

**PENNINGTON COUNTY  
BOARD OF COMMISSIONER'S MEETING  
JUSTICE CENTER – COUNTY BOARD ROOM  
TUESDAY, APRIL 9<sup>TH</sup>, 2024, 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 Bryanna Grefthen – Pennington County SWCD  
- 2023 County Feedlot Officer Report

10:15 Dean Philipp – County Constituent

10:25 Mike Flaagan – County Engineer

10:35 Steve Stone, John Hamre – Veteran's Service  
Office

**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 COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
MARCH 26<sup>TH</sup>, 2024 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, March 26<sup>th</sup>, 2024, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Nelson 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 Peterson, seconded by Commissioner Lawrence, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve County Board minutes of March 12<sup>th</sup>, 2024, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the Human Services warrants to \$178,566.58, an additional warrant to Dale Wiskow totaling \$1,031.25 for training services, and the following Commissioner warrants. Motion carried.

County Revenue	\$175,612.12
Road & Bridge	\$ 10,046.95

Human Services Director Julie Sjostrand presented the consent agenda from the March 19<sup>th</sup>, 2024, Human Services Committee meeting. On a motion by Commissioner Peterson and seconded by Commissioner Sorenson, the following recommendations of the Pennington County Human Service Committee for March 19<sup>th</sup>, 2024 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the February 20, 2024, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the contract with Garden Valley on Installation and Professional monitoring of a panic wireless system for the 3<sup>rd</sup> floor at the Government Center as presented.  
B. To approve the contract with Garden Valley on the White Noise System and Intercom System for the 3<sup>rd</sup> Floor at the Government Center as presented.

SECTION B

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

Darla Waldner - NWRDC Executive Director, and Sean Ranum – NWRDC Loan Fund Mgr/EDD, met with the Board. Ms. Waldner presented a handout including their annual report, budget, and tax levy info. She noted their primary revenue source is state and federal funding and discussed a 2023 transportation project where \$135k received by the county/city and a \$592k carbon reduction grant for sidewalks. They operate the Dancing Sky/Area Agency on Aging program, which has two functions – the Senior LinkAge Line and pre-admission screening for nursing homes. Also discussed was the Older Americans Act, which assists with senior meals and caregiver support. The NWRDC also offer emergency operations planning and economic development, and recently assisted with the Advance TR childcare collaborative. Mr. Ranum stated he works with the revolving loan fund program, which helps fill gaps in loans when collateral falls short. There are 19 active loans in Pennington County totaling \$2.1 million dollars. Two new programs are local foods, where they will work with producers and businesses to bring products to market, and environmental and infrastructure, on which more information is yet to come. The Board thanked Ms. Waldner and Mr. Ranum for their report.

Pennington/Red Lake County Public Health & Home Care Director Kayla Jore met with the Board. She noted that infectious disease cases, notably cold and flu, are still running high. The State is closely watching measles cases as they are increasing, but they continue to promote immunizations for prevention. Ms. Jore also discussed opioid funding, noting that the first report is due at the end of March. The local team continues to meet monthly and is currently assisting three or four local families. Opioid funds are being used when such services aren't billable. The Community Strong program is still meeting and planning a 'Be The Voice' event again for this fall and is working with Roseau for funding assistance. She has also been working on a grant for \$150k per year for four years to aid with substance abuse, would be big help for Community Strong. She noted we have 18 years to use the opioid funding and continue to work with local law enforcement, schools, human services, and Sanford to use the funds wisely.

County Engineer Mike Flaagan and Highway Foreman Joe Garry met with the Board and presented the following items.

Mr. Flaagan discussed the Kratka bridge project, noting that the contractor finished pouring the piers last week and will place the beams between the piers on Wednesday.

Engineer Flaagan discussed the Highway Technician III position vacancy, noting they interviewed two applicants but chose not to hire either. They then received an internal application from and subsequently interviewed Highway Equipment Operator/Signman Tyler Johnson. He noted that Mr. Johnson will need training to get the required MnDOT certifications and the union has training as well. He recommended the transfer of Tyler Johnson to the Tech III position. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the transfer of Tyler Johnson from Highway

Equipment Operator/Signman to Highway Technician III effective April 1<sup>st</sup>, 2024.  
Motion carried.

Mr. Flaagan discussed vacancies in the position of Highway Equipment Operator. With the transfer of Mr. Johnson, there are now two vacancies. Recent advertising produced sixteen applicants and five interviews. He is recommending the hire of Bryan Pierson and Brian Benitt. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the hire of Bryan Pierson and Brian Benitt as Full-Time Highway Equipment Operator with an effective start date of April 8<sup>th</sup>, 2024. Motion carried.

Engineer Flaagan noted that bids for 2024 fuel, equipment rental, fuel, and culverts have been received and were opened today at 9:00 a.m. in the Justice Center Board Room as duly advertised.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to accept the bids received from True North Steel and Contech for 2024 culvert supplies and authorize the Engineer to use either bidder as needed. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to accept the bids received from Farmers Union Oil and Northdale Oil for 2024 fuel and authorize the Engineer to use either bidder as needed. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to accept the bids and bidders for 2024 equipment rental and authorize the Engineer to select from these bidders as needed. Motion carried.

Dyrdahl Construction Inc.	Thygeson Construction, Inc.
Triple D Construction & Leasing, Inc.	Olson (Jeff) Construction
Nelson Excavating	Beito Repair
Lunke Construction	Hruby Road Service
Weleski Excavating, LLC	Olson (Steve) Construction TRF Inc.
K&K Trucking, Inc.	Anderson Excavating
Danni Jarshaw	Davidson Construction, Inc.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a contract renewal with George E.R. Coulombe for county surveyor services for the period of April 1<sup>st</sup>, 2024, to April 1, 2025, at the rate of \$75.00 per hour. Discussion followed with the Engineer stating that there are no changes to the contract. Following discussion, the motion was carried.

Engineer Flaagan discussed a grant for recertifying and monumenting the sections corners in Pennington County. He read aloud a resolution needed from the Board as part of the grant application. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

**RESOLUTION AUTHORIZING SUBMITTAL OF A PROPOSAL TO MN  
IT SERVICES-MN GEO FOR A PROJECT TO RESTORE, MAINTAIN,**

**AND UPDATE PUBLIC LAND SURVEY SYSTEM LAND CORNERS IN  
PENNINGTON COUNTY, MN**

**WHEREAS**, in 2023 the Minnesota Legislature, through MN Statute §381.125, directed the Minnesota Geospatial Information Office (MnGeo) to develop a grant program for the perpetuation of Public Land Survey System (PLSS) monuments; and

**WHEREAS**, Pennington County is responsible for maintaining the PLSS; and

**WHEREAS**, Pennington County has identified three townships (North, Rocksbury, River Falls) to be included in the project area; and

**WHEREAS**, the total cost and request for labor, equipment, and materials to re-monument and certify approximately 282 monuments will be \$208,000.

**THEREFORE, BE IT RESOLVED**, that the Pennington County Board of Commissioners authorizes the appropriate county officials to submit a proposal to MnGeo for the Minnesota PLSS Monument Grant Program and if awarded, authorize the appropriate county officials to accept the grant and enter into the necessary agreements beginning in February 2024 and running through March 31, 2026.

**BE IT FURTHER RESOLVED**, that State Funds received for this project will be receipted into the Highway Departments project number CP 2024-057-01.

Engineer Flaagan discussed three erosion control projects planned for 2024, which will be funded 90% through One Watershed, One Plan. The projects include north side of the St. Hilaire bridge, CSAH#17 south near the county line, and CR#52 erosion that needs repair. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to authorize the Engineer to advertise for bids on the 2024 erosion control project and to set the bid opening for May 15<sup>th</sup>, 2024, at 1:00 p.m. Motion carried. Mr. Flaagan is hopeful that one contractor can complete all three projects.

Mr. Flaagan noted that the following three bids were received for 2024 weed spraying. He plans to spray 1/3 of the county each year.

JH Lawn Solutions (Solway, MN)	\$150.00/mile
L&M Road Services LLC (Ulen, MN)	\$201.00/mile
Cars Tree Service (Ottertail, MN)	\$184.00/mile

Mike noted that the bids separated chemical and mileage rate and recommended the bid of JH Lawn Solutions. Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the quote of JH Lawn Solutions at \$150.0/mile for 2024 weed spraying. Motion carried.

Chairman Nelson questioned the Engineer about drone training. Mr. Flaagan replied that due to the Assistant Engineer being busy with the Kratka bridge project the training has been delayed.

Engineer Flaagan informed the Board that Kittson County is seeking a new County Engineer and have expressed interest in contracting for his engineering services. Proposed contract terms would be same as the prior agreement held with Roseau County. If approved he would likely travel to Kittson County two days per week. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to enter into contract with Kittson County to provide county engineering services at the rate of \$12,000 per month and mileage reimbursement at the rate of \$.656/mile, effective March 19<sup>th</sup>, 2024, and continuing until Kittson County employs a new Engineer or until contract is otherwise terminated. Discussion followed with Commissioner Lawrence noting that Kittson County will continue to seek a new County Engineer. County Attorney Seamus Duffy noted that the contract page numbering needs revision and notation of contract years. Following discussion, the motion carried.

County Sheriff Seth Vettleon and TRF Police Chief Marissa Adams met with the Board. Sheriff Vettleon discussed an agreement with Magnet Forensics, LLC for the unlocking/downloading of information from electronic devices in the case of investigations. He noted the City of TRF has already approved such agreement. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve an agreement with Magnet Forensics, LLC for the unlocking/downloading of up to 30 e-devices for the period of 03/24/24 – 03/26/25 at a cost of \$15,000 which will be split equally with the City of TRF. Motion carried. It was noted that the contract could be extended if more unlocks were needed during the contract period.

#### County Auditor-Treasurer Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a license for the TRF Amateur Hockey Association for gambling to be conducted at the Thief River Golf club in North Township. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve a license for the TRF Amateur Hockey Association for off-site gambling (bingo/raffle) on April 18, 2024, at the Legacy Event Center in North Township. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve adoption of a Human Resources Records Retention Schedule as presented. Motion carried.

#### County Coordinator Items:

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve a three-year agreement with Cummins Sales and Service for maintenance of the LEC/Justice Center generator at a total cost of \$6,382.61. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve a change to county policy regarding compensatory time / overtime for non-union, hourly employees; whereas all CA/OT over 4 hours per pay period must be approved by the

County Board in advance (excepting emergency situations), and CA/OT under 4 hours per pay period must be authorized by the following: Julie Sjostrand – Human Services, Seamus Duffy – County Attorney’s, Mike Flaagan – Highway Department, Seth Vettleson – Sheriff Dept./LEC, Jennifer Herzberg – Government Center, to be effective March 27<sup>th</sup>, 2024. Motion carried.

County Attorney Items: None.

Committee Reports / Commissioner Updates: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to April 9<sup>th</sup>, 2024, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Seth Nelson, Chairman  
Board of Commissioners

DRAFT



**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
EMERGENCY BOARD MEETING  
JUSTICE CENTER BOARD ROOM  
APRIL 2<sup>ND</sup>, 2024 – 4:00 P.M.**

Pursuant to M.S. 13D.04, Subd. 3, the Pennington County Board of Commissioners met in emergency session in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, April 2<sup>nd</sup>, 2024, at 4:00 p.m. Members present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. Members absent: None.

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

Human Services Director Julie Sjostrand and Northern State Bank representative Jon Bushy met with the Board. Ms. Sjostrand gave notification that an emergency situation has arisen with respect to the Pennington County Human Services Social Welfare account. She noted that the matter is currently being investigated by local law enforcement and that imminent harm will come to the account if it is not closed immediately. She is unable to close such an account without County Board approval.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to immediately close the existing Pennington County Human Services Social Welfare account at Northern State Bank. Motion carried.

Ms. Sjostrand also requested Board approval to immediately open a new Pennington County Human Services Social Welfare account at Northern State Bank.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to immediately open a new Pennington County Human Services Social Welfare account at Northern State Bank. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to adjourn the Emergency County Board meeting. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Seth Nelson, 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  
4/5/24 3:06PM

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
50	<b>999999997 ALL RISE FOR JUSTICE</b> 01-091-000-0000-6241		895.00	TRAINING REGISTRATION		DUES	N
	<b>999999997 ALL RISE FOR JUSTICE</b>		<b>895.00</b>	1 Transactions			
33	<b>1347 Amazon Capital Services</b> 01-041-000-0000-6801		40.31	CLOCK	16RD-CDQ7-DF1Q	MISCELLANEOUS EXPENSE - AUDIT	N
149	01-259-000-0000-6801		23.98	BOOK/PROGRAMMING	1QQP-NKN1-M74L	MISCELLANEOUS EXPENSE - CANTI	N
148	01-201-000-0000-6405		38.94	SCREEN PROTECTOR,CHARGER	1RVD-RCPT-XXH1	GENERAL SUPPLIES	N
	<b>1347 Amazon Capital Services</b>		<b>103.23</b>	3 Transactions			
13	<b>1020 AMERICAN SOLUTIONS FOR BUSINESS</b> 01-106-000-0000-6401		1,091.48	VALUATION NOTICES/ENVELOPES	INV07201535	SUPPLIES	N
	<b>1020 AMERICAN SOLUTIONS FOR BUSINESS</b>		<b>1,091.48</b>	1 Transactions			
147	<b>999999997 AZURE/JOHN</b> 01-201-000-0000-6304		525.00	REMOTE START #1304(23 EXPLORER	582268	REPAIR & MAINTENANCE - SQUADS	N
	<b>999999997 AZURE/JOHN</b>		<b>525.00</b>	1 Transactions			
58	<b>2340 BERNIER/MORGAN</b> 01-111-000-0000-6330		22.70	MEAL - BOILER TEST	03/20/24	TRAVEL & EXPENSE	N
	<b>2340 BERNIER/MORGAN</b>		<b>22.70</b>	1 Transactions			
144	<b>3312 CARTRIDGE CENTER INC</b> 01-251-000-0000-6255		118.00	TONER-MEDICAL	32275	MEDICAL - LOCAL	N
	<b>3312 CARTRIDGE CENTER INC</b>		<b>118.00</b>	1 Transactions			
2	<b>3311 COLE PAPERS, INC.</b> 01-111-000-0000-6403		155.06	BATH TISSUE - GC	10411560	JANITORIAL SUPPLIES - COURTHOL	N
5	01-111-000-0000-6403		46.98	LIVI TOWEL ROLLS - GC	10411560	JANITORIAL SUPPLIES - COURTHOL	N
8	01-111-000-0000-6403		77.86	MERFIN TOWELS - GC	10411560	JANITORIAL SUPPLIES - COURTHOL	N
10	01-111-000-0000-6403		78.93	KLEENEX - GC	10411560	JANITORIAL SUPPLIES - COURTHOL	N
1	01-218-000-0000-6403		155.06	BATH TISSUE - JC	10411560	JANITORIAL SUPPLIES	N
4	01-218-000-0000-6403		46.98	LIVI TOWEL ROLLS - JC	10411560	JANITORIAL SUPPLIES	N
3	01-800-000-0000-6403		77.53	BATH TISSUE - HS	10411560	JANITORIAL SUPPLIES	N
6	01-800-000-0000-6403		46.98	LIVI TOWEL ROLLS - HS	10411560	JANITORIAL SUPPLIES	N
7	01-800-000-0000-6403		77.86	MERFIN TOWELS - HS	10411560	JANITORIAL SUPPLIES	N
9	01-800-000-0000-6403		78.93	KLEENEX - HS	10411560	JANITORIAL SUPPLIES	N
11	01-800-000-0000-6403		7.00	PROCESSING FEE	10411560	JANITORIAL SUPPLIES	N
21	01-218-000-0000-6403		7.00-	PROCESSING FEE OVER PAYMENT	10417584	JANITORIAL SUPPLIES	N
22	01-111-000-0000-6403		64.56	TOILET CLEANER - GC	10419492	JANITORIAL SUPPLIES - COURTHOL	N

# Pennington County Financial System



Danielle  
4/5/24 3:06PM

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
19	01-218-000-0000-6403		64.56	TOILER CLEANER - JC	10419492	JANITORIAL SUPPLIES	N
20	01-218-000-0000-6403		7.00	PROCESSING FEE	10419492	JANITORIAL SUPPLIES	N
53	01-111-000-0000-6403		18.30	15 SPRAY BOTTLES - GC	10422277	JANITORIAL SUPPLIES - COURTHOU	N
55	01-111-000-0000-6403		20.14	15 TRIGGER SPRAYER - GC	10422277	JANITORIAL SUPPLIES - COURTHOU	N
54	01-218-000-0000-6403		18.30	15 SPRAY BOTTLES - JC	10422277	JANITORIAL SUPPLIES	N
56	01-218-000-0000-6403		20.15	15 TRIGGER SPRAYER - JC	10422277	JANITORIAL SUPPLIES	N
57	01-218-000-0000-6403		7.00	PROCESSING FEE	10422277	JANITORIAL SUPPLIES	N
<b>3311</b>	<b>COLE PAPERS, INC.</b>		<b>1,062.18</b>	<b>20 Transactions</b>			
<b>5308</b>	<b>ECOLAB</b>						
128	01-218-000-0000-6403		491.56	DISINFECTANT CLEANER	6344424144	JANITORIAL SUPPLIES	N
127	01-218-000-0000-6403		1,319.20	CLEANING CADY W/VAC	6344424145	JANITORIAL SUPPLIES	N
<b>5308</b>	<b>ECOLAB</b>		<b>1,810.76</b>	<b>2 Transactions</b>			
<b>6305</b>	<b>FLAAGAN/JODI</b>						
32	01-013-000-0000-6853		1,750.00	50 HRS @\$35/HR TZD GRANT		TOWARD ZERO DEATH GRANT	Y
<b>6305</b>	<b>FLAAGAN/JODI</b>		<b>1,750.00</b>	<b>1 Transactions</b>			
<b>999999997</b>	<b>GRINDELAND/JACKIE</b>						
145	01-251-000-0000-6420		168.99	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
<b>999999997</b>	<b>GRINDELAND/JACKIE</b>		<b>168.99</b>	<b>1 Transactions</b>			
<b>7454</b>	<b>GUARDIAN FLEET SUPPY</b>						
146	01-201-000-0000-6304		814.63	REPAIR WHELEN SPEAKER#07 DURAN	232778	REPAIR & MAINTENANCE - SQUADS	N
<b>7454</b>	<b>GUARDIAN FLEET SUPPY</b>		<b>814.63</b>	<b>1 Transactions</b>			
<b>8330</b>	<b>HALLIE FISCHER ATTORNEY AT LAW</b>						
38	01-011-000-0000-6261		361.25	ATTORNEY FEES - 57-PR-24-161	0310	COURT APPOINTED ATTORNEYS	N
39	01-011-000-0000-6261		85.00	ATTORNEY FEES - 57-PR-24-64	0310	COURT APPOINTED ATTORNEYS	N
<b>8330</b>	<b>HALLIE FISCHER ATTORNEY AT LAW</b>		<b>446.25</b>	<b>2 Transactions</b>			
<b>8328</b>	<b>HANSON/KRISTIN</b>						
49	01-091-000-0000-6241		278.00	ATTY REGISTRATION FEES		DUES	N
48	01-091-000-0000-6330		457.20	FLIGHT TO TRAINING-ANAHEIM CA		TRAVEL & EXPENSE	N
<b>8328</b>	<b>HANSON/KRISTIN</b>		<b>735.20</b>	<b>2 Transactions</b>			
<b>6376</b>	<b>HARBOTT, KNUTSON, LARSON &amp; HOLTEN I</b>						
40	01-011-000-0000-6261		42.50	ATTORNEY FEES - 57-FA-12-542	2024-0624	COURT APPOINTED ATTORNEYS	Y
<b>6376</b>	<b>HARBOTT, KNUTSON, LARSON &amp; HOLTEN I</b>		<b>42.50</b>	<b>1 Transactions</b>			

# Pennington County Financial System



Danielle  
4/5/24 3:06PM

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
142	<b>8331 HARDWARE HANK</b> 01-201-000-0000-6405		70.52	CABLE TIES, TOOL BOX	22227524	GENERAL SUPPLIES	N
143	01-201-000-0000-6405		52.36	TOOL BOX	22228006	GENERAL SUPPLIES	N
	<b>8331 HARDWARE HANK</b>		<b>122.88</b>	2 Transactions			
16	<b>8326 HILLYARD INC</b> 01-111-000-0000-6403		1,008.36	CLEANING STATION PRODUCTS-GC	605429900	JANITORIAL SUPPLIES - COURTHOL	N
17	01-218-000-0000-6300		336.12	CLEANING STATION PRODUCTS-JC	605429900	REPAIRS & MAINTENANCE	N
	<b>8326 HILLYARD INC</b>		<b>1,344.48</b>	2 Transactions			
29	<b>8014 HUGOS #7</b> 01-003-000-0000-6330		10.44	FOOD FOR MEETING	1155	TRAVEL & EXPENSE	N
30	01-003-000-0000-6330		10.15	FOOD FOR MEETING	1155	TRAVEL & EXPENSE	N
28	01-061-000-0000-6330		201.10	ELECTION NIGHT FOOD	1155	TRAVEL & EXPENSE	N
	<b>8014 HUGOS #7</b>		<b>221.69</b>	3 Transactions			
141	<b>7012 JOHNSON-GREEN FUNERAL SERVICE INC</b> 01-206-000-0000-6262		255.00	TRANSPORT GF/TS	040324	OTHER SERVICES-CORONER	N
	<b>7012 JOHNSON-GREEN FUNERAL SERVICE INC</b>		<b>255.00</b>	1 Transactions			
18	<b>13524 JONES LAW OFFICE</b> 01-011-000-0000-6261		38.25	ATTORNEY FEES 57-P9-05-206	2002745	COURT APPOINTED ATTORNEYS	Y
	<b>13524 JONES LAW OFFICE</b>		<b>38.25</b>	1 Transactions			
140	<b>999999997 MANNING/STORM</b> 01-251-000-0000-6420		135.00	UNIFORM ALLOWANCE REIMBURSEMEN		JAILER UNIFORMS	N
	<b>999999997 MANNING/STORM</b>		<b>135.00</b>	1 Transactions			
173	<b>13500 MARCO</b> 01-601-000-0000-6301		141.64	KONICA MINOLTA LEASE	36266257	MAINTENANCE AGREEMENT	N
	<b>13500 MARCO</b>		<b>141.64</b>	1 Transactions			
15	<b>13498 MARCO TECHNOLOGIES LLC</b> 01-132-000-0000-6301		35.00	EQ1356645 MAINTENANCE	INV12295699	MAINTENANCE AGREEMENT	N
25	01-801-000-0000-6301		181.23	EQ1019556 MAINTENANCE	INV12315479	MAINTENANCE AGREEMENT	N
	<b>13498 MARCO TECHNOLOGIES LLC</b>		<b>216.23</b>	2 Transactions			
51	<b>13321 MCMILLIN/JANELLE</b> 01-091-000-0000-6262		63.75	TRANSCRIPT 57-CR-22-284		OTHER SERVICES	Y

# Pennington County Financial System



Danielle  
4/5/24 3:06PM

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
<b>13321</b>	<b>MCMILLIN/JANELLE</b>		<b>63.75</b>		<b>1</b> Transactions		
<b>13322</b>	<b>MINNESOTA STATE TREASURER</b>						
45	01-101-000-0000-6801		7.50	REGISTERED LAND		MISCELLANEOUS EXPENSE - RECO	N
60	01-101-000-0000-6825		540.00	MARRIAGE SURCHARGE		MARRIAGE SURCHARGES MN - REC	N
44	01-101-000-0000-6827		1,092.00	RECORDER & REGISTRAR'S FEES		STATE SURCHARGES	N
41	01-101-000-0000-6829		198.00	CHILDREN'S SURCHARGE		CHILDREN SURCHARGE MN - RECO	N
42	01-101-000-0000-6831		656.00	BIRTH/DEATH SURCHARGE		BIRTH/DEATH CERTIF SURCHARGE	N
43	01-101-000-0000-6848		660.00	BIRTH RECORD SURCHARGE		BIRTH DEFECT SURCHARGE	N
<b>13322</b>	<b>MINNESOTA STATE TREASURER</b>		<b>3,153.50</b>		<b>6</b> Transactions		
<b>13355</b>	<b>MN COUNTIES COMPUTER COOP</b>						
168	01-804-000-0000-6262		76,959.00	10/1/23-9/30/24 SAAS FEE	2310084	OTHER SERVICES	N
166	01-041-000-0000-6401		310.40	ADOBE PRO LICENSE	2311036	SUPPLIES - AUDITOR	N
165	01-091-000-0000-6401		388.00	ADOBE PRO LICENSE	2311036	SUPPLIES	N
150	01-804-000-0000-6262		1,822.00	OCT TYLER TAX IMPLEMENTATION	2311054	OTHER SERVICES	N
151	01-070-000-0000-6263		52.28	2023 TAX USER GROUP SHARED MTG	2311312	COMPUTER SERVICES - DP	N
167	01-070-000-0000-6263		494.12	2023 TYLER USE GROUP SHARED MT	2311335	COMPUTER SERVICES - DP	N
158	01-070-000-0000-6241		2,500.00	24 TAX USER GROUP DUES	2401145	DUES - DP	N
159	01-070-000-0000-6241		2,500.00	24 ISSG USER GROUP DUES	2401145	DUES - DP	N
160	01-070-000-0000-6241		2,500.00	24 FINANCE/GENERAL DUES	2401145	DUES - DP	N
161	01-070-000-0000-6241		2,500.00	24 JIC USER GROUP DUES	2401145	DUES - DP	N
152	01-070-000-0000-6263		11,068.80	25 1ST QTR-TAX SUPPORT	2401145	COMPUTER SERVICES - DP	N
153	01-070-000-0000-6263		300.00	24 1ST QTR-ISSG ENHANCEMENT	2401145	COMPUTER SERVICES - DP	N
154	01-070-000-0000-6263		5,500.00	24 1ST QTR-ENHANCEMENT FUND	2401145	COMPUTER SERVICES - DP	N
155	01-070-000-0000-6263		5,357.00	24 1ST QTR-CAMA MAINT & SUPP	2401145	COMPUTER SERVICES - DP	N
156	01-070-000-0000-6263		1,373.07	24 1ST QTR- PAYMATE	2401145	COMPUTER SERVICES - DP	N
157	01-070-000-0000-6263		394.75	24 1ST QTR- CAPITAL ASSETS	2401145	COMPUTER SERVICES - DP	N
162	01-070-000-0000-6263		7,576.70	24 IFS SUPPORT	2401145	COMPUTER SERVICES - DP	N
163	01-070-000-0000-6263		300.00	24 FIN/GEN ENHANCEMENT	2401145	COMPUTER SERVICES - DP	N
164	01-070-000-0000-6263		1,800.00	24 JIC IFS ENHANCEMENT	2401145	COMPUTER SERVICES - DP	N
169	01-106-000-0000-6801		125.00	LEGAL DESC TRAINING - AB	2401354	MISCELLANEOUS EXPENSE	N
170	01-804-000-0000-6262		17,044.00	JAN TYLER TAX IMPLEMENTATION	2402012	OTHER SERVICES	N
171	01-804-000-0000-6262		37,064.00	FEB TYLER TAX IMPLEMENTATION	2403018	OTHER SERVICES	N
172	01-804-000-0000-6262		36,680.00	MARCH TYLER TAX IMPLEMENTATION	2404009	OTHER SERVICES	N
<b>13355</b>	<b>MN COUNTIES COMPUTER COOP</b>		<b>214,609.12</b>		<b>23</b> Transactions		
<b>13425</b>	<b>MOTOROLA SOLUTIONS</b>						
139	01-201-000-0000-6205		533.14	HANDHELD CHARGERS,SPEAKERS	8281825720	WALKIE TALKIE & RADIO	N

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1 County Revenue

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<b>13425</b>	<b>MOTOROLA SOLUTIONS</b>		<b>533.14</b>		1 Transactions		
<b>15323</b>	<b>OFFICE DEPOT</b>						
26	01-041-000-0000-6631		59.09	WEBCAM	358069765001	FURNITURE & EQUIPMENT - AUDITC	N
27	01-041-000-0000-6631		196.33	BROTHER DCP-L2640D PRINTER	358070314001	FURNITURE & EQUIPMENT - AUDITC	N
175	01-801-000-0000-6401		3.75	SCISSORS	359893667001	SUPPLIES-UNALLOCATED	N
176	01-801-000-0000-6401		7.50	STAPLES	359893667001	SUPPLIES-UNALLOCATED	N
177	01-801-000-0000-6401		30.03	OFFICE DUSTERS	359893667001	SUPPLIES-UNALLOCATED	N
178	01-801-000-0000-6401		21.34	PENS	359893667001	SUPPLIES-UNALLOCATED	N
<b>15323</b>	<b>OFFICE DEPOT</b>		<b>318.04</b>		6 Transactions		
<b>15329</b>	<b>OIL BOYZ EXPRESS LUBE INC</b>						
135	01-201-000-0000-6304		46.11	OIL CHANGE/SERVICE #01	6736	REPAIR & MAINTENANCE - SQUADS	N
136	01-201-000-0000-6304		80.30	OIL CHANGE/SERVICE #07 DURANGO	6904	REPAIR & MAINTENANCE - SQUADS	N
<b>15329</b>	<b>OIL BOYZ EXPRESS LUBE INC</b>		<b>126.41</b>		2 Transactions		
<b>9001</b>	<b>PENNINGTON &amp; RED LAKE COUNTY</b>						
31	01-003-000-0000-6901		15,130.75	2024 2ND QTR ALLOCATION	1203	APPROPRIATIONS	N
<b>9001</b>	<b>PENNINGTON &amp; RED LAKE COUNTY</b>		<b>15,130.75</b>		1 Transactions		
<b>16362</b>	<b>PETERSON/NEIL</b>						
34	01-003-000-0000-6330		156.78	MARCH MILEAGE 234@.67		TRAVEL & EXPENSE	N
<b>16362</b>	<b>PETERSON/NEIL</b>		<b>156.78</b>		1 Transactions		
<b>16448</b>	<b>PREMIUM WATERS, INC.</b>						
35	01-801-000-0000-6401		46.98	WATER - MARCH	176590	SUPPLIES-UNALLOCATED	N
37	01-091-000-0000-6801		29.99	MARCH WATER	176878	MISCELLANEOUS EXPENSE	N
46	01-601-000-0000-6401		46.98	MARCH WATER BILL	176888	SUPPLIES - EXTENSION	N
134	01-220-000-0000-6801		73.99	WATER (10) BOTTLE DEPOSIT	341154742	MISCELLANEOUS EXPENSE	N
131	01-251-000-0000-6801		93.99	WATER (11) BOTTLE DEPOSIT	341158588	MISCELLANEOUS EXPENSE - JAIL	N
132	01-220-000-0000-6801		22.44	MONTHLY RENTAL/APRIL	341161438	MISCELLANEOUS EXPENSE	N
133	01-251-000-0000-6801		22.45	MONTHLY RENTAL/APRIL	341161438	MISCELLANEOUS EXPENSE - JAIL	N
<b>16448</b>	<b>PREMIUM WATERS, INC.</b>		<b>336.82</b>		7 Transactions		
<b>14347</b>	<b>QUADIENT INC.</b>						
24	01-801-000-0000-6301		614.10	LEASE 01/25/24-04/24/24	Q1261535	MAINTENANCE AGREEMENT	N
<b>14347</b>	<b>QUADIENT INC.</b>		<b>614.10</b>		1 Transactions		
<b>18311</b>	<b>REGENTS OF THE UNIVERSITY OF MN</b>						
174	01-601-000-0000-6837		20,162.00	4-H EDUCATOR MOA JAN-MARCH	0300033896	REFUNDS & REIMBURSEMENTS	N

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1 County Revenue

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18311	REGENTS OF THE UNIVERSITY OF MN		20,162.00	1 Transactions			
59	19401 SAFETY COMPLIANCE SERVICES 01-801-000-0000-6246		3,600.00	2024 SAFETY TRAINING - HWY		SAFETY TRAINING	Y
	19401 SAFETY COMPLIANCE SERVICES		3,600.00	1 Transactions			
130	19359 SIRCHIE ACQUISITION COMPANY LLC 01-201-000-0000-6401		692.52	EVIDENCE COLLECTION KITS/SUPPL	0637883-IN	SUPPLIES	N
	19359 SIRCHIE ACQUISITION COMPANY LLC		692.52	1 Transactions			
129	19355 STEIN'S INC 01-251-000-0000-6403		245.34	SCRUBBER SUPPLIES/JAIL SCRUBBE	934802	JANITORIAL SUPPLIES - JAIL	N
	19355 STEIN'S INC		245.34	1 Transactions			
47	20027 THE TIMES 01-106-000-0000-6231		433.50	VALUATION BOARD OF APPEAL	1410	PUBLISHING - ASSESSOR	N
137	01-201-000-0000-6801		82.25	1 WK ADVERTISE/DEPUTY POS WATC	284	MISCELLANEOUS EXPENSE	N
138	01-201-000-0000-6801		10.00	INTERNET JOB PAGE-DEPUTY	284	MISCELLANEOUS EXPENSE	N
	20027 THE TIMES		525.75	3 Transactions			
36	23303 THOMSON REUTERS/WEST PAYMENT CEN' 01-091-000-0000-6240		85.25	APRIL SUBSCRIPTIONS	850030521	SUBSCRIPTIONS	N
	23303 THOMSON REUTERS/WEST PAYMENT CEN'		85.25	1 Transactions			
14	20361 TYLER TECHNOLOGIES, INC 01-102-000-0000-6844		438.80	DOCUPRO-ERECORDING SUPPORT	025-457574	TECHNOLOGY - RECORDER	N
	20361 TYLER TECHNOLOGIES, INC		438.80	1 Transactions			
<b>1 Fund Total:</b>			<b>272,853.16</b>	<b>County Revenue</b>	<b>39 Vendors</b>	<b>109 Transactions</b>	



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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
<b>1011</b>	<b>ACE HARDWARE</b>						
123	03-350-000-0000-6556		93.97	SURGE PROTECTORS, SPONGE		SHOP SUPPLIES	N
125	03-350-000-0000-6556		11.99	GRINDING WHEEL		SHOP SUPPLIES	N
126	03-350-000-0000-6556		139.99	LADDER		SHOP SUPPLIES	N
124	03-350-000-0000-6564		13.98	COVER		EQUIPMENT REPAIR PARTS	N
<b>1011</b>	<b>ACE HARDWARE</b>		<b>259.93</b>	<b>4 Transactions</b>			
<b>1364</b>	<b>AUTO VALUE</b>						
121	03-350-000-0000-6556		29.99	OIL FOR AIR COMPRESSOR		SHOP SUPPLIES	N
122	03-350-000-0000-6556		2,512.23	GLOVES, FILTERS		SHOP SUPPLIES	N
115	03-350-000-0000-6564		56.97	LIGHT, FUEL SUPPLEMENT		EQUIPMENT REPAIR PARTS	N
116	03-350-000-0000-6564		228.55	FILTERS, WIPER BLADE		EQUIPMENT REPAIR PARTS	N
117	03-350-000-0000-6564		31.06	WIPER BLADE, ARMORAL		EQUIPMENT REPAIR PARTS	N
118	03-350-000-0000-6564		330.99	RETURN BAR LAMP		EQUIPMENT REPAIR PARTS	N
119	03-350-000-0000-6564		60.51	FILTERS		EQUIPMENT REPAIR PARTS	N
120	03-350-000-0000-6564		310.69	BAR LAMP		EQUIPMENT REPAIR PARTS	N
<b>1364</b>	<b>AUTO VALUE</b>		<b>2,899.01</b>	<b>8 Transactions</b>			
<b>2304</b>	<b>BNJ PLUMBING</b>						
114	03-350-000-0000-6636		461.40	UNPLUG DRAIN		BUILDING IMPROVEMENTS	N
<b>2304</b>	<b>BNJ PLUMBING</b>		<b>461.40</b>	<b>1 Transactions</b>			
<b>3359</b>	<b>COMMISSIONER OF TRANSPORTATION</b>						
113	03-330-000-0000-6274		1,725.98	LAB TESTING		LAB TESTING	N
<b>3359</b>	<b>COMMISSIONER OF TRANSPORTATION</b>		<b>1,725.98</b>	<b>1 Transactions</b>			
<b>3500</b>	<b>COULOMBE CONSULTING</b>						
112	03-330-000-0000-6261		600.00	INDEXING		CONSULTING & LEGAL SERVICES	Y
<b>3500</b>	<b>COULOMBE CONSULTING</b>		<b>600.00</b>	<b>1 Transactions</b>			
<b>6006</b>	<b>FARMERS UNION OIL</b>						
110	03-350-000-0000-6562		226.84	OIL		MOTOR OIL & LUBRICANTS	N
<b>6006</b>	<b>FARMERS UNION OIL</b>		<b>226.84</b>	<b>1 Transactions</b>			
<b>6349</b>	<b>FASTENAL COMPANY</b>						
109	03-350-000-0000-6564		233.70	PLOW BOLTS		EQUIPMENT REPAIR PARTS	N
<b>6349</b>	<b>FASTENAL COMPANY</b>		<b>233.70</b>	<b>1 Transactions</b>			
<b>6340</b>	<b>FORKS FREIGHTLINER</b>						
111	03-350-000-0000-6564		222.20	OIL SEAL		EQUIPMENT REPAIR PARTS	N

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3 Road & Bridge

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6340	<b>FORKS FREIGHTLINER</b>		<b>222.20</b>		1 Transactions		
108	<b>7308 GRAND FORKS WELDING &amp; MACHINE CO</b> 03-350-000-0000-6556		296.48	WELDING SUPPLIES		SHOP SUPPLIES	N
	<b>7308 GRAND FORKS WELDING &amp; MACHINE CO</b>		<b>296.48</b>		1 Transactions		
105	<b>8380 HDR ENGINEERING, INC.</b> 03-330-000-0000-6261		5,455.08	PE SAP 57-630-004		CONSULTING & LEGAL SERVICES	N
106	03-330-000-0000-6261		1,939.08	PE SAP 57-630-004		CONSULTING & LEGAL SERVICES	N
107	03-330-000-0000-6261		11,642.04	PE SAP 57-630-004		CONSULTING & LEGAL SERVICES	N
	<b>8380 HDR ENGINEERING, INC.</b>		<b>19,036.20</b>		3 Transactions		
104	<b>8356 HOUSTON ENGINEERING INC</b> 03-330-000-0000-6261		4,609.87	PE SAP 57-622-007		CONSULTING & LEGAL SERVICES	N
	<b>8356 HOUSTON ENGINEERING INC</b>		<b>4,609.87</b>		1 Transactions		
102	<b>10008 JOHN DEERE FINANCIAL</b> 03-350-000-0000-6564		3,201.92	FILTERS		EQUIPMENT REPAIR PARTS	N
103	03-350-000-0000-6564		115.42	CHAIN		EQUIPMENT REPAIR PARTS	N
	<b>10008 JOHN DEERE FINANCIAL</b>		<b>3,317.34</b>		2 Transactions		
101	<b>11349 KRIS ENGINEERING INC</b> 03-350-000-0000-6561		10,571.28	CUTTING EDGES		CUTTING EDGES	N
	<b>11349 KRIS ENGINEERING INC</b>		<b>10,571.28</b>		1 Transactions		
98	<b>12309 LAKE SUPERIOR COLLEGE</b> 03-330-000-0000-6245		575.00	BIT STREET INSPECTOR CLASS-TJ		CONTINUING EDUCATION	N
	<b>12309 LAKE SUPERIOR COLLEGE</b>		<b>575.00</b>		1 Transactions		
100	<b>12302 LOCATORS &amp; SUPPLIES INC</b> 03-330-000-0000-6554		1,141.95	PAINT		ENGINEERING & SURVEYING SUPPI	N
99	03-350-000-0000-6428		125.60	JACKET, FACE SHIELD, RATCHET		SAFETY EQUIPMENT	N
	<b>12302 LOCATORS &amp; SUPPLIES INC</b>		<b>1,267.55</b>		2 Transactions		
89	<b>14324 NAPA AUTO PARTS</b> 03-350-000-0000-6556		88.61	BRAKE CLEANER, PTEX TAPE		SHOP SUPPLIES	N
91	03-350-000-0000-6556		24.99	TOWELS		SHOP SUPPLIES	N
94	03-350-000-0000-6556		13.79	WEATHERSTRIP		SHOP SUPPLIES	N
95	03-350-000-0000-6556		35.58	TERMINAL TIE TUBBING		SHOP SUPPLIES	N
97	03-350-000-0000-6556		14.79	TUBING		SHOP SUPPLIES	N

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90	03-350-000-0000-6564		15.29	PLUG		EQUIPMENT REPAIR PARTS	N
92	03-350-000-0000-6564		12.79	PLUG		EQUIPMENT REPAIR PARTS	N
93	03-350-000-0000-6564		69.79	FILTER		EQUIPMENT REPAIR PARTS	N
96	03-350-000-0000-6564		12.79	PLUG		EQUIPMENT REPAIR PARTS	N
<b>14324</b>	<b>NAPA AUTO PARTS</b>		<b>288.42</b>		<b>9 Transactions</b>		
<b>14027</b>	<b>NELSON/BEN</b>						
88	03-350-000-0000-6330		24.12	MILEAGE RANDOM TESTING	36 MILES	TRAVEL & EXPENSE	N
<b>14027</b>	<b>NELSON/BEN</b>		<b>24.12</b>		<b>1 Transactions</b>		
<b>14440</b>	<b>NORTHDALE OIL INC.</b>						
87	03-350-000-0000-6560		2,594.94	GAS & DIESEL SHOP 500		GAS & DIESEL	N
<b>14440</b>	<b>NORTHDALE OIL INC.</b>		<b>2,594.94</b>		<b>1 Transactions</b>		
<b>16460</b>	<b>POMP'S TIRE SERVICE, INC</b>						
82	03-350-000-0000-6564		379.00	METAL STEMS		EQUIPMENT REPAIR PARTS	N
83	03-350-000-0000-6564		31.80	FLAT REPAIR		EQUIPMENT REPAIR PARTS	N
<b>16460</b>	<b>POMP'S TIRE SERVICE, INC</b>		<b>410.80</b>		<b>2 Transactions</b>		
<b>16419</b>	<b>PRECISE MRM LLC</b>						
84	03-350-000-0000-6564		330.00	MONTHLY GPS - FEBRUARY		EQUIPMENT REPAIR PARTS	N
85	03-350-000-0000-6564		85.94	ANTENNA		EQUIPMENT REPAIR PARTS	N
86	03-350-000-0000-6564		65.00	ANTENNA		EQUIPMENT REPAIR PARTS	N
<b>16419</b>	<b>PRECISE MRM LLC</b>		<b>480.94</b>		<b>3 Transactions</b>		
<b>18379</b>	<b>RDO Equipment Co.</b>						
79	03-350-000-0000-6564		2,168.84	CUTTING EDGE, WINDOW, LIGHT		EQUIPMENT REPAIR PARTS	N
80	03-350-000-0000-6564		87.59	TOOTH PIN		EQUIPMENT REPAIR PARTS	N
81	03-350-000-0000-6564		777.14	VALVE ADJUSTMENT		EQUIPMENT REPAIR PARTS	N
<b>18379</b>	<b>RDO Equipment Co.</b>		<b>3,033.57</b>		<b>3 Transactions</b>		
<b>18440</b>	<b>READITECH IT SOLUTIONS</b>						
72	03-320-000-0000-6202		122.47-	CREDIT READIVOICE-APRIL		TELEPHONE	N
73	03-320-000-0000-6263		40.00	BACKUP MANAGER - APRIL		COMPUTER SERVICES	N
74	03-320-000-0000-6263		61.25	HOSTED OFFICE - APRIL		COMPUTER SERVICES	N
75	03-320-000-0000-6263		12.00	HOSTED EXCHANGE - APRIL		COMPUTER SERVICES	N
76	03-320-000-0000-6263		25.47	HOSTED EXCHANGE - APRIL		COMPUTER SERVICES	N
77	03-320-000-0000-6263		31.23	EMAIL ARCHIVING		COMPUTER SERVICES	N
78	03-320-000-0000-6263		4.60	MICROSOFT TEAMS		COMPUTER SERVICES	N

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**3** Road & Bridge

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<b>18440</b>	<b>READITECH IT SOLUTIONS</b>		<b>52.08</b>		7 Transactions		
<b>18106</b>	<b>RED LAKE COUNTY COOP</b>						
69	03-350-000-0000-6418		552.24	PROPANE SHOP 212		PROPANE FOR HEATING SHOPS	N
70	03-350-000-0000-6418		611.25	PROPANE SHOP 211		PROPANE FOR HEATING SHOPS	N
71	03-350-000-0000-6418		888.35	PROPANE SHOP 213		PROPANE FOR HEATING SHOPS	N
<b>18106</b>	<b>RED LAKE COUNTY COOP</b>		<b>2,051.84</b>		3 Transactions		
<b>18357</b>	<b>RINKE NOONAN</b>						
68	03-330-000-0000-6261		200.00	RETAINER - FEB		CONSULTING & LEGAL SERVICES	Y
<b>18357</b>	<b>RINKE NOONAN</b>		<b>200.00</b>		1 Transactions		
<b>18319</b>	<b>RT VISION, INC.</b>						
67	03-320-000-0000-6263		260.00	PERMIT FEE		COMPUTER SERVICES	N
<b>18319</b>	<b>RT VISION, INC.</b>		<b>260.00</b>		1 Transactions		
<b>19400</b>	<b>SURPLUS CENTER</b>						
66	03-350-000-0000-6564		41.96	HOOD CATCHES		EQUIPMENT REPAIR PARTS	N
<b>19400</b>	<b>SURPLUS CENTER</b>		<b>41.96</b>		1 Transactions		
<b>20027</b>	<b>THE TIMES</b>						
65	03-320-000-0000-6232		63.00	AD 5 YEAR PLAN	842	ADVERTISING	N
<b>20027</b>	<b>THE TIMES</b>		<b>63.00</b>		1 Transactions		
<b>20392</b>	<b>TORGERSON/KALEB</b>						
64	03-350-000-0000-6330		40.87	MILEAGE - RANDOM ALCOHOL TEST	61 MILES	TRAVEL & EXPENSE	N
<b>20392</b>	<b>TORGERSON/KALEB</b>		<b>40.87</b>		1 Transactions		
<b>22315</b>	<b>VALLEY TRUCK</b>						
61	03-350-000-0000-6564		829.72	FILTERS		EQUIPMENT REPAIR PARTS	N
62	03-350-000-0000-6564		29.79	OIL FILTER		EQUIPMENT REPAIR PARTS	N
63	03-350-000-0000-6564		235.24	DEF PUMP. FILTER KIT		EQUIPMENT REPAIR PARTS	N
<b>22315</b>	<b>VALLEY TRUCK</b>		<b>1,094.75</b>		3 Transactions		
<b>3 Fund Total:</b>			<b>56,940.07</b>	<b>Road &amp; Bridge</b>		<b>29 Vendors</b>	<b>66 Transactions</b>

# Pennington County Financial System



Danielle  
4/5/24 3:06PM  
32 Solid Waste Facility

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

Page 12

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	19324 SAFETY-KLEEN SYSTEMS, INC. 32-390-000-0000-6262		163.80	USED OIL/FILTERS RECYCLING	94171915	OTHER SERVICES-SCORE ACCOUN	N
23	32-390-000-0000-6262		75.50	USED OIL RECYCLING	94217510	OTHER SERVICES-SCORE ACCOUN	N
	<b>19324 SAFETY-KLEEN SYSTEMS, INC.</b>		<b>239.30</b>	<b>2 Transactions</b>			
<b>32 Fund Total:</b>			<b>239.30</b>	<b>Solid Waste Facility</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	

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# Pennington County Financial System



Danielle  
4/5/24 3:06PM

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

**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
52	<b>8356 HOUSTON ENGINEERING INC</b> 40-730-000-0000-6262		23,890.00	JD30 DITCH REPAIR	69934	OTHER SERVICES - JD #30	N
	<b>8356 HOUSTON ENGINEERING INC</b>		<b>23,890.00</b>	1 Transactions			
<b>40 Fund Total:</b>			<b>23,890.00</b>	<b>Ditch Funds</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>353,922.53</b>	<b>70 Vendors</b>	<b>178 Transactions</b>		

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# Pennington County Financial System



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	272,853.16	County Revenue
3	56,940.07	Road & Bridge
32	239.30	Solid Waste Facility
40	23,890.00	Ditch Funds
<b>All Funds</b>	<b>353,922.53</b>	<b>Total</b>

Approved by, .....

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# 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  
4/5/24 3:06PM

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
34	<b>19343 LARSON/MELISSA</b> 01-251-000-0000-6330		11.89	TRANSPORT MEAL REIMBURSEMENT	3/28/24	TRAVEL & EXPENSE	N
	<b>19343 LARSON/MELISSA</b>		<b>11.89</b>	1 Transactions			
16	<b>12323 LAWRENCE/BRUCE</b> 01-003-000-0000-6103		75.00	BUILDING COMMITTEE	04/04/24	PER DIEMS - BOARD	N
17	01-003-000-0000-6103		75.00	HIGHWAY COMMITTEE	04/05/24	PER DIEMS - BOARD	N
18	01-003-000-0000-6103		75.00	PERSONNEL COMMITTEE	04/06/24	PER DIEMS - BOARD	N
19	01-003-000-0000-6103		75.00	JDAI COMMITTEE	04/07/24	PER DIEMS - BOARD	N
20	01-003-000-0000-6103		100.00	TECH COMMITTEE/BUILDING COMMITTEE	04/11/24	PER DIEMS - BOARD	N
21	01-003-000-0000-6103		100.00	PERSONNEL COMM/HWY COMMITTEE	04/12/24	PER DIEMS - BOARD	N
22	01-003-000-0000-6103		75.00	NWRECB COMMITTEE	04/13/24	PER DIEMS - BOARD	N
23	01-003-000-0000-6103		75.00	OPIOID COMMITTEE	04/14/24	PER DIEMS - BOARD	N
24	01-003-000-0000-6103		100.00	BUILDING COMM/LAW ENFORCEMENT	04/15/24	PER DIEMS - BOARD	N
25	01-003-000-0000-6103		75.00	PERSONNEL COMMITTEE	04/18/24	PER DIEMS - BOARD	N
26	01-003-000-0000-6103		75.00	SOLID WASTE COMMITTEE	04/19/24	PER DIEMS - BOARD	N
27	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	04/20/24	PER DIEMS - BOARD	N
28	01-003-000-0000-6103		75.00	HIGHWAY COMMITTEE	04/21/24	PER DIEMS - BOARD	N
	<b>12323 LAWRENCE/BRUCE</b>		<b>1,050.00</b>	13 Transactions			
29	<b>14478 NELSON/SETH</b> 01-003-000-0000-6103		75.00	COMMUNITY STRONG	04/05/24	PER DIEMS - BOARD	N
30	01-003-000-0000-6103		75.00	TECHNOLOGY COMMITTEE	04/11/24	PER DIEMS - BOARD	N
31	01-003-000-0000-6103		75.00	SOLID WASTE COMMITTEE	04/19/24	PER DIEMS - BOARD	N
32	01-003-000-0000-6103		75.00	INTERCOUNTY	04/25/24	PER DIEMS - BOARD	N
33	01-003-000-0000-6103		75.00	HISTORICAL SOCIETY	04/27/24	PER DIEMS - BOARD	N
	<b>14478 NELSON/SETH</b>		<b>375.00</b>	5 Transactions			
1	<b>16362 PETERSON/NEIL</b> 01-003-000-0000-6103		75.00	MRC ZOOM - PERSONNEL	03/04/24	PER DIEMS - BOARD	N
2	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	03/05/24	PER DIEMS - BOARD	N
3	01-003-000-0000-6103		75.00	CANVASSING BOARD	03/08/24	PER DIEMS - BOARD	N
5	01-003-000-0000-6103		100.00	PERSONNEL, TWP MEETING	03/12/24	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		100.00	HWY	03/14/24	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		75.00	AMC ZOOM	03/18/24	PER DIEMS - BOARD	N
8	01-003-000-0000-6103		75.00	AIRPORT AUTHORITY	03/20/24	PER DIEMS - BOARD	N
9	01-003-000-0000-6103		100.00	NWJTC	03/21/24	PER DIEMS - BOARD	N
10	01-003-000-0000-6103		75.00	GENERAL GOV	03/22/24	PER DIEMS - BOARD	N
11	01-003-000-0000-6103		75.00	CLEARWATER RIVER 1W1P ZOOM	03/27/24	PER DIEMS - BOARD	N

# Pennington County Financial System



Danielle  
4/5/24 3:06PM

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
4	01-003-000-0000-6103		75.00	THIEF RIVER 1W1P	3/11/24	PER DIEMS - BOARD	N
<b>16362</b>	<b>PETERSON/NEIL</b>		<b>900.00</b>	<b>11 Transactions</b>			
<b>19577</b>	<b>SOURDIF/ROY</b>						
12	01-003-000-0000-6103		75.00	NWRL - PERSONNEL	03/08/24	PER DIEMS - BOARD	N
13	01-003-000-0000-6103		75.00	NWRL - BOARD	03/12/24	PER DIEMS - BOARD	N
14	01-003-000-0000-6103		75.00	NWRL - DIRECTOR	03/20/24	PER DIEMS - BOARD	N
15	01-003-000-0000-6103		75.00	NWRL - PERSONNEL	03/26/24	PER DIEMS - BOARD	N
<b>19577</b>	<b>SOURDIF/ROY</b>		<b>300.00</b>	<b>4 Transactions</b>			
<b>1 Fund Total:</b>			<b>2,636.89</b>	<b>County Revenue</b>	<b>5 Vendors</b>	<b>34 Transactions</b>	
<b>Final Total:</b>			<b>2,636.89</b>	<b>5 Vendors</b>	<b>34 Transactions</b>		

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# Pennington County Financial System



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	2,636.89	County Revenue
<b>All Funds</b>	<b>2,636.89</b>	<b>Total</b>

Approved by, .....

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# 2023 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2023 - December 31, 2023)

Revised: 11/21/23

County: Pennington  
 Phone: 218-683-7075

Contact Person: Bryanna Grefthen  
 E-Mail Address: bryanna.grefthen@pennington.mnswcd.org

Signature: \_\_\_\_\_  
 (Signature of County Board Commissioner)

\_\_\_\_\_  
 (Date)

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

*Except where identified, this report only addresses non-CAFO/NPDES/SDS sites required by 7020 to be registered.*

STAFFING LEVEL						
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):					0.3
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:					0
3	FTEs supplied through contract with other local government units:					0
4	Total Number of FTE positions that supported county program:					0.3
REGISTRATION <i>(Report your current numbers - base grant numbers are displayed for reference)</i>						
					Base	Current
5	Feedlots in shoreland with 10 - 49 AU:				1	1
6	Feedlots with 50 - 299 AU:				29	29
7	Non-CAFO/NPDES/SDS ≥ 300 AU:				2	2
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")				0	0
9	Feedlots with NPDES or SDS permits:				0	0
10	<b>Total - Feedlots required to be registered:</b>				<b>32</b>	<b>32</b>
11	<b>Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)</b>					<b>32</b>
Feedlot Sites Inspected <span style="float: right;">Minimum number of FEEDLOT SITES required to register that must be inspected (7%): 2.5</span>						
12	Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)					4
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)						
Only count first instance of each type of inspection per feedlot		10 - 49 AU (in shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
13	Compliance inspections	0	4	0		
	13.1) How many included the optional P review			0		
14	Construction inspections	0	0	0		
	14.1) How many received a 2nd construction inspection	0	0	0		
15	Desktop N&P records inspection (P review as part of a compliance inspection should be reported in 13.1)		0	100+ AU & in DWSMA	0	
16	In-field land application inspection	0	0	0		
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	0	0	0		
18	Routine or follow-up stockpile only inspection	0	0	0		
Other Inspection Related Info						
19	CAFO/NPDES/SDS sites inspected at the MPCA's request					0
20	Number of feedlots inspected within shoreland or a DWSMA.					1
21	Number of feedlots inspected within the County's priority areas as designated in the work plan.					4
22	Number of sites inspected found to be non-compliant with water quality discharge standards.					0
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements.					0
INSPECTION Performance Credits (Summarized from entries above)						
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible						
		Total	Not PC eligible	PC eligible	PC	PC Total
24	Compliance inspections <i>min. # of compliance inspections: 2</i>	4	2.5	1.5	1.5	2.25
25	Construction inspections	0	0	0	1	0
26	Desktop N&P records inspections	0	0	0	1.5	0
27	In-field land application inspections	0	0	0	0.5	0
28	Compliance inspections that include optional P review			0	0.5	0
29	Number of facilities that received 2 or more construction inspections.			0	0.5	0
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	0.5	0
	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot):			0	0.5	0
	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.25	0

## Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

Met the goal of inspecting 1 site within the Middle Clearwater Watershed by inspecting 1 site that fits this description. Met the goal of inspecting 1 site that has never been inspected by inspecting 2 sites that fits this description. Met the goal of inspecting 1 site within Thief River Falls Source Water Assessment Area by inspecting 1 site that fits this description. Met the goal of inspecting 1 site within 1,000 feet of a County Ditch by inspecting 2 sites that fits this description.

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	0	---	---
34	Interim Permits Issued or Modified:	0	2	0
35	Construction Short-Form Permits Issued or Modified at Sites $\geq$ 300 AU:	0	1	0
36	Public meetings held for construction or expansion to $\geq$ 500 AU:	0	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	4	0
EMERGENCY RESPONSE		Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	0	2	0
ENFORCEMENT ACTIONS		Number	PC	PC Total
40	Letters of Warning (LOW) issued:	0	---	---
41	Notices of Violation (NOV) issued:	0	---	---
42	Court actions commenced:	0	---	---
FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
43	Feedlots where a partial environmental upgrade was achieved:	0	---	---
44	Feedlots where a complete environmental upgrade was achieved:	0	6	0
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
45	Feedlots 100+ AU where N records requirements were returned to compliance:	0	---	---
46	Feedlots 300+ AU (or 100+ DWSMA) where N&P requirements were returned to compliance:	0	---	---
47	Feedlots 100+ AU where in-field inspection non-compliance was resolved:	0	---	---

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
48	Sites visited to provide assistance	6	---	---
49	Workshops/trainings hosted/sponsored by the CFO:	0	2	0
	49.1) Total number of feedlot owners attending these events	0	---	---
	CFO presentations at informational or producer group events: (per event)	0	1	0
51	Number of mailings to feedlot owners:	1	---	---
52	Feedlot articles placed in newspapers and/or social media:	1	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
<b>Date</b>	<b>Description</b>			
March	article in ag week edition of newspaper			
December	Article in SWCD newsletter on feedlot registrations			
July	Feedlot factsheets present at SWCD Fairbooth			
CFO TRAINING AND MENTORING		Number	PC	PC Total
53	CFO - training CEUs: (Enter total training hours earned - list events below)	24.75	---	---
54	Hours mentoring New CFOs in another county (describe on a separate sheet):	1	0.25	0.25
List the training events attended.				
<b>Date</b>	<b>Description</b>	<b>Hours</b>		
Jan	Data Practices Training	1.5		
Feb 6, 13, 27	Manure Monday Webinars	3		
Feb	Watershed Tools, Tableau Reports	1.25		
Mar 6, 13, 20	Manure Monday Webinars	3		
Mar	Tableaeus, Inspection Data, Violations	1.5		
April	Manure Discharges and fish kills, inspection prep, NPDES	1		
May	County oversight improvement project, 2024 registration funding, permit application review	1.5		
July	MMP online service update, manure digesters, LMSA Closures	1		
September	Multiple Tempo Ais with same facility address	1.5		
October	TRF Regional Meeting	4		
November	CFO End of Year Reporting	1.5		
December	Continuous Improvement Project and Annual Report Q&A	1		
December	Nitrogen Smart Fundamentals	3		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
55	Feedlots where a MinnFARM was conducted (list sites below):	0	1	0
56	Notifications received claiming air quality exemptions:	0	---	---
57	Meetings with other local government and producer groups:	0	---	---
58	Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If Yes describe below		
<b>MinnFARM completed by CFO</b>		Describe other county program activities not identified elsewhere.		
registration no.	Site Name			
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
60	Reviewed registration files have ALL documentation uploaded to TEMPO. (if applicable)	1	1	
60	All four inspection files have ALL documentation uploaded to TEMPO	1	1	
61	Both permit files have ALL documentation uploaded to TEMPO	2	0	

62	90% of inspection data entered within 60 days of inspection	2	2
<b>TOTAL PERFORMANCE CREDITS</b>			<b>6.50</b>

February 27, 2024

VIA EMAIL

Bryanna Grefthen  
201 Sherwood Ave S  
Thief River Falls, MN 56701

RE: 2023  
Pennington County  
Feedlot Program Year-End Review

Dear Bryanna Grefthen:

On February 12, 2024, the Minnesota Pollution Control Agency (MPCA) completed a year-end review of the Pennington County (County) delegated feedlot program for the period of January 1, 2023 through December 31, 2023. Based upon the review, the MPCA has determined that the County satisfactorily met 9 out of an applicable 9 or 100 percent of non-inspection minimum program requirements (MPRs). The County also satisfactorily conducted 4 inspections of the 32 feedlots required to be registered for an inspection rate of 12.5 percent.

In addition, the MPCA has reviewed the County's 2022---2023 Delegation Agreement and Work Plan by comparing it to the work the county has done.

No modifications to the Delegation Agreement Work Plan have been proposed at this time.

The MPCA commends the County for its work in 2023. If you have any questions regarding the review, please do not hesitate to contact me at 218-849-7359 or [taylor.waskow@state.mn.us](mailto:taylor.waskow@state.mn.us).

Sincerely,

*Taylor Waskow*

*This document has been electronically signed.*

Taylor Waskow  
Environmental Specialist  
Watershed Division

TW:lr

Attachment: 2023 Year-End Review Worksheet



## Minnesota Pollution Control Agency (MPCA) Feedlot Program 2023 Year-End Review Worksheet

**COUNTY:** Pennington

**COUNTY FEEDLOT OFFICER:** Bryanna Grefthen

**MPCA REVIEWER:** Taylor Waskow & Ellen Teiken

**DATE of REVIEW:** 2/12/2024

Annual review reminders and what you need to complete this worksheet:

- The data used to complete this form can be found in the Tempo data warehouse and in Tableau reports.
- The data needed to complete the form includes:
  - Number of sites that were registered;
  - Number of Compliance inspections conducted;
  - Number of sites brought back into compliance; and
  - Number of sites that received a permit
- A total of **20** Non-inspection Minimum Program Requirement (MPR) are possible for this review.
- A County cannot receive a partial point two years in a row for the same MPR. Either the County earns a full point the second year or no point.
- *MPCA Reviewers:* When conducting the review, ensure you have the County's most current documents in front of you. This includes:
  - Delegation Agreement Work Plan (DAWP);
  - DAWP Addendums (if applicable);
  - The most recent mid-year review worksheet; and
  - The previous year-end review worksheet

### Minimum Program Requirements (MPR) Reporting

<b>INSPECTION MPRs</b>	Agency-approved number of feedlots required to be registered (See Attachment A):	32
	Number of inspections conducted that count towards the 7% inspection rate:	4
	Inspection rate achieved by the county (%):	12.5%
<b>NON-INSPECTION MPRs</b>	Number of applicable non-inspection MPRs:	9
	Total non-inspection MPR points:	9
	Non-Inspection MPR rate (%):	100%

### Registration Section NA

Review two to ten files completed by the County. If there is only one file, review one file. If there are no registration files, mark "NA" for this section.

MPR No.			
1.	<p>Did the County enter registration information into the online registration system correctly according to MPCA instructions and the Delegation Agreement Work Plan (DAWP)?</p> <p>(Tempo HELP/Feedlot folder//Registration Information//“Online Registration FAQs.docx”. This will be updated as needed.) If a CSF or interim permit is issued with an increase of AU the review should indicate the registration was updated using the online registration system.</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> Of the files reviewed, at least 80% are entered correctly and in accordance with MPCA instructions and the DAWP.</li> <li>• <b>One half point:</b> Of the files reviewed, 50%-79.9% are entered correctly and in accordance with MPCA instructions and the DAWP. (<i>i.e., not entering complete or accurate information, not updating location information when necessary (moving the dot), not updating the registration when a permit is issued, etc.</i>)</li> <li>• <b>No point:</b> Of the files reviewed, less than 50% of the files are entered correctly and in accordance with MPCA instructions and the DAWP and/or issue(s) identified are the <u>same issues</u> that were identified and documented during last year’s review (<i>County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review, beyond the two previous reviews, to address the issue.</i>)</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
2.	<p>Did the County meet the 30-day registration receipt requirement?</p> <p>(<i>If a producer does not have a contact e-mail the County will need to mail via USPS a registration receipt within 30 days of entering site information into the online system to the producer. If the registration is entered in-person with the feedlot owner present the County will need to document the receipt was given to the owner.</i>)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> Of the files reviewed, at least 80% contain an acceptable 30-day letter or met other agency acceptable notification requirements</li> <li>• <b>One half point:</b> Of the files reviewed, 50%-79.9% contain an acceptable 30-day letter or meets other agency acceptable notification requirements or both files contain a 30-day registration receipt, but documentation is inadequate</li> <li>• <b>No point:</b> Of the files reviewed, less than 50% of the files contains a 30-day registration receipt or agency acceptable documentation</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

**Files Reviewed:**

1. Gary E Halvorson - 61616
2. Tony Rubischko – 62095

**Reviewer Comments:**

File that needed a notification letter attached had one while the other had the copy of record sent to their email.

**Inspections and Compliance Section**

Review four compliance and/or desktop N & P inspection files. If there are less than four files, review available files. Reviewers may look at additional files to verify consistency of initial files reviewed.

- For Item 8, review two inspection files. If there is only one file, review that file. If no files, mark “NA”.

3.	<p>Did the County correctly document inspections?</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> All files contain the correct documentation</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> ½ pt
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	<ul style="list-style-type: none"> <li>• <b>One half point:</b> At least 50% of files contain the correct documentation or there are issues with how the County completed the documentation. (<i>i.e., components like an open lot or an LMSA existed at the feedlot site, but they were not inspected or site did not have records, yet the site was marked compliant or non-compliant for nitrogen rate requirements and/or phosphorous requirements</i>)</li> <li>• <b>No point:</b> Less than 50% of the files contain the correct documentation or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year's review (<i>County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.</i>)</li> </ul>		
4.a.	<p>Did the County enter inspection information into Tempo correctly according to MPCA instructions for entering an inspection into Tempo? (Tempo HELP/Feedlot folder/Inspection Information)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>Half point:</b> All inspection files are entered correctly.</li> <li>• <b>Quarter point:</b> At least 50% of inspections files are entered correctly or there are issues with how the County entered inspection information in Tempo (<i>i.e., part of feedlot is non-compliant for open lot or manure application records, when entering the inspection in Tempo, base requirements - final compliance indicators - were loaded, but checklist section sub-questions were not OR inspection date is incorrectly entered as data entry date rather than actual inspection date OR incorrect inspection "Activity Type" or "Compliance Evaluation Type" is selected</i>)</li> <li>• <b>No point:</b> Less than 50% of inspections files are entered correctly or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year's review. (<i>County was previously informed regarding the issue prior to County entering new data and County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.</i>)</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> ½ pt <input type="checkbox"/> ¼ pt
4.b.	<p>Review should indicate at least seventy five percent (75%) of inspection data was entered into Tempo within 120 days of the inspection. Minimally funded counties can enter data less frequently. This question is evaluating ALL inspections completed by the county, not just the four inspection files that are being reviewed for the annual review. The Tableau Inspection Entry Timeliness report should be used to evaluate this requirement.</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>Half point:</b> 75% to 100% of data is entered within 120 days and by reporting deadline of February 1.</li> <li>• <b>Quarter point:</b> 50% to 74.9% of data is entered within 120 days and the remaining inspection data is entered by the reporting deadline of February 1.</li> <li>• <b>No point:</b> less than 50% of data is entered within 120 days and/or not by February 1 deadline.</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> ½ pt <input type="checkbox"/> ¼ pt
5.	<p>Did the County follow their Delegation Agreement Work Plan Inspection Strategy?</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> County followed inspection strategy.</li> <li>• <b>No point:</b> County did not follow inspection strategy.</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt
6.	<p>Was the producer notified of inspection results in writing (paper or electronic)? For a compliance and/or desktop N &amp; P inspection was the producer notified of inspection results in writing (paper or electronic) within <b>30 days</b> of compliance determination?</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> all files reviewed contain a letter/e-mail (sent when required)</li> <li>• <b>One half point:</b> at least 50% of files reviewed contains a notification letter/e-mail (sent when required)</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

	<ul style="list-style-type: none"> <li><b>No point:</b> less than 50% of the files reviewed contain a notification letter/e-mail (if required)</li> </ul>		
7.	<p>Did the County follow their Delegation Agreement Work Plan Compliance Strategy for inspections that resulted in non-compliance? (<input checked="" type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li><b>One point:</b> County followed compliance strategy</li> <li><b>No point:</b> County did not follow compliance strategy</li> </ul>		<input type="checkbox"/> 1 pt
8.	<p>Did the County maintain documentation of corrective action for any site that was returned to compliance in the program year? (<input checked="" type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li><b>One point:</b> documentation was maintained for each file reviewed (audit data screen &amp; violation screen completed in Tempo.)</li> <li><b>One half point:</b> documentation was observed in at least one of the files reviewed (audit data screen &amp; violation screen completed in Tempo.)</li> <li><b>No point:</b> no documentation was observed (audit data screen &amp; violation screen not completed in Tempo.)</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

**Files Reviewed:**

1. Jason Hruby - 59873
2. Ronald Moritz Farm – 64459
3. Lonny L Burrack Farm – 65343
4. Josh Skalsky - 254927

**Reviewer Comments:**

All inspections entered within a timely manner, all documentation uploaded in tempo and attached to the correct AI, follow up letters sent within timely manner.

**Permitting Section ( NA)**

Review two permit files. If there is only one file, review one file. If there are no permit files, mark “NA” for this section. Reviewers may look at additional files to verify consistency of initial files reviewed.

9.	<p>Did the County issue permits within the required 60/120 day time period?</p> <ul style="list-style-type: none"> <li>Did the County clearly document a received date on all paperwork (permit applications, MMPs, and plans &amp; spec documents)?  <input type="checkbox"/> Yes <input type="checkbox"/> Most <input type="checkbox"/> No</li> <li>If applicable, did the County send incomplete letters within 15 business days?  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA</li> </ul> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li><b>One point:</b> all paperwork (applications, MMPs, and plans and specs) clearly document a received date and County met 15 business day requirement for applicable incomplete letters</li> <li><b>One half point:</b> most paperwork (applications, MMPs and plans and specs) clearly document a received date and both files met 15 business day requirement</li> <li><b>No point</b> – a received date is not documented on paperwork or neither file met 15 business day requirement</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
10.	<p>Did the County correctly complete the most recent permit application checklist?</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li><b>One point:</b> all files contain a correctly completed standard/approved checklist</li> <li><b>One half point</b> – at least 50% of files reviewed contain a correctly completed</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

	<p>standard/approved checklist or there are issues with how the county completed the checklist. (i.e., application information is not verified as accurate and/or complete through the use of the permit application checklist. Ex: animal numbers indicated on application meet threshold of large CAFO and County issues permit OR parts of application left blank (i.e., barn dimensions) and permit issued without that information OR application only includes proposed information and not existing animals/barns and permit is issued without having existing information.)</p> <ul style="list-style-type: none"> <li>• <b>No point</b> – less than 50% of files reviewed contain a correctly completed standard/approved checklist or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year’s review (County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</li> </ul>		
11.	<p>Were notification requirements met?</p> <ul style="list-style-type: none"> <li>• Public notice <math>\geq</math>500 AU: <input type="checkbox"/> NA</li> <li>• Government notice: <input type="checkbox"/> NA</li> </ul> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> all notification requirements were met</li> <li>• <b>One half point</b> – half or more required notifications were met</li> <li>• <b>No point</b> – notification requirement was not met</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
12.	<p>Were permits issued no sooner than 20 business days after public notice (&gt;500 AU)? (<input type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point</b> – applicable permits were issued 20+ business days after public notice.</li> <li>• <b>No point</b> – one or both applicable permit(s) were issued sooner than 20 business days.</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt
13.	<p>Did the County correctly complete the most recent MMP checklist? (<input type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> all files contain a correctly completed standard/approved checklist</li> <li>• <b>One half point:</b> at least 50% of files reviewed contain a correctly completed standard/approved checklist or there are issues with how the County completed the checklist</li> </ul> <p>(i.e., the MMP shows planned over application of nutrients and permit is issued anyway OR MMP does not include items that are identified in feedlot rule and on MMP checklist and a permit is issued anyway.)</p> <ul style="list-style-type: none"> <li>• <b>No point:</b> less than 50% of files reviewed contain a correctly completed standard/approved checklist or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year’s review (County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

14.	<p>Did the County correctly complete the most recent LMSA checklist? (<input type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> all files contain a correctly completed standard/approved checklist</li> <li>• <b>One half point:</b> at least 50% of files reviewed contain a correctly completed standard/approved checklist or there are issues with how the County completed the checklist</li> </ul> <p><i>(i.e., LMSA plans do not include items that are identified in the feedlot rules and on the LMSA checklist and a permit is issued anyway.)</i></p> <ul style="list-style-type: none"> <li>• <b>No point:</b> less than 50% of files reviewed contain a correctly completed standard/approved checklist or the issue(s) identified are the <b>same issues</b> that were identified and documented during last year's review <i>(County was previously informed regarding the issue prior to new data entry and the County did not correct the problem/issue in the following year. If there is a new CFO, the County will be given one additional year-end review beyond the two previous reviews to address the issue.)</i></li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
15.	<p>Did the County conduct an inspection within the last year prior to permit issuance at applicable sites to ensure that the proper permit was issued (CSF vs. INT)? (<input type="checkbox"/> NA)</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> both sites were inspected prior to permit issuance and correct permits were issued</li> <li>• <b>One half point:</b> one of the two sites was inspected prior to permit issuance and correct permit was issued</li> <li>• <b>No point:</b> neither site was inspected, or permits were not issued at all or at least one incorrect permit was issued</li> </ul>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

**Files Reviewed:**

**Reviewer Comments:**

NA

**Complaint Response Section ( NA)**

If the County received no complaints, mark "NA" for this section.

16.	<p>Did the County maintain a complaint log in accordance with the Delegation Agreement Work Plan?</p> <p><b>Scoring Criteria:</b></p> <ul style="list-style-type: none"> <li>• <b>One point:</b> complete complaint log is maintained</li> <li>• <b>One half point:</b> some complaint log information is maintained</li> <li>• <b>No point:</b> a complaint log is not maintained</li> </ul> <p><i>The complaint log should include:</i></p> <ol style="list-style-type: none"> <li>Type of complaint;</li> <li>Location of complaint;</li> <li>Date and time complaint was made;</li> <li>Facts and circumstances related to the complaint; and</li> <li>A statement describing the resolution of the complaint</li> </ol>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
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**Reviewer Comments:**

### Owner Assistance

17.	Did the County follow their Delegation Agreement Work Plan Owner Assistance Strategy? <b>Scoring Criteria:</b> <ul style="list-style-type: none"> <li>• <b>One point</b> – County followed owner assistance strategy</li> <li>• <b>No point</b> – County did not follow owner assistance strategy</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt
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#### Reviewer Comments:

DAWP → At least one newsletter article will be sent to all registered feedlot owners each year. At least one newspaper article will be sent into local newspaper. Feedlot Program information will be on display on SWCD fair booth (ex. Factsheets). → this was completed

### Staffing Level/Air Quality Exemption/Web Site Posting Requirement Section

18.	Did the County earn the required 18 continuing education units (CEUs) of training? <b>Scoring Criteria:</b> <ul style="list-style-type: none"> <li>• <b>One point:</b> 18 or more CEUs earned.</li> <li>• <b>One half point:</b> 9-17.99 CEUs earned.</li> <li>• <b>No point:</b> Less than 9 CEUs earned.</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt <input type="checkbox"/> 0 pt
19.	Did the County maintain an air quality exemption log in accordance with the Delegation Agreement Work Plan? ( <input checked="" type="checkbox"/> NA for no notifications received) <b>Scoring Criteria:</b> <ul style="list-style-type: none"> <li>• <b>One point:</b> complete air quality exemption log is maintained.</li> <li>• <b>One half point:</b> some air quality exemption log information is maintained.</li> <li>• <b>No point:</b> air quality exemption log is not maintained.</li> </ul> The log should include: <ol style="list-style-type: none"> <li>a. Names of the owners/legal facility name;</li> <li>b. Location of the facility (county, township, section, quarter);</li> <li>c. Facility permit number; and</li> <li>d. Start date and number of days to removal</li> </ol>	<input type="checkbox"/> No	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
20.	Did the County post their 2021 Annual CFO Report and MPCA Financial Report on their website by July 1, 2022? <b>Scoring Criteria:</b> <ul style="list-style-type: none"> <li>• <b>One point:</b> information is posted.</li> <li>• <b>No point:</b> information is not posted.</li> </ul>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> 1 pt

#### Reviewer Comments:

NA

#### Financial Report (No points awarded for this section.)

Does the financial report show how much grant money the County received and spent?  No  YES

Does the financial report show that the County spent the total match amount?  No  YES

#### Record Keeping (No points awarded for this section.)

Do all the compliance inspection files reviewed have a copy or photo of a representative sample of manure application records for sites ≥300 AU?  No  YES  NA

#### Uploading Documentation (No points awarded for this section.)

- Did the County upload the registration documentation (form, letter and if a permit reflects a change in registration information, then complete permit materials [application, MMP, LMSA plans, permit, cover letter, review checklists, etc.]) into Tempo for both files reviewed?  No  Yes  NA
- Did the County upload all inspection documentation (checklist, letter, photos, nitrogen and phosphorus worksheets, etc.) into Tempo for the four files reviewed?  No  Yes
- Did the County upload all permit application materials (application, MMP, LMSA plans, permit, cover letter, review checklists, etc.) into Tempo for the two files reviewed?  No  Yes  NA

If the County uploaded documentation, award the appropriate number of performance credits on CFO Annual Report (refer to Tempo Data Entry section of the CFO Annual Report) as indicated below.

<b>Registration:</b>	1
<b>Inspection:</b>	1
<b>Permit:</b>	N/A

All registration files have all documentation uploaded into Tempo:

# of Feedlots	Performance Credit
0 - 200	1
201 - 400	2
401 - 600	3
601 - 800	4
801 - 1000	5
1001 - +	6

All four inspection files have all documentation uploaded into Tempo:

# of Feedlots	Performance Credit
0 - 200	1
201 - 400	2
401 - 600	3
601 - 800	4
801 - 1000	5
1001 - +	6

Both permit files have all documentation uploaded into Tempo:

# of Feedlots	Performance Credit
0 - 200	2
201 - 400	4
401 - 600	6
601 - 800	8
801 - 1000	10
1001 - +	12

### Tempo Data Entry – Additional Performance Credits

Award the County 2 Performance Credits (PCs) if 90% of ALL inspection data was entered into Tempo within 60 days of the inspection. The Tableau Inspection Entry Timeliness report should be used to determine if the County should be awarded the additional 2 PCs.

Yes – 2 additional PCs  No



## Year-End Review Notes of Discussion

NA

### Signatures

By signing below, I acknowledge that I participated in the year-end review process. I understand that my signature does not necessarily reflect my approval of the final results.

#### County Feedlot Officer:

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: \_\_\_\_\_

Date (mm/dd/yyyy): \_\_\_\_\_

#### MPCA Reviewer:

Signature: \_\_\_\_\_  
*(This document has been electronically signed.)*

Title: \_\_\_\_\_

Date (mm/dd/yyyy): \_\_\_\_\_



**Tempo Data Entry – Additional Performance Credits**

Award the County 2 Performance Credits (PCs) if 90% of ALL inspection data was entered into Tempo within 60 days of the inspection. The Tableau Inspection Entry Timeliness report should be used to determine if the County should be awarded the additional 2 PCs.

Yes – 2 additional PCs       No

**Year-End Review Notes of Discussion**

[Enter Text Here]

**Signatures**

By signing below, I acknowledge that I participated in the year-end review process. I understand that my signature does not necessarily reflect my approval of the final results.

**County Feedlot Officer:**

Signature: Bryanna Smith  
(This document has been electronically signed.)  
Title: Pennington CFO  
Date (mm/dd/yyyy): 2/12/2024

**MPCA Reviewer:**

Signature: Tom Wan  
(This document has been electronically signed.)  
Title: Environmental Specialist  
Date (mm/dd/yyyy): 02/12/24



**RESOLUTION AUTHORIZING SPONSORSHIP OF  
THE SNOMOBILE TRAIL OPERATED BY THE THIEF RIVER FALLS SNO-  
DRIFTERS FOR THE 2024-2025 GROOMING SEASON**

**BE IT RESOLVED**, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Dept. of Natural Resources for maintenance of snowmobile trails managed by the Thief River Falls Sno-Drifters.

**BE IT RESOLVED**, that upon approval of its application By the state, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as started in the agreement.

**BE IT FURTHER RESOLVED**, that Jennifer Herzberg, County Auditor-Treasurer, is hereby authorized to serve as the fiscal agent for the above referenced project.

**STATE OF MINNESOTA  
COUNTY OF PENNINGTON**

I, Jennifer Herzberg, Auditor-Treasurer of Pennington County, do hereby certify that the above is a true and correct copy of a resolution that was introduced by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and upon vote was unanimously carried.

Date: April 9<sup>th</sup>, 2024

\_\_\_\_\_  
Jennifer Herzberg, Auditor-Treasurer  
Pennington County, MN

**RESOLUTION AUTHORIZING SPONSORSHIP OF  
SNOWMOBILE TRAILS OPERATED BY THE GOODRIDGE  
TRAILBLAZERS SNOWMOBILE CLUB FOR THE 2024-25 GROOMING SEASON**

**BE IT RESOLVED**, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Dept. of Natural Resources for maintenance for Wapiti, 4-G North, and 4-G River Road snowmobile trails managed by the Goodridge Trailblazers Snowmobile Club.

**BE IT RESOLVED**, that upon approval of its application by the State, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as started in the agreement.

**BE IT FURTHER RESOLVED**, that the Chairman and County Auditor-Treasurer are hereby authorized to serve as the fiscal agent for the above referenced project.

**STATE OF MINNESOTA  
COUNTY OF PENNINGTON**

I, Jennifer Herzberg, Auditor-Treasurer of Pennington County, do hereby certify that the above is a true and correct copy of a resolution that was introduced by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and upon vote was unanimously carried.

Date: April 9<sup>th</sup>, 2024

\_\_\_\_\_  
Jennifer Herzberg, Auditor-Treasurer  
Pennington County, MN