/4: 1 1/4:0			Oth Prkg:	
Bedroom 3	Upper	12x9	Full: 0 1/2: 0			Pool:	None
Bedroom 4							

Bath Description: **Main Floor 3/4 Bath**

Dining Room Desc: **Separate/Formal Dining Room, Eat In Kitchen**

Family Room Char: **Main Level**

Fireplaces: **0** Fireplace Characteristics:

Appliances: **Range, Dishwasher, Refrigerator, Washer, Dryer**

Basement: **Partial**

Exterior: **Metal**

Fencing: **Wood, Chain Link**

Roof: **Asphalt Shingles, Pitched, Age Over 8 Years**

Amenities-Unit: **Porch, Ceiling Fan(s), Washer/Dryer Hookup**

Parking Char: **Detached Garage, Driveway - Gravel, Garage Door Opener**

Garage Dimensions: **20x17**

Special Search: **Main Floor Laundry, 3 BR on One Level**

Out Buildings: **Additional Garage, Storage Shed**

Financial

Cooperating Broker Compensation

Buyer Broker Comp: **2.7 %** Sub-Agent Comp: **0 %** Facilitator Comp: **0 %**
Variable Rate: **N** List Type: **Exclusive Right**

Financial Remarks: **FHA financing questionable.**

Sellers Terms: **FHA, FHA Rehab 203k, DVA, Conventional, Conventional Rehab, Adj. Rate/Gr Payment, Cash**

Existing Financing: **Free and Clear**

Assumable Loan: **Not Assumable**

In Foreclosure?: **No**

Lender Owned?: **No**

Potential Short Sale?: **No**

Owner is an Agent?: **No**

Contact Information

Listing Agent: **[David Harvieux 651-336-5444](#)**

Appointments: **[Book A Showing](#)**

Listing Office: **[Edina Realty, Inc.](#)**

Office Phone: **651-430-3200**

MLS #: **4550730** Address: **239 2nd Street N, Bayport, MN 55003**

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Property Full Display, Single Family Residential, MLS #: 4528208

Type: For Sale

712 Martha Street N, Stillwater MN 55082

Status: Active List Price: \$132,300

Original List Price: \$132,300



Total Bed/Bath: 3/ 2 Garage: 1 Year Built: 1878

Style: (SF) Two Stories
Const Status: Previously Owned

Foundation Size: 500

AbvGrdFinSqFt: 1,196

BelGrdFinSqFt:

Total Fin SqFt: 1,196

Acres: 0.115

Lot Size: 0

Yearly/Seasonal: Yearly

List Date: 09/16/2014

Received By MLS: 09/16/2014

TAX INFORMATION

Property ID: 2803020210119 Short Format
Tax Year: 2014
Tax Amt: \$1,408
Assess Bal: \$
Tax w/assess: \$1,408
Assess Pend: No
Homestead: Yes

Days On Market: 140 PDOM: 140 CDOM: 140

General Property Information

Legal Description: SUBDIVISIONNAME STAPLES AND MAY'S ADD LOT 12 BLOCK 14 SUBDIVISIONCD 11155 BEING N 100FT

County: Washington

Postal City: Stillwater

School District: 834 - Stillwater, 651-351-8301

Manufactured Home?: No

Complex/Dev/Sub: Common Wall: No

Lot Description: Tree Coverage - Medium

Road Frontage: City

Zoning: Residential-Single

Accessibility: None

Remarks

Agent Remarks: Please read agent supp/to know if client qualifies. Must use Two Rivers for lender. P.A./1st come 1st serve, can accept multiple offers for review by Two Rivers. Must meet income guidelines. Please submit a pre-application w/P.A. to speed up process.

Public Remarks: This charming 2 story in the heart of Stillwater boasts a new roof, new exterior & interior paint, new electrical & new boiler. Tastefully decorated; ready for you. Please contact agent for details.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Hot Water, Boiler
Living Rm	Main	12x20	Laundry	Main	9x9	Fuel:	Natural Gas, Electric
Dining Rm	Main	9x17	Sun Room	Main	8x12	Air Cond:	Window
Family Rm						Water:	City Water/Connected
Kitchen	Main	13x13	Bathrooms			Sewer:	City Sewer/Connected
Bedroom 1	Main	13x13	Total: 2 3/4: 0	1/4:1		Garage:	1
Bedroom 2	Upper	10x10	Full: 1 1/2: 0			Oth Prkg:	
Bedroom 3	Upper	17x9				Pool:	None
Bedroom 4							

Bath Description: Main Floor 1/2 Bath

Dining Room Desc: Separate/Formal Dining Room

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Cooktop, Exhaust Fan/Hood, Refrigerator, Freezer, Washer, Dryer, Disposal

Basement: Partial

Exterior: Wood

Fencing: None

Roof: Asphalt Shingles, Age Over 8 Years

Amenities-Unit: Patio, Porch

Parking Char: Detached Garage

Special Search: Main Floor Laundry

Out Buildings: Storage Shed

Financial

Cooperating Broker Compensation

Buyer Broker Comp: 2.7 % Sub-Agent Comp: 0 % Facilitator Comp: 2.7 %

Variable Rate: Y List Type: Exclusive Right

Financial Remarks: **Conventional**
Sellers Terms: **Conventional**
Assumable Loan: **Not Assumable**
In Foreclosure?: **No**
Lender Owned?: **No**
Potential Short Sale?: **No**
Owner is an Agent?: **No**

Contact Information

Listing Agent: [**Deborah Orff 651-283-5215**](#)
Listing Office: [**Keller Williams Premier Realty**](#)

Appointments: [**Book A Showing**](#)
Office Phone: **651-439-4000**

MLS #: **4528208** Address: **712 Martha Street N, Stillwater, MN 55082**

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Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4540353 Type: For Sale

550 Maine Street N, Bayport MN 55003-1048

Status: Active List Price: \$151,500

Original List Price: \$169,900



Hwy 95, east on 5th Ave N, to Maine St N, south to home.

Total Bed/Bath: 3/ 2 Garage: 2 Year Built: 1946

Style: (SF) One 1/2 Stories

Const Status: Previously Owned

Foundation Size: 1,141

AbvGrdFinSqFt: 1,566

BelGrdFinSqFt: 445

Total Fin SqFt: 2,011

Acres: 0.21

Lot Size: 60x150

Yearly/Seasonal: Yearly

List Date: 10/27/2014

Received By MLS: 10/27/2014

TAX INFORMATION

Property ID: 1102920220004 Short Format

Tax Year: 2014

Tax Amt: \$1,664

Assess Bal: \$3

Tax w/assess: \$1,667

Assess Pend: No

Homestead: Yes

Days On Market: 99 PDOM: 32 CDOM: 99

General Property Information

Legal Description: N 10FT OF LOT 8 BLOCK 31 & ALL OF LOT 9 BLOCK 31 LOT 8 SUBDIVISIONCD 2670 SUBDIVISIONNAME BAYPORT (FORMERLY SO STILLWATER) BLOCK 31 LOT 9 SUBDIVISIONCD 2670 SUBDIVISIONNAME BAYPORT (FORMERLY SO STILLWATER)

County: Washington

Postal City: Bayport

School District: 834 - Stillwater, 651-351-8301

Manufactured Home?: No

Complex/Dev/Sub: Common Wall: No

Lot Description: Tree Coverage - Light

Road Frontage: City, Paved Streets, Curbs

Zoning: Residential-Single

Accessibility: Ramp

Remarks

Agent Remarks: Large home w/ 2 bedrooms on main level, large family room in LL, across the street from Andersen Corp. offices, close to schools, library, parks, St. Croix River beach. Large yard, newer windows, kitchen cabinets, & roof.

Public Remarks: Charming, affordable, move-in ready home, many updates & built-ins, close to school, parks, and EZ access to I94 or Hwy 36. Good size rooms, 2 main floor bedrooms, large yard & storage shed.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	12x19				Fuel:	Natural Gas
Dining Rm	Main	10x21				Air Cond:	Central
Family Rm	Lower	27x15	Bathrooms			Water:	City Water/Connected
Kitchen	Main	11x18	Total: 2 3/4: 0	1/4:0		Sewer:	City Sewer/Connected
Bedroom 1	Main	11x12	Full: 1 1/2: 1			Garage:	2
Bedroom 2	Main	11x9				Oth Prkg:	
Bedroom 3	Upper	19x11				Pool:	None
Bedroom 4							

Bath Description: Main Floor Full Bath, 3/4 Basement

Dining Room Desc: Informal Dining Room, Eat In Kitchen

Family Room Char: Lower Level, Family Room

Fireplaces: 0 Fireplace Characteristics:

Appliances: Range, Microwave, Exhaust Fan/Hood, Dishwasher, Refrigerator, Washer, Dryer, Furnace Humidifier

Basement: Full, Finished (Livable), Concrete Block

Exterior: Wood

Fencing: Chain Link

Roof: Asphalt Shingles, Pitched, Age Over 8 Years

Amenities-Unit: Deck, Natural Woodwork, Kitchen Window, Ceiling Fan(s), Washer/Dryer Hookup

Parking Char: Attached Garage, Driveway - Asphalt

Garage Dimensions: 20x21

Special Search: Main Floor Bedroom

Out Buildings: Storage Shed

Financial**Cooperating Broker Compensation**

Buyer Broker Comp: **2.7 %** Sub-Agent Comp: **0 %** Facilitator Comp: **0 %**
Variable Rate: **N** List Type: **Exclusive Right**

Sellers Terms: **FHA, DVA, Conventional, Cash**
Existing Financing: **Free and Clear**
Assumable Loan: **Not Assumable**
In Foreclosure?: **No**
Lender Owned?: **No**
Potential Short Sale?: **No**
Owner is an Agent?: **No**

Contact Information

Listing Agent: **[John C. Johnson 651-430-3200](#)**

Listing Office: **[Edina Realty, Inc.](#)**

Appointments: **[Book A Showing](#)**

Office Phone: **651-430-3200**

MLS #: **4540353** Address: **550 Maine Street N, Bayport, MN 55003**

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May 20, 2015

Mr. Alan Forsberg
Blue Earth County Highway Dept.
35 Map Drive
Mankato, MN 56002

Re: Offer to Purchase – LeRoy A. Lueck and Charmain A. Lueck
CSAH 12 Street Reconstruction Project
PID#: R43.09.22.200.002
20797 State Highway 83, Mankato, MN

Dear Mr. Forsberg:

A minimum compensation report has been completed on the above mentioned property. This valuation report was completed on May 20, 2015.

This report has been prepared for the sole use of the Blue Earth County to determine a minimum compensation valuation for the subject property owned by LeRoy A. Lueck and Charmain A. Lueck.

A comparable property was identified based on research of available properties on the MLS website, realtor.com and the website for Weichert Realtors. The minimum compensation search area included the cities of Madison Lake, Janesville and Mankato.

In addition, I viewed the potential comparable properties on May 18, 2015. I did a comparison analysis of the specific features of the subject property and house to those listings.

Based on that information, the following property is considered to be the best comparable for the subject site:

Comparable property:	380 Hensonshire Drive, Mankato, MN	\$ 215,000.00
Value of Shed:		<u>\$ 40,000.00</u>
Total value of comparable:		\$ 255,000.00
Appraisal value on the subject property:		\$ 195,000.00
MINIMUM COMPENSATION VALUE AS OF May 20, 2015		\$ 60,000.00

If you need additional assistance in this matter, please do not hesitate to call.

Sincerely,



Penny Rolf
Consultant for Blue Earth County

Attachment: Minimum Compensation Analysis Form
Listing Sheets for Comparable Properties

Description of Properties:

The subject property is situated on 1 acre in Mankato, MN with a rambler home that was built in 1960. The home has 1,404 finished square feet with 3 bedrooms, 1 bath, a two car detached garage, large garden, and 50' x 54' storage shed. It does not have a basement. There is private water and sewer at this site. The location of the home is on the corner of State Highway 83 and 586th Avenue.

A search of the Multiple Listing Service, realtor.com and Weichert Realty's website found a comparable property at 380 Hensonshire Drive, Mankato, Minnesota that is listed for \$215,000.00 and is considered to be the most comparable available property for the subject within the area. In addition to that value, compensation was added to replace the shed that was on the subject property.

The comparable chosen is a 1 story home and functions similar in the acreage and bedrooms. It is superior in age, cooling system, the number of baths, upgraded appliances, and has a full basement. It also has more finished square footage than the subject property and a 3 car attached garage. It is inferior in that it is located along a busier road on the back yard.

A more detailed analysis comparing the features of the subject and comparable properties is attached to this report. It shows the three comparables that I looked at and shows the most comparable to be the property listed on this report.

**COUNTY OF BLUE EARTH
ANALYSIS OF MINIMUM COMPENSATION PROPERTIES**

S.P. 007-01-013 C.S. Job No. 2156-01 Parcel No.

Dist. _____ County _____ Blue Earth _____ Parcel Owner LeRoy and Charmain Lueck

Displacee – I.D. #: LeRoy and Charmain Lueck		Comparable Properties				
		No. 1 Map		No. 2 Map		No. 3 Map
Price (Base Dwelling/Site\$ / List \$)	\$195,000	\$215,000 (+\$40,000 for shed=\$255,000)		\$216,500 (+\$40,000 for shed=\$256,500)		\$218,000 (+\$14,800 for shed=\$232,800)
Dwelling Address	20797 State Highway 83	370 Hensonshire Drive		311 Royal Road		6190 437 th Avenue
Dwelling City or Township	Mankato	Mankato		Mankato		Janesville
Date of Inspection / Viewing	02/19/2015	05/18/2015		05/18/2015		05/18/2015
Style (e.g.: Rambler/Split)	1 Story	1 Story		1 Story		1 Story
Construction (e.g.: Frame/Modular)	Frame	Frame		Frame		Frame
Actual Age / Effective Age	55 years	31 years		47 years		17 years
Condition (Good/ Avg. / Fair)	Fair	Fair		Fair		Good
No. of Rooms (above grade)	5	4		5		7
No. of Bedrooms (Total)	3	3		3		3
No. of Bedrooms Required	1	N/A		N/A		N/A
No. of Baths (Total)	1 – ¼	1 Full		1 Full Bath, 1 Single Fixture		2 Full
Total Area (Sq. Ft. above grade)	1,404 sq ft	1,172 sq ft		1,850 sq ft		2,300 sq ft
Basement (Total Sq. Ft.)	None, Slab on Grade	Full		Full		None
Bsmt. Finished Room Types	N/A	BR, Bath, Family (880 sq ft)		None		Full – Tuckunder Garage
Heating / Cooling (Type)	Hot Water/Wall/Window AC	Forced Air/Central AC		Forced Air/Central AC		Forced Air/Central AC
Fireplaces (# & Type)	1 Masonry	None		None		1 Gas
Other Finished Space	N/A	N/A		N/A		N/A
Garage (e.g.: 2-car-att.)	2 car detached (840 sq ft)	3 car attached (912 sq ft)		2 car attached (618 sq ft)		2 car detached (576 sq ft) 3 car tuckunder attached (2,000 sq ft)
Lot Size (Acre or Sq. Ft.)	1 acre	1.12 acres		.78 acres		1.64 acres
Neighborhood (Equal/Better)						
Schools (Available)	Mankato School District	Mankato School District		Mankato School District		Waterville/Elysian/Morristown
Public Transportation (Available)	No	No		No		No
Church (Available)	N/A	N/A		N/A		N/A
Place / Dist. to Employment	N/A	N/A		N/A		N/A
Water 1. Type 2. Avail. (Y/N)	1. Private 2. Yes	1. Private 2. Yes		1. Private 2. Yes		1. Private 2. Shared
Sewer 1. Type 2. Avail. (Y/N)	1. Private 2. Yes	1. Private 2. Yes		1. Private 2. Yes		1. Private 2. Yes
Other Comments	Lg. Garden, Storage Shed (54' x 50' with 12' sides)	Wood Deck (284 sq ft) Updated Appliances		Storage Shed (216 sq ft)		Deeded access to lake Lily, Sm. Shed, Fenced Prop., Deck, and Breezeway
	Concrete Patio (432 sq ft) Concrete Driveway	5.43 miles from subject property		9.16 miles from subject property		20.58 miles from subject property

Comparable Comments & Conclusions:

Note: Adjustment of shed for Comp.s 1 & 2 reflect the value given by the County's appraiser. The shed value for Comp. # 3 is based on a replacement shed of 1000 sf X \$1.48 sf (\$40,000/2700 sf) as there is a large tuckunder garage that replaces some of the square footage of the shed on the subject property.

\$ 215,000 X 40,000.00 = \$ 255,000
Comp List Price *Shed value

Prepared By:


Penny Rolf, Consultant for Blue Earth

Date May 20, 2015

Minimum Compensation



370 Hensonshire Dr

Mankato, MN 56001

\$215,000

3 Bed 2 Full Bath 1,872 Sq Ft 1.12 Acres



Listing Agent
Bonnie Kruger
MOVING?...CALL ME and START
PACKING!
Phone: (855) 647-3599

Listing Broker
AMERICAN WAY REALTY 4

Phone: (855) 636-0612



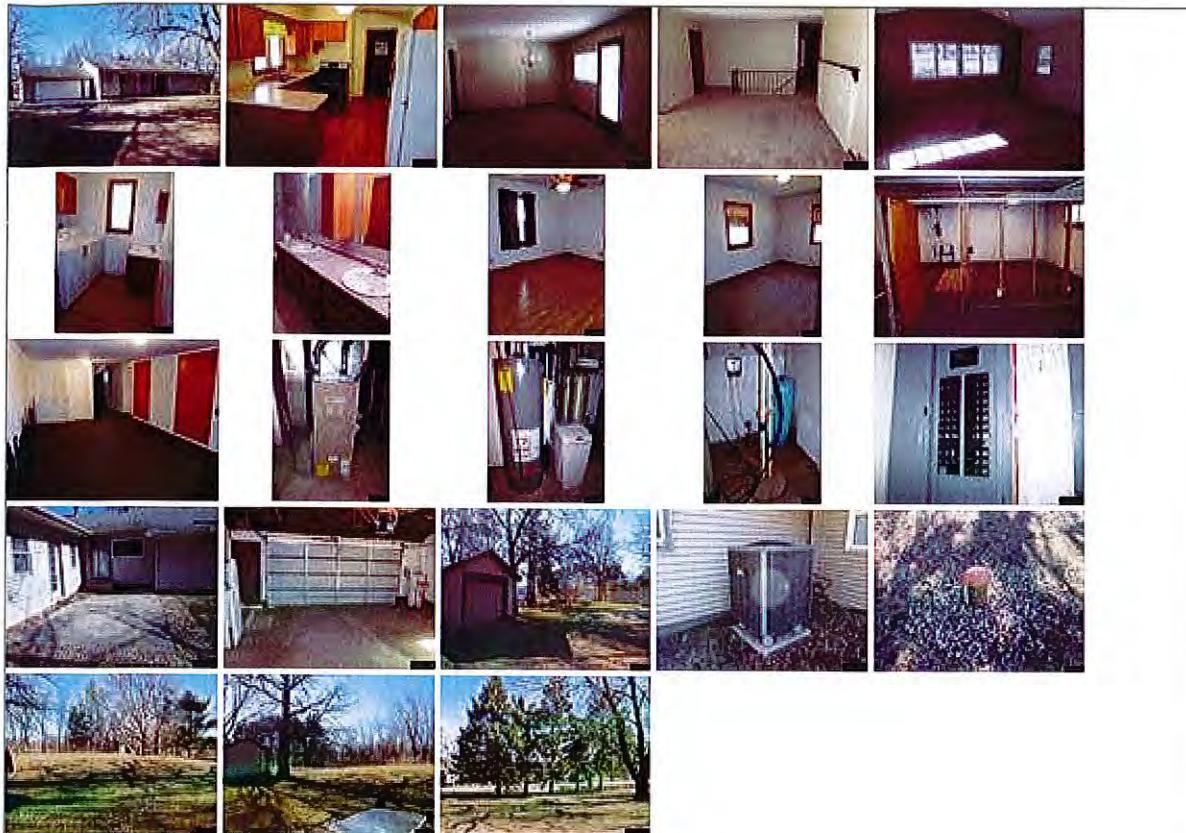
Large corner lot, big yard. Nice 3 bedroom rambler, newer updated kitchen with stainless steel appliances. Informal dining room with French doors out to a 14 x 22 deck. Living room, 2 bedrooms and full bath on main level. Partially finished lower level with family room, bath and bedroom. Oversized 3 stall garage.



CALL 1-800-USA-SOLD (1-800-872-7653)
Mon-Fri & Sun 9am-9pm EST, Saturday 9am-6pm EST

Home for Sale in Mankato, MN

311 Royal Road Road Mankato, MN



Property Type: Single Family

311 Royal Road Road
Mankato, MN 56001 [Login to View Address](#)

Sale Type: For Sale
 Style: Ranch
 Price: \$216,500
 Status: Active
 Bedrooms: 4
 Baths: 1 Full Bath, 1 Half Bath
 Floors: 1
 Sqft: 1850
 Lot Size: 0.78 Acre(s)
 Year Built: 1968
 Area: Mankato, MN
 County: Blue Earth
 Taxes: \$1,544
 MLS/Web ID: 7007870

Price Reduced

Description

4 bedroom, 2 bath rambler in a neighborhood setting with a country feel. Located near Minneopa State park and Minneopa Falls, yet only minutes to West Mankato. Plenty of room to roam, whether it be inside this home enjoying the family room and informal dining room or outside patio in a beautiful country setting. Many updated appliances, carpet and light fixtures. 1850 sq ft finished on main floor with potential for additional space in the basement. Septic system is compliant and a newer well pump on the property.

Room Information

- Bedroom (9 x 12)
- Bedroom (10 x 13)
- Bedroom (11 x 11)
- Dining Room (8 x 10)
- Family Room (19 x 20)
- Kitchen (10 x 10)
- Laundry Room (6 x 8)
- Living Room (13 x 25)
- Master Bedroom (11 x 14)

Interior

Appliances

- Dishwasher
- Dryer
- Range/Oven
- Refrigerator
- Sump Pump
- Washer
- Washer/Dryer Hook Up
- Water Softener

Basement

- Concrete Basement
- Full
- Sump Pump in Basement
- Unfinished

Cooling System

- Central Air
- Forced Air
- Hot Water Heater: Gas

Interior

- Trey/Vault/Cathedral Ceiling

Room Features

- Eat-in Kitchen

Sewer

- Private Sewer

Utilities

- Natural Gas

Water Source

- Private Water

Exterior

Construction

- Concrete Block

Driveway

- Gravel/Crushed Stone Driveway

Exterior

- Patio

Garage

- 3 Car
- Attached
- Detached
- Garage Door Opener

Lot Description

- Other
- Outbuilding(s)

Road Frontage

- Paved

Roof

- Asphalt Shingles

Siding

- Vinyl

Miscellaneous

Acceptable Finance

- Conventional

Financing

- Cash
- FHA

† Excluded Feature

Neighborhood & Schools

School District: Mankato #77

Listed By

Broker: NU STAR REALTY

Information deemed reliable but not guaranteed.



Listing data provided courtesy of The Broker Reciprocity (sm)
Program of the REALTOR Association of Southern Minnesota
Multiple Listing Service.

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Data is updated as of 5/20/2015.

Single-Family Property Full

Property Full Display, Single Family Residential, MLS #: 4585447 Type: For Sale

6190 437th Avenue, Janesville MN 56048

Status: Active List Price: **\$218,000**

Original List Price: **\$218,000**

An Offer Has Been Accepted Contingent Upon: **Sale of Another Property**



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Total Bed/Bath: 3/ 2 Garage: 5 Year Built: 1998

Style: (SF) One Story
Const Status: Previously Owned
Foundation Size: 2,035
AbvGrdFinSqFt: 2,300
BldGrdFinSqFt:
Total Fin SqFt: 2,300
Acres: 1.64
Lot Size: 72x349x313x153x150
Yearly/Seasonal: Yearly

List Date: 04/15/2015 Received By MLS: 04/16/2015

TAX INFORMATION

Property ID: 054510120 Short Format
Tax Year: 2015
Tax Amt: \$1,394
Assess Bal: \$
Tax w/assess: \$1,394
Assess Pend: No
Homestead: Yes

Days On Market: 29 PDOM: 29 CDOM: 29

General Property Information

Legal Description: MEYERS SUBDIVISION LOT-011
County: Waseca
Postal City: Janesville
School District: 2143 - Waterville-Elysian-Morristown, 507-275-3115
Manufactured Home?: No

Complex/Dev/Sub: Common Wall: No

Lot Description: Irregular Lot,Corner Lot,Tree Coverage - Medium

Assoc Mgmt Comp: NONE Assoc Mgmt Co Phone #: 000-000-0000
Association Fee: \$200 Assoc Fee Frequency: Yearly

Assoc Fee Includes: Other
Road Frontage: County
Zoning: Residential-Single

Accessibility: None

Lake/Waterfront Information

Name: Lily Lake DNR Lake ID #: 81006700
Type: Deeded Access Lake Acres: 114 WF Frontage Ft:
DNR Lake Class: Natural Environment Elev Hight to WF Slope: Lake Depth (ft): 23
Elev Hight to WF Feet:

Remarks

Agent Remarks: Please do not turn on outside water faucets. Shared well is with one neighbor only. Deeded access to Lake Lily. Buyers agent to verify all measurements.

Public Remarks: Spacious 2300 sq ft rambler on one level with fenced in corner lot on 1.64 acres. New double garage, 3 car tuck-under garage with separate driveway, breezeway, circle-driveway plus much more, 1 mile from Elysian, deeded access to Lake Lily.

Structure Information

Room	Level	Dimen	Other Rooms	Level	Dimen	Heat:	Forced Air
Living Rm	Main	15x13	Den	Main	13x12	Fuel:	Propane
Dining Rm	Main	16x10	Office	Main	13x7	Air Cond:	Central
Family Rm	Main	17x13				Water:	Well,Shared System
Kitchen	Main	26x13	Bathrooms			Sewer:	Private,Tank with Drainage Field
Bedroom 1	Main	15x13	Total: 2 3/4: 0	1/4:0		Garage:	5
Bedroom 2	Main	13x11	Full: 2 1/2: 0			Oth Prkg:	
Bedroom 3	Main	13x10				Pool:	
Bedroom 4							

Bath Description: Main Floor Full Bath,Private Master,Separate Tub & Shower

Dining Room Desc: Informal Dining Room,Eat In Kitchen

Family Room Char: Main Level,Family Room

Fireplaces: 1 Fireplace Characteristics: Family Room, Gas Burning

Appliances: Range,Microwave,Dishwasher,Refrigerator,Water Softener - Owned

Basement: Partial,Crawl Space,Poured Concrete

Exterior: Vinyl

Fencing: **Full**
Roof: **Asphalt Shingles**
Amenities-Unit: **Deck,Porch,Kitchen Window,Vaulted Ceiling(s),Ceiling Fan(s),Tiled Floors,Walk-In Closet,Washer/Dryer Hookup**
Parking Char: **Detached Garage,Tuckunder,Insulated Garage,Driveway - Gravel**
Special Search: **Main Floor Laundry,All Living Facilities on One Level**
Out Buildings: **Additional Garage,Storage Shed**

Financial**Cooperating Broker Compensation**

Buyer Broker Comp: **2.5 %** Sub-Agent Comp: **0 %** Facilitator Comp: **0 %**
Variable Rate: **N** List Type: **Exclusive Right**

Assumable Loan: **Not Assumable**

In Foreclosure?: **No**

Lender Owned?: **No**

Potential Short Sale?: **No**

Owner is an Agent?: **No**

Contact Information

Listing Agent: **Patricia J. Jewison 507-661-0022**

Appointments: **Book A Showing**

Listing Office: **Edina Realty, Inc.** 

Office Phone: **952-758-4112**

MLS #: **4585447** Address: **6190 437th Avenue, Janesville, MN 56048**

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6190 437th Avenue , Janesville, MN 56048
MLS Number: **4585447**



3Tuck-under garage



Breezeway



Kitchen



Kitchen Nook



Gas Fireplace

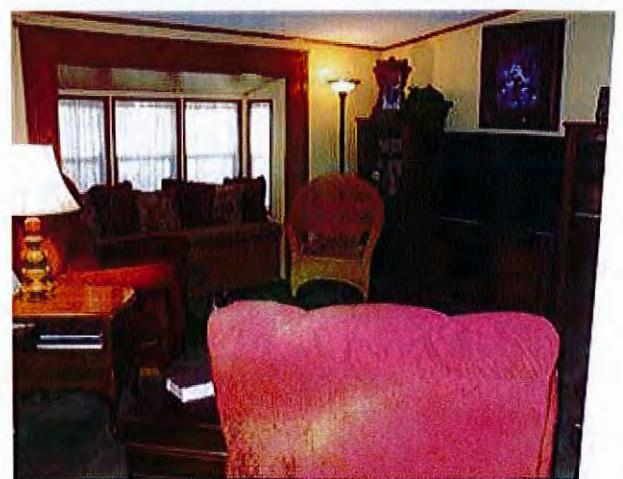
6190 437th Avenue, Janesville, MN 56048
MLS Number: **4585447**



Dining Room



Office



6190 437th Avenue, Janesville, MN 56048

MLS Number: 4585447



Comprehensive Transportation Study for Glencoe, MN

Project Description

The comprehensive planning study will be a group effort by the City of Glencoe, McLeod County, and MnDOT creating a common vision and plan for transportation in the community. Areas of focus will include MN Highway 22 connectivity, US Highway 212 intersection safety, and review of the transportation infrastructure as a whole in the community. The previous studies and plans from the late 90's and the latest in 2003, made many growth assumptions including demand for interchanges along US Hwy. 212 that never came to fruition. Reality of today's transportation funding is focused on maintaining infrastructure and making low cost, high benefit safety improvements. The project will be spearheaded by a third party Planning/Engineering Consulting Firm, yet to be identified.

Study Costs

MnDOT anticipates the study cost to be around \$150,000. For partnership studies, MnDOT asks local partners to contribute 10% to fund the study. In this case, MnDOT asks the City of Glencoe and McLeod County to contribute a total of \$15,000 to the study. The split of the local contribution from the City and County is not dictated by MnDOT and up to the local units of government.

Project Info-Planning Study

The comprehensive planning study is anticipated to consist of the following:

- Review of previous planning studies in the Glencoe Area (see Origin-Destination Study 2018 attached or a website/link?)
- Public outreach and engagement
- Land use and future growth analysis
- Transportation system needs analysis and coordination of City, County, and State agencies.
- Intersection Control Evaluation reports (ICE) on Hwy 212
- Analysis of Traffic Patterns throughout Glencoe
- Jurisdictional transfer options
- Alternatives analysis for new roadways and a better MN Hwy. 22 connection to US Hwy. 212
- Rail Crossing Evaluation

Project Management

There will be a Project Management Team (PMT), which will consist of the study partners - City of Glencoe, McLeod County (including elected officials for the City and County), and MnDOT. There will also be a Technical Management Team (TMT) consisting of MnDOT's District 8 functional staff and other technical staff.

Public Engagement and Outreach

There will be a public engagement plan developed early in the study process to have a variety of public activities, involving various audiences throughout the process. Public engagement will consist of two open houses, interviews of stakeholders, focus groups, community presentations and several other

engagement activities. Additionally, there will be presentations to the full City Council and County Board.

Highway 22 Alternatives Analysis

Feasibility and risk assessments will be made regarding various Highway 22 Alternative route connections to US Hwy. 212. Risks such as right of way, drainage/water resources, environmental, permitting, cost, access, constructability, and project delivery timeline will be considered in the feasibility analysis. The alignment alternatives from 2003 will be reviewed and considered to determine feasibility.

Traffic Engineering

A safety assessment will be done using crash data and existing conditions. Future traffic projections will be made. And an Intersection Control Evaluation (ICE) Study will be made at various intersections with US Highway 212 (Chandler Ave. N (MN Hwy. 22), Morningside Ave. N., Falcon Ave. N, and 9th St./CR 69).

Local Road Alternative Connections

And finally local road connections will be looked at and future connections will be conceptualized. Any possible jurisdictional transfer option will be analyzed. Rail crossings will be reviewed we well.

Study Timeline

The study will begin sometime in late June or early July, 2018 and will take approximately one year to complete.



McLeod County Public Works

Bid Summary

Project: Fairgrounds Pavilion

Bid Opening: 4/10/18 @ 1 PM

Contractor	City/State	Bid Bond	Addendum 1 - Acknowledgement		BASE BID		Alternate 1	Alternate 2	Alternate 3	Alternate 4
			Addendum 2 - Acknowledgement							
Alliance Building Corporation	Sauk Rapids, MN	x	x	x	\$ 246,300	na	\$ (1,200)	\$ (3,100)	\$ (6,800)	
Chester Contracting Inc.	Willmar, MN	x	x	x	\$ 333,000	na	\$ (1,208)	\$ (21,000)	\$ (6,804)	
Gopher State Contractors, Inc.	Rice, MN	x	x	x	\$ 267,290	na	\$ (1,208)	\$ 5,300	\$ (6,804)	
Rice Companies	Glencoe, MN	x	x	x	\$ 324,750	na	\$ (1,304)	\$ (5,245)	\$ (7,348)	
Vos Construction, Inc.	Green Isle, MN	x	x	x	\$ 370,355	na	\$ (1,825)	\$ (45,000)	\$ -	

Other Pavilion Costs

Structural Steel	\$ 72,941	incl. tax
CEE & ZEE Steel	\$ 5,000	Estimated
Electrician	\$ 25,000	Estimated
Light Fixtures	\$ 20,000	Estimated
\$ 369,241 Total Estimated Cost		



Ben's Structural Fabrication, Inc.

475 Progress Road

Waite Park, MN 56387



www.benbsf.com

PH: 320-251-8563

FAX: 320-251-8423

Proposal

Widseth Smith Nolting

610 Filmore Street

Alexandria, MN 56308

Phone: (320)335-5012

Proposal Date: 3/26/2018

Proposal Number: CM163

Project Description

We take pleasure in submitting our proposal for the McLeod Count Pavilion

Scope of Work

- Division 05 Metals: (Material Only)
- 05100 Structural Steel
- 05500 Metal Fabrications
- F.O.B. Ben's Structural Fabrication with Freight allowed to job site via truck
- Bid in accordance with the latest AISC Manual of Steel Construction
- All Requests for Information (RFI's) will be forwarded by fax or email.
- All RFI's will be uniquely numbered and will have a date for the expected answer clearly indicated. Any delay of the answer to an RFI may constitute a delay to the completion of our contract and/or have cost implications to our contract price.

Notes

- Lattice work to be fabricated in small sections for shipping and handling ease.
- Main truss chords prepped for full penetration field welding.

- Truss top fabrication to be shop welded in one piece.

Exclusions

- Taxes.
- Shop drawings prepared under the supervision of a Professional Structural Engineer.
- Taking or verifying site dimensions and conditions.
- Engineering services and or stamps (for connection design, drawing preparation, etc.).
- Inspection beyond dimensional and visual weld inspection.
- Light gage material of any type.
- Rebar.
- Any anchorage type material required for materials not specifically listed on the base bid.
- Any steel indicated on the Architectural drawings and not indicated on the Structural documents or listed on the base bid.
- Purlins, roofing panels, and fasteners for this material.

Terms and Conditions

- All invoices are to be paid in full within 30 days upon receipt of full or partial invoice without retainage.
- Ben's Structural Fabrication, Inc. is not responsible for delays in scheduled completion dates due to design revisions, additions or lack of prompt approval of shop drawings.
- Ben's Structural Fabrication, Inc. shall not be contractually obligated to any party other than buyer, regardless of buyer's agreements or contracts with third parties.
- This agreement is between Widseth Smith Nolting and Ben's Structural Fabrication, Inc. exclusively.
- The seller has the option to terminate in whole or in part this proposal if a signed copy is not provided to the seller within 30 days of the proposal date.
- Should revised documents be issued, we reserve the right to make adjustments to our price.
- All changes to erection and/or shop drawings due to:
 - Design change
 - Addition or deletion of structural and/or miscellaneous steel from bid documents
 - Site conditions
 - Site instructions
 - Work for such changes will not commence until a signed change order has been forwarded to Ben's Structural Fabrication, Inc..
- Ben's Structural Fabrication, Inc. will not accept back charges or retainage unless the guidelines stated herein are followed:

- Any error/omission must be reported to Ben's Structural Fabrication, Inc. immediately.
- Ben's Structural Fabrication, Inc. must be given the opportunity to propose an economical and/or alternative solution to the problem, error and/or omission.
- If the error/omission is the fault of Ben's Structural Fabrication, Inc. and the error/omission is accepted, the charges must be provided to Ben's Structural Fabrication, Inc. immediately and no time will be charged for drawing repair.
- Prices will be subject to adjustment per published price increases and surcharges at time of purchase order.

Acceptance

- If this proposal is acceptable please sign and date below, initial each page and fax all pages of this proposal along with a purchase order to 320-251-8423. Work will not begin until this signed proposal has been received.
- We thank you for allowing us the opportunity to provide you with our proposal and look forward to working towards a successful and profitable project together.

**We propose to furnish this project for a price of: \$68,249.00
Excluding Tax**

Estimator

Ben's Structural Fabrication, Inc.

Buyer

Widseth Smith Nolting

Craig Miller VP

QUOTE FORM – McLeod County Public Works

Quote Submitted to:

John Brunkhorst, County Engineer
McLeod County Public Works
1400 Adams St. SE
Hutchinson, MN 55350

Quote must be received on or before Friday, March 23, 2018 at 2PM.

Project: McCleod County Public Works – Pavilion
Structural Steel Package
840 Century Avenue SW
McCleod County Fairgrounds
Hutchinson, MN 55350

Name of Company Submitting Quote:

Central Minnesota Fabricating, Inc.

(name)

7101 Northland Circle, Suite 202, Brooklyn Park, MN 55428

(address)

(authorized signature)

Quote Scope of Work Description (Structural Steel Package):

Furnish structural steel and miscellaneous metals materials for installation by others as shown in the project documents. Include complete material delivery to the project site ON OR BEFORE MAY 15, 2018.

Quote Project Documents:

Documents prepared by Widseth Smith Nolting: Drawing Sheets G1 – Title Sheet, G2 – General Building Data, A0 – Architectural Site Plan, A1 – Floor Plan, Reflected Ceiling Plan, Elevations, A2 - Roof Plan, Building Sections, A3 – Details, S1 – Framing Section, Details, Structural Notes

Specification Sections: 05 1200 – Structural Steel Framing; 05 5000 – Metal Fabrications

Quote Amount:

Eighty-four thousand three hundred fifty Dollars
(amount in words) See "Exhibit A"

\$ 84,350.00 (dollars)

Delivery Date Confirmation:

I (We) are able to deliver materials included in this quote to the site on or before May 15, 2018.

Only if awarded by March 27, 2018.

Initial



"EXHIBIT A"
CENTRAL MINNESOTA FABRICATING, INC.
Sales Office
7101 Northland Circle
Suite 202
Brooklyn Park, MN 55428
"An Equal Opportunity Employer"
Phone 952-698-3542 Fax 952-698-3562

March 16, 2018

TO: McCleod County Public Works
1400 Adams Street SE
Hutchinson, MN 55350

ATTN: Project Manager
RE: McCleod County Public Works Pavilion - Steel
ENG: WSN
PLANS: Dated March 2018

Gentlemen:

In accordance with plans and specifications of the referenced project, we propose to furnish:
Structural Steel: 051200 Approx: 23.5 Ton

TOTAL QUOTATION: \$84,350.00 Tax Included

**Each of the 6 steel frames will come in 5 sections – to be field assembled.
The 2 rolled tubes will be shipped loose.
Lattice framing will come in 8 total panels.
Excluding all light gage material.**

Note: The above Subcontract Price is good for 30 calander days. Any increases in the price of steel for the Project, or any additional surecharges imposed on the steel, shall result in a corresponding dollar-for-dollar increase in the Subcontract Price if awarded after the 30 days.

EXCLUSIONS: BID BOND, LIQUIDATED DAMAGES, TESTING, PERFORMANCE & PAYMENT BONDS, FIELD MEASUREMENTS, GROUT, AND SHIMS.

7.375% State Sales Tax Included

Most current AISC Specification

F.O.B: Jobsite

Cleaning: SSPC-SP3

Erection: Not Included

Paint: Epoxy primer

Terms: 1/2% 10 Net 30 **No Retainage**

Steel Specs: A36/G50

1% per month on unpaid balance
after 30 days, plus collection fees

Bid Expires: 30 days

Recognize Add'm: None

Delivery: Open

Contract: Material Only Contracts, shall be issued on AGC Standard Contract Agreement Special Forms, for Material only, 1968 Edition, and shall not have any addendums, riders or attachments. Material and Labor Contracts shall be AGC Standard Subcontract Agreement, 1985 Edition, and shall not have any addendums, riders or attachments.

**Central Minnesota
Fabricating, Inc.**

Corporate Office
2725 West Gorton Ave
PO Box 1178
Willmar, MN 56201
Phone 320-235-4181
Toll Free 1-800-849-8857
Fax 320-235-6986

Sales Offices
7101 Northland Circle
Suite 202
Brooklyn Park, MN 55428
Phone 952-888-1676
Fax 952-888-1950



NOTE: CONTRACT MUST BE SIGNED BEFORE MATERIAL CAN BE ORDERED.
Acceptance of this proposal constitutes acceptance of Central Minnesota Fabricating's
Standard Terms and Conditions.

ACCEPTED:

Yours very truly,
CENTRAL MINNESOTA FABRICATING

Company Name

Signature

Print Name & Title

Date

Phil Schaefer, Sales Manager
pschaefer@cmf-inc.com
952-698-3542



**Central Minnesota
Fabricating, Inc.**

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PO Box 1178
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McLeod County 2017

Total Cases: 229

Total Autopsies: 9

Natural

- 212 jurisdiction declined
 - 77 registered hospice patients
- Five jurisdiction assumed; no autopsies required

Accident

- Three motor-vehicle-related
 - Two decedents were male, aged 29 and 26
 - One female aged 40
 - One snowmobile and one motorcycle
 - Alcohol was a factor in 2 incidents
- Three people aged 85 to 104 died from complications of falls from standing/sitting/bed height
- Two deaths due to substance abuse:
 - A 64-year-old male used heroin and methamphetamine
 - A 44-year-old woman overused prescribed morphine and lorazepam

Homicide - 0

Suicide

- Two deaths
- One male; one female
- No death due to gunshot
- Alcohol was present in one incident

Undetermined

- A 5-month old infant male died of undetermined causes

Bone

- One incident of found, non-human bones investigated

Cremations

- 162 cremations were approved



Medical Examiner Statistics For: Mcleod

January 1st through December 31st

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Homicide	0	1	1	0	0
MVA Accident	2	2	4	1	3
Natural	18	16	15	8	5
Non MVA Accident	9	4	8	10	5
Non-human	0	3	2	0	1
Reportable, Declined	173	153	162	196	212
Suicide	2	4	4	9	2
Undetermined	0	0	0	0	1
Total Cases:	204	183	196	224	229
<u>Autopsies</u>					
Bones Examination	0	3	2	0	1
Complete	14	14	17	12	8
External	0	0	1	1	0
Head	0	1	0	0	0
Limited	0	3	2	0	0
Total Autopsies:	14	21	22	13	9
Hospice	65	45	63	69	77
Cases Declined *	173	157	164	196	213
Scene Visits	64	55	59	53	55
Anthropology	0	2	0	0	0
Neuropathology Exams	0	0	1	0	1
Cardiac Pathology Exams	0	0	0	0	0
Cases With Histology	3	6	3	2	2
Cases With Toxicology	12	15	18	13	8
Lodox Imaging Performed	2	4	5	4	3
Unidentified Bodies	0	0	0	0	0
Unclaimed Bodies	0	0	0	0	0
Exhumations	0	0	0	0	0
Corneal Donations	3	1	3	3	0
Tissue Donations	2	1	2	3	1
Cremations	129	136	147	173	162
Non-Reportable	0	6	5	7	16

* Includes all Jurisdiction types other than "Assumed"

Annual Report

2017

McLeod County
Attorney's Office

2017 FELONY AND GROSS MISDEMEANOR ADULT CRIMINAL CHARGES

Aggravated Robbery	8
Assault.....	54
Burglary	16
Check Forgery/Offering a Forged Check/Possession of Counterfeit Money	5
Child Neglect or Endangerment/Contributing to the Need for Child Protection.....	9
Contributing to the Status as a Juvenile Petty Offender	1
Criminal Damage to Property	8
Criminal Sexual Conduct	15
Criminal Vehicular Operation.....	4
Driver's License Violations	22
Driving While Impaired Offenses.....	81
Drug Offenses	129
Electronic Solicitation of a Child.....	2
Escape from Custody	1
Failure to Register as a Predatory Offender.....	12
Financial Exploitation of a Vulnerable Adult.....	1
Financial Transaction Card Fraud.....	3
Firearm/Weapon Offenses	10
Fleeing a Peace Officer in a Motor Vehicle	7
Furnish and/or Sale of Alcohol to a Minor	6
Giving False Information to a Peace Officer	10
Interference with an Emergency Call	10
Interference with Privacy	3
Malicious Punishment of a Child.....	2
No Proof of Insurance.....	4
Obstructing Legal Process	4
Possession of Burglary Tools or Shoplifting Gear	2
Possession of Pornography Involving Minors	7
Possession/Receiving Stolen Property	5
School Bus Stop Arm Violation	2
Stalking	7
Theft.....	33
Threats of Violence.....	12
Violation of an Order for Protection or Harassment Restraining Order.....	13

Total Number of Charges in 2017:	508
Total Number of Charges in 2016:	323

Total Number of Males Charged in 2017:	258
Total Number of Males Charged in 2016:	178

Total Number of Females Charged in 2016:	83
Total Number of Females Charged in 2016:	55

Investigation Files 0
Extradition Files 5

2017 WELFARE FRAUD CASES

Misdemeanors	0
Gross Misdemeanors and Felonies	6
Investigations Closed Without Charges Filed	5
Pending Investigations as of December 31, 2017	14

2017 SOCIAL SERVICES MISCELLANEOUS

2017 MISDEMEANOR AND PETTY MISDEMEANOR CHARGES

Assault/Domestic Assault	13
Careless Driving/Reckless Driving/Inattentive Driving /Texting While Driving	39
Child Restraint	3
CMV Violations.....	1
Criminal Damage to Property	3
Dangerous Weapons	3
Disorderly Conduct	6
Driving After Cancellation, Suspension, or Revocation.....	119
DNR Violations	5
Driving Under the Influence	26
Expired Tabs/No Plates/Fail to Transfer Title.....	37
Fail to Move Over for Emergency Vehicle.....	1
Fail to Yield/Fail to Stop at Stop Sign.....	18
Flee Peace Officer.....	1
Follow Too Close.....	8
Give False Information to Peace Officer	2
Ignition Interlock Violation	3
Lane Violation	6
Leave Scene of Accident	3
Misc. Driving Offenses or DL Violations.....	9
Mistreat Animals.....	1
Motor Vehicle Equipment Violations.....	8
No Insurance/No Proof of Insurance	106
No Minnesota License	28
No Seatbelt.....	8
Obstruct Right of Way	1
Open Bottle	6
Permit/License Use Violations	8
Possession of a Small Amount of Marijuana and/or Drug Paraphernalia	22
Public Nuisance	8
Sale of Tobacco to Minors.....	1
Speed	158
Theft.....	3
Underage Consumption/Possession of Alcohol/Underage Drink & Drive.....	25
Violation of a No Contact Order	6
Window Tint Violation.....	11
Wrong Way on One Way.....	1
Zoning or Ordinance Violations	4

Totals:	2017 Charges	711
	2016 Charges	506
	2015 Charges	440
	2014 Charges	416
	2013 Charges	337
	2012 Charges	329
	2011 Charges	349

McLeod County Attorney's Office
2017 MISDEMEANORS AND PETTY MISDEMEANORS

Cases opened as:

- * Complaint Summons - 53
- * Complaint Warrant - 168
- * Arraignment - 289
- * Pre-Trial - 2
- * Court Trial - 3

Total number of cases opened:

2017.....	515
2016.....	359
2015.....	290
2014.....	293
2013.....	240
2012.....	244
2011.....	267
2010.....	230
2009.....	209
2008.....	291
2007.....	331
2006.....	429
2005.....	319

Males charged in 2017: 366

Females charged in 2017: 149

Businesses charged in 2017: 0

2017 JUVENILE CHARGES

Assault/Domestic Assault	16
Burglary	2
Careless Driving/Reckless Driving9
Criminal Sexual Conduct.....	5
Curfew Violation	13
Damage to Property	13
Dangerous Weapon.....	1
Disorderly Conduct.....	16
Distribute Obscene Material	1
Drive Wrong Way on One Way.....	1
Driving After Suspension/Revocation.....	1
DWI.....	4
Fail to Drive With Due Care	5
Fail to Register as Predatory Offender.....	1
False Info to Police	1
Fleeing a Peace Officer.....	5
Follow Too Close.....	1
Minor Consumption/Possession of Alcohol	20
Miscellaneous Charges	4
No Driver's License	10
No Insurance	14
Obstructing Legal Process	1
Possession of Drug Paraphernalia.....	14
Possession/Use of Tobacco.....	22
Possession and/or Sale of Drugs	20
Sale of Tobacco to Minor	2
Speeding.....	8
Theft/Shoplifting.....	36
Truancy	1
Use of Wireless Device.....	2
Vehicle Equipment Violations.....	4
Violate Provisional License	7

Total Charges 260

2017 JUVENILE SUMMARY

	<u>Charges</u>									
	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Total Number of Juveniles	199	156	161	176	202	233	221	262	223	332
Total Number of Boys Charged	142	113	101	131	133	130	145	170	160	221
Total Number of Girls Charged	57	43	60	45	69	103	76	92	63	111
Total Number of Charges	260	199	205	231	247	286	271	327	261	443

2017 Juvenile Summary by Age

<u>Age</u>	<u>Total</u>
10	1
12	9
13	15
14	17
15	30
16	55
17	72

Total: 199

2017 Diversion List

Minor Consumption	12
Possession of Drugs/Drug Paraphernalia	8
Theft/Shoplifting	15
Traffic Violations	1
Total	36

Total # of Diversions	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>
	36	28	38	51	47	85	72	91	107	23	128

APPEALS TO THE MINNESOTA SUPREME COURT

1. State of Minnesota v. Tara Molnau

- On April 22, 2015, following the execution of a search warrant, Tara Molnau was charged with controlled substance possession in the third degree.
- On August 11, 2015, after a court trial, the defendant was convicted of the offense.
- On October 30, 2015, the Court stayed the imposition of sentence and placed the defendant on probation for a period of four years on the condition that she serve 60 days in the McLeod County jail, complete a chemical dependency evaluation and psychological evaluation and follow any recommendations of the evaluations.
- The defendant appealed her conviction to the Minnesota Court of Appeals. The defendant argued that the search of her purse during the search warrant was unlawful, as she was a temporary guest of the residence that was searched.
- On December 19, 2016, following oral argument by the parties, the Court of Appeals found that the search of the purse was legal and affirmed her conviction.
- The defendant then filed a petition for further review with the Minnesota Supreme Court, which was granted on March 14, 2017.
- On September 5, 2017, the parties had oral argument before the Supreme Court.
- On December 6, 2017, the Minnesota Supreme Court found that the search of the purse was legal and affirmed Defendant's conviction.
- This matter is completed as of December 31, 2017.

APPEALS TO THE MINNESOTA COURT OF APPEALS

1. State of Minnesota v. Justin Lang

- On October 29, 2014, Justin Lang was charged with third degree assault for causing substantial bodily harm as a result of a fight that took place in rural McLeod County on June 8, 2014.
- Following a trial to the court on January 13th and 14th of 2016, the defendant was found guilty of third degree assault.
- On May 27, 2016, the defendant was ordered to serve 27 months in prison.
- The defendant appealed his conviction and sentence to the Minnesota Court of Appeals, arguing that two different statements made by witnesses were hearsay that should not have been admitted, and as a result of those statements, Defendant was entitled to a new trial.
- On August 14, 2017, the Court of Appeals affirmed Defendant's conviction and held that the statements were admissible and used appropriately by the judge who heard the case.
- Defendant filed a petition for further review with the Minnesota Supreme Court, which was denied on October 25, 2017.
- This matter is completed as of December 31, 2017.

2. State of Minnesota v. Todd Michael Saxon

- Todd Michael Saxon was charged with two felony counts of fifth degree assault after an altercation at the Hutchinson Hospital on June 20, 2016.
- Following a jury trial held on November 16, 2016, the defendant was convicted of both counts.
- On February 23, 2017, Defendant was sentenced to concurrent prison terms of 27 and 30 months.
- On October 11, 2017, Defendant appealed to the Minnesota Court of Appeals but filed a motion to stay the appeal in order to obtain further testimony regarding the issue of ineffective assistance of counsel at district court.
- After both parties submitted briefs, Defendant agreed to dismiss his appeal in exchange for the 30 month sentence to be reduced to 27 months.
- On February 2, 2018, Defendant's sentence was amended to 27 months and the appeal was dismissed.
- This matter is completed as of December 31, 2017.

3. State of Minnesota v. Corey Thomas Vener

- On February 22, 2016, following the execution of a search warrant at his home, Corey Vener was charged with being ineligible to possess a firearm, a felony offense.
- Defendant pled guilty to the charge on August 9, 2016.
- On November 18, 2016, Defendant's sentencing was held and Defendant argued for a departure from the presumptive 60 month prison sentence. Defendant filed a motion and argued that, because he was given a departure on a previous felony drug charge a few months prior, he should be given a departure for this case as well. The district court denied Defendant's departure motion and sentenced Defendant to 60 months in prison.
- Defendant appealed the court's denial of his departure motion to the Minnesota Court of Appeals.
- On January 8, 2018, the Court of Appeals held that the district court's decision to not depart from the presumptive sentence was not an error, and affirmed Defendant's sentence.
- This matter is completed as of December 31, 2017.

4. State of Minnesota v. Saul Lopez

- On July 30, 2015, law enforcement executed a search warrant at the home of Saul Lopez. During the search, law enforcement found a methamphetamine pipe and discovered that children resided in the residence.
- On May 11, 2016, Defendant was charged with one count of storing methamphetamine paraphernalia in the residence of a child, a felony level offense.
- On October 12 and 13, 2016, a jury trial was held and Defendant was convicted of the charge.
- On December 6, 2016, Defendant was sentenced to four years of probation on the condition that he serve 30 days in the McLeod County jail, complete a chemical dependency evaluation and mental health evaluation, and follow any

recommendations from those evaluations, and refrain from the use or possession of drugs or alcohol.

- Defendant appealed to the Minnesota Court of Appeals, arguing that the district court erred in admitting evidence of marijuana found in his home during the search, as well as admitting evidence of Defendant's previous assault conviction.
- In an order dated December 11, 2017, the Court of Appeals affirmed the district court and found that the evidence was properly admitted at trial.
- This matter is complete as of December 31, 2017.

5. State of Minnesota v. C.G.H.

- On September 24, 2015, Defendant C.G.H., a minor child, was charged with one count of third degree criminal sexual conduct and one count of fifth degree criminal sexual conduct for crimes that occurred during 2015.
- On January 19, 2016, Defendant pled guilty to the third degree charge, and was given a stay of adjudication and placed on probation for a period of 360 days with conditions that included completing a psychosexual evaluation and following any recommendations.
- On May 23, 2016, following an admission to a probation violation, Defendant's conditions of probation were changed and Defendant was ordered to complete a specific sex offender treatment program.
- On January 3, 2017, another probation violation was filed alleging that Defendant had failed to complete the treatment program within the period of his probation. Defendant admitted to the probation violation on May 2, 2017.
- On May 25, 2017, following arguments by the parties, Defendant's stay of adjudication was lifted, a conviction was entered, and Defendant was therefore required to register as a predatory offender.
- Defendant appealed the revocation of his stay of adjudication, arguing that his counsel was ineffective and that the district court erred when it sentenced him to a 360 day period of probation rather than two consecutive 180 day periods.
- Oral argument was held on January 10, 2018, and a decision from the Court of Appeals is pending.
- This matter is pending as of December 31, 2017.

6. State of Minnesota v. Steven Bashans

- On February 3, 2015, Steven Bashans was charged with being a felon in possession of a firearm and receiving stolen property, both felony level charges.
- Defendant pled guilty on April 9, 2015, and was sentenced to 60 months in prison.
- Defendant appealed his conviction to the Court of Appeals, arguing that his plea was based on a mistake in the law and that he received ineffective assistance of counsel. The appeal was stayed while the ineffective assistance of counsel claim was sent to the district court to take further testimony on that issue.
- The appeal was then dismissed, after the district court found that Defendant's counsel was ineffective and therefore Defendant's conviction and sentence were reversed and remanded back to district court.
- On August 24th and 25th of 2016, a jury trial was held and Defendant was found

guilty.

- On October 21, 2016, Defendant was sentenced to 60 months in prison.
- On July 7, 2017, Defendant appealed to the Minnesota Court of Appeals and again argued that he received ineffective assistance of counsel. Once again, the matter was sent back to district court to take further testimony on the issue.
- On December 20, 2017, the district court denied Defendant's argument that he received ineffective assistance of counsel.
- On December 29, 2017, the Court of Appeals reinstated Defendant's appeal.
- This matter is pending as of December 31, 2017.

7. State of Minnesota v. Joshua Daniel Kable

- On May 26, 2017, Defendant was charged with one count of violating a harassment restraining order, a felony level offense based on Defendant's criminal history.
- On July 26, 2017, a jury trial was held and Defendant was convicted of the charge.
- On September 29, 2017, Defendant was sentenced to three years of probation on the condition that he serve 45 days in the McLeod County jail, complete a mental health evaluation and follow any recommendations from the evaluation, and refrain from the use or possession of drugs or alcohol.
- The defendant has appealed to the Minnesota Court of Appeals.
- This matter is pending as of December 31, 2017.

8. State of Minnesota v. Bruce John Johnson

- On August 16, 2016, Defendant was charged with one count of fleeing a peace officer in a motor vehicle, a felony level offense.
- On May 24 and 25, 2017, a jury trial was held and Defendant was convicted of the charge.
- On August 31, 2017, Defendant was sentenced to three years of probation on the condition that he serve 30 days in the McLeod County jail, serve 15 days of community service, complete a chemical dependency evaluation and follow any recommendations from the evaluation, and refrain from the use or possession of drugs or alcohol.
- The defendant has appealed to the Minnesota Court of Appeals.
- This matter is pending as of December 31, 2017.

9. In Re the Marriage of Elio Fumagalli vs. Stacy Fumagalli

- Mr. Elio Fumagalli motioned for a reduction in his ongoing child support obligation, and a hearing was held in the expedited child support process on January 20, 2016.
- An Order was issued by the Child Support Magistrate on January 21, 2016, denying a reduction in Mr. Fumagalli's child support obligation.
- Mr. Fumagalli requested review of the Magistrate's Order by the McLeod County District, and on May 10, 2016, the McLeod County District Court affirmed the Magistrate's Order denying Appellant's motion to reduce his child support obligation.

- Mr. Fumagalli appealed to the Minnesota Court of Appeals.
- On March 20, 2017, Mr. Fumagalli's appeal was denied.
(The McLeod County Attorney's Office represented the McLeod County Child Support Office in the above appeal.)

10. In Re the Marriage of Elio Fumagalli vs. Stacy Fumagalli

- In addition to the above action, Mr. Fumagalli brought a second appeal to the Minnesota Court of Appeals.
- While the above appeal was still pending, Mr. Fumagalli filed another motion to reduce his ongoing child support obligation.
- A hearing was held in the expedited child support process on October 19, 2016, and the Magistrate reduced Mr. Fumagalli's ongoing child support obligation, however, not by as much as he had requested.
- Mr. Fumagalli appealed to the Minnesota Court of Appeals.
- On August 28, 2017, Mr. Fumagalli's appeal was denied.
(The McLeod County Attorney's Office represented the McLeod County Child Support Office in the above appeal.)

11. In the Matter of the Welfare of the Child of S.S.W. and J.L.W.

- S.S.W. and J.L.W. are the biological parents of J.J.W., d.o.b. April 17, 2015.
- J.J.W. entered foster care on July 8, 2015, as a result of S.S.W.'s inability to provide appropriate care for J.J.W.
- Reunification efforts failed to reunify J.J.W. with either of his parents, and on September 23, 2016, McLeod County filed a petition to terminate the parental rights of S.S.W. and J.L.W.
- J.L.W. consented to a termination of his parental rights.
- A termination of parental rights trial as to S.S.W. was conducted, and on February 27, 2017, the McLeod County District Court involuntarily terminated the parental rights of S.S.W.
- S.S.W. thereafter appealed the termination of her parental rights to the Minnesota Court of Appeals, and on July 31, 2017, the termination of her parental rights was affirmed.

REAL ESTATE TAX APPEALS

1. Second Century Housing v. County of McLeod

- Second Century Housing owns the Oaks Assisted Living Facility on the south side of Hutchinson.
- Second Century Housing has appealed the valuation for taxes payable in 2014, 2015, and 2016.
- The assessed value for property taxes payable in 2014 was \$2,755,500.00.
- The assessed value for property taxes payable in 2015 was \$2,610,200.00.
- The assessed value for property taxes payable in 2016 was \$2,610,200.00.
- That the parties agreed to reduce the valuations to \$2,340,600.00 for all three years.
- The Minnesota Tax Court approved the agreement on March 9, 2017.
- These matters are resolved.

2. Pines of Hutchinson LLC v. County of McLeod

- Pines of Hutchinson owns the Pines Senior Living Facility on the south side of Hutchinson.
- Pines of Hutchinson has appealed real estate taxes payable in 2014, 2015, and 2016.
- That the estimated market value for the property taxes payable in 2014, 2015, and 2016 was \$3,005,400.00.
- That the parties agreed to settle the tax appeal by reducing the valuation to \$2,730,300.00.
- The Minnesota Tax Court approved the settlement on March 9, 2017.
- These matters are resolved.

3. Menard Inc. v. County of McLeod

- Menard owns a commercial home improvement store in Hutchinson.
- Menard has appealed the valuation of the property for taxes payable in 2014, 2015, and 2016.
- Menard dismissed the tax appeal for taxes payable in 2014 and 2015.
- That for taxes payable in 2016, the property had an assessed market value of \$6,304,000.00.
- That the parties agreed to reduce the valuation for taxes payable in 2016 to \$6,250,000.00.
- The Minnesota Tax Court approved the settlement on January 11, 2017.
- These matters are resolved.

4. City West Holdings LLC v. County of McLeod

- City West Holdings owns the old Telex building in Glencoe and has appealed the valuation of the property for taxes payable in 2014, 2015, and 2016.
- The matter was tried before the Minnesota Tax Court on September 19, 2017.
- The final arguments were submitted to the Court on November 15, 2017.
- These matters are pending before the Minnesota Tax Court as of December 31, 2017.

5. Super Valu/Inland Hutchinson LLC v. County of McLeod

- Super Valu/Inland Hutchinson owns commercial property in Hutchinson and has appealed the valuation of the property for taxes payable in 2014 and 2015.
- For taxes payable in 2014 and 2015, the property was valued at \$3,028,900.00.
- That the parties agreed to settle the real estate tax appeal by reducing the value to \$2,869,200.00 for both tax years.
- The agreement was approved by the Minnesota Tax Court on August 11, 2017.
- These matters are resolved.

6. Shopko – Glencoe v. County of McLeod

- Shopko – Glencoe owns a retail store in Glencoe and has appealed the valuation of the property for taxes payable in 2015, 2016, and 2017.
- The estimated market value for the property for all three tax years was \$1,128,200.00.
- That the parties agreed to reduce the valuation for all three years to \$883,700.00.
- The Minnesota Tax Court approved the settlement on May 23, 2017.
- These matters are resolved.

7. Shopko – Hutchinson v. County of McLeod

- Shopko – Hutchinson owns a retail establishment in Hutchinson and has appealed the valuation for property taxes payable in 2015, 2016, 2017, and 2018.
- For taxes payable in 2015, the valuation was \$3,289,400.00.
- For taxes payable in 2016, the valuation was \$3,196,600.00.
- For taxes payable in 2017, the valuation was \$3,284,700.00.
- For taxes payable in 2018, the valuation was \$3,289,400.00.
- That the parties agreed to reduce the valuation for all four tax years to \$2,900,000.00.
- The Minnesota Tax Court approved the settlement on September 28, 2017.
- These matters are resolved.

8. Best Buy v. County of McLeod

- Best Buy owns commercial property in Hutchinson and has appealed the valuation for property taxes payable in 2015, 2016, and 2017.
- For taxes payable in 2015, the valuation was \$1,494,300.00.
- For taxes payable in 2016, the valuation was \$1,414,900.00.
- For taxes payable in 2017, the valuation was \$1,452,500.00.
- For all three tax years, the parties agreed to reduce the estimated market value to \$1,100,000.00.
- The Minnesota Tax Court approved the settlement on August 11, 2017.
- These matters are resolved.

9. Brandon Luthens v. County of McLeod

- Brandon Luthens owns agricultural property in Hassen Valley, Helen, and Hutchinson Townships in rural Hutchinson and has appealed the classification of the property for taxes payable in 2015, 2016, and 2017.
- These matters are pending before the Minnesota Tax Court as of December 31, 2017.

10. Northern Natural Gas Company v. Commissioner of Revenue
 - Northern Natural Gas owns gas pipelines throughout the State of Minnesota and has appealed the valuation of its property for taxes payable in 2015 and 2016.
 - These matters are pending before the Minnesota Tax Court as of December 31, 2017.
11. CenterPoint Energy v. Commissioner of Revenue
 - CenterPoint Energy owns utility lines throughout the State of Minnesota and has filed an appeal for its valuation for taxes payable in 2015 and 2016.
 - These matters were resolved by the Minnesota Tax Court on February 1, 2017.
 - These matters are resolved.
12. Jungclaus Implement v. County of McLeod
 - Jungclaus Implement owns a commercial property in Glencoe and has appealed its real estate taxes payable in 2016.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.
13. Novation Credit Union v. County of McLeod
 - Novation Credit Union owns commercial property in the city of Hutchinson and has filed a real estate tax appeal for taxes payable in 2016.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.
14. Border Foods DBA Taco Bell v. County of McLeod
 - Border Foods owns commercial property in Hutchinson and has appealed the valuation for taxes payable in 2016.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.
15. Concrete Mobility LLC v. County of McLeod
 - Concrete Mobility LLC owns property in Glencoe and has appealed the valuation for taxes payable in 2017.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.
16. IRC Hutchinson LLC – Inland Hutchinson v. County of McLeod
 - IRC Hutchinson LLC owns property in Hutchinson and has appealed their real estate tax valuation for taxes payable in 2017.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.
17. Coborn Realty Company Limited Partnership v. County of McLeod
 - Coborn's owns property in Hutchinson and has appealed their valuation for taxes payable in 2017.
 - This matter is pending before the Minnesota Tax Court as of December 31, 2017.

SEXUALLY DANGEROUS PERSON COMMITMENTS

1. In the Matter of the Civil Commitment of M.M. as a Sexually Dangerous Person
 - M.M. was indefinitely committed as a sexually dangerous person by the McLeod County District Court in 1995.
 - M.M. is a three time convicted sex offender and has sexually abused approximately 36 children, by his admission.
 - M.M. has been attending sex offender inpatient treatment at the Minnesota Sex Offender Treatment Program continuously since 1995.
 - In 2017, M.M. petitioned for a provisional discharge or full discharge from civil commitment.
 - On July 28, 2017, M.M.'s petition was denied.
2. In the Matter of the Civil Commitment of W.O. as a Sexually Dangerous Person
 - In 2010, McLeod County filed a petition to commit W.O. indefinitely as a sexually dangerous person.
 - W.O. is a three time convicted sex offender, and has admitted sexually abusing 15 – 20 young children.
 - W.O. was incarcerated in prison from 1991 until November of 2010, and McLeod County filed its commitment petition prior to W.O.'s release from prison.
 - In 2011, the McLeod County District Court indefinitely committed W.O. as a sexually dangerous person.
 - In 2015, W.O. filed a petition for provisional discharge from civil commitment, and extensive litigation continued until 2017, when W.O.'s petition for provisional discharge was denied.
3. In the Matter of the Civil Commitment of C.F. as a Sexually Dangerous Person
 - C.F. was indefinitely committed as a sexually dangerous person by the McLeod County District Court in 2007 because of his inability to complete sex offender treatment in both the community and prison.
 - C.F. has a history of sexual abuse of minor males and possession of child pornography.
 - In 2017, C.F. filed a petition for provisional discharge from civil commitment, and litigation of that petition remains pending.

MENTALLY ILL AND DANGEROUS COMMITMENTS

1. In the Matter of the Civil Commitment of S.R. as Mentally Ill and Dangerous

- S.R. was indefinitely committed as mentally ill and dangerous by the McLeod County District Court in 2006 for stalking behavior.
- S.R. has been undergoing inpatient mental health treatment at the Minnesota Security Hospital in St. Peter since his commitment in 2006.
- In 2015, S.R. petitioned for provisional discharge from civil commitment.
- A hearing was held on S.R.'s petition for provisional discharge in December of 2015.
- On January 6, 2016, S.R.'s provisional discharge was granted from civil commitment, and he is residing in a group home in the St. Peter community.
- In 2017, S.R. filed a petition for a full discharge from civil commitment, and litigation of that petition remains pending.

2. In the Matter of the Civil Commitment of M.M. as Mentally Ill and Dangerous

- M.M. was incarcerated at Oak Park Heights prison from September of 2001 to December of 2011 for a first degree aggravated robbery conviction from McLeod County.
- Prior to his release from prison, the Minnesota Department of Corrections requested the McLeod County Attorney's Office review for a possible civil commitment case because M.M. was mentally ill and engaged in stalking while in prison.
- A petition was filed with the McLeod County District Court on December 8, 2011, to indefinitely commit M.M. as mentally ill and dangerous.
- M.M. was indefinitely committed as mentally ill and dangerous by the McLeod County District Court.
- M.M. appealed his commitment to the Minnesota Court of Appeals, and his civil commitment was affirmed in February of 2013.
- In 2017, M.M. petitioned for a transfer to a less restrictive treatment facility.
- On September 5, 2017, M.M.'s petition was denied.

3. In the Matter of the Civil Commitment of D.B. as Mentally Ill and Dangerous

- On May 27, 1989, D.B. set fire to the Holy Trinity Church in Winsted.
- D.B. is mentally ill and developmentally delayed.
- D.B. was indefinitely civilly committed as mentally ill and dangerous by the McLeod County District Court on July 28, 1989.
- In June of 2007, D.B. was provisionally discharged from the St. Peter Security Hospital to a community based group home placement, where he remains residing.
- In 2017, D.B. petitioned for a transfer to a less restrictive community placement while on provisional discharge, and litigation of that petition remains pending.

CIVIL MATTERS

1. Jessica Kampschroer, formerly known as Jessica Miles, v. McLeod County, et al
 - Plaintiff brought an action against McLeod County and other counties because of unlawful access to her driver's license information.
 - Plaintiff alleges that McLeod County Sheriff's Department personnel accessed her driver's license information on four occasions between January 2007 and August 2007.
 - McLeod County was granted summary judgment by Federal District Court Judge Susan Richard Nelson on October 7, 2014.
 - The Plaintiff appealed the matter to the 8th Circuit Court of Appeals which remanded the matter back to the District Court in Minnesota.
 - McLeod County was granted summary judgment on August 16, 2017.
 - Plaintiff appeal period expires on April 9, 2018.
 - This matter is pending as of December 31, 2017.
2. Timothy Sherno v. McLeod County, et al
 - Timothy Sherno alleges that McLeod County Sheriff's Department personnel improperly accessed his driver's license information on nine occasions in 2005 and 2006.
 - The United States District Court for Minnesota dismissed the claims because they were outside of the statute of limitations and the Plaintiff failed to accurately state a claim.
 - The Plaintiff appealed to the United States 8th Circuit Court of Appeals which affirmed the District Court's ruling.
 - The Plaintiff then petitioned for a rehearing, which was denied on November 28, 2016.
 - The appeal period to the U.S. Supreme Court has lapsed, and therefore, this matter is resolved as of December 31, 2017.
3. Alix Kendall v. McLeod County, et al
 - Alix Kendall brought this action under the driver's data privacy act in Federal District Court.
 - Alix Kendall alleges that McLeod County Sheriff's Department personnel improperly accessed her driver's license information on 47 occasions between 2004 and 2009.
 - The United States Federal District Court for the District of Minnesota dismissed her claim for failure to state a claim and the Court found that Plaintiff's claims were outside of the statute of limitations.
 - The Plaintiff appealed the dismissal to the 8th Circuit Court of Appeals, which denied her appeal.
 - The Plaintiff then petitioned for a rehearing before the entire panel of the 8th Circuit Court of Appeals, which was denied by the 8th Circuit Court of Appeals on November 28, 2016.
 - That the period to appeal to the U.S. Supreme Court has lapsed, and therefore, this matter is resolved as of December 31, 2017.

4. Trevor Coon v. McLeod County, et al

- Trevor Coon has brought an action against McLeod County seeking damages for what he alleges was an unlawful search of his person that occurred on December 13, 2013.
- This matter was filed in the United States District Court for the District of Minnesota.
- This matter has been resolved with a nominal payment to the Plaintiff.
- This matter is resolved as of December 31, 2017.

5. Juan Berenguer v. County of McLeod

- Juan Berenguer alleges that McLeod County Sheriff's Department personnel unlawfully accessed his driver's license information.
- The complaint was filed in April 2015 in the Federal District Court for the District of Minnesota.
- The Federal District Court dismissed McLeod County and several other counties because of the statute of limitations having lapsed.
- The Plaintiff appealed the decision from the Federal District Court to the 8th Circuit Court of Appeals.
- The appeal does not involve McLeod County but other defendants whose claims were not outside the statute of limitations.
- The matter involving McLeod County has been resolved because all claims were outside of the statute of limitations.
- This matter is resolved as of December 31, 2017.

6. Michael Thomas Montgomery v. Matthew Allen Wyatt, McLeod County Sheriff's Deputy

- McLeod County Deputy Matthew Allen Wyatt was involved in an incident at the Kwik Trip Store in Norwood-Young America, Minnesota, on April 17, 2015, during which it is alleged by the Plaintiff that Matthew Wyatt unlawfully shot Michael Montgomery.
- A notice of claim has been filed.
- No civil litigation was commenced, and this matter is considered resolved as of December 31, 2017.

7. County Ditch 20 and County Ditch 22

- The McLeod County Board of Commissioners decided that a redetermination of benefits and damages was necessary for County Ditch 20 and County Ditch 22.
- The redetermination of benefits was completed.
- There was an appeal by one of the property owners of his benefits for property on County Ditch 20.
- A property owner also filed a claim alleging that crop damages are owed.
- The landowner appeal and the crop damage claims have been resolved.
- This matter is completed as of December 31, 2017.

8. Kim Derry v. McLeod County

- Kim Derry is a former employee of the McLeod County Highway Department and served an action against the McLeod County Highway Engineer claiming he was unlawfully discharged from his employment.
- The matter was never properly served and the attorney for the Plaintiff has withdrawn.
- No further action has been taken in this matter and is deemed closed as of December 31, 2017.

9. Recyclables RFP

- The McLeod County Board of Commissioners requested that the McLeod County Attorney draft a request for proposals for the possible privatization of the McLeod County Recycling Center located in Hutchinson, McLeod County, Minnesota.
- The RFP was drafted and approved by the McLeod County Board.
- That a contract was entered into with Greenforest to operate the recycling facility.
- This matter is completed as of December 31, 2017.

10. McLeod Sibley Joint Ditch No. 18

- A landowner brought an action against McLeod Sibley Joint Ditch No. 18.
- A trial was held before the Sibley County Court in April of 2016 and the District Court awarded damages of \$3,574.00 and attorney fees in the amount of \$7,704.00.
- The landowners appealed the award of damages and the award of attorney fees to the Minnesota Court of Appeals.
- The Court of Appeals affirmed the decision of the Sibley County Court.
- The matter was petitioned by the Appellants for further review to the Minnesota Supreme Court.
- The Minnesota Supreme Court refused the petition for further review.
- This matter is completed as of December 31, 2017.

11. Reconstruction of CSAH 15

- The McLeod County Board of Commissioners has approved a project to regrade CSAH 15 from Highway 7 to CSAH 22.
- Twenty-nine parcels had easements that needed to be acquired.
- Easements of twenty parcels have been acquired. Nine parcels involving four landowners have not yet been acquired.
- This matter is pending as of December 31, 2017.

12. Reconstruction of CSAH 3

- The McLeod County Board of Commissioners has approved the reconstruction of CSAH 3 from CSAH 1 to the Carver County line.
- This three-mile reconstruction project is proceeding with easement acquisition which was completed in 2017.
- Construction is scheduled for 2018.
- All easements have been acquired as of December 31, 2017, and this matter is closed.

13. Professional Responsibility Complaint Against Michael Junge

- A citizen filed a complaint against Michael Junge, McLeod County Attorney, which was dismissed by the Minnesota Board of Professional Responsibility.
- This matter is completed as of December 31, 2017.

14. Employee Issue Regarding Unemployment Insurance

- An employee was discharged because of employee misconduct.
- The employee appealed the denial of her unemployment compensation.
- The Unemployment Law Judge determined that the employee was not entitled to unemployment compensation because she had been discharged for misconduct.
- This matter is completed as of December 31, 2017.

15. Employee Investigation

- An employee filed a complaint alleging harassing conduct and a hostile workplace environment.
- An investigation was conducted which substantiated the employee's complaints.
- This matter is completed as of December 31, 2017.

16. McLeod County Soil and Water Conservation Joint Powers Agreement

- McLeod County and McLeod Soil and Water Conservation District entered into a Joint Powers Agreement to better coordinate and co-locate the services provided by both entities.
- This matter is completed as of December 31, 2017.

17. Employee Disciplinary Action

- A McLeod County department head commenced an investigation into an employee's misconduct.
- Prior to completion of the investigation, the employee voluntarily terminated employment with McLeod County.
- This matter is completed as of December 31, 2017.

18. Ineligible Voter Investigations

- Four complaints were presented to law enforcement throughout McLeod County regarding ineligible voters.
- Three of the cases involved individuals who were convicted of felony offenses after the election in 2016, and therefore, they were lawfully eligible to vote in November 2016.
- The fourth case involved an individual who was told by a poll worker that she was eligible to vote even though she only had a picture ID and a green card.
- This matter was investigated and no criminal charges were filed because the person inquired of the poll worker and the poll worker gave wrong information.
- These matters are completed as of December 31, 2017.

FORFEITURES - 2017

1. Michael Junge v. 2002 Dodge Intrepid
 - The vehicle was seized during a drug related arrest
 - Forfeiture complete
2. Michael Junge v. 1996 Pontiac
 - The vehicle was seized during a DWI arrest
 - The vehicle was returned to the registered owner
 - Forfeiture dismissed
3. Michael Junge v. 2016 Yukon
 - The vehicle was seized during a DWI arrest
 - The vehicle was bought back by the registered owner
 - Forfeiture dismissed
4. Michael Junge v. 2004 Honda Accord
 - The vehicle was seized during a fleeing a peace officer arrest
 - The forfeiture was contested
 - The McLeod County District Court ordered the vehicle be returned to the registered owner
 - Forfeiture dismissed
5. Michael Junge v. \$467.00
 - The monies were seized during a drug related arrest
 - The forfeiture was contested
 - Forfeiture complete
6. Michael Junge v. 2002 Jeep Liberty
 - The vehicle was seized during a drug related arrest.
 - Forfeiture complete
7. Michael Junge v. 2004 Pontiac Grand Prix
 - The vehicle was seized during a fleeing a peace officer arrest
 - The forfeiture was contested
 - Forfeiture pending
8. Michael Junge v. 2001 Chevrolet Cavalier, \$2,001 & Gold Necklace
 - The vehicle, monies and necklace were seized during a drug related arrest
 - Forfeiture complete
9. Michael Junge v. 2000 Toyota Tacoma
 - The vehicle was seized during a drug related arrest
 - Forfeiture complete

10. Michael Junge v. 2002 Ford
 - The vehicle was seized during a DWI arrest
 - Forfeiture complete
11. Michael Junge v. 2003 Jaguar
 - The vehicle was seized during a drug related arrest
 - Forfeiture complete
12. Michael Junge v. 2000 Chevrolet Van
 - The vehicle was seized during a drug related arrest
 - The forfeiture is contested
 - Forfeiture pending
13. Michael Junge v. Various Firearms
 - The firearms were seized during a drug related arrest
 - The criminal charges against the defendant were dismissed
 - The firearms were released to the registered owners
 - Forfeiture dismissed
14. Michael Junge v. \$965.00
 - The monies were seized during a drug related arrest
 - Forfeiture complete
15. Michael Junge v. 2012 Ford Edge
 - The vehicle was seized during a DWI arrest
 - The forfeiture was contested
 - An agreement was reached with the registered to buy the vehicle back
 - Forfeiture dismissed
16. Michael Junge v. 2007 Ford Expedition
 - The vehicle was seized during a DWI arrest
 - The forfeiture is contested
 - Forfeiture pending
17. Michael Junge v. 2005 Ford Taurus
 - The vehicle was seized during a DWI arrest
 - Forfeiture complete
18. Michael Junge v. 2003 Ford
 - The vehicle was seized during a DWI arrest
 - The forfeiture is contested
 - The McLeod County District Court ordered that the vehicle be returned to the registered owner
 - Forfeiture dismissed
19. Michael Junge v. 2006 Dodge
 - The vehicle was seized during a DWI arrest

- An agreement was reached with the registered owner to buy the vehicle back
 - Forfeiture dismissed
20. Michael Junge v. 2008 Chevrolet Impala
- The vehicle was seized during a drug related offense
 - The forfeiture is contested
 - Forfeiture pending
21. Michael Junge v. 2000 Subaru and \$705.00
- The vehicle and monies were seized during a drug related arrest
 - The forfeiture is contested
 - Forfeiture pending
22. Michael Junge v. 2014 GMC
- The vehicle was seized during a DWI arrest
 - The forfeiture is contested
 - An agreement was reached with the registered owner to buy the vehicle back
 - Forfeiture dismissed
23. Michael Junge v. 2003 GMC Envoy
- The vehicle was seized during a DWI arrest
 - The forfeiture is contested
 - Forfeiture pending
24. Michael Junge v. 2009 Honda Accord
- The vehicle was seized during a fleeing a peace officer arrest
 - The forfeiture is contested
 - Forfeiture pending
25. Michael Junge v. \$776.00
- The monies were seized during a drug related arrest
 - Forfeiture pending
26. Michael Junge v. 2004 Ford
- The vehicle was seized during a DWI arrest
 - Forfeiture pending
27. Michael Junge v. 2000 Buick
- The vehicle was seized during a DWI arrest
 - Forfeiture pending
28. Michael Junge v. 1998 Blazer
- The vehicle was seized during a drug related arrest
 - An agreement was reached with the registered owner to buy the vehicle back
 - Forfeiture dismissed

29. Michael Junge v. 2011 Chevrolet

- The vehicle was seized during a DWI arrest
- The forfeiture is contested
- Forfeiture pending

30. Michael Junge v. 1998 Chevrolet

- The vehicle was seized during a DWI arrest
- Forfeiture pending

31. Michael Junge v. 1998 Chevrolet MLS

- The vehicle was seized during a DWI arrest
- An agreement was reached with the registered owner to buy the vehicle back
- Forfeiture dismissed

32. Michael Junge v. 2008 Toyota

- The vehicle was seized during a DWI arrest
- Forfeiture pending

33. Michael Junge v. 2005 Honda

- The vehicle was seized during a drug related arrest
- The forfeiture is contested
- Forfeiture pending

34. Michael Junge v. \$1,025.00

- The monies were seized during a drug related arrest
- The forfeiture is contested
- Forfeiture pending

35. Michael Junge v. 2001 Chevrolet Cavalier

- The vehicle was seized during a drug related arrest
- Forfeiture pending

36. Michael Junge v. 2013 Ford Fusion

- The vehicle was seized during a drug related arrest
- The forfeiture is contested
- Forfeiture pending

37. Michael Junge v. \$116.00

- The monies were seized during a drug related arrest
- Forfeiture pending

38. Michael Junge v. 2002 Pontiac Bonneville

- The vehicle was seized during a fleeing a peace officer arrest
- Forfeiture pending

39. Michael Junge v. 2007 Ford Fusion

- The vehicle was seized during a drug related arrest

- Forfeiture pending
40. Michael Junge v. 2008 Nissan Altima
- The vehicle was seized during a drug related arrest
 - Forfeiture pending
41. Michael Junge v. 2011 Honda
- The vehicle was seized during a fleeing a peace officer arrest
 - Forfeiture pending
42. Michael Junge v. 1998 Chevrolet S-10
- The vehicle was seized during a drug related arrest
 - Forfeiture pending
43. Michael Junge v. 1999 Audi
- The vehicle was seized during a DWI arrest
 - Forfeiture pending
44. Michael Junge v. 2006 Volkswagen
- The vehicle was seized during a drug related arrest
 - Forfeiture pending
45. Michael Junge v. \$2,582.00
- The monies were seized during a drug related arrest
 - Forfeiture pending
46. Michael Junge v. Shotgun (.410 Stevens 940B Savage Arms)
- The firearm was seized during a drug related arrest
 - Forfeiture pending
47. Michael Junge v. 2006 Pontiac
- The vehicle was seized during a DWI arrest
 - Forfeiture pending
48. Michael Junge v. 2004 Suzuki & \$155.00
- The vehicle and monies were seized during a drug related arrest
 - Forfeiture pending
49. Michael Junge v. 2004 Toyota UXS, 20 Gauge Shotgun, & 30-06 Rifle
- The vehicle and firearms were seized during a DWI and drug related arrest
 - Forfeiture pending
50. Michael Junge v. 2017 Chevrolet Corsica
- The vehicle was seized during a DWI arrest
 - Forfeiture pending

2017

CHILD SUPPORT REPORT

County Attorney's Hours Billed to Social Services:

Yearly: Total of 309.2 hours
Amount: \$34,931.50

Monthly: Average of 25.77 hours per month
Amount: \$2,910.96

County Court Appearances: (OTSC's, Pre-trials, Motions, Stipulations, Motion/Orders To Dismiss)

368

Number of New Cases Opened in 2017 52

Child Support Collections for 2017 \$4,991,342

Monthly Collection Average: \$396,994.58

Previous Years Total Collected

1990	\$1,241,383.33	2003	\$4,558,626.00
1991	\$1,536,356.00	2004	\$4,719,154.00
1992	\$1,917,865.90	2005	\$4,760,783.00
1993	\$1,613,648.00	2006	\$4,740,844.00
1994	\$2,002,905.45	2007	\$4,898,099.00
1995	\$2,161,169.81	2008	\$5,008,802.00
1996	\$2,425,500.89	2009	\$4,869,345.00
1997	\$2,587,869.00	2010	\$4,829,467.00
1998	\$2,713,249.00	2011	\$4,812,810.00
1999	\$3,553,190.00	2012	\$4,829,706.00
2000	\$3,763,601.00	2013	\$4,895,246.00
2001	\$4,121,706.00	2014	\$4,869,520.00
2002	\$4,364,292.00	2015	\$4,854,833.00
		2016	\$4,763,935.00

2017 CHILD SUPPORT

New Files Opened in 2017

Public Assistance Child Support

Paternity	11
Contempt	18
Total	29

Non-Public Assistance Child Support

Paternity	6
Contempt	17
Total	23

Total New Files Opened in 2017	52
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**PURCHASE OF SERVICE AGREEMENT FOR THE TRANSPORTATION OF CHILDREN AND YOUTH
IN FOSTER CARE PLACEMENT**

This Agreement is entered into by and between Hutchinson School District 423 (hereinafter referred to as the District) and McLeod County.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, the term foster care is defined as 24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions and preadoptive homes. This definition is consistent with the Fostering Connections Act (45 CFR 1355.20).

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act, the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded, including the use of child welfare funding to cover costs for such transportation provided by the District and McLeod County agree to share the costs of the transportation. This agreement outlines the developed agreement about shared costs of transporting youth in foster care to and from school.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. TERM:

The term of this Agreement shall be in effect from July 1, 2017 - June 30, 2019

2. EDUCATIONAL PLACEMENT DECISIONS:

McLeod County is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and educational continuity for the child, unless contrary to the child's best interests. McLeod County and/or representative of the school in which the child is currently enrolled will work with the McLeod County foster care contact to determine, based on the child's best interest, whether the child should remain in the school of origin or consider a transfer to the local zoned school for the child's new residence.

If McLeod County considering moving a child to a new educational placement, McLeod County

will have a phone consultation with the school contact prior to gathering input about the best interests of the child in relation to their school placement. McLeod County and District Homeless Liaison responsible for students in foster care will work collaboratively to inform this school placement decision-making process. The school will provide information about the appropriateness of the child's current educational placement. McLeod County shall take into consideration this information and other best interest factors found in paragraph three in making educational decision. The District Homeless Liaison and /or a representative of the school in which the child is enrolled will be asked to participate in the meeting, either by phone or in person. McLeod County will identify a point of contact from the agency to work directly with the District Homeless Liaison to ensure a smooth transition.

3. BEST INTEREST FACTORS:

When considering placement the following best interest factors should be considered:

- The student's age
- The school attended by the student's siblings
- Length of time student is expected to remain in the current placement and the possible location of housing intended to be long-term
- Distance of commute and the impact it may have on the student's education and other student-centered, transportation-related factors, including travel time
- The preferences of the student, the birth parents or prior custodian as appropriate, and the student's foster care parent(s) or current placement provider
- School stability and educational continuity
- Time remaining in the academic year
- Personal safety, attendance, academic progress and social involvement of the student in the current school
- The impact it has for moving the student to a new school may have on his/her needs and progress academically, emotionally, socially and physically
- Availability of classes to avoid credit loss and timely graduation or promotion
- Documentation of the student's needs to determine shall be maintained in the McLeod County case file and student's cumulative record.

4. SERVICES

Transportation Services will be provided by the District in the following manner:

- a. Students who are able to be transported to school on an existing route: When feasible, students placed in foster care will be transported to school on an existing bus route. Feasibility considerations will include the location, length of bus ride, space available on the route and availability of any needed accommodations. District will cover the associated costs.
- b. Students who have an IEP indicating the need for specialized transportation: If students are residing and attending school within the District, the District will assume costs required for transporting the student to school. District will cover the associated costs.

- c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, the District will negotiate with McLeod County to determine the best possible means of transportation. The District and McLeod County will share the transportation costs identified in Section 5a.
- d. Students residing in a foster care placement outside of District boundaries, but attending a District School: If students are residing in a foster care placement outside of District boundaries, but are attending school within the District, transportation will be arranged by the District. The District will negotiate with McLeod County to determine the best possible means of transportation. The District and McLeod County will share the transportation costs identified in Section 5a.
- e. Students placed in foster care within District and attending a non-ISD 423 Schools: The District will bear no financial responsibility for this student. McLeod County and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

5. **PAYMENT FOR SERVICES:**

- a. The District and McLeod County agree to split the costs of the transportation described in Section 4, including but not limited to staff time and third party carriers as appropriate. Mileage reimbursement is to be set at the current IRS rate. All transportation costs identified in this agreement are to be split equally; the District and the McLeod County agree to each assume pay 50% of the costs.
- b. McLeod County will identify a point of contact from the agency to work directly with the District Homeless Liaison to ensure transportation arrangements are timely and authentic. All transportation requests are to be requested by the McLeod County point of contact to be honored.
- c. Transportation services will be provided by the District and its contracted transportation providers, when possible. If due to driver or vehicle unavailability, McLeod County will be responsible for transportation of the student placed in foster care.
- d. McLeod County will compensate the District for transportation provided outside of the district pursuant to this agreement at the rate billed to the district by the private transportation company. Copies of the invoices from the private transportation company will be provided to McLeod County.
- e. The District will submit itemized invoices to the McLeod County contact on a quarterly basis. The invoices will detail each trip provided by the District, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice.
- f. In situations where transportation is being funded by McLeod County, McLeod County point of contact will notify the District Homeless Liaison when foster care placements end.

6. DISPUTE RESOLUTION:

It is the responsibility of McLeod County and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care.

McLeod County and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

1. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within 24 hours.
2. Upon receipt of the explanation, the decision be reviewed by the District and the Human Services Director of McLeod Social Services of McLeod County. Input will be reviewed from all parties and a decision by the Human Services Director will be communicated within three business days. A decision could be made to uphold the decision, reverse the decision or require the parties to participate in a Child Foster Care Decision Making Team meeting.
3. County will determine the placement of the child until the dispute resolution process has concluded. During this time the transportation costs will be divided equally between the District and McLeod County.
4. If disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

7. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein, District and its subcontractors are independent providers and not employees of McLeod County. No statement contained in this Agreement shall be construed so as to find the District shall be entitled to none of the rights, privileges, or benefits of McLeod County employees except as otherwise stated herein.

8. INDEMNIFICATION:

Each party shall be liable for its own acts and the acts of its representatives to the extent provided by law and hereby agrees to indemnify, hold harmless, and defend each other, its officers, employees and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its officers, employees and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, employees or volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

9. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

10. STANDARDS:

The District and McLeod County shall comply with all applicable State statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

11. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or McLeod County because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

12. INSURANCE & LICENSURE:

All student transportation provided by the District shall be covered under the District's Liability Insurance Policy. The District will ensure that all contractors, subcontractors and drivers are licensed and insured in accordance with the law and District policies; and that they obtain and maintain workers' compensation insurance, automobile insurance, and general liability insurance for bodily injury, personal injury and property damage in the performance of duties arising from this agreement.

The District will provide copies of insurance certificates to McLeod County upon execution of this Agreement.

13. ASSIGNMENT:

Neither party to this agreement shall assign the agreement, nor any interest arising herein, without prior written consent of the other.

14. AMENDMENTS:

This agreement may be supplemented, amended or revised only in writing by agreement of both parties.

15. SEVERABILITY:

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

16. FINAL AGREEMENT:

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

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates written below.

COUNTY OF MCLEOD
STATE OF MINNESOTA

HUTCHINSON SCHOOL DISTRICT
ISD 423 SCHOOLS

BY: _____

Gary Sprynczynatyk
Human Services Director

BY: _____

Michael Scott, PhD
Director of Teaching & Learning

DATED: _____

DATED: _____

ATTESTED TO:

BY: _____

Cindy Schultz Ford
McLeod County Administrator

BY: _____

Rebecca Boll
Director of Finance

DATED: _____

DATED: _____

BY: _____

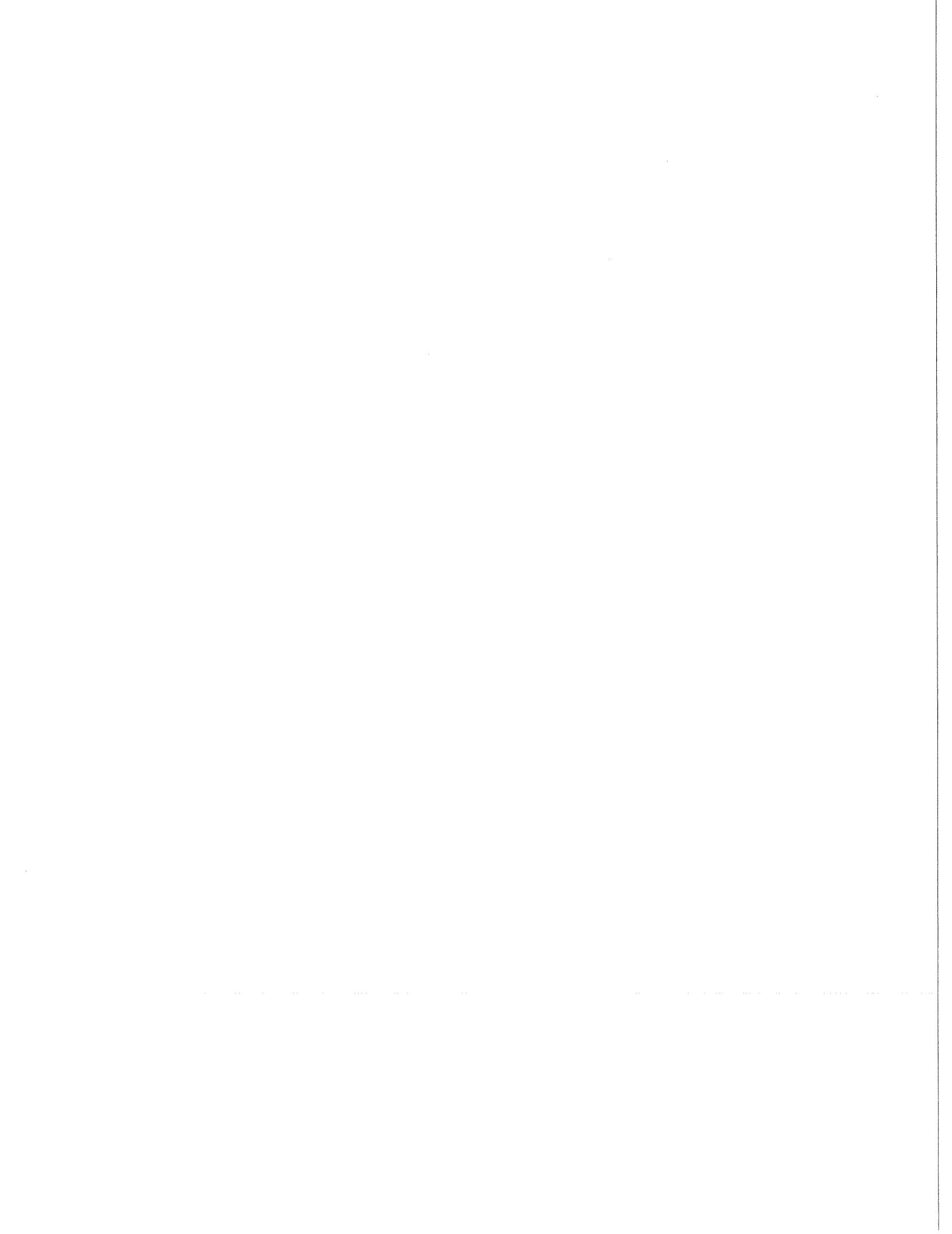
Joseph Nagel, Commissioner, Chair
McLeod County Board

DATED: _____

BY: _____

Michael Jungen, Attorney
McLeod County

DATED: _____



Foster Care Pilot Project General Assurances and Signatures

General Assurances

1. Use of funds

The use of funds shall be limited to the reimbursement of the extraordinary transportation costs for the transportation of foster care students to their school of origin when the student is placed in out-of-home placement outside of the boundaries of their school district of origin. The reimbursement amount provided by the pilot project will be dispersed to the school district or child welfare agency that incurred the expense.

2. Data collection and sharing

Participants in the pilot project agree to share data required to process the reimbursement requests for eligible transportation expenses. Participants agree to allow MDE to use the data, not including individual level or student identifying information, for reporting or documentation purposes.

3. Examination and audit of accounts and records

Participants in the pilot project shall have the right to examine books, records, documents, and other evidence and accounting procedures, practices, sufficient to reflect properly all direct and indirect costs and the method of the distribution of reimbursement funds as provided by the pilot project.

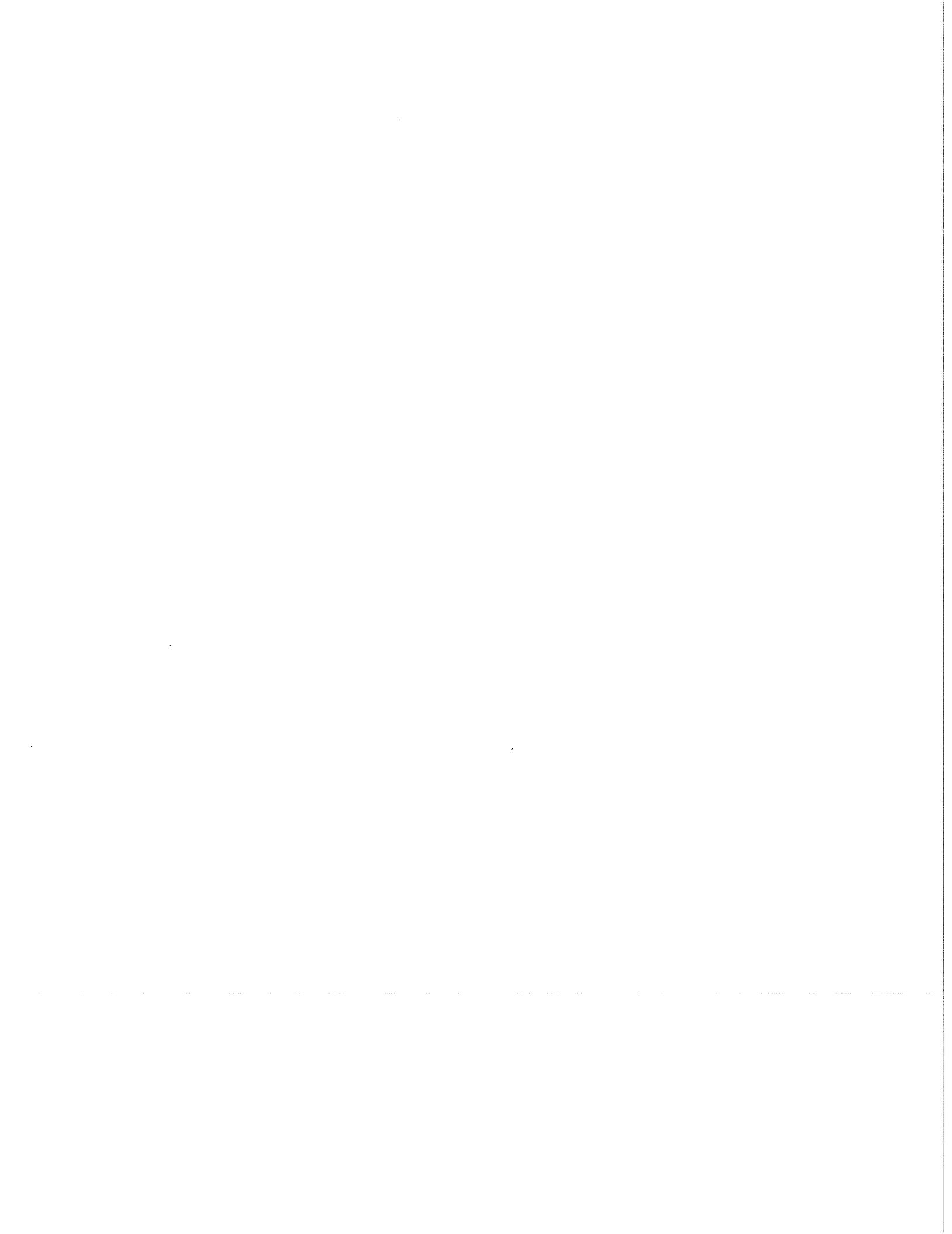
Required Signatures

District Representative Name Rebecca Boll, Finance Director
Title Rebecca Boll

Signature Rebecca Boll Date 4-6-18

Child Welfare Agency Representative Name Gary Spivaczyński
Title Human Service Director III - McLeod County

Signature Gary H. Spivaczyński Date 04/09/18





Foster Care Pilot Project Applicant Information

Directions: Please complete the form below, including contact names, email addresses, and additional information, as required.

Foster Care Pilot Project District Information

District Name: Hutchinson Public Schools

District Number: ISD 423

Superintendent Name: Daron VanderHeiden

Phone: 320-234-2602

Email: daron.vanderheiden@isd423.org

District Foster Care Point-of-Contact: Lisa Kraft

Phone: 320-234-2618

Email: Lisa.kraft@isd423.org

Child Welfare Agency

Child Welfare Agency Name: McLeod Social Service Center

Director Name: Gary Spynczynatyk

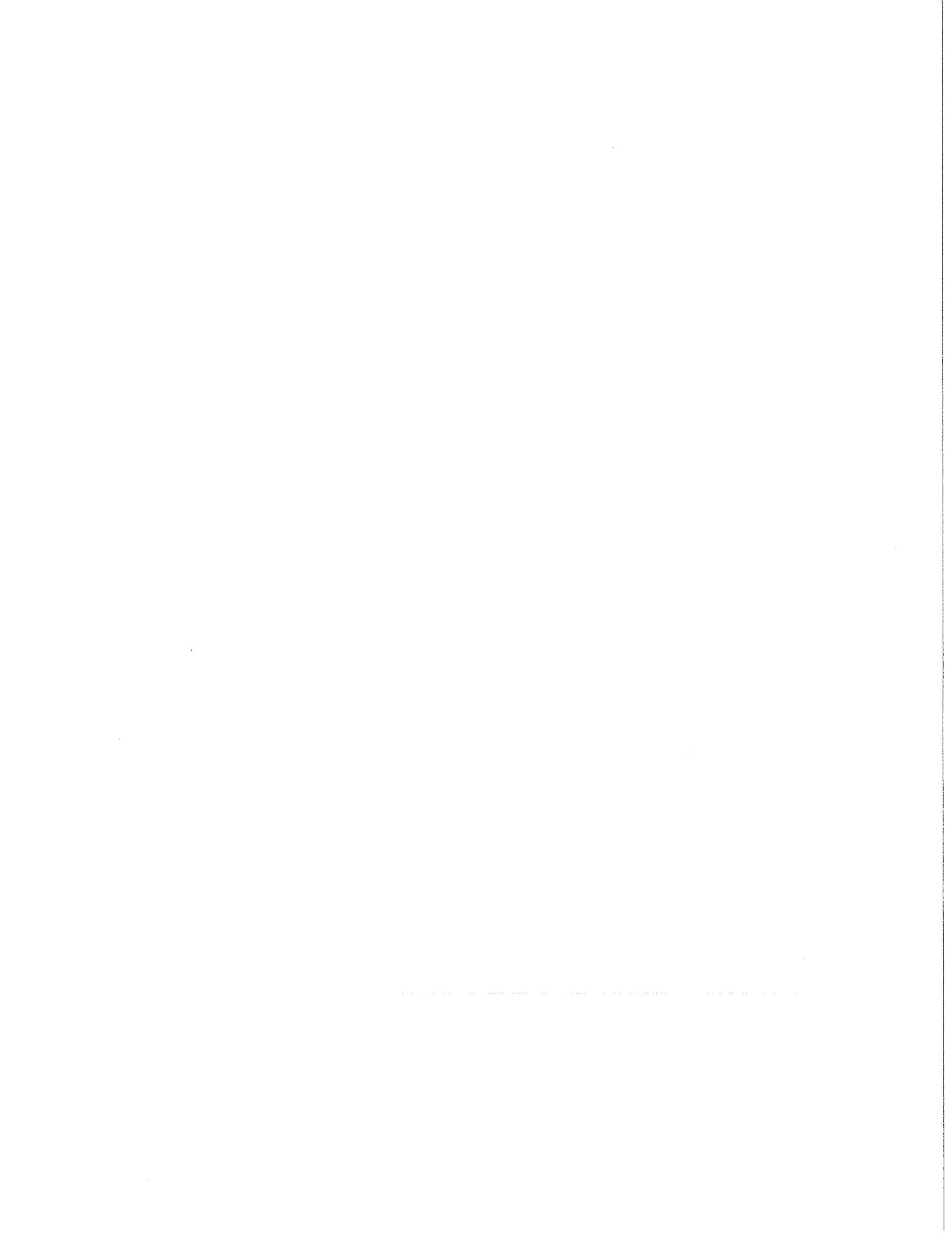
Phone: 320-864-3144

Email: gary.spynczynatyk@co.mcleod.mn.us

Child Welfare Agency Point-of-Contact: Sally Audo

Phone: 320-864-3144 Ext. 1338

Email: sally.audo1@co.mcleod.mn.us





Foster Care Pilot Project Applicant Information

Directions: Please complete the form below, including contact names, email addresses, and additional information, as required.

Foster Care Pilot Project District Information

District Name: Glencoe-Silver Lake Public Schools

District Number: 2859

Superintendent Name: Chris Sonju

Phone: 320-864-2498

Email: csonju@gsl.k12.mn.us

District Foster Care Point-of-Contact: Paul Sparby

Phone: 320-864-2401

Email: psparby@gsl.k12.mn.us

Child Welfare Agency

Child Welfare Agency Name: McLeod Social Service Center

Director Name: Gary Sprynczynatyk

Phone: 320-864-3144

Email: gary.sprynczynatyk@co.mcleod.mn.us

Child Welfare Agency Point-of-Contact: Sally Aubol

Phone: 320-864-3144

Email: sally.aubol@co.mcleod.mn.us

Foster Care Pilot Project General Assurances and Signatures

General Assurances

1. Use of funds

The use of funds shall be limited to the reimbursement of the extraordinary transportation costs for the transportation of foster care students to their school of origin when the student is placed in out-of-home placement outside of the boundaries of their school district of origin. The reimbursement amount provided by the pilot project will be dispersed to the school district or child welfare agency that incurred the expense.

2. Data collection and sharing

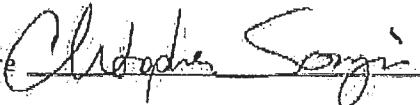
Participants in the pilot project agree to share data required to process the reimbursement requests for eligible transportation expenses. Participants agree to allow MDE to use the data, not including individual level or student identifying information, for reporting or documentation purposes.

3. Examination and audit of accounts and records

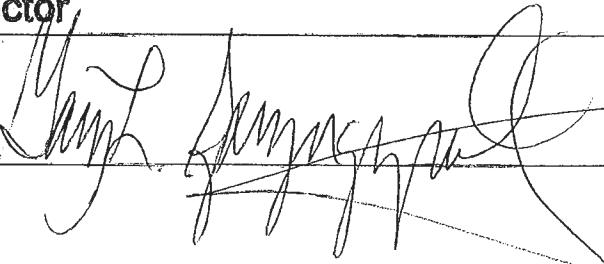
Participants in the pilot project shall have the right to examine books, records, documents, and other evidence and accounting procedures, practices, sufficient to reflect properly all direct and indirect costs and the method of the distribution of reimbursement funds as provided by the pilot project.

Required Signatures

District Representative Name Chris Sonju
Title Superintendent

Signature  Date 4/09/2018

Child Welfare Agency Representative Name McLeod County Service Center
Title Director

Signature  Date 4/09/2018

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

GLENCOE SILVER-LAKE SCHOOL DISTRICT 2859

Contract Period: March 1, 2018, through June 30, 2019

This Agreement is entered into by and between **Glencoe Silver-Lake School District 2859**, located at **District Office 1621 16th Street E.. Glencoe, MN 55336** hereinafter referred to as the District and **McLeod County Social Services**, located at **1805 Ford Ave N. Glencoe, MN 55336** for the transportation of children and youth in foster care placement.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. AUTHORITY:

The Elementary and Secondary Education Act (ESEA), the Every Student Succeeds Act (ESSA), Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 110-351, (42 USC Section 204(a)(1)(B)), Disabilities in Education Act (IDEA), Title VI and the Equal Educational Opportunities Act (EEOA), Title IV of the Social Security Act (Section 475(l)(G) (42 USC 675(l))), Minnesota Statute 260C.212, Minnesota Statute 123B.92, FERPA, FOIA, and Minnesota Data Practices Act.

2. TERM:

This Agreement shall be in effect from March 1, 2018 through June 30, 2019.

3. DEFINITIONS:

"Foster Care" is defined as 24 hour substitute care for children placed away from their parents or guardians, and homeless children, for whom the child welfare agency has placement and care responsibility. This includes children in foster family homes, shelters, relative foster homes, group homes, and residential facilities, regardless of whether the foster care facility is licensed or whether payments are made by the state.

MCLEOD COUNTY SOCIAL SERVICES

Memorandum of Understanding

"School of Origin" is defined as the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

4. EDUCATIONAL PLACEMENT DECISIONS:

McLeod County Social Services is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and education continuity, unless contrary to the child's best interests.

If McLeod County Social Services is considering moving a child to a new educational placement, McLeod County Social Services will notify the District Title I Liaison responsible for students in foster care. McLeod County Social Services has identified the point of contact from the agency as the ESSA Transportation Coordinator to work directly with the District Title I Liaison. The District Title I Liaison will arrange a consultation between McLeod County Social Services and the child's school of origin. The school of origin will provide information about the child's current educational placement. McLeod County Social Services shall take into consideration this information and other best interest factors in making the educational placement decision. The District Title I Liaison may participate in the consultation.

5. SERVICES

The District acknowledges and agrees to provide transportation as required by law, including but not limited to Minn. Stat §§ 123B.88; 123B.92, subd. 1; and 124D.03, subd. 8. In addition, in accordance with the Every Student Succeeds Act, 20 U.S.C. §1005(g)(E), and the best interests of a child requirements of §260C.212, subd. 8(i) the District and McLeod County Social Services agree to the following in order to address school transportation costs during foster care placements of children:

- a. Students who can be transported to school on an existing route: When feasible, a student placed in foster care will be transported to school on an existing bus route. District will cover the associated costs.
- b. Students who have an IEP indicating the need for specialized transportation: If a student resides and is attending school within the District, the District will assume costs for transporting the student to school. District will cover the associated costs.
- c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation cost.
- d. Students residing in a foster care placement outside of District boundaries but attending a District School: If a student resides in a foster care placement outside of District boundaries but is attending school within the District McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
- e. Students placed in foster care within the District and attending a non-District School: The District will bear no financial responsibility for this student. McLeod County Social Services and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

6. PAYMENT FOR SERVICES:

- a. The District and McLeod County Social Services each agree to incur fifty percent of the additional cost of the student's transportation described in Section 5(c) and 5(d) if the means of transportation results in added cost.
- b. McLeod County Social Services will identify a point of contact from the agency to work directly with the District Title I Liaison to ensure transportation arrangement are timely. All transportation requests are to be requested by the McLeod County Social Services point of contact to be honored. The McLeod County Social Services point of contact will be the ESSA Transportation Coordinator.
- c. The Parties will exchange itemized invoices on a quarterly basis. The invoices will detail each trip provided, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice, unless there is a dispute. In that circumstance, all undisputed amounts shall be paid within 35 days of receipt of invoice and disputed amounts will be addressed and paid following a determination pursuant to Section 8, the dispute resolution process.
- d. Whenever there is a planned change in educational placement, McLeod County Social Services point of contact will notify the District Title I Liaison to assure appropriate transportation services and address changes in billings for such services.

7. DISPUTE RESOLUTION:

It is the responsibility of McLeod County Social Services and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care. McLeod County Social Services and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

1. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within five (5) school days.
2. Upon receipt of the explanation, the decision shall be reviewed by the District and the McLeod County Social Services Agency Director. Input will be reviewed from all parties and a decision by the Agency Director will be communicated within five (5) school days. A decision could be made to uphold the decision, reverse the decision or require the parties to participate in a Decision Making Team meeting.
3. McLeod County Social Services will determine the placement of the child until the dispute resolution process has concluded. During this time, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
4. If disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

8. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein District Staff, agents, employees, and subcontractors are independent providers and not employees of McLeod County Social Services. No statement contained in this Agreement shall be construed so as to find the District staff, agents, employees, and subcontractors shall be entitled to any of the rights privileges, or benefits of McLeod County Social Services.

9. INDEMNIFICATION:

Each party, shall be liable for its own acts and the acts of its agents, representatives, officers, employees, subcontractors and volunteers, to the extent provided by law and hereby agrees to indemnify, hold harmless and defend each other, its agents, representatives, officers, employees, subcontractors, and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its agents, representatives, officers, employees, subcontractors, and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, representatives officers, employees, subcontractors, and volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

10. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

11 STANDARDS:

The District and McLeod County Social Services shall with all applicable state statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

12. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or McLeod County Social Services because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, amended, the Minnesota Rules implementing such act now in force or as Adopted, as well as federal regulations on data privacy.

13. INSURANCE AND LICENSURE:

All student transportation provided by the District shall be covered under the District's Liability Insurance Policy. The District shall ensure that all contractors, subcontractors and drivers are licensed and insured in accordance with the law and District policies; and that they obtain and maintain workers' compensation insurance, automobile insurance, and general liability insurance for bodily injury, personal injury and property damage in the performance of duties arising from this agreement.

The District will provide copies of insurance certificates to McLeod County Social Services upon execution of this Agreement

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

14. SUBCONTRACTORS:

Upon approval of McLeod County Social Services, the District may hire employees and/or enter into subcontracts for performance of any of the services contemplated under this Agreement. All agreements in place with employees and subcontractors must contain provisions that make all employees and subcontractors subject to all the requirements of this Agreement.

15. AMENDMENTS:

This agreement may be supplemented, amended or revised only by a written and signed agreement of both parties.

16. ASSIGNMENT:

Neither party to this agreement shall assign the agreement, nor any interest arising herein, without prior written consent of the other.

17. RECORDS AUDITING AND RETENTION:

District's bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the McLeod County Social Services and the legislative or State Auditor. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. District agrees to maintain such evidences for a period of seven (7) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

18. WAIVER:

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

19. SEVERABILITY:

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

20. FINAL AGREEMENT:

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

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MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

APPROVED AS TO FORM AND EXECUTION

BY:


Christopher Sonju, Superintendent or Designee

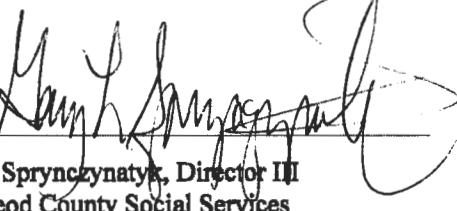
Glencoe Silver-Lake School District 2859

Date

4/9/2018

- Contracts up to \$25,000.00 Department Head Signature:
- Contracts \$25,001.00- \$100,000.00 Department Head and County Coordinator Signatures:
- Contracts \$100,001.00 and over Department Head, County Coordinator, and County Board Signatures.

BY:


Gary Sprynczynatyk, Director III
McLeod County Social Services

Date

04/10/18

BY:

, McLeod County Coordinator
McLeod County Administration Department

Date

BY:

, Commissioner
McLeod County Social Services Board

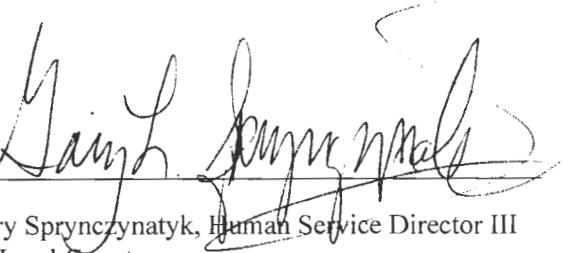
Date

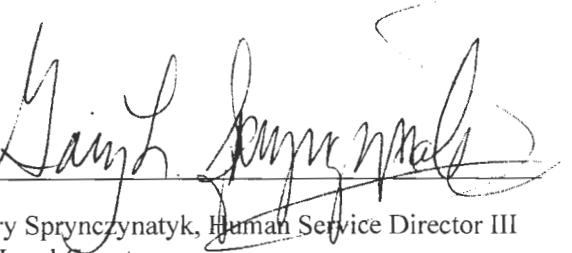
MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

BY: _____ Date _____

Christopher Sonju, Superintendent or Designee
Glencoe Silver-Lake School District 2859

BY: _____ Date _____


Gary Sprynczynatyk, Human Service Director III
McLeod County


04/10/18
Date

BY: _____ Date _____

Cindy Schultz Ford, Administrator
McLeod County

BY: _____ Date _____

Joseph Nagel, Chair
McLeod County Board of Commissioners

APPROVED AS TO FORM AND EXECUTION

BY: _____ Date _____

Michael Junge, Attorney
McLeod County


Date



Foster Care Pilot Project Applicant Information

Directions: Please complete the form below, including contact names, email addresses, and additional information, as required.

Foster Care Pilot Project District Information

District Name: Howard Lake Waverly Winsted

District Number: 2687

Superintendent Name: Brad Sellner

Phone: 320-543-4646

Email: bsellner@HLWW.k12.mn.us

District Foster Care Point-of-Contact: Jen Olson

Phone: 320-543-4636

Email: jolson@hlww.k12.mn.us

Child Welfare Agency

Child Welfare Agency Name: McLeod Social Service Center

Director Name: Gary Sprynczynatyk

Phone: 320-864-3144

Email: gary.sprynczynatyk@co.mcleod.mn.us

Child Welfare Agency Point-of-Contact: Sally Aubol

Phone: 320-864-3144

Email: sally.aubol@co.mcleod.mn.us

Foster Care Pilot Project General Assurances and Signatures

General Assurances

1. Use of funds

The use of funds shall be limited to the reimbursement of the extraordinary transportation costs for the transportation of foster care students to their school of origin when the student is placed in out-of-home placement outside of the boundaries of their school district of origin. The reimbursement amount provided by the pilot project will be dispersed to the school district or child welfare agency that incurred the expense.

2. Data collection and sharing

Participants in the pilot project agree to share data required to process the reimbursement requests for eligible transportation expenses. Participants agree to allow MDE to use the data, not including individual level or student identifying information, for reporting or documentation purposes.

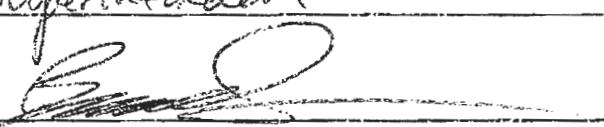
3. Examination and audit of accounts and records

Participants in the pilot project shall have the right to examine books, records, documents, and other evidence and accounting procedures, practices, sufficient to reflect properly all direct and indirect costs and the method of the distribution of reimbursement funds as provided by the pilot project.

Required Signatures

District Representative Name Brad Sellner

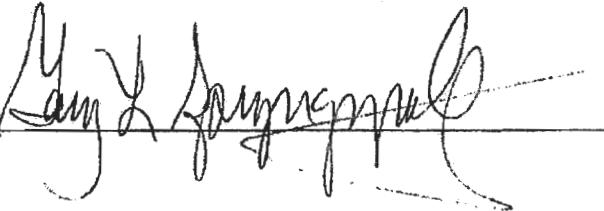
Title Superintendent

Signature 

Date 4/10/18

Child Welfare Agency Representative Name Gary Spyrykczynski

Title Human Service Director - McLeod County

Signature 

Date 4/10/18

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

HOWARD LAKE WAVERLY WINSTED SCHOOL DISTRICT 2687

Contract Period: March 1, 2018, through June 30, 2019

This Agreement is entered into by and between Howard Lake Waverly Winsted School District 2687, located at District Office 8700 County Rd 6 SW, Howard Lake MN 55349 hereinafter referred to as the District and McLeod County Social Services, located at 1805 Ford Ave N, Glencoe, MN 55336 for the transportation of children and youth in foster care placement.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. AUTHORITY:

The Elementary and Secondary Education Act (ESEA), the Every Student Succeeds Act (ESSA), Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 110-351, (42 USC Section 204(a)(1)(B))), Disabilities in Education Act (IDEA), Title VI and the Equal Educational Opportunities Act (EEOA), Title IV of the Social Security Act (Section 475(l)(G) (42 USC 675(l))), Minnesota Statute 260C.212, Minnesota Statute 123B.92, FERPA, FOIA, and Minnesota Data Practices Act.

2. TERM:

This Agreement shall be in effect from March 1, 2018 through June 30, 2019.

3. DEFINITIONS:

"Foster Care" is defined as 24 hour substitute care for children placed away from their parents or guardians, and homeless children, for whom the child welfare agency has placement and care responsibility. This includes children in foster family homes, shelters, relative foster homes, group homes, and residential facilities, regardless of whether the foster care facility is licensed or whether payments are made by the state.

MCLEOD COUNTY SOCIAL SERVICES

Memorandum of Understanding

"School of Origin" is defined as the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

4. EDUCATIONAL PLACEMENT DECISIONS:

McLeod County Social Services is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and education continuity, unless contrary to the child's best interests.

If McLeod County Social Services is considering moving a child to a new educational placement, McLeod County Social Services will notify the District Title I Liaison responsible for students in foster care. McLeod County Social Services has identified the point of contact from the agency as the ESSA Transportation Coordinator to work directly with the District Title I Liaison. The District Title I Liaison will arrange a consultation between McLeod County Social Services and the child's school of origin. The school of origin will provide information about the child's current educational placement. McLeod County Social Services shall take into consideration this information and other best interest factors in making the educational placement decision. The District Title I Liaison may participate in the consultation.

5. SERVICES

The District acknowledges and agrees to provide transportation as required by law, including but not limited to Minn. Stat §§ 123B.88; 123B.92, subd. 1; and 124D.03, subd. 8. In addition, in accordance with the Every Student Succeeds Act, 20 U.S.C. §1005(g)(1), and the best interests of a child requirements of §260C.212, subd. 8(i) the District and McLeod County Social Services agree to the following in order to address school transportation costs during foster care placements of children:

- a. Students who can be transported to school on an existing route: When feasible, a student placed in foster care will be transported to school on an existing bus route. District will cover the associated costs.
- b. Students who have an IEP indicating the need for specialized transportation: If a student resides and is attending school within the District, the District will assume costs for transporting the student to school. District will cover the associated costs.
- c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation cost.
- d. Students residing in a foster care placement outside of District boundaries but attending a District School: If a student resides in a foster care placement outside of District boundaries but is attending school within the District McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
- e. Students placed in foster care within the District and attending a non-District School: The District will bear no financial responsibility for this student. McLeod County Social Services and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

6. PAYMENT FOR SERVICES:

- a. The District and McLeod County Social Services each agree to incur fifty percent of the additional cost of the student's transportation described in Section 5(c) and 5(d) if the means of transportation results in added cost.
- b. McLeod County Social Services will identify a point of contact from the agency to work directly with the District Title I Liaison to ensure transportation arrangement are timely. All transportation requests are to be requested by the McLeod County Social Services point of contact to be honored. The McLeod County Social Services point of contact will be the ESSA Transportation Coordinator.
- c. The Parties will exchange itemized invoices on a quarterly basis. The invoices will detail each trip provided, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice, unless there is a dispute. In that circumstance, all undisputed amounts shall be paid within 35 days of receipt of invoice and disputed amounts will be addressed and paid following a determination pursuant to Section 8, the dispute resolution process.
- d. Whenever there is a planned change in educational placement, McLeod County Social Services point of contact will notify the District Title I Liaison to assure appropriate transportation services and address changes in billings for such services.

7. DISPUTE RESOLUTION:

It is the responsibility of McLeod County Social Services and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care. McLeod County Social Services and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

1. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within five (5) school days.
2. Upon receipt of the explanation, the decision shall be reviewed by the District and the McLeod County Social Services Agency Director. Input will be reviewed from all parties and a decision by the Agency Director will be communicated within five (5) school days. A decision could be made to uphold the decision, reverse the decision or require the parties to participate in a Decision Making Team meeting.
3. McLeod County Social Services will determine the placement of the child until the dispute resolution process has concluded. During this time, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
4. If disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

8. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein District Staff, agents, employees, and subcontractors are independent providers and not employees of McLeod County Social Services. No statement contained in this Agreement shall be construed so as to find the District staff, agents, employees, and subcontractors shall be entitled to any of the rights privileges, or benefits of McLeod County Social Services.

9. INDEMNIFICATION:

Each party, shall be liable for its own acts and the acts of its agents, representatives, officers, employees, subcontractors and volunteers, to the extent provided by law and hereby agrees to indemnify, hold harmless and defend each other, its agents, representatives, officers, employees, subcontractors, and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its agents, representatives, officers, employees, subcontractors, and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, representatives officers, employees, subcontractors, and volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

10. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

11. STANDARDS:

The District and McLeod County Social Services shall with all applicable state statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

12. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or McLeod County Social Services because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, amended, the Minnesota Rules implementing such act now in force or as Adopted, as well as federal regulations on data privacy.

13. INSURANCE AND LICENSURE:

All student transportation provided by the District shall be covered under the District's Liability Insurance Policy. The District shall ensure that all contractors, subcontractors and drivers are licensed and insured in accordance with the law and District policies; and that they obtain and maintain workers' compensation insurance, automobile insurance, and general liability insurance for bodily injury, personal injury and property damage in the performance of duties arising from this agreement.

The District will provide copies of insurance certificates to McLeod County Social Services upon execution of this Agreement.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

14. SUBCONTRACTORS:

Upon approval of McLeod County Social Services, the District may hire employees and/or enter into subcontracts for performance of any of the services contemplated under this Agreement. All agreements in place with employees and subcontractors must contain provisions that make all employees and subcontractors subject to all the requirements of this Agreement.

15. AMENDMENTS:

This agreement may be supplemented, amended or revised only by a written and signed agreement of both parties.

16. ASSIGNMENT:

Neither party to this agreement shall assign the agreement, nor any interest arising herein, without prior written consent of the other.

17. RECORDS AUDITING AND RETENTION:

District's bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the McLeod County Social Services and the legislative or State Auditor. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. District agrees to maintain such evidences for a period of seven (7) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

18. WAIVER:

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

19. SEVERABILITY:

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

20. FINAL AGREEMENT:

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

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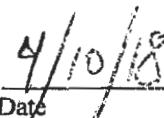
MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

APPROVED AS TO FORM AND EXECUTION

BY:


Brad Sellner, Superintendent or Designee
Howard Lake Waverly Winsted School District 2687

Date


4/10/18

- Contracts up to \$25,000.00 Department Head Signature:
- Contracts \$25,001.00- \$100,000.00 Department Head and County Coordinator Signatures:
- Contracts \$100,001.00 and over Department Head, County Coordinator, and County Board Signatures.

BY:


Gary Sprynczynatyk, Director III
McLeod County Social Services

Date

BY:


, McLeod County Coordinator
McLeod County Administration Department

Date

BY:


, Commissioner
McLeod County Social Services Board

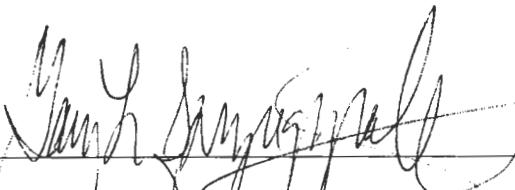
Date

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

BY: _____

_____ Date

Brad Sellner, Superintendent or Designee
Howard Lake Waverly Winsted School District 2687

BY: 

_____ Date

Gary Sprynczynatyk, Human Service Director III
McLeod County

BY: _____

_____ Date

Cindy Schultz Ford, Administrator
McLeod County

BY: _____

_____ Date

Joseph Nagel, Chair
McLeod County Board of Commissioners

APPROVED AS TO FORM AND EXECUTION

BY: _____

_____ Date

Michael Junge, Attorney
McLeod County



Foster Care Pilot Project Applicant Information

Directions: Please complete the form below, including contact names, email addresses, and additional information, as required.

Foster Care Pilot Project District Information

District Name: Lester Prairie School District

District Number: 0424-01

Superintendent Name: Jeremy Schmidt

Phone: 320-395-2521

Email: schmidt@lp.k12.mn.us

District Foster Care Point-of-Contact: Lester Prairie School District

Phone: 320-395-2521

Email: schmidt@lp.k12.mn.us

Child Welfare Agency

Child Welfare Agency Name: McLeod Social Service Center

Director Name: Gary Sprynczynatyk

Phone: 320-864-3144

Email: gary.sprynczynatyk@co.mcleod.mn.us

Child Welfare Agency Point-of-Contact: Sally Aubol

Phone: 320-864-3144

Email: sally.aubol@co.mcleod.mn.us

Foster Care Pilot Project General Assurances and Signatures

General Assurances

1. Use of funds

The use of funds shall be limited to the reimbursement of the extraordinary transportation costs for the transportation of foster care students to their school of origin when the student is placed in out-of-home placement outside of the boundaries of their school district of origin. The reimbursement amount provided by the pilot project will be dispersed to the school district or child welfare agency that incurred the expense.

2. Data collection and sharing

Participants in the pilot project agree to share data required to process the reimbursement requests for eligible transportation expenses. Participants agree to allow MDE to use the data, not including individual level or student identifying information, for reporting or documentation purposes.

3. Examination and audit of accounts and records

Participants in the pilot project shall have the right to examine books, records, documents, and other evidence and accounting procedures, practices, sufficient to reflect properly all direct and indirect costs and the method of the distribution of reimbursement funds as provided by the pilot project.

Required Signatures

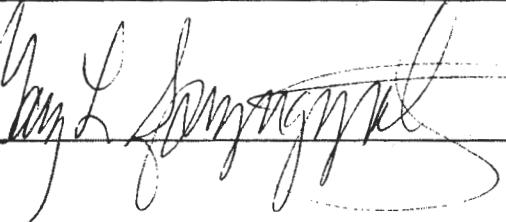
District Representative Name Jeremy Schmidt

Title Superintendent

Signature  Date 4-6-18

Child Welfare Agency Representative Name Gary Spyrycyniuk

Title Human Service Director - McLeod County

Signature  Date 04/06/18

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

LESTER PRAIRIE SCHOOL DISTRICT 424

Contract Period: March 1, 2018, through June 30, 2019

This Agreement is entered into by and between **Lester Prairie School District 424**, located at **District Office 131 Hickory Street North, Lester Prairie, MN 55354** hereinafter referred to as the District and **McLeod County Social Services**, located at **1805 Ford Ave N, Glencoe, MN 55336** for the transportation of children and youth in foster care placement.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, pursuant to the Elementary and Secondary Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), the District is required to collaborate with child welfare agency to develop and implement procedures for how transportation for youth in foster care will be provided, arranged and funded.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. AUTHORITY:

The Elementary and Secondary Education Act (ESEA), the Every Student Succeeds Act (ESSA), Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 110-351, (42 USC Section 204(a)(1)(B)), Disabilities in Education Act (IDEA), Title VI and the Equal Educational Opportunities Act (EEOA), Title IV of the Social Security Act (Section 475(l)(G) (42 USC 675(1))), Minnesota Statute 260C.212, Minnesota Statute 123B.92, FERPA, FOIA, and Minnesota Data Practices Act.

2. TERM:

This Agreement shall be in effect from March 1, 2018 through June 30, 2019.

3. DEFINITIONS:

"Foster Care" is defined as 24 hour substitute care for children placed away from their parents or guardians, and homeless children, for whom the child welfare agency has placement and care responsibility. This includes children in foster family homes, shelters, relative foster homes, group homes, and residential facilities, regardless of whether the foster care facility is licensed or whether payments are made by the state.

MCLEOD COUNTY SOCIAL SERVICES

Memorandum of Understanding

"School of Origin" is defined as the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

4. EDUCATIONAL PLACEMENT DECISIONS:

McLeod County Social Services is responsible for determining appropriate education placement and the presumption should be that the child will remain in the school of origin to provide school stability and education continuity, unless contrary to the child's best interests.

If McLeod County Social Services is considering moving a child to a new educational placement, McLeod County Social Services will notify the District Title I Liaison responsible for students in foster care. McLeod County Social Services has identified the point of contact from the agency as the ESSA Transportation Coordinator to work directly with the District Title I Liaison. The District Title I Liaison will arrange a consultation between McLeod County Social Services and the child's school of origin. The school of origin will provide information about the child's current educational placement. McLeod County Social Services shall take into consideration this information and other best interest factors in making the educational placement decision. The District Title I Liaison may participate in the consultation.

5. SERVICES

The District acknowledges and agrees to provide transportation as required by law, including but not limited to Minn. Stat §§ 123B.88; 123B.92, subd. 1; and 124D.03, subd. 8. In addition, in accordance with the Every Student Succeeds Act, 20 U.S.C. §1005(g)(E), and the best interests of a child requirements of §260C.212, subd. 8(i) the District and McLeod County Social Services agree to the following in order to address school transportation costs during foster care placements of children:

- a. Students who can be transported to school on an existing route: When feasible, a student placed in foster care will be transported to school on an existing bus route. District will cover the associated costs.
- b. Students who have an IEP indicating the need for specialized transportation: If a student Resides and is attending school within the District, the District will assume costs for transporting the student to school. District will cover the associated costs.
- c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation cost.
- d. Students residing in a foster care placement outside of District boundaries but attending a District School: If a student resides in a foster care placement outside of District boundaries but is attending school within the District McLeod County Social Services, after consulting with the District, will determine the best possible means of transportation. If the means of transportation results in added cost to the District or the County, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
- e. Students placed in foster care within the District and attending a non-District School: The District will bear no financial responsibility for this student. McLeod County Social Services and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

MCLEOD COUNTY SOCIAL SERVICES Memorandum of Understanding

6. PAYMENT FOR SERVICES:

- a. The District and McLeod County Social Services each agree to incur fifty percent of the additional cost of the student's transportation described in Section 5(c) and 5(d) if the means of transportation results in added cost.
- b. McLeod County Social Services will identify a point of contact from the agency to work directly with the District Title I Liaison to ensure transportation arrangement are timely. All transportation requests are to be requested by the McLeod County Social Services point of contact to be honored. The McLeod County Social Services point of contact will be the ESSA Transportation Coordinator.
- c. The Parties will exchange itemized invoices on a quarterly basis. The invoices will detail each trip provided, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice, unless there is a dispute. In that circumstance, all undisputed amounts shall be paid within 35 days of receipt of invoice and disputed amounts will be addressed and paid following a determination pursuant to Section 8, the dispute resolution process.
- d. Whenever there is a planned change in educational placement, McLeod County Social Services point of contact will notify the District Title I Liaison to assure appropriate transportation services and address changes in billings for such services.

7. DISPUTE RESOLUTION:

It is the responsibility of McLeod County Social Services and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care. McLeod County Social Services and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

1. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within five (5) school days.
2. Upon receipt of the explanation, the decision shall be reviewed by the District and the McLeod County Social Services Agency Director. Input will be reviewed from all parties and a decision by the Agency Director will be communicated within five (5) school days. A decision could be made to uphold the decision, reverse the decision or require the parties to participate in a Decision Making Team meeting.
3. McLeod County Social Services will determine the placement of the child until the dispute resolution process has concluded. During this time, the District and McLeod County Social Services will each incur fifty percent of the transportation costs.
4. If disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

8. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein District Staff, agents, employees, and subcontractors are independent providers and not employees of McLeod County Social Services. No statement contained in this Agreement shall be construed so as to find the District staff, agents, employees, and subcontractors shall be entitled to any of the rights privileges, or benefits of McLeod County Social Services.

9. INDEMNIFICATION:

Each party, shall be liable for its own acts and the acts of its agents, representatives, officers, employees, subcontractors and volunteers, to the extent provided by law and hereby agrees to indemnify, hold harmless and defend each other, its agents, representatives, officers, employees, subcontractors, and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the others, its agents, representatives, officers, employees, subcontractors, and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Party, its agents, representatives officers, employees, subcontractors, and volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to this Agreement.

10. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) days written notice to the other party.

11. STANDARDS:

The District and McLeod County Social Services shall with all applicable state statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

12. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or McLeod County Social Services because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, amended, the Minnesota Rules implementing such act now in force or as Adopted, as well as federal regulations on data privacy.

13. INSURANCE AND LICENSURE:

All student transportation provided by the District shall be covered under the District's Liability Insurance Policy. The District shall ensure that all contractors, subcontractors and drivers are licensed and insured in accordance with the law and District policies; and that they obtain and maintain workers' compensation insurance, automobile insurance, and general liability insurance for bodily injury, personal injury and property damage in the performance of duties arising from this agreement.

The District will provide copies of insurance certificates to McLeod County Social Services upon execution of this Agreement

MCLEOD COUNTY SOCIAL SERVICES Memorandum of Understanding

14. SUBCONTRACTORS:

Upon approval of McLeod County Social Services, the District may hire employees and/or enter into subcontracts for performance of any of the services contemplated under this Agreement. All agreements in place with employees and subcontractors must contain provisions that make all employees and subcontractors subject to all the requirements of this Agreement.

15. AMENDMENTS:

This agreement may be supplemented, amended or revised only by a written and signed agreement of both parties.

16. ASSIGNMENT:

Neither party to this agreement shall assign the agreement, nor any interest arising herein, without prior written consent of the other.

17. RECORDS AUDITING AND RETENTION:

District's bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the McLeod County Social Services and the legislative or State Auditor. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. District agrees to maintain such evidences for a period of seven (7) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

18. WAIVER:

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

19. SEVERABILITY:

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

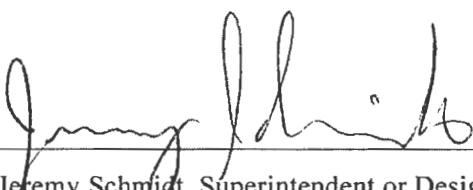
20. FINAL AGREEMENT:

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

- Contracts up to \$25,000.00 Department Head Signature:
- Contracts \$25,001.00- \$100,000.00 Department Head and County Coordinator Signatures:
- Contracts \$100,001.00 and over Department Head, County Coordinator, and County Board Signatures.

MCLEOD COUNTY SOCIAL SERVICES
Memorandum of Understanding

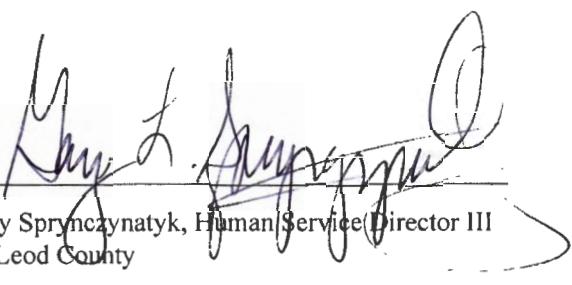
BY:


Jeremy Schmidt, Superintendent or Designee
Lester Prairie School District 424

4-10-18

Date

BY:


Gary Sprynczynatyk, Human Service Director III
McLeod County

04/10/18

Date

BY:

Cindy Schultz Ford, Administrator
McLeod County

Date

BY:

Joseph Nagel, Chair
McLeod County Board of County Commissioners

Date

APPROVED AS TO FORM AND EXECUTION

BY:

Michael Junge, Attorney
McLeod County

Date



JERRIDSEBESTA

SPEAKING ENGAGEMENT AGREEMENT

Jerrid Sebesta, #Blamejerrid Productions, LLC
1114 Quincy Ave
Willmar, MN 56201
jerrid@jerridsebesta.com
605.595.5675

February 9th, 2018

For the event:

- McLeod County Social Services 2018 Annual Staff Appreciation
- Location: First Evangelical Lutheran Church, Glencoe, MN
- Thursday, May 10th, 2018
- Topic: Positioned: How to Live with Purpose and Impact
- Time: 9:30am
- Talk Length: 90 minutes
- Payment: \$1000.
- Payment due at the time of the event

Jerrid Sebesta
#Blamejerrid Productions, LLC
Date: 2/9/18

Printed Name:
Title/Organization:
Date:

「#blamejerrid」
PRODUCTIONS, LLC



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COUNTY ADMINISTRATOR

CINDY FORD
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Cindy.Schultz@co.mcleod.mn.us

RESOLUTION 18-CB-17

APPOINT MCLEOD COUNTY AUDITOR-TREASURER TO COMPLETE THE (4) FOUR YEAR TERM

WHEREAS, the McLeod County Board of Commissioners appointed Cindy Schultz Ford the County Auditor-Treasurer on March 20, 2018 as the new County Administrator affective April 3, 2018;

WHEREAS, Cindy Schultz Ford submitted her letter of resignation to the County Board of Commissioners for acceptance of her resignation on April 3, 2018;

WHEREAS, the County Board of Commissioners on April 3, 2018 accepted Cindy Schultz Ford resignation as the elected Auditor-Treasurer for McLeod County;

WHEREAS, due to resignation of Cindy Schultz Ford creates a vacancy in the seat of County Auditor-Treasurer that needs to be filled to conduct county business as provided in Minnesota Statute Chapters 384 and 385;

WHEREAS, the County Board of Commissioners on April 3, 2018 appointed Connie M. Kurtzweg as the Interim Auditor-Treasurer.

BE IT RESOLVED, the McLeod County Board of Commissioners appoints Ms. Kurtzweg as the McLeod County Auditor-Treasurer to complete the (4) four year term of Auditor-Treasurer through January 8, 2019.

BE IT FURTHER RESOLVED, as McLeod County Auditor-Treasurer, Ms. Kurtzweg will be compensated \$812 per pay period effective April 17, 2018. Ms. Kurtzweg benefits will remain the same as current.

Adopted this 17th day of April 2018.

Joe Nagel, County Board Chair

Cindy Schultz Ford, Interim County Administrator