

**PENNINGTON COUNTY
BOARD OF COMMISSIONER'S MEETING
JUSTICE CENTER – COUNTY BOARD ROOM
TUESDAY, NOVEMBER 9TH, 2021, 10:00 A.M.**

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Amendments to the Agenda

4. Recognition of Citizens – Individuals 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 Scott Campbell – Beltrami County V.S.O.

10:15 Kelsey Keimig – Northern Region
Coordinator, J.D.A.I.

10:30 Peter Nelson – Pennington County SWCD

10:40 Mike Flaagan – County Engineer

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, OCTOBER 26TH, 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, October 26th, 2021, at 5:00 p.m. Members Present: Seth Nelson, Bruce Lawrence, and Darryl Tveitbakk. Members absent: Neil Peterson, Dave Sorenson.

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

Vice Chairman Lawrence asked if there were any amendments to the agenda. The County Coordinator noted that Sheriff Ray Kuznia can be removed from the agenda. Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to approve the Board agenda with the change presented. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Tveitbakk, to approve the County Board minutes of October 12th, 2021, as written. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to approve the Human Services warrants totaling \$201,651.56 and the following Commissioner warrants. Motion carried.

County Revenue	\$44,144.79
Road & Bridge	\$62,705.34
Justice Ctr. Jail Bond Fund	\$ 950.00
Justice Ctr. Capital Improvement Fund	\$ 950.00
Ditch Funds	\$ 950.00

Human Services Director Julie Sjostrand presented the consent agenda from the October 19th, 2021 Human Services Committee meeting. On a motion by Commissioner Tveitbakk and seconded by Commissioner Nelson, the following recommendations of the Pennington County Human Services Committee for October 19th, 2021 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the September 21, 2021, Human Service Committee Meeting minutes.
- II. To approve the Agency's personnel action as presented.
- III. A. To approve the CY 2022 Tri-Valley Transportation Business Contract between Tri-Valley Opportunity Council, Inc. and Pennington County Human Services, as presented.

SECTION B

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

County Engineer Mike Flaagan informed the Board that the roundabout project on Trunk Highway #32 (SAP#057-608-009) is in all things complete and final payment is requested to R.J. Zavoral & Sons, Inc. Final cost on the project is \$2,661,800.96. The following resolution was introduced by Commissioner Tveitbakk and seconded by Commissioner Nelson:

RESOLUTION

WHEREAS, SAP#057-608-009 (T.H.#32 roundabout) 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 accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

Discussion followed with Mr. Flaagan stating that the railroad lights and signals west of the roundabout are yet to be installed; the county's share will be approximately \$90,000. Following discussion, the motion was unanimously carried.

Engineer Flaagan stated that the CSAH#8/Mark Boulevard bridge project (SAP 057-608-008) is in all things complete and final payment is requested to Robert Schroeder Construction. Final cost on the project is \$4,733,417.40. The following resolution was introduced by Commissioner Nelson and seconded by Commissioner Tveitbakk:

RESOLUTION

WHEREAS, SAP 057-608-008 (CSAH#8 Bridge) 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 accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

Discussion followed with the Board commenting on how well the project turned out and Mr. Flaagan said that the bridge has been nominated for some awards. Hearing no further discussion, the motion was carried.

Engineer Flaagan stated that the highway department is switching over to their winter hours work schedule effective November 1st, 2021. He noted that last winter one Highway Equipment Operator worked an earlier schedule from November 1st, 2020 – April 1st, 2021 to monitor road and roundabout conditions and plow as needed. The I.U.O.E. Local #49 union is asking to renew the related M.O.A. for this seasonal work schedule and differential pay for the period of November 1st, 2021 to April 1st, 2022. The Board agreed to the M.O.A. but no formal action was needed as noted by the County Attorney.

Commissioner Tveitbakk questioned Engineer Flaagan about a fall tour of local roads and projects. Commissioner Lawrence stated he would like to see the Black River Impoundment project area and the related outlets and ditches. Mr. Flaagan noted that the watershed is planning to put additional gravel on the area roads that received extra travel during the Black River Impoundment project.

Inter-County Nursing Director Kayla Jore presented a COVID-19 update to the Board. She noted that booster shots will be starting this Friday and that vaccination approval for the 5-11 age group is expected by mid-November 2021. The overall county fully vaccinated rate is approximately 60% and continues to slowly rise. The 25-34 age group is seeing the most positive cases but there has been a spike in positive cases within the under-4 age group. The 12-17 age group is now eligible for a \$200 incentive and 5 chances to win a \$100,000 scholarship to a Minnesota college. Commissioner Tveitbakk questioned if ICNS will hold a vaccination clinic for the 5-11 age group when vaccinations are approved, to which she replied that will incorporate those into their normal clinics. She anticipates there will be vaccination clinics held in the schools but that will take some time to coordinate. The County

Coordinator questioned if testing supplies will be sufficient to handle the upcoming OSHA vaccine mandate. She said that testing supplies are and will continue to be an issue so the mandate and related testing will be a challenge. The Board thanked Ms. Jore for her report.

County Auditor-Treasurer Items: None.

County Coordinator Items:

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to approve the resignation of Deputy Assessor-Appraiser Amy Momerak resignation effective 10/13/21. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Tveitbakk, to approve advertising for a full-time Deputy Assessor-Appraiser. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to publish a public notice seeking an individual to represent Pennington County on the Red Lake Watershed Board of Managers. Motion carried. Motion carried.

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

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED that Pennington County enter in a grant agreement with the MN Department of Public Safety for traffic safety projects during the period of October 1st, 2021 through September 30th, 2022.

The County Auditor-Treasurer is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Pennington County and to be the fiscal agent and administer the grant.

County Coordinator Kevin Erickson noted that the change health claims administrator for 2022 has brought up the issue of insurance effective dates for new hires. He is recommending a change whereas the effective date for health insurance benefits for new hires would begin the first of the month following date of hire. The Board referred the issue to the Personnel Committee and County Attorney and will revisit the issue at the next Board meeting.

Mr. Erickson updated the Board on other insurance offerings for 2022, noting that there will be no general rate increases for any supplemental insurance, including dental, long-term disability, and life. It was noted that the life insurance benefit went out for bid this year as required by law. Two bids were received and 4 providers declined to quote. The current provider, Securian/MN Life, offered no rate increases for 5 years and multiple enhancements including a one-time guaranteed issue for active employees, a line-of-duty benefit for public safety officers, no age-reductions for the Basic Life benefit, and increased guaranteed issue for new employees.

County Attorney Items:

County Attorney Seamus Duffy noted that face coverings/masks are required on the entire second floor of the Justice Center, regardless of vaccination status. He noted that Court Administration has placed signs on the 2nd floor and the stairways and elevator leading up to the 2nd floor of the Justice Center.

Mr. Duffy noted that the posting for P/T Legal Secretary has expired, and multiple applications were received. Interviews for the position will be held on November 3rd, 2021, beginning at 2:30 p.m.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to adjourn the Board meeting to November 9th, 2021, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners

DRAFT

Pennington County Financial System



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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

draft

Pennington County Financial System



Jennifer
11/9/21 8:26AM

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

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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
99999997	ABSOLUTE REFRIGERATION						
144	01-251-000-0000-6302		1,823.51	REPAIR WALK IN FREEZER	16674	KITCHEN REPAIRS & EXPENSE	N
99999997	ABSOLUTE REFRIGERATION		1,823.51	1 Transactions			
1011	ACE HARDWARE						
43	01-111-000-0000-6300		19.99	BELT FOR AIR COMPRESSOR		REPAIRS & MAINTENANCE	N
163	01-251-000-0000-6300		38.36	MOUNTING TAPE	90168	REPAIRS & MAINTENANCE	N
37	01-501-000-0000-6300		6.59	SILICONE - AUDITORIUM	90207	REPAIRS & MAINTENANCE	N
164	01-218-000-0000-6300		6.99	LOCK CYLINDER /DISPATCH	90307	REPAIRS & MAINTENANCE	N
165	01-218-000-0000-6300		7.01	CHAIN REPAIR - TRACTOR SWEEPER	90571	REPAIRS & MAINTENANCE	N
38	01-501-000-0000-6300		19.97	VALVES/CONNECTORS - AUDITORIUM	90796	REPAIRS & MAINTENANCE	N
39	01-111-000-0000-6403		7.96	KEYS - GOV'T CENTER	90909	JANITORIAL SUPPLIES - COURTHOL	N
116	01-800-000-0000-6300		6.99	BATTERY - SS	91138	REPAIRS & MAINTENANCE	N
117	01-800-000-0000-6300		5.99	COUPLER CAT LINES	91138	REPAIRS & MAINTENANCE	N
59	01-501-000-0000-6300		5.07	REPAIR VB NET - AUDITORIUM	91192	REPAIRS & MAINTENANCE	N
41	01-111-000-0000-6403		7.18	2 BUCKETS FOR GOV'T CENTER	91676	JANITORIAL SUPPLIES - COURTHOL	N
40	01-800-000-0000-6403		3.59	BUCKET FOR SS BUILDING	91676	JANITORIAL SUPPLIES	N
42	01-111-000-0000-6300		5.49	FILTER FOR AIR COMPRESSOR	92271	REPAIRS & MAINTENANCE	N
1011	ACE HARDWARE		141.18	13 Transactions			
1364	AUTO VALUE						
162	01-201-000-0000-6304		11.75	AIR FILTER #06	9551078	REPAIR & MAINTENANCE - SQUADS	N
161	01-201-000-0000-6304		319.45	LOCKOUT SETS - SQUADS	9551389	REPAIR & MAINTENANCE - SQUADS	N
1364	AUTO VALUE		331.20	2 Transactions			
2446	BELTRAMI COUNTY SHERIFF						
146	01-223-000-0000-6801		600.00	JAN-JUNE 2021 TEXT TO 911 SERV	2021-1102-4	MISCELLANEOUS EXPENSE-E911	N
2446	BELTRAMI COUNTY SHERIFF		600.00	1 Transactions			
2360	BENSON/ASHLEY						
2	01-106-000-0000-6330		33.60	MILEAGE - ASSESSING - CLOVERLE	101121	TRAVEL & EXPENSE	N
3	01-106-000-0000-6330		6.16	MILEAGE - ASSESSING - TRF	101221	TRAVEL & EXPENSE	N
4	01-106-000-0000-6330		35.28	MILEAGE - ASSESSING - TWSHIPS	101821	TRAVEL & EXPENSE	N
5	01-106-000-0000-6330		50.96	MILEAGE - ASSESSING - KRATKA	101921	TRAVEL & EXPENSE	N
6	01-106-000-0000-6330		39.20	MILEAGE - ASSESSING - HIGHLAND	102221	TRAVEL & EXPENSE	N
61	01-106-000-0000-6330		77.84	MILEAGE - ASSESSING - TWSHIPS	102521	TRAVEL & EXPENSE	N
62	01-106-000-0000-6330		28.56	MILEAGE - ASSESSING - BRAY	102621	TRAVEL & EXPENSE	N
63	01-106-000-0000-6330		96.32	MILEAGE - ASSESSING - TWSHIPS	102921	TRAVEL & EXPENSE	N
1	01-106-000-0000-6330		22.40	MILEAGE - ASSESSING - WYANDOTT	10821	TRAVEL & EXPENSE	N
64	01-106-000-0000-6330		109.20	MILEAGE - ASSESSING - TWSHIPS	11121	TRAVEL & EXPENSE	N

Pennington County Financial System



Jennifer
11/9/21 8:26AM

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
65	01-106-000-0000-6330		63.84	MILEAGE - ASSESSING - TWNSHIPS	11221	TRAVEL & EXPENSE	N
66	01-106-000-0000-6330		49.84	MILEAGE - ASSESSING - TWNSHIPS	11321	TRAVEL & EXPENSE	N
2360	BENSON/ASHLEY		613.20	12 Transactions			
2324	BERGSTROM ELECTRIC INC						
20	01-111-000-0000-6300		1,634.42	MOTOR/SWITCH FOR AIR COMPRESS	4795	REPAIRS & MAINTENANCE	N
2324	BERGSTROM ELECTRIC INC		1,634.42	1 Transactions			
2050	BREDESON SUPPLY						
184	01-601-000-0000-6401		13.65	OFFICE SUPPLIES	473224	SUPPLIES - EXTENSION	N
185	01-601-000-0000-6401		41.95	OFFICE SUPPLIES	473227	SUPPLIES - EXTENSION	N
186	01-601-000-0000-6401		7.30	OFFICE SUPPLIES	473249	SUPPLIES - EXTENSION	N
187	01-601-000-0000-6401		8.78	OFFICE SUPPLIES	473251	SUPPLIES - EXTENSION	N
188	01-601-000-0000-6401		13.95	OFFICE SUPPLIES	473255	SUPPLIES - EXTENSION	N
189	01-601-000-0000-6401		6.16	OFFICE SUPPLIES	473259	SUPPLIES - EXTENSION	N
190	01-601-000-0000-6401		36.95	OFFICE SUPPLIES	473271	SUPPLIES - EXTENSION	N
2050	BREDESON SUPPLY		128.74	7 Transactions			
2307	BRODIN COMFORT SYSTEMS						
7	01-800-000-0000-6300		136.09	REPLACE THERMOCOUPLE	61499	REPAIRS & MAINTENANCE	N
2307	BRODIN COMFORT SYSTEMS		136.09	1 Transactions			
3311	COLE PAPERS, INC.						
34	01-111-000-0000-6403		83.87	DISINFECTANT SPRAY - GOV'T CTR	10051744	JANITORIAL SUPPLIES - COURTHOL	N
33	01-218-000-0000-6403		83.87	DISINFECTANT SPRAY - JC	10051744	JANITORIAL SUPPLIES	N
8	01-218-000-0000-6403		92.63	MULTIFOLD TOWELS	10057801	JANITORIAL SUPPLIES	N
9	01-801-000-0000-6401		1,347.50	COPY PAPER (40 CASES)	10057801	SUPPLIES-UNALLOCATED	N
121	01-111-000-0000-6300		63.15	ICE MELT - GOV'T BUILDING	10060220	REPAIRS & MAINTENANCE	N
122	01-218-000-0000-6300		63.15	ICE MELT - JUSTICE CENTER	10060220	REPAIRS & MAINTENANCE	N
123	01-800-000-0000-6403		55.67	GARBAGE BAGS - SS	10060220	JANITORIAL SUPPLIES	N
124	01-218-000-0000-6403		49.82	GARBAGE BAGS - JUSTICE CENTER	10061221	JANITORIAL SUPPLIES	N
125	01-800-000-0000-6403		74.73	GARBAGE BAGS - SS	10061222	JANITORIAL SUPPLIES	N
3311	COLE PAPERS, INC.		1,914.39	9 Transactions			
4054	DIGI-KEY ELECTRONICS						
10	01-220-000-0000-6405		107.52	BATTERIES	84809130	GENERAL SUPPLIES	N
4054	DIGI-KEY ELECTRONICS		107.52	1 Transactions			
4303	DON'S SEWING & VACUUM SERV						
21	01-800-000-0000-6631		423.99	COMMERCIAL VACUUM - SS	21740	FURNITURE & EQUIPMENT-WELFAR	Y

Pennington County Financial System



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4303	DON'S SEWING & VACUUM SERV		423.99		1 Transactions		
999999997	ERICKSON/JON						
151	01-251-000-0000-6245		11.61	MEAL - PROGRAM CONFERENCE	101821	CONTINUING EDUCATION	N
152	01-251-000-0000-6245		20.40	MEAL - PROGRAM CONFERENCE	101821	CONTINUING EDUCATION	N
153	01-251-000-0000-6245		20.00	MEAL - PROGRAM CONFERENCE	102021	CONTINUING EDUCATION	N
999999997	ERICKSON/JON		52.01		3 Transactions		
7317	GALLS, LLC						
126	01-220-000-0000-6420		99.53	3 UNIFORM SHIRTS - DISPATCH	019509073	UNIFORMS	N
127	01-220-000-0000-6420		240.66	3 UNIFORM SHIRTS, JACKET - DIS	019509073	UNIFORMS	N
7317	GALLS, LLC		340.19		2 Transactions		
7314	GOVERNMENT MANAGEMENT GROUP, INC						
11	01-003-000-0000-6261		3,250.00	20 PREP COUNTY COST	2046	CONSULTING & LEGAL SERVICES -	N
7314	GOVERNMENT MANAGEMENT GROUP, INC		3,250.00		1 Transactions		
8327	HELP-SYSTEMS						
30	01-070-000-0000-6301		399.79	2022 SEQUEL	V0000169309	MAINTENANCE AGREEMENT	N
8327	HELP-SYSTEMS		399.79		1 Transactions		
8014	HUGOS #7						
12	01-003-000-0000-6330		9.33	FOOD FOR MEETING - 10-12-21	1155	TRAVEL & EXPENSE	N
13	01-003-000-0000-6330		7.73	FOOD FOR MEETING - 10-26-21	1155	TRAVEL & EXPENSE	N
147	01-201-000-0000-6801		9.33	HALLOWEEN CANDY	1161 -00500031	MISCELLANEOUS EXPENSE	N
8014	HUGOS #7		26.39		3 Transactions		
10301	JDM INC						
145	01-201-000-0000-6304		225.00	38 SQUAD CAR WASHES	2500	REPAIR & MAINTENANCE - SQUADS	N
10301	JDM INC		225.00		1 Transactions		
999999997	MAE4-HYDP						
191	01-601-000-0000-6801		110.00	EXT PROFESSIONALS MEMBERSHIP D		MISCELLANEOUS EXPENSE - EXTEI	N
999999997	MAE4-HYDP		110.00		1 Transactions		
13498	MARCO TECHNOLOGIES LLC						
14	01-132-000-0000-6301		51.26	EQ465509 MAINTENANCE AGREEMENT	INV9252510	MAINTENANCE AGREEMENT	N
15	01-801-000-0000-6301		165.32	EQ1019556 MAINTENANCE AGREEMEN	INV9270847	MAINTENANCE AGREEMENT	N
36	01-091-000-0000-6301		109.16	EQ767167 MAINTENANCE AGREEMENT	INV9271090	MAINTENANCE AGREEMENT	N

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No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
13498	MARCO TECHNOLOGIES LLC			325.74					
						3 Transactions			
13322	MINNESOTA STATE TREASURER								
27	01-101-000-0000-6801			6.00	REGISTERED LAND			MISCELLANEOUS EXPENSE - RECO	N
23	01-101-000-0000-6825			585.00	MARRIAGE SURCHARGE			MARRIAGE SURCHARGES MN - REC	N
26	01-101-000-0000-6827			1,848.00	RECORDER & REGISTRAR'S FEES			STATE SURCHARGES	N
22	01-101-000-0000-6829			177.00	CHILDREN'S SURCHARGE			CHILDREN SURCHARGE MN - RECO	N
24	01-101-000-0000-6831			730.00	BIRTH/DEATH SURCHARGE			BIRTH/DEATH CERTIF SURCHARGE	N
25	01-101-000-0000-6848			590.00	BIRTH RECORD SURCHARGE			BIRTH DEFECT SURCHARGE	N
13322	MINNESOTA STATE TREASURER			3,936.00		6 Transactions			
13324	MN SHERIFFS ASSOCIATION								
142	01-251-000-0000-6245			100.00	MJPS CONFERENCE - JE		239920	CONTINUING EDUCATION	N
143	01-251-000-0000-6245			100.00	MJPS CONFERENCE - TW		239920	CONTINUING EDUCATION	N
13324	MN SHERIFFS ASSOCIATION			200.00		2 Transactions			
14440	NORTHDALE OIL INC.								
167	01-218-000-0000-6300			12.84	GAS - MOWER		3213-1	REPAIRS & MAINTENANCE	N
14440	NORTHDALE OIL INC.			12.84		1 Transactions			
14033	NORTHERN STATE BANK								
172	01-251-000-0000-6420			180.00	REIMBURSE PETTY CASH - PATCH			JAILER UNIFORMS	N
14033	NORTHERN STATE BANK			180.00		1 Transactions			
14123	NORTHWEST BEVERAGE INC								
154	01-220-000-0000-6801			16.25	WATER		1235985	MISCELLANEOUS EXPENSE	N
155	01-251-000-0000-6801			52.50	WATER		1236895	MISCELLANEOUS EXPENSE - JAIL	N
157	01-220-000-0000-6801			7.25	WATER		1237521	MISCELLANEOUS EXPENSE	N
156	01-220-000-0000-6801			9.00	WATER		1237645	MISCELLANEOUS EXPENSE	N
158	01-251-000-0000-6801			16.25	WATER		1238640	MISCELLANEOUS EXPENSE - JAIL	N
159	01-220-000-0000-6801			20.00	MONTHLY RENTAL - OCTOBER		1238755	MISCELLANEOUS EXPENSE	N
160	01-251-000-0000-6801			10.00	MONTHLY RENTAL - OCTOBER		1238755	MISCELLANEOUS EXPENSE - JAIL	N
174	01-801-000-0000-6801			55.25	WATER BILL - OCTOBER		5447	MISCELLANEOUS EXPENSE	N
35	01-091-000-0000-6801			52.00	WATER BILL - ATTORNEY - OCT		ACCT 7855	MISCELLANEOUS EXPENSE	N
14123	NORTHWEST BEVERAGE INC			238.50		9 Transactions			
15323	OFFICE DEPOT								
16	01-801-000-0000-6401			33.80	PENS		202002686001	SUPPLIES-UNALLOCATED	N
169	01-251-000-0000-6631			47.99	LABELMAKER		206329867001	FURNITURE & EQUIPMENT - JAIL	N
168	01-251-000-0000-6405			22.34	SHARPENER		206499099001	GENERAL SUPPLIES - JAIL	N

Pennington County Financial System



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No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
17	01-251-000-0000-6405			29.99	SHARPENER	206499379001	GENERAL SUPPLIES - JAIL	N
15323	OFFICE DEPOT			134.12	4 Transactions			
15329	OIL BOYZ EXPRESS LUBE INC							
150	01-201-000-0000-6304			326.41	OIL CHANGE/SERVICE - BRAKE PAD	168667	REPAIR & MAINTENANCE - SQUADS	N
15329	OIL BOYZ EXPRESS LUBE INC			326.41	1 Transactions			
16359	PENNINGTON COUNTY CRIME VICTIM							
31	01-271-000-0000-6262			354.25	REPLACE BROKEN DOOR/LABOR	27-CR-21-57	OTHER SERVICES - A.E.S.	N
18	01-271-000-0000-6262			1,500.00	ATTORNEY RETAINER FEES CHK1080	57-CR-20-333	OTHER SERVICES - A.E.S.	N
32	01-271-000-0000-6262			477.32	REPLACE BROKEN PHONE - CHK1081	57-CR-21-749	OTHER SERVICES - A.E.S.	N
19	01-270-000-0000-6262			2.00	OVERPAYMENT - CHK 001079	57-CV-21-274	OTHER SERVICES-CRIME VICTIM	N
16359	PENNINGTON COUNTY CRIME VICTIM			2,329.57	4 Transactions			
16362	PETERSON/NEIL							
60	01-003-000-0000-6330			29.12	OCTOBER MILEAGE		TRAVEL & EXPENSE	N
16362	PETERSON/NEIL			29.12	1 Transactions			
19326	SATHER LAW LTD							
175	01-011-000-0000-6261			157.30	ATTORNEY FEES - 57-F7-99-484		COURT APPOINTED ATTORNEYS	Y
176	01-011-000-0000-6261			190.70	ATTORNEY FEES - 57-FA-15-341		COURT APPOINTED ATTORNEYS	Y
177	01-011-000-0000-6261			330.60	ATTORNEY FEES - 57-FA-13-804		COURT APPOINTED ATTORNEYS	Y
19326	SATHER LAW LTD			678.60	3 Transactions			
19310	STONE'S MOBILE RADIO							
149	01-201-000-0000-6304			91.10	CONTROL HEAD #04	2045869	REPAIR & MAINTENANCE - SQUADS	N
19310	STONE'S MOBILE RADIO			91.10	1 Transactions			
19362	SUNDBY CLEANING, LLC							
44	01-218-000-0000-6262			1,300.00	OCTOBER CLEANING - LEC	PC1021	OTHER SERVICES	Y
45	01-800-000-0000-6262			1,800.00	OCTOBER CLEANING - SS	PCLEC1021	OTHER SERVICES-WELFARE BUILD	Y
19362	SUNDBY CLEANING, LLC			3,100.00	2 Transactions			
20027	THE TIMES							
141	01-220-000-0000-6232			10.00	INTERNET JOB PAGE		ADVERTISING	N
52	01-091-000-0000-6801			55.50	LEGAL SECRETARY AD - TIMES	101321	MISCELLANEOUS EXPENSE	N
53	01-091-000-0000-6801			67.50	LEGAL SECRETARY AD - WATCH	101621	MISCELLANEOUS EXPENSE	N
54	01-091-000-0000-6801			10.00	INTERNET JOB PAGE	101621	MISCELLANEOUS EXPENSE	N
55	01-003-000-0000-6231			300.84	PROCEEDINGS OF 9/28/21	102021	PUBLISHING - BOARD	N
57	01-061-000-0000-6232			42.50	ACCURACY TEST - TIMES	102021	ADVERTISING - ELECTION	N

Pennington County Financial System



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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
56	01-091-000-0000-6801		55.50	LEGAL SECRETARY AD - TIMES	102021	MISCELLANEOUS EXPENSE	N
46	01-111-000-0000-6801		78.75	CUSTODIAN AD - WATCH	10221	MISCELLANEOUS EXPENSE	N
47	01-003-000-0000-6231		299.92	PROCEEDINGS OF 9/14/21	10621	PUBLISHING - BOARD	N
48	01-041-000-0000-6231		85.00	2ND 1/2 TAXES DUE - TIMES	10621	PUBLISHING/ADVERTISING - AUDIT	N
49	01-041-000-0000-6231		82.50	2ND 1/2 TAXES DUE - WATCH	10921	PUBLISHING/ADVERTISING - AUDIT	N
129	01-220-000-0000-6232		67.50	1 WK AD- DISPATCH - NW	284	ADVERTISING	N
130	01-220-000-0000-6232		55.50	1 WK AD - DISPATCH - TIMES	284	ADVERTISING	N
132	01-220-000-0000-6232		67.50	1 WK AD - DISPATCH - NW	284	ADVERTISING	N
135	01-220-000-0000-6232		10.00	INTERNET JOB PAGE	284	ADVERTISING	N
136	01-220-000-0000-6232		55.50	1 WK AD - CORRECTIONS - TIMES	284	ADVERTISING	N
137	01-220-000-0000-6232		55.50	1 WK AD - DISPATCH - TIMES	284	ADVERTISING	N
140	01-220-000-0000-6232		67.50	1WK AD - DISPATCH - NW	284	ADVERTISING	N
128	01-251-000-0000-6801		67.50	1 WK AD- CORRECTIONS - NW	284	MISCELLANEOUS EXPENSE - JAIL	N
131	01-251-000-0000-6801		55.50	1 WK AD - CORRECTIONS - TIMES	284	MISCELLANEOUS EXPENSE - JAIL	N
133	01-251-000-0000-6801		10.00	INTERNET JOB PAGE	284	MISCELLANEOUS EXPENSE - JAIL	N
134	01-251-000-0000-6801		67.50	1 WK AD - CORRECTIONS - NW	284	MISCELLANEOUS EXPENSE - JAIL	N
138	01-251-000-0000-6801		67.50	1 WK AD - CORRECTIONS - NW	284	MISCELLANEOUS EXPENSE - JAIL	N
139	01-251-000-0000-6801		10.00	INTERNET JOB PAGE	284	MISCELLANEOUS EXPENSE - JAIL	N
20027	THE TIMES		1,745.01	24 Transactions			
21338	UNIVERSITY OF NORTH DAKOTA						
170	01-206-000-0000-6262		2,080.00	MEDICAL EXAM SERVICES	A21-2121161850	OTHER SERVICES-CORONER	N
171	01-206-000-0000-6262		300.00	TOXICOLOGY	A212121161850	OTHER SERVICES-CORONER	N
21338	UNIVERSITY OF NORTH DAKOTA		2,380.00	2 Transactions			
22304	VFW POST 2793						
166	01-218-000-0000-6631		115.00	3 FLAGS - JUSTICE CENTER/LEC	602612	FURNITURE & EQUIPMENT	G
22304	VFW POST 2793		115.00	1 Transactions			
23303	WEST GROUP PAYMENT CENTER						
180	01-016-000-0000-6242		1,041.82	OCTOBER WEST LAW ACCESS	845264352	SUBSCRIPTIONS - LAW LIBRARY	N
179	01-091-000-0000-6240		691.70	OCTOBER WEST LAW ACCESS	845272054	SUBSCRIPTIONS	N
178	01-091-000-0000-6240		68.31	NOVEMBER SUBSCRIPTIONS	845360095	SUBSCRIPTIONS	N
23303	WEST GROUP PAYMENT CENTER		1,801.83	3 Transactions			
23317	WILLIAMS/JO						
148	01-251-000-0000-6420		99.99	UNIFORM ALLOWANCE REIMBURSE		JAILER UNIFORMS	N
23317	WILLIAMS/JO		99.99	1 Transactions			

1 Fund Total: 29,981.45 County Revenue 36 Vendors 130 Transactions

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

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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
115	1350 ARAMARK UNIFORM SERVICES 03-320-000-0000-6262		765.24	SHOP 500 RUGS		OTHER SERVICES	N
	1350 ARAMARK UNIFORM SERVICES		765.24	1 Transactions			
111	1364 AUTO VALUE 03-350-000-0000-6564		19.46	CLAMP, URETHANE		EQUIPMENT REPAIR PARTS	N
112	03-350-000-0000-6564		14.22	FILTER		EQUIPMENT REPAIR PARTS	N
113	03-350-000-0000-6564		174.99	BATTERY		EQUIPMENT REPAIR PARTS	N
114	03-350-000-0000-6564		57.97	BRAKE, BRAKE FLUID		EQUIPMENT REPAIR PARTS	N
	1364 AUTO VALUE		266.64	4 Transactions			
110	3315 CARGILL, INCORPORATED 03-350-000-0000-6565		2,921.31	SALT	2906588965	ROAD MATERIALS	N
109	03-350-000-0000-6565		2,872.98	SALT	2906595566	ROAD MATERIALS	N
	3315 CARGILL, INCORPORATED		5,794.29	2 Transactions			
108	3500 COULOMBE CONSULTING 03-330-000-0000-6261		2,240.00	INDEXING	210018	CONSULTING & LEGAL SERVICES	Y
	3500 COULOMBE CONSULTING		2,240.00	1 Transactions			
67	4314 DAVIDSON CONSTRUCTION 03-350-000-0000-6636		36.00	PEA ROCK		BUILDING IMPROVEMENTS	N
	4314 DAVIDSON CONSTRUCTION		36.00	1 Transactions			
107	6006 FARMERS UNION OIL 03-350-000-0000-6562		328.90	OIL		MOTOR OIL & LUBRICANTS	N
	6006 FARMERS UNION OIL		328.90	1 Transactions			
106	6350 FLAAGAN/MIKE 03-320-000-0000-6330		34.38	MEALS - MEETINGS - DULUTH	11121	TRAVEL & EXPENSE	N
	6350 FLAAGAN/MIKE		34.38	1 Transactions			
102	8331 HARDWARE HANK 03-330-000-0000-6631		640.70	PAINT		FURNITURE & EQUIPMENT	N
104	03-330-000-0000-6631		41.44	PAINT		FURNITURE & EQUIPMENT	N
103	03-350-000-0000-6551		32.99	MAILBOX		SIGNS	N
105	03-350-000-0000-6551		19.99	MAILBOX		SIGNS	N
	8331 HARDWARE HANK		735.12	4 Transactions			
	8356 HOUSTON ENGINEERING INC						

Pennington County Financial System



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
101	03-330-000-0000-6261			5,974.63	ENGINEERING KRATKA BRIDGE	0056533	CONSULTING & LEGAL SERVICES	N
	8356 HOUSTON ENGINEERING INC			5,974.63	1 Transactions			
100	03-350-000-0000-6551			1,716.19	SIGNS	214392	SIGNS	N
	13302 M-R SIGN CO, INC			1,716.19	1 Transactions			
93	03-350-000-0000-6556			19.44	TAPE MEASURER		SHOP SUPPLIES	N
94	03-350-000-0000-6564			334.29	FILTER, BRAKE ROTOR, PADS		EQUIPMENT REPAIR PARTS	N
95	03-350-000-0000-6564			337.49	LED LIGHTS		EQUIPMENT REPAIR PARTS	N
96	03-350-000-0000-6564			193.97	BRAKE SHOES		EQUIPMENT REPAIR PARTS	N
97	03-350-000-0000-6564			61.99	SOCKET SETS		EQUIPMENT REPAIR PARTS	N
98	03-350-000-0000-6564			69.99	RETURN WHEEL SEAL, BRAKE SHOES		EQUIPMENT REPAIR PARTS	N
99	03-350-000-0000-6564			14.38	WIPER BLADES		EQUIPMENT REPAIR PARTS	N
	14324 NAPA AUTO PARTS			891.57	7 Transactions			
92	03-350-000-0000-6631			400.00	MOWER		FURNITURE & EQUIPMENT	N
	14316 NELSON EQUIPMENT OF TRF INC			400.00	1 Transactions			
88	03-350-000-0000-6560			9,165.55	GAS & DIESEL - SHOP 500		GAS & DIESEL	N
89	03-350-000-0000-6560			2,453.49	DIESEL - SHOP 215		GAS & DIESEL	N
90	03-350-000-0000-6560			2,990.36	DIESEL - SHOP 213		GAS & DIESEL	N
91	03-350-000-0000-6560			2,845.00	DIESEL - SHOP 211		GAS & DIESEL	N
	14440 NORTHDALE OIL INC.			17,454.40	4 Transactions			
87	03-320-000-0000-6401			16.25	WATER	1238621	SUPPLIES	N
	14123 NORTHWEST BEVERAGE INC			16.25	1 Transactions			
86	03-320-000-0000-6401			67.87	POST ITS, FILES, CALENDAR	201166674001	SUPPLIES	N
	15323 OFFICE DEPOT			67.87	1 Transactions			
81	03-320-000-0000-6263			33.96	HOSTED OFFICE - SEPT		COMPUTER SERVICES	N
82	03-320-000-0000-6263			12.00	POP EMAIL - SEPT		COMPUTER SERVICES	N
83	03-320-000-0000-6263			445.71	IT GLOBAL - SEPT		COMPUTER SERVICES	N
	16027 PENNINGTON COUNTY TREASURER							

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

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3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
84	03-320-000-0000-6263			61.25	HOSTED OFFICE - SEPT			COMPUTER SERVICES	N
85	03-320-000-0000-6263			34.70	EMAIL ARCHIVING - SEPT			COMPUTER SERVICES	N
16027	PENNINGTON COUNTY TREASURER			587.62				5 Transactions	
16460	POMP'S TIRE SERVICE, INC								
78	03-350-000-0000-6564			4,592.40	TIRES		1550012098	EQUIPMENT REPAIR PARTS	N
77	03-350-000-0000-6564			571.28	TIRES		1550012280	EQUIPMENT REPAIR PARTS	N
79	03-350-000-0000-6564			26.50	FLAT REPAIR		1550012467	EQUIPMENT REPAIR PARTS	N
16460	POMP'S TIRE SERVICE, INC			5,190.18				3 Transactions	
16419	PRECISE MRM LLC								
80	03-350-000-0000-6564			502.01	MONTHLY GPS - SEPT		200-1033345	EQUIPMENT REPAIR PARTS	N
16419	PRECISE MRM LLC			502.01				1 Transactions	
18379	RDO TRUST # 80-5800								
76	03-350-000-0000-6564			277.30	INSERT		P3023509	EQUIPMENT REPAIR PARTS	N
75	03-350-000-0000-6564			72.87	TOOTH, PIN		P3045609	EQUIPMENT REPAIR PARTS	N
18379	RDO TRUST # 80-5800			350.17				2 Transactions	
18440	READITECH IT SOLUTIONS								
69	03-320-000-0000-6263			40.00	BACK UP MANAGER - NOV			COMPUTER SERVICES	N
71	03-320-000-0000-6263			70.00	HOSTED OFFICE			COMPUTER SERVICES	N
72	03-320-000-0000-6263			25.47	HOSTED EXCHANGE			COMPUTER SERVICES	N
73	03-320-000-0000-6263			12.00	POP EMIL			COMPUTER SERVICES	N
74	03-320-000-0000-6263			31.23	EMAIL ARCHIVING			COMPUTER SERVICES	N
70	03-350-000-0000-6202			67.00	HOSTED EXCHANGE - NOV			TELEPHONE	N
18440	READITECH IT SOLUTIONS			245.70				6 Transactions	
18106	RED LAKE COUNTY COOP								
68	03-350-000-0000-6418			35.00	TANK LEASE - SHOP 215		48604	PROPANE FOR HEATING SHOPS	N
18106	RED LAKE COUNTY COOP			35.00				1 Transactions	
3 Fund Total:				43,632.16	Road & Bridge			21 Vendors	49 Transactions

Pennington County Financial System



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

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32 Solid Waste Facility

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
58	1314 ACE RENT-ALL 32-390-000-0000-6631		64.13	POST - AUGER - SCORE		FURNITURE & EQUIPMENT-SCORE ,	Y
	1314 ACE RENT-ALL		64.13	1 Transactions			
28	16079 PETERSON LUMBER 32-390-000-0000-6631		547.31	LUMBER/SCREWS	2110-022831	FURNITURE & EQUIPMENT-SCORE ,	N
29	32-390-000-0000-6631		332.41	TRUSS RAFTERS	2110-023051	FURNITURE & EQUIPMENT-SCORE ,	N
	16079 PETERSON LUMBER		879.72	2 Transactions			
32 Fund Total:			943.85	Solid Waste Facility	2 Vendors	3 Transactions	

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Pennington County Financial System



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

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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
173	8322 BRENT HEMLEY 40-731-000-0000-6849		50.00	BEAVER BOUNTY		BEAVER CONTROL	N
	8322 BRENT HEMLEY		50.00	1 Transactions			
120	18357 RINKE NOONAN 40-716-000-0000-6262		100.00	DRAINAGE - CD#16	333655	OTHER SERVICES	N
118	40-796-000-0000-6262		100.00	DRAINAGE - CD#96	333655	OTHER SERVICES	N
119	40-796-000-0000-6262		159.00	DRAINAGE - CD#96	333656	OTHER SERVICES	N
	18357 RINKE NOONAN		359.00	3 Transactions			
50	20027 THE TIMES 40-713-000-0000-6232		44.16	DITCH #13 MEETING	101321	ADVERTISING - JD #13	N
51	40-713-000-0000-6232		2.50	AFFIDAVIT - JD13	101321	ADVERTISING - JD #13	N
	20027 THE TIMES		46.66	2 Transactions			
182	23302 WRIGHT CONSTRUCTION INC 40-703-000-0000-6262		28,248.00	SIDE INLET REPLACE - #JD25-3		OTHER SERVICES -JD #25-3	N
183	40-718-000-0000-6262		5,510.00	DITCH CLEANING - JD#18		OTHER SERVICES - JD #18	N
181	40-773-000-0000-6262		12,977.50	DITCH CLEANING - CD#73		OTHER SERVICES	N
	23302 WRIGHT CONSTRUCTION INC		46,735.50	3 Transactions			
40 Fund Total:			47,191.16	Ditch Funds	4 Vendors	9 Transactions	
Final Total:			121,748.62	63 Vendors	191 Transactions		

Pennington County Financial System



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	29,981.45	County Revenue
	3	43,632.16	Road & Bridge
	32	943.85	Solid Waste Facility
	40	47,191.16	Ditch Funds
	All Funds	121,748.62	Total

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



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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
19	19343 LARSON/MELISSA 01-251-000-0000-6330		10.68	MEAL - TRANSPORT	11321	TRAVEL & EXPENSE	N
	19343 LARSON/MELISSA		10.68	1 Transactions			
8	12323 LAWRENCE/BRUCE 01-003-000-0000-6103		100.00	PER DIEM - TECH & TRAHA - TRF	101121	PER DIEMS - BOARD	N
9	01-003-000-0000-6103		75.00	PER DIEM - NWRECB - TRF	101321	PER DIEMS - BOARD	N
10	01-003-000-0000-6103		75.00	PER DIEM - PSAP/ECB MTG - ZOOM	101421	PER DIEMS - BOARD	N
11	01-003-000-0000-6103		75.00	PER DIEM - SECN MTG - ZOOM	102521	PER DIEMS - BOARD	N
4	01-003-000-0000-6103		75.00	PER DIEM - PERSONNEL - TRF	10421	PER DIEMS - BOARD	N
5	01-003-000-0000-6103		75.00	PER DIEM - PERSONNEL - TRF	10521	PER DIEMS - BOARD	N
6	01-003-000-0000-6103		75.00	PER DIEM - PERSONNEL - TRF	10621	PER DIEMS - BOARD	N
7	01-003-000-0000-6103		75.00	PER DIEM - PERSONNEL - TRF	10721	PER DIEMS - BOARD	N
	12323 LAWRENCE/BRUCE		625.00	8 Transactions			
1	14478 NELSON/SETH 01-003-000-0000-6103		75.00	PER DIEM - TECH COMM - TRF	101121	PER DIEMS - BOARD	N
2	01-003-000-0000-6103		75.00	PER DIEM - NWRE - TRF	101321	PER DIEMS - BOARD	N
3	01-003-000-0000-6103		75.00	PER DIEM - LAW LIBRARY - ZOOM	102121	PER DIEMS - BOARD	N
	14478 NELSON/SETH		225.00	3 Transactions			
20	15375 OLSON/WYATT 01-251-000-0000-6330		14.82	MEAL - TRANSPORT	11321	TRAVEL & EXPENSE	N
	15375 OLSON/WYATT		14.82	1 Transactions			
12	16362 PETERSON/NEIL 01-003-000-0000-6103		75.00	PER DIEM - WRAC - TRF	101121	PER DIEMS - BOARD	N
13	01-003-000-0000-6103		75.00	PER DIEM - RED LAKE1W1P - ZOOM	101321	PER DIEMS - BOARD	N
14	01-003-000-0000-6103		75.00	PER DIEM - DRAINAGE - TRF	101421	PER DIEMS - BOARD	N
15	01-003-000-0000-6103		75.00	PER DIEM - MRC - ZOOM	101821	PER DIEMS - BOARD	N
16	01-003-000-0000-6103		75.00	PER DIEM - LOCAL GOV - ZOOM	101921	PER DIEMS - BOARD	N
17	01-003-000-0000-6103		100.00	PER DIEM - NWSTC - BEMIDJI	102521	PER DIEMS - BOARD	N
18	01-003-000-0000-6103		75.00	PER DIEM - JD 13 HEARING - TRF	102621	PER DIEMS - BOARD	N
	16362 PETERSON/NEIL		550.00	7 Transactions			
21	20403 THIBERT/ALEX 01-251-000-0000-6330		23.32	MEAL - TRANSPORT	102821	TRAVEL & EXPENSE	N
	20403 THIBERT/ALEX		23.32	1 Transactions			

1 Fund Total:

1,448.82

County Revenue

6 Vendors

21 Transactions

Pennington County Financial System



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

Page 3

1 County Revenue

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
Final Total:		1,448.82	6 Vendors	21 Transactions	

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Pennington County Financial System



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,448.82	County Revenue
All Funds	1,448.82	Total

Approved by,

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**FY 2022 and 2023 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
NATURAL RESOURCES BLOCK GRANT AGREEMENT**

Vendor:	0000197338
PO#:	3000014046

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and **Pennington County, 101 Main Ave N Thief River Falls Minnesota 56701** (Grantee).

<i>This grant is for the following Grant Programs :</i>		
P22-6683	2022 - Shoreland-NRBG (Pennington County)	\$2,833
P23-6768	2023 - Shoreland-NRBG (Pennington County)	\$2,833
P22-6336	2022 - Local Water Management - NRBG (Pennington County)	\$15,341
P22-6854	2022 - Septic Treatment Systems - NRBG (Pennington County)	\$18,600
P22-6913	2022 - Septic Treatment Systems Upgrade - NRBG (Pennington County)	\$3,678
P23-6423	2023 - Local Water Management - NRBG (Pennington County)	\$15,341
P22-6968	2022 - BWSR Septic Treatment Systems (Pennington County)	\$25,450
P22-6510	2022 - Wetland Conservation Act - NRBG (Pennington County)	\$16,447
P23-6597	2023 - Wetland Conservation Act - NRBG (Pennington County)	\$16,447

Total Grant Awarded: \$116,970

Recitals

1. This Grant Agreement is for the FY 2022 and 2023 Department of Natural Resources (DNR) Shoreland, Local Water Management (LWM), Wetland Conservation Act (WCA), Subsurface Sewage Treatment System (SSTS) and FY 2022 Minnesota Pollution Control Agency (MPCA) Subsurface Sewage Treatment System (SSTS) Program Grants.
2. The Laws of Minnesota 2021, 1st Special Session, Chapter 6, Section 4(a), appropriated funds to the Board for the FY 2022 & 2023 DNR Shoreland, LWM, WCA, and SSTS.
3. The MPCA transferred to BWSR funds for their Fiscal Year 2022 SSTS Grant Programs to be allocated with this Grant Agreement.
4. Minnesota Statutes § 103B.101, Subd. 9(1), and § 103B.3369, Subd. 5 authorize the Board to award grants.
5. The Board adopted Board Order #21-36 to authorize and allocate funds for the FY 2022 and 2023 Natural Resources Block Grant (NRBG).
6. The Grantee has met the criteria established by statute, the Board, the DNR, and the MPCA, and is eligible to receive NRBG grant funds.
7. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the Board.
8. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Marcey Westrick, BWSR Central Region Manager, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, 651-284-4153, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

**Board Chair
101 Main Ave N
Thief River Falls, MN 56701
218-683-7000**

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantees must immediately notify the Board.

Grant Agreement

1. Terms of the Grant Agreement.

- 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
- 1.2. **Expiration date:** **December 31, 2024**, or until all obligations have been satisfactorily fulfilled, whichever comes first.
- 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Grant Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 17. Intellectual Property Rights.

2. Grantee's Duties.

- 2.1. The Grantee is responsible for the specific duties for the NRBG, as follows:
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
 - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board. All individual grants over \$500,000 will also require a reporting expenditure by June 30 of each year.
 - 2.2.2. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2024. Information provided must conform to the requirements and formats set by the Board.
 - 2.2.3. A late or incomplete annual progress or final report will result in withholding of any future NRBG allocations.
- 2.3. **Compliance:** The Grantee will comply with Minnesota Statutes Section 103B.3361 through 103B.3369 (LWP), Minnesota Rules Chapter 8420 (WCA); Minnesota Statutes Section 103F.201 and Minnesota Rules Chapter 6120 (Shoreland) and have a DNR approved shoreland ordinance; Minnesota Rules Chapter 7082.0040 through 7082.0700 (SSTS); and amendments thereto, for Local Water Management, Wetland Conservation Act, Shoreland Management, and Subsurface Sewage Treatment Systems.
- 2.4. **Wetland Conservation Act Funds Transfer:** As required by the Board, the Grantees' participation in the NRBG is conditioned upon a transfer of funds to the Soil and Water Conservation District (SWCD) for Wetland Conservation Act activities, or such greater amount as agreed upon by the county and SWCD. This transfer must occur within 120 days of receipt of NRBG funds by the Grantee. This amount is listed on the BWSR website.

3. Time.

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Terms of Payment.

- 4.1. All FY 2022 Grant funds will be distributed in one installment promptly after the execution of the Grant Agreement. FY 2023 grant funds will be distributed as soon as is practicable after the start of fiscal year 2023. FY 2023 grant funds may not be spent before they are received.
- 4.2. Any grant funds remaining unspent after the end of the expiration date stated above will be returned to the Board within one month of that date.
- 4.3. The Board must consult with the State agency responsible for administering the grant program before granting an amendment to the Grant Agreement, or a component thereof.
- 4.4. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.5. This grant is an advance payment. Advance payment allows the Grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. Conditions of Payment.

- 5.1. All services provided by the Grantee under this Grant Agreement must be performed to the Board's satisfaction, as set forth in this Grant Agreement and in the Board approved work plan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the Board to be unsatisfactory or performed in violation of federal, State, or local law.
- 5.2. Minn. Stat. §103C.401 (2018) establishes BWSR's obligation to assure program compliance. If the noncompliance is severe, or if work under the Grant Agreement is found by BWSR to be unsatisfactory or performed in violation of federal, State, or

local law, BWSR has the authority to require the repayment of grant funds or withhold payment on grants from other programs.

5.3. For the LWM, WCA and DNR Shoreland Programs, Grantees have the flexibility of determining the amount of grant funds to expend on each of these three Programs locally. This is to provide needed spending flexibility for yearly fluctuations in workload and program activity in counties and SWCDs.

6. Assignment, Amendments, and Waiver

6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Board and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

6.2. **Amendments.** Any amendments to this Grant Agreement must be in writing and will not be effective until it has been approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto.

6.3. **Waiver.** If the Board fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. Liability.

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. State Audits.

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to reconciliation. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

9. Government Data Practices.

The Grantee and Board must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the Board under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

10. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

11. Publicity and Endorsement.

11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Agreement.

11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.

12. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. Termination.

13.1. The Board may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2. The Board may immediately terminate this Grant Agreement if the State finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The Board may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14. Data Disclosure.

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

15. Prevailing Wage.

It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of \$25,000 or more; prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

16. Municipal Contracting Law.

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

17. Intellectual Property Rights.

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

Approved:

Pennington County

Board of Water and Soil Resources

By: _____
(print)

By: _____

(signature)

Title: _____

Title: _____

Date: _____

Date: _____