

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
THURSDAY, DECEMBER 30TH, 2021, 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**

10:00	Julie Sjostrand – Human Services Director
10:05	Mike Flaagan – County Engineer
10:20	Ray Kuznia – County Sheriff
10:30	Kayla Jore – ICNS Director
- 7. Committee Reports / Commissioner Updates**
- 8. County Auditor-Treasurer Items**
- 9. County Coordinator Items**
- 10. County Attorney Items**

11. Adjournment

(This agenda is subject to change)

Note: Due to COVID-19, ZOOM invites will be sent to those on the agenda and the agenda email list.

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 14TH, 2021, 5:00 P.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, December 14th, 2021, at 5:00 p.m. Members Present: Seth Nelson, Bruce Lawrence, Darryl Tveitbakk, David Sorenson, and Neil Peterson. Members absent: None.

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

Chairman Peterson asked if there were any amendments to the agenda. The County Coordinator noted the additions of Sheriff Kuznia at 5:04 and Constituent Gary Heden at 5:45 p.m. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the Board agenda with the changes presented. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the County Board minutes of November 23rd, 2021, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve following Commissioner warrants. Motion carried.

County Revenue	\$100,031.09
Road & Bridge	\$ 32,990.27
Solid Waste Facility	\$ 1,952.61
Ditch Funds	\$ 2,679.74

Meal reimbursements and per diems in the amount of \$3,718.60 were also approved.

County Sheriff Ray Kuznia recommended the transfer of Keith Michael Iverson as Full-Time Corrections Officer. Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the transfer of Keith Michael Iverson from Full-Time Custodian I to Full-Time Corrections Officer effective December 15th, 2021. Motion carried.

Emergency Management Director Erik Beitel stated that the county's Hazard Mitigation Plan must be updated. A FEMA cost-share grant program is available to fund 75% of eligible costs and the county would be responsible for a 25% local match of in-kind services. Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve an application to update the Hazard Mitigation Plan, a Letter of Commitment acknowledging our 25% match, a resolution authorizing participation in the planning process and execution of agreement (see below), and to authorize the Chairman to sign and execute such agreements, letters, and amendments as necessary to implement the plan. Motion carried.

**RESOLUTION AUTHORIZING PARTICIPATION IN PLANNING PROCESS
AND EXECUTION OF AGREEMENT**

WHEREAS, the County of Pennington is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi- jurisdictional hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the county will lead the planning effort with the assistance of consultants and State of Minnesota mitigation staff.

WHEREAS, the county will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the county, and provide quarterly reporting on plan progress.

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county. maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available; and

NOW, THEREFORE, BE IT RESOLVED, that Pennington County will enter into an agreement with the Division of Homeland Security and Emergency Management in the Minnesota, Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Pennington County Hazard Mitigation plan. Neil Peterson, Board Chairman, is hereby authorized to execute and sign such agreements and any amendments hereto as are necessary to implement the plan on behalf of Pennington County.

Inter-County Nursing Service Director Kayla Jore presented an update on COVID-19. The county currently sits at a 9.2% positivity rate, with 306 positive cases in November, including five breakthrough cases. 57% of the county's residents 5+ years old are fully vaccinated and 60% have received at least one dose of vaccine. She noted a big rise in cases following Thanksgiving and expects the same to occur with the upcoming holidays. Booster shots are being given and are proving effective against the Delta variant and Omicron. She noted that 16 and 17-year-old people can now get Pfizer booster shots.

County Engineer Mike Flaagan stated the box culvert project south of the airport is complete and ready for final payment to Taggart Excavating and Septic Service; total cost of the project is \$135,557.00. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, SAP 057-698-054 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.

Engineer Flaagan presented a resolution regarding deficient or obsolete bridges that is needed to request bridge bonding in the future. The following resolution was introduced by Commissioner Nelson, seconded by Commissioner Tveitbakk, and upon vote was unanimously carried.

DEFICIENT BRIDGES REQUIRING REPLACEMENT OR REHABILITATION

WHEREAS, the County of Pennington has determined that the following deficient or functionally obsolete bridges on the CSAH, County Road and Township systems are a high priority and require replacement or rehabilitation within the next five (5) years; and

Old Bridge No.	Road No.	Estimated Project Cost	Town Bridge	Bridge Bonding	Proposed Year
93203	CR#65	\$ 20,000		\$ 20,000	2024
90441	CR#52	\$ 250,000		\$ 225,000	2024
57501	CSAH#22	\$1,650,000		\$1,400,000	2023

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road systems; and

WHEREAS, State support for the replacement or rehabilitation of local bridge continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the Townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above; and

WHEREAS, Pennington County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available.

NOW, THEREFORE, BE IT RESOLVED, that Pennington County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to permit construction to take place within one year of notification.

Commissioner Tveitbakk questioned the infrastructure funds that are expected in the future. The Engineer responded that we will monitor funds as they come available. He noted that most counties of our size don't deal with federal projects annually and explained how federal funds are split among counties.

Engineer Flaagan recommended the hire/transfer of Erick Huseth for the Signman position. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the transfer of Erick Huseth from Highway Equipment Operator to Signman effective December 20th, 2021. Motion carried.

Mr. Flaagan noted that no employees have expressed interest in the early, seasonal shift held by Mr. Huseth from November 1-April 1 of each year. Mr. Huseth has stated he is willing to continue working the early shift for this winter.

Engineer Flaagan discussed an ADA transition plan update, noting that some changes have been made to the plan due to CSAH#8. Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the ADA transition plan update. Motion carried.

Peter Nelson and Larissa Fitzgerald of the Pennington County SWCD met with the Board via Zoom regarding a wetland delineation at the TRF Golf Course. The area is 2.91 acres of wetland lying along the 18th fairway and is mainly a low area that they would like to fill. Maps of the wetland and area were reviewed+ and the golf course will have to submit a wetland replacement plan. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the wetland delineation by the TRF Golf Course as discussed and presented. Motion carried.

Committee Reports / Commissioner Updates:

Commissioner Tveitbakk provided an update on the opioid drug settlement, noting that 75% of settlement funds will go to counties; cities under 30K population will not get a direct allocation of their funds. A resolution authorizing County staff to execute and sign settlement documents is needed so participation forms can be completed by upcoming due dates.

The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Nelson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against manufacturers and distributors of prescription opioids related to the opioid crisis; and,

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several pharmaceutical distributors, McKesson, Cardinal Health, and AmerisourceBergen, as well as opioid manufacturer Johnson & Johnson, but those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and,

WHEREAS, there is a deadline of January 2, 2022, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and,

WHEREAS, representatives of Minnesota's local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision Memorandum of Agreement (the "State-Subdivision Agreement"); and,

WHEREAS, during negotiations of the State-Subdivision Agreement, representatives of Minnesota's counties prioritized flexibility in how local governments may use settlement funds for opioids abatement and remediation and advocated for counties to receive settlement allocations directly rather than using the distribution mechanism detailed in Minn. Stat. § 256.043, subd. 3(d); and,

WHEREAS, in order to achieve the goals of flexibility and direct allocation, Minn. Stat. § 256.043, subd. 3(d), must be amended to remove a provision which would otherwise appropriate approximately 50 percent of the state's settlement allocation to county social service agencies for statutorily prescribed use(s); and,

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota; now, therefore,

BE IT RESOLVED, Pennington County supports and agrees to the State-Subdivision Agreement; and,

BE IT FURTHER RESOLVED, Pennington County supports and opts into the multistate settlements with McKesson, Cardinal Health, and AmerisourceBergen, and with Johnson & Johnson; and,

BE IT FURTHER RESOLVED, Pennington County authorizes county staff to execute all necessary documents to ensure County participation in the multistate settlements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement; and,

BE IT FURTHER RESOLVED, Pennington County, supports the amending of Minn. Stat. § 256.043, subd. 3(d), to remove a provision which would appropriate approximately 50 percent of the state's settlement allocation to county social service agencies via the existing Opiate Epidemic Response Fund distribution mechanism for statutorily prescribed use(s).

County Coordinator Items:

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the reappointment of Neil Peterson as Airport Authority Commissioner for a three-year period effective January 1st, 2022 – December 31st, 2024. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the resignation of Kyle Jore as Ag Services/Solid Waste Coordinator effective December 17th, 2021. Discussion was held with Commissioner Lawrence noting that a meeting will be held with the local Extension office on December 16th to discuss the position. Following discussion, the motion was carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve a proposal from Northern Woodwork, Inc. in the amount of \$1,585.00 for the purchase and installation of two wall cabinets and the relocation of a current cabinet in Court Administration. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve advertising for one, full-time position of Custodian I. Motion carried.

County constituent Gary Heden met with the Board and discussed the snowplowing along his property on the corner of 8th Street and Dewey Ave. He believes the plowing is not being done correctly and he is tired of moving snow that shouldn't be pushed onto his property. He provided picture documentation following a recent snowfall and noted that plowing to the curb isn't being done like it should either. Engineer Flaagan noted that two different machines are used in that area and a two-way plow must be used to carry the snow along and past the property. Mr. Flaagan has instructed his personnel to use a two-way plow when working there and has spoken to the City of TRF regarding this issue as well. He also noted that the State plows east-west there on 8th Street, further complicating matters.

At 6:00 p.m. the County Board Chairman recessed the County Board meeting and called the 2022 Budget and Levy Hearing to order.

Present at the meeting were: Carl Bruzek – County Assessor, Jennifer Herzberg – County Auditor/Treasurer, Mike Flaagan – County Engineer, Kevin Erickson – County Coordinator, April

Scheinoha – Thief River Falls Times, Grant Nelson – Thief River Falls Radio (via Zoom), , Gary O. Anderson – Constituent, Elaine Laursen – Constituent.

Jennifer Herzberg was then called upon to review the summary budget and levy comparison provided to those in attendance. She noted that ARPA funds are included in the reports and \$400k to be used from reserves for the proposed human services project. The proposed levy increase is 2.8% for 2022.

Gary O. Anderson questioned the levy and wondered how his taxes can increase by way more than the levy amount. The Board noted that his taxes are affected by the levies of many multiple entities, such as the City of TRF, ISD #564, and TRF Regional Airport. The Board and the County Assessor stated that his property values can be reviewed and discussed at the annual Board of Appeal with the City of Thief River Falls.

Elaine Laursen discussed her home values with Board, noting that she missed the 2021 County Board of Appeal and Equalization meeting. She stated their home value is getting out of hand each year and they feel like they are being forced out due to high taxes. The Board noted that demand for homes in the County is very high at this time and most are selling for higher than market value. The County Assessor noted that high sales ratios force increases to property values.

With no further questions or discussion, the Budget and Levy Hearing was closed at 6:20 p.m. and the Chairman called the County Board meeting back to order.

The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the Pennington County Board of Commissioners has reviewed the department budgets for 2022 at several County Board meetings and at this time finds no further changes.

NOW, THEREFORE, BE IT RESOLVED, that the following budgets for 2022 are approved.

FUND	REVENUE	EXPENDITURES	+/- RESERVE
General Revenue	\$ 11,368,602	\$ 11,686,739	\$ -318,137
Road & Bridge	\$ 5,218,540	\$ 5,218,540	\$ 0
Welfare	\$ 5,519,935	\$ 5,519,935	\$ 0
Debt Service	\$ 1,145,382	\$ 1,071,257	\$ 74,125
Solid Waste Facility	\$ 97,115	\$ 124,600	\$ -27,485
Ditch Maintenance	\$ 176,000	\$ 176,000	\$ 0
Tax Forfeiture	\$ 10,000	\$ 10,000	\$ 0

The following resolution was introduced by Commissioner Sorenson, seconded by Commissioner Nelson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the Pennington County Board of Commissioners has reviewed the proposed levy for 2022 and the proposed Real Estate Tax Statements have been sent as required.

NOW, THEREFORE, BE IT RESOLVED, the that final property tax levies for 2022 is approved as follows:

FUND	LEVY BEFORE CPA*	CPA	LEVY AFTER CPA
General Revenue	\$7,024,932	\$604,840	\$ 6,420,092
Road & Bridge	\$1,407,770	\$121,213	\$ 1,286,557
Welfare	\$2,531,366	\$217,977	\$ 2,313,389
Bonded Debt Fund	\$1,139,782	\$ 0	\$ 1,139,782
Total Levy	\$		\$11,159,820

*CPA = County Program Aid

County Auditor-Treasurer Items:

Auditor-Treasurer Jennifer Herzberg noted that Voting Equipment Grant Account (VEGA) grants are available for the purchase of new voting equipment. VEGA grants can cover 50% of equipment costs and a Help America Vote Act (HAVA) grant could cover any remaining costs, if HAVA isn't available the townships would be asked to cover the remaining costs. The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Lawrence, and upon vote was unanimously carried.

RESOLUTION APPROVING PENNINGTON COUNTY'S APPLICATION FOR FUNDING FROM THE VEGA EQUIPMENT GRANT

WHEREAS, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

WHEREAS, Minnesota last updated much of its voting equipment between 2002 and 2006 meaning that the equipment is rapidly approaching the end of its 10 to 15 year lifespan; and

WHEREAS, it's essential for precincts to have functioning voting equipment so that voters are able to cast their ballot on equipment that is secure, accessible, accurate and reliable;

WHEREAS, Minnesota's Legislature authorized \$750,000 for the Voting Equipment Grant Account this year as well as \$750,000 that can be used during the legislative biennium to assist counties, cities, towns and school districts with the purchase of voting equipment; and

WHEREAS, to receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State before December 17, 2021; now, therefore,

BE IT RESOLVED, Pennington County approves its application for funding from the Voting Equipment Grant; and

BE IT FURTHER RESOLVED, the County certifies that any funds awarded from the Voting Equipment Grant will be used only to purchase assistive voting technology, an electronic roster system, an electronic voting system, any individual component of an electronic voting system, or any other equipment of technology approved by the Secretary of State.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve a quote by ReadITech IT Solutions for the purchase of a new HP LaserJet color printer for the Auditor-Treasurer's office in the amount of \$814.00. Motion carried.

Ms. Herzberg informed the Board that the lease for the mailing machine in the Government Center is expiring in early 2022. A quote to lease a new mailing system has been received from Quadiant at a cost of \$204.70/month. Maintenance is free for the first year and \$108.00 monthly thereafter. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by Quadiant for

the 5-year lease of a new IX-7 DS Mailing System for the Government Center as detailed above, effective upon expiration of the current lease. Motion carried.

Ms. Herzberg requested Board ratification of a Professional Services Agreement between TriMin Systems, Inc. and the MN Counties Computer Cooperative for the maintenance and support of our Integrated Financial System (IFS). The agreement is effective January 1st, 2022, through December 31st, 2024. Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the Agreement as presented. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve issuance of the following licenses for 2022. Motion carried.

Thief River Falls Golf Club	On Sale Liquor & Sunday Sales
Petro Pumper, Inc.	3.2 Off Sale Liquor License
Falls Stay & Play	3.2 On Sale Liquor License
Petro Pumper, Inc.	Cigarette & Tobacco License
Farmers Union Oil	Cigarette & Tobacco License
Kruse In of St. Hilaire	Cigarette & Tobacco License
Carpenter's Corner	On Sale Liquor

County Attorney:

County Attorney Seamus Duffy noted there are no change to masking requirements in the Court areas of the Justice Center.

Motioned by Commissioner Sorenson, seconded by Commissioner Tveitbakk, to adjourn the Board meeting to December 30th, 2021, at 10:00 a.m.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners

Pennington County Financial System



Jessie
12/30/21

9:17AM

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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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

Pennington County Financial System



Jessie
12/30/21 9:17AM

Audit List for Board **COMMISSIONER'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	1099
145	1604 ACCURATE CONTROLS, INC 01-251-000-0000-6300		435.00	CAMERA ISSUE/REPAIR	16857	REPAIRS & MAINTENANCE	N
	1604 ACCURATE CONTROLS, INC		435.00	1 Transactions			
134	999999997 ALPHA TRAINING & TACTICS LLC 01-201-000-0000-6631		7,951.65	3 ADVANCED PLATE CARRIERS	2021-392	FURNITURE & EQUIPMENT	N
	999999997 ALPHA TRAINING & TACTICS LLC		7,951.65	1 Transactions			
72	999999997 ALTENDORF/PRESTON 01-251-000-0000-6420		88.06	UNIFORM ALLOWANCE REIMBURSE		JAILER UNIFORMS	N
	999999997 ALTENDORF/PRESTON		88.06	1 Transactions			
87	1020 AMERICAN SOLUTIONS FOR BUSINESS 01-041-000-0000-6401		4,684.14	2021 TNT PROCESSING	INV05687294	SUPPLIES - AUDITOR	N
	1020 AMERICAN SOLUTIONS FOR BUSINESS		4,684.14	1 Transactions			
84	2360 BENSON/ASHLEY 01-106-000-0000-6330		44.24	MILEAGE - ASSESSING - MAYFIELD	1210 - 121321	TRAVEL & EXPENSE	N
85	01-106-000-0000-6330		17.92	MILEAGE - ASSESSING - TRF	1215 - 121721	TRAVEL & EXPENSE	N
86	01-106-000-0000-6330		77.84	MILEAGE - ASSESSING - KRATKA	1217 - 122221	TRAVEL & EXPENSE	N
	2360 BENSON/ASHLEY		140.00	3 Transactions			
119	2324 BERGSTROM ELECTRIC INC 01-251-000-0000-6300		1,220.17	EMERGENCY BALLASTS REPLACED	6154	REPAIRS & MAINTENANCE	N
	2324 BERGSTROM ELECTRIC INC		1,220.17	1 Transactions			
88	2050 BREDESON SUPPLY 01-601-000-0000-6401		10.00	OFFICE SUPPLIES	473331	SUPPLIES - EXTENSION	N
89	01-601-000-0000-6401		4.48	OFFICE SUPPLIES	473336	SUPPLIES - EXTENSION	N
	2050 BREDESON SUPPLY		14.48	2 Transactions			
68	3407 CLIMATE CONTROL, INC. 01-218-000-0000-6300		195.00	RESET DELAY - BOILER ROTATION	15257	REPAIRS & MAINTENANCE	N
	3407 CLIMATE CONTROL, INC.		195.00	1 Transactions			
121	3408 CODE 4 SERVICES INC 01-201-000-0000-6631		3,901.60	2023 TAHOE FINAL SETUP/#05	6761	FURNITURE & EQUIPMENT	N
	3408 CODE 4 SERVICES INC		3,901.60	1 Transactions			
	3311 COLE PAPERS, INC.						

Pennington County Financial System



Jessie
12/30/21 9:17AM

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
1	01-111-000-0000-6403		38.49	STRIP PAD - GOV'T CENTER	10078884	JANITORIAL SUPPLIES - COURTHOU	N
77	01-218-000-0000-6403		74.03	LYSOL CLEANER - JC	10082953	JANITORIAL SUPPLIES	N
78	01-800-000-0000-6403		74.03	LYSOL CLEANER - SS	10082954	JANITORIAL SUPPLIES	N
3311	COLE PAPERS, INC.		186.55	3 Transactions			
999999997	COTA/WADE						
111	01-255-000-0000-6420		155.00	UNIFORM ALLOWANCE REIMB	122321	UNIFORMS	N
999999997	COTA/WADE		155.00	1 Transactions			
4355	DACOTAH PAPER						
95	01-251-000-0000-6403		164.60	TOILET TISSUE	98304	JANITORIAL SUPPLIES - JAIL	N
4355	DACOTAH PAPER		164.60	1 Transactions			
4313	DEPARTMENT OF MOTOR VEHICLES						
146	01-201-000-0000-6304		14.25	LICENSE/REGISTRATION #1		REPAIR & MAINTENANCE - SQUADS	N
4313	DEPARTMENT OF MOTOR VEHICLES		14.25	1 Transactions			
999999997	ELLEFSON/TYLER						
140	01-251-000-0000-6420		17.71	UNIFORM ALLOWANCE REIMB		JAILER UNIFORMS	N
999999997	ELLEFSON/TYLER		17.71	1 Transactions			
5369	ESRI						
98	01-103-000-0000-6301		1,280.37	ARC GIS MAINTENANCE AGREEMENT	94164298	MAINTENANCE AGREEMENT	N
5369	ESRI		1,280.37	1 Transactions			
5032	EVERGREEN CATERING AND BAKERY						
109	01-201-000-0000-6801		40,194.12	MEALS/DELIVERY/PAPER PRODUCTS	19361	MISCELLANEOUS EXPENSE	G
5032	EVERGREEN CATERING AND BAKERY		40,194.12	1 Transactions			
6313	FALLS TOWING						
69	01-201-000-0000-6801		150.00	TOW CHEVY SILVERADO 21-4731	16966	MISCELLANEOUS EXPENSE	Y
6313	FALLS TOWING		150.00	1 Transactions			
999999997	GUNDERSON/JORDIN						
147	01-201-000-0000-6420		133.99	UNIFORM ALLOWANCE REIMB		UNIFORMS	N
118	01-201-000-0000-6420		133.98	UNIFORM ALLOWANCE REIMB	122921	UNIFORMS	N
999999997	GUNDERSON/JORDIN		267.97	2 Transactions			
8340	HALVERSON/MARC						
130	01-255-000-0000-6420		164.67	UNIFORM ALLOWANCE		UNIFORMS	N

Pennington County Financial System



Jessie
12/30/21 9:17AM

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

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1 County Revenue

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	8340 HALVERSON/MARC			164.67	1 Transactions			
	8014 HUGOS #7							
2	01-003-000-0000-6330			8.93	FOOD FOR MEETING - 12-4-21	1155	TRAVEL & EXPENSE	N
	8014 HUGOS #7			8.93	1 Transactions			
	999999997 KALASH/SARAH							
133	01-251-000-0000-6420			228.94	UNIFORM ALLOWANCE REIMB		JAILER UNIFORMS	N
	999999997 KALASH/SARAH			228.94	1 Transactions			
	11309 KENDELL DOORS & HARDWARE							
93	01-251-000-0000-6631			1,962.00	DOOR LOCKS	SO143274	FURNITURE & EQUIPMENT - JAIL	N
	11309 KENDELL DOORS & HARDWARE			1,962.00	1 Transactions			
	999999997 LACOURSIERE/MAX							
7	01-091-000-0000-6241			350.00	2022 LAW LICENSE		DUES	N
	999999997 LACOURSIERE/MAX			350.00	1 Transactions			
	19343 LARSON/MELISSA							
71	01-201-000-0000-6420			94.04	UNIFORM ALLOWANCE REIMBURSE		UNIFORMS	N
	19343 LARSON/MELISSA			94.04	1 Transactions			
	12323 LAWRENCE/BRUCE							
107	01-003-000-0000-6330			336.00	NOVEMBER MILEAGE		TRAVEL & EXPENSE	N
	12323 LAWRENCE/BRUCE			336.00	1 Transactions			
	12037 LEE PLUMBING & HEATING							
74	01-111-000-0000-6300			33.00	4500 W ELEMENT	85731	REPAIRS & MAINTENANCE	N
75	01-111-000-0000-6300			24.50	UPPER T STAT	85731	REPAIRS & MAINTENANCE	N
76	01-111-000-0000-6300			16.50	LOWER T STAT	85731	REPAIRS & MAINTENANCE	N
	12037 LEE PLUMBING & HEATING			74.00	3 Transactions			
	12324 LOVLY/DAVID							
92	01-201-000-0000-6420			34.95	UNIFORM ALLOWANCE REIMB		UNIFORMS	N
139	01-201-000-0000-6420			165.31	UNIFORM ALLOWANCE REIMB		UNIFORMS	N
	12324 LOVLY/DAVID			200.26	2 Transactions			
	13498 MARCO TECHNOLOGIES LLC							
108	01-801-000-0000-6301			165.32	EQ1019556 MAINTENANCE AGREE	9464473	MAINTENANCE AGREEMENT	N

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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
13498	MARCO TECHNOLOGIES LLC		165.32		1 Transactions		
999999997	MARSH/TONY						
9	01-111-000-0000-6801		20.00	BOILER EXAM LICENSE		MISCELLANEOUS EXPENSE	N
10	01-111-000-0000-6801		50.00	BOILER LICENSE CLASS/EXAM		MISCELLANEOUS EXPENSE	N
11	01-111-000-0000-6330		142.96	LODGING - BOILER EXAM - DULUTH	121321	TRAVEL & EXPENSE	N
12	01-111-000-0000-6330		243.04	MILEAGE - BOILER EXAM - DULUTH	121321	TRAVEL & EXPENSE	N
999999997	MARSH/TONY		456.00		4 Transactions		
13226	MCKESSON MEDICAL SURGICAL						
13	01-251-000-0000-6255		37.58	IBU	18823128	MEDICAL - LOCAL	N
13226	MCKESSON MEDICAL SURGICAL		37.58		1 Transactions		
13361	MN BUREAU OF CRIMINAL APPREHENSION						
135	01-252-000-0000-6330		375.00	DMT-CERTIFICATION #13	20897	TRAVEL & EXPENSE	N
13361	MN BUREAU OF CRIMINAL APPREHENSION		375.00		1 Transactions		
13425	MOTOROLA SOLUTIONS						
144	01-201-000-0000-6205		4,400.00	HANDHELD APX6000 RADIO	16167262	WALKIE TALKIE & RADIO	N
142	01-201-000-0000-6631		7,378.25	SQUAD RADIO #05/APX8500 MOBILE	16167262	FURNITURE & EQUIPMENT	N
143	01-201-000-0000-6631		4,400.00	HANDHELD APX6000 RADIO	16167262	FURNITURE & EQUIPMENT	N
13425	MOTOROLA SOLUTIONS		16,178.25		3 Transactions		
14033	NORTHERN STATE BANK						
122	01-201-000-0000-6560		30.38	ARCO-FUEL #10-REIMB PC		GAS & DIESEL	N
123	01-251-000-0000-6405		15.30	WALMART-HOOKS-REIMB PC		GENERAL SUPPLIES - JAIL	N
149	01-251-000-0000-6801		28.22	HUGOS-CORRECTIONS MEETING		MISCELLANEOUS EXPENSE - JAIL	N
14033	NORTHERN STATE BANK		73.90		3 Transactions		
999999997	O'CONNOR/SEAN						
138	01-251-000-0000-6420		112.64	UNIFORM ALLOWANCE REIMB		JAILER UNIFORMS	N
999999997	O'CONNOR/SEAN		112.64		1 Transactions		
15323	OFFICE DEPOT						
131	01-220-000-0000-6401		22.17	TECH STATION	214597993001	SUPPLIES	N
132	01-201-000-0000-6401		206.97	FOLDERS/TONER	216816960001	SUPPLIES	N
102	01-041-000-0000-6401		5.46	BINDERS	216831831001	SUPPLIES - AUDITOR	N
103	01-041-000-0000-6401		105.99	58A TONER CARTRIDGE	216831831001	SUPPLIES - AUDITOR	N
105	01-041-000-0000-6401		257.29	HP90X TONER	216831831001	SUPPLIES - AUDITOR	N
101	01-106-000-0000-6401		6.70	PENCIL	216831831001	SUPPLIES	N

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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
106	01-132-000-0000-6401		8.53	ENVELOPES	216831831001	SUPPLIES - MOTOR VEHICLE	N
100	01-801-000-0000-6401		3.97	CALCULATOR ROLLS	216831831001	SUPPLIES-UNALLOCATED	N
104	01-801-000-0000-6401		2.98	RUBBERBANDS	216831831001	SUPPLIES-UNALLOCATED	N
99	01-106-000-0000-6401		7.87	PENCILS/LEAD	216842598001	SUPPLIES	N
15323	OFFICE DEPOT		627.93				
				10 Transactions			
15303	OLSON/DAVID						
70	01-201-000-0000-6420		82.50	UNIFORM ALLOWANCE REIMBURSE		UNIFORMS	N
137	01-201-000-0000-6420		23.00	UNIFORM ALLOWANCE REIMB.		UNIFORMS	N
97	01-201-000-0000-6420		144.97	UNIFORM ALLOWANCE REIMB	122321	UNIFORMS	N
15303	OLSON/DAVID		250.47				
				3 Transactions			
16067	PEMBERTON LAW, P.L.L.P.						
3	01-091-000-0000-6261		43.00	EMPLOYEE MATTERS	20116301-000M	CONSULTING & LEGAL SERVICES-A	Y
16067	PEMBERTON LAW, P.L.L.P.		43.00				
				1 Transactions			
16313	PENNINGTON COUNTY AUDITOR						
90	01-601-000-0000-6209		39.40	POSTAGE-NOVEMBER	4148	POSTAGE	N
16313	PENNINGTON COUNTY AUDITOR		39.40				
				1 Transactions			
16079	PETERSON LUMBER						
115	01-251-000-0000-6300		111.52	TREATED LUMBER	2104-015468	REPAIRS & MAINTENANCE	N
116	01-251-000-0000-6300		84.14	HOOK BLADES/AVIATION SNIPS	2104-015601	REPAIRS & MAINTENANCE	N
16079	PETERSON LUMBER		195.66				
				2 Transactions			
16362	PETERSON/NEIL						
112	01-003-000-0000-6330		379.68	DECEMBER MILEAGE		TRAVEL & EXPENSE	N
16362	PETERSON/NEIL		379.68				
				1 Transactions			
11421	PIZZA HUT						
96	01-251-000-0000-6801		174.93	PIZZA-CORRECTIONS MEETING	33764	MISCELLANEOUS EXPENSE - JAIL	G
11421	PIZZA HUT		174.93				
				1 Transactions			
20358	QUADIENT FINANCE USA, INC.						
4	01-801-000-0000-6209		1,500.00	POSTAGE	79000110023290	POSTAGE	N
20358	QUADIENT FINANCE USA, INC.		1,500.00				
				1 Transactions			
14347	QUADIENT INC.						
150	01-801-000-0000-6401		879.80	OCT21-JAN22 METER RENTAL	00928626	SUPPLIES-UNALLOCATED	N

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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
14347	QUADIENT INC.		879.80		1 Transactions		
18440	READITECH IT SOLUTIONS						
124	01-220-000-0000-6263		876.00	IT GLOBAL CARE/NOVEMBER	214782	COMPUTER SERVICES & SUPPLIES	N
125	01-220-000-0000-6263		876.00	IT GLOBAL CARE/DECEMBER	218239	COMPUTER SERVICES & SUPPLIES	N
127	01-201-000-0000-6210		50.94	HOSTED EXCHANGE-DECEMBER	218260	E-MAIL SERVICES	N
128	01-201-000-0000-6210		78.00	POP EMAIL-DECEMBER	218260	E-MAIL SERVICES	N
129	01-201-000-0000-6210		156.15	EMAIL ARCHIVING-DECEMBER	218260	E-MAIL SERVICES	N
126	01-201-000-0000-6300		192.50	HOSTED OFFICE APPS/DECEMBER	218260	REPAIRS & MAINTENANCE	N
114	01-016-000-0000-6631		2,079.00	DESKTOP,MONITOR & SETUP	223975	FURNITURE & EQUIPMENT-LAW LIB	N
120	01-201-000-0000-6631		6,520.00	5 DESKTOPS W/ SETUP	223987	FURNITURE & EQUIPMENT	N
113	01-041-000-0000-6631		883.51	HP LASERJET PRINTER	226867	FURNITURE & EQUIPMENT - AUDITC	N
18440	READITECH IT SOLUTIONS		11,712.10		9 Transactions		
18311	REGENTS OF THE UNIVERSITY OF MN						
148	01-016-000-0000-6242		50.00	MN LAW REVIEW	0360004736	SUBSCRIPTIONS - LAW LIBRARY	N
5	01-601-000-0000-6837		18,814.00	OCT-DEC MOA 4-H EDUCATOR	300028571	REFUNDS & REIMBURSEMENTS	N
18311	REGENTS OF THE UNIVERSITY OF MN		18,864.00		2 Transactions		
19369	SANFORD PATIENT FINANCIAL SERVICES						
29	01-251-000-0000-6255		7,004.87	DR 2968	117200020	MEDICAL - LOCAL	6
17	01-251-000-0000-6255		6.03	DR 2968	117202657	MEDICAL - LOCAL	6
18	01-251-000-0000-6255		27.92	DR 2968	117204646	MEDICAL - LOCAL	6
19	01-251-000-0000-6255		12.06	DR 3533	125117607	MEDICAL - LOCAL	6
30	01-251-000-0000-6255		545.60	DR 3557	127126653	MEDICAL - LOCAL	6
20	01-251-000-0000-6255		7.79	DR 3557	127126918	MEDICAL - LOCAL	6
31	01-251-000-0000-6255		641.30	DR 3557	127164224	MEDICAL - LOCAL	6
42	01-251-000-0000-6255		7.79	DR 3557	127169212	MEDICAL - LOCAL	6
32	01-251-000-0000-6255		514.80	DR 3557	127214572	MEDICAL - LOCAL	6
21	01-251-000-0000-6255		7.79	DR 3557	127221396	MEDICAL - LOCAL	6
22	01-251-000-0000-6255		85.10	DR 3557	127376446	MEDICAL - LOCAL	6
23	01-251-000-0000-6255		85.10	DR 3557	127455477	MEDICAL - LOCAL	6
33	01-251-000-0000-6255		131.45	DR 3240	127478673	MEDICAL - LOCAL	6
24	01-251-000-0000-6255		85.10	DR 3557	127531137	MEDICAL - LOCAL	6
34	01-251-000-0000-6255		350.90	DR 3650	127754334	MEDICAL - LOCAL	6
25	01-251-000-0000-6255		29.46	DR 3650	128116447	MEDICAL - LOCAL	6
35	01-251-000-0000-6255		1,789.37	DR 3488	128139737	MEDICAL - LOCAL	6
36	01-251-000-0000-6255		197.45	DR 3344	128208357	MEDICAL - LOCAL	6
26	01-251-000-0000-6255		90.88	DR 3488	128251738	MEDICAL - LOCAL	6
37	01-251-000-0000-6255		350.90	DR 3682	128779202	MEDICAL - LOCAL	6

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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
38	01-251-000-0000-6255		1,496.00	DR 2830	128887714	MEDICAL - LOCAL	6
27	01-251-000-0000-6255		85.10	DDR 2836	128904728	MEDICAL - LOCAL	6
28	01-251-000-0000-6255		50.10	DR 3682	129099224	MEDICAL - LOCAL	6
39	01-251-000-0000-6255		229.35	DR 3488	129512361	MEDICAL - LOCAL	6
40	01-251-000-0000-6255		236.50	DR 3275	129512734	MEDICAL - LOCAL	6
41	01-251-000-0000-6255		46.20	DR 3344	129629203	MEDICAL - LOCAL	6
	19369 SANFORD PATIENT FINANCIAL SERVICES		14,114.91		26 Transactions		
	19355 STEIN'S INC						
63	01-251-000-0000-6403		590.12	REPAIR FOR FLOOR MACHINE	890654	JANITORIAL SUPPLIES - JAIL	N
	19355 STEIN'S INC		590.12		1 Transactions		
	19310 STONE'S MOBILE RADIO						
94	01-251-000-0000-6300		291.98	RADIO ACCESSORY	2046462	REPAIRS & MAINTENANCE	N
	19310 STONE'S MOBILE RADIO		291.98		1 Transactions		
	19550 SUMMIT FOOD SERVICE MANAGEMENT LL						
15	01-251-000-0000-6427		3,568.49	JAIL MEALS 12/4/21 - 12/10/21	129666	JAIL MEALS	N
16	01-251-000-0000-6427		3,713.22	JAIL MEALS 12/11/21 - 12/17/21	130418	JAIL MEALS	N
110	01-251-000-0000-6427		3,734.48	JAIL MEALS 12/18-12/24	130968	JAIL MEALS	N
	19550 SUMMIT FOOD SERVICE MANAGEMENT LL		11,016.19		3 Transactions		
	999999997 TANNER WELLMAN						
91	01-220-000-0000-6420		160.88	UNIFORM ALLOWANCE REIMB		UNIFORMS	N
	999999997 TANNER WELLMAN		160.88		1 Transactions		
	20027 THE TIMES						
136	01-259-000-0000-6801		44.00	TRF TIMES-1 YEAR		MISCELLANEOUS EXPENSE - CANTI	N
	20027 THE TIMES		44.00		1 Transactions		
	20075 THIEF RIVER GLASS CO						
8	01-800-000-0000-6300		2,800.00	INSTALL AUTO OPERATOR ON FRONT	0006685	REPAIRS & MAINTENANCE	N
	20075 THIEF RIVER GLASS CO		2,800.00		1 Transactions		
	20047 THRIFTY WHITE PHARMACY						
58	01-251-000-0000-6255		7.89	PRESCRIPTION 3445	15148	MEDICAL - LOCAL	N
53	01-251-000-0000-6255		54.47	PRESCRIPTION 3488	20388	MEDICAL - LOCAL	N
54	01-251-000-0000-6255		9.98	PRESCRIPTION 3558	24954	MEDICAL - LOCAL	N
57	01-251-000-0000-6255		24.04	PRESCRIPTION 3344	42377	MEDICAL - LOCAL	N
55	01-251-000-0000-6255		3.99	PRESCRIPTION 3664	49013	MEDICAL - LOCAL	N

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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
60	01-251-000-0000-6255		130.47	PRESCRIPTION 3275	54097	MEDICAL - LOCAL	N
56	01-251-000-0000-6255		167.41	PRESCRIPTION 3674	58047	MEDICAL - LOCAL	N
52	01-251-000-0000-6255		8.18	PRESCRIPTION 3571	6102	MEDICAL - LOCAL	N
43	01-251-000-0000-6255		12.47	PRESCRIPTION 3670	63265	MEDICAL - LOCAL	N
62	01-251-000-0000-6255		23.55	CORPORATE CHARGE - MAR - STOCK	641216	MEDICAL - LOCAL	N
48	01-251-000-0000-6255		7.98	PRESCRIPTION 3058	65544	MEDICAL - LOCAL	N
44	01-251-000-0000-6255		3.39	PRESCRIPTION 3617	65616	MEDICAL - LOCAL	N
49	01-251-000-0000-6256		78.21	PRESCRIPTION 3240	65777	MEDICAL - REIMBURSED	N
47	01-251-000-0000-6255		22.75	PRESCRIPTION 3618	65892	MEDICAL - LOCAL	N
46	01-251-000-0000-6256		47.97	PRESCRIPTION 3633	66357	MEDICAL - REIMBURSED	N
45	01-251-000-0000-6256		11.97	PRESCRIPTION 3666	66454	MEDICAL - REIMBURSED	N
61	01-251-000-0000-6256		32.02	PRESCRIPTION 3667	66456	MEDICAL - REIMBURSED	N
59	01-251-000-0000-6256		15.96	PRESCRIPTION 3638	66508	MEDICAL - REIMBURSED	N
50	01-251-000-0000-6255		7.79	PRESCRIPTION 3655	7979	MEDICAL - LOCAL	N
51	01-251-000-0000-6255		4.09	PRESCRIPTION 3695	7979	MEDICAL - LOCAL	N
	20047 THRIFTY WHITE PHARMACY		674.58	20 Transactions			
	12332 TRITECH SOFTWARE SYSTEMS						
117	01-201-000-0000-6801		195.00	VPN ADD ON LICENSE	336514	MISCELLANEOUS EXPENSE	N
	12332 TRITECH SOFTWARE SYSTEMS		195.00	1 Transactions			
	21332 ULINE						
14	01-251-000-0000-6405		394.26	RUBBERMAID CART - TRASH	142040822	GENERAL SUPPLIES - JAIL	N
	21332 ULINE		394.26	1 Transactions			
	21008 UNIVERSAL SCREENPRINT						
67	01-201-000-0000-6420		19.00	EMBROIDERY - TWO SHIRTS	41106	UNIFORMS	N
66	01-201-000-0000-6450		9.50	EMBROIDERY JACKETS - #03	41106	PART-TIME DEPUTY'S UNIFORMS	N
65	01-220-000-0000-6420		28.50	EMBROIDERY JACKETS - TT,TW,KC	41106	UNIFORMS	N
64	01-251-000-0000-6420		38.00	EMBROIDERY JACKETS - NEW	41106	JAILER UNIFORMS	N
	21008 UNIVERSAL SCREENPRINT		95.00	4 Transactions			
	23303 WEST GROUP PAYMENT CENTER						
6	01-016-000-0000-6242		352.33	DECEMBER SUBSCRIPTIONS	845522408	SUBSCRIPTIONS - LAW LIBRARY	N
	23303 WEST GROUP PAYMENT CENTER		352.33	1 Transactions			
	23054 WESTSIDE MOTORS OF TRF INC						
73	01-201-000-0000-6304		6,939.45	REPAIR # 02 DODGE RAM	15776	REPAIR & MAINTENANCE - SQUADS	G
	23054 WESTSIDE MOTORS OF TRF INC		6,939.45	1 Transactions			

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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
999999997	WHITE/CAMERON						
141	01-251-000-0000-6420		139.21	UNIFORM ALLOWANCE REIMB		JAILER UNIFORMS	N
999999997	WHITE/CAMERON		139.21	1 Transactions			
1 Fund Total:			154,353.08	County Revenue	59 Vendors	145 Transactions	

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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
2500	BUILDERS FIRST SOURCE						
82	03-330-000-0000-6631		395.67	MATERIALS FOR ENG BUILDING		FURNITURE & EQUIPMENT	N
83	03-330-000-0000-6631		21.56	MATERIALS FOR ENG BUILDING		FURNITURE & EQUIPMENT	N
2500	BUILDERS FIRST SOURCE		417.23	2 Transactions			
8900	I-29 TRAILER SERVICE						
79	03-350-000-0000-6631		39,005.00	PUP TRAILER		FURNITURE & EQUIPMENT	N
80	03-350-000-0000-6631		49,655.00	GRAVEL TRAILER		FURNITURE & EQUIPMENT	N
8900	I-29 TRAILER SERVICE		88,660.00	2 Transactions			
17003	QUICK PRINT CENTER						
81	03-320-000-0000-6401		225.96	BLUE VOUCHERS		SUPPLIES	N
17003	QUICK PRINT CENTER		225.96	1 Transactions			
3 Fund Total:			89,303.19	Road & Bridge		3 Vendors	5 Transactions
Final Total:			243,656.27	62 Vendors		150 Transactions	

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Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	154,353.08	County Revenue
3	89,303.19	Road & Bridge
All Funds	243,656.27	Total

Approved by,

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

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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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1 County Revenue

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9	999999997 JORDIN GUNDERSON 01-201-000-0000-6330		10.20	MEAL REIMBURSEMENT	122121	TRAVEL & EXPENSE	N
	999999997 JORDIN GUNDERSON		10.20	1 Transactions			
8	19343 LARSON/MELISSA 01-251-000-0000-6330		12.34	MEAL REIMBURSEMENT	122121	TRAVEL & EXPENSE	N
	19343 LARSON/MELISSA		12.34	1 Transactions			
1	12323 LAWRENCE/BRUCE 01-003-000-0000-6103		100.00	PER DIEM - HWY COMM - TRF	120121	PER DIEMS - BOARD	N
2	01-003-000-0000-6103		100.00	PER DIEM - DITCH LEVY - TRF	121021	PER DIEMS - BOARD	N
3	01-003-000-0000-6103		75.00	PER DIEM - TECH - TRF	121321	PER DIEMS - BOARD	N
4	01-003-000-0000-6103		75.00	PER DIEM - TAXATION - TRF	121421	PER DIEMS - BOARD	N
5	01-003-000-0000-6103		75.00	PER DIEM - NWRECB - TRF	121521	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		75.00	PER DIEM - EXTENSION - TRF	121621	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		75.00	PER DIEM - OSHA PERSONEL - TRF	122921	PER DIEMS - BOARD	N
	12323 LAWRENCE/BRUCE		575.00	7 Transactions			
10	16362 PETERSON/NEIL 01-003-000-0000-6103		75.00	PER DIEM - HWY COMM - TRF	120121	PER DIEMS - BOARD	N
11	01-003-000-0000-6103		75.00	PER DIEM - NCLUB - TRF	120221	PER DIEMS - BOARD	N
12	01-003-000-0000-6103		100.00	PER DIEM - AMC - ST.PAUL	120521	PER DIEMS - BOARD	N
13	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120621	PER DIEMS - BOARD	N
14	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120721	PER DIEMS - BOARD	N
15	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120821	PER DIEMS - BOARD	N
16	01-003-000-0000-6103		75.00	PER DIEM - DITCH LEVY - TRF	121021	PER DIEMS - BOARD	N
17	01-003-000-0000-6103		100.00	PER DIEM - AIRPORT - TRF	121521	PER DIEMS - BOARD	N
18	01-003-000-0000-6103		100.00	PER DIE - NWSTC - BEMIDJI	122021	PER DIEMS - BOARD	N
	16362 PETERSON/NEIL		900.00	9 Transactions			
19	20307 TVEITBAKK/DARRYL 01-003-000-0000-6103		75.00	PER DIEM - AMC - TRF	120121	PER DIEMS - BOARD	N
20	01-003-000-0000-6103		75.00	PER DIEM - NCLUCB - TRF	120221	PER DIEMS - BOARD	N
26	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120621	PER DIEMS - BOARD	N
27	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120721	PER DIEMS - BOARD	N
28	01-003-000-0000-6103		125.00	PER DIEM - AMC - ST.PAUL	120821	PER DIEMS - BOARD	N
21	01-003-000-0000-6103		75.00	PER DIEM - TVFAA- TRF	120921	PER DIEMS - BOARD	N
22	01-003-000-0000-6103		75.00	PER DIEM - SEH- TRF	121021	PER DIEMS - BOARD	N
29	01-003-000-0000-6103		100.00	PER DIEM - TVFAA - TRF	121321	PER DIEMS - BOARD	N
23	01-003-000-0000-6103		75.00	PER DIEM - TVFAA- TRF	121521	PER DIEMS - BOARD	N

Pennington County Financial System



Jessie
12/30/21 9:18AM

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

Page 3

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
24	01-003-000-0000-6103		75.00	PER DIEM - NWRL- TRF	121621	PER DIEMS - BOARD	N
25	01-003-000-0000-6103		75.00	PER DIEM - PERSONNEL- TRF	122921	PER DIEMS - BOARD	N
20307	TVEITBAKK/DARRYL		1,000.00	11 Transactions			
1 Fund Total:			2,497.54	County Revenue	5 Vendors	29 Transactions	
Final Total:			2,497.54	5 Vendors	29 Transactions		

Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	2,497.54	County Revenue
All Funds	2,497.54	Total

Approved by,

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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 December 21, 2021 (detailed minutes on
record) are hereby adopted:

SECTION A

- I. To approve the November 16, 2021, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III.
 - A. To approve the CY 2022- 23 Children's Mental Health Screening State of Minnesota Department of Human Services County Grant Contract as presented.
 - B. To approve the CY 2022 – 23 MFIP/DWP Employment Services Purchase of Service Agreement with the Career Force Center as presented.
 - C. To approve the CY 2022 Behavioral Health (Community-Based Services/Residential/Temporary Confinement) Purchase of Service Agreements Between Sanford Behavioral Health and Pennington County Human Services.
 - D. To approve the CY 2022 Pennington County Family Services/Children's Mental Health Collaborative Supportive Services Agreement with Northwestern Mental Health Center, Inc.
 - E. To approve the CY 2022 ACS/SWS Support Services Agreement between TriMin Systems and Pennington County Human Services.

SECTION B

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

Aye

Nay

Chairperson

Date

December _____, 2021

Economic Development Administration
US Department of Commerce
American Rescue Plan Act Travel, Tourism, and Outdoor Recreation

Pennington County
101 Main Ave N
Thief River Falls, MN 56701
RE: EDA- US Dept of Commerce American Rescue Plan Act Travel, Tourism, and Outdoor Recreation Application

On behalf of the Pennington County, Neil Peterson, Board Chairman write this letter of support for the City of Thief River Falls for financial assistance with the Economic Development Administration (EDA) – US Dept of Commerce.

The specific purpose of this application is to provide funding assistance for the renovation of the Huck Olson Memorial Civic Center. The renovation will consist of moving the existing public restrooms and concessions on the upper mezzanine level. To remain a viable multi-use civic center, accessible facilities need to be provided on the main floor level. To make room for public restrooms and concession on the main floor, it is proposed to renovate the existing locker rooms and construct a new expansion along the south wall to include 8 locker rooms with support spaces (toilets, showers, mechanical room, corridors, and office, etc.) and an expansion on the west wall to include a room for the Zamboni. The location of the new locker rooms will be planned to align with the existing players boxes for direct access to the ice sheet. This will require adjustments and modifications to the existing spectator seating to tie into the players boxes. These improvements would allow this facility to be used for multiple purposes in addition to hockey that bring thousands of people to our community each year.

We are pleased to support this project of regional significance that adds great value to tourism in our region along with the unlimited opportunities for economic development.

Thank you,

Neil Peterson, Chairman
Pennington County Board of Commissioners

Pennington County Vaccination, Testing, and Face Covering Policy

Purpose:

Vaccination is a vital tool to reduce the presence and severity of COVID-19 cases in the workplace, in communities, and nationwide. Pennington County encourages all employees to receive a COVID-19 vaccination to protect themselves, other employees, customers, and the general community. However, should an employee choose not to be vaccinated, this policy's sections on testing and face coverings will apply. This policy complies with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501).

Scope:

This COVID-19 Policy on vaccination, testing, and face covering use applies to all employees of Pennington County, except for employees who do not report to a workplace where other individuals (such as coworkers or customers) are present; employees while working from home; and employees who work exclusively outdoors.

All employees are encouraged to be fully vaccinated. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine with, if applicable, at least the minimum recommended interval between doses. For example, this includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as Johnson & Johnson's vaccine, or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary vaccination series. Employees who are not fully vaccinated will be required to provide proof of weekly COVID-19 testing and wear a face covering at the workplace.

All employees are required to report their vaccination status and, if vaccinated, provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if not fully vaccinated, their testing results. Employees not in compliance with this policy will be subject to discipline, including and up to termination.

Procedures:

Overview and General Information

Vaccination

*Any Pennington County employee that chooses to be vaccinated against COVID-19 must be fully vaccinated no later than February 28th, 2022. Due to timelines in the law, any employee not fully vaccinated by **February 7th, 2022**, will be subject to the regular testing and face covering requirements until employee is fully vaccinated.*

To be fully vaccinated by **February 28th, 2022**, an employee must:

- Obtain the first dose of the Pfizer vaccine no later than **January 24th, 2022**; and the second dose no later than **February 14th, 2022**; or
- Obtain the first dose of the Moderna vaccine no later than **January 17th, 2022**; and the second dose no later than **February 14th, 2022**; or
- Obtain one dose of a single dose vaccine, such as Johnson & Johnson, no later than **February 14th, 2022**.

Employees will be considered FULLY vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine as stated above. An employee will be considered partially vaccinated if they have received only one dose of a two-dose vaccine.

Vaccinations are provided locally via on-site clinics offered through the Inter-County Nursing Service, through your medical provider, pharmacy, or other mass-vaccination clinics.

Employees that choose to be vaccinated following the effective date of this policy may be vaccinated during work hours and should coordinate a date and time with their supervisor that doesn't unduly disrupt the work setting. This matter is addressed further along in this policy.

The County Coordinator will maintain this policy in coordination with the County Personnel Committee and the Pennington County Board of Commissioners.

Testing and Face Coverings

All employees who are not fully vaccinated by **February 7th, 2022**, will be required to undergo regular, weekly COVID-19 testing AND wear a face covering when in the workplace. Policies and procedures for testing and face coverings are described in the relevant sections of this policy.

Vaccination Status and Acceptable Forms of Proof of Vaccination

Vaccinated Employees

All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status should be submitted to the employee's supervisor and will be stored securely by the supervisor or the County Coordinator.

Acceptable proof of vaccination status is:

1. The record of immunization from a health care provider or pharmacy;
2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) that

administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances Pennington County will still accept the state immunization record as acceptable proof of vaccination.

If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to their vaccination status (fully vaccinated or partially vaccinated); attesting that they have lost and are otherwise unable to produce one of the other forms of acceptable proof; and including the following language:

“I certify that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties and/or disciplinary action including and up to termination.”

An employee who attests to their vaccination status in this way should to the best of their recollection, include in their attestation the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine.

All Employees

All current employees, both vaccinated and unvaccinated, must attest their vaccination status no later than January 10th, 2022. The following table outlines the requirements for submitting vaccination status documentation.

Vaccination Status	Instructions	Deadline
<i>Employees who are fully vaccinated.</i>	<i>Submit proof of vaccination that indicates full vaccination and date(s).</i>	January 10 th , 2022
<i>Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series).</i>	<i>Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose once it is obtained.</i>	January 10 th , 2022
<i>Employees who are not vaccinated.</i>	<i>Submit statement that you are unvaccinated but are planning to receive a vaccination by the deadline</i>	January 10 th , 2022
	<i>Submit statement that you are unvaccinated and not planning to receive a vaccination.</i>	January 10 th , 2022

Supporting COVID-19 Vaccination

An employee may take up to four hours of work time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of work time for employees receiving two doses. If an employee spends less time getting the vaccine, only the actual amount of work time will be granted. Employees who take longer than four hours to get the vaccine must notify their

supervisor immediately stating the reason for the additional time. Any additional time requested will be granted, if reasonable, but will be unpaid unless the employee elects to use accrued leave, such as sick leave, to cover the additional time. If an employee is vaccinated outside of their normal work hours they will not be compensated.

Employees may utilize up to two workdays of sick leave, or other accrued leave if sick leave is not available, immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working.

The following procedures apply for requesting and granting work time to obtain the COVID-19 vaccine or sick leave to recover from side effects:

Each employee should coordinate with their supervisor a date/time to receive vaccination so as not to unduly disrupt the duties of the office. Employees must contact their supervisor as soon as possible should they suffer from side effects following a vaccination that prevents them from working.

Employee Notification of COVID-19 and Removal from the Workplace

Pennington County requires employees to promptly notify their supervisor when they are experiencing COVID-19 symptoms (as defined the CDC) or immediately if tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider.

Employees that test positive for COVID-19 must remove themselves from the workplace and may not return to work until all CDC guidelines regarding quarantining and/or isolation have been satisfied. These time periods may vary based on the CDC, on vaccination status, and if symptomatic. Employees on such leave may request to work remotely if possible (subject to supervisor approval) or utilize sick leave or other paid time off to remain in paid status. FMLA may utilized provided all qualifications are met.

Medical Removal from the Workplace

Pennington County has also implemented a policy for keeping COVID-19 positive employees from the workplace in certain circumstances and in accordance with CDC guidelines. Pennington County will immediately remove an employee from the workplace if they have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider (i.e., immediately send them home or to seek medical care, as appropriate).

Employees that test positive for COVID-19 must immediately remove themselves from the workplace and may not return to the workplace until all CDC guidelines regarding quarantining and/or isolation have been satisfied.

Return to Work Criteria

For any employee removed because they are COVID-19 positive, Pennington County will keep them removed from the workplace until the employee satisfies CDC guidelines in place regarding quarantining and/isolation. These guidelines can change and vary based on vaccination status, etc.

CDC guidance (as of 12/27/21) states that asymptomatic employees, or those with symptoms that are resolving, may return to work after 5 days have passed since the positive test; however, such employee is subject to masking/face covering requirements for the following 5-day period.

If an employee has severe COVID-19 or an immune disease, Pennington County will follow the guidance of a licensed healthcare provider or the CDC regarding return to work.

COVID-19 Testing

All employees who are not fully vaccinated will be required to comply with this policy for testing.

Employees who report to the workplace at least once every seven days:

(A) must be tested for COVID-19 at least once every seven days; and

(B) must provide documentation of the most recent COVID-19 test result to their supervisor no later than the seventh day following the date on which the employee last provided a test result.

Any employee who does not report to the workplace during a period of seven or more days (e.g., working remotely, on vacation, etc.):

(A) must be tested for COVID-19 within seven days prior to returning to the workplace; and

(B) must provide documentation of that test result to their supervisor upon return to the workplace.

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace until they provide a test result.

Employees subject to weekly testing must sign and date a form attesting to the results of each test. Such forms must be submitted to and be retained by the employee's supervisor.

Employees may test:

- At the workplace during work hours and may continue to work while awaiting test results, provided the employee is asymptomatic.*
- Prior to or after normal work hours. In this case, no compensation shall be made to the employee for testing time.*
- Community testing*

Employees who have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis.

Pennington County will provide COVID-19 tests for employees that are unvaccinated, choose not to vaccinate, and that are required to test weekly. The requirement to test weekly is subject to the availability of tests.

Face Coverings

With the exceptions listed below, Pennington County will require all employees who are not fully vaccinated to wear a face covering when working indoors and when occupying a vehicle with another person for work purposes. Face coverings must be well fitting and completely cover the nose and mouth.

Pennington County will provide employees with masks to fulfill this requirement; please contact your supervisor or department head to obtain a mask(s). An employee may also choose to use their own mask provided that is well-fitting and appropriate for the work setting.

Policies and procedures for face coverings will be implemented, along with the other provisions required by OSHA's COVID-19 Vaccination and Testing ETS, as part of a multi-layered infection control approach for unvaccinated workers.

The following are exceptions to Pennington County's requirements for face coverings:

- 1. When an employee is alone in an enclosed room with a closed door.*
- 2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.*
- 3. When an employee is wearing a respirator or facemask.*
- 4. Where Pennington County has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to their job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).*

New Hires:

All new employees are required to comply with the vaccination, testing, and face covering requirements outlined in this policy. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

New hires must attest their vaccination status no later than the first day of employment. If not fully vaccinated on or before their start date, the new hire must undergo a COVID-19 test within 7 days of their start date. Should a test not be available, the employee will be allowed to work provided they wear a face covering and are asymptomatic. Following the initial 7-day period to be tested, a new hire will be subject to weekly testing thereafter should they choose to remain unvaccinated or until they are fully vaccinated.

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions:

Please direct any questions regarding this policy to your supervisor or the County Coordinator.

This model plan is intended to provide information about OSHA's COVID-19 Emergency Temporary Standard. The Occupational Safety and Health Act requires employers to comply with safety and health standards promulgated by OSHA or by a state with an OSHA-approved state plan. However, this model plan is not itself a standard or regulation, and it creates no new legal obligations.