

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, JUNE 27TH, 2023, 10:00 A.M.**

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Amendments to the Agenda

4. Recognition of Citizens – Individual's present may address the Board about items not on the regular agenda; no action on these items is required at this time.

5. Approval of the Board minutes; bills

6. Regular Agenda

- 10:05 Bobby Fladeland – Constituent
- 10:15 Tim Finseth – NW Regional Dev. Commission
- 10:25 Julie Sjostrand – Human Services Director
 - HS Consent Agenda
- 10:30 Larissa Fitzgerald – SWCD District Technician
 - Wetland Delineation
- 10:40 Mike Flaagan – County Engineer
- 10:50 Seth Vettleson – County Sheriff
- 11:00 Paul Hajduk – MCIT Risk Mgmt. Consultant
 - 2023 MCIT Report

7. County Auditor-Treasurer Items

8. County Coordinator Items

9. County Attorney Items

10. Committee Reports / Commissioner Updates

11. Adjournment

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF APPEAL AND EQUALIZATION
GOVERNMENT CENTER MEETING ROOM A
JUNE 12th, 2023, 6:00 P.M.

The Pennington County Board of Appeal and Equalization met in Meeting Room A of the Pennington County Government Center in Thief River Falls, MN, on Monday, June 12th, 2023 at 6:00 P.M.

Members present: Commissioner Seth Nelson, Commissioner Bruce Lawrence, Commissioner Neil Peterson, Commissioner Roy Sourdif, County Auditor-Treasurer Jennifer Herzberg. Members absent: Commissioner David Sorenson.

Also present: County Assessor Carl Bruzek, County Coordinator Kevin Erickson, property owners Trevor Swanson, Marland Johnson.

The members of the Board of Appeal and Equalization were sworn in by County Attorney Seamus Duffy and signed the Official Oath of Office, which is on file in the County Auditor-Treasurer's Office.

Commissioner Peterson was appointed Chairman of the meeting and called the meeting to order.

John Bohnenkamp, owner of parcel #R17.00805200, was not able to be present for his 6:00 p.m. appointment time due to unforeseen circumstances, but he was able to email an Appeal to the Board in advance of the meeting. Mr. Bohnenkamp asked for consideration on items including upkeep needed to the home, no significant property improvements, proximity to gravel and tar pits, and the current market condition. The Board reviewed all of the information and took his request for consideration under advisement.

Trevor Swanson, owner of Purdy's Shoes and related parcel #25.00330261, met with the Board and discussed how the value on the business property has increased in recent years, nearly doubling since 2022. Mr. Swanson noted four commercial property sales on Labree Ave. N. near his property, with two selling below market value and two just above market value. He stated the the only recent improvement made to the property was a new roof in 2022. He stated the property value has increased from \$75,800 in 2021, to \$93,000 in 2022, and \$152,500 for proposed value in 2023. Following discussion, the County Board took the request for consideration under advisement.

Marland Johnson, owner of parcel #25.05700211, met with the Board and questioned the valuation on his shop/garage, stating it has nearly doubled in the last two years. Discussion was held with Mr. Johnson questioning if the taxes will follow the valuation and also nearly double. The Board noted that taxes are based on many factors including budget levies and the other taxing entities involved such as the city, school, etc. It was noted that that while his property isn't being utilized for commercial use, it is in a commercial-zoned area. The County Board took his request for consideration under advisement.

Dale Furuseth, owner of parcel #17.00200900, was not present but submitted a Letter of Appeal in advance of the meeting. Mr. Bruzek presented the Appeal and discussion on the property was held, most specifically on the value of the home, as that is what Mr. Furuseth feels is valued too high given its condition and the condition of the well and septic system. The County Board took the request for consideration under advisement.

After discussion, the following actions were taken:

John Bohnenkamp property (R17.00805200): After discussion, no action was taken on the value of the property.

Trevor Swanson property (R25.00330261): Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to set the property value at \$125,000 for 2023. Motion carried.

Marland Johnson property (R25.05700211): Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to set the property value at \$65,000 for 2023. Motion carried.

Dale Furuseth property (R17.00200900): Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to set the property value at \$187,900 for 2023. Motion carried.

The County Assessor then reviewed the actions taken by the Township and City Board of Appeal and Equalization meetings, the tillable section averages, and the township average values.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, that the real and personal property values as returned by the Local Board of Appeal and Equalization meetings and submitted by the County Assessor be accepted and approved. Motion unanimously carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to adjourn the County Board of Appeal and Equalization meeting at 7:03 p.m. Motion carried.

ATTEST:

Jennifer Herzberg, Auditor-Treasurer
Pennington County

Neil Peterson, Chairman
Board of Commissioners

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JUNE 13TH, 2023 – 10:00 A.M.

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, June 13th, 2023, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Dave Sorenson, Roy Sourdif, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Peterson and the Pledge of Allegiance was recited.

The Chairman asked if there were any amendments to the agenda. Hearing none, there was a motion by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the Board agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve the Board of minutes of May 23rd, 2023, with one change. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the Auditor and Manual warrants for May 2023 totaling \$4,182,052.45 and the following Commissioner warrants. Motion carried.

County Revenue	\$168,201.61
Road & Bridge	\$107,837.28
Solid Waste Facility	\$ 728.25
Ditch Funds	\$ 225.00

Per diems and meal reimbursements in the amount of \$2,956.52 were also approved.

County Engineer Mike Flaagan presented the following items:

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to authorize the County Engineer to advertise for bids for the reclamation/paving of 3 miles of CSAH#7, and to set a bid opening for July 17th, 2023, at 1:00 p.m. at the County Highway Dept. Motion carried. Mr. Flaagan is hopeful the project will be completed by October 1, 2023.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the purchase of an online fleet management software from iWorQ at an annual cost of \$2,500 for 3 years and an initial setup fee of \$1,500. Motion carried. Mr. Flaagan noted the system will be used for the inventory of shop equipment, maintenance records, etc.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve a petition to clean approximately 3 miles of County Ditch #44, Branch 1, in Kratka

Township. Motion carried. Mr. Flaagan noted that the ditch will need to be surveyed by the Assistant County Engineer and some landowners will be responsible for culverts. He will ensure that all affected landowners have signed the petition.

Engineer Flaagan noted that Thygeson Construction has completed the road shouldering project and he is requesting final payment in the amount of \$60,864.10. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Sourdif, and upon vote was unanimously approved.

RESOLUTION

WHEREAS, Contract CP57-23-05 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN, BE IT RESOLVED, that we do hereby by accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

RDO Equipment will be delivering the new John Deere motor grader this week and the first lease payment is due. Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve an agreement with RDO Equipment for the lease of a new John Deere motor grader for six years and authorize the first lease payment of \$56,562.18. Motion carried.

County Assessor Carl Bruzek presented the following items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the hire of Michael Frericks as Deputy Assessor-Appraiser with an effective start date of June 26th, 2023. Motion carried.

Mr. Bruzek discussed the Application for Abatement for David and Diane Lee that was tabled last meeting. Commissioner Lawrence stated that since the Lee's remained on the property, he believes they should receive the homestead classification for the original home, but not for the newer home. Following discussion, Commissioner Lawrence motioned, seconded by Commissioner Nelson, to abate the tax payable 2022 for David and Diane Lee, parcel #19.01810700, to reflect the residential homestead classification on the land and buildings, excluding the new house and garage. Motion carried.

County Sheriff Seth Vettleon presented the following items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the hire of Sadie Michele Bernier as Full-Time Records Clerk at Step 4 of the non-union wage scale, pending final background approval and fingerprinting. Motion carried.

Sheriff Vettleon provided an update on staffing, noting they are short one Part-Time Deputy Sheriff and three Correction Officers. The dispatch department is currently fully staffed.

Emergency Management Director Erik Beitel noted that Hazard Mitigation notices have been sent out and once suggestions and/or changes have been brought forth there will be a public meeting held.

Auditor-Treasurer Items: None.

County Coordinator Items:

Kevin Erickson provided an update on the Government Center 3rd floor project; drywall is nearly complete and tiling of the bathrooms to begin soon. Discussion was held on the cubicle proposals and layouts for both the social services and income maintenance areas.

Commissioner Nelson questioned the presence of oil filter recycling barrels at the St. Hilaire site; he believes the location is for waste oil only. Mr. Erickson will talk to Solid Waste Coordinator Grant Nelson and arrange for Safety Kleen pick up the oil filter barrels.

County Attorney Items:

CA Seamus Duffy stated that Judge Tamara Yon has asked if the county would be again willing to donate funds for an annual picnic for current and past graduates of the drug court treatment program, which will be held on July 7th, 2023, at Oakland Park. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a donation of \$250.00 to the State MN - 9th Judicial District for the July 7th, 2023, picnic for drug court treatment program graduates. Motion carried.

Mr. Duffy notified the Board that a criminal represented by the public defender's office requested a psychiatric assessment, which was approved by the court and by Statute becomes financially the responsibility of Pennington County. He expects an invoice for approximately \$2,500 to arrive within a few weeks.

Committee Reports:

Commissioner Lawrence noted that an AMC District 3 meeting will be held on Thursday, June 15th, 2023, in Ada, MN. He and the County Coordinator will be in attendance.

Commissioner Peterson noted that he and Commissioner Nelson recently visited the nickel mine in Tamarack, MN.

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to adjourn the Board meeting to June 27th, 2023, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners

Pennington County Financial System



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

Explode Dist. Formulas?: 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

DRAFT

Pennington County Financial System



Danielle
6/27/23 8:37AM

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

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	1028 ASSOCIATION OF MN COUNTIES						
120	01-003-000-0000-6241		35.00	2023 DIST 3 SPRING MEETING -BL		DUES - BOARD	N
119	01-111-000-0000-6330		35.00	2023 DIST 3 SPRING MEETING -KE		TRAVEL & EXPENSE	N
	1028 ASSOCIATION OF MN COUNTIES		70.00	2 Transactions			
	2360 BENSON/ASHLEY						
90	01-106-000-0000-6330		424.44	JUNE MILEAGE-ASSESSING/CONFERE		TRAVEL & EXPENSE	N
	2360 BENSON/ASHLEY		424.44	1 Transactions			
	2324 BERGSTROM ELECTRIC INC						
52	01-251-000-0000-6300		1,607.65	DOOR CONNECTION ISSUES - JAIL	13967	REPAIRS & MAINTENANCE	N
	2324 BERGSTROM ELECTRIC INC		1,607.65	1 Transactions			
	2048 BREEZY POINT RESORT						
28	01-290-000-0000-6330		1,230.00	AMEM CONFERENCE - EB & SC		Travel & Expense	N
	2048 BREEZY POINT RESORT		1,230.00	1 Transactions			
	2322 BRUZEK/CARL						
27	01-106-000-0000-6330		216.24	HOTEL - MAAO SUMMER SEMINAR		TRAVEL & EXPENSE	N
	2322 BRUZEK/CARL		216.24	1 Transactions			
	3407 CLIMATE CONTROL, INC.						
58	01-251-000-0000-6300		375.00	RESET NEGATIVE AIRFLOW IN UNIT	16562	REPAIRS & MAINTENANCE	N
	3407 CLIMATE CONTROL, INC.		375.00	1 Transactions			
	3301 CMI INC						
78	01-220-000-0000-6405		158.22	MOUTH PIECES - INTOXILYZER	8058372	GENERAL SUPPLIES	N
	3301 CMI INC		158.22	1 Transactions			
	3311 COLE PAPERS, INC.						
3	01-111-000-0000-6403		153.52	TOILET PAPER - GOV CENTER	10309487	JANITORIAL SUPPLIES - COURTHOU	N
4	01-111-000-0000-6403		151.17	TOWELS - GC	10309487	JANITORIAL SUPPLIES - COURTHOU	N
6	01-111-000-0000-6403		62.47	TOILET CLEANER - GC	10309487	JANITORIAL SUPPLIES - COURTHOU	N
10	01-111-000-0000-6403		78.32	HAND SOAP - GC	10309487	JANITORIAL SUPPLIES - COURTHOU	N
2	01-801-000-0000-6401		153.52	TOILET PAPER - WELFARE	10309487	SUPPLIES-UNALLOCATED	N
5	01-801-000-0000-6401		62.47	TOILET CLEANER - WELFARE	10309487	SUPPLIES-UNALLOCATED	N
7	01-801-000-0000-6401		152.84	BLACK LINERS - WELFARE	10309487	SUPPLIES-UNALLOCATED	N
8	01-801-000-0000-6401		90.48	WHITE CAN LINER - WELFARE	10309487	SUPPLIES-UNALLOCATED	N
9	01-801-000-0000-6401		117.48	HAND SOAP - WELFARE	10309487	SUPPLIES-UNALLOCATED	N
11	01-801-000-0000-6401		7.00	PROCESSING FEE - WELFARE	10309487	SUPPLIES-UNALLOCATED	N

Pennington County Financial System



Danielle
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No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
3311	COLE PAPERS, INC.			1,029.27				
					10 Transactions			
4364	DIRECT DEPOSIT SERVICES							
25	01-041-000-0000-6801			249.68	PURCHASE CD - GRAND RIDGE BANK	34796	MISCELLANEOUS EXPENSE - AUDIT	N
26	01-041-000-0000-6801			439.33	PURCHASE CD - FIRSTBANK PUERTO	34796	MISCELLANEOUS EXPENSE - AUDIT	N
4364	DIRECT DEPOSIT SERVICES			689.01	2 Transactions			
4348	DUFFY/SEAMUS							
33	01-091-000-0000-6241			293.00	MN STATE BAR ASSOCIATION DUES		DUES	N
4348	DUFFY/SEAMUS			293.00	1 Transactions			
5032	EVERGREEN CATERING AND BAKERY							
60	01-251-000-0000-6801			42.00	CORRECTIONS APPRICATION	20392	MISCELLANEOUS EXPENSE - JAIL	N
61	01-251-000-0000-6801			150.00	CORRECTIONS APPRICATION	20398	MISCELLANEOUS EXPENSE - JAIL	N
59	01-251-000-0000-6801			12.00	CORRECTIONS APPRICATION	20399	MISCELLANEOUS EXPENSE - JAIL	N
5032	EVERGREEN CATERING AND BAKERY			204.00	3 Transactions			
6001	FALLS DIVERSE ABILITIES CORPORATION							
15	01-501-000-0000-6262			96.05	AUDITORIUM CLEANING	18513	OTHER SERVICES	N
16	01-501-000-0000-6262			120.75	AUDITORIUM CLEANING	18541	OTHER SERVICES	N
6001	FALLS DIVERSE ABILITIES CORPORATION			216.80	2 Transactions			
7032	GWORKS							
53	01-251-000-0000-6801			497.00	SIMPLE SIGNS MAINTENANCE&TECH	2019-16277	MISCELLANEOUS EXPENSE - JAIL	N
7032	GWORKS			497.00	1 Transactions			
8316	HANSEN/JULIE							
43	01-101-000-0000-6330			242.35	MILEAGE-MCRA CONFER-BRAINERD		TRAVEL & EXPENSE	N
8316	HANSEN/JULIE			242.35	1 Transactions			
6376	HARBOTT, KNUTSON, LARSON & HOLTEN I							
17	01-091-000-0000-6261			1,147.50	COURT RELATED SERVICES	2023-1244	CONSULTING & LEGAL SERVICES-A	Y
6376	HARBOTT, KNUTSON, LARSON & HOLTEN I			1,147.50	1 Transactions			
8351	HELGELAND/LINDA							
42	01-218-000-0000-6300			185.00	JUSTICE CENTER PLANTS		REPAIRS & MAINTENANCE	N
8351	HELGELAND/LINDA			185.00	1 Transactions			
8413	HERZBERG/JENNIFER							
45	01-041-000-0000-6330			241.04	MILEAGE-MACATFO - CRAGUNS		TRAVEL & EXPENSE	N

Pennington County Financial System



Danielle
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46	01-041-000-0000-6330		4.92	MEAL-MACATFO-CRAGUNS		TRAVEL & EXPENSE	N
47	01-041-000-0000-6330		25.00	MEAL-MACATFO-CRAGUNS		TRAVEL & EXPENSE	N
	8413 HERZBERG/JENNIFER		270.96	3 Transactions			
	999999997 KNUTSON/RANDY						
29	01-111-000-0000-6801		50.00	BOILER LICENSE APP FEE		MISCELLANEOUS EXPENSE	N
30	01-111-000-0000-6801		20.00	BOILER LICENSE FEE		MISCELLANEOUS EXPENSE	N
	999999997 KNUTSON/RANDY		70.00	2 Transactions			
	12037 LEE PLUMBING & HEATING						
63	01-218-000-0000-6300		510.00	REPAIR WATER FOUNTAIN - JC	89735	REPAIRS & MAINTENANCE	N
67	01-111-000-0000-6300		57.72	A-36-A CLOSET REPAIR KIT	90492	REPAIRS & MAINTENANCE	N
68	01-111-000-0000-6300		12.50	FREIGHT FEE	90492	REPAIRS & MAINTENANCE	N
64	01-251-000-0000-6300		64.14	FLUSH VALVES - JAIL CELLS	90492	REPAIRS & MAINTENANCE	N
65	01-251-000-0000-6300		320.87	VALUE KIT/SINK IN CELLS	90492	REPAIRS & MAINTENANCE	N
66	01-251-000-0000-6300		12.50	FREIGHT FEE	90492	REPAIRS & MAINTENANCE	N
62	01-251-000-0000-6300		65.00	FLUSH VALVES - JAIL CELLS	90494	REPAIRS & MAINTENANCE	N
	12037 LEE PLUMBING & HEATING		1,042.73	7 Transactions			
	13349 MACATFO						
1	01-041-000-0000-6330		25.00	LICENSING TRAINING - LF		TRAVEL & EXPENSE	N
	13349 MACATFO		25.00	1 Transactions			
	13498 MARCO TECHNOLOGIES LLC						
121	01-132-000-0000-6301		53.58	EQ465509 MAINTENANCE AGREEMENT	INV11330464	MAINTENANCE AGREEMENT	N
	13498 MARCO TECHNOLOGIES LLC		53.58	1 Transactions			
	13226 MCKESSON MEDICAL SURGICAL						
82	01-251-000-0000-6255		12.80	URINE TEST	20704503	MEDICAL - LOCAL	N
81	01-251-000-0000-6255		105.36	GEL BURN WATERJEL	20705151	MEDICAL - LOCAL	N
83	01-251-000-0000-6255		95.99	ELECTRODE AED	20724660	MEDICAL - LOCAL	N
	13226 MCKESSON MEDICAL SURGICAL		214.15	3 Transactions			
	13435 MEKASH/SCOTT						
54	01-201-000-0000-6330		16.04	MEAL REIMBURSEMENT-ND TRIAL		TRAVEL & EXPENSE	N
55	01-201-000-0000-6330		16.04	MEAL REIMBURSEMENT-ND TRIAL		TRAVEL & EXPENSE	N
56	01-201-000-0000-6420		39.99	UNIFORM ALLOWANCE REIMBURS		UNIFORMS	N
57	01-201-000-0000-6420		44.46	UNIFORM ALLOWANCE REIMBURS		UNIFORMS	N
	13435 MEKASH/SCOTT		116.53	4 Transactions			

Pennington County Financial System



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84	13426 MIDWEST MONITORING & SURVEILLANCE						
	01-251-000-0000-6405		1,070.68	13 PANEL U/A CUP	523121	GENERAL SUPPLIES - JAIL	N
	13426 MIDWEST MONITORING & SURVEILLANCE		1,070.68	1 Transactions			
36	13355 MN COUNTIES COMPUTER COOP						
	01-061-000-0000-6301		3,360.00	ELECTION SYSTEM DS200-MAINTENA	2306052	MAINTENANCE AGREEMENT	N
37	01-061-000-0000-6301		1,995.00	ELECTION SYSTEM DS200-LICENSE	2306052	MAINTENANCE AGREEMENT	N
22	01-041-000-0000-6330		90.00	MNCCC CONFERENCE - LF	2306101	TRAVEL & EXPENSE	N
23	01-041-000-0000-6330		90.00	MNCCC CONFERENCE - JH	2306101	TRAVEL & EXPENSE	N
	13355 MN COUNTIES COMPUTER COOP		5,535.00	4 Transactions			
77	13446 MODERN IMAGING SOLUTIONS, INC						
	01-251-000-0000-6405		239.90	2 CASES NITRILE GLOVES	002320343	GENERAL SUPPLIES - JAIL	N
	13446 MODERN IMAGING SOLUTIONS, INC		239.90	1 Transactions			
35	13425 MOTOROLA SOLUTIONS						
	01-201-000-0000-6205		436.59	3 RADIO BATTERIES	8281651304	WALKIE TALKIE & RADIO	N
	13425 MOTOROLA SOLUTIONS		436.59	1 Transactions			
69	14328 NELSON/BRANDY						
	01-251-000-0000-6420		59.77	UNIFORM ALLOWANCE REIMBURS		JAILER UNIFORMS	N
70	01-251-000-0000-6420		89.98	UNIFORM ALLOWANCE REIMBURS		JAILER UNIFORMS	N
	14328 NELSON/BRANDY		149.75	2 Transactions			
73	14033 NORTHERN STATE BANK						
	01-251-000-0000-6255		8.54	AMAZON LABELS FOR MEDICAL - PC		MEDICAL - LOCAL	N
72	01-251-000-0000-6330		40.00	KWIP TRIP-TRANSPORT FUEL - PC		TRAVEL & EXPENSE	N
71	01-251-000-0000-6420		60.00	SEW PATCHES - NEW EMPLOYEES-PC		JAILER UNIFORMS	N
	14033 NORTHERN STATE BANK		108.54	3 Transactions			
44	14428 NORTHSTAR						
	01-101-000-0000-6401		385.64	VITAL RECORDS-SECURITY PAPER	50972707	SUPPLIES - RECORDER	N
	14428 NORTHSTAR		385.64	1 Transactions			
41	15323 OFFICE DEPOT						
	01-251-000-0000-6255		72.89	PRINTER INK - TONER/MEDICAL	312889953001	MEDICAL - LOCAL	N
40	01-255-000-0000-6405		72.89	PRINTER INK - TONER	312889953001	GENERAL SUPPLIES - S.T.S.	N
12	01-091-000-0000-6401		26.58	WHITE LEGAL PADS	315612267001	SUPPLIES	N
13	01-091-000-0000-6401		19.50	YELLOW LEGAL PAD	315612267001	SUPPLIES	N
14	01-091-000-0000-6401		13.14	PENS	315612267001	SUPPLIES	N

Pennington County Financial System



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15323	OFFICE DEPOT		205.00		5 Transactions		
34	15329 OIL BOYZ EXPRESS LUBE INC 01-201-000-0000-6304		44.96	OIL CHANGE/SERVICE #01	182712	REPAIR & MAINTENANCE - SQUADS	N
	15329 OIL BOYZ EXPRESS LUBE INC		44.96		1 Transactions		
92	16067 PEMBERTON LAW, P.L.L.P. 01-091-000-0000-6262		117.50	LITIGATION MATTER	127	OTHER SERVICES	Y
93	01-091-000-0000-6262		28.00	LITIGATION MATTER	127	OTHER SERVICES	Y
94	01-091-000-0000-6262		47.00	CALL - ATTY OFFICE	127	OTHER SERVICES	Y
95	01-091-000-0000-6262		47.00	REGARDING ATTY OFFICE	127	OTHER SERVICES	Y
96	01-091-000-0000-6262		18.66	AFSCME CONTRACT	127	OTHER SERVICES	Y
	16067 PEMBERTON LAW, P.L.L.P.		258.16		5 Transactions		
21	16027 PENNINGTON COUNTY TREASURER 01-601-000-0000-6209		296.22	POSTAGE - MAY	4276	POSTAGE	N
	16027 PENNINGTON COUNTY TREASURER		296.22		1 Transactions		
51	16448 PREMIUM WATERS, INC. 01-601-000-0000-6401		46.98	MAY WATER BILL - ACCT#176888	176888-05-23	SUPPLIES - EXTENSION	N
	16448 PREMIUM WATERS, INC.		46.98		1 Transactions		
124	18440 READITECH IT SOLUTIONS 01-041-000-0000-6631		190.00	MONITAR - LUCAS	284029	FURNITURE & EQUIPMENT - AUDITC	N
125	01-801-000-0000-6401		140.00	VGA/USB ADAPTORS	284029	SUPPLIES-UNALLOCATED	N
126	01-041-000-0000-6401		17.99	BLUETOOTH ADAPTOR	284088	SUPPLIES - AUDITOR	N
127	01-070-000-0000-6263		95.00	CONSULTING	284149	COMPUTER SERVICES - DP	N
	18440 READITECH IT SOLUTIONS		442.99		4 Transactions		
24	19339 SCHMITZ BUILDERS INC 01-804-000-0000-6636		174,106.50	3RD FLOOR REMODEL PAYMENT #5		BUILDING IMPROVEMENTS	N
	19339 SCHMITZ BUILDERS INC		174,106.50		1 Transactions		
85	19547 SKILLET KITCHEN 01-251-000-0000-6427		6,089.78	INMATE MEALS 5/22/23-5/28/23	3921	JAIL MEALS	N
86	01-251-000-0000-6427		2,534.59	INMATE MEALS 5/29/23-5/31/23	4019	JAIL MEALS	N
87	01-251-000-0000-6427		3,443.94	INMATE MEALS 6/1/23-6/4/23	4020	JAIL MEALS	N
88	01-251-000-0000-6427		6,181.69	INMATE MEALS 6/5/23-6/11/23	4113	JAIL MEALS	N
89	01-251-000-0000-6427		5,789.89	INMATE MEALS 6/12/23-6/18/23	4175	JAIL MEALS	N

Pennington County Financial System



Danielle
6/27/23 8:37AM

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

1 County Revenue

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
19547	SKILLET KITCHEN			24,039.89		5 Transactions			
74	19310 STONE'S MOBILE RADIO			16,674.24	UPDATE/REFURBISH SIREN		2046167	MISCELLANEOUS EXPENSE-E911	N
	01-223-000-0000-6801								
19310	STONE'S MOBILE RADIO			16,674.24		1 Transactions			
76	20375 TALKPOINT TECHNOLOGIES, INC.			271.95	3-PLANTRONIC HEADSETS		0017457	FURNITURE & EQUIPMENT	N
	01-223-000-0000-6631								
20375	TALKPOINT TECHNOLOGIES, INC.			271.95		1 Transactions			
18	20027 THE TIMES			138.00	ADS - NORTHERN WATCH-ASSESSOR			PUBLISHING - ASSESSOR	N
	01-106-000-0000-6231								
19	THE TIMES			114.00	ADS - TIMES -ASSESSOR			PUBLISHING - ASSESSOR	N
	01-106-000-0000-6231								
20	THE TIMES			10.00	INTERNET JOB PAGE			PUBLISHING - ASSESSOR	N
	01-106-000-0000-6231								
20027	THE TIMES			262.00		3 Transactions			
75	20075 THIEF RIVER GLASS CO			1,195.90	WINDSHIELD REPAIR #02		0008463	REPAIR & MAINTENANCE - SQUADS	N
	01-201-000-0000-6304								
20075	THIEF RIVER GLASS CO			1,195.90		1 Transactions			
80	20047 THRIFTY WHITE PHARMACY			117.26	ZZZ/EKIT			MEDICAL - LOCAL	N
	01-251-000-0000-6255								
20047	THRIFTY WHITE PHARMACY			117.26		1 Transactions			
50	20361 TYLER TECHNOLOGIES, INC			449.00	VETERANS SOFTWARE RENEWAL			CVSO GRANT EXPENSE	N
	01-121-000-0000-6846								
48	TYLER TECHNOLOGIES, INC			1,675.44	I DOC 5 MAINTENANCE 8/23-7/24		025-427340	MAINTENANCE AGREEMENT	N
	01-102-000-0000-6301								
49	TYLER TECHNOLOGIES, INC			1,861.61	I DOC WEB HOSTING 8/23-7/24		025-427340	TECHNOLOGY - RECORDER	N
	01-102-000-0000-6844								
20361	TYLER TECHNOLOGIES, INC			3,986.05		3 Transactions			
118	999999997 UNITED STATES TREASURY			648.00	2022 PCORI FEES #41.6005862		FORM 720	MISCELLANEOUS EXPENSE	N
	01-801-000-0000-6801								
999999997	UNITED STATES TREASURY			648.00		1 Transactions			
79	21008 UNIVERSAL SCREENPRINT			60.00	VINYL		43331	REPAIRS & MAINTENANCE	N
	01-255-000-0000-6300								
21008	UNIVERSAL SCREENPRINT			60.00		1 Transactions			
1 Fund Total:				240,960.63	County Revenue			46 Vendors	99 Transactions

Pennington County Financial System



Danielle
6/27/23 8:37AM

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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
117	3500 COULOMBE CONSULTING 03-330-000-0000-6261		600.00	INDEXING		CONSULTING & LEGAL SERVICES	Y
	3500 COULOMBE CONSULTING		600.00	1 Transactions			
108	12325 L & M FLEET SUPPLY INC. 03-350-000-0000-6556		8.99	CASTERS		SHOP SUPPLIES	N
109	03-350-000-0000-6556		35.96	TP, PAPER TOWELS		SHOP SUPPLIES	N
110	03-350-000-0000-6556		8.99	OCTANE BOOST		SHOP SUPPLIES	N
112	03-350-000-0000-6556		85.92	WRENCH, GLOVES, BRAKELINE		SHOP SUPPLIES	N
113	03-350-000-0000-6556		44.99	VACUUM		SHOP SUPPLIES	N
111	03-350-000-0000-6564		17.99	CRANK HANDLE		EQUIPMENT REPAIR PARTS	N
	12325 L & M FLEET SUPPLY INC.		202.84	6 Transactions			
105	13302 M-R SIGN CO, INC 03-350-000-0000-6551		78.81	911 RESIDENTIAL SIGNS		SIGNS	N
106	03-350-000-0000-6551		253.81	911 RESIDENTIAL SIGNS		SIGNS	N
107	03-350-000-0000-6551		3,595.35	STOP, YIELD, STOP AHEAD		SIGNS	N
	13302 M-R SIGN CO, INC		3,927.97	3 Transactions			
104	13393 MINNESOTA NORTHERN RAILROAD INC 03-350-000-0000-6252		53.00	ELECTRICITY RR SIGNAL-MAY		ELECTRICITY	N
	13393 MINNESOTA NORTHERN RAILROAD INC		53.00	1 Transactions			
116	16067 PEMBERTON LAW, P.L.L.P. 03-350-000-0000-6261		150.16	EMPLOYEE MATTER	127	CONSULTING & LEGAL SERVICES	Y
	16067 PEMBERTON LAW, P.L.L.P.		150.16	1 Transactions			
103	16027 PENNINGTON COUNTY TREASURER 03-320-000-0000-6263		445.71	IT GLOBAL MAY 2023	4274	COMPUTER SERVICES	N
	16027 PENNINGTON COUNTY TREASURER		445.71	1 Transactions			
102	18357 RINKE NOONAN 03-320-000-0000-6261		200.00	RETAINER DRAINAGE ISSUES		CONSULTING & LEGAL SERVICES	N
	18357 RINKE NOONAN		200.00	1 Transactions			
101	17003 ROBIN HOOD BUSINESS SERVICES/QUICK 03-320-000-0000-6401		234.02	BLUE VOUCHERS		SUPPLIES	N
	17003 ROBIN HOOD BUSINESS SERVICES/QUICK		234.02	1 Transactions			
	19351 S & S TRUCK REPAIR LLC						

Pennington County Financial System



Danielle
6/27/23 8:37AM

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

Page 9

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
98	03-350-000-0000-6564		451.93	REPAIR TRUCK		EQUIPMENT REPAIR PARTS	Y
99	03-350-000-0000-6564		558.85	REPAIR TRAILER		EQUIPMENT REPAIR PARTS	Y
100	03-350-000-0000-6564		489.75	REPAIR BACKHOE		EQUIPMENT REPAIR PARTS	Y
19351	S & S TRUCK REPAIR LLC		1,500.53		3 Transactions		
19709	SOO LINE RAILROAD/DBA-CANADIAN PACI						
122	03-330-000-0000-6801		1,500.00	LICENSE FEE		MISCELLANEOUS EXPENSE	N
19709	SOO LINE RAILROAD/DBA-CANADIAN PACI		1,500.00		1 Transactions		
20075	THIEF RIVER GLASS CO						
97	03-350-000-0000-6564		2,160.24	INSTALL WINDSHIELD		EQUIPMENT REPAIR PARTS	N
20075	THIEF RIVER GLASS CO		2,160.24		1 Transactions		
3 Fund Total:			10,974.47	Road & Bridge		11 Vendors	20 Transactions

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Pennington County Financial System



Danielle
6/27/23 8:37AM

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

Page 10

32 Solid Waste Facility

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
8332	HARTMANN CONSTRUCTION						
38	32-390-000-0000-6801		3,995.30	INSTALL WALLS & DOOR		MISCELLANEOUS EXPENSE-SCORE	Y
39	32-390-000-0000-6801		9,469.29	DOOR REPAIR - TIPPING ROOM		MISCELLANEOUS EXPENSE-SCORE	Y
8332	HARTMANN CONSTRUCTION		13,464.59	2 Transactions			
19324	SAFETY-KLEEN SYSTEMS, INC.						
91	32-390-000-0000-6262		85.50	USED OIL FILTERS	92196378	OTHER SERVICES-SCORE ACCOUN	N
19324	SAFETY-KLEEN SYSTEMS, INC.		85.50	1 Transactions			
32 Fund Total:			13,550.09	Solid Waste Facility	2 Vendors	3 Transactions	

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6/27/23 8:37AM

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

Page 11

40 Ditch Funds

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
114	14323 NORTHLAND TRUST SERVICES INC 40-784-000-0000-6705		4,043.75	INTEREST RLWD #14	PENNCTY 13A	INTEREST - RLWD 14	N
115	40-785-000-0000-6705		3,468.75	INTEREST RLWD #15	PENNCTY 13A	INTEREST - RLWD 15	N
	14323 NORTHLAND TRUST SERVICES INC		7,512.50	2 Transactions			
40 Fund Total:			7,512.50	Ditch Funds	1 Vendors	2 Transactions	

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Pennington County Financial System



Danielle
6/27/23 8:37AM

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

Page 12

74 Forfeited Tax

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
123	16027 PENNINGTON COUNTY TREASURER 74-974-000-0000-6801		77.74	POSTAGE- EXPIR. OF REDEPTION		MISCELLANEOUS EXPENSE	N
	16027 PENNINGTON COUNTY TREASURER		77.74	1 Transactions			
74 Fund Total:			77.74	Forfeited Tax	1 Vendors	1 Transactions	

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Pennington County Financial System



Danielle
6/27/23 8:37AM

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

79 State Funds

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
31	16313 PENNINGTON COUNTY AUDITOR 79-973-000-0000-6801		423.04	MORTGAGE REGISTRY - MAY 2023		MISCELLANEOUS EXPENSE	N
32	16313 PENNINGTON COUNTY AUDITOR 79-973-000-0000-6801		689.50	STATE DEED TAX - MAY 2023		MISCELLANEOUS EXPENSE	N
	16313 PENNINGTON COUNTY AUDITOR		1,112.54	2 Transactions			
79 Fund Total:			1,112.54	State Funds	1 Vendors	2 Transactions	
Final Total:			274,187.97	62 Vendors	127 Transactions		

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	240,960.63	County Revenue
3	10,974.47	Road & Bridge
32	13,550.09	Solid Waste Facility
40	7,512.50	Ditch Funds
74	77.74	Forfeited Tax
79	1,112.54	State Funds
All Funds	274,187.97	Total

Approved by,

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DRAFT

Pennington County Financial System



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

Explode Dist. Formulas?: 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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Pennington County Financial System



Danielle
6/23/23 3:43PM

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

Page 2

1 County Revenue

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	19343 LARSON/MELISSA 01-251-000-0000-6330		16.07	TRANSPORT MEAL REIMBURSEMENT		TRAVEL & EXPENSE	N
	19343 LARSON/MELISSA		16.07	1 Transactions			
1 Fund Total:			16.07	County Revenue	1 Vendors	1 Transactions	
Final Total:			16.07	1 Vendors	1 Transactions		

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	16.07	County Revenue
All Funds	16.07	Total

Approved by,

.....

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DRAFT

PENNINGTON COUNTY HUMAN SERVICES

HUMAN SERVICE COMMITTEE

CONSENT AGENDA

On a motion by Commissioner _____ and seconded by Commissioner _____, The Following recommendations of the Pennington County Human Service Committee for June 20, 2023 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the May 16, 2023, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2024 Clinical Supervision Purchase of Service Agreement between Sherry Jose-Sobolik and Pennington County Human Services, as presented.
B. To approve the CY 2023 revised Child Welfare Opiate Allocation Agency Plan as presented.
C. To approve the CY 2023-2024 Supervised Visitation and Visitation Exchange Purchase of Service Agreement between the Violence Intervention Project and Pennington County Huma Services, as presented.
D. To approve the purchase and installation of the following items and services from ReadITech solutions as quoted and presented: 1. 2 Laptops 2. State Printer for Child Support.

SECTION B

- I. To approve payment of the Agency's bills.

Aye

Nay

Chairperson

Date

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Pennington County	County: Pennington
Applicant Name: Red Lake Watershed District, Myron Jesme	
Applicant Representative: Houston Engineering	
Project Name: Fladeland Ring Dike	LGU Project No. (if any): 23-01
Date Complete Application Received by LGU: 5/24/2023	
Date of LGU Decision: 6/27/2023	
Date this Notice was Sent: 6/27/2023	

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input checked="" type="checkbox"/> Approve* <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input type="checkbox"/> No TEP Recommendation
*TEP Form with findings and recommendations attached.

LGU Decision

<input type="checkbox"/> Approved with Conditions (specify below) ¹ List Conditions:	<input checked="" type="checkbox"/> Approved ¹	<input type="checkbox"/> Denied
Decision-Maker for this Application: <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

<input type="checkbox"/> Attachment(s) (specify):
<input checked="" type="checkbox"/> Summary: The Pennington County Board approves the Fladeland Ring Dike wetland delineation based on the TEP findings and recommendations.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

Site Location Map Project Plan(s)/Descriptions/Reports (specify): **Aquatic Resources Delineation Report, Notice of Application, and Joint Application Form for Activities Affecting Water Resources in Minnesota**

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

Yes¹ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Larissa Fitzgerald	<input checked="" type="checkbox"/> BWSR TEP Member: Lynda Ponting
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): Mike Flaagan	
<input checked="" type="checkbox"/> DNR Representative: Stephanie Klamm	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: RLWD/Tammy Audette	
<input checked="" type="checkbox"/> Applicant:	<input checked="" type="checkbox"/> Agent/Consultant: Houston Engineering/Dave Marshall

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers: Larry Puchalski	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature:	Date:

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Minnesota Wetland Conservation Act Notice of Application

Local Government Unit: Pennington County	County: Pennington
Applicant Name: Red Lake Watershed District, Myron Jesme	
Applicant Representative: Houston Engineering	
Project Name: Fladeland Ring Dike	LGU Project No. (if any): 23-01
Date Complete Application Received by LGU: 5/24/2023	
Date this Notice was Sent by LGU: 5/26/2023	
Date that Comments on this Application Must Be Received By LGU¹: 6/19/2023	

¹ minimum 15 business day comment period for Boundary & Type, Sequencing, Replacement Plan and Bank Plan Applications

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input checked="" type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Impact Area Proposed:
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Application Materials

<input checked="" type="checkbox"/> Attached	<input checked="" type="checkbox"/> Other ¹ (specify): Aquatic Resources Delineation Report – Fladeland Ring Dike
--	--

¹ Link to ftp or other accessible file sharing sites is acceptable.

Comments on this application should be sent to:

LGU Contact Person: Larissa Fitzgerald
E-Mail Address: larissa.fitzgerald@pennington.mnswcd.org
Address and Phone Number: 201 Sherwood Ave S, Thief River Falls, MN 56701
Decision-Maker for this Application:
<input checked="" type="checkbox"/> Staff <input checked="" type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other (specify):
The wetland delineation will be taken to the Pennington County Board of Commissioners for a decision on June 27, 2023. The decision on the de minimis exemption will be made by Pennington SWCD staff.

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Larissa Fitzgerald	<input checked="" type="checkbox"/> BWSR TEP Member: Lynda Ponting
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): Mike Flaagan	
<input checked="" type="checkbox"/> DNR Representative: Stephanie Klamm	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: Myron Jesme	
<input type="checkbox"/> Applicant (notice only):	<input checked="" type="checkbox"/> Agent/Consultant (notice only): Dave Marshall/Houston Engineering

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature: 	Date: 5-26-2023
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Minnesota Wetland Conservation Act Technical Evaluation Panel Form

This form can be used to document TEP findings and recommendations related to WCA decisions, determinations, enforcement and pre-application reviews.

Local Government Unit: Pennington County	County: Pennington
Landowner/Applicant: Red Lake Watershed District, Myron Jesme	
Agent/Representative(s): Houston Engineering	
Project Name: Fladeland Ring Dike	Project No. (if any): 23-01
Project Location: Rocksbury Township, Section 31, SE ¼, SE ¼	

Purpose of TEP Findings/Recommendation - check all that apply and describe

<input type="checkbox"/> Pre-application review <input checked="" type="checkbox"/> Application Review (related to WCA Decision) <input type="checkbox"/> Local Government Road Wetland Replacement Program Eligibility <input type="checkbox"/> WCA Determination Request <input type="checkbox"/> Other (specify): Describe:
--

Meeting Type – check all that apply and specify dates as applicable

<input type="checkbox"/> In-Person Meeting(s), Date(s): <input checked="" type="checkbox"/> Onsite Review(s), Date(s): 6/9/2023	<input checked="" type="checkbox"/> Electronic Exchanges (email, skype, etc.) 6/26/2023 <input type="checkbox"/> Other (specify):
--	--

Findings and Recommendations

Larissa Fitzgerald – District Technician, Pennington SWCD, and Lynda Ponting – BWSR Wetland Specialist, visited the delineation site on June 9, 2023. The site was flagged well, and the boundaries were easy to decipher between the field and the delineation report. Both parties agreed with the delineated wetland boundaries and saw no need for further clarification from the delineator.

A TEP meeting was held on June 26, 2023 via Zoom. In attendance were Larissa Fitzgerald, Lynda Ponting, Larry Pulchalski, and Nate Koland. Larissa and Lynda discussed the wetland delineation boundaries from the prior site visit with Larry. All TEP members agreed on the delineation boundaries and report. The project’s 396 sq ft of total wetland impact qualifies for the De minimis exemption and will not require replacement under WCA. This will be approved by Pennington SWCD staff. The project will fall under a General Permit with the Corps of Engineers and will not require replacement or notification.

The TEP recommends approving the wetland delineation.

Attachment(s) (specify):

DNR Protected Waters and Shoreland Protection Zone

Will the project/activity affect DNR public waters, DNR public waters wetlands or wetlands within the shoreland protection zone? Yes No If yes, DNR representative is a member of the TEP.

Signatures

<input type="checkbox"/> LGU TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:

<input checked="" type="checkbox"/> SWCD TEP Member: Larissa Fitzgerald	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: 	Date: 6/26/2023
<input type="checkbox"/> BWSR TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:
<input type="checkbox"/> DNR TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:

Joint Application Form for Activities Affecting Water Resources in Minnesota

Project Name and/or Number:

PART ONE: Applicant Information

If applicant is an entity (company, government entity, partnership, etc.), an authorized contact person must be identified. If the applicant is using an agent (consultant, lawyer, or other third party) and has authorized them to act on their behalf, the agent's contact information must also be provided.

Applicant/Landowner Name: Red Lake Watershed District, Myron Jesme

Mailing Address: 1000 Pennington Avenue South

Phone: 218-681-5800

E-mail Address: Myron.Jesme@redlakewatershed.org

Authorized Contact (do not complete if same as above):

Mailing Address:

Phone:

E-mail Address:

Agent Name: Houston Engineering, Dave Marshall

Mailing Address: 125 3rd Street East

Phone: 218-681-2951

E-mail Address: dmarshall@houstoneng.com

PART TWO: Site Location Information

County: Pennington

City/Township: Rocksbury Twp.

Parcel ID and/or Address: 1603132801

Legal Description (Section, Township, Range): Sec. 31, T153N, R43W 4.02 A in SE1/4SE1/4

Lat/Long (decimal degrees): Lat 48.0214 Lon -96.2239

Attach a map showing the location of the site in relation to local streets, roads, highways.

Approximate size of site (acres) or if a linear project, length (feet): 1.67 acres

If you know that your proposal will require an individual Permit from the U.S. Army Corps of Engineers, you must provide the names and addresses of all property owners adjacent to the project site. This information may be provided by attaching a list to your application or by using block 25 of the Application for Department of the Army permit which can be obtained at:

http://www.mvp.usace.army.mil/Portals/57/docs/regulatory/RegulatoryDocs/engform_4345_2012oct.pdf

PART THREE: General Project/Site Information

If this application is related to a delineation approval, exemption determination, jurisdictional determination, or other correspondence submitted *prior to* this application then describe that here and provide the Corps of Engineers project number.

Describe the project that is being proposed, the project purpose and need, and schedule for implementation and completion. The project description must fully describe the nature and scope of the proposed activity including a description of all project elements that effect aquatic resources (wetland, lake, tributary, etc.) and must also include plans and cross section or profile drawings showing the location, character, and dimensions of all proposed activities and aquatic resource impacts.

Due to recent high water during spring runoff a ring dike to protect a residential property is proposed to be constructed to state design standards for protection of overland flooding. An earthen embankment is proposed to completely encompass the residential site with access provided over the top of the dike at the existing driveway. Interior drainage to culverts located at the southeast and southwest corner of the dike will be constructed.

PART FOUR: Aquatic Resource Impact¹ Summary

If your proposed project involves a direct or indirect impact to an aquatic resource (wetland, lake, tributary, etc.) identify each impact in the table below. Include all anticipated impacts, including those expected to be temporary. Attach an overhead view map, aerial photo, and/or drawing showing all of the aquatic resources in the project area and the location(s) of the proposed impacts. Label each aquatic resource on the map with a reference number or letter and identify the impacts in the following table.

Aquatic Resource ID (as noted on overhead view)	Aquatic Resource Type (wetland, lake, tributary etc.)	Type of Impact (fill, excavate, drain, or remove vegetation)	Duration of Impact Permanent (P) or Temporary (T) ¹	Size of Impact ²	Overall Size of Aquatic Resource ³	Existing Plant Community Type(s) in Impact Area ⁴	County, Major Watershed #, and Bank Service Area # of Impact Area ⁵
1	Wetland	Fill	P	396 sq ft		FWM	Penn;63;3

¹If impacts are temporary; enter the duration of the impacts in days next to the "T". For example, a project with a temporary access fill that would be removed after 220 days would be entered "T (220)".

²Impacts less than 0.01 acre should be reported in square feet. Impacts 0.01 acre or greater should be reported as acres and rounded to the nearest 0.01 acre. Tributary impacts must be reported in linear feet of impact and an area of impact by indicating first the linear feet of impact along the flowline of the stream followed by the area impact in parentheses). For example, a project that impacts 50 feet of a stream that is 6 feet wide would be reported as 50 ft (300 square feet).

³This is generally only applicable if you are applying for a de minimis exemption under MN Rules 8420.0420 Subp. 8, otherwise enter "N/A".

⁴Use *Wetland Plants and Plant Community Types of Minnesota and Wisconsin* 3rd Ed. as modified in MN Rules 8420.0405 Subp. 2.

⁵Refer to Major Watershed and Bank Service Area maps in MN Rules 8420.0522 Subp. 7.

If any of the above identified impacts have already occurred, identify which impacts they are and the circumstances associated with each:

PART FIVE: Applicant Signature

Check here if you are requesting a pre-application consultation with the Corps and LGU based on the information you have provided. Regulatory entities will not initiate a formal application review if this box is checked.

By signature below, I attest that the information in this application is complete and accurate. I further attest that I possess the authority to undertake the work described herein.

Signature: _____ Date: _____

I hereby authorize Houston Eng. to act on my behalf as my agent in the processing of this application and to furnish, upon request, supplemental information in support of this application.

¹ The term "impact" as used in this joint application form is a generic term used for disclosure purposes to identify activities that may require approval from one or more regulatory agencies. For purposes of this form it is not meant to indicate whether or not those activities may require mitigation/replacement.

Attachment A

Request for Delineation Review, Wetland Type Determination, or Jurisdictional Determination

By submission of the enclosed wetland delineation report, I am requesting that the U.S. Army Corps of Engineers, St. Paul District (Corps) and/or the Wetland Conservation Act Local Government Unit (LGU) provide me with the following (check all that apply):

Wetland Type Confirmation

Delineation Concurrence. Concurrence with a delineation is a written notification from the Corps and a decision from the LGU concurring, not concurring, or commenting on the boundaries of the aquatic resources delineated on the property. Delineation concurrences are generally valid for five years unless site conditions change. Under this request alone, the Corps will not address the jurisdictional status of the aquatic resources on the property, only the boundaries of the resources within the review area (including wetlands, tributaries, lakes, etc.).

Preliminary Jurisdictional Determination. A preliminary jurisdictional determination (PJD) is a non-binding written indication from the Corps that waters, including wetlands, identified on a parcel may be waters of the United States. For purposes of computation of impacts and compensatory mitigation requirements, a permit decision made on the basis of a PJD will treat all waters and wetlands in the review area as if they are jurisdictional waters of the U.S. PJDs are advisory in nature and may not be appealed.

Approved Jurisdictional Determination. An approved jurisdictional determination (AJD) is an official Corps determination that jurisdictional waters of the United States are either present or absent on the property. AJDs can generally be relied upon by the affected party for five years. An AJD may be appealed through the Corps administrative appeal process.

In order for the Corps and LGU to process your request, the wetland delineation must be prepared in accordance with the 1987 Corps of Engineers Wetland Delineation Manual, any approved Regional Supplements to the 1987 Manual, and the *Guidelines for Submitting Wetland Delineations in Minnesota* (2013).

<http://www.mvp.usace.army.mil/Missions/Regulatory/DelineationJDGuidance.aspx>

Attachment B

Supporting Information for Applications Involving Exemptions, No Loss Determinations, and Activities Not Requiring Mitigation

Complete this part *if* you maintain that the identified aquatic resource impacts in Part Four do not require wetland replacement/compensatory mitigation OR *if* you are seeking verification that the proposed water resource impacts are either exempt from replacement or are not under CWA/WCA jurisdiction.

Identify the specific exemption or no-loss provision for which you believe your project or site qualifies:

103G.2241 EXEMPTIONS

Subd. 9. De minimis.

(a) Except as provided in paragraphs (d), (e), (f), (g), (h), and (i), a replacement plan for wetlands is not required for draining or filling the following amounts of wetlands as part of a project outside of the shoreland wetland protection zone:

(3) 2,000 square feet of type 1, 2, 6, or 7 wetland, excluding white cedar and tamarack wetlands, in a less than 50 percent area, except within the 11-county metropolitan area; or

Department of the Army – Minor Discharges Regional General Permit

Provide a detailed explanation of how your project or site qualifies for the above. Be specific and provide and refer to attachments and exhibits that support your contention. Applicants should refer to rules (e.g. WCA rules), guidance documents (e.g. BWSR guidance, Corps guidance letters/public notices), and permit conditions (e.g. Corps General Permit conditions) to determine the necessary information to support the application. Applicants are strongly encouraged to contact the WCA LGU and Corps Project Manager prior to submitting an application if they are unsure of what type of information to provide:

This project is outside of the shoreland wetland protection zone, utilized the wetland delineation to minimize impacts, and is filling less than 2,000 square feet of a Type 1 wetland within the limits of the De minimis exemption. The 396 square foot impact area is below the threshold of the reporting category for the COE regional permit for minor discharges. The fill volume within the wetland is 20 cubic yards. See impact map for location.

Attachment C

Avoidance and Minimization

Project Purpose, Need, and Requirements. Clearly state the purpose of your project and need for your project. Also include a description of any specific requirements of the project as they relate to project location, project footprint, water management, and any other applicable requirements. Attach an overhead plan sheet showing all relevant features of the project (buildings, roads, etc.), aquatic resource features (impact areas noted) and construction details (grading plans, storm water management plans, etc.), referencing these as necessary:

The purpose of the project is to protect residential property from overland flooding which has been experienced during recent spring snowmelt events.

Avoidance. Both the CWA and the WCA require that impacts to aquatic resources be avoided if practicable alternatives exist. Clearly describe all on-site measures considered to avoid impacts to aquatic resources and discuss at least two project alternatives that avoid all impacts to aquatic resources on the site. These alternatives may include alternative site plans, alternate sites, and/or not doing the project. Alternatives should be feasible and prudent (see MN Rules 8420.0520 Subp. 2 C). Applicants are encouraged to attach drawings and plans to support their analysis:

An alternative alignment that ran east to west just north of the yard to provide flood protection appeared to create more wetland impacts in crossing the hardwood swamp located within the wooded area, so this option was not selected.

An option to raise the house and buildings was deemed cost prohibitive to provide flood protection for this location.

Minimization. Both the CWA and the WCA require that all unavoidable impacts to aquatic resources be minimized to the greatest extent practicable. Discuss all features of the proposed project that have been modified to minimize the impacts to water resources (see MN Rules 8420.0520 Subp. 4):

The alignment of the dike was laid out to minimize where fill would be placed in wetland areas. The design side slope used was adjusted to a steep slope through the wetland to minimize the impact area. The top width of the dike will be 6 feet reducing vehicular access through this existing trail area. Unavoidable impacts will be minimized through BMPs during construction to prevent sedimentation from runoff of the construction area.

Off-Site Alternatives. An off-site alternatives analysis is not required for all permit applications. If you know that your proposal will require an individual permit (standard permit or letter of permission) from the U.S. Army Corps of Engineers, you may be required to provide an off-site alternatives analysis. The alternatives analysis is not required for a complete application but must be provided during the review process in order for the Corps to complete the evaluation of your application and reach a final decision. Applicants with questions about when an off-site alternatives analysis is required should contact their Corps Project Manager.

Project Name and/or Number:

Technical Evaluation Panel Concurrence:

By signing below, TEP members attest that each wetland impact listed in Attachment E is regulated by WCA and meets eligibility requirements for replacement by the LGRWRP.

LGU TEP Member Name:

LGU Name:

Signature: _____

Date:

Check here if LGU and SWCD TEP member are one in the same and leave SWCD TEP member blank.

SWCD TEP Member Name:

SWCD Name:

Signature: _____

Date:

BWSR TEP Member Name:

Signature: _____

Date:

DNR TEP Member Name:

Signature: _____

Date:

A majority of the TEP must sign for BWSR to process the application and satisfy state and federal wetland replacement/mitigation requirements. The road authority must send the TEP-signed Attachment E and all other application materials to:

**Wetland Bank Administration
Minnesota Board of Water & Soil Resources
520 Lafayette Road North
Saint Paul, MN 55155**

Materials can be submitted electronically to: amy.waters@state.mn.us

SECTION 31
T153N R43W

PROJECT
FOOTPRINT

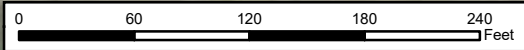
Embankment fill
placed in wetland
396 sq. ft.
20 cu yd of fill to be placed

WETLAND 2
TYPE 7

Begin interior
drainage to south

WETLAND 1
TYPE 1

- Delineated Wetlands
- Fill_impact
- Project footprint
- County Roads



Aquatic Resources Impact Map
FLADELAND RING DIKE

Scale: 1 in = 100 ft	Drawn by: DTM	Checked by: TAN	Project No.: 3655-0106	Date: 5/23/2023	Sheet: 2
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HOUSTON
engineering, inc.

2023 MCIT Report to Pennington County

MANAGING RISKS TOGETHER

Tailored Coverage, Valuable Service, Member Focused

MCIT Focuses on Benefiting Members

As a risk sharing pool, Minnesota Counties Intergovernmental Trust provides specific lines of coverage and services to meet members' unique risk exposures. MCIT works to protect the stability and longevity of the program for the benefit of all members.

MCIT is not an insurance company focused on profits. Rather, MCIT is a public joint powers entity dedicated to helping members manage their risks so they can carry out their public service mission to the citizens of Minnesota.

Through MCIT, members pool resources to provide:

- Property, liability, auto, cyber and workers' compensation coverage
- Programs and services to assist members in managing risks and controlling losses

As a public entity, MCIT understands the unique challenges facing local governments and offers ways to address those risks.

Members Do Their Part

The success of MCIT is built on each member's willingness to:

- Support loss prevention and risk management strategies.
- Take reasonable steps to mitigate claims.
- Collaborate with MCIT when losses occur.
- Fulfill financial obligations to MCIT.

MCIT Mission

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



MCIT.ORG | 1.866.547.6516

Reinsurance Maintained at Acceptable Costs

Consistent with past years, reinsurance carriers remain guarded in working with public entity pools given the state of the market and risks associated with member operations. MCIT purchases reinsurance to protect the program

from covering the total cost of catastrophic claims.

For 2023, the property reinsurance rate increased 8 percent, and the liability reinsurance rate rose by 24 percent.

Cyber Coverage Preserved, Enhanced for 2023

After Hartford Steam Boiler informed MCIT in mid-2022 that it would not renew MCIT's cyber-coverage program for 2023, staff worked tirelessly to find a suitable replacement before the new year. They succeeded.

For 2023, the new cyber-coverage program:

- Includes increased aggregate coverage limits for members (\$500,000 for county members)
- Provides increased sublimits
- Offers retroactive coverage

The new program includes similar coverage to the HSB program, including an endorsement for mis-directed payment and computer fraud incidents. The deductible for county members is \$10,000.

Cost-containment Measures

To help limit members' required contributions, MCIT looks for ways to minimize the program's costs, including:

- **Pursuing recoveries:** When a claim involves a third party who is legally responsible for the loss or damage

in whole or in part, MCIT pursues recovery of funds on the members' behalf. In the past five years, MCIT has recovered nearly \$3 million.

- **Medical bill review:** For workers' compensation claims, MCIT uses a third party to review medical

bills to assure coding and pricing accuracy, achieving lower overall expenses.

- **Pharmacy benefit manager:** This outside service helps limit the cost of filling prescriptions under workers' compensation benefits.

Dividend Reflects Actual Expenses, Investments

MCIT TOTAL DIVIDEND
(Workers' Compensation Division Only)

\$7 MILLION

PENNINGTON COUNTY DIVIDEND

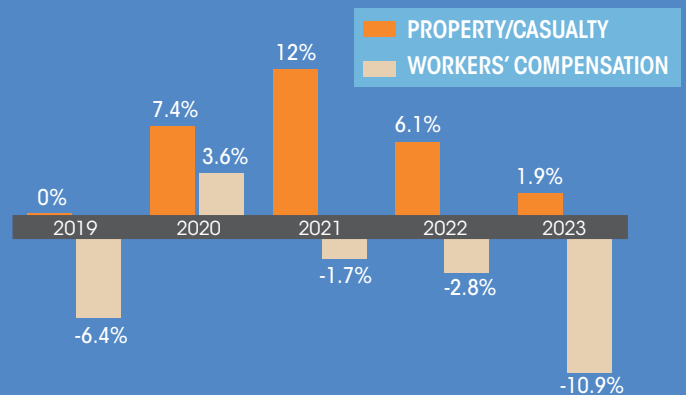
\$50,450

Dividends reflect MCIT's past claim experience and the performance of MCIT's investments. MCIT only issues a dividend when it is actuarially sound and fiscally prudent.

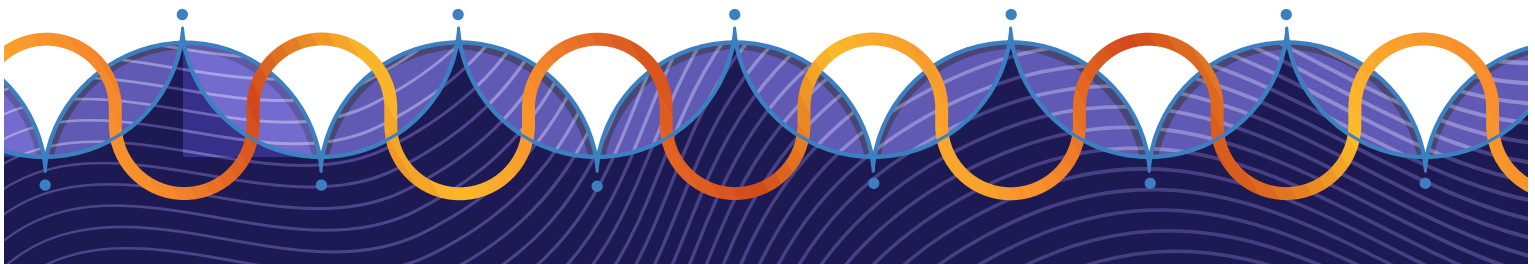
Although not guaranteed, the board is committed to returning funds to members when appropriate.

Rates Anticipate Expenses

MCIT AGGREGATE RATE CHANGES (2019-2023)



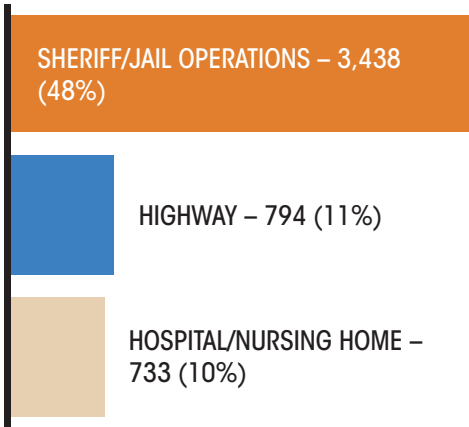
The historical cost of claims and expenses associated with MCIT operations are used to project the amount of contribution needed for the next year. MCIT aims to collect only what is necessary to cover these costs.



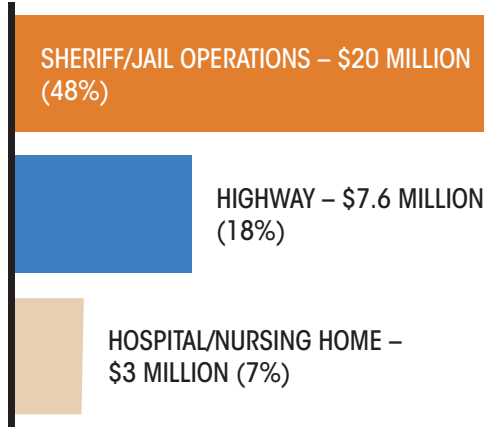
Aggregate Workers' Compensation Claims Top 3 by Department

2018-2022

BY FREQUENCY



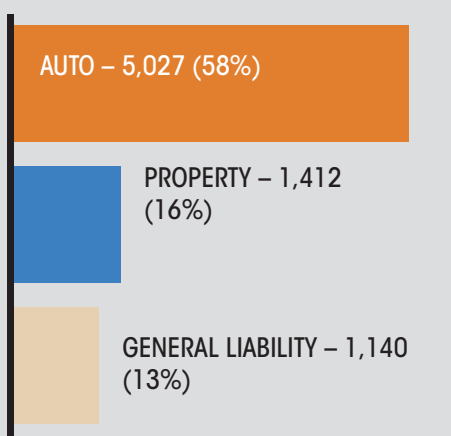
BY SEVERITY



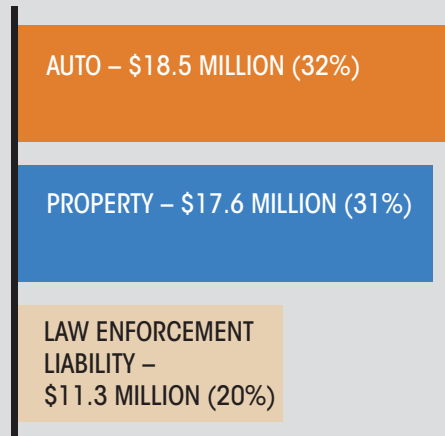
Aggregate Property/Casualty Claims Top 3 by Line

2018-2022

BY FREQUENCY



BY SEVERITY



Although MCIT does not experience rate property or liability coverage, the frequency and severity of all member claims influence the cost of coverage.

Workers' Compensation Claims Affect County's Contribution

PENNINGTON COUNTY'S MOD RATE AND COST DIFFERENCE

The county's factor for 2023 is

0.737

The county's difference from the base cost of coverage is

(\$25,750)

Recent mod factors: 2022, 1.042; 2021, 1.187; 2020, 1.272; 2019, 1.04.

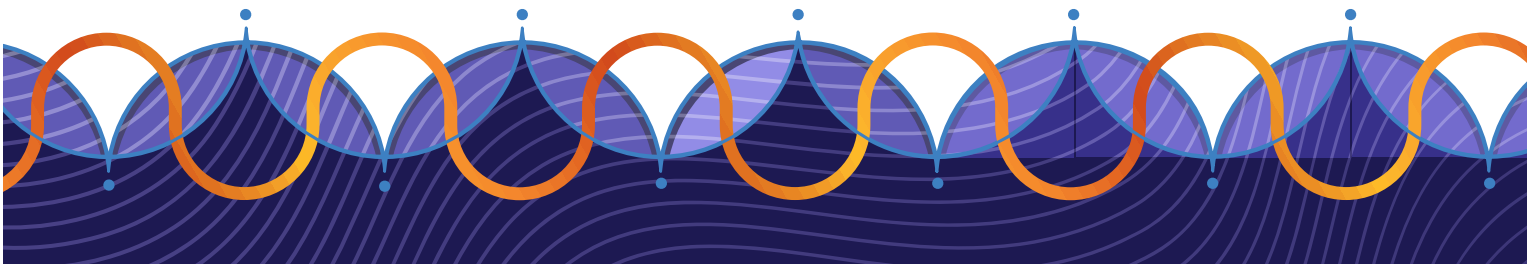
The frequency and severity of work-related injuries and illnesses affect each member's experience modification (mod) factor. This unique factor is part of the formula used to determine a member's annual workers' compensation contribution.

Other factors include the amount of payroll in each employee class code and the rate for each class.

A mod of 1.0 reflects expected claim development.

A factor greater than 1.0 can increase the contribution.

A factor less than 1.0 can decrease it.



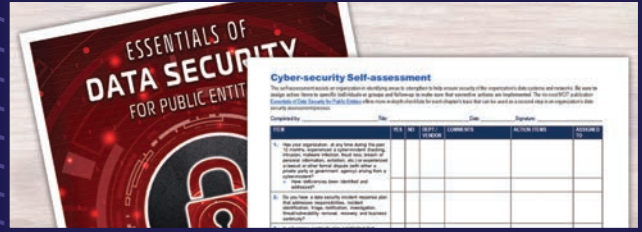
Knowledgeable Advice, Valuable Services

MCIT offers members a number of services, programs and items to assist them in reducing losses and mitigating risks. Most are provided as part of membership.



CONSULTATION SERVICES

Risk management and loss control consultation services assist members in preventing losses and making the most of their lines of coverage.



AWARENESS AND PREVENTION MATERIALS

Based on claims frequency and severity, MCIT develops resources to assist with preventing losses and reducing the severity of claims.



TRAINING FOR OFFICIALS AND EMPLOYEES

Seminars, workshops, on-site presentations, PATROL (Peace Officer Accredited Training Online), training videos, defensive driving training



ACCESS TO SERVICE PARTNERS

MCIT membership includes access to services through partner organizations:

- Employee Assistance Program
- Minnesota Safety Council
- HSB boiler and pressure vessel inspections



Commissioners are encouraged to:

- Learn how coverage applies before making final decisions
- Have contracts reviewed for risk management before signing or approving them
 - Support safety initiatives (e.g., the safety committee and a program to return injured employees to work)
 - Support and encourage training and education for all employees
 - Attend risk management training
 - Promote safety at all levels
 - Engage MCIT

PLEASE JOIN US FOR THE:



PENNINGTON SWCD

75TH ANNIVERSARY SUMMER PROJECT TOUR

JULY 25, 2023

4:00 PM – 6:30 PM

- MEET IN OAKLAND PARK AT 4:00 P.M.
- PROJECT SITE TOUR FROM 4:00 – 6:30 P.M.
- PULLED PORK DINNER SERVED IN OAKLAND PARK FOLLOWING THE TOUR

Bus seating is limited - please RSVP by July 12th to:

218-683-7075 OR DONNA.CHRISTIANSON@PENNINGTON.MNSWCD.ORG